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Ratified	June 2019
Next review	October 2019
Author	APCEM/Board

Enrolment Policy

Purpose

This policy has been developed to assist the Principal to prioritise enrolment applications.

The intention of this policy is to ensure the interpretation of the Catholic Identity of our school is inclusive in nature, whilst, at the same time, continuing to be faithful to the original mission of Catholic schools to educate children of Catholic families.

Policy

St Mary's Catholic College in the Diocese of Cairns welcomes students of the Catholic faith and all who genuinely seek to participate positively in the life of the local Catholic community, and in the Church's evolving mission in the world. For those who come from other faith or religious backgrounds there is an expectation that students and their families will respect the school's Catholic beliefs, rituals and values.

In our outreach role St Mary's Catholic College will serve the needs of those families who will benefit from their service. This will include those from culturally diverse backgrounds including Aboriginal and/or Torres Strait Islander peoples, opportunities for those who seek to deepen their faith in a Catholic context, those from backgrounds of marginalization and disadvantage including the economically and spiritually poor, and those with disability.

In seeking this participation, all who join the school community demonstrate a commitment to further understand, and support the values of the Catholic tradition, and to continue life's journey in, and respect for Gospel values which are at the heart of Catholic beliefs and practices. Additionally, families applying are showing they are prepared to commit themselves to working in cooperation with school personnel for the benefit of the child. Sharing these commitments and responsibilities is a condition of enrolment. This includes an acceptance of the College Fees Policy.

No child will be denied enrolment at St Mary's Catholic college due to genuine financial hardship. St Mary's Catholic College shall implement processes for fee relief that respects the dignity and privacy of families. Genuine hardship would generally be determined by an assessment of the family's income in relation to the National Poverty line.

Full and frank disclosure of all relevant and accurate information is required to allow the College to make an informed decision regarding the enrolment of a student. Failure to provide such information may result in cancellation of enrolment.

This policy is set against a background where many Catholic schools in the Cairns Diocese have waiting lists as a result of a high demand for limited places. While every effort will be made to accommodate enrolments that fulfil the policy criteria, there will be occasions where students who otherwise meet the criteria for enrolment may not be offered a place.

This outcome is regretted but will continue to be a factor in determining enrolments until additional capacity can be achieved.

Rationale

St Mary's Catholic College has been established for the specific purpose of educating children from Catholic families. However the modern Catholic school also has a function in engaging the broader community in the mission of the Church. Our school is challenged to be in the service of all young people regardless of their cultural background or religion, and in matters of both education and spiritual formation, St Mary's Catholic College provides a service to society as a whole.

