

IN-ZONE DOCUMENTATION

To be completed by parents who have given an in-zone address as the student's usual place of residence.

The address given at the time of application for enrolment must be the student's usual place of residence when the school is open for instruction. This means that if you currently live at an in-zone address but move to an out-of-zone address before your child's first day of attendance at the school, your child will not be entitled to enrol at the school.

The Ministry of Education has advised that parents should also be warned of the possible consequences of deliberately attempting to gain unfair priority in enrolment by knowingly giving a false address or making an in-zone living arrangement which they intend to be only temporary eg.

- Renting accommodation in-zone on a short-term basis
- Arranging temporary board in-zone with a relative or family friend
- Using the in-zone address of a relative or friend as an "address of convenience", with no intention to live there on an ongoing basis.

Before enrolment takes place (ie. before attendance begins), if the Board has reasonable grounds for believing that the given in-zone address will not be a genuine, on-going living arrangement, the Board may withdraw any offer of a place which it may have made on the basis of the given address.

After attendance has begun, if the school learns that a student is no longer living at the in-zone address given at the time of application for enrolment and has reasonable grounds to believe that a temporary in-zone residence has been used for the purpose of unfairly gaining priority in enrolment at the school, then the Board may review the enrolment. Unless the parents can give a satisfactory explanation within 10 days, the Board may annul the enrolment. This course of action is provided for under Section 110A of the Education Act 1989.

I confirm that the address which I have provided to the school will be the usual place of residence of _____ (student's name) when the school is open for instruction. I will advise the school of any subsequent change of address.

(To be completed in the case of a student who will be boarding in-zone, but not at a school hostel. Delete if not applicable)

I confirm that _____ (guardian's name), with whom my child will be boarding, will have the primary duty of care and should therefore be the school's first point of contact in matters related to discipline and progress at school

Signed _____ (Parent)

Date _____

HAMILTON GIRLS' HIGH SCHOOL

STATUTORY DECLARATION

I/We (full name)

of (residential address)

do solemnly declare:

1 That I/we are the parent(s) / caregiver(s) of
..... (full name of student)

and that the address at which she now resides is within the designated geographic enrolment zone of Hamilton Girls High School.

2 That I/we will inform the school of any change to the student's place of residence.

I/We make this declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Declared at Hamilton this day of..... (date)

Signature of parent/caregiver

in the presence of

Signature of Justice of the Peace

Name

Address

.....

.....

*NOTE: Any alterations to this document must also be signed by the Justice of the Peace. Attach to this declaration a copy of your rental agreement or sales and purchase agreement (or rates account) **and** a recent power or telephone account as proof of residency.*

PRIVACY ACT 1993

The information requested is retained by Hamilton Girls High School and will be used for the following purposes:

- To provide information to the Ministry of Education.
- To maintain contact with parents and guardians.
- To facilitate the operation and administration of the school.