MOUNT ELIZA
SECONDARY COLLEGE

ENROLMENT POLICY

Mount Eliza Secondary College is committed to safe and wellbeing of all children and young people. This will be our primary focus of our care and decision making.

PURPOSE

To ensure that Mount Eliza Secondary College:

- enrols eligible students
- maintains enrolment data
- maintains its custodial role.

SCOPE

This policy applies to all enrolments for all Australian Citizens.

POLICY

Enrolment: Policy | education.vic.gov.au

Victorian government schools are not required to have local enrolment policies unless they are schools with specific enrolment criteria, including specific purpose or specialist schools. MESC does not fit into the category.

The reason why most Victorian government schools are not required to have local enrolment policies is because they are required to follow the Department's Enrolment Policy on the Department's Policy and Advisory Library (PAL). The Department and the VRQA have agreed through an MOU that Victorian government schools (other than specific purpose of specialist schools) do not need their own local enrolment policy but instead may refer to the publicly available Department Enrolment Policy on PAL.

All schools are required to keep an enrolment register that is accurate and up-to-date (i.e. enrolment data in CASES21).

POLICY REVIEW AND APPROVAL

Policy last reviewed	September 2025
Approved by	Principal
Next scheduled review date	September 2026