

STEPS TO ENROL YOUR CHILD IN SECONDARY SCHOOL

Moving from a government primary school to a government secondary school

If your child is seeking a place in Year 7 at a secondary school next year, you will need to:

1. Complete the Year 6 to 7 Placement Information Pack 2024-25. Your child's primary school will give you a copy of the pack.
2. use [Find my School](#) to locate your local secondary school or preferred school, and read about [School zones](#) and [Enrolling in school](#).
3. complete the application form and return it to your child's primary school by Friday 10 May 2024.

Year 7 placement is decided by secondary schools using the Department's Placement Policy. However, all communication about your child's placement must be with the Year 6 Coordinator or Transition Coordinator at your child's primary school until the placement is confirmed.

You will receive notification of your child's Year 7 placement offer on Wednesday 17 July 2024.

All government secondary schools will host a Year 7 Orientation Day (for Year 6 students) on Tuesday 10 December 2024.

Moving from a non-government primary school or home schooling to a government secondary school

If your child is seeking a place in Year 7 at a secondary school next year, you will need to:

1. Download and complete the Year 6 to 7 Placement Information Pack 2024-25. ***The form is available at the bottom of this page.***
2. use [Find my School](#) to locate your local secondary school or preferred school and read about [School zones](#) and [Enrolling in school](#).
3. complete the application form and return it to Bendigo South East College by email: kim.polglase@education.vic.gov.au or directly to the BSE General Office by Friday 10 May 2024.

You will receive notification of your child's Year 7 placement in a government secondary school on Wednesday 17 July 2024.

All government secondary schools will host a Year 7 Orientation Day (for Year 6 students) on Tuesday 10 December 2024.

Once your child is enrolled

Read our [tips for starting secondary school](#) to learn how you can support your child through the move.

Appealing a Year 7 enrolment

If a school decides not to accept your enrolment, you can appeal. This situation can happen if you request to enrol at a school outside of your [school zone](#), and the school does not have enough places.

You can lodge a written appeal to the school. The timeline for appeals to the school is detailed in the 'Placement Information Pack'.

Appeals are considered by the school's placement committee and/or principal. They will check the [priority order of placement](#) (opens in a new window) and confirm your address. They will also consider appeals on compassionate grounds on a case-by-case basis.

If your appeal to the school is unsuccessful and you're not satisfied with the outcome, you can escalate the appeal to your local [regional office](#). The timeline for appeals to the regional office is detailed in the 'Placement Information Pack'.

Appeals to the regional office are considered by a panel of senior department staff.