



St. Patrick's Parish Primary School
119 Drummond St Sth, Ballarat 3350
Phone 5332 7680 Fax 5333 2802
Email principal@spbballarat.catholic.edu.au
ABN: 52341536710

Enrolment Policy

Preamble

The parents are the first educators of their children and have the obligation and the right to ensure an adequate education for their children consistent with their rights and obligations and with their beliefs and values.

Once a child becomes a member of the Catholic Church through Baptism, the parents and the Church have a commitment towards its new member. One of the obligations is to give the child the opportunity to be educated as a Catholic. Traditionally in Australia, the majority of baptised children have been given this formation through Catholic schooling. In this way, the Church exercises its commitment and responsibility.

Parental contribution, needed for the maintenance of Catholic schools, should be held at a level which enables parents to exercise a real choice of schooling without undue financial hardship. At primary level, a family fee is set to reduce the burden on larger families.

Catholic schools have the responsibility to account for their ethos, their educational standards and their use of funds to their supporting community and to appropriate Church authorities.

Policy

St Patrick's Primary School, as a parish school in St Patrick's Cathedral Parish, has a prime responsibility to service the needs of the primary school aged children of the parish.

Our Commitment to Diversity

All members of our school community will endeavor to promote awareness of cultural, religious, gender and political diversity. We seek opportunities to foster inclusiveness for all people and to promote the dignity of the human person. Our policies and programs will acknowledge the rich diversity of Australian culture and we will embrace each member of our school community regardless of ability, belief, gender affiliation or practice.

Our Commitment to Child Safety

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

Gospel Values Community, Service

Policy Guidelines

- Children must be five years of age by 30th April in their first year of schooling.
- Enrolments for the following foundation year are to be called for during Term 1, please be in contact with the school early in Term 1.
- Parents are to contact the school directly for enrolment enquiries at year levels other than the foundation/prep year level.
- Parents have the responsibility to pay fees and levies as approved by the School Advisory Council; however, no child will ever be excluded from the school because of inability to pay such fees and levies.
- The parents/guardians of students applying for enrolment at a Catholic school must be aware of the nature and ethos of the school and undertake that the nature, life and identity of the Catholic school will be respected.
- Parents of prospective students should provide the school with information regarding health and developmental issues as detailed in the enrolment form.
- A birth certificate and Immunisation History Statement from the Australian Immunisation Register for each child must accompany their enrolment form.
- Priority for admission will be given to:
 - (i) Siblings of children currently attending the school.
 - (ii) Parish Catholic children.
 - (iii) Catholic children who do not live in the Parish.
 - (iv) Children from other denominations.
- Successful applicants to be notified in writing, by letters sent out during May.
- Successful Prep applicants will be invited to participate in the Orientation Program held in 4th Term.
- Successful applicants for enrolment have the right to complete their education at that particular school. Acceptance by another Catholic school does not automatically follow from enrolment at this Catholic school.

Summary of Enrolment Procedures

- Contact the school in early February in the year prior to the child starting school.
- Parents/guardians will be invited to attend an information session at the school, an enrolment information pack will be presented at this session. The Expression of Interest form will be included in the enrolment information pack.
- Complete the online Expression of Interest for Enrolment on the Catholic Education Office website on the Enrolment Tab www.ceoballarat.catholic.edu.au by the date specified in April as directed in the enrolment checklist.
- Complete the Expression of Interest form supplied by the school by the date in April as directed in the enrolment checklist, also provide a copy of your child's birth certificate and current Immunisation History Statement from the Australian Immunisation Register.
- First round offers will be sent out to parents/guardians during May.
- Written acceptance of offer is required by the first week of June.

Reviewed: 2017

Ratified: 2017

Date of next review: 2021