## Appendix One:

## **ENROLMENT SCHEME - APPROVAL CHECKLIST** Summary of Analysis<sup>6</sup>

Name of Schools - Avonside Girls' High School and Shirley Boys' High School Date received - 8 May 2018<sup>7</sup>

Number - 324 and 321 Date acknowledged – 8 May 2018

There are no adjacent schools with enrolment schemes

Requirements	Checklist	Comments/Concerns	Efforts to resolve concerns	Final OK
1. Avoiding overcrowding or the likelihood of overcrowding.  s11A(1)(a), s11A(2)(b)  Check: Is the Ministry assessment of the school's	No	Christchurch Schools Rebuild Capacity 1000 (AGHS) and 1200 (SBHS) with Master Plan Capacity of 1200 for both.  Both schools agreed to this build capacity as a share of 4600 over the four single sex state schools in Christchurch.  In discussions with the Board, the Ministry suggested a zone that excluded both Marshland and Brighton. However, the	MOE Provision of data to both Boards, discussions over 12 months, met with Board Chairs after close of consultation to discuss new ideas.  Schools	No
capacity accepted by the board?  If an optimum roll is stated, is it realistic in terms of school capacity? Is it so high that it will lead to overcrowding or so low	Too high	inclusion of Brighton was suggested as a compromise, as the inclusion of both areas would (in the Ministry's opinion) place the schools at risk of overcrowding. Marshland is a high growth area and the rate of growth has consistently exceeded projections. It is therefore likely that projected rolls from the Marshland area will be higher than predicted.	Both schools indicated in consultation notes that current zones could not be included in new zone.  Both schools claim that this proposal (Scenario C) will not cause overcrowding.	
that students will be unnecessarily excluded?  Is the home zone so large that it is likely to create pressure on the school's facilities?	Too large	The schools originally consulted on S1 MOE + Brighton (supported by Ministry) plus their preferred inclusion of Marshland. During consultation, the schools became aware of the wishes of those currently in-zone for both schools and have now proposed including these areas for a period of 13 years as a Transition (as well as S1 MOE + Brighton + Marshland).		
		The MOE has a view that this will cause sustained overcrowding at both schools, especially AGHS from 2019. The schools state that Marshland is "reasonably convenient" to the new site and that it is a "fair and equitable decision" to include existing residents for a transitional period of 13 years.		

<sup>&</sup>lt;sup>6</sup> This is an analysis of the proposal from the schools (also known as Scenario C)

<sup>&</sup>lt;sup>7</sup> Letter from the schools is dated 4 May but was not received until 8 May at 4.26pm by email. However relevant consultation documents were not attached. The Ministry requested these documents and noted that receipt of the proposal could not be acknowledged until all documentation received. Complete documentation was received on 8 May at 8am and the Ministry acknowledged receipt of this on 8 May.

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2. Enabling Secretary to make best use of existing networks of State schools.  s11A(1)(b), 11E(2)(c), 11I(1)(d)  Check: Does the home zone extend into the natural catchment area of another school, and if so is this likely to create underutilisation of that school's facilities?  Is the home zone unnecessarily small, so that large numbers of out of zone students may be attracted away from other schools?	Yes	Proposal to include current zones and Marshland will take market share away from neighbouring schools of Haeata & Mairehau. There is already considerable investment and property at Haeata as a new school. Mairehau already has a low market share in the area and will be significantly impacted. Over time Linwood College could see an increase in roll due to low out-of-zone enrolments at Avonside/Shirley. Forecasting suggests that this could put pressure on current planning in the Linwood catchment.  A significant number of consultation comments noted that Marshland area and Fairway Park were close to the new site and so should be included. Traffic safety was also noted.  By increasing the size of their home zone, both schools will reduce their ability to take any out-of-zone enrolments which places pressure on CBHS and CGHS to take all other out-of-zone enrolments for Christchurch students wanting a single sex state education.  A small zone with significant out-of-zone capacity will spread the effect of the out-of-zone students across the network, most likely in the East. A large home zone with few out-of-zone students will have a large impact on Mairehau and Haeata with little impact on other schools.	The schools report that, by including existing communities in their new home zone, they are ensuring no existing resident is disadvantaged and it is a fair and equitable decision. They also state that research suggested by having more in zone students, the more they can address their learning needs.  The schools also state that siblings from one school (living out of zone) should have automatic right of entry to the other. This is not permitted under enrolment provisions in the Education Act.  Analysis suggests this will cause AGHS and SBHS to become overcrowded and draw too many students away from Haeata and Mairehau. This means that is under-utilising the network at neighbouring schools while not providing any opportunity for out-of-zone enrolments at either school.	No

