



Thank you for your email of 22 January 2019 requesting the following information:

1. *Any original recommendations made by the Ministry for the home zone boundaries*
2. *The justification used by the Cashmere High School Board when determining the home zone, including any justification for not adopting any Ministry recommendations*
3. *The details of consultation with people living in the area*
4. *How residents/property owners in the areas which were being considered for removal from the Cashmere High School home zone were informed of this intention*
5. *What opportunity was given to those who were to be negatively effected by the rezoning (ie: residents/property owners who were to be removed High School home zone) to make a submission*
6. *The details used by the Ministry to be satisfied about the boards consultation before approving the scheme*
7. *Any justification/reasoning that the area between Brougham Street- Selwyn St- Coronation Street- Barrington St was excluded from the home zone, considering Brougham and Barrington Streets are clear geographical boundaries that could have been used and Brougham Street is specifically mentioned as a geographical boundary by Cashmere High School in their communication following the rezoning decision.*
8. *Any consideration to the significant effect that rezoning would have on resident health (stress) and property values from rezoning, specifically those who are being removed from the home zone.*

Your request has been considered under the Official Information Act 1982 (the Act).

As we advised on 31 January 2019, parts 2 to 5 and 7 and 8 were transferred to the Board of Trustees of Cashmere High School (Cashmere). I trust you found their responses helpful.

I have identified five documents in scope of your request and they are detailed in **Appendix One** attached to this letter. I am withholding one Ministry staff cell phone number under section 9(2)(a) of the Act, to protect that person's privacy. The documents are otherwise released in full. Further information related to questions 1 and 6 follow.

**Question One: *Any original recommendations made by the Ministry for the home zone boundaries***

When a school is overcrowded, or likely to become overcrowded, we can ask the Board of Trustees to implement an enrolment scheme, or amend an existing scheme as outlined in section 11H of the Education Act 1989.

In October 2017, the KPMG report "A Case for Change" suggested a number of changes to the secondary schooling network to ensure the best use of the network in the future and to prevent overcrowding at some schools. As part of this work, it was identified that Cashmere would need to amend its zone due to overcrowding.

On 9 March 2018, we provided Cashmere with data about its current zone, Scenario T zone (from the KPMG report) and Cashmere's proposed new zone and asked to meet with Cashmere's Board of Trustees (the Board) to discuss the data and Cashmere's proposed zone. Further information on the requirements of consultation were provided at this time.

On 28 March 2018, the Ministry of Education attended the Board's meeting. At this meeting, the network analyst discussed the relevant parts of the Education Act and also data regarding local demand, current in-zone roll numbers and future projections.

A copy of Scenario T from the KPMG report is released to you in full as document one. A copy of the 9 March 2018 email is provided as document 2 and notes from the 28 March 2018 meeting as documents 3a and 3b.

**Question Six: *The details used by the Ministry to be satisfied about the board's consultation before approving the scheme***

A board of trustees decides what to include in its final proposed home zone, and the affected areas they wish to consult on with their community and neighbouring schools. Schools must consult with their community and neighbouring schools about any proposed changes to their enrolment schemes. The requirements for consultation are set out in section 11 of the Education Act. This requires boards to consider the views of current and prospective students of the school and their parents, the boards of other schools that could be affected by any change, and the local community.

Once consultation has been undertaken by the board, we review their documentation to ensure it complies with the Education Act. This is to determine whether the change will mean all students can still attend a reasonably convenient school.

Having reviewed the documentation provided by Cashmere, we found their evidence of consultation met the requirements of the Act. We also confirmed that there are other reasonably convenient state secondary schools with capacity to accommodate the students no longer residing within the Cashmere home zone.

Schools are not spread evenly across the schooling network and so it can be that a student's local state school is not always the closest school to their home address. Both Hillmorton High School and Linwood College have capacity to provide for any students no longer in-zone for Cashmere.

Documents 4 and 5 provide details of Cashmere's consultation and our approval checklist compiled upon review of their consultation process.

I trust you find this information helpful. You have the right to ask an Ombudsman to review this decision. You can do this by writing to [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz) or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely



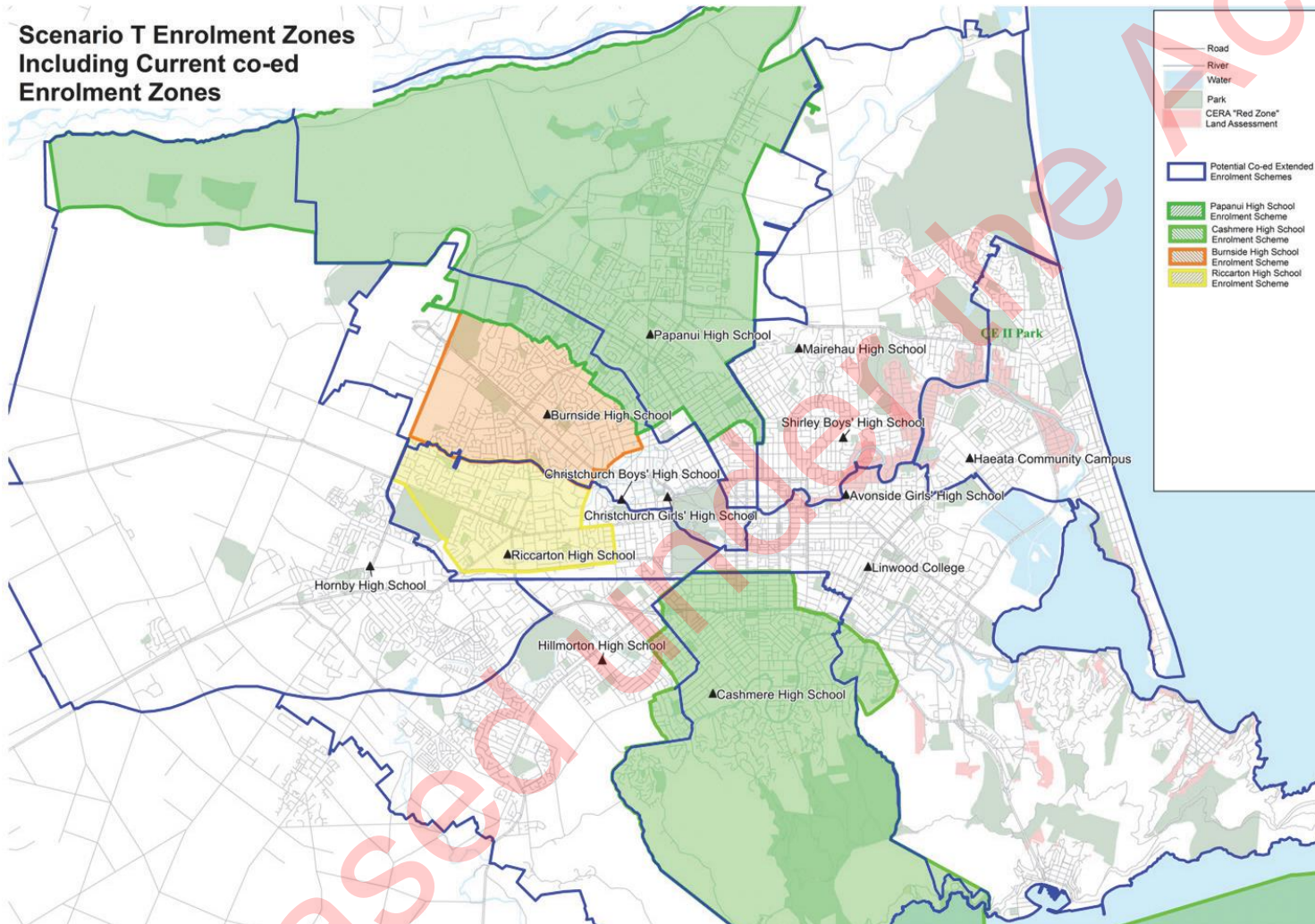
Katrina Casey  
**Deputy Secretary**  
**Sector Enablement and Support**

cc Coralanne Child, Director of Education for Canterbury



## Appendix One

Document number	Date	Description	Release details
1	October 2017	Scenario T from KPMG report "A Case for Change"	Page 13 extracted from full report, copy of the full report is also already publicly available at the following link: <a href="https://s3-ap-southeast-2.amazonaws.com/shapingeducation/announcements/KPMG-report.pdf">https://s3-ap-southeast-2.amazonaws.com/shapingeducation/announcements/KPMG-report.pdf</a>
2	09/03/2018	Email from Ministry to Cashmere proposed reduction for 2019	Cell phone number withheld under section 9(2)(a) of the Act, to protect the privacy of natural persons.
3a	28/03/2018	Ministry information pack	Released in full.
3b		Ministry powerpoint regarding enrolment amendment	Released in full.
4	04/04/2018	School consultation with other affected schools	Released in full.
5	27/04/2018	Ministry Enrolment Scheme Approval Checklist	Released in full.





From: Simon Blatchford  
Sent: Friday, 9 March 2018 4:01 p.m.  
To: Mark Wilson <wsm@cashmere.school.nz>  
Cc: Geordie Hooft <geordie.hooft@outlook.com>; Vanessa Goodwin <Vanessa.Goodwin@education.govt.nz>; Murray Aitken <Murray.Aitken@education.govt.nz>; Hamish Dennis <Hamish.Dennis@education.govt.nz>  
Subject: RE: Proposed zone reduction for Cashmere High School for 2019

Kia ora Mark,

Thanks for your request and questions. We have attached a data pack including;

- the analysis for the scenario outlined on your Map as well as your current scheme and the proposed scenario T scheme,
- wider analysis showing the number of secondary aged students attending co-ed state provision within each of the blocks that make up your scheme, your proposed scheme and the scenario T proposed scheme,
- and a map outlining the enrolment schemes of the surrounding primary and intermediate schools overlaid with your current scheme.

