



Enrolment Policy

The local Catholic school enrolment policy should be based on the following principles:

- All parents will give a firm undertaking that they will accept and support the life, nature and identity of the Catholic school, including the participation of their children in religious education programs.
- No child is to be denied Catholic schooling simply because of an inability, as against unwillingness, to pay tuition fees and other charges.
- The Church has a particular mission to those children in greatest economic need and special assistance and consideration should be given to them.

Priorities

Priority of access is given to Catholic children who are members of the designated local parish communities.

Catholic children from other parishes who cannot obtain places in their own parish schools have a high priority where it is possible to accommodate them.

Enrolment of siblings of children already attending the school should be given special consideration.

Children of other Christian families may be enrolled after the above priorities for access have been taken into account. Historically, the diocese has given priority to children from Greek Orthodox families. Parents of these children should indicate that they support the involvement of their children in their own faith communities.

Children of non-Christian families may also be enrolled in a Catholic school in keeping with the above principles.

Enrolment Procedures

It is generally desirable for schools to adopt a cut-off enrolment date whereby children commencing in Transition should be five (5) years of age by 30 June of the year of enrolment.

All parents enrolling their children in a Catholic school must complete the official enrolment form and return it by the due date.

Parents must be prepared to abide by the provisions of that form, especially as regards the support they will give the school in the Catholic education of their children.

Enrolment of Students with Disabilities

Principals must refer to the Catholic Education Students with Disabilities Policy which can be sourced from the Catholic Education website. This Policy covers the enrolment of students with disabilities before responding to and processing enrolment applications from students with disabilities who seek to be integrated into regular classes within the school.

The Policy Statement requires the Catholic Education Office to arrange an assessment of the prospective student before the enrolment process is concluded. The final decision on an enrolment of such students rests with the Director.

Enrolment records

The Principal shall keep and maintain an enrolment register showing the name, date of birth, name and address of parents/guardian/care giver, date of enrolment, and date of leaving the school

Overseas or international students

Principals need to check the visa conditions of parents from overseas countries who seek to enroll their children. The Commonwealth Government allows relatively few such families the right to enroll their children in regular schooling. No overseas student without an appropriate visa can be enrolled at a Catholic school.

Schools who are registered can enroll full fee-paying overseas students. Principals are asked to consult the Catholic Education Office should they wish to register.