

STARTING SECONDARY SCHOOL

IN 2020



Government of South Australia

Department for Education

ABOUT STARTING SECONDARY SCHOOL

About this time of year, it's time to think about the next phase of education – secondary school, sometimes known as high school.

The transition from primary to secondary school is a major milestone. It will bring changes and new experiences in education, personal development and planning for future pathways.

South Australian government secondary schools offer a wide range of subjects, programs, activities and opportunities to meet the interests and talents of young people.

This booklet explains the South Australian year 7 to year 8 school transition process and the different government school options.



CONTENTS

WHAT YOU NEED TO DO	4
CHOOSE A SCHOOL	5
COMPLETE YOUR APPLICATION	8
HOW OFFERS ARE ALLOCATED	10
REVIEWS AND ENQUIRIES	13
COMMON QUESTIONS	14
PRIVACY STATEMENT	15

WHAT YOU NEED TO DO



CHOOSE A SCHOOL

The first step is deciding which school to attend:

- a local (zoned) school
- a special interest school or a specific program in a school
- an inclusive education option for a child with a disability
- a non-local (out-of-zone) school.

Local school (zoned)

In South Australia most metropolitan secondary schools and some country secondary schools are zoned. A school zone is a designated area surrounding the school from which the school accepts its core intake of students.

The permanent primary residential address of the student determines the local (zoned) school.

Families living in metropolitan Adelaide can check their school zone for 2020 based on residential address at: www.education.sa.gov.au/findaschool

Note:

For families in outer metropolitan Adelaide living in an unzoned school area, students will be allocated to their closest government secondary school or the school that is serviced by a Department for Education (the department) provided school bus service.

When a student resides 5 kilometres or more from their nearest government secondary school or a provided school bus service, they may be eligible for a student travel allowance payment.

It's a good idea to personally visit your local secondary school/s, perhaps on an open day, principal's tour or information evening to help you decide on a secondary school. Schools have more detailed information on their websites or you can call the school directly.

Local school (shared zone)

A small number of secondary schools have a shared zone or shared areas, allowing parents and students living within this zone to nominate a preferred local (zoned) school.

You can nominate to attend either local (zoned) school, by circling your nominated school in section 3 and providing reasons for your nomination in section 4 (page 2) on the 'registration of interest (ED176) form'.

Where demand from families living in the shared area exceeds places available, applications will be ranked according to the department's criteria for allocation of points and students may be shared between the 2 schools.

See 'criteria for allocation of points' on page 11 for further information.

Registration of interest for non-local (out-of-zone) schools

All government secondary schools aim to have enough year 8 places to accept students in their local (zoned) area.

Depending on the availability of places, some schools may accept enrolment requests from students from outside the local area.

You can register interest to attend (up to) 3 out-of-zone schools on your ED176 form, in order of preference.

Special interest schools or programs

Some schools have been established to offer students a specific learning program, in either curriculum or in the nature of the student enrolment.

While all schools provide the Australian Curriculum, some secondary schools also offer students a particular focus program based on a specific interest or talent, such as languages, music, arts and sports.

There may be prerequisite and/or a selective entry process for enrolment into a specialised school or program, which is managed by the school. It may include an examination, performance or audition.

Applications are usually due to the school in term 1. Schools will inform you directly if they will offer a place during term 2.

Students from country primary schools are eligible to apply for selective entry to a special interest school or program. For country students who attend metropolitan secondary schools, the responsibility for accommodation and travel arrangements remains with the family.

If you have applied to a school through a selective entry process:

- write the name of the school/s in section 4 (page 1) of the ED176 form, in order of preference. A place will still be available for you at your local (zoned) school, in case you do not receive the selective entry placement
- consider that you may be accepted at the school but not into the specialised program
- consider that you may be successful in more than 1 enrolment application. If so, you will be contacted by the department and asked to choose your nominated school.

If you have accepted a place in a specialised school or program, attach a copy of the acceptance letter from the school to your ED176 form.

Please contact the secondary school or visit their website for more information on their programs and application process.