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3. Ensuring that students can attend a reasonably convenient school which, as		The schools have proposed an extended zone so a significant number of students are now included. This now means the schools are at very high risk of overcrowding.	The schools have made efforts to include both new students in their new area as well as "reasonably convenient" areas such as Brighton and Marshland during consultation.	Yes
far as possible, is the local school. s11A(2)(a), s11E(2)(a)&(b), s11I(1)(b)&(c)		To include the current zones means students will be travelling to attend a school that is not necessarily the closest secondary school. Students in the current zones would have had the option of enrolling at AGHS/SBHS or CBHS/CGHS as out-of-zone applicants.	They now wish to include current residents as well to reflect past traditions and history. They also acknowledge the wishes of their current community as people who have intended to send their children to AGHS/SBHS but would be no longer in zone once the schools open in 2019 under the original proposal.	
Check: For students just outside the home zone, is there a reasonably convenient school that they can attend?	Yes	Students in all areas could currently enrol with adjacent schools as Haeata, Linwood and Mairehau do not have enrolment schemes. There is no overlap with home zones. However, it is likely that at some point enrolment schemes will be required at these schools. The current AGHS/SBHS zones are within 1.1km	The schools have given consideration to a number of concerns raised by current residents who wish to be able to send their children to the schools. This is reflected in the change to their proposed enrolment scheme to include the current zones under a transitional arrangement for 13 years.	
Where an adjacent school has an enrolment scheme, are there any areas between the home zones where students are left without a right of entry	No	of Mairehau High School and within 600m of Linwood College. Students in the suburbs of Sumner, Redcliffs and the south of Christchurch are unlikely to have the option of applying to AGHS/SBHS as out-of-zone enrolments as there will not be room under this proposal. These students may only have the option of applying to be on the ballot for CBHS/CGHS.	Although both Avonside and Shirley are reasonably convenient for the proposed zone, other schools are more convenient for parts of the community.	
to either school?  Does the home zone		Several mentions in consultation documents of safe travel around Marshland Road. This was used as a rational for students to be able to be included in the new zones.		
unnecessarily exclude local students?	No			
If the home zones of adjacent schools overlap, is there a guarantee of enrolment at both schools for students in the area of overlap?	N/A			

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4. Ensuring that the selection of applicants for enrolment at the school is carried out in a fair and transparent manner. s11A(1)(b), s11B, s11F, s11I(1)(e)  Check: Does the scheme attempt to write in anything about the selection of out of zone students that is inconsistent with s11F?  If the school runs a special programme, is it of a type that has already been approved by the Secretary? (See separate attachment.)  Are enrolment criteria clear?	No N/A Yes	The school is using the priorities as defined in the Education Act. However, the size of the proposed zone is unlikely to afford any room for out-of-zone enrolments.  The schools are also seeking a change in legislation (or an approval letter from the Minister) to allow "consideration of a sibling at the school logically should now include a brother or sister who may be or intends to be attending the other collocated school, for those families who live out of zone". This is not permitted under the Act.  The schools do not run special programmes.  The enrolment criteria are clear. In-zone students have automatic entry (and grandparented) and out-of-zone students will be enrolled based on the priorities within the Education Act.	The schools have proposed this in an effort to alleviate concerns from parents. However, it is not part of their current arrangements.	No

