

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

Guidance for parents and carers of Year 6 students starting Year 7 in 2027



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How to enrol your child in Year 7

In Victoria, every child has the right to attend their designated neighbourhood government school (your 'local school'), as set out in the [Education and Training Reform Act 2006](#).

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. The department's Placement policy does not apply to schools with specific entry criteria, including specialist schools, English language schools, select entry schools or community schools.

Schooling is **compulsory** for children between the ages of 6 to 17. This information pack outlines **when and how to apply** for a place in Year 7, at a government secondary school for the 2027 school year.

If you wish for your child to attend a non-government school (Catholic or independent), please contact the school directly for their enrolment processes. For information about enrolling in a government specialist school, please visit: [vic.gov.au/how-choose-school-and-enrol](https://www.vic.gov.au/how-choose-school-and-enrol).

Fee-liable international students with a subclass 500 Student - Schools visa (a student visa in their own name) will be contacted by the department's International Education and Partnerships Division to begin the secondary placement process. **All other fee-liable international students** on dependant or temporary visas, (including bridging visas) must follow the same placement process as local students, as detailed in this pack.

What you need to do

1. Find your local school

Visit www.findmyschool.vic.gov.au to find your local government secondary school or nearby schools.

2. Submit your Application for Year 7 Placement

Submit a Year 7 application from **Monday 20 April 2026 to Friday 8 May 2026**. You can list **up to 3 preferred** government secondary schools in your application. The form is available at the end of this pack.

3. Receive and choose to accept an offer

You will be notified of the outcome of your application **by Wednesday 24 June 2026** and should choose to accept or decline the offer **by Tuesday 11 August 2026**.

Note: If your child is in a government primary school, the Year 6 Coordinator, Transition Coordinator or Principal of the primary school can help with any questions about the Year 7 placement process.

If your child is currently home schooled or attends a non-government primary school, submit your application directly to your preferred government secondary school.

Useful links

- Find my School – www.findmyschool.vic.gov.au
- Information on school zones – www.vic.gov.au/school-zones
- Moving to secondary school – www.vic.gov.au/moving-primary-secondary-school-information-parents-and-carers
- Disability and inclusive education – www.vic.gov.au/disability-and-inclusive-education
- International Student Program – www.study.vic.gov.au/en/
- Department of Education contact– Call 1800 338 663 or email: enquiries@education.vic.gov.au

Year 6-7 placement timeline 2026-27

All Victorian government secondary schools (including P-12 schools) follow a statewide Year 7 placement timeline. The timeline provides key dates for enrolling your child into Year 7 for the 2027 school year.

2026 Dates	What do parents/carers need to do?
Term 1: Tuesday 27 January (students start 28 January) – Thursday 2 April 2026	
From Term 1, 2026	Attend school tours, open days, information sessions or other events for prospective students and families, organised by secondary schools (<i>optional</i>).
By Thursday 2 April 2026	School zones for the 2027 school year are available. You can find your local school at www.findmyschool.vic.gov.au.
Term 2: Monday 20 April – Friday 26 June 2026	
From Monday 20 April 2026	- From the start of Term 2, complete and submit your child's application for Year 7 placement by using the 'Application for Year 7 Placement' form (included in this pack below) or via the online VicStudents portal. - Refer to the Moving from primary to secondary school webpage for more details.
By Friday 8 May 2026	- Submit the Application for Year 7 Placement to your child's primary school by Friday 8 May. - If your child is home-schooled or attends a non-government primary school, you will need to submit the application directly to your preferred government secondary school.
Wednesday 24 June 2026	You will be notified in writing of placement offers for the 2027 school year on Wednesday 24 June.
Term 3: Monday 13 July – Friday 18 September 2026	
Friday 17 July 2026	If you intend to appeal a placement decision, submit a written appeal to your preferred secondary school by this date, using the Appeal Form found in the Appeals Information Pack for parents and carers (DOCX and PDF), available on the Enrolling in school webpage.
By Tuesday 4 August 2026	Secondary schools will notify you in writing of appeal outcomes.
By Tuesday 11 August 2026	Confirm acceptance of your child's place by completing the required steps included in the Year 7 Placement enrolment offer
By Tuesday 18 August 2026	- If your appeal to the school is unsuccessful, and you believe your appeal has not been adequately considered, you may lodge a subsequent written appeal to the relevant Department of Education Regional Director. For regional office contact details, email enquiries@education.vic.gov.au. - A written appeal to the Regional Director will need to be submitted by Tuesday 18 August.
Term 4: Monday 5 October – Friday 18 December 2026	
By Friday 16 October 2026	If you have lodged an appeal with the Regional Director, the region will notify you in writing of the outcome by this date. This only applies to appeals received by the closing date of Tuesday 18 August 2026.
Tuesday 8 December 2026	Secondary schools host an Orientation Day for Year 6 students.