If you are looking for an all girls' education, please contact Mitcham Girls High School or Roma Mitchell Secondary College – Girl's Education Campus for further details.

Australian Science and Mathematics School (ASMS)

As ASMS is only for students in years 10 to 12, you can't choose this school at this stage. For further information or a copy of the ASMS 'registration of interest form', please visit www.asms.sa.edu.au.

Vocational Education and Training (VET)

VET pathways allow students to achieve VET qualifications as part of their South Australian Certificate of Education (SACE). This helps students in years 10 to 12:

- develop skills for the workforce
- develop an understanding of the workforce
- get training in industry-specific skills
- achieve credit towards their SA certificate of education (SACE)
- achieve credit towards a nationally recognised qualification such as a certificate, diploma or advanced diploma while still at school.

If you are interested in a particular VET pathway, talk to the career adviser at the secondary school you wish to consider or visit their website for further information.

Country special interest schools and programs

Country secondary schools offer a wide range of high quality curricula and programs. Some schools specialise in particular areas, eg agriculture, aquaculture or viticulture. If you are interested in a specialist program, please contact the school or visit the relevant school's website for their enrolment criteria.

The South Australian Rural Student Accommodation program provides affordable full board, hostel-style accommodation for secondary students to live away from home. For information about boarding options please contact Cleve Area School, Lucindale Area School or Burra Community School.

Inclusive education options for students with a disability

Most students with a disability will attend their local secondary school. The department provides all schools with additional resources to support students with a disability or special needs.

If you are interested in seeking placement for your child in an inclusive education option, you will participate in a state-wide panel process for placement in a special class, disability unit or special school. See www.education.sa.gov.au/supporting-students/children-disability-and-special-needs for details.

To be considered for an inclusive education option, families complete a 'request to investigate enrolment in a special education option – SEO1 form', with their primary school and support from a department psychologist and special educator.

Panels meet at the same time across the state to ensure all requests are treated consistently and fairly. Offers of placement are made to families directly by the panel.

All year 7 students with a disability will also need to complete an ED176 form, including those who already have applied for, or have a confirmed place in a special class, disability unit or special school.

Additionally there are inclusive education options for students with a disability who need highly specialised settings to help with developmental, communication, mobility and/or sensory needs. These options include the Centre for Hearing Impaired, Kilparrin Specialist School (vision and/or hearing impaired, with additional needs) and SA School for Vision Impaired. There is a separate enrolment processes for these centres. Centres have more information on their websites or you can call them directly.

COMPLETE YOUR APPLICATION

Coming from a government primary school

Students who are currently enrolled at a government primary school will receive a transition pack from their school. The pack will include a 'registration of interest for placement in year 8 (ED176) form'. This will list your local (zoned) school.

If the local (zoned) school is your choice, select yes in section 3 on the ED176 form.

If there is a mistake with your residential address, please contact your primary school as soon as possible and they will provide you with an amended ED176 form.

You will need to supply proof of residence documents to your primary school if you want to make any changes to the address details on the form.

See the 'proof of residence' section on page 9 for further information.

Coming from a non-government primary school

Students who are currently enrolled at a non-government primary school can get a transition pack from their local government secondary school, local education office or by emailing education.startingsecondaryschool@sa.gov.au.

The www.education.sa.gov.au/findaschool website will help you to find nearby government secondary schools, or you can email education.startingsecondaryschool@sa.gov.au.

If the local (zoned) school is your choice, select yes in section 3 on the ED176 form.

You will need to supply proof of residence documents when you submit the ED176 form. See the 'proof of residence' section on page 9 for further information.

Returning your application

- Students who are currently enrolled at a government primary school should return the completed ED176 form and proof of residence (if applicable) to their primary school by Friday 24 May 2019.
- Students who are currently enrolled at a non-government primary school should return the completed ED176 form and proof of residence by Friday 24 May 2019 to education.startingsecondaryschool@sa.gov.au or:

Year 7 to 8 transition
Operations directorate
Department for Education
Level 3, 31 Flinders Street
Adelaide South Australia 5000.

Proof of residence or change of address

You must provide proof of residence if you are enrolled at a non-government primary school or you wish to update your address on your ED176 form.

