

Updated: September 2025

ENROLMENT POLICY

OVERVIEW

The Education Act 1972 requires that children of compulsory age (5-17) be enrolled at school. A condition of that enrolment is that a student is required to fully participate in the education program arranged and approved by the enrolling school. Such participation is to include engagement and attendance as required by the program.

The Compulsory Education Legislation, implemented at the beginning of 2009, requires all young people between the ages of 16 and 17 to participate in a full-time approved learning program.

Students who are not of compulsory age but who have enrolled at school are subject to the same participation requirements as those students of compulsory age. Attendance and participation requirements for a particular student of non-compulsory age may be modified to meet his or her specific needs. This should be arranged by negotiation between the school, the student and parents/caregivers.

Age and Approximate Year Level Groupings

Year Level	Age
7	12
8	13
9	14
10	15
11	16
12	17

At the time of enrolment parents/guardians are required to provide proof of their child's birth age. The following documents will be accepted by schools in this regard:

- Passport
- Birth certificate, or
- Official Centrelink documentation stating the child's name and birth date.

SEHS Zone

Our school is zoned. If you live in our zone, your child will usually be able to enroll at our school. If you don't, your child might still be able to enroll, but only if there are enough places. Information about our zone can be found here: [SEHS School Zone](#)

Students who live in zone will be required to provide proof of primary residence. This can be in the form of a recent utility bill or a rental agreement and bond receipt, in the name of the parent/caregiver. If a student states that they are residing with a relative/friend, then supporting documentation stating that the relative/friend is the legal guardian of the student is required. This documentation must include a Parenting Order from the Family Court, which states that the relative/friend is the formal full-time carer of the student.

Out-of-Zone Students

While students are zoned to a particular secondary school, they are free to apply for enrolment at any other out of zone secondary school in the State. Acceptance of an enrolment in an out of zone secondary school however, depends on whether the number of enrolments at that school exceeds the number of places available.

Students who live outside our zoned area are welcome to apply for enrolment. Upon application, a Sub-school or Wellbeing leader will contact the student's current school of enrolment. The decision to enroll an out-of-zone student will be dependent on the following criteria:

- The student's level of engagement in the education program provided by their current school.
- The student's attendance levels at their current school.
- Curriculum offerings.
- Social/Family links, including 'sibling rights'.
- Transportation and distance.

Acceptance of an 'out of zone' enrolment at Salisbury East High School however, depends on whether the number of enrolments at the enrolling year level exceeds the number of places available.

Where there are no places available in a required year level and a student meets all other criteria, their name will be placed on our waiting list. Contact will be made and a place offered as soon as one becomes available.

Sibling Rights

Students who currently have a sibling (including half-brothers or half-sisters) enrolled at SEHS are guaranteed enrolment at SEHS. This does not apply to step-brothers and step-sisters who are not blood relatives, unless they are able to provide proof that they have the same primary place of residence.

Enrolling in Year 7

A place is reserved for all Year 7 students who live within our zone. We welcome enrolment applications from students who are out-of-zone. Selection of out-of-zone students is based on the Department of Education and Children's Services Criteria for Allocation of Points.

Students attending government primary schools will each receive an enrolment pack from their primary school, including form ED176, which is to be returned to the primary school. Students attending non-government schools need to apply directly to SEHS for their enrolment pack.

The Enter for Success Program allows Year 6 Aboriginal students to enroll and be accepted into Year 7 in any secondary school of their choice in South Australia. As part of the program, all secondary schools will be required to enroll Aboriginal students and provide them with appropriate support to ensure that they are accepted, engaged and succeed in the education programs at a school.

Once all enrolment applications have been processed by our Regional Office, Year 6 students who are to be enrolled at SEHS the following year will be issued with a SEHS enrolment pack. This will occur in August and contains several forms that need to be completed, including:

- DfE Enrolment Form.
- Consent Form/ Talent Release Form.
- Confidential Student Information form.
- Year 7 Subject Selection form.

Information from the enrolment pack is used in conjunction with NAPLAN data, EAL scales and primary teacher information to place students into appropriate Mentor Classes.

During Term 4, all Year 6 students and their parents/caregivers will be invited to an Enrolment Confirmation Interview. At this interview parents/caregivers will be required to return the forms stated above and to sign a new enrolment acceptance form. This states that they will support and abide by the values, mission and vision statement and school expectations and ensure, to the best of their ability that their children support and abide by these statements.

Enrolling in the senior years (SACE)

Students seeking enrolment in Year 11, will need to provide school reports from their previous school of enrolment to show evidence of successful completion of Year 10. In particular, enrolment in Year 11 requires successful grades (C grade or better) in Mathematics, English and Exploring Identities and Futures (EIF), for at least one semester.

Students seeking enrolment in Year 12 will need to provide school reports from their previous school of enrolment (or a SACE Statement of Results) to show evidence of successful completion (C grade or better) of the compulsory Stage 1 subjects: Mathematics (10 credits), English (20 credits), EIF and Activating Identities and Futures (AIF).

International Enrolments

Students who are not Australian citizens or Australian permanent residents are allowed to enroll in South Australian Government schools, subject to certain conditions based on their visa sub-class. The type of visa-sub class also determines whether a child is a full fee paying or eligible to be recognised as a local student (therefore paying local fees only).

Students enrolled at the Adelaide Secondary School of English can enroll at SEHS via the procedures and process outlined by the ASSE. SEHS will not directly enroll students from ASSE unless an approved transition plan has been developed by ASSE.

For further information in this regard, schools/parents/guardians should contact International Education Services.

Age of Compulsion

A child who is at least six years old but not yet 16 is of compulsory school age. In addition, the implementation of the Compulsory Education Legislation requires all young people between the ages of 16 and 17 to participate in a full-time approved learning program, which is education or training delivered through a school, university or registered training organisation, an apprenticeship or traineeship, or a combination of these.

Students of compulsory school age (under 16) can apply for permanent exemption from school if they have full-time employment, a traineeship or apprenticeship, which employs them for at least 30 hours per week. Evidence, including a letter and other documentation from the employer, is required. They can also apply for permanent exemption if they undertake a TAFE or other course, in which case the letter of acceptance from TAFE is required as evidence.

Students of compulsory education age (16-17) can apply for permanent exemption from school if they have full-time employment, which employs them for at least 25 hours per week. Evidence, including a letter and other documentation from the employer, is required. Students aged 16-17 do not need to apply for exemption to undertake a traineeship/apprenticeship/TAFE or other course. However, they will be required to submit evidence to the school before they can leave.

Over the Age of Compulsion

Students who are over the age of compulsion (i.e. over 16) and who wish to return to schooling after an extended absence from mainstream schooling (e.g. employment, TAFE, non-attendance) meet the criteria for enrolment in an adult place of learning and, as such, will be referred to one. The closest adult learning facility in the Northern Region is Northern Adelaide Senior College (NASC) and this provides a learning environment more suited to the age and experiences of these young people.

Uniform

Students wishing to enroll at SEHS must agree to abide by our Uniform Policy. The full Uniform Policy can be found on our website, www.sehs.sa.edu.au

School Fees

Students enrolling at the beginning of the school year will receive an invoice and will be expected to pay school fees in the week before lessons begin. If full payment cannot be made at this time, parents can request a payment scheme which can be negotiated with our Finance Officer.

Students transferring from another South Australian government school during the school year, where they have been charged for Materials and Services, cannot be charged by the new school for that school year. Any outstanding fees owed to the original enrolling school will be pursued by that school.

Students transferring from a non-government school will be invoiced for the Materials and Services charge for the remaining portion of the year.

School Card application forms are available at our Front Office upon request.