



# ***ENROLMENT POLICY***

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## **POLICY**

St Mary's School was established by the people of the Catholic Parish of St Mary's Beaudesert to provide for the educational needs of the children of parish families. The primary purpose of St Mary's is to nurture and educate the whole child through the principles, traditions and teachings of the Church and within a Community of faith.

## **ELIGIBILITY**

To be eligible for enrolment in Prep, your child must be at least five (5) years old by the 30<sup>th</sup> June in the preceding year. To be eligible for enrolment in Year One your child must be at least six (6) years old by the 30<sup>th</sup> June in the preceding year.

## **PROCEDURE**

All Catholic children living in the parish will be given the opportunity to enrol at the school. An application for enrolment is completed for each child to be enrolled. Enrolment bookings are taken 12 months in advance.

Enrolment does not automatically follow as a result of an application. As there are a number of factors to consider when enrolling / placing a student; such as class size; current cohort of learners and/or pending enrolments for catholic children, families seeking enrolment may be placed on a pending enrolment list. This does not guarantee enrolment within a specific time frame.

In recognition of the importance of the relationship between the Catholic School and the Parish Community and due reference to Archdiocesan Policies and Practices, the following criteria are adopted to establish priorities for accepting enrolments:

- *The child is from a family committed to the life and well-being of St Mary's School/Parish, Beaudesert, the worship of God and is a baptised Catholic*
- *The child is from a family who continues to meet the stated conditions of enrolment and has a sibling enrolled at St Mary's School*
- *The child is from a family committed to the life and well-being of a School/Parish Community other than St Mary's, the worship of God and is a baptised Catholic*
- *The child is a baptised member of a practising Christian family who is committed to worship and service in their own Christian community*
- *The child and family is committed to the life and well-being of St Mary's School/Parish, Beaudesert*

Enrolments from outside the parish will be considered for pastoral reasons at the discretion of the Principal. In assessing these applications, they will take into account the effect on neighbouring Catholic schools. Our enrolment policy will endeavour to meet the Archdiocesan requirement of enrolling non-Catholic children to ensure the integrity of the school as Catholic.

Catholic children with special needs who are residents in the parish will be enrolled according to the community's ability to provide a quality education for them. This will be assessed using the "Special needs Enrolment Policy" set out by the Catholic Education Office and will be renewed annually.

Enrolment is subject to an interview with the Principal or Assistant Principal. Original birth and baptism certificates are required at the interview. If the application is accepted, it is understood that parents will comply with the spirit of the school's Mission Statement by:

- Supporting and encouraging Gospel values and the standards or behaviour that those imply
- Accepting and supporting the school rules and expectations
- Co-operating with regulations set down from time to time by the school administration. Such regulations are designed to ensure the safety of all and the efficient management of school facilities
- Supporting the school leadership, administration and teachers
- Accepting that your child will partake fully in every aspect of the school program
- Assisting wherever possible and supporting the activities and fundraising efforts of the Parents & Friends Association

### **Appendix A**

*Link to Archdiocese of Brisbane Catholic Education Council Enrolment of Students Policy – July 2012*

<http://www.cec.qld.edu.au/policies/Policy%20Documents/Enrolment%20of%20Students.pdf>