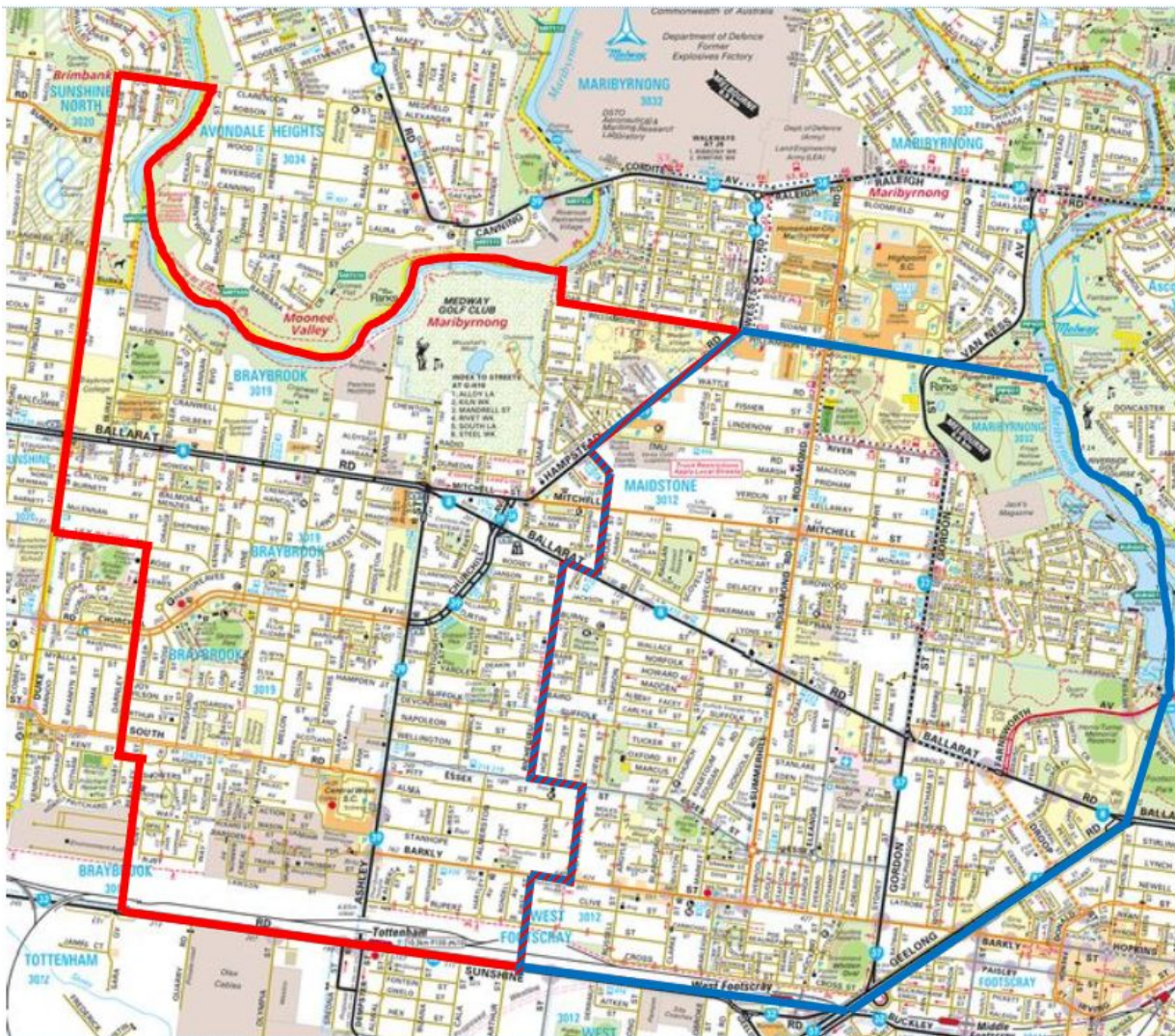




ST JOHN'S  
CATHOLIC SCHOOL  
FOOTSCRAY

## Holy Family Parish Zones

**Christ the King** and **St John's** zones



## ***Enrolment Criteria***

All enrolments are made in consultation with the Principal and the Parish Priest and follow the guidelines of the Archdiocese of Melbourne.

## ***Enrolment Dates***

- January / February / March – Enrolments open and school tours occur
- Enrolments are considered late after the last day of Term 1 each year
- May – Interviews for applicants & Acceptance / Wait list letter is sent to families
- October / November – Transition visit for families and students

## ***Enrolment Policy***

### **Rationale**

Our enrolment policy is based on the policy document 2.4 of the Catholic Education Office, Melbourne. 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.

### **Definitions**

Parish boundaries: For the purpose of enrolment, this area is defined by geographical boundaries and is the area from which our school draws the majority of its enrolments and to which the school gives priority of enrolment.

Catholic child: For the purpose of enrolment in a Catholic school, a child is considered to be Catholic if they are a member of the Catholic Church, usually established by a Certificate of Catholic Baptism.

### **Objectives**

This Enrolment Policy establishes as a priority, the provision of a Catholic education for Catholic children. This promotes the participation of the Catholic school in the Church's mission. As a result, formation and education in a Catholic school must be based on the principles of Catholic doctrine.

### **Implementation**

1. Siblings of children currently enrolled in our school, who display school readiness and preference will be given to children turning 6 in their Prep year.
2. Children who are baptised members of the Catholic Church and who are residents within our parish boundaries, who display school readiness. The school strives to meet the needs of the community it serves.
3. Catholic children who reside outside our parish boundaries, who display school readiness, may be enrolled for pastoral reasons, at the discretion of the Parish Priest/Parish Principals.

4. Children who are not baptised, but whose parents are baptised members of any Catholic or Christian Church, and who are residents within our parish boundaries and who display school readiness, are eligible to seek enrolment in our school.
5. Other Non-Catholic children, who display school readiness, may be considered eligible for enrolment in our school at the discretion of the Principal - Non-Catholic children will be considered in relation to the school zones.

### **Procedure**

- enrolments open at the beginning of the year prior to the child beginning school and are advertised in the community
- on enquiring, an information and enrolment pack is forwarded to the interested family. Enrolment forms may also be downloaded from the school website
- an enrolment information session and school tour dates are advertised on the website and in the community
- offers for a place in our school are sent out with an acceptance reply form at the beginning of term four. This reply form should be returned to the school office with a non-refundable \$50 enrolment acceptance fee that goes towards the fees for the year of enrolment.
- families are notified of dates and times for transition sessions

St John's Enrolment Policy supports St John's Child Safe Policy.

**Evaluation:** This policy will be reviewed as part of the school's four-year review cycle. This policy was revisited January 2019