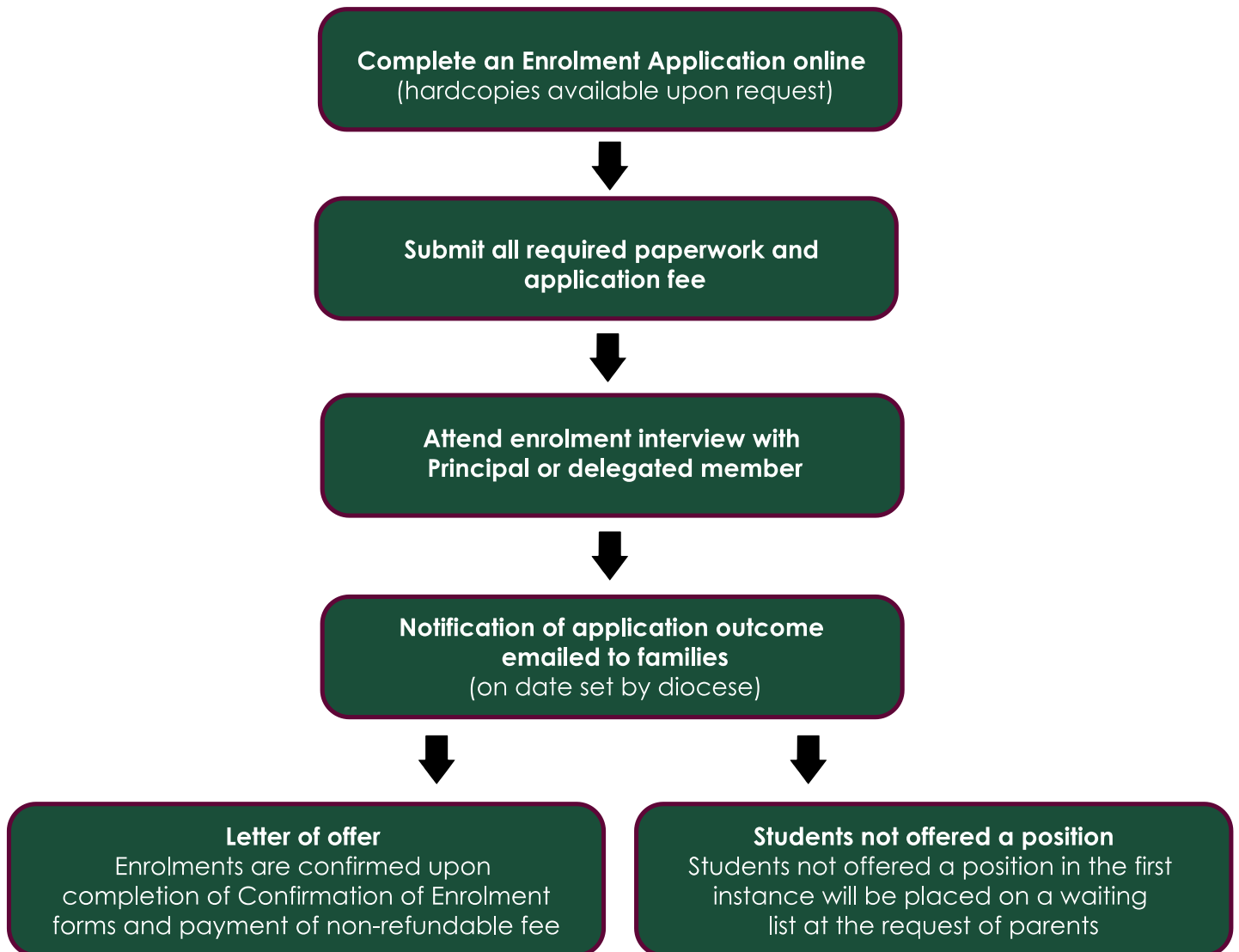
Consequences

Parents wishing to enrol their child at the College are required to follow the application process outlined below.

- The allocation of places at St Mary's Catholic College will be based on application and interview processes with the Principal or their delegates given the discretion to determine which students and families will be enrolled.
- The Principal will be able to clearly articulate their enrolment decisions to parents.
- Parents and families will be advised should there be a high demand for places, and that this may affect the acceptance of students who would otherwise meet the enrolment selection criteria.
- Students who are not offered an enrolment initially may be placed on the Enrolment Waiting List.
- Consideration in enrolment priorities should be given to:
 - The family are practicing members of the Catholic faith
 - The student is Catholic
 - Students in Catholic primary schools wishing to transition into Catholic Secondary Colleges.
 - The student has (or had) siblings enrolled at St Mary's Catholic College
 - The student's parent (s) attended St Mary's Catholic College
 - The student has developed skills that would ensure successful integration into St Mary's Catholic College community
 - The student and parent(s) not affiliated with any Christian church, who commit to the values of the Catholic Church
 - Report/reference from previous school
 - Compassionate grounds
- There may be confidential circumstances only known to the Principal that may influence decision making concerning families with great pastoral and family needs.
- The College reserves the right to continue to review this Enrolment Policy.



Enrolment Process



CES policy - enrolment of students in Catholic Schools

<https://www.cns.catholic.edu.au/wp-content/uploads/2013/10/Enrolment-of-students-in-Catholic-schools.pdf>