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5. Has the Board sought an early implementation?		The Enrolment Schemes need to be in place for the 2019 school year.	The Ministry is aware that an earlier decision is preferred so that undue stress on all relevant communities can be avoided.	Yes
<ul> <li>Provide rationale for the early commencement of the enrolment scheme.</li> </ul>	No			
Has the Board requested a delayed commencement of the enrolment scheme?				
Discuss rationale for the delayed commencement of the enrolment scheme.	No			

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6. Ensuring that there has been adequate consultation. S11H(3)		The schools have provided a number of opportunities for families and other schools to make comment on the proposed home zones for AGHS and SBHS.	Schools responded to most concerns during the consultation process when they could. Some questions were directed at the Ministry who do not play a role in the consultation process.	No
Check: Has the Board sought to discover the views of:		However, this was only on S1 MOE, Brighton and Marshland. The schools' proposal presented to MOE now includes these areas and their current zones for a transition period of 13 years. The latter inclusion was not part of the consultation	Summary of responses in consultation report. (paid for by Ministry)  Ministry – Schools did not consult around reduction in out-of-	
<ul><li>Parents of students at the school?</li><li>Community in the area of</li></ul>	Yes	process. Their proposed transitional arrangements for existing residents (13 years from 1 Jan 2019) to attend the schools needs legal clarification.	zone enrolments if transitional current zone is applied. This will have impact on Old Girls/Boys, those across the East (Redcliffs/Sumner), those wanting single sex education but also out-of-zone for CBHS/CGHS. These groups will be unaware of	
the school?	Yes	This zone change proposal consultation process was advertised publicly in the Christchurch Press, published to AGHS, SBHS	the impact of a larger in zone roll.	
• Students and prospective students (if relevant)?	Yes	and TwoSchoolsOneCampus websites and Facebook pages and sent to affected schools to include in their newsletters and Facebook pages. The public notice included the details of the	High rates of out-of-zone enrolments in the past at Avonside/Shirley would raise expectations of these groups to be included in future enrolments.	
Boards of potentially affected schools?	Yes (but not in	public meetings, information pack and online survey.	Original consultation was S1 MOE, Brighton and Marshland.	
Type of consultation	current zones)	Four public meetings were held; 183 attendees. Minutes of these meetings were taken and validated as true and accurate by the independent facilitator.	Schools did not initially include current zones in their consultation, however, following feedback, they did include current zones in their proposal. Given this is a time bound	
undertaken and copies of:		An Information Pack on the proposed enrolment home zone, including a map of the proposed area was made available	arrangement, further consultation with neighbouring schools around the inclusion of transition arrangements for current	
Letters to Boards consulted	No	through a download from the school's websites. Hard copies of this information pack were available at the public meetings and	zones is deemed unnecessary.	
Copies of responses received	Yes	from the school offices.  An online survey was promoted as the primary feedback		
Minutes of Public meetings	Yes	mechanism. The link to the survey was advertised in the public notice and was available from the school's websites. Hardcopies of the survey were made available at the public		
Copy of Survey forms	Yes	meetings and from the school offices for those without access to the internet. 1085 responses.		
Analysis of results	Yes	A meeting was held with affected schools' boards and		
Boards response to Variance to its position	Yes	principals. Minutes of this meetings were taken and validated as true and accurate by the independent facilitator. Affected schools were encouraged to document their submissions by way of a letter to the AGHS and SBHS boards. 7 written submissions received. (2 from non-schools) However, these schools have not been consulted on possibility of current zones being included.		
		Consultation closed at 5.00pm on April 26th, 2018.		

