

s 9(2)(a) OIA

Averill Manning

From: Averill Manning
Sent: Thursday, 26 September 2019 2:26 p.m.
To: [REDACTED]
Cc: 'Joe Eccleton'
Subject: Amendment to enrolment scheme
Attachments: manninga_26-09-2019_14-02-55.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Tēnā koe Geordie,

Please find attached a letter regarding the adoption of an amendment to your enrolment scheme.

Ngā mihi,

Averill

Averill Manning | Education Adviser | Sector Enablement and Support
[REDACTED]

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24 September 2019
Geordie Hooft
Board of Trustees of Cashmere High School
172 Rose Street
Somerfield
Christchurch 8024

Dear Geordie,

The Ministry of Education has discussed with the school the pressure on facilities at your school. This letter is official notification, given under Section 11H(1) of the Education Act 1989, that the Ministry considers that there is likely to be further overcrowding at your school unless you adopt an amendment to your enrolment scheme. Under Section 11H(1) your Board must now begin developing this amendment to your scheme.

The purpose of an enrolment scheme, as set out in Section 11A of the Education Act 1989 is:

- (a) to avoid overcrowding, or the likelihood of overcrowding, at the school; and
- (b) to ensure that the selection of applicants for enrolment at the school is carried out in a fair and transparent manner; and
- (c) to enable the Secretary to make the best use of existing networks of State schools.

To help you develop an amendment, here is a link to the Guidelines approved by the Secretary to assist schools in the development and operation of enrolment schemes.

<https://www.education.govt.nz/assets/Documents/School/Running-a-school/Enrolment-and-attendance/Secretarys-Guidelines-State-Schools-2017.pdf>

The Board should use the Guidelines on methods of consultation and how it may respond to submissions (p. 20-21) about a proposed amendment to their enrolment scheme to ensure it meets its obligations under section 11H of the Act. The Ministry will require all copies of submissions received during the consultation along with the Board's response to these submissions when the final scheme is submitted for approval. There is further information in the Guidelines on page 22 about amendments.

To avoid overcrowding, or the likelihood of overcrowding, it is important that the Ministry and the Board agree on a figure around which the school roll should be managed. The Ministry's assessment of your school's capacity is 1800 student spaces, around which the school roll should be managed. Please understand that this figure is not a maximum roll; you cannot refuse enrolment to in-zone students at any time. (See Section 11D(1) of the Education Act 1989.)

If you require further information and would like to meet to discuss, do not hesitate to contact Averill Manning at this office. [REDACTED]@education.govt.nz or phone [REDACTED]

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Ngā mihi,



Vanessa Goodwin
Education Manager

cc. Joe Eccleton Principal, Cashmere High School

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