



Merewether High School

Latter Year Enrolment Policy

Preamble

Merewether High School is a Selective High School catering for highly achieving academically talented students by providing an educationally enriched environment. As a school we can provide intellectual stimulation by grouping talented students together, concentrating school resources and using specialised teaching methods.

The number of vacancies in Years 8 to 12 will vary across academic years.

Enquiries

Enquiries about courses and programs offered by Merewether High School as well as enquiries about selection criteria should be addressed to the school.

How to Apply

- Applications must be made on the DoE Years 8-12 entry to selective high schools in (year of entry) Application Form.
- You may apply for no more than 3 selective high schools.
- Remember to complete a separate application form for each selective high school you wish to apply for.
- Lodge your form with us by the closing date as published on the application form and the DoE website.

School Assessment Procedures

It is suggested the following be included with the signed application:

- A covering letter
- A copy of your child's birth certificate
- Copies of the last two year's school reports
- Copies of the most recent NAPLAN results
- Copies of achievements / awards

Priority Order of Schools

If you are applying for more than one selective high school, you must list in the SCHOOL CHOICES section on page 2 of each application that you lodge, all of the schools you are applying for, in priority order.

Residential Address

Parents must be living in NSW by the beginning of the new school year. If parents normally live in NSW but are temporarily out of the state, they should expect to return in the near future. Applications from parents who continue to live outside NSW after the new school year begins will be considered only if there are vacancies after all suitable applicants from NSW have been placed.

Enrolment Policy

The NSW Department of Education has a responsibility to assess and manage any risk of harm to its staff or students. This includes assessing and managing risks posed to students or staff at a school by any student. Where relevant, such situations will be dealt with in accordance with the Department's enrolment policies and procedures. Information for parents regarding enrolment is available at: <http://www.schools.nsw.edu.au/schoolfind/enrolment/parentsinfo.php>

Courses of Study

Applicants should be aware that courses of study at Merewether High School may not be the same as courses taken at the previous school. Student's current courses will be taken into account when they are considered for placement.

Application Procedures

Availability of application forms

Copies of the package are available from all selective high schools, school education group offices, and the High Performing Students Unit at Bankstown. They are also available on the Internet at:

www.schools.nsw.edu.au/learning/7-12assessments/selective8_12.php

Acknowledgement of receipt of application

Your application will be acknowledged in writing.

Selection Procedures

The number of vacancies at Merewether High School in Years 8 to 12 will generally depend on the number of students who leave in the previous year. In some years there may be no vacancies in some academic year groups.

A selection committee will decide on the students to be offered places and will establish a reserve list in priority order. The selection committee comprises three people, including the selective high school principal as chairperson, the relevant year selective high school deputy principal and a parent representative, as appointed by the school's P&C President.

Family Placement Claim

Because there is so much competition for entry to selective high schools, family placement is no longer considered.

Notification of Decision

You will be notified in writing about the outcome of your application. Some later offers may be made by telephone. Students may be (a) offered a place, (b) put on the reserve list, or (c) advised that they did not qualify for placement.

Response to Offers

If you receive an offer, please respond to the school as soon as possible. If you do not respond within 14 days it may be assumed that the offer has been declined. Where offers are made by telephone a response is generally required within 24 hours.

If you accept the offer you will be sent an 'Authority to Enrol'.

Offers will be withdrawn if the student fails to enrol at the school at the beginning of the school year without providing a satisfactory explanation. Enrolment may not be deferred beyond the first day of Term 2, in the new school year. Any deferment must be negotiated with the principal.

If you accept the offer then later change your mind, please tell the school so that the next eligible applicant can be offered the place.

If you decline the offer, you will be sent a letter to confirm this.

Guidelines for a review of Years 8 – 12 placement decisions

Under the following conditions, parents can request that the principal of the selective high school reviews the selection committee's decision not to place the student at their school. The request for a review must be made within 7 days of the date on the letter notifying you of the outcome.

- Even if the parents made applications to two or three selective high schools the review must be directed to the principal of only one of the three selective high schools the parents chose.
- The request for review must be in writing; emailed, faxed or posted to the school.
- The request for review must be received by the selective high school within seven (7) days of the date on which the outcome of the parent's application to that school was sent.

A request for a review will generally be considered valid if made on one of the following grounds:

- The selection committee did not follow its own published criteria
- Something unforeseen and beyond the parent's or the student's control occurred to compromise the student's performance in the test (if relevant) provided that the event is not listed below.

A request for a review will generally **not** be considered valid if made on the following grounds:

- Disruption to schooling for reasons other than a medical condition affecting the student. The request for a review will not be granted on the basis that the family travelled overseas during the assessment period or that they moved to another residence.
- Anxiety or depression or any other long-term illness or condition which affected the child's performance either in school or on the day of the test (if relevant)¹.
- Incomplete documentation. It is the parent's responsibility to provide all relevant documentary evidence at the time of application.
- The parent's belief that another student who was successful for entry to that selective high school is considered to be performing at a lower level in classwork².

¹ While it is acknowledged that anxiety, depression and other long-term illnesses or conditions can affect a student's ability to show academic merit, there is little a selection committee can do to predict how well a student would have performed without such a condition.

² The process for selective high school entry in Years 8 to 12 ranks students in the candidature on a variety of measures including the basis of their documentary evidence of academic merit, and/or testing and/or interviews. It is possible for a student to rank differently in this process from the way they rank in class.

Parents will be notified either that their request for a review is invalid or about the outcome of their request within 14 days of submitting the request. All correspondence is to be directed to the principal.

The Principal
Merewether High School
PO Box 1013
Hamilton NSW 2303