Frequently Asked Questions (FAQs)

Online Enrolment (VicStudents)



- In 2026, some government schools will use [VicStudents](#), the department's new online enrolment system, for Year 7 placement in 2027.
- Before applying, your primary school will advise whether you will need to use the paper form or the online system to complete your application. For more information, contact your primary school directly.

Applying to a government secondary school

1. Who can I contact for help with Year 7 placement?

Victorian government primary schools manage the Year 7 placement process for their Year 6 students, in accordance with the statewide timeline. At the start of Term 2, primary schools will distribute information to parents/carers. If you have further questions, get in touch with your child's primary school Transition Coordinator, Enrolment Officer or Principal.

2. Do I have to apply to my designated neighbourhood secondary school?

No, you do not have to apply to your designated neighbourhood school (local school) per www.findmyschool.vic.gov.au. You can list up to three government schools, in your order of preference. Schools will offer enrolment to your child if they have available places. If none of your listed preferences can accept your application, your child will receive a Year 7 placement offer from their local school.

3. What happens if I miss the application due date?

We encourage families to follow the statewide enrolment timeline (see page 4), as this helps schools plan classes, staffing and transition activities to support a smooth start to school for all children.

While you are asked to submit an enrolment application by **Friday 8 May 2026**, late applications will still be accepted from families who may have missed the enrolment timeframe, moved residence or have newly arrived in Victoria. Applications submitted after this date will be managed by the primary school as they are received, in accordance with the department's Enrolment Policy.

4. What if I want to apply to a Catholic or independent school?

If you wish to enrol at a Catholic or independent (non-government) school, you must follow a different enrolment process. You can find more information on the following websites:

- Catholic schools: vcea.catholic.edu.au/choosing-a-catholic-school/
- Independent schools: is.vic.edu.au/independent-schools/

All parents and carers of Year 6 students currently attending a government primary school must complete the *Application for Year 7 Placement* form, even if their child will be attending a non-government secondary school. You can use the form to tell your primary school that you have a confirmed place at a non-government secondary school (including the name of the school) or are awaiting confirmation. If you do not complete the form, your child will receive a placement offer from their local government secondary school.

Forms, documents and special circumstances

5. What documents do I need to submit with my child's application form?

Your primary school will let you know if documents are required and when to provide them. You do not need to provide original documents — copies can be provided in person or digitally.

In some cases, you may be asked to provide evidence of your child's address. Documents should show the same parent or carer name and address as recorded on your Year 7 application. For more information, refer to the [Residential Address Checklist](#).

Government secondary schools are not permitted to ask families or primary school staff to submit more information in support of a Year 7 placement application e.g., school reports, NAPLAN test results, teacher judgements, letters of recommendation, or evidence of language, artistic, curriculum or sporting achievement.

If you are unsure, check with your primary school for more information or refer to the: [Enrolment documentation checklist for parents/carers](#).

6. Who can sign the application form?

Where practical, all parents/carers with legal responsibility for a child should sign the application form. A parent or carer may include:

- the parents as set out on the child's birth certificate (unless varied by a court order)
- the parents described in a court order
- an informal carer, with a statutory declaration.