		Strong support for proposal from Marshland.	
		Current zone had strong voice in opposition to "being left out".	
		Little feedback from Brighton.	
		Linwood College Board of Trustees - does not support the Marshlands School additional area, does not support any practices that adversely impact on the viability of neighbouring schools. However, at the time of writing the letter, Linwood had not been consulted on possibility of current zones being included.	
Are there any unresolved complaints from other boards?	Yes	Mairehau High School Board of Trustees and Senior Management - In respect of the "grey" area - concerns that AGHS/SBHS out of zone students may disproportionally come from Mairehau High School's catchment area. Increasing AGHS/SBHS in zone, by say including the "grey" area, would increase in zone enrolments therefore reducing out of zone enrolments. Want to be the co-ed High School of choice for North East families but recognise this will come from developing relationships over time. However, at the time of writing the letter, Mairehau had not been consulted on possibility of current zones being included.	
		Banks Avenue School Board of Trustees - strongly opposes the proposed AGHS/SBHS home zone. Excluding BAS will have a negative impact on BAS attracting children. The proposed zone should include all the existing AGHS / SBHS existing zones, and this would not lead to overcrowding. Otakaro Kahui Ako is based on geographic locations and all three schools belong to this Kahui Ako. Feeder schools should have an automatic right of entry to the High Schools in the Kahui Ako. Siblings should have entitlement to the partner collocated school. However, at the time of writing the letter, Banks Avenue had not been consulted on possibility of current zones being included.	

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7. Is this an amendment to an existing scheme which the Board want to use the Grandparenting Arrangements for a reduction to the school home zone?  Check: Is the schedule of existing families and their addresses in the now excluded portion of the home zone recorded and included as part of the enrolment scheme for approval?	Yes	Grandparenting would apply to siblings (of the same sex) who live at the same house in the current zone.  These students cannot move house while at (or waiting to attend) AGHS/SBHS or the grandparenting rule will no longer apply.  A list of existing families and addresses was not included.  Note the term "transitional" is being used for a different arrangement the schools are wanting in this enrolment scheme. "Grandparenting" is the term used in relevant Ministry data to discuss the standard transitional arrangements.		Yes

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8. Is this an amendment to an existing scheme which the Board want to use the Transitional Arrangements for a reduction to the school home zone?  Check: Is the schedule of existing families and their addresses in the now excluded portion of the home zone recorded and included as part of the enrolment scheme for approval?	Yes	The schools "would like to include the current zones into the proposed zone as being a fair and equitable decision to existing residents for a transitional period of 13 years from 1 January 2019. We believe this should ensure that no existing resident is disadvantaged and that future residents who move into these communities after this date are fully aware that the out-of-zone ballot process will apply to their children If a transitional arrangement is not possible, then the Boards' view is that the current zones should be part of our proposed home enrolment zone until such time as the Act is amended so there is a better fit with what both schools and their surrounding communities are experiencing. We do not think this would create a precedent as our circumstances are unique."  The MOE has a view that this will cause sustained overcrowding at both schools, especially AGHS from 2019.  Consultation has showed that the current local communities want to be included in the zone. The Ministry appreciates this but the inclusion of transitional arrangements as well as the Marshland area would result in overcrowding, and may have a detrimental impact on the rolls of neighbouring schools.  Note the term "transitional" is being used for a different arrangement the schools are wanting in this enrolment scheme. "Grandparenting" is the term used in relevant Ministry data to discuss the standard transitional arrangements.	The schools have proposed a different enrolment scheme to the original one they consulted on in response to community concerns.  A transition from their current zone to their new zone has been added to their original proposal. This is proposed to last for 13 years. This evolved from the consultation process with the community.  The Ministry believes this would prove difficult to administer as the schools will not know family names and could be exposed to an influx of property ownership changes as a way to get into the school from an otherwise out of zone address. Residents may need to provide a proof of date of ownership for this to work.	New proposal for NZ. Not previously tested.

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9. Has the next review date		Schools are requesting three years to allow a "settling in" time.	This will need to be discussed with the schools.	No
of the enrolment scheme been established? Check:	No	This is permissible under the Act as it can be deferred for up to three years. However, due to the complexity of the dual enrolment schemes, it is unlikely to be feasible to wait three years. <b>Annual reviews are more likely to start with.</b>		
Is the scheme being approved before 1 July – if YES then 'next review date' should be set for the following year? If the scheme is approved after 1 July, the annual review maybe deferred to the following year. Document the rationale for any variation from this guidance.		Scheme could be approved before 1 July to consider community concerns and student stress about their schooling for 2019. However, due to the complexity of the enrolment schemes, this is unlikely to occur.		
Update the FIRST database with details of the enrolment scheme.				