We would like to meet with your Board to enable our network analyst to explain the data in more detail and discuss your proposal.

We will also send you an official notification under the Section 11H of the Education Act notifying you that it is appropriate to amend your enrolment scheme. This gives you the necessary approval to begin developing your amendment.

I have also included below information relating to grand parenting of entitlement and consultation as requested. Please note that grand parenting is something that a board may choose to apply but is not automatically applied. A board is within its rights to make changes effective immediately or at the beginning of a school year.

We are happy to answer any specific questions and give our interpretations in relation to these when we meet with the board:

#### **Grand parenting**

Grand parenting of entitlement to the school covers the siblings of current pupils while they continue to live at the same address that was previously in the school's zone. The school identifies the addresses to which this applies and holds a list.

Note that this concession does not apply to;

- a) Children of families that move into the discarded area subsequent to the adoption of the enrolment scheme boundary amendment
- b) Children of families currently living in the discarded area and who move out of the area subsequent to the adoption of the enrolment scheme amendment.

#### **Enrolment Scheme Consultation**

Before your proposed enrolment scheme can be approved by the Ministry and adopted by the Board, you are required to consult with appropriate persons and organisations. Full details of the requirements can be found on page 17 of the *Guidelines for the development and operation of enrolment schemes*, on our website at:

<http://www.education.govt.nz/assets/Documents/School/Running-a-school/Enrolment-and-attendance/EnrolmentSchemeGuidelineFeb2011a.pdf>

In particular, the Education Act states that your Board must consult with:

- the parents of students at the school; and
- the people living in the area for which the school is a reasonably convenient school; and
- the students and prospective students of the school (depending on their age and maturity); and
- the boards of other schools that could be affected by the proposed enrolment scheme.

You may choose whatever method of consultation is appropriate for you and your community, which may include public meetings, inviting other relevant boards to a combined meeting, or by letters or emails requesting written feedback by a specific date. You should keep a written record of consultation and a copy of the key items can then be sent to the Ministry as proof of appropriate consultation. Examples of information that the board might provide to the Ministry are listed in the *Guidelines*.

Please let me know a suitable time that we can meet with the board. I will also give you a call next week to ensure that you have the data you need.

Ngā mihi,

Simon Blatchford | Principal Advisor.- Canterbury and the Chatham Islands  
DDI +6433787543 | 9(2)(a)

Released under the Act



## Cashmere High School

Student Count data and analysis to support the review of the Home Zone.

March 2018

### Data Provided;

The following Appendices are included;

- Appendix A: Current Enrolment Schemes of local schools  
This includes Primary, Intermediate, and the current Cashmere High School zone.
- Appendix B1: Study Areas for which data is provided.
- Appendix B2: Study Areas for which data is provided – State co-ed student counts shown.
- Appendix C: Count of Year 9-15 state co-ed students by Study Area.
- Appendix D: Study Areas, current zone, and “Scenario T” zone
- Appendix E1: Study Areas, current zone, “Scenario T” zone and Schools Proposal
- Appendix E2: Study Areas, current zone, “Scenario T” zone and Schools Proposal – Counts shown
- Appendix F: Analysis of alignment of Primary School catchments and CHS zone Scenarios:

### Additional information:

There were 1955 Ministry funded students recorded in the 1 March 2017 roll return from Cashmere High School. Of these records, 1932 (99%) were able to be mapped. Of the mapped records, 1572 (81%) were within the enrolment zone, and 360 (19%) were outside the zone.

A large proportion of the students residing outside the zone are “In-zone” enrolments who have moved out of the zone since enrolling, but retain their “In-zone” zoning status.

There were 1727 “INZN” (In-zone) coded students included in the March 2017 roll return from CHS. 1707 (99%) of these records were mapped. Of the mapped “INZN” records, 1550 (90.9%) were within the zone, and 157 (9.1%) were outside the enrolment scheme.

It is normal for around 10% of a schools “INZN” roll to be outside the enrolment scheme. This shows why the in-zone roll was 1727 in the school roll return, despite only 1572 CHS students living within the zone.

At March 2017, there were 1845 Year 9-15 State (non-Designated Character, Special School or Kura) students in the current CHS enrolment scheme. 1678 (91%) of these students attended a co-ed school. This is a very high proportion of state secondary students attending co-ed schools, as around 30% of secondary students in Christchurch attend single sex provision.

The high proportion of students within the CHS zone attending a co-ed school is driven by parental preference for CHS in particular.

Of the 1678 co-ed students in the CHS zone, 1582 (94%) attended CHS. This is a very high market share.

The single sex schools in Christchurch are in many respects being considered as a separate layer of provision from the co-ed schools, in a similar manner as Designated Character Schools, Special Schools and Kura. For this reason, the local demand for CHS is defined in this analysis as the local count of Year 9-15 co-ed state school students (excluding those attending single sex providers, Designated Character Schools, Special Schools and Kura). This assumes that the low proportion of local students attending single sex providers remains at this low level.

Population growth is projected for the secondary age population in Cashmere. The local Year 9-15 population is projected to increase by around 11% by 2025. The population is projected to remain stable after 2025.

An 11% growth in local population would result in the local Year 9-15 state co-ed demand in the current zone increasing from 1678 students in 2017 to around 1863 by 2025.

Additionally, as discussed above, around 9% of in-zone enrolments will reside outside the enrolment zone.

As shown in Table 3 (Appendix C);

the current enrolment scheme is likely to result in an in-zone roll at 2025 of around 1917,  
the schools proposal is expected to result in an in-zone roll of 1791 at 2025, and  
Scenario T is likely to result in an in-zone roll of 1661.

## Discussion regarding Current Enrolment Scheme, Schools Proposed zone amendment, and “Scenario T” zones;

The current CHS enrolment zone contains part, but not all of the following primary school zones; Opawa School, Waltham School, West Spreydon School, Hoon Hay School, Lyttelton Primary School. It also does not include the entirety of what is likely to be the Addington School Zone.

The schools proposal does not change this, but would exclude a larger portion of each of the Waltham, West Spreydon, and (Draft) Addington School zones. The schools proposal would also exclude a large area that is in-zone for Christchurch South Intermediate (north of Brougham Street).

The Schools proposal would result in the Year 9 demand falling by around 30 students. However, a population bubble is moving into the secondary year levels. This will result in increases in the local secondary age population in the short term. Therefore, a more significant reduction in local demand is desirable, and is likely to be required in order to maintain an in-zone roll within the current Build Capacity.

Additionally, the areas proposed for zone withdrawal by the school would leave some areas without a clear educational pathway.

Students in areas D, E, and F (proposed for removal by CHS) currently have a strong pathway through local Primary and intermediate schools on to CHS. Students in area G (of which there was 1 in 2017) currently have a pathway through Waltham School and on to CHS.

The Scenario T zones aimed to ensure, as far as possible, that children from within each primary school zone would transition together on a shared pathway to secondary education (often via a local intermediate provider).

The Scenario T zones also promote a network where each co-ed secondary school has sufficient, but not excessive volume of local demand. Scenario T would support an in-zone roll of 2000 at Cashmere High School in the medium to long term.

The “Scenario T” zone would exclude only a small portion of the Christchurch South Intermediate zone, this being the area of the Christchurch South Intermediate zone that overlaps with the zone for West Spreydon School. West Spreydon School is a Contributing (Y1-6) Primary school whose zone is bisected by the CHS zone, the Christchurch South Intermediate zone, and the Year 7-8 and 9-15 catchments for Hillmorton High School. The Scenario T zone would make it clear that the local transition pathway for students in the West Spreydon School zone is through to Hillmorton High School.

Of the changes proposed by the school, only the removal of area C is in line with the Scenario T analysis and its intent to promote clear pathways for education.

Scenario T would see a greater reduction in total demand in the CHS zone, and would clarify the educational pathways for local students, through;

- Removing the core area of the Hoon Hay School Zone (area A) from the CHS zone,

- Removing the part of the Opawa School zone that is currently within the CHS zone (area H),

