



Enner Glynn School

10 the Ridgeway, Stoke - NELSON 7011

T: 03 5477480 - E: secretary@ennerglynn.school.nz - W: www.ennerglynn.school.nz
F: www.facebook.com/ennerglynnschool

Notice of intent to enrol a child at Enner Glynn School who lives **within** our enrolment zone

The Ministry of Education requires evidence that the number of children we expect to be enrolling at the school is an accurate estimate and can be verified in writing. You are requested to fill out this form and return it to school as soon as possible in order that our records are updated and accurate.

My son's/daughter's name is:.....

His/her birth-date is:.....

I would like to start my child on the following date:.....

If your child is not a new entrant, please state the year level he/she will be starting in:.....

What address does your child live at?:.....

Mother's name:.....

Address:.....

Father's name:.....

Address:.....

Phone number:.....

Contact email:

Signed:.....

Date:.....

Please note that you may choose to download this document in a format you can complete digitally the Google Docs menu above.



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To be completed by parents who have given an in-zone address as the student's usual place of residence
(Please read all points below).

- The Education Act gives a guarantee of enrolment to students who live in the home zone specified in the school's enrolment scheme. The Board needs to be sure that an in-zone address is genuine, because it is required to manage the enrolment scheme for the benefit of local students.
- The address given at the time of application for enrolment must be the student's usual place of residence when the school is open for instruction. This means that if you currently live at an in-zone address but move to an out-of-zone address before your child's first day of attendance at the school, your child will not be entitled to enrol at the school.
- The Ministry of Education has advised that parents should also be warned of the possible consequences of deliberately attempting to gain unfair priority in enrolment by knowingly giving a false address or making an in-zone living arrangement which they intend to be only temporary, e.g.
 - Renting accommodation in-zone on a short-term basis;
 - Arranging temporary board in-zone with a relative or family friend;
 - Using the in-zone address of a relative or friend as an "address of convenience", with no intention to live there on an ongoing basis.
 - One parent living in-zone stating that their child lives with them when in fact, lives with the other parent, outside of the zone.
- Before enrolment takes place (i.e. before attendance begins), the Board requires proof of a genuine, on-going living arrangement, which must be long-term. Proof of residence includes; tenancy agreements, a utilities bill made out to the primary caregiver at the address given, or proof of house purchase.
- After attendance has begun, if the school learns that a student is no longer living at the in-zone address given at the time of application for enrolment and has reasonable grounds to believe that a temporary in-zone residence has been used for the purpose of unfairly gaining priority in enrolment at the school, then the board may review the enrolment. Unless the parents can give a satisfactory explanation within 10 days, the board may annul the enrolment. This course of action is provided for under section 110A of the Education Act 1989.

I confirm that the address which I have provided to the school will be the usual place of residence of.....(student's name) when the school is open for instruction. I will advise the school of any subsequent change of address. I have supplied the required proof of residence.

Signed.....(Parent)

If any issues arise from your application, the Board may wish to interview you to ensure the genuineness of the application.

Isaac Day - Principal

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