



# Enrolment Policy

## **RATIONALE:**

*“Catholic education is intrinsic to the mission of the Church. It is one means by which the Church fulfils its role in assisting people to discover and embrace the fullness of life in Christ. The Australian bishops established Catholic schools in the 1860s as a key instrument of catechesis and sacramental preparation for Catholic children. Catholic schools continue to offer a broad, comprehensive curriculum imbued with an authentic Catholic understanding of Christ and his teaching, as well as a lived appreciation of membership of the Catholic Church.”*

CEOM Policy (2009)

In accordance with CEOM Enrolment Policy St Carlo Borromeo Primary School has established that: -

- The first priority of St Carlo Borromeo Primary School is the provision of a Catholic education for Catholic children. This reflects the historical context of Catholic education in Australia, as well as confirming the participation of the Catholic school in the Church's mission. As a result, formation and education in St Carlo Borromeo Primary School must be based on the principles of Catholic doctrine.
- St Carlo Borromeo Primary School will maintain the highest possible level of Catholic enrolment.
- St Carlo Borromeo Primary School is accessible for all Catholic families in the Parish of Good Shepherd Gladstone Park (Greenvale), and the co-operation of School of the Good Shepherd is sought for families from Attwood.
- As a school, we support the special relationship that continues to exist between the Catholic Church and the non-Catholic Eastern Churches, based on a belief in the same sacraments and a close nexus in understanding about theology and sacraments.
- When enrolling students, St Carlo Borromeo Primary School is compliant with relevant Victorian and Australian Government legislation.

## **PRINCIPLES:**

### **Inclusiveness**

St Carlo Borromeo Primary School was established primarily for Catholic children in the area of Greenvale and strives to be open and welcoming to all Catholic students, regardless of their background and needs.

### **Partnership between parents and school**

Parents, as the first educators of their children, enter into a partnership with the St Carlo Borromeo Primary School to promote and support their child's education, in particular their education in faith. Therefore parents should also assume a responsibility for maintaining this partnership by supporting the school in furthering the spiritual and academic life of their children.

### **Exercise of pastoral discretion in enrolment decisions**

Local pastoral discretion is an important element of decision-making with regard to enrolment in St Carlo Borromeo Primary School therefore, while bearing in mind that their first priority is to Catholic parents, the Parish Priests and the Principal exercise some flexibility with respect to enrolment decisions where pastoral discretion may be deemed necessary.

**In accordance with the Enrolment Policy Guidelines for the Archdiocese of Melbourne, the following criteria for accepting enrolments have been implemented: -**

1. Catholic children who are residents of the parish.
2. Catholic children who do not reside in the parish but are recognised as parishioners by the Parish Priest.
3. Catholic children from other parishes (for pastoral reasons).
4. Children from non-Catholic Eastern churches who reside in the parish.
5. Children from non-Catholic Eastern churches who reside outside the parish.
6. Other Christian children who reside in the parish.
7. Other Christian children who reside outside the parish.
8. Non-Christian children who reside in the parish.

**Note:** Siblings of children already enrolled in the school should be given a priority.

### **ENROLMENT PROCEDURES FOR PREP**

- Enrolments open at the commencement of the school year and close at the conclusion of Term One.
- Enrolment Application Forms (which are available on the school website) are to be lodged within this period and must include the non refundable application fee of \$100.00.
- All successful applicants who meet the enrolment criteria will be contacted and invited to participate in the Prep Transition Program.
- Unsuccessful applicants who do not meet the enrolment criteria, will have the option of being placed on a waiting list.

### **ENROLMENT PROCEDURES FOR CHILDREN IN CLASSES OTHER THAN PREP**

Where places exist in classes OTHER THAN Prep, enrolment will be accepted at any time in accordance with the enrolment policy guidelines.

New families applying to enrol will be required to lodge the appropriate application form including all required documentation and invited to participate in a Transition Program.

### **ENROLMENT OF NON-CATHOLIC FAMILIES**

Applications on behalf of non-Catholic children will be considered if there are vacancies in that particular year level. In enrolling a non-Catholic child, parents need to demonstrate a commitment to the Catholic Vision of the school and be willing to establish a close partnership with the Parish School. All non-Catholic children will be expected to participate in the Religious Education Program and the focus on the Catholic liturgy.

### **PRE-PREP PROGRAM**

This policy does not support the promotion of Pre-Prep programs which provide two years of schooling at the Year Prep level. Indeed, repetition of a school year at any level of schooling has not been proven to create the opportune conditions for future learning development. A child's perceived lack of 'readiness' for school in the Prep Year may be caused by special needs which would be better identified and addressed through flexible arrangements which cater for the needs of every child from the point of school entry, i.e. the Prep Year.

*St Carlo Borromeo Primary School is a Child Safe School*

*Revised February 2019*