



# NORTH SYDNEY GIRLS HIGH SCHOOL ENROLMENT POLICY

## RATIONALE

North Sydney Girls High School is an academically selective secondary school. Entry is highly sought after and highly competitive. The total enrolment is about 925. There is a maximum enrolment of 150 for Years 7 to 10.

Students must be Australian citizens or permanent residents of Australia. Citizens of New Zealand who are permanently settled in Australia are eligible for entry. Information on Australian citizenship is available from the Department of Immigration and Multicultural Affairs website at [www.citizenship.gov.au](http://www.citizenship.gov.au) Official evidence of Australian citizenship may be obtained by the issue of a *Certificate of Evidence of Australian Citizenship*.

Parents/guardians must be living in NSW at the beginning of the school year. Verification of this, in most cases, is a current telephone, electricity or gas bill, **OR** a home contents insurance policy in the parent's name

## POLICY STATEMENT

As a selective school, North Sydney Girls High School seeks to provide a challenging learning environment for academically gifted students, however, the school encompasses more than academic achievement.

The school ethos encourages students to participate in a broad range of curriculum and co-curriculum activities to enable gifted young women to achieve their potential as active and informed members of society.

After an initial entrance test, the School Placement Panel, formed on Department of Education guidelines, shortlist applicants based on a cut off score from the test. Reserve list rankings will be determined after consideration of all evidence provided which includes a range of attributes of giftedness, not just academic results. Ability, both demonstrated and potential, together with motivation, are the criteria sought by the Panel. Students may be interviewed as a final step in the enrolment process before a final offer of placement.

## PROCEDURE

### YEAR 7

All offers are made by the High Performing Students Unit of the Department of Education on the basis of state-wide tests conducted in March of the preceding year. Vacancies are filled by the HPSU up to July of that year. After that time, it is at the discretion of the school whether to leave the vacancy unfilled until the following academic year.

### ENTRY INTO YEARS 8-12

Application forms, available in June/July each year from the Department of Education website and selective schools must be returned to the school by the due date.

In addition, the following should be submitted with the application form:

- *copies of current academic reports (half yearly of current year, and yearly and half yearly of the previous year).*
- *copies of any other documentation relevant to the application (eg competition results, prizes, evidence of success in other activities)*

Applicants for Years 8 - 11 of the following year must sit for a written examination in English, Mathematics and general proficiency on a Saturday in August to be advised. *If applications are made for North Sydney Girls, Caringbah High, Girraween High, Gosford High School, Fort Street High School (Yr11 only), Hornsby Girls High School, NBSC Manly Selective Campus, or St George Girls High School, the test will take place at the school listed as first priority.* If applicants are overseas, interstate or have a prior school or sporting commitment on that date, arrangements should be made to sit the exam at an authorised venue under independent supervision if possible. This procedure must be negotiated with the school and ACER in advance of the test in writing. The test is set and marked independently by ACER.

The School Placement Panel will review test results from which a short list will be determined.

The School Placement Panel compiles a priority Reserve list from all evidence supplied including:

- *documented school performance*
- *other documented information which reflect excellence in relevant activities*
- *any other relevant material*

All applicants who are eligible for potential placement based upon the number of vacancies available may be interviewed prior to any offers of placement being made.

A reserve list is compiled for each year group. Offers are made in order where a vacancy or vacancies arise.

If **NO** vacancy occurs, **NO** offer will be made. In Year 11 only, an additional number of places are offered. The reserve lists remain active until July of the following year when new lists are compiled following the procedures set out above.

***NB. It is generally not possible to offer places in Year 12. Continuity of subjects from Year 11 in another school may not be possible because either, we do not offer that subject, subject lines do not fit or the classes have no vacancy. In addition, the Panel would have to be convinced that enrolment at this point was likely to be appropriate in terms of the student's academic ability and social adjustment.***

## ACCEPTING THE OFFER OF ENROLMENT

Unlike other government secondary schools, students must request enrolment at a selective school. In doing so, students and their parents must be aware of certain expectations of the NSGHS School community.

### UNIFORM

The wearing of full school uniform has been endorsed by the school community. All students are required to wear regulation school uniform. Financial assistance to comply with this expectation is available on request.

### SUBJECT SELECTION

All students are offered a place at NSGHS on the understanding they will be full time students. The only exceptions to this are students who, through illness or other exceptional personal circumstances, are granted exemption. This usually only occurs in Year 12 when a student decides to accumulate her HSC over more than one year, or very occasionally in earlier years when illness makes it necessary for a student to study one or more subjects through Distance Education.

The definition of a full time senior student is one who maintains 12 units in Year 11 and 10 units in Year 12 in school based courses. A student may study an additional subject outside eg Saturday School or with a private tutor, but the school needs to approve these arrangements.

In both the junior and senior schools a wide choice of subjects is offered. Students are expected to choose from these subjects. The school will make every effort to offer classes according to the wishes of the students, from among these subjects, however, depending on the number of students choosing a particular subject in a particular year, we may or may not be able to guarantee enrolment in all classes requested if there are no vacancies.

### LANGUAGES

Should a student wish to continue a language from Year 10 into Year 11 and we are not able to form a class, the school will negotiate with the Open High School to facilitate continued study of that language. The student is then technically a part time student. A quota system operates with the Open High School for these exceptional cases. In general, students will not be able to begin the study of a language through Open High School in Year 11.

Students already studying a language at the Saturday School may continue that subject as an additional subject on condition:

- All Year 11 students study a minimum 12 units at the school. The study of a language at Saturday School would mean that the student would be taking 12 units at school, plus an additional 2 units at Saturday School, giving a total of 14 units.
- All Year 12 students study a minimum 10 units at the school. They may choose to continue a language at Saturday School as an additional subject giving them a total of 12 units.

#### **ACCELERATION**

Accelerated school groups in this subject should maintain the mandatory minimum 12 units in Year 11 and 10 units in Year 12. Entry into accelerated streams for new Year 10 or 11 enrolments is not possible.

#### **STUDENTS REQUESTING LEAVE/EXCHANGE STUDENTS**

The school is obliged to maintain full enrolment because of the high demand for places and the existence of reserve lists in all years. Therefore it is not possible for a student to take leave to go on exchange except for very short periods, usually at the very end of Term 4 or beginning of Term 1, utilising the summer vacation period.

Even study leave of this limited duration **MUST** be approved in advance by the Principal.

Exchange for a year or six months will not be considered. A student would have to relinquish her place at the school in these circumstances.

The school is not allowed to accommodate fee-paying overseas exchange students, temporary visa holders or students from exchange organisations.