Where it is not possible for parents/carers to sign the same form, please let your primary school know. The school can arrange for separate forms to be completed if needed.

Where parents/carers have difficulty reaching an agreement on a preferred school, they should resolve the dispute through discussion, attendance at the Family Relationship Centre or at Court. It is not the responsibility of the department or schools to assist with this decision-making process.

7. My child is an international student. Do I have to follow a different process?

If your child is a fee-liable international student **holding a visa other than the subclass 500 Student - Schools visa**, such as dependant or temporary visas (including bridging visas), you should follow the process as directed in this pack, including using the 'Application for Year 7 Placement 2026' or submitting an online application (depending on the school you are applying to).

Fee-liable international students who hold a subclass 500 Student - Schools visa (a student visa in their own name) should not follow the process in this pack. You will be contacted by the department's International Education and Partnerships Division **by Friday 8 May 2026** to assist with secondary school enrolment for your child.

If you have questions about fee-liable international student enrolments, contact: international@education.vic.gov.au

8. My child has a disability. How can I ensure their secondary school will support them?

Every Victorian government school has established programs and practices to support a wide variety of student needs, including students with disability. Schools make reasonable adjustments to ensure students with disability have the same learning opportunities as children without disability.

More information about disability support, inclusive education and your child's rights is available at: [Moving to secondary school for students with additional needs | vic.gov.au](#)

9. How do I register my child for home schooling in 2027?

Parents/carers wishing to home school their child must register with the Victorian Registration and Qualifications Authority (VRQA). You will need to provide evidence of your child's home school registration to the primary school.

For more information, visit: [Register to home educate | vrqa.vic.gov.au](#)

10. My child attends a non-government (Catholic or independent) primary school. Will my child's primary school help me apply to a government secondary school?

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 more information about the enrolment application process.

Local schools and school zones

11. What is a designated neighbourhood school (local school)?

Your local zone school is generally the nearest government school to your child's permanent residential address. For children living in metropolitan Melbourne, Ballarat, Bendigo or Geelong, their local school is usually the nearest government school in a straight line from their permanent address. If you live in another area, it is usually the nearest school by the shortest practical route by road.

For more information, please visit: <http://www.vic.gov.au/school-zones>.

12. What is a supported inclusion school?

Supported inclusion schools are local primary and secondary schools with specialised facilities that provide extra support and offer priority enrolment for students with mild-to-profound intellectual disability, in line with the school's local enrolment policy.

For more information, visit [Supported inclusion schools | schoolbuildings.vic.gov.au](http://Supported%20inclusion%20schools%20schoolbuildings.vic.gov.au) or the specific school's website.

13. Is my child guaranteed a place at their local school?

Yes, the [Education and Training Reform Act 2006](#) guarantees your child a place at their local school. This means, if your child lives within the school zone, they must be offered a place when seeking enrolment.

14. How can I find my local secondary school and other schools nearby?

Find your local school on the [Find my School](#) website by following the steps below:

1. Enter findmyschool.vic.gov.au into your browser.
2. Enter your permanent residential address under 'Enter your address to get started'.
3. Select 2027 under 'Enrolment year'. **School zones for 2027** will be available by 2 April 2026.
4. Select Secondary and '7' under 'School type'.

The map will then show your address, your local school, and on the left the contact details for the school. If you scroll down, it will also show you the five closest schools to your address. You can also search by school name under 'Search for school'.

15. My property sits across two or more school zones. Which is my local school?

If your property sits across multiple zones or is intersected by a school zone boundary, then your child has the right to attend any of these schools.

16. If my child has multiple addresses, how is their local school decided?

If your child lives at multiple addresses, their permanent address is the place where they spend most of their weekdays. If your child spends an equal amount of time at multiple addresses, any of these addresses can be used as their permanent address when submitting a Year 7 application. However, this does not mean that your child can be enrolled at and attending multiple schools, rather you are entitled to enrol in the one local school of your chosen address.

For more information and help to determine your address for enrolment, visit: vic.gov.au/how-choose-school-and-enrol.

