



CONTEXT:

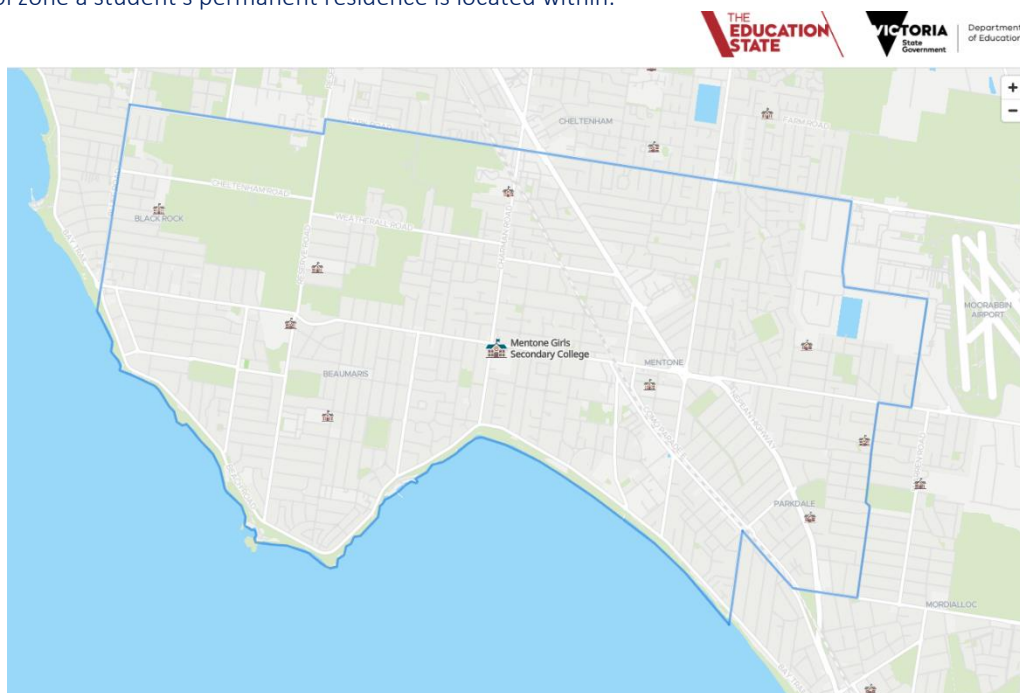
Mentone Girls' Secondary College is a single sexed government secondary school for female students. The school has the capacity to have up to 1200 students onsite. All students who live in zone will have access to two designated neighbourhood school. Mentone Girls' Secondary College acknowledges that for many families our school may be the only option they have for a single sexed education, and if we have capacity for their child to enrol at our school, then a place will be offered. Mentone Girls' Secondary College also has many surrounding co-educational government secondary schools, which limits our "in zone" enrolment enquiries, resulting in more offerings of places to students who live outside the zone who place the school as a first preference.

All enrolment decisions made from the start of Term 2, 2023 should be made in accordance with the current Placement Policy as stated on the Department of Education and Training (DET) website:

<https://www2.education.vic.gov.au/pal/enrolment/guidance/placement-policy>

MGSC SCHOOL ZONE:

The Mentone Girls' Secondary College zone for 2023 and 2024 has been approved by the Minister for Education and ensures consistency with DET. A student's designated neighbourhood school is generally the school that is nearest the student's permanent address as determined by the school zone. The website <https://www.findmyschool.vic.gov.au> provides guidance on which school zone a student's permanent residence is located within.



The above image reflects the MGSC school zone for 2023 and 2024. If the zone line intersects the block of land containing your residence, then you have a right to attend either school.

PLACEMENT POLICY:

MGSC has a designated neighbourhood school zone approved by the Department of Education and Training. Priority for enrolment must be given to students who permanently live in the College zone. Once these students are enrolled, students from outside the zone can be offered positions.

Further offers for enrolment to students living outside the zone are decided in the following priority order:

- Students for whom the school is the designated neighbourhood government school
- Students with a sibling at the same permanent residence who are attending the school at the same time
- All of the students in order of closeness of their permanent residence to school until we are at capacity.

YEAR 7 ENROLMENTS

Timelines will be strictly observed for Year 7 placement applications. If an application for Year 7 placement misses the deadline, it will be considered after applications received on time (if the student does not live in the school zone or does not have a sibling attending the school at the same time).

Mentone Girls' Secondary College will strictly follow the Placement timeline and procedures when managing communications with families. They will not confirm Year 7 placements before the confirmed date in August after Primary Schools have confirmed placements.

SPECIAL TESTING

For students to engage in the college's Enhancement Program and Band Form program, they will need to have been offered a placement at the school as per Year 7 enrolment guidelines above. A placement offer in Year 7 will not be dependent on a satisfactory report, test or interview. Student tests or interviews for the Enhancement Program and Band Form program will only occur after a placement offer has been accepted.

Mentone Girls' Secondary College will not hold formal or informal interviews for prospective Year 7 students and their families. We will not reserve places or prioritise placement for students on the basis of anticipated test results.

YEAR 8 – 12 ENROLMENTS

Mentone Girls' Secondary College accepts expressions of interest from families. We enrol new students at the beginning of our Headstart Program, the beginning of the calendar year and the beginning of the second semester. We do not enrol students outside for these times unless it is an exceptional circumstance as it is disruptive to the student learning program.

Families are asked to engage in a school tour and discussion with a member of the principal team before applying for enrolment. An Expression of Interest form will be provided and will need to be returned with proof of permanent address and the most recent school report.

Applicants will then be considered against all other prospective students and the Placement Policy will be followed accordingly depending on capacity. If class sizes are at capacity and/or expressions of interest made outside or regular enrolment periods, students may be put on a waitlist or advised to enquire at their other locally designated school.

INTERNATIONAL STUDENTS:

Mentone Girls' Secondary College is an accredited government school able to accept international students. International students (such as those holding a dependant or temporary visa) have the legal entitlement to enrol at Mentone Girls' Secondary College as their designated neighbourhood school if they are female and live in zone. Standard and Study Abroad Students who hold a subclass 500 student visa (a student visa in their own name) may also attend the school.

Victorian Government Schools International Student Program oversees International Student Enrolments at our school. Further information including application can be found at <https://www.study.vic.gov.au> or please contact international@education.vic.gov.au

EXCEPTIONAL CIRCUMSTANCES

In exceptional circumstances, a student may be enrolled in a school based on compassionate grounds. This is an overarching consideration and does not form part of the priority order of placement. Schools are permitted to assess and decide for exceptional circumstances on a case-by-case basis. Schools must ensure that all applicants eligible under a criterion have been offered a place before moving to consideration of the next.

COMMUNICATION

This document will be communicated to our school teaching community in the following ways

- Available on Compass School Documentation
- Presented at school council
- Published on the school website
- Made available in hard copy from school administration upon request

REVIEW

Next scheduled review date	December 2024
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