

St Joseph's Primary School

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Enrolment Policy

Prep to Year 6





Policy:

Catholic education at St Joseph's School has its foundation in partnerships between the parish, staff, students, parents and the wider community. These partnerships are essential in order to build and sustain a faith community where life-long and life-giving education takes place.

Procedures for Enrolment:

- An enrolment application for the following year can be made at any time by obtaining an Application for Enrolment Form from the school office or the school website.
- The closing date for applications is end of Term 1 (date will be advertised). Prep enrolment interviews will be conducted in Term 2 of the year prior to the child beginning Prep. Offers of placement will follow this process by the end of Term 2.
- Enrolment application forms and supporting documentation are to be submitted to the School Office. Please ensure that the following documentation is provided:
 - Documentary evidence of birth
 - Documentary evidence of Baptism
 - Copy of latest School Report where applicable
 - Information about legal custody and or Parental access arrangements e.g. Court Order and Parenting Plan
- Interviews to finalise eligibility status will be conducted
- Enrolment of children with Special Learning Needs will be considered in accordance with the Brisbane Catholic Education Special Needs Enrolment Procedure.
- Applications are considered by the Principal, in consultation with the Parish Priest and decisions about enrolments will be communicated in writing.
- Upon acceptance of an offer of place at St Joseph's School, a deposit of \$150 is payable. \$100 of this payment is credited to your first term's fees. The additional \$50 is a non-refundable administration fee.
- Late applications or applications for enrolment to commence during the year are always considered with due regard to the eligibility priority criteria. However, offers of a placement for such applications are contingent upon the availability of places in particular year levels. If no place exists a waiting list will be established.



Conditions of Enrolment:

In the interests of continued enrolment at St Joseph's School, parents and caregivers are expected to:

- accept a commitment to give every child opportunity to experience the fullness of their faith at home and to give the child every opportunity and encouragement to practise it.

All students attending St Joseph's School are to participate fully in Religious Education in classrooms and in the prayer life of the school through gesture, prayer, word, song and action:

- support and encourage standards of behaviour based on the person, lifestyle and teachings of Jesus
- be supportive of Brisbane Catholic Education, the School Administration, the teachers and staff working towards the safety and welfare of children and the efficient management of the school's facilities
- assist wherever possible and support the school's activities and fundraising efforts of the school and Parents and Friends Association
- commit themselves to the regular payment of School Fees and levies
- ensure that students have all the equipment required to participate in the educational programme and wear the correct school uniform as set out in the Uniform Regulations
- accept that all students will partake fully of every aspect of the school programme.



Prioritising Enrolment Applications:

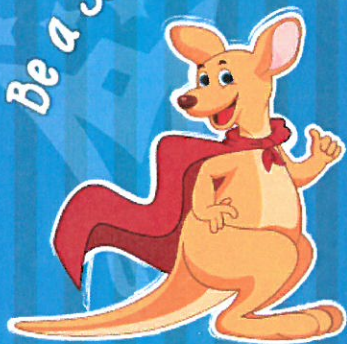
In recognition of the importance of the relationship between the Catholic School and the Parish Community and with due references to Archdiocesan policy and practice, the following guidelines are adopted in prioritising enrolment applications:

- The child is a baptised Catholic whose family can demonstrate involvement in the life, worship and service of the Parish
- The child is a baptised Catholic whose family can demonstrate involvement in the life, worship and service of another parish and now seeks to participate actively in the life, worship and service of this Parish
- Siblings of current students
- The child is a baptised Catholic whose family resides in the parish and whose family is committed to and guided by the values of the Gospel and the traditions of the Catholic Church
- The child is a baptised Catholic whose family can demonstrate involvement in the life, worship and service of a parish other than the local parish school
- The child, though not baptised as a Catholic, belongs to a family that can demonstrate some meaningful relationship with a faith tradition and is committed to and guided by the lifestyle and teaching of Jesus and accepting of the traditions of the Catholic Community.

The Principal, in consultation with the Parish Priest may exercise discretion regarding any application and may determine a child's eligibility beyond the stated guidelines.

(2016)

Be a Super Joer and



Be...

Safe

St Joseph's North Ipswich

Be...

Respectful

Be a...

Learner