17. What address do I use if I am moving, or intend to move to a different address?

You should complete the application form using your child's **current** permanent address. If you intend to move to a new address with your child, you must only use that address for enrolment once they are living at the new address permanently. You may only enrol at another local school using the new permanent address when your child is living there, subject to verification of your child's permanent address.

For more information, please see: vic.gov.au/how-choose-school-and-enrol.

How placement decisions are made

18. How do schools decide which applications are accepted?

All government secondary schools use the Placement Policy to manage Year 7 applications. This policy:

- sets out the legal right for students to enrol at apply to their local school
- provides schools guidance on how to prioritise students outside their school zone, when they have limited places available (the priority order of placement).

The priority order of placement only applies where parents/carers are seeking a Year 7 placement in a school other than their child's locally zoned school, and where that school does not have sufficient accommodation to offer places to all who apply for entry. The priority order of placement is set out in the next question.

The department's Placement Policy does not apply to schools with specific entry criteria, including specialist schools, English language schools, select entry schools, or community schools. In exceptional circumstances, a child may be offered a Year 7 place in a school based on compassionate grounds. This is an overarching consideration and does not form part of the priority order of placement.

19. How are applications from outside the school zone prioritised?

Where schools cannot offer a place to all children who live outside their school zone, schools will prioritise out-of-zone applications using the following priority order of placement:

1. students with a sibling at the same permanent address who are attending the school at the same time
2. all other students in order of closeness of their home to the school.

In exceptional circumstances, a child may be offered a Year 7 placement in a school based on compassionate grounds. This is an overarching consideration and does not form part of the priority order of placement. For further information on compassionate grounds refer to question 24 below.

Supported inclusion schools have local enrolment policies that enable them to offer priority enrolment to out-of-zone students who meet specialist enrolment criteria. To find your nearest specialist or supported inclusion school, visit the [Find my School](#) website and follow the steps set out in question 14 (above) and select 'Specialist' under school type.

20. I can see that siblings are prioritised for placement. How is a sibling defined?

The definition of a sibling reflects modern family living arrangements. It includes, but is not limited to:

- both younger and older siblings
- step-siblings living together at the same permanent address
- students living together at the same permanent address as part of statutory out-of-home care arrangements, including foster care, kinship care, residential care and permanent care
- students permanently living together in one residence as part of multiple family cohabitation.

Students applying on sibling grounds for Year 7 must be attending the school at the same time as their sibling.

Application outcomes and appeals

21. How do I accept my child's Year 7 placement offer?

You will be notified of your Year 7 placement outcome **on Wednesday 24 June 2026**. This will include the Year 7 Placement Acceptance slip. Complete and return the Acceptance slip by **Tuesday 11 August 2026** to accept the offer.

If your child attends a government primary school, you must return the Acceptance slip to their primary school.

If your child attends a non-government school or is home schooled, you must return the Acceptance slip directly to the secondary school that offered the placement.

If your Acceptance slip is not returned by 18 August 2026, your primary school will forward relevant student

information to the secondary school for which your child was offered a place.

Note: If you are completing the Year 7 application online, you will be notified of the outcomes of your application through the Vicstudents portal. You will be able to accept the offer directly through the portal.

22. What happens if our address changes after my child's Year 7 placement has been accepted?

You must contact your child's allocated secondary school as soon as possible to inform them of your new address. If your new address is out-of-zone, the school may withdraw the placement offer. In this instance, your primary school will assist you in securing a placement at another government school.

If your child has been offered a place on sibling grounds the offer will remain unchanged, so long as both siblings continue to share a permanent address and will attend the school at the same time.

23. Can I appeal the decision if my application is unsuccessful?

If a government school decides not to offer your child a place, and you believe there are appropriate grounds to appeal the decision, you can submit an appeal to the school.

You may appeal against a school's decision not to enrol your child on the following grounds:

- compliance with the priority order of placement
- permanent residence
- compassionate grounds, in exceptional circumstances.

For more information about the appeal process, refer to Appeals information pack for parents and carers ([DOCX](#) and [PDF](#)), available on the [Enrolling in school webpage](#).

