POLICY GUIDELINES

1.0 CRITERIA FOR THE ENROLMENT OF CATHOLIC STUDENTS.

1.1 First Priority for the enrolment of Catholic children is that they reside in St. Joseph’s Parish. That is children baptised in the Catholic Church.

1.2 External measures should not be used to gauge the degree of faith commitment of the parents as a criteria for enrolling a catholic child in St. Joseph's Parish Primary School.

1.3 Children whose parents experience financial difficulties should not be excluded from enrolling at St. Joseph’s Parish Primary School.

1.4 The disability of students should not be used to exclude catholic children from enrolling at St. Joseph’s Parish Primary School.

1.5 The enrolment of students at St. Joseph’s will depend on the school's ability to accommodate students to a maximum enrolment of 525 with the flexibility of principal and enrolment committee to accept up to a further ten students (535). The total enrolment is influenced by resourcing needs, curriculum design, student numbers, financial considerations and school policies. (The Enrolment Committee will consist of the principal, school staff member and a board member). In any given year accepting further enrolments at a year level must not exceed current maximum class size. Prep placements will be offered first and maintain an average year level number at 75; considering a total enrolment of 525.

1.6 Priority of prep intake will be:
   a) Sibling of student, past and present.
   b) Catholic child living in parish.
   c) Catholic child moving into parish.
   d) Catholic child who does not have access to a local parish Catholic school.
   e) Catholic child from another parish (considering 6.1.)
   f) Non-catholic children living in the parish.
   g) Non-catholic children living outside the parish.

* Catholic is defined as children baptised in the Catholic Church.

1.7.1 Should the enrolment applications at prep be greater than 75, and considering total enrolment of 525 and the priority intake listed at 1.6; places will be offered based on age ranking with oldest children accepted first with a waiting list established to manage over subscription.

1.7.2 Upon consideration of the above criteria special circumstances may need pastoral consideration.

2.0 CRITERIA FOR ENROLLING TRANSFERRING STUDENTS.

2.1 Every effort will be made to grant enrolment to Catholic children enrolled at another Catholic school who move into the St. Joseph’s Parish.

3.0 CRITERIA FOR ENROLLING NON-CATHOLIC STUDENTS.
3.1 The enrolment of non-catholic children in a given year must not exclude any catholic student from enrolling at St. Joseph’s Parish Primary School in accordance with CECV Policy.

3.2 Non-Catholic parents will be asked to undertake to support the nature, life and identity of St. Joseph’s School. This ethos will be respected and that students will take part in Religious Education activities as well as liturgical celebrations.

3.3 Non-Catholic children accepted for enrolment will have the right to complete their education at St. Joseph’s Parish Primary School, provided they abide by the Enrolment Agreement for Non-Catholic Students.

3.4 Siblings of Non-Catholic students will also be accepted for enrolment at St. Joseph’s Parish Primary School if all other criteria are met.

4.0 CRITERIA FOR THE ENROLMENT OF STUDENTS WITH DISABILITIES.

4.1 The same initial priority intake order will apply.

4.2 An Integration Support Group will be convened, on application to enrol, in accordance with CECV Guidelines set out in the CECV Integration Handbook, Students with Disabilities in Catholic Regular Schools.

5.0 CRITERIA FOR THE ENROLMENT OF FULL FEE PAYING OVERSEAS STUDENTS. (Where applicable)

5.1 Parents wishing to enrol their child/children at St. Joseph’s Parish Primary School who are not Australian Citizens and who do not meet the requirements for Government Funding will be considered for enrolment on the condition that they meet all requirements of the Australian Immigration Department, pay fees in advance and meet all other criteria which apply.

6.0 FAMILIES RELOCATING WITHIN THE NETWORK PARISHES

6.1 Whilst we would encourage families to join their new parish community, continuing enrolment will be considered by the family and relevant Principals.

7.0 WAITING LIST

7.1 A waiting list will be established to manage enrolments in excess of total class size for a year levels and/or school enrolment ceiling. Waiting list priority will be:
   a) Catholic families moving to the parish
   b) Catholic families transferring from a local Catholic school
   c) Non-Catholic families moving to the parish
   d) Families moving to the area