Proof documentation must include:

- **(if the parent owns their home)** a copy of the contract of sale for the property or a recent council rates notice, and a recent gas or electricity bill for that property
- **(if the parent rents their home)** a rental agreement and a bond receipt lodged with Consumer and Business Services showing the current place of residence. The rental agreement should cover at least the first 12 months (eg 2020 school year) that the student will be attending the school and a recent gas or electricity bill for that property.

The renting of a room/s for your student at a property is not considered to be a primary residence. Families must rent an entire property for it to be considered their primary residence.

If the student is living with a relative or friend, you will need to send supporting documentation such as a parenting order from the Family Court confirming the relative or friend is the formal full-time carer of the student.

Generally, a statutory declaration on its own is not considered sufficient evidence. If you are unsure, please talk to your primary school or email education.startingsecondaryschool@sa.gov.au.

Note: you will be requested to provide proof of residence at time of enrolment to your allocated secondary school.

HOW THE OFFERS ARE ALLOCATED



Criteria for allocation of points

To be fair, all applications are assessed and ranked according to the department's criteria for allocation of points, which includes:

- the distance from the student's residential address to the school (20 points max)
- specific curriculum opportunities (ie languages, music) that are not available at your local (zoned) school (4 points max)
- social/family links to the school (1 point max)
- transport/location convenience (1 point max)
- compelling or extenuating reasons (you will need to attach supporting evidence to your ED176 form).

The allocation of points is also applied where demand from families living in a shared secondary high school zone exceeds places available. Students living in the shared zone with a sibling already attending the nominated local (zoned) school will gain automatic entry.

It's important to also include your reason/s why you are applying for an out-of-zone school, or if you live in a shared zone nominating your preferred local (zoned) school, in section 4 (page 2) on your ED176 form.

Offers

If you are not offered a place at your first-nominated school, you will be considered for placement at your second, then your third-nominated school.

If you are not offered a place at any of your nominated schools, you will be added to the ranked waiting list for the school and offered a place if one becomes available for the coming school year.

In this case, you will have a place at your local (zoned) school.

Exceptions to non-local placement

The department's criteria for allocation of points process does not apply to out-of-zone applications for some secondary schools such as: Adelaide High School, Adelaide Botanic High School, Glenunga International High School, Mark Oliphant College, Henley High School, Urrbrae Agricultural High School, Mitcham Girls High School or Roma Mitchell Secondary College Girls Education Campus. This is because they have a current capacity management plan or have a separate enrolment criteria.

Although you can nominate these schools as one of your nominated schools on your ED176 form, only those students who meet the enrolment criteria will be eligible for placement.

In some cases, the department gives automatic entry to students living outside the local (zoned) area during the year 7-8 transition process. This may include students with a sibling currently attending the school, Aboriginal students and children in care. Please see the 'automatic entry for non-local students' section on page 12.

Automatic entry for non-local students

Siblings

At many secondary schools, siblings of students currently attending an out-of-zone school may be eligible to enrol at the same school.

In these cases, photocopy and attach a copy of the sibling's student ID card to your ED176 form.

Step-brothers and sisters (including families living in a de facto relationship) are considered siblings if they live at the same primary residence (evidence of the arrangement may be requested).

However, if there is a break of more than 12 months in attendance by the sibling, then sibling entry does not apply.

Note: families need to be aware the department's enrolment policy is under review and this may impact future sibling entry in coming years, particularly students of siblings selected to participate in a special interest program.

Government secondary schools with their own enrolment criteria or with a capacity management plan may not have automatic entry for siblings living outside of their school zone.

Please check with your nominated school/s for more information.

Children in care

Year 7 students confirmed by the Department for Child Protection (DCP) as being in care where there is a custody or guardianship order made under the Children and Young People (Safety) Act 2017 (SA) may enrol and be accepted into any government secondary school.

This helps to support young people in care to transition successfully between schools.

Prior to completing the student's ED176 form, the child's caseworker, carer, primary school and appropriate local student support services staff meet to discuss enrolment options, expectations, responsibilities and commitments of all parties.

