

## FREQUENTLY ASKED QUESTIONS

### Where can I find general information about the transition to Year 7?

The Department of Education and Training (DET) website contains comprehensive information on the transition from Year 6 to Year 7.

For more information for parents, please see:

- [Starting secondary school](#)

For information for students, please see:

- [Moving from Primary to Secondary School](#)

### What should I consider when choosing a secondary school?

There are many things to consider to ensure the school is the best fit for your child's learning and development. This includes location, enrolment availability, curriculum focus, facilities and extra curricula activities. Various settings include:

- government schools (including specialist schools, Prep to Year 12 schools, special schools, multi-campus schools, English language schools and alternative schools)
- select entry high schools
- non-government schools

### How can I find my designated neighbourhood school?

To find a list of secondary schools by location, please see:

- [Government schools](#)
- [Catholic schools](#)
- [Independent schools](#)

### Do I need to complete the form if my child is attending a school that offers both Year 6 and Year 7 (such as a P-12, P-10, P-8) and will be continuing at the same school?

An *Application for Year 7 Placement Form* needs to be completed for each student seeking a placement in another school, e.g. primary school students moving to a secondary school.

If your child is **continuing** at the same school, a Year 7 placement form does **not** need to be completed.

If your child attends a school that offers both Year 6 and Year 7 but you are seeking an enrolment in a different school for Year 7, the Year 7 placement form needs to be completed.

### Are all enrolment applications to government secondary schools accepted?

All applications for Year 7 enrolment at a government secondary school are subject to the following principles:

- provide each child with a place in the *designated neighbourhood school* (see FAQ below);
- provide parents/carers with an opportunity to enroll their child at the same school as that being attended by an older sibling who resides at the same permanent residential address provided the school has capacity
- allow parents/carers to send their child to any other school where space is available; and
- contain enrolments in each secondary school within the limits of available resources as determined by the DET Regional Director.

### What is a designated neighbourhood school?

A child's designated neighbourhood school is the government school at which the child is entitled to be enrolled. This is determined on the basis of the child's permanent residence.

For children residing in metropolitan areas, Ballarat, Bendigo or Geelong, the designated neighbourhood school is usually the nearest government secondary school in a straight line from your child's permanent residential address. In any other area of Victoria, it is the nearest school by the shortest practicable route.

In some circumstances, where there is a need to restrict enrolments at a school, the DET Regional Director may have defined a different enrolment area for the school by establishing a designated neighbourhood zone (zone). Where a zone is in place, a child's designated neighbourhood school may not be their nearest school.

For more information, please see:

- [Restrictions and Residential Boundaries](#)

### Can my child attend a government secondary school if we live outside the designated neighbourhood boundary/zone?

If you select a government secondary school other than your child's designated neighbourhood school as your first preference, you should consider providing at least two other preferences in Section 4 of the *Application for Year 7 Placement* form. If these preferences are not successful, your child will be automatically placed into their designated neighbourhood school.

All requests from parents/carers living outside the specific designated neighbourhood boundary/zone will be considered by the principal at each government secondary school. It must be noted however, that all placements are subject to the availability of accommodation at a particular school.

Where there are insufficient places at a school for all students who seek entry, students are enrolled in the following priority order:

1. *Where the DET Regional Director has restricted the enrolment, students who reside nearest the school.*

2. *Students seeking enrolment on specific curriculum grounds.*
3. *All other students in order of closeness of their home to the school.*
4. *In exceptional circumstances, compassionate grounds.*

### **How do I apply for a government secondary school where an older sibling is enrolled?**

If you wish for your child to attend the same government secondary school as an older sibling who resides at the same permanent residential address and who will also be attending the secondary school in 2018, please ensure the "Sibling Claim" information is included in Section 4 of the *Application for Year 7 Placement* form.

### **What should I do if I want to enroll my child in a government secondary school with multiple campuses?**

There are several government secondary schools in Victoria that offer Year 7 enrolments at more than one campus. If you wish your child to attend a particular campus, you will need to indicate your preference in Section 4 of the *Application for Year 7 Placement* form.

### **What is the process for a parent/carer lodging an appeal against an enrolment allocation decision?**

An appeal against an enrolment allocation decision can be made on the grounds that the priority placement order has not been applied or, in exceptional circumstances, compassionate grounds.

**Please note:** for appeal on either grounds, you may be requested to provide substantiating information.

Any appeal by parents/carers against a government secondary school's decision not to provide a Year 7 placement must be lodged with the preferred secondary school by **Friday 18 August 2017** where it will be considered by the principal. Parents/carers will be notified of the outcome of this appeal by **Friday 1 September 2017**.

Any further appeal should be lodged in writing, outlining the grounds for appeal, to the appropriate DET Regional Director by **Friday 8 September 2017**.

Year 7 placement appeals are considered by a panel of senior regional staff that assess the appeal against the priority order of placement. This panel provides advice and a recommendation to the Regional Director who makes the final decision.

### **My child has a disability. How can I ensure their additional needs are met?**

The principles of effective transition planning, and placement, for students with a disability are the same as for all students moving from primary to secondary school. What may be different is the need for transitions to be well defined and of longer duration, and that secondary schools have timely access to information about the student and their needs. Communication between the primary school and secondary school is essential.

There is a range of options available to assist students with disabilities to access quality education that meets their needs. General information about the transition is available online, see:

- [Transitioning from Primary to Secondary School: Supporting students with additional or complex needs that arise from disability when moving from primary to secondary school](#)

For additional information with respect to support for students with special needs, see:

- [Support for Children with Special Needs](#)

### **Is there any assistance with travelling to school?**

A range of transportation options are available to eligible young people, including the School Bus Program, travel to specialist schools, Students with Disabilities Transport Program and conveyance allowance.

For more information, please see:

- [Travelling to School](#)

### **What should I do if my child will be attending a non-government school for Year 7?**

#### **Confirmed Placement:**

If you are sure that you already have a place for your child in a non-government secondary school for Year 7, to commence in 2018, you do not have to complete Section 4 of the *Application for Year 7 Placement* form.

#### **Unconfirmed Placement:**

If you have applied for a place for your child in a non-government secondary school, to commence Year 7 in 2018, but have not yet had this placement confirmed, you should safeguard your child's interests by also applying for a place in a government secondary school by completing Section 4 of the *Application for Year 7 Placement* form.

#### **Late Confirmation of Placement:**

If your child is granted a place in a non-government secondary school after being allocated a place in a government secondary school, you are asked to notify your primary school immediately.

### **Where can I find information to assist with transition to secondary school?**

The Department has a range of resources designed to assist students move from primary to secondary school.

For more information please see:

- [Moving from Primary to Secondary School](#)

### **Where can I find information about enrolment for international students?**

The placement process for an international student currently enrolled in a primary school is the same as the process for domestic students and is subject to the DET enrolment policy.

For more information, please see:

- [Enrolment for International Students](#)

