

HOLY SPIRIT SCHOOL



ENROLMENT POLICY

Rationale:

All children enrolling at our school deserve a smooth transition that enables them to become part of our school with a minimum of disruption and maximum support.

Aim:

To provide an efficient process of enrolment that satisfies the needs of both students/parents and the school.

Policy Statement:

- All parents give a firm commitment that they accept and support the life, nature and identity of Holy Spirit School, including the participation of their children in prayer and other religious education programmes.
- **NO** enrolment is denied simply because of religion or of an inability, as against an unwillingness of parents/guardians to meet their financial obligation (school fees).
- N.S.W. Legislation allows for the enrolment of children into kindergarten who turn 5 before August 1st
- Students with "Special Needs" will be enrolled along with all other eligible children. Concerns relating to resourcing levels are in itself insufficient grounds for not accepting an enrolment. The School Support Officer (CSO) and the School Learning Support Co-ordinator will be included in the interview for enrolment process.
- All enrolments will require the completion of the Confidential Student Enrolment Application Form.
- Students will be allocated to classes according to a combination of class size and student need.

Priority Enrolments:

Date of application is used to determine a priority order.

1. Siblings of students already at H.S.S.
2. Catholics within the Lavington Parish.
3. Catholics outside the Parish.
4. Non-Catholic students in agreement with Catholic ethos.

Parent Responsibilities:

- All parents applying to enrol their children at Holy Spirit School complete the official Enrolment Application Form.
- Parents are prepared to abide by the provision of that form; especially with regard to the support they give Holy Spirit School in the Catholic education of their children.
- Parents provide accurate information on the Form.
- The enrolment process includes an interview between the prospective student, parent/guardian and the Principal (or delegate) to ascertain readiness and suitability of the student/family for the school.

Date Ratified	Principal's Endorsement	Review Due