Aboriginal students – Enter for Success program

Year 7 Aboriginal students may enrol and be accepted into any government secondary school through the Enter for Success program.

This helps to support Aboriginal young people to transition successfully between schools.

If you wish to apply for this program, meet with your primary school to discuss the best secondary school if it's not your local (zoned) school.

Please return the completed 'Enter for Success form' with your ED176 form.

The program is only available to Aboriginal students in year 7.

REVIEWS AND ENQUIRIES

Allocation reviews

If you are not satisfied with the outcome of your school allocation, you can request a review of the allocation process.

This should be a letter that includes any additional information not provided in your original application.

This process does not necessarily allow for changes to your original nominated schools unless there is new evidence explaining why the allocated school is not suitable.

To review the outcome of a special interest school or program, you must contact the school directly.

The review process may not be applicable for secondary schools with their own enrolment criteria or capacity management plan. Please check with your nominated school/s for more information.

Requests for a review must be lodged with the department by 5pm Friday 30 August 2019. Requests received after this date will not be accepted.

See your allocation pack for further details on the review process and timelines.

Enquiries

If you have questions not answered in this booklet, please contact your nominated school/s to ask for advice or email education.startingsecondaryschool@sa.gov.au.

COMMON QUESTIONS

Q: Where can I find dates and times for secondary school open days and principal tours?

A: From individual school websites

Q: When will I find out where I have been accepted for secondary school?

A: Students will receive their allocation packs on or by Friday 16 August 2019.

Q: What if I miss out on my nominated school?

A: You will be allocated to your local (zoned) school.

Students who miss out on their first, second and/or third nominations will be placed on each of the secondary school's ranked waiting lists, if they have one. Waiting lists are managed directly by schools and to ensure the process is fair and equitable, parents will not be advised of their position on the waiting list.

Q: What documentation will I receive in my allocation pack?

A: A letter of welcome, offer for year 8 enrolment and a review form, if applicable.

Q: What can I do if I am unhappy about my allocation?

A: You can request a review of the process by completing the review form you receive in your allocation pack.

The review panel will reassess the points allocated to your nominated schools, if applicable. If the review is successful, your position on the school's ranked waiting list may be amended, although this review does not guarantee entry to the school.

Q: What happens after the statewide transition to secondary school process has closed?

A: Normal enrolment processes apply. You will need to contact your local school directly to discuss a placement for your child.

Q: Can an offer for year 8 enrolment be withdrawn by a school?

A: If the offer for year 8 enrolment was based on false or misleading information, or the student no longer meets the school's enrolment criteria for a place, the principal may reconsider the offer for enrolment prior to the start of the school year.

Q: When will year 7 move to high school in government schools?

A: All year 7s will move to secondary school by 2022. Families can seek further information from education.sa.gov.au/sites-and-facilities/year-7-high-school



PRIVACY STATEMENT

We respect the confidentiality of information provided through the Starting Secondary School in 2020 transition process. While the provision of this information is voluntary, if you do not provide all or any of this information, it may limit our ability to help you enrol in a government secondary school.

The South Australian Government Information Privacy Principles (see www.dpc.sa.gov.au/documents/rendition/DPC-Circular-Information-Privacy-Principles-IPPS-Instruction.pdf) apply to personal information collected by the department through the Starting Secondary School in 2020 transition process.

All personal information is collected for the primary purpose of coordinating potential year 8 enrolment applications in South Australian government schools. It is used for the purpose of student administration, communication, consideration of secondary school nominations, planning, student welfare and other matters relating to the coordination of the transition process.

The information will be used for the primary purpose stated above and will be stored securely by the department. We may also use your personal information for secondary purposes closely related to the primary purpose, in circumstances where you would reasonably expect such use or disclosure.

Unless required to do so by a federal or state law, or as permitted by the Information Privacy Principles or the South Australian Government's 'Information Sharing Guidelines for promoting safety and wellbeing' (available at www.ombudsman.sa.gov.au), the department will not otherwise disclose personal information to a third party, outside the purposes described above, without your consent.

