

# Year 6 to 7 Placement Information Pack for Parents and Carers

Guidance for parents and carers of  
Year 6 students starting **Year 7 in 2025**





# How to enrol your child in Year 7

Enrolling your child in Year 7 is an important part of their education journey.

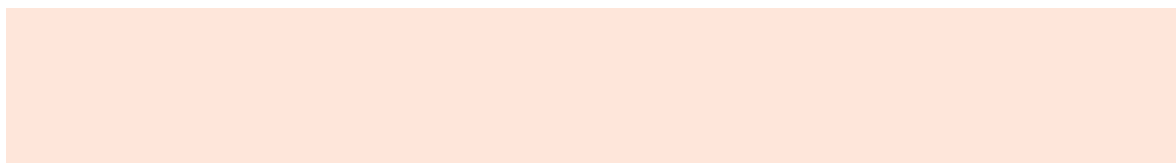
The [Education and Training Reform Act 2006](#) guarantees your child a place at their designated neighbourhood government school (local school).

The department's [Find my School](#) website allows you to find your local school based on your permanent residential address. The [Find my School](#) website is the official and most up-to-date source of information on school zones.

The Victorian government supports school choice. This means that you can apply to schools other than your local school. Schools will consider your application in line with the department's Placement Policy and offer enrolment if there are available places. If schools have limited places, they will prioritise enrolment of siblings and students who live nearest the school. You can find more information about how applications are prioritised at [www.vic.gov.au/how-choose-school-and-enrol](http://www.vic.gov.au/how-choose-school-and-enrol).

## What you need to do

1. **Locate** your local school for 2025 and other secondary schools at [www.findmyschool.vic.gov.au](http://www.findmyschool.vic.gov.au)
2. **Complete** the [Application for Year 7 Placement 2025](#) form (pages 11-14) and return it to your primary school **by Friday 10 May 2024**.





# Frequently asked questions

## General information

### 1. Where can I find secondary schools in my area?

To find a full list of schools within Victoria, please visit:

Victorian government schools: [www.findmyschool.vic.gov.au](http://www.findmyschool.vic.gov.au)

Catholic schools: [www.cecv.catholic.edu.au/School-Directory-Search](http://www.cecv.catholic.edu.au/School-Directory-Search)

Independent schools: [is.vic.edu.au/independent-schools/](http://is.vic.edu.au/independent-schools/)

International Student Program (ISP) schools: [www.study.vic.gov.au](http://www.study.vic.gov.au)

### 2. Can my child be home schooled for Year 7 in 2025?

Parents and carers wishing to home school their child must register with the Victorian Registration and Qualifications Authority (VRQA).

For information please visit: [www.vrqa.vic.gov.au/home/Pages/homeeducation.aspx](http://www.vrqa.vic.gov.au/home/Pages/homeeducation.aspx)

### 3. My child attends a Catholic or Independent primary school. Will my school help me apply for Year 7?

In some instances, a non-government primary school may manage applications for Year 7 placements in government secondary schools. This means that your child's primary school will remain your point of contact throughout the placement process.

If your child's non-government primary school is not managing the process, please contact your preferred government secondary school for direct submission of the [Application for Year 7 Placement 2025](#) form.

All parents





**17. What address do I put down if I am moving, or intend to move, in the next few months?**

Complete the application form with your current address at the time of submission. Once you have moved, you are entitled to enrol at your new local school, subject to verification of permanent residence.

**18. Who needs to sign the**



written notification of the outcome by Friday 18 October 2024. This outcome concludes the appeal process.

## **22. Can I lodge an appeal to the Regional Director after the closing date?**

The Regional Director will consider appeals received after Tuesday 20 August 2024 if there are exceptional circumstances. If you wish to appeal after the closing date, you should contact your regional office for advice. You can find the regional office contact details and locations on the department's website: [www.vic.gov.au/office-locations-department-education](http://www.vic.gov.au/office-locations-department-education)

## **23. What are compassionate grounds and how are they assessed?**

There may be some situations where, due to exceptional circumstances, a student is unable to enrol in their local school. In these exceptional circumstances, enrolment at another school may be sought on compassionate grounds.

Parents and carers must be able to demonstrate the exceptional circumstances that they believe make an enrolment at the local school unsuitable for their child (for example, family violence or specific wellbeing, safety, physical health and/or mental health concerns).

Each appeal will be dealt with on a case-by-case basis and you may need to supply supporting evidence.

## **24. What evidence can I provide if I am appealing on compassionate grounds?**

When appealing on compassionate grounds, schools and regions can request

# Privacy Notice

Application for Year 7 Placement 2025



# Application for Year 7 Placement 2025

Complete this form in **BLOCK LETTERS** if you are a parent/carer of:

a Year 6 government primary school student

a Year 6 non-government primary school or home school student seeking placement at a government secondary school.

You must submit this form by **Friday 10 May 2024**.

Parents or carers who are responsible for enrolling their child must complete this form. It is the responsibility of the person completing this form to consult with all other adults that need to be involved in the enrolment process.

## Section 1: Primary school details

Year 6 student's current primary school	
VSN ( <i>school to supply</i> )	
Fee-paying international student ( <i>dependent or temporary visa</i> ) *	<input type="checkbox"/> Yes <input type="checkbox"/> No
International Student ID	



THE

FOUNDATION

INTERNATIONAL

ESTATE



## Section 4: Government school placement preferences

**Section 4** must be completed for **all Year 6 students**, even where:

- you are waiting for confirmation of a non-government school placement; **or**
- you have a confirmed non-government place but would still like to be considered for a government place for Year 7 in 2025; **or**

