



Ridgway School

proposed enrolment scheme

12 June 2020

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1. Why an enrolment scheme?

Ridgway School currently has 239 students. Our new school building is designed to cater for a roll of 227, so if our roll keeps growing we won't have enough space for all of our students.

An enrolment scheme will allow the school to be able to manage the school's growth to ensure we have enough learning spaces for all of our students. The Ministry of Education asked the school to consider implementing an enrollment scheme in 2018 and in February 2020 directed the school to do so under Section 11H(1) of the Education Act 1989.

The Ridgway School Board of Trustees has now developed an enrollment scheme and will consult with the community and neighbouring schools on this. Our [consultation plan](#) includes two opportunities for our community to give feedback.

After introducing an enrolment scheme, if Ridgway School continues to experience in-zone growth due to more children living in the zone, the school will work with the Ministry of Education to increase the number of classrooms or adjust the home zone.

2. Home Zone

A school with an enrolment scheme in place needs to define a 'home zone'. All students who live in the home zone are entitled to enrol at the school at any time.

A student wanting to enrol at Ridgway School must genuinely live (i.e. their usual place of residence) inside the school's home zone to enrol on the school general roll as of right. The school may ask for supporting evidence to confirm this is the case.

Students already at Ridgway School will not be affected by the introduction of an enrolment scheme if they live outside the home zone.

When determining a home zone for Ridgway School the Board has considered where natural boundaries lie (e.g. hill ridges, main arterial routes), as well as where the majority of students currently and historically live. It has also considered the boundaries of neighbouring schools with zoning. Based on this information the Board proposes the following area for the school's 'home zone'.

3. Proposed Ridgway School 'Home Zone'

Home Zone

All students who live within the home zone described in this document are entitled to enrol at Ridgway school.

Streets in our Zone include:

- Clarence Street and from 40 Mornington Road to the intersection of Mills Road and The Ridgeway.
- Mills Road
- Moffitt street, Short Street and 1 - 29 Liardet Street
- Pearce Street
- McColl Street and Balfour Streets
- Farnham Street, Priscilla Crescent, Halifax Street, Quebec Street, The Ridgeway

The home zone includes all houses on all named streets, with the exception of:

- Mornington Road where the home zone excludes residences numbered between street no.s 1 and 40, and includes all street no.s after 41.
- Liardet Street where the home zone only includes residences numbered between 1 and 29, and excludes all residences numbered 30 or above.

The home zone includes all streets that intersect with named streets

- **except** for Butt Street and Lincoln Streets which are **not** included.

The map on the next page shows the boundaries of the proposed Ridgway School home zone, or it can be easily [viewed online](#).

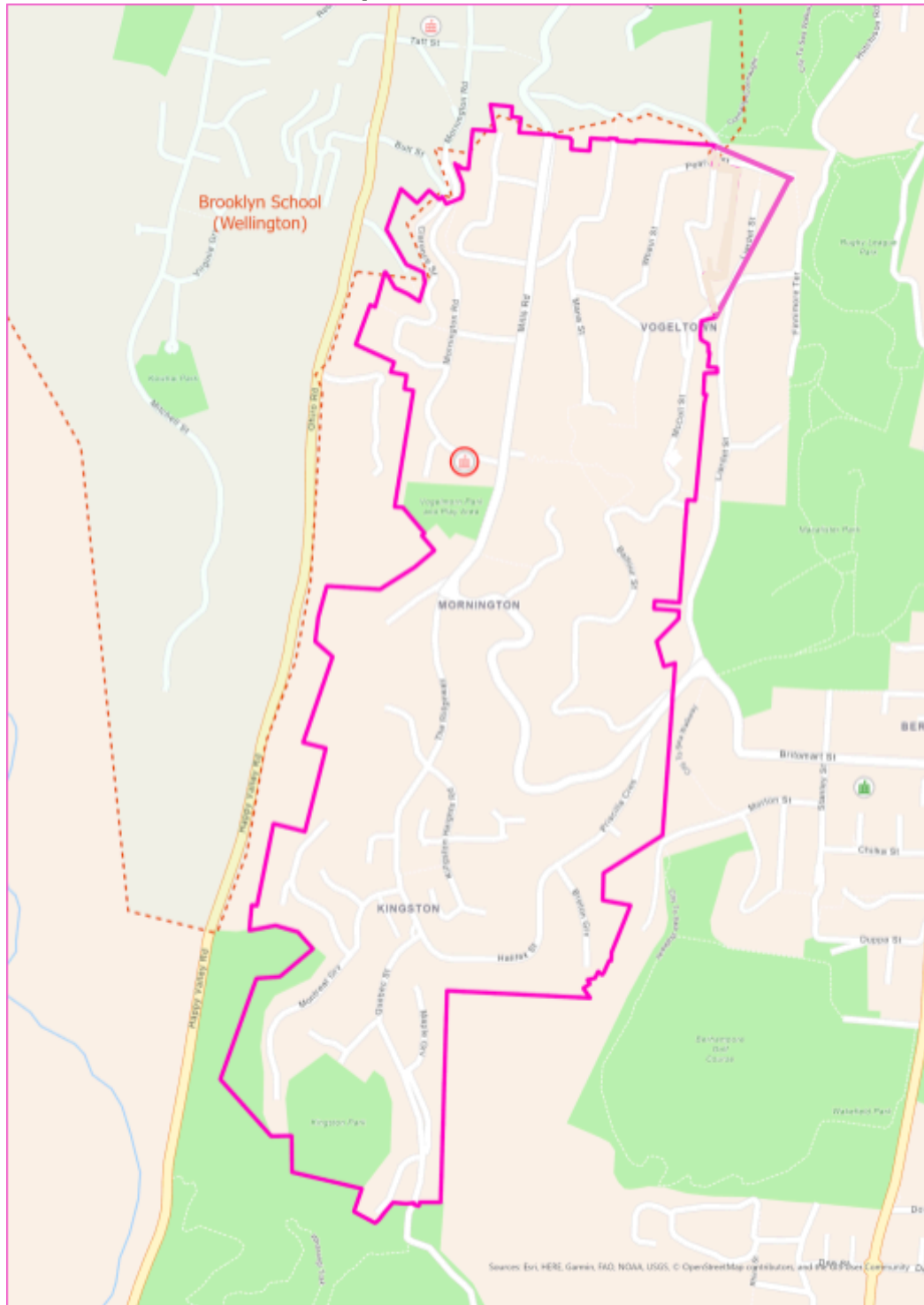
The home zone can broadly be described as a rectangular shape. The rectangle is bordered by Connaught Terrace to the north; Priscilla Crescent, Balfour Street, McColl Street and numbers 1 - 29 of Liardet Street to the east; Tawatawa Reserve to the south; and to the west all streets off The Ridgeway and Mornington Road from no. 41 and above.

