

Mary MacKillop Catholic College

Policy

ENROLMENT

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Policy Location:	P:\Admin\Board\POLICIES AS AT 2016	
Authorised by:	Leadership Team	
Policy Owner:	Principal	New Review Date: December 2019
Policy No.:	EN003	Version: 3

RATIONALE

The aim of Mary MacKillop Catholic College is to create a community of faith in which the total development of the whole person is the focus. Mary MacKillop Catholic College works in partnership with parents and is committed to expressing Catholic identity and heritage.

This enrolment Policy reflects the College Vision statement, which is:

“A PLACE WHERE LIFE, LOVE AND LEARNING ARE EMBRACED AND CELEBRATED”.

VALUES

Mary MacKillop Catholic College’s enrolment policy gives expression to the following values which are inherent in the creation of a College community of faith: respect, acceptance, inclusivity and diversity (*incl. “option for the poor”*), and the nurturing of Catholic faith and personal spirituality.

POLICY STATEMENT

All members of the community are welcome at the Mary MacKillop Catholic College, human and physical resources permitting, on the understanding that both parents and students appreciate, support and participate in Catholic school philosophy and ethos.

As the College aims to reflect the option of Christ for the poor, every attempt will be made to cater for ALL members of our society.

CONSEQUENCES

- Prior to accepting enrolment, parents are to accept the philosophy and ethos of the College as expressed in the College Mission Statement.
- Parents are expected to encourage their child to be witnesses to the values taught by Jesus including the display of active care, mutual respect and tolerance towards others.
- Parents accept all policies operating in the College, noting the formal requirements and consequences
- The Religious Education and Liturgical Program of the College is to be explained to parents and students. All students are expected to participate.
- Parental involvement in the life of the College is strongly recommended.
- Parents commit to pay the prescribed College fees and levies as outlined in the enrolment package or as otherwise negotiated by the Principal.

- Parents are expected to outfit the students in the stated College uniform.
- **Special consideration is to be given to families and students in particular need.**
- **Applications for enrolment are to be processed according to the criteria