

# ST. THERESE'S PRIMARY SCHOOL



## Enrolment Policy and Guidelines

### 1. Vision Statement

- St Therese's strives to be a faith and learning community which celebrates God's presence through
  - our Catholic heritage
  - strong partnership between family, parish and staff

### 3. Preamble

The Catholic Church establishes schools because it *'has in a special way the duty and right of educating, for it has a divine mission of helping all to arrive at the fullness of Christian life.'* (Can. 794#1)

The Code of Canon Law further explains the relationships between the Catholic school and Diocesan authorities:

*A Catholic school is understood to be one which is under the control of the competent ecclesiastical authority or of a public ecclesiastical juridical person.* (803#1)

and

*The diocesan bishop . . . has the right to issue directives concerning the general regulation of Catholic schools; these directives also apply to schools conducted by members of a religious institute, although they retain their autonomy in the internal management of their schools.* (806#1)

*'The Catholic School has an ecclesial identity, because it is part of the evangelising mission of the Church. Yet a distinguishing feature of Catholic education is that it is open to all, especially to the poor and weakest in society.'* (Ecclesia in Oceania 2001 n33)

Each Catholic school of the Diocese of Sandhurst

*'participates in the evangelising mission of the Church and is the privileged environment in which Christian education is carried out. In this way Catholic schools are at once places of evangelisation, of complete formation, of inculturation, of apprenticeship in the lively dialogue between young people of different religions and social backgrounds. The ecclesial nature of the Catholic school, therefore, is written in the very heart of its*

*identity as 'a teaching institution'.* (The Catholic School on the Threshold of the Third Millennium  
1997 n19)

#### **4. Principles**

**4.1** Catholic schools, established and maintained by the Diocese of Sandhurst, or in partnership with Religious Institutes or by Religious Institutes, strive to be authentically Catholic and faithful to the Church, its traditions and teachings.

**4.2** Those who choose a Catholic school do so on the understanding that they respect and agree to support the Catholic identity of the school and acknowledge the importance of Religious Education for their children.

**4.3** A Catholic school has a particular responsibility to provide access to children baptized in the Catholic faith.

**4.4** Catholic schools have a particular responsibility to welcome, accept and support those who are poor, marginalised and in most need.

**4.5** Catholic school enrolment policy should seek to include rather than exclude.

**4.6** Catholic schools will strive to ensure that the enrolment process is a welcoming manifestation of the teachings and values of the Church.

**4.7** Catholic schools in Victoria are governed in a variety of ways: by religious institutes, by diocese, by individual parishes, by groups of parishes through the Association of Canonical Administrators, separately, or a combination of these. The governance bodies in each individual school community are the responsible authorities for that school community.

**4.8** The responsible authorities of the local school community and the Diocese strive, as far as possible, to provide facilities for potential enrolments.

**4.9** Any State or Federal laws and Catholic Education Commission, Religious Order or Diocesan Guidelines and Policies in relation to school enrolment will be complied with appropriately.

**4.10** Catholic schools will respect the traditions of other faiths.

**4.11** A Catholic school is open to all who are willing to commit to support the philosophy, values and aims of Catholic schooling.

**4.12** The Principal, in collaboration with the Pastor, Canonical Administrators, School Board and staff has the responsibility for ensuring that the authentic vision of Catholic education in the community remains the guiding principle of the enrolment policy.

#### **5. Policy**

**5.1** No student will be refused enrolment because of the family's incapacity to pay all or part of the school's fees.

**5.2** Academic, intellectual or physical capacity criteria will not be used as part of the enrolment decision making process.

**5.3** The enrolment of students with special needs will be considered in the light of clause 2.2 above, the relevant laws (Disability Discrimination Act and the Disability Standards

for Education) and the policies, guidelines and protocols of the Catholic Education Commission of Victoria and the S.S.E.B.

**5.4** External measures which are deemed to gauge the degree of faith commitment of the parents will not be used as criteria for enrolling a Catholic student in the school.

**5.5** In the first instance, students seeking enrolment will be resident in the Kennington Catholic parish.

**5.6** Students may be accepted for enrolment in the school outside the parish if there are demonstrable circumstances which significantly disadvantage the student should the enrolment not occur.

**5.7** The enrolment of a child includes continuity of enrolment for that child for all year levels provided by the school, save that the school authority has the discretion to discontinue the enrolment of a student in accordance with Diocesan or school policies dealing with such matters.

**5.8** The school authority may give special consideration to individual cases and situations, as determined by the circumstances, for reasons of pastoral care and compassion such as:

- Family breakdowns
- Family mobility
- Parent(s) or guardian(s) not in a position to make a commitment
- Late applications as a result of special circumstances such as relocation
- Children experiencing serious educational disadvantage
- Aboriginal or Torres Strait Islander background
- Refugee status

**5.9** Full fee paying overseas students will only be enrolled in the school after the needs of 'local' students who are eligible for enrolment have been met.

**5.10** The importance of family as the basic unit of any community will be reflected in the school authority giving enrolment preference to siblings of currently enrolled students.

## **6.0 Enrolment Guidelines**

Within the context of the above Principles and Policy, the following criteria will assist the school authority in their discernment when the number of enrolment applications exceeds the school's available places.

**6.1** Siblings of children baptized in the Catholic faith already enrolled.

**6.2** Siblings of other children already enrolled

**6.3** Children baptized in the Catholic faith who are members of St Therese's Parish.

**6.4** Children baptized in the Catholic faith from other parishes

**6.5** Children of other Christian Churches and other faith Traditions who attend a Christian school and, with their parents, respect and agree to support the Catholic mission of the school including the religious education it offers for their children.

**6.6** Children of other Christian Churches and other faith Traditions who, with their parents, respect and agree to support the Catholic mission of the school including the religious education it offers for their children.

**6.7** Children who, with their parents, respect and agree to support the Catholic mission of the school including the religious education it offers for their children.

## **7.0 Appeal Processes**

**7.1** Appeals against a decision to refuse enrolment shall be made to the School Appeal Committee. Membership is comprised of the principal, a member of the School Board and the Parish Priest (or representative)

**7.2** If an appeal is refused by the School Appeal Committee, a further and final appeal may be made to the SSEB Enrolment Appeal Committee.

**7.3** An appeal will only be considered where there is evidence of a diversion from the enrolment process contained within the school's and SSEB Enrolment Policy and Guidelines.

**7.4** The SSEB Enrolment Appeal Committee will be chaired by the Director of Catholic Education (or representative). Other members will include a Parish Priest and a Principal member of the SSEB, both of whom will come from areas outside Kennington Catholic Parish.

**7.5** The SSEB Enrolment Appeal Committee will give due consideration to the basis for the appeal and to the decision of the School Appeal Committee.

**7.6** The SSEB Enrolment Appeal Committee may uphold an appeal, in which case the committee will inform the school that the application for enrolment should be re-considered in accordance with proper process. The SSEB Enrolment Appeal Committee will communicate to the school its reasons for upholding the appeal.

**7.7** The SSEB Enrolment Appeal Committee may reject an appeal if such enrolment would adversely impact on the Diocesan provision of Catholic education and the viability of neighbouring schools.