



PREFERENTIAL ENROLMENT POLICY AT HADLOW PREPARATORY SCHOOL

RATIONALE

Hadlow School roll will be managed within the maximum roll prescribed in the School's Integration Agreement, such current maximum roll being 200 pupils.

GUIDELINES

1. Hadlow School will, subject to its statutory obligations and discretions as an Integrated School, accept applications for enrolment for pupils residing in the Wairarapa District.
2. Hadlow School will comply with its obligation as an Integrated School to give preference of enrolment to those pupils whose family or guardians have established a particular or general connection with the Special Character of Hadlow School.
3. Whether or not such a particular or general connection to the Special Character of Hadlow School exists, shall in the first instance be determined by the Principal of Hadlow School provided that in the event of there being any dispute as to whether or not such a particular or general connection exists, such dispute shall be resolved by the Hadlow School Board of Trustees (or by a delegated committee of the Board) but subject to the right on behalf of the parents or guardian of any applicant to seek a ruling from the Trinity School Trust Board as proprietor as to whether or not any such particular or general connection exists and the determination of the Trinity School Trust Board, after consultation with the Bishop of Wellington of the Church of the Province of New Zealand (Anglican), shall be final.
4. Subject to any prospective pupil being a preference applicant, priority in enrolment shall be given:-
 - to prospective pupils who have a sibling or siblings already attending Hadlow School or attending any other Trinity School.
 - to prospective pupils with a parent or guardian who attended Hadlow School or one of the other Trinity Schools.
 - to prospective pupils who are children or dependants of staff or board members of Hadlow School or staff of any Trinity School.
 - to prospective pupils from families who are members of the Anglican Church.
 - to prospective pupils who are the children or dependants of clergy of the Anglican Church.
 - to the length of time any prospective pupil has been on the Hadlow School enrolment waiting list.
 - to prospective pupils who by the date for commencement as a pupil at Hadlow School will have completed not less than six months at Hadlow Preschool.

5. In the event of there being more applicants qualifying as preference applicants than there are available spaces within Hadlow School, then the principal shall determine places by the number of criteria above that each applicant can address, and the Board shall then consider and determine whether or not any particular application for enrolment should be accepted or declined but subject to the obligations of the Board in relation to:
- (i) the School's maximum roll.
 - (ii) the Integration Agreement and Special Character of Hadlow School.
 - (iii) the School's classroom size policy.
 - (iv) gender balance across the school.
 - (v) any Ministry of Education requirements.
 - (vi) this Policy.
 - (vii) such other matters that might arise in relation to the best interests of Hadlow School and its pupils generally.
6. Notwithstanding that Hadlow School is legally obliged to give priority to preference applicants as outlined above, applications for enrolment will be accepted from non-preference pupils but such pupils will only be enrolled if enrolment places remain after the enrolment of preference applicants and the Hadlow Board determines that enrolment of any non-preference pupil will not significantly compromise the ability of the Board to offer places to preference students who may apply for enrolment at a later date.
7. In assessing any applications for enrolment at Hadlow School:-
- the principal may interview prospective parents, guardians, and/or pupils as the principal thinks appropriate.
 - the principal shall have regard to the impact of any enrolment upon gender balance, class size policy, and Hadlow's maximum roll.
 - no child shall be refused enrolment on the grounds of race, gender, physical disabilities or religion, except in respect of religion the terms of the Integration Agreement and the Special Character of Hadlow School that the School provide an education based on the Anglican interpretation of the Christian faith shall apply.
8. Applications from prospective pupils shall be lodged with the Hadlow School Office not later than the end of the second term of the school year preceding the desired year of enrolment, provided that if there are insufficient applications for enrolment as at the end of the said second term the principal shall at her or his sole discretion be able to accept applications for enrolment at any later date.

| | DATE | Copies of the Policy Statement have been made and: | |
|---------------------------------|-------------|---|---|
| Policy reviewed by Staff on: | Feb 99 | * Distributed to Board Members | ✓ |
| Policy adopted by the Board on: | May 99 | * Distributed to Staff members | ✓ |
| Last Review Date: | May 08 | * Filed in an Office Policy File | ✓ |
| | | * Filed in an Office Policy File available to the public. | ✓ |
| | | * Published in School or Board newsletter. | ✓ |