Please do not seek evidence from your primary school to support your appeal, e.g. letter from your child's teacher or principal. This evidence will not be accepted as supporting documentation.

Application for Year 7 Placement 2027

1. The Department of Education (the department) is one legal entity and includes all Victorian government schools.
2. The primary school may pre-populate sections 1 to 4A of the attached 'Application for Year 7 Placement 2027' (the Application), before providing it to you, from information already held in its records.
3. This Year 7 placement application asks for details like your child's name, date of birth, gender, and permanent residential address. This information is needed to make sure all children who need a place in a Victorian government school for Year 7 receive one, as required by law. It also helps give families more school options and ensures a smooth transition for your child.
4. If you wish your child to attend a government secondary school currently being attended by a sibling who lives at the same permanent residential address, and who will still be attending the school in 2027, please identify the school's name, sibling's name and 2027-year level of the sibling in the Application.
5. You are requested to provide details about your child's placement in a non-government school or intention to home school your child, including the name of the non-government school and whether the placement is confirmed. This information will be used to assist with the planning of placements in government schools and ensure your child has a confirmed placement in a school.
6. To assist the Year 7 placement process, please ensure that all information provided to the school through the Application and other means, is accurate and current, including:
 - a. parent or carer details, including contact phone numbers and email addresses
 - b. permanent residential address
 - c. copies of court orders and/or parenting plans including all Parenting Orders, Intervention Orders and Child Protection Orders and/or an Informal Carer Statutory Declaration.
7. When a Victorian government school student has been accepted at another Victorian government school,
 - personal and health information about your child will be sent to that school electronically through the department's administrative system, CASES21. CASES21 is the software component of the Computerised Administrative System Environment in Schools (CASES) which is the package provided to Victorian government schools to support school administration, finance, and central reporting.
 - The school may request additional information to support your child's wellbeing or safety, including information about educational abilities, interests, and skills. Non-electronic records containing your child's personal and health information may also be transferred at this time.
8. When a non-government student has been accepted at a Victorian government school, the school may request additional information about your child's educational abilities, interests, skills, or other relevant information from your child's primary school, to support your child's wellbeing or safety. This includes personal and health information about each student. Information will be disclosed subject to consent unless such disclosure is authorised or required by law.
9. Transferring personal and health information to a student's Victorian government school is in the best interests of students because it assists the next school in providing optimal education and support to each student.
10. If your child is transitioning to a non-government school for Year 7 in 2027, the receiving non-government school may request personal and health information about your child. Subject to consent, or unless such disclosure is required or authorised by law, your child's government primary school will transfer this data.
11. Personal and health information about students will only be shared with school staff who need to know that information to educate or support the student, to fulfil legal requirements or where permitted by law.
12. All information received by the department will be securely stored and handled in accordance with the Privacy Policy: www.vic.gov.au/schools-privacy-policy
13. You can review the schools' privacy collection notice at: www.vic.gov.au/schools-privacy-collection-notice. This notice explains how the department, including Victorian government schools, handles personal and health information.

Application for Year 7 Placement 2027

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-schooled student seeking placement at a government secondary school.

You must submit this form to your government primary school by **Friday 8 May 2026**.

Parents or carers who are responsible for applying on behalf of 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.

For additional information, please refer to the Year 6 to 7 Placement Information Pack for Parents and Carers, available at www.vic.gov.au/moving-primary-secondary-school-information-parents-and-carers.

Section 1: Primary school details

Year 6 student's current primary school	
Victorian Student Number (<i>school to supply</i>)	
Fee-liable international student (<i>dependant or temporary visa</i>) *	☐ Yes ☐ No
International Student ID	

*Fee-liable international students who hold a subclass 500 Student - Schools visa should not complete this application.

