

# ENROLMENT POLICY

SAINT MARY MACKILLOP PRIMARY SCHOOL  
KEILOR DOWNS



***St Mary MacKillop School has a strong commitment to child safety as is reflected in our Vision Statement: "In and through positive relationships, we aspire to protect all children under our care, prioritising their safety and wellbeing." We continually strive to ensure that every child is safe from harm including all forms of abuse. We exercise zero tolerance to abuse.***

## **RATIONALE**

Saint Mary MacKillop Primary School acknowledges parents as the first educators of their children and that they have an obligation and right to ensure an education consistent with their beliefs and values.

Thus Saint Mary MacKillop Primary School offers an authentic Catholic vision, whereby we proclaim the Gospel as the foundation upon which all interactions and processes take place. As such we work towards creating a Catholic learning community which is a place of learning excellence and of personal and communal well being.

## **PARISH / SCHOOL ENROLMENT BOUNDARIES**

See copy (attached) of streets falling within parish / school enrolment boundaries.

## **ENROLMENT CRITERIA**

Priority of access is given to:

- siblings of children currently enrolled in the school.
- Catholic families from within the intake boundaries within the parish.

If places are available after the above family groups have been catered for, places may be offered at *the discretion of the Parish Priest and/or Principal* to:

- Catholic families from surrounding areas, who show good cause as to their enrolment needs (e.g. unable to access their local Catholic parish school). *It is normally expected however that these families will enrol in the local Catholic school within their Parish boundary.*
- Orthodox Catholic families within the Parish boundaries.
- Families of Oriental Churches (e.g. Buddhists) [as consistent with CEOM Policy 2.4]
- Non Catholic, but distinctly Christian families.

*In Consideration of Correspondence received from the Archbishop of Melbourne (17 June 2005), Saint Mary MacKillop Primary School's Enrolment Policy prioritises access to enrolment (more definitively) for:*

- *Siblings of children currently enrolled in the school and*
- *Catholic families within our given parish boundaries.*

*Developed 2008*

*Updated 2017*

*The school is growing rapidly; therefore, we need to ensure there are adequate facilities and resources available for priority enrolments.*

*This enrolment expectation became effective as of June 2008.*

In offering a place to any family, they **must** agree to support and uphold the Catholic teachings of the school. This is a 'given' as a Catholic school.

Payment of all Fees and Levies are expected. However, no family will be discouraged from applying for enrolment because of financial constraints. Families who do encounter hardship whilst enrolled at the school are invited to meet with the Principal or delegate to discuss their needs. The school will always endeavour to support those families who are genuine in their requests (through, for example, alternate repayment schedules, if appropriate).

The school actively supports families who are eligible, in applying for Educational Maintenance Allowance (EMA).

### **CHILDREN WITH SPECIFIC NEEDS**

Children with specific needs are welcome to apply for enrolment.

Consultation will commence at the time of application for enrolment and / or interview. This consultation needs to occur to identify how the school might best meet the child's educational and social needs.

Each case is thoroughly researched to identify the child's specific needs, current interventions in place, strengths and any other issues. Access to reports / documentation regarding the child's specific need is to be made available to the school. Discussions with the family and other professionals (e.g. paediatricians, Catholic Education Office Student Services, previous school / kindergarten, Doctors, Early Intervention Services, etc.) are also conducted, as determined by the school.

The school will then require time to examine its structures, services and allocation of resources, so as to ensure effective services can be offered.

A decision as to how the school can best provide for the needs of the child will be made in light of this process. [Refer CEOM Policy 2.11]