

Request for a Temporary Maximum Roll Increase for Senior Students

For Existing Integrated Secondary Schools or Area Schools only

This form is designed for the Ministry to gather sufficient information for analysis and recommendation for a temporary maximum roll increase. To be fully completed by the Proprietor, in consultation with the Board of Trustees. **All sections are mandatory** (if applicable).

When completed, please send to:

<p>Operations Manager C/- Association of Proprietors of Integrated Schools PO Box 12 307 Wellington 6144</p>	<p>Senior Manager Implementation Planning Schools and Student Support ECRE Ministry of Education P.O. Box 1666, Thorndon Wellington</p>
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Date of application:

1. Administrative Information

School Name:	<input style="width: 80%;" type="text"/>
Profile Number:	<input style="width: 80%;" type="text"/>
Type of School:	<input style="width: 80%;" type="text"/>
Address:	<input style="width: 80%;" type="text"/>
Phone:	<input style="width: 80%;" type="text"/>
Fax:	<input style="width: 80%;" type="text"/>
Email:	<input style="width: 80%;" type="text"/>

Proprietor's Name:	<input style="width: 80%;" type="text"/>
Proprietor's Agent:	<input style="width: 80%;" type="text"/>
Address:	<input style="width: 80%;" type="text"/>
Phone:	<input style="width: 80%;" type="text"/>
Fax:	<input style="width: 80%;" type="text"/>
Email:	<input style="width: 80%;" type="text"/>

h) The roll break down for the past three years:

Year	Year 7	Y8	Y9	Y10	Y11	Y12	Y13

i) Year 7 enrolments for this school year

Preference	
Non Preference	
TOTAL	

j) Year 8 enrolments for this school year

Preference	
Non Preference	
TOTAL	

k) Year 9 enrolments for this school year

Preference	
Non Preference	
TOTAL	

4. Temporary Roll Information

a) Proposed temporary maximum roll:

b) Proposed temporary number of non-preference students
(and in percentage):

Roll Projections for the next 3 years

c) Projected peak roll (including non-preference but not foreign fee-paying students):

Projected roll for _____ (with current maximum roll): _____

Projected roll for _____ (with current maximum roll): _____

Projected roll for _____ (with current maximum roll): _____

Projected roll for _____ (with temporary increase): _____

Projected roll for _____ (with temporary increase): _____

Projected roll for _____ (with temporary increase): _____

d) **Projected roll break down for next three years if the temporary increase is approved:**

Year	Year 7	Y8	Y9	Y10	Y11	Y12	Y13

Source of Information

e) What information did you use to derive these projections? _____

5. Accommodation

Existing maximum roll:

a) Number of teaching spaces:

Existing number of classrooms		Estimated number of students the school can accommodate	
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With the proposed temporary maximum roll increase:

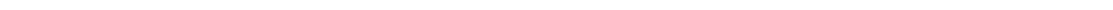
b) Number of ADDITIONAL teaching spaces required:

To be provided at proprietor's own cost		Estimated number of students the school can accommodate	
TOTAL			

c) Other accommodation required with the proposed roll increase: _____

d) Can the school site accommodate the extra building/s? _____

e) What is the current capacity of the school (if known) _____



f) Any Other Comments: _____

6. Other Information

a) List all previous maximum roll increase applications for the last 5 years.

Year	Max Roll applied for	Approved/ Declined	Reason/ Comment

7. Return to Current Maximum Roll

Please describe how the roll will be managed to return to the current maximum, as this increase is temporary in nature.

8. Final Comment (if any):

In signing this, you are declaring that all the information contained in this form is true and correct:

(Proprietor/Proprietor's Representative)

Name: _____

Title: _____

Signature: _____

Date: _____

(Proprietor/Proprietor's Representative)

Name: _____

Title: _____

Signature: _____

Date: _____