Section 2: Year 6 student details

Family name	
First name	
Second name	
Preferred name (<i>if applicable</i>)	
Date of Birth (<i>dd-mm-yyyy</i>)	____ / ____ / ____
Gender	☐ Male ☐ Female ☐ Self-described: _____
Current Permanent Residential Address	
Street Number and Name	
Suburb	
Postcode	
Mailing address	☐ Same as residential ☐ Different (<i>complete below</i>)
Street Number and Name	
Suburb	
Postcode	

Section 3: Parent or Carer details

Adult A		Adult B	
Relationship to student (Parent, Carer, Grandparent etc.)		Relationship to student (Parent, Carer, Grandparent etc.)	
Title (Ms, Mrs, Mr, etc.)		Title (Ms, Mrs, Mr, etc.)	
First name		First name	
Family name		Family name	
Phone number		Phone number	
Email address		Email address	
On <u>weekdays</u> , the student lives with Adult A (tick one)	☐ Full time or Mostly ☐ Equal time (equal split with Adult B) ☐ Sometimes or Never	On <u>weekdays</u> , the student lives with Adult B (tick one)	☐ Full-time or Mostly ☐ Equal time (equal split with Adult A) ☐ Sometimes or Never
Permanent residential address	☐ Same as Section 2 ☐ Different to Section 2, please complete:	Permanent residential address	☐ Same as Section 2 ☐ Different to Section 2, please complete:
Nominate primary contact for all calls and correspondence (tick one)		☐ Adult A ☐ Adult B ☐ Both Adults	

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 2027; **or**
- you intend to register for home schooling.

Section 4A: Designated neighbourhood school

To locate your child's designated neighbourhood school for Year 7 in 2027, visit www.findmyschool.vic.gov.au

Your designated neighbourhood school (include campus if applicable)	
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Section 4B: Secondary school preferences

You may list up to three school preferences, which can include your designated neighbourhood school. If none of your preferred schools can place your child, they will receive a place at their designated neighbourhood school, as listed in **Section 4A**.

Government school name (include campus if applicable)		Office Use Only Date of Distribution
1		
2		
3		

Section 4C: Sibling Claim

A sibling claim can be made for a preferred government school where:

- the sibling resides at the same permanent residential address as your Year 6 child; and
- the sibling is currently enrolled at the school; and
- the sibling will continue to be enrolled at the school in 2027.

Include the name of the school and the 2027 year-level of the sibling below.

Government school name	Name of sibling	Year level in 2027

Section 5: Non-Government school (Catholic or independent) or home school

Only complete Section 5 if you:

- have applied or received confirmation of a place in a non-government school
- intend to move interstate or overseas
- intend to register your child for home schooling in 2027.

Name of Catholic or independent school	Confirmed Place
	☐ Yes ☐ No
Name of interstate or overseas school	Confirmed Place
	☐ Yes ☐ No
Home schooling (add VRQA registration details)	Confirmed Place
	☐ Yes ☐ No

Section 6: Signature of Parents or Carers

- ☐ I have read this form and the attached Privacy Notice.
- ☐ I certify that all the above information is correct.
- ☐ I agree to the disclosure of my child's information for the purpose of Year 7 placement.
- ☐ (If applicable) I have attached the most recent copies of court orders and/or parenting plans including all Parenting Orders, Intervention Orders, Child Protection Orders and/or an Informal Carer Statutory Declaration to confirm I have legal decision-making responsibility.
- ☐ (If applicable) I have attached confirmation that my child has been accepted at a non-government school in 2026.

Adult A signature		Adult B signature	
Date	/ / 2026	Date	/ / 2026

Please select the category that best describes who has signed and completed this form. This will assist the school with the enrolment process.

☐ Both parents/carers have completed and signed this form.

☐ Parents/carers are completing separate forms (schools can provide additional forms on request).

☐ One parent has completed and signed this form on behalf of both parents. Contact details for the other parent have been provided in the form for the school's use as required.

☐ One parent has completed and signed this form and the contact details for the other parent are unknown to the enrolling parent/carers and not provided.

☐ There is only one parent/carers with legal responsibility for the child and that person has completed and signed this form.

☐ Other, please specify: (for instance, where the contact details for the other parent are known but it is not appropriate or safe to contact them) _____