



St. Joseph's Primary School Numurkah

Enrolment Policy

April 2016

Policy Statements

Basic Beliefs:

- In providing a culture rich in Catholic Tradition and Faith where children will be inspired to live the Gospel Values of Jesus.
- Strive to be a school that is authentically Catholic and faithful to the mission of the Church (SSEB Enrolment Policy & Guidelines, 2013).
- Commit to implementing an efficient process of enrolment which complies with Catholic Education Policies and Government (VRQA) legislation

Commitment to Child Safety

All students enrolled, and any child visiting, have the right to feel safe and be safe in all school environments and outside of school hours. The wellbeing of children in our care will always be our first priority and we have zero tolerance to child abuse. We aim to create a child safe and child friendly environment where children feel safe and are free to enjoy life to the full without any concern for their safety.

We recognise the Disability Discrimination Act of 1992 and as a Whole Catholic School Community we believe:

- **Discrimination based on disability is unlawful**
- **The definition of Discrimination can pertain physical, intellectual, psychiatric, sensory, neurological, physical disfigurement or the result of a disease causing organism.**

We will not reject a child's enrolment on the grounds of a disability, pertaining to either the child or a member of his/her family.

However, it is not unlawful to refuse or fail to accept a persons' application for admission as a student in our School; if admitted as a student in our school, would require services or facilities that are not required by students who do not have a

disability and the provision of which would impose unjustifiable hardship on our school.

Aims and Objectives:

All Families are welcome and we do not judge anyone on race, culture, creed or financial standing. We are Open to All Who Seek Our Values. All people are equal in the sight of God.

Families are enrolled in the knowledge that this is a Catholic School and we provide a Catholic Education.

Preference is given to Catholics who live within our boundaries and then to Siblings of those who attend the school already.

The Learning Capacity of a child is generally not a criterion for entry, however, the enrolment of children with an impairment or disability, would depend on the ability of the school to cater for the specific needs of the child.

For those families where there are Financial Difficulties, discussion will take place with the Principal regarding fee payments.

Leeway (where possible) regarding class sizes will be made to allow for new families who move into our area.

The Consultative Committee will meet to make a decision when class sizes exceed the limit of 26 in the Prep to Year 2 area and 28 in the Year 3-6 area. Class sizes shall not exceed 29.

Discretionary Decisions will be made regarding Class Sizes through the school (factors such as behavioural issues, special needs and experience of teachers are considerations).

Children can be legally admitted to Prep if they have turned five prior to April 30th in the year of starting school.

Planning:

Parents are invited to apply for enrolment of their child/children from an Opening Date set early in the second term.

The School Enrolment Procedure is acted upon from this date.

Advertising will take place early Term 2 regarding the Opening of Enrolments.

School Information Folders will be circulated to surrounding Kinders.

During Catholic Education Week (Second Term) there will be a School Open Day and Community Open Day.

Interviews will be conducted through Term 3.

The Jump Start Program will run through Term 4.

The Whole School / District Orientation Day will be held early in December.

Parent Information Sessions will be held through this time.

**Note - If enrolments exceed the recommended levels then a waiting list will be formed

Evaluation: Expectations and Procedures

- It is the role of the Leadership Team and School Board to review the Enrolment strategies set in place at the end of each year. From this review recommendations will be put in place.

Ratified by St. Joseph's School Board on 16/06/2016

For review 2018