



# Don Buck School

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Next review: Term 3 2026

## Enrolment Scheme

Don Buck School operates an enrolment scheme to manage school growth and avoid overcrowding.

As required by the Education and Training Act 2020, the scheme:

- has a home zone with clearly defined geographic boundaries
- defines the home zone so that students can attend a reasonably convenient school
- as far as possible, does not exclude local students and excludes no more students than necessary to avoid overcrowding.

The board is responsible for operating the school enrolment scheme according to the requirements of the Education and Training Act and any further guidelines and instructions issued by the Secretary for Education.

As required, the board:

- monitors the school roll and capacity
- works with the Ministry of Education as necessary
- ensures that students are selected for enrolment in a fair, transparent, and consistent way.

## Pre-enrolment

Pre-enrolment covers the period of applying for enrolment. The Education and Training Act has specific requirements for pre-enrolment at schools with enrolment schemes.

The board ensures that information is available for all parents/caregivers on how to apply for enrolment at Don Buck School. We coordinate pre-enrolment deadlines with other schools with enrolment schemes in our area, as needed, and follow key pre-enrolment dates outlined by the Ministry of Education.

Eligibility to enrol is dependent on the usual place of residence. Students who live inside the home zone are legally entitled to enrol. Parents/Caregivers are asked to provide evidence of the usual place of residence, and the board may investigate this.

After all in-zone enrolments have been accepted, there may be places available for students who live outside the home zone. Enrolment for out-of-zone applicants is dependent on an order of priority defined by the Act and may require a ballot. The board follows all [requirements for running ballots](#).

The board notifies every applicant of the outcome of their enrolment application. Applicants who were entered into a ballot are notified of the outcome within three days of the ballot.

Unsuccessful applicants are put on a waiting list in the order they were drawn in the ballot and may be offered a place if one becomes available before the next ballot.

## Enrolment scheme information

For details, see our [enrolment scheme information](#) 

## Annulment of enrolment

The board has the right to withdraw or annul (cancel) an enrolment if false information is provided. In this situation, parents/caregivers are informed that the enrolment is being reviewed and are given the opportunity to meet with the board. If the enrolment is annulled, parents/caregivers are informed why.

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### Related topics

- **Board Responsibilities**

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### Legislation

- Education and Training Act 2020 (s 71–75 and Schedule 20)

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### Resources

- Ministry of Education | Te Tāhuhu o te Mātauranga:
  - **Enrolment schemes** [↗](#)
  - **School zones and enrolment schemes** [↗](#)

**Release history: Term 2 2023**

<b>Last review</b>	Term 1 2023
<b>Topic type</b>	Core