Other School's Enrolment Zones

Some schools nearby Ridgway School already have enrolment schemes in place. Parents can check which enrolment zone they live in by going to nzschools.tki.org.nz and using the address search function.

Proposed zone boundaries are shown in pink

[link to online map](#)



4. Out of Zone Enrolments

If an enrolment scheme is introduced, every six months the Board will determine the number of places which are likely to be available in the following six month period for the enrolment of students who live outside the home zone. The Board will publish this information on the school website and by notice in a community newspaper circulating in the area served by the school. The notice will indicate how applications are to be made and will specify a date by which all applications must be received. This criteria is set in accordance with guidelines from the Ministry of Education.

Applications for enrolment will be processed in the following order of priority

First priority	Will be given to any applicant who is accepted for enrolment in Ruru La Chouette French bilingual special programme run by the school.
Second priority	Will be given to applicants who are siblings of current students.
Third priority	Will be given to applicants who are siblings of former students.
Fourth priority	Will be given to applicants who are children of former students.
Fifth priority	Will be given to applicants who are either a child of an employee of the Board of the school or a child of a member of the Board of the school.
Sixth priority	Will be given to all other applicants.

If there are more applicants in the second, third, fourth, fifth or sixth priority groups than there are places available, selection within the priority group will be by a ballot conducted in accordance with instructions issued by the Secretary under Section 11G(1) of the Education Act 1989.

Parents/caregivers will be informed of the date of any ballot by notice in a daily or community newspaper circulating in the area served by the school.

Applicants seeking second or third priority status may be required to give proof of a sibling relationship.

5. Special programmes

5.1 French Bilingual Class

Ridgway School has run a French bilingual class (Ruru La Chouette) since the start of 2019 and we currently have 31 students in the class. The Ridgway Board of Trustees will apply to the Secretary of Education for the proposed enrolment scheme to incorporate the French bilingual class as a 'special programme', which makes special provision for students in the class. This means that a student in Ruru La Chouette can live outside the school home zone.

If the French bilingual programme is not approved as a 'special programme' by the Secretary of Education, entry into the French bilingual class will be restricted to children who live within the home zone or who are accepted for enrollment according to the priorities set out above for out of zone enrolments.

If the French bilingual programme is approved as a 'special programme' by the Secretary of Education, a set of [entry conditions](#) will apply in order to manage the school's roll. The proposed enrolment scheme will place a maximum limit of 45 students in the French bilingual class and entry criteria will apply before a new student can enrol. The entry criteria include conditions of proficiency in French and the support of the home environment to help the student with French. If there are more eligible applicants than places available in the French bilingual class special programme, priority will be given to students using a scoring system based on Ministry of Education guidelines for special programmes.

Priority Entry into Ridgway School's French Bilingual Special Programme - Students who meet the criteria for enrolment and live within the home zone must be enrolled ahead of out of zone students.

Out of zone students who meet the criteria for enrolment in the special programme (if this is approved) will have priority in enrolment above all other out of zone enrolments.

6. Review of the zone boundary and special programme

At the beginning of each year the Ministry of Education requires the Board of Trustees to review its enrolment scheme and to consider the home zone boundaries and maximum number of students in special programmes. Adjustments may be made to these in accordance to the school's need and in consultation with the Ministry of Education.