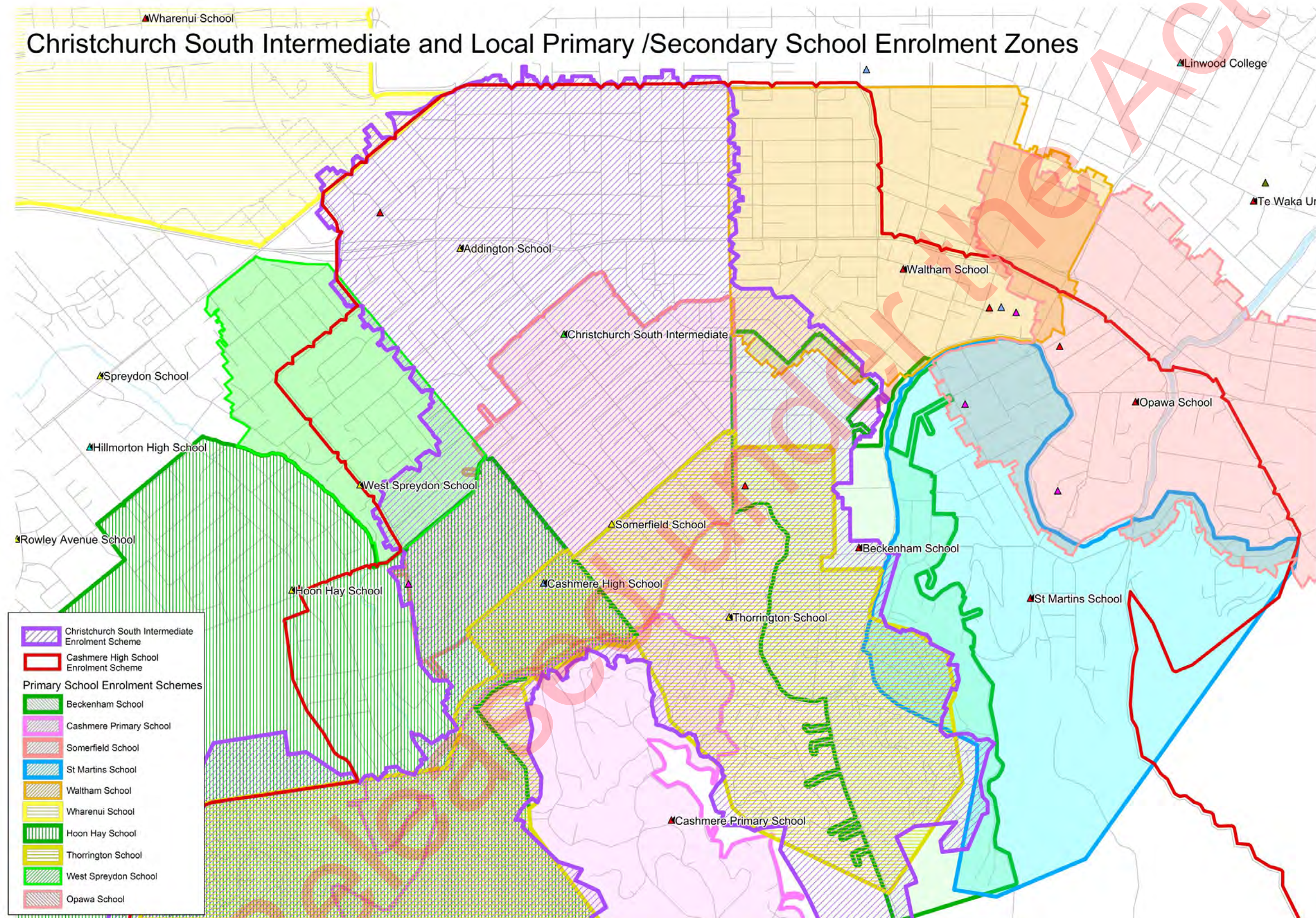
- Removing the West Spreydon zone (areas B and C) from the CHS zone

- Including the entirety of the Waltham School zone (including area U) within the CHS zone (noting that most students in area U reside in the south west of that study area).

“Grand-parenting” transitional arrangements can be put in place for younger siblings of current students whose addresses become out-of-zone as a result of the zone reduction. The number of students enrolling under transitional arrangements will reduce over time, as families move out of secondary education. A smaller zone is desirable to reduce local demand in the short term to a level where the school still has capacity to accommodate these transitional enrolments.

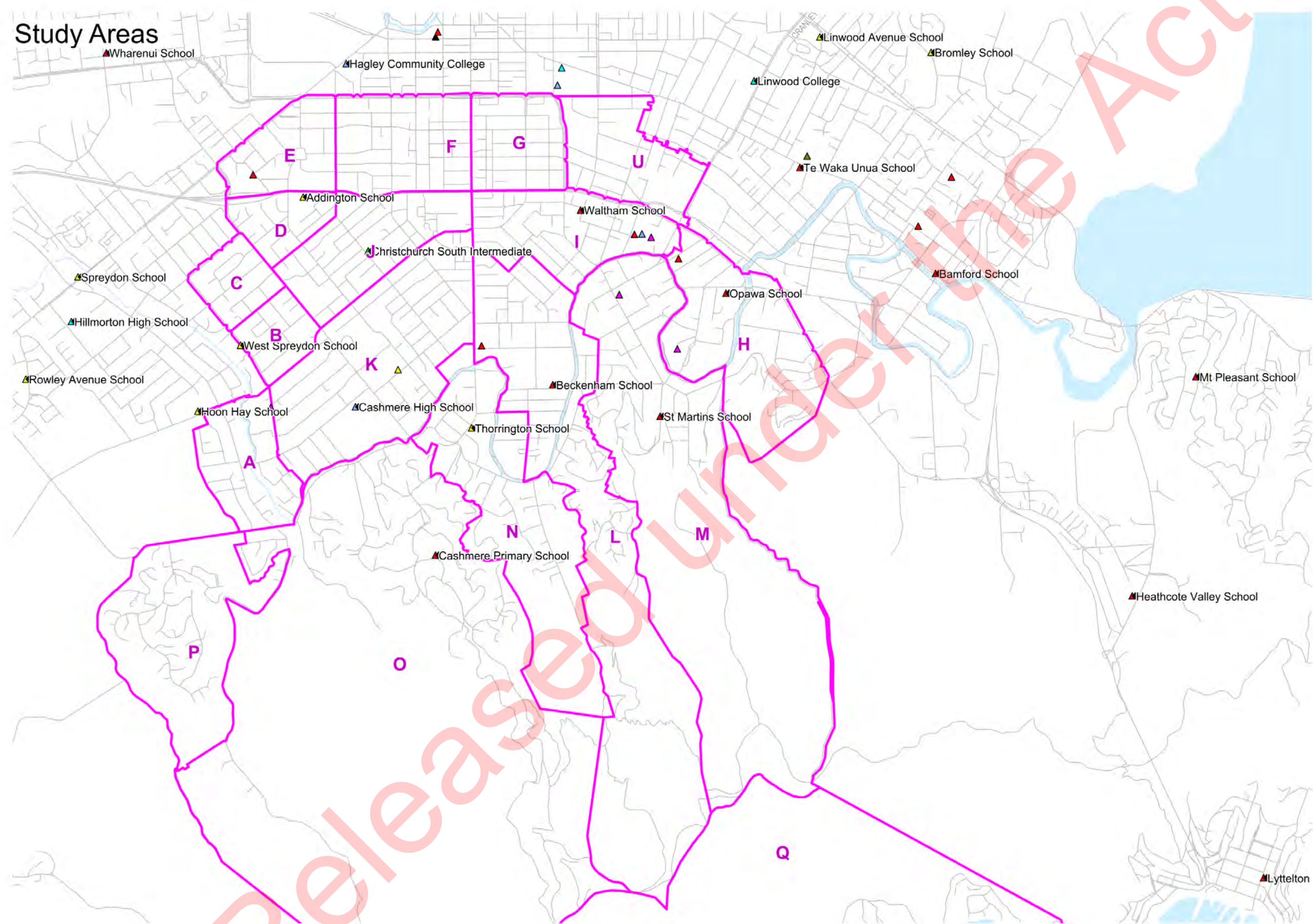
Over the short term, the number of transitional enrolments will reduce as families move on to tertiary education, and the number of local students in the zone will increase due to population growth.





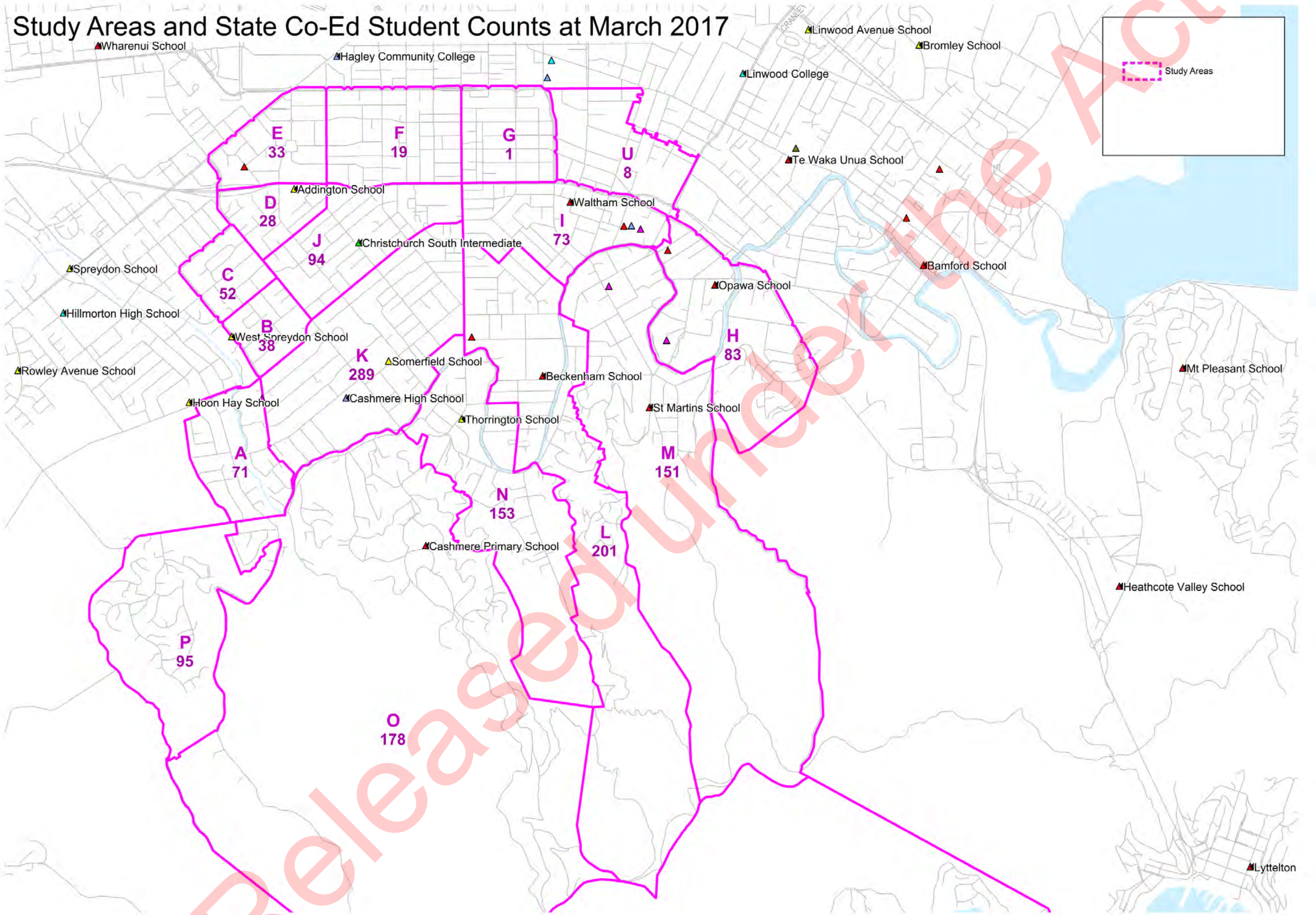


Appendix B1: Study Areas for which data is provided.





Study Areas and State Co-Ed Student Counts at March 2017



## Appendix C: Count of Year 9-15 state co-ed students by Study Area (local Demand);

### Total State co-ed demand:

The current CHS enrolment zone includes all areas except area U.

The Schools proposal is to exclude areas C, D, E, F, and G (also excluding area U).

The "Scenario T" zone would include area U, but exclude areas A, B, C, and H.

The following table shows the count of **state co-ed** (non-Designated Character, Special or Kura), Year 9-15 students (excluding those with an FTE<0.5) in each area at March 2017;

**Table 1: Count of State Co-ed Year 9-15 students by study area**

Area	Y9	Y10	Y11	Y12	Y13	Y15	Total	Current ES	Schools Proposal	Scenario T	Description
A	14	12	20	10	15		71				Hoon Hay South
B	10	10	6	3	9		38				West Sprey South
C	10	14	9	7	12		52				West Sprey North
D	8	6	3	6	5		28				Addington Central
E	7	5	13	6	2		33				Addington North
F	3	1	8	2	5		19				Antigua
G	1						1				Gasson
H	21	17	18	17	10		83				Opawa South
I	12	19	17	13	12		73				Waltham South
J	23	15	26	13	17		94				Christchurch South
K	80	57	64	40	48		289				Somerfield
L	49	48	37	35	31	1	201				Beckenham
M	39	30	31	28	23		151				St Martins
N	34	29	31	32	27		153				Thorrington
O	30	35	42	33	38		178				Cashmere Hills
P	26	16	19	19	15		95				Westmorland
Q	42	28	17	19	13		119				Governors Bay / DH
U		4	3	1			8				Waltham North East
<b>Total</b>	<b>409</b>	<b>346</b>	<b>364</b>	<b>284</b>	<b>282</b>	<b>1</b>	<b>1686</b>				
Current ES	409	342	361	283	282	1	1678				
Schools Proposal	380	316	328	262	258	1	1545				
Scenario T	354	293	311	247	236	1	1442				



### Number of Cashmere High School Students by study area:

The following table shows the count of **Cashmere High School** Year 9-15 students (excluding those with an FTE<0.5) in each area at March 2017;

**Table 2: Count of Cashmere High School students by study area**

Area	Y9	Y10	Y11	Y12	Y13	Y15	Total	Current ES	Schools Proposal	Scenario T	Description
A	13	12	19	9	12		65				Hoon Hay South
B	7	8	3	3	7		28				West Sprey South
C	9	11	7	6	10		43				West Sprey North
D	5	6	3	4	3		21				Addington Central
E	7	3	10	6	1		27				Addington North
F	2	1	5	2	3		13				Antigua
G	0	0	0	0	0		0				Gasson
H	20	16	16	16	8		76				Opawa South
I	12	17	12	12	7		60				Waltham South
J	23	15	23	13	17		91				Christchurch South
K	75	56	60	38	45		274				Somerfield
L	48	47	37	35	30		197				Beckenham
M	38	30	28	28	23		147				St Martins
N	32	29	31	32	26		150				Thorrington
O	29	35	42	31	37		174				Cashmere Hills
P	26	14	18	18	14		90				Westmorland
Q	42	27	17	18	12		116				Governors Bay / DH
U	0	2	0	0	0		2				Waltham North East
<b>Total</b>	<b>388</b>	<b>329</b>	<b>331</b>	<b>271</b>	<b>255</b>	<b>0</b>	<b>1574</b>				
Current ES	388	327	331	271	255	0	1572				
Schools Proposal	365	306	306	253	238	0	1468				
Scenario T	339	282	286	237	218	0	1362				

The following table shows the 2017 state co-ed student count from above under each of the three zone scenarios, the current count of CHS students in each zone, the total in-zone roll that would result from local demand in each zone (including "in-zone" student living outside the zone), and a projected 2025 in-zone roll factoring in projected population growth.

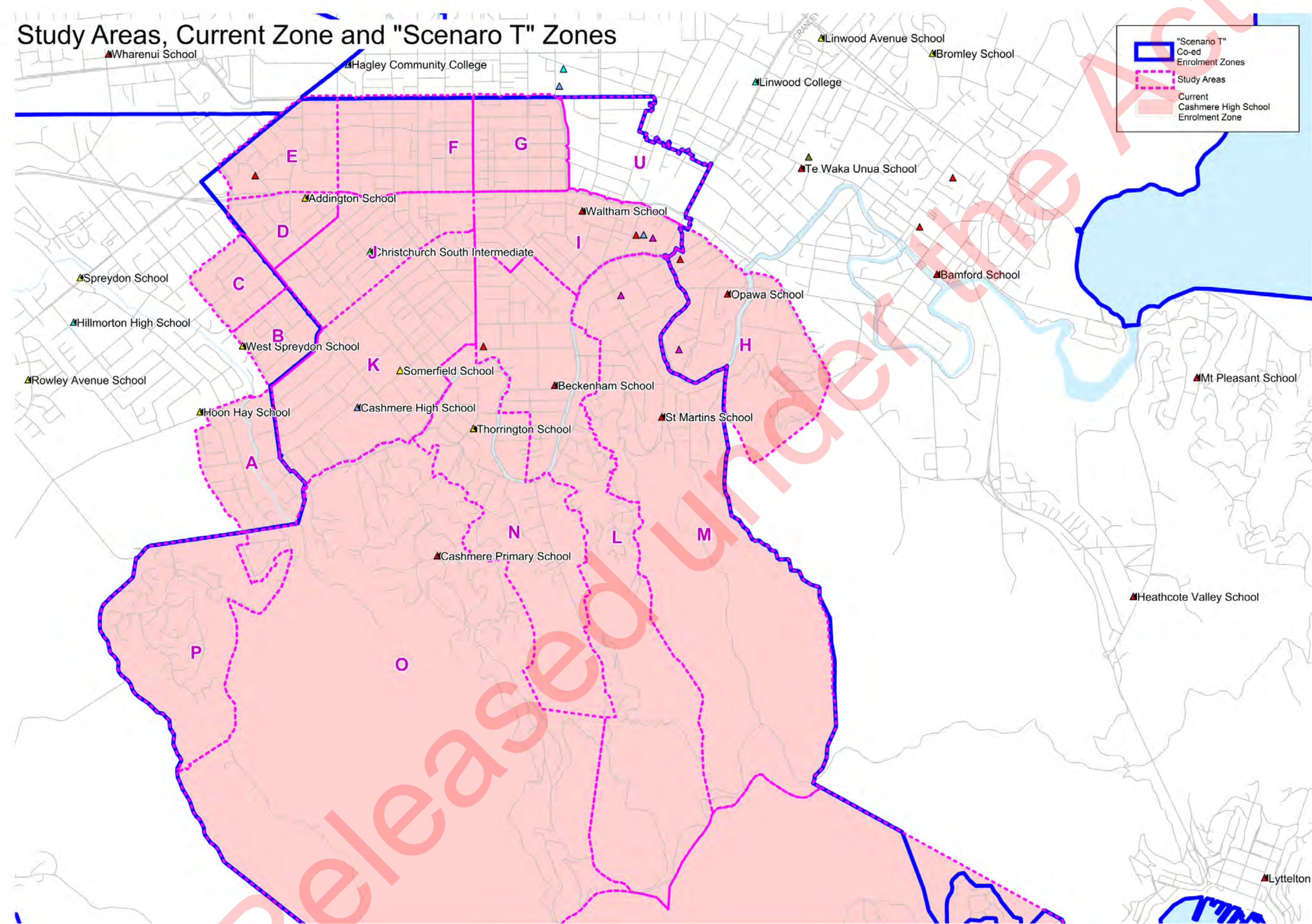
**Table 3: In-zone roll estimates under the three scenarios**

	2017 State Co-ed Student Count	2017 CHS Student Count	Total in-zone roll*	2025 in-zone roll**
Current ES	1678	1572	1727	1917
Schools Proposal	1545	1468	1613	1791
Scenario T	1442	1362	1497	1661

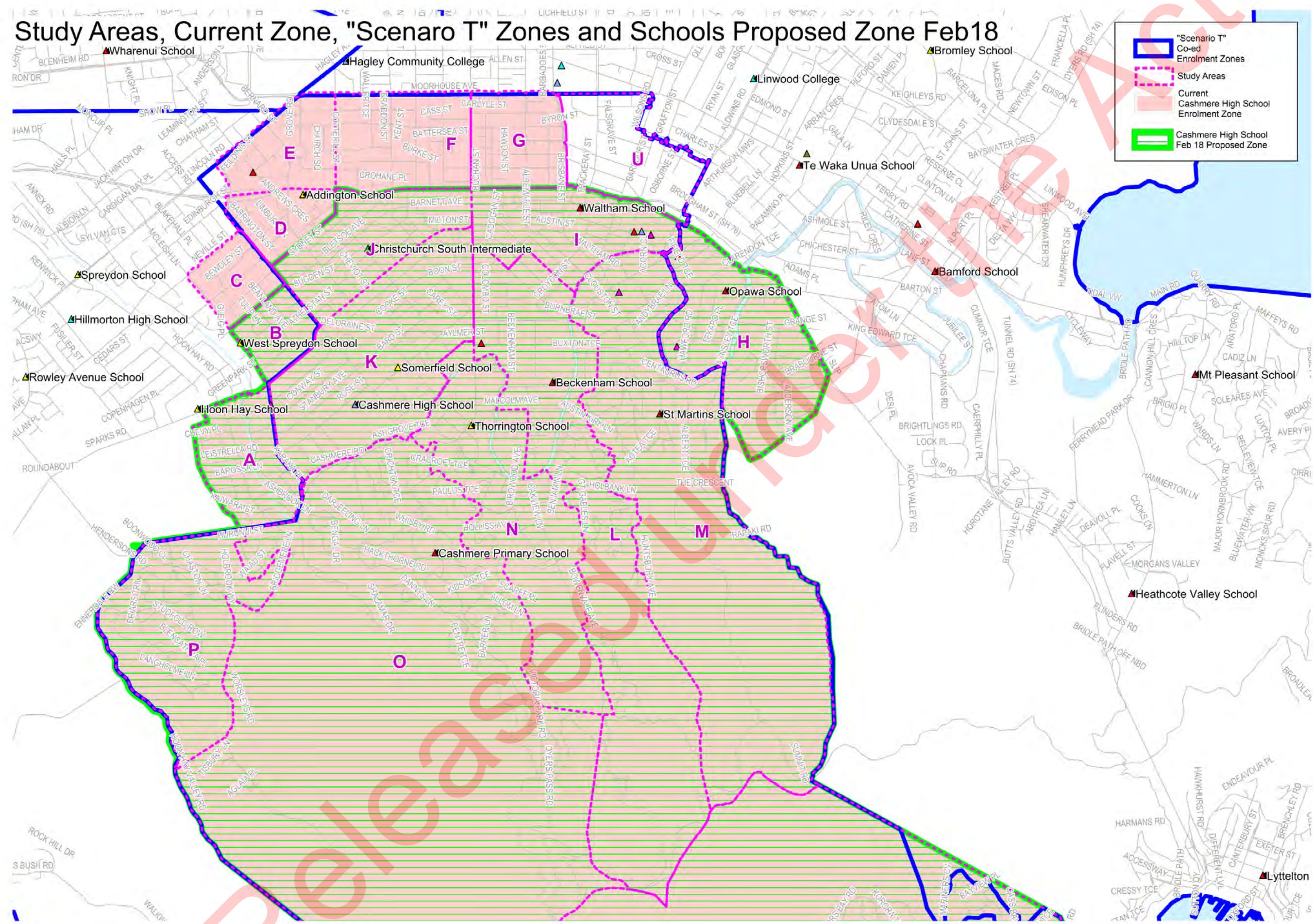
\* assuming 9.1% of "INZN" students reside outside the Zone. This is an estimate of the in-zone roll that would result over time, should there be no population growth. The time taken for current students from areas of zone withdrawal to leave the school, combined with the transitional (grand-parenting) arrangements, would see the in-zone roll gradually decline to this level if there were to be no population growth.

\*\* assuming 11% growth by 2025. Transitional enrolments are not factored into this calculation.



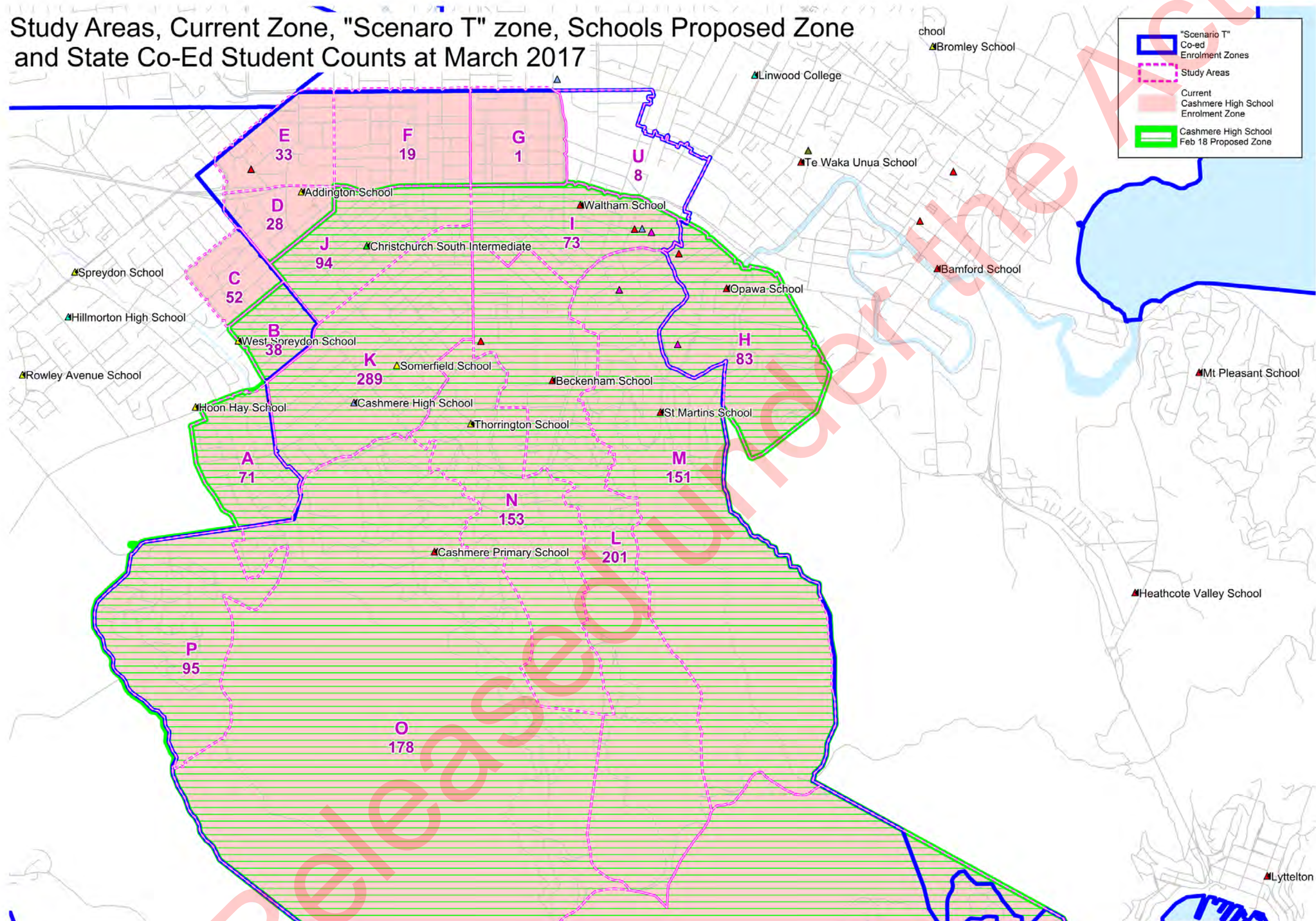








# Study Areas, Current Zone, "Scenario T" zone, Schools Proposed Zone and State Co-Ed Student Counts at March 2017





## Appendix F: Analysis of alignment of Primary School catchments and CHS zone Scenarios:

It is desirable to have a strong alignment between primary, intermediate, and secondary education providers, in order to strengthen and clarify transition pathways. To this end, it is preferred that at least 85-90% of students in a primary / intermediate school catchment are in-zone for the same secondary provider.

Planning catchments for the primary and intermediate schools are used instead of school zones as the zones of the local schools overlap to a large extent, and the zones therefore do not truly reflect enrolment patterns or describe accurate catchment areas for each school.

**Counts of Year 1-6, 1-8, or 7-8 state school students within the catchments of schools that overlap the CHS zone under the three scenarios at July 2017.**

Local School Catchments	Year levels	Total in catch	Number in CHS Zone			Percentage in CHS zone		
			Current ES	Schools Proposal	Scenario T	Current ES	Schools Proposal	Scenario T
Addington School	Y1-6	292	280	89	289	96%	30%	99%
Beckenham School	Y1-8	386	386	386	386	100%	100%	100%
Cashmere Primary School	Y1-8	419	419	419	419	100%	100%	100%
Christchurch South Intermediate	Y7-8	433	431	379	420	100%	88%	97%
Hoon Hay School	Y1-6	348	118	118	7	34%	34%	2%
Opawa School	Y1-8	325	164	164	23	50%	50%	7%
Somerfield School	Y1-6	536	536	536	536	100%	100%	100%
St Martin's School	Y1-8	391	391	391	348	100%	100%	89%
Thorrington School	Y1-6	397	397	397	397	100%	100%	100%
Waltham School	Y1-8	252	225	224	252	89%	89%	100%
West Spreydon School	Y1-6	260	171	82	0	66%	32%	0%

The above table shows that the Hoon Hay, Opawa, and West Spreydon school catchments are only partially included in the Current CHS enrolment Scheme.

Under the schools proposal, the Addington, Hoon Hay, Opawa, and West Spreydon school catchments are only partially included in the Schools proposed CHS enrolment Scheme. There is also a reduction in the alignment of the CHS zone and the catchment for Christchurch South Intermediate.

Under Scenario T, the Hoon Hay, Opawa, and West Spreydon School catchments are largely excluded from the CHS "Scenario T" zone, and the remaining schools catchments are 89-100% within the CHS "Scenario T" zone.

Note that Lyttelton Primary School, Governors Bay School, and Diamond Harbour schools are excluded from the above analysis, but also have catchments that are entirely (Governors Bay / Diamond harbour) or partially (Lyttelton Primary) within the CHS zone. Little change is anticipated to these areas of the zone under either scenario.



# Cashmere High School

Enrolment Scheme Amendment Discussion, March 2018

Released under the Act

# Legislative Framework

## *Enrolment schemes*

Heading: inserted, on 19 December 1998, by [section 5](#) of the Education Amendment Act (No 2) 1998 (1998 No 118).

### **11A Purpose and principles**

- (1) The purpose of the enrolment scheme of a State school is—
  - (a) to avoid overcrowding, or the likelihood of overcrowding, at the school; and
  - (b) to ensure that the selection of applicants for enrolment at the school is carried out in a fair and transparent manner; and
  - (c) to enable the Secretary to make the best use of existing networks of State schools.
- (2) In achieving its purpose, the enrolment scheme of every State school must, as far as possible, ensure that—
  - (a) the scheme does not exclude local students; and
  - (b) no more students are excluded from the school than is necessary to avoid overcrowding at the school.

Section 11A: replaced, on 8 July 2000, by [section 4](#) of the Education Amendment Act 2000 (2000 No 21).



# Additional factors to consider

- ▶ Transitions pathways
  - ▶ will the zone amendment improve the match between primary, intermediate, and secondary zones?
- ▶ Reasonable Convenience
  - ▶ Will all students have access to a school that is “reasonably convenient”?
- ▶ Count of students in potential retreat / expansion areas
  - ▶ What impact will each change have on local demand?

# Local Demand → In-Zone Roll → 2025

- ▶ The following table shows
  - ▶ The 2017 state co-ed student count under each of the three zone scenarios,
  - ▶ the current count of CHS students in each zone,
  - ▶ the total in-zone roll that would result from local demand in each zone (including “in-zone” student living outside the zone), and
  - ▶ a projected 2025 in-zone roll factoring in projected population growth.

**Table 3: In-zone roll estimates under the three scenarios**

	2017 State Co-ed Student Count	2017 CHS Student Count	Total in-zone roll*	2025 in-zone roll**
<b>Current ES</b>	1678	1572	1727	1917
<b>Schools Proposal</b>	1545	1468	1613	1791
<b>Scenario T</b>	1442	1362	1497	1661

\* assuming 9.1% of “INZN” students reside outside the Zone. This is an estimate of the in-zone roll that would result over time, should there be no population growth. The time taken for current students from areas of zone withdrawal to leave the school, combined with the transitional (grand-parenting) arrangements, would see the in-zone roll gradually decline to this level if there were to be no population growth.

\*\* assuming 11% growth by 2025. Transitional enrolments are not factored into this calculation.

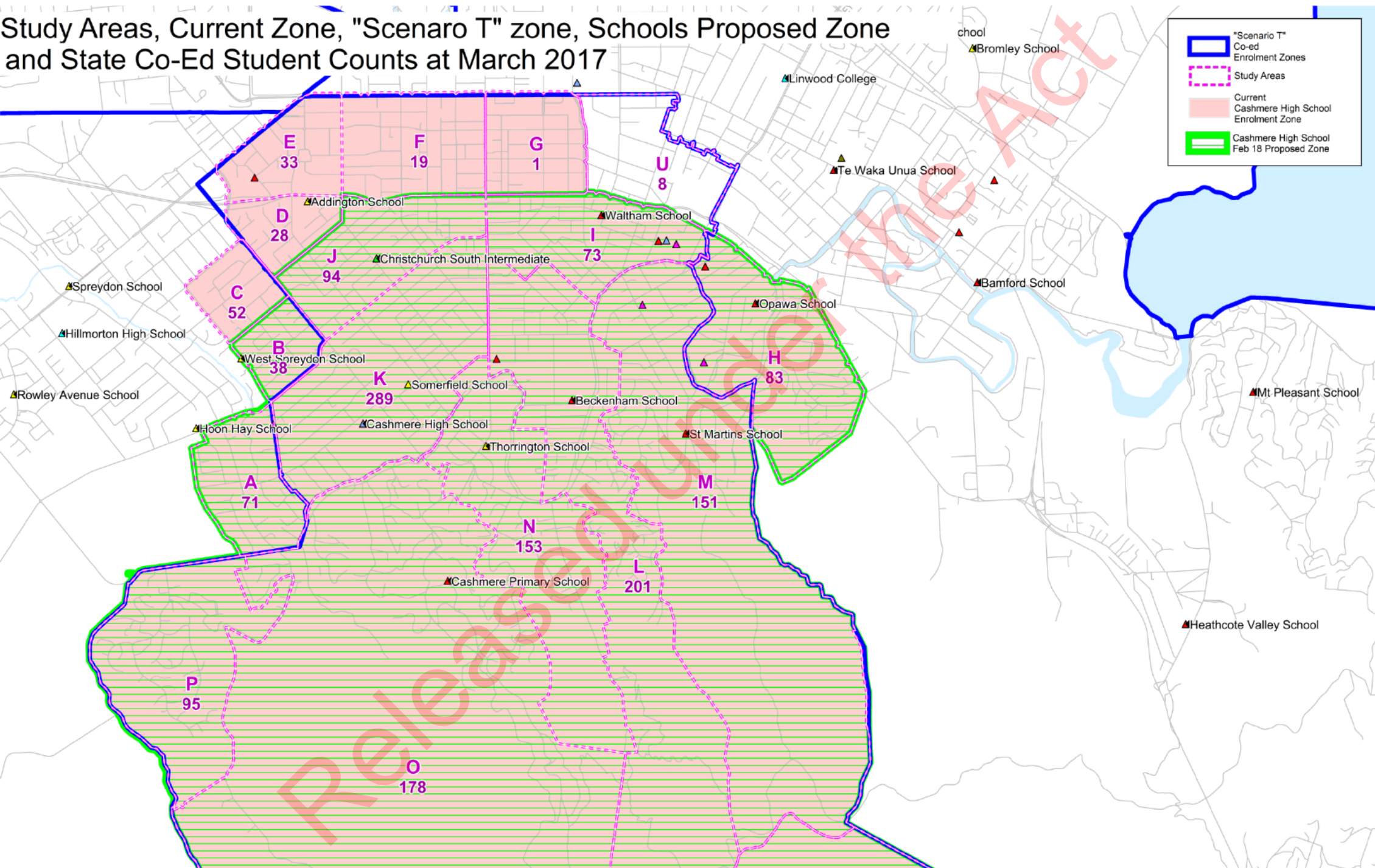


# Local Demand (Y9-15 State Co-ed Students)

Table 1: Count of State Co-ed Year 9-15 students by study area

Area	Y9	Y10	Y11	Y12	Y13	Y15	Total	Current ES	Schools Proposal	Scenario T	Description
A	14	12	20	10	15		71				Hoon Hay South
B	10	10	6	3	9		38				West Sprey South
C	10	14	9	7	12		52				West Sprey North
D	8	6	3	6	5		28				Addington Central
E	7	5	13	6	2		33				Addington North
F	3	1	8	2	5		19				Antigua
G	1						1				Gasson
H	21	17	18	17	10		83				Opawa South
I	12	19	17	13	12		73				Waltham South
J	23	15	26	13	17		94				Christchurch South
K	80	57	64	40	48		289				Somerfield
L	49	48	37	35	31	1	201				Beckenham
M	39	30	31	28	23		151				St Martins
N	34	29	31	32	27		153				Thorrington
O	30	35	42	33	38		178				Cashmere Hills
P	26	16	19	19	15		95				Westmorland
Q	42	28	17	19	13		119				Governors Bay / DH
U		4	3	1			8				Waltham North East
Current ES	409	342	361	283	282	1	1678				
Schools Proposal	380	316	328	262	258	1	1545				
Scenario T	354	293	311	247	236	1	1442				

# Study Areas, Current Zone, "Scenario T" zone, Schools Proposed Zone and State Co-Ed Student Counts at March 2017





# Enrolment Scheme Alignment

Counts of Year 1-6, 1-8, or 7-8 state school students (at July 2017) within the catchments of schools that overlap the CHS zone under the three scenarios.

			Number in CHS Zone			Percentage in CHS zone		
Local School Catchments	Year levels	Total in catch	Current ES	Schools Proposal	Scenario T	Current ES	Schools Proposal	Scenario T
Addington School	Y1-6	292	280	89	289	96%	30%	99%
Beckenham School	Y1-8	386	386	386	386	100%	100%	100%
Cashmere Primary School	Y1-8	419	419	419	419	100%	100%	100%
Christchurch South Int.	Y7-8	433	431	379	420	100%	88%	97%
Hoon Hay School	Y1-6	348	118	118	7	34%	34%	2%
Opawa School	Y1-8	325	164	164	23	50%	50%	7%
Somerfield School	Y1-6	536	536	536	536	100%	100%	100%
St Martin's School	Y1-8	391	391	391	348	100%	100%	89%
Thorrington School	Y1-6	397	397	397	397	100%	100%	100%
Waltham School	Y1-8	252	225	224	252	89%	89%	100%
West Spreydon School	Y1-6	260	171	82	0	66%	32%	0%



## Consultation

### Schools

#### Secondary Schools

- Hillmorton High School – [admin@hillmorton.school.nz](mailto:admin@hillmorton.school.nz)
- Linwood College – [office@linwoodcollege.school.nz](mailto:office@linwoodcollege.school.nz)

#### Primary/Intermediate Schools

- Addington School – [office@addington.school.nz](mailto:office@addington.school.nz)
- West Spreydon School – [admin@westspreydon.school.nz](mailto:admin@westspreydon.school.nz)
- Hoon Hay School – [principal@hoonhay.school.nz](mailto:principal@hoonhay.school.nz); [office@hoonhay.school.nz](mailto:office@hoonhay.school.nz)
- Christchurch South Intermediate – [office@chcsouth.ac.nz](mailto:office@chcsouth.ac.nz)
- Somerfield School – [admin@somerfield.school.nz](mailto:admin@somerfield.school.nz)
- Cashmere Primary – [office@cashmereprimary.school.nz](mailto:office@cashmereprimary.school.nz)
- Thorrington School – [admin@thorrington.ac.nz](mailto:admin@thorrington.ac.nz)
- Waltham School – [office@beckenham.school.nz](mailto:office@beckenham.school.nz)
- Beckenahm School – [admin@waltham.school.nz](mailto:admin@waltham.school.nz)
- Opawa School – [admin@opawa.school.nz](mailto:admin@opawa.school.nz)
- St Martins School – [admin@stmartins.school.nz](mailto:admin@stmartins.school.nz)
- St Marks School – [office@saintmarks.school.nz](mailto:office@saintmarks.school.nz); [principal@saintmarks.school.nz](mailto:principal@saintmarks.school.nz)
- Hillview Christian School – [principal@hillview.school.nz](mailto:principal@hillview.school.nz); [office@hillview.school.nz](mailto:office@hillview.school.nz)
- Governors Bay School – [secretary@governorsbay.school.nz](mailto:secretary@governorsbay.school.nz)
- Diamond Harbour School – [office@diamondharbour.school.nz](mailto:office@diamondharbour.school.nz)



4/4/2018

Cashmere High School Mail - Cashmere High School - proposed changes to our school zone



Heidi Ball <bah@cashmere.school.nz>

## Cashmere High School - proposed changes to our school zone

1 message

Heidi Ball <bah@cashmere.school.nz>

4 April 2018 at 09:24

To: Heidi Ball <bah@cashmere.school.nz>

Bcc: admin@hillmorton.school.nz, office@linwoodcollege.school.nz, office@addington.school.nz, admin@westspreydon.school.nz, principal@hoonhay.school.nz, office@hoonhay.school.nz, "office@chchsouth.ac.nz" <office@chchsouth.ac.nz>, admin@somerfield.school.nz, "office@cashmereprimary.school.nz" <office@cashmereprimary.school.nz>, admin@thorrington.ac.nz, Beckenham Primary <office@beckenham.school.nz>, Sandy Hastings <principal@beckenham.school.nz>, admin@waltham.school.nz, Gordon Caddie <principal@waltham.school.nz>, Opawa School <admin@opawa.school.nz>, Sally Ormandy <sally@opawa.school.nz>, admin@stmartins.school.nz, St Martins <robc@stmartins.school.nz>, "office@saintmarks.school.nz" <office@saintmarks.school.nz>, Averil Worner <principal@saintmarks.school.nz>, principal@hillview.school.nz, "office@hillview.school.nz" <office@hillview.school.nz>, Governors Bay <secretary@governorsbay.school.nz>, School Office <office@diamondharbour.school.nz>

Dear Principal and Board of Trustees

As you will be aware, there are changes being proposed to school enrolment zones across Christchurch as part of the post-earthquake work to establish a sustainable schooling network.

Attached to this email our proposed changes to our school zone that our Board of Trustees are seeking community consultation on before a final decision is made at our next meeting on 26th April 2018.

Please read the attached document, and view the attached maps.

As part of this consultation process we would appreciate your feedback to Heidi Ball on email: bah@cashmere.school.nz or posted to Cashmere High School, 172 Rose Street, Christchurch 8024.

The closing date for this consultation process will be Tuesday 24<sup>th</sup> April 2018.

Yours sincerely

**Geordie Hooft**  
Board Chair  
Cashmere High School



3 attachments



Cashmere High School zone change - whole zone area.png  
2640K

4/5/2018

Cashmere High School Mail - proposed changes to the Cashmere High School zone



Heidi Ball <bah@cashmere.school.nz>

---

## proposed changes to the Cashmere High School zone

1 message

---

Heidi Ball <bah@cashmere.school.nz>  
To: wra@westmorland.org.nz

5 April 2018 at 14:53

We are in the process of consulting with our local community regarding proposed changes to the Cashmere High School zone.

I have attached a Public Notice that we are placing in the local Southern View. I am sure this is something of interest to the Westmorland Residents Association and your local community.

Please feel free to circulate this information or post on your website/facebook pages.

Kind regards

Heidi Ball  
Principals PA

DDI (03) 337 4701



---

### 2 attachments



Public Notice Ad.docx  
36K



Cashmere High School - proposed home zone changes.pdf  
1843K



4/5/2018

Cashmere High School Mail - Proposed Changes to the Cashmere High School zone



Heidi Ball <bah@cashmere.school.nz>

---

## Proposed Changes to the Cashmere High School zone

1 message

---

Heidi Ball <bah@cashmere.school.nz>  
To: suebye@gmail.com

5 April 2018 at 15:00

Dear Sue

Cashmere High School is currently in the process of consulting with our local community regarding proposed changes to our school zone.

I have attached a Public Notice advertisement that we are placing in the local community newspaper. I am sure this will be of interest to some of your residents.

Please feel free to circulate this information to the Lower Cashmere Residents Association and place it on your website/facebook pages.

Kind regards

Heidi Ball  
Principals PA

DDI (03) 337 4701



---

Public Notice Ad.docx  
36K

4/5/2018

Cashmere High School Mail - Fwd: Cashmere High School - proposed changes to our school zone



Heidi Ball <bah@cashmere.school.nz>

---

**Fwd: Cashmere High School - proposed changes to our school zone**

3 messages

Heidi Ball <bah@cashmere.school.nz>  
To: Hon Ruth Dyson <ruth.dyson@parliament.govt.nz>

4 April 2018 at 09:30

Hi Ruth,

Just wanted to keep you in the loop regarding the proposed changes to the Cashmere High School zone.

I have attached an email sent earlier today to our 'contributing schools' for your information.

We will keep you informed.

Kind regards

Heidi Ball  
Principals PA

DDI (03) 337 4701



----- Forwarded message -----

From: Heidi Ball <bah@cashmere.school.nz>  
Date: 4 April 2018 at 09:24  
Subject: Cashmere High School - proposed changes to our school zone  
To: Heidi Ball <bah@cashmere.school.nz>

Dear Principal and Board of Trustees

As you will be aware, there are changes being proposed to school enrolment zones across Christchurch as part of the post-earthquake work to establish a sustainable schooling network.

Attached to this email are our proposed changes to our school zone that our Board of Trustees are seeking community consultation on before a final decision is made at our next meeting on 26th April 2018.

Please read the attached document, and view the attached maps.

As part of this consultation process we would appreciate your feedback to Heidi Ball on email: bah@cashmere.school.nz or posted to Cashmere High School, 172 Rose Street, Christchurch 8024.

The closing date for this consultation process will be Tuesday 24<sup>th</sup> April 2018.

Yours sincerely

**Geordie Hooft**  
Board Chair  
Cashmere High School



4/5/2018

Cashmere High School Mail - FYI..... Cashmere High School proposed zone changes....



Heidi Ball <bah@cashmere.school.nz>

---

## **FYI..... Cashmere High School proposed zone changes....**

1 message

Heidi Ball <bah@cashmere.school.nz>

4 April 2018 at 09:41

To: Heidi Ball <bah@cashmere.school.nz>

Bcc: Kathryn Andrew <kathryn.andrew@stuff.co.nz>, Frank Greenslade <frank.greenslade@starmedia.kiwi>, Mark Sinclair <mark.sinclair@starmedia.kiwi>, Mark Sinclair <Mark.Sinclair@starcanterbury.co.nz>, Frank Greenslade <Frank.Greenslade@starcanterbury.co.nz>

As you will be aware, there are changes being proposed to school enrolment zones across Christchurch as part of the post-earthquake work to establish a sustainable schooling network.

Attached to this email our proposed changes to our school zone that our Board of Trustees are seeking community consultation on before a final decision is made at our next meeting on 26th April 2018.

As part of this consultation process we are seeking feedback to Heidi Ball on email: bah@cashmere.school.nz or posted to Cashmere High School, 172 Rose Street, Christchurch 8024.

The closing date for this consultation process will be Tuesday 24<sup>th</sup> April 2018.

Yours sincerely

**Geordie Hooff**  
Board Chair  
Cashmere High School



3 attachments



Cashmere High School zone change - whole zone area.png  
2640K

Cashmere HS proposed zone change - close up version (1).png  
3304K

# URGENT ADVERTISING PROOF

<b>CUSTOMER NAME</b> Cashmere High School	<b>PUBLICATION</b> Star	<b>RUN DATE</b> April 12
<b>REP</b> Frank	<b>DESIGNER</b> Hilary	<b>AD SIZE</b> 9x4
<b>ARTWORK NUMBER</b> FGC101953	<b>NOTES</b> Approved 9/4/18	

## IMPORTANT

- Please check your proof carefully and respond immediately.
- The advertisement will be published as proofed if you do not respond.
- Colours shown are only an indication. Final print colours may vary.

Copyright notice: All design and copy (other than the customer's own artwork) used in any visual designs are the property of Star Media. It cannot be used in any publication, regardless of what media, other than within Star Media publications that the advertisement visual is originally intended for, without signed permission from a Star Media advertising manager or a formal agreement of supply. New Zealand Copyright Act 1994.

## PLEASE CHECK

- ☐ Prices
- ☐ Contact details
- ☐ Spelling



## Proposed Changes to Cashmere High School Zone



**Cashmere High School**  
Te Whanga o Kapukura  
LEADING LEARNING

Over recent years increasing in-zone student enrolments at Cashmere High School has meant our school is now at capacity. The Board of Trustees are seeking to manage this student roll growth with a review of our school zone with an aim to reduce our school roll.

All information on the proposed zone changes is available on our school website ([www.cashmere.school.nz](http://www.cashmere.school.nz)) under 'Latest News'.

The Cashmere High School Board of Trustees are seeking community consultation on the proposed school

zone changes before a final decision can be made at the next Board meeting on 26th April 2018.

Please either email [bah@cashmere.school.nz](mailto:bah@cashmere.school.nz) or post to Cashmere High School, 172 Rose Street, Christchurch 8024.

The closing date for this consultation process is Tuesday 24th April 2018.

Yours sincerely,  
Geordie Hooft  
Board Chair  
Cashmere High School



# ENROLMENT SCHEME

## APPROVAL CHECKLIST

Name of School: Cashmere High School

Number: 340

Date received: 27 April 2018

Date acknowledged: 27 April 2018

There are (tick one)

- no adjacent secondary schools with enrolment schemes

\_\_\_\_\_  
\_\_\_\_\_

Requirements	Comments/Concerns	Efforts to resolve concerns	Final OK
<p>Avoiding overcrowding or the likelihood of overcrowding. s11A(1)(a), s11A(2)(b)</p> <p>Check: Is the Ministry assessment of the school's capacity accepted by the board?</p> <p>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 that students will be unnecessarily excluded?</p> <p>Is the home zone so large that it is likely to create pressure on the school's facilities?</p>	<p>Christchurch Schools Rebuild Build Capacity 1700 and Master Plan Capacity of 2000. School has a view that the build capacity should have been 1800.</p> <p>The school has selected the northern boundary to reduce the zone and the MOE has a view that this may not be a large enough area of reduction to avoid overcrowding at the school. The school believes that the reduction area will provide the necessary reduction in roll.</p>	<p>The school has a transitional capacity of 1800 to allow for the school to reduce out of zone enrolments.</p> <p>To delay the decision to approve the current amendment may see the school require additional capacity until agreement around the size of reduction and further consultation is undertaken. It is considered prudent to approve this reduction with a proviso that there will be a need to further reduce the zone in the future if the school remains at risk of overcrowding</p>	Yes
<p>Enabling Secretary to make best use of existing networks of State schools s11A(1)(b), 11E(2)(c), 11I(1)(d)</p> <p>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?</p> <p>Is the home zone unnecessarily small, so that large numbers of out of zone students may be attracted away from other schools?</p>	<p>Some consultation comments suggested the school should remove the zone out of the Ōpawa School and Waltham School areas as the submitters believed they were in an area closer to the High School.</p> <p>No</p>	<p>The BOT believe that the areas they are withdrawing the boundary zone from will reduce the numbers of students at the school.</p>	Yes

<p>Ensuring that students can attend a reasonably convenient school which, as far as possible, is the local school.</p> <p>s11A(2)(a), s11E(2)(a)&amp;(b), s11I(1)(b)&amp;(c)</p> <p>Check: For students just outside the home zone, is there a reasonably convenient school that they can attend?</p> <p>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 to either school?</p> <p>Does the home zone unnecessarily exclude local students?</p> <p>If the home zones of adjacent schools overlap, is there a guarantee of enrolment at both schools for students in the area of overlap?</p>	<p>Some consultation comments suggested the school should remove the zone out of the Ōpawa School and Waltham School areas as the submitters believed they were in an area closer to another High School.</p> <p>Yes both Linwood College and Hillmorton High will be able to enrol students from year 7 and above.</p> <p>There are no areas without access to an alternative secondary provider.</p> <p>Most of the consultation from Addington area believe that this area is reasonably convenient to Cashmere High.</p>	<p>BOT felt that the relationships developed within the Kāhui Ako should be maintained and this was given with the consultation documentation as one of the principles for the decision around what areas should be removed from the enrolment scheme.</p> <p>The BOT has given consideration to a number of principles used to determine which areas should be withdrawn from the zone and issued this within its consultation documentation.</p>	<p>Yes</p>
<p>Ensuring that the selection of applicants for enrolment at the school is carried out in a fair and transparent manner.</p> <p>s11A(1)(b), s11B, s11F, s11I(1)(e)</p> <p>Check::</p> <p>Does the scheme attempt to write in anything about the selection of out of zone students that is inconsistent with s11F?</p> <p>If the school runs a special programme, is it of a type that has already been approved by the Secretary? (See <i>separate attachment</i>.)</p> <p>Are enrolment criteria clear?</p>	<p>No the school is using the Priorities as defined in the Education Act.</p> <p>Yes it is based on students requiring special education subject to the availability of spaces within the capacity of the facility.</p> <p>Yes. In-Zone students have automatic entry and out of zone students will be enrolled based on the Priorities within the Education Act.</p>	<p>Zone amendment dated 2/11/2005 identifies detailed priority for enrolment into special programme. This new amendment removes this criteria. Consultation needs to be undertaken around this before a change to the criteria can be approved.</p>	<p>Yes</p>
<p>Has the Board sought an early implementation?</p> <ul style="list-style-type: none"> <li>Provide rationale for the early commencement of the enrolment scheme.</li> </ul> <p>Has the Board requested a delayed commencement of the enrolment scheme?</p> <ul style="list-style-type: none"> <li>Discuss rationale for the delayed commencement of the enrolment scheme.</li> </ul>	<p>The BOT would like to have the amendment approved in time for the beginning of the 2019 enrolment process.</p> <p>No the BOT acknowledge the urgent need for a reduction in enrolment zone boundary to reduce the risk of overcrowding.</p> <p>N/A</p>		<p>Yes</p>



<p>Ensuring that there has been adequate consultation. S11H(3)</p> <p>Check: Has the Board sought to discover the views of</p> <ul style="list-style-type: none"> <li>Parents of students at the school?</li> <li>Community in the area of the school?</li> <li>Students and prospective students (if relevant)?</li> <li>Boards of potentially affected schools?</li> </ul> <p>Type of consultation undertaken and copies of:</p> <ul style="list-style-type: none"> <li>Letters to Boards consulted</li> <li>Copies of responses received</li> <li>Minutes of Public meetings</li> <li>Copy of Survey forms</li> <li>Analysis of results</li> <li>Boards response to Variance to its position</li> </ul> <p>Are there any unresolved complaints from other boards?</p>	<p>The BOT has provided a number of opportunities for families and other Boards to make comment on the proposed zone reduction. Some comments were made about the timeframe being 20 days. There were 104 written submissions received by the BOT within the consultation timeframe. The BOT also had individual meetings with other BOT's where these were requested.</p> <p>Yes Yes</p> <p>Note from meeting N/A</p> <p>Yes Yes to Other Boards Christchurch South would have like the decision to be delayed so that all schools within the area could work together about the amendment.</p>	<p>Cashmere High met with Christchurch South Intermediate to discuss its concern and for Cashmere to explain the rationale and principles behind the decision about which area they chose to remove from the zone and that Cashmere is not in a position to delay the decision due to the risk of overcrowding at the school.</p>	<p>Yes</p>
<p>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?</p> <p>Check:</p> <ul style="list-style-type: none"> <li>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?</li> </ul>	<p>Yes the BOT is planning to use the Transitional arrangements for siblings of existing students that will become out of zone due to the reduction.</p> <p>The BOT will attach a schedule of the Family name and address as a schedule to the enrolment scheme.</p>		<p>Yes</p>
<p>Has the next review date of the enrolment scheme been established?</p> <p>Check:</p> <ul style="list-style-type: none"> <li>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.</li> <li>Update the First data base with details of the enrolment scheme has been completed.</li> </ul>	<p>Yes the next review date will within a year so that an assessment of the effectiveness of the reduction can be undertaken to determine if further reduction of the enrolment scheme boundary is required.</p>		<p>Yes</p>

## ENROLMENT SCHEME

Name of School Cashmere High School

### Recommendation for approval

Before approving an enrolment scheme, the Secretary must be satisfied under Section 11I(1) of the Education Act 1989 that:

- (a) the scheme complies, as far as possible, with the purpose and principles of enrolment schemes as set out in Section 11A; and
  - (b) the definition of the school's home zone in the enrolment scheme ensures that students can attend a reasonably convenient school; and
  - (c) the boundaries of the school's home zone overlap or are contiguous with the boundaries of the home zone of any adjacent state school that has an enrolment scheme; and
  - (d) the scheme promotes the best use of the network of state schools in the area; and
  - (e) the procedures for determining which applicants who live outside the home zone will be offered places at the school comply with section 11F and any instructions issued under section 11G; and
- (a) the Board has carried out adequate consultation under section 11H.
- (a) the Board has requested a different implementation date than the standard 3 months
  - (b) the Board has used the Transitional Arrangements for a reduction to the school home zone

The Secretary's power to approve enrolment schemes has been delegated to Education Managers,. *But note that the Secretary has not delegated the authority to approve special programmes outside the types already specified by notice in the New Zealand Gazette.*

The attached processing sheet shows that the requirements of Section 11I(1) of the Education Act have been met.

I recommend that you

- (a) **approve** the enrolment scheme by signing and dating the scheme;
- (b) **sign** the attached letter to the chairperson of the board of trustees.

Processed by Murray Aitken, Education Adviser

Verified by Sue Barr, Education Adviser

Approved by Vanessa Goodwin, Education Manager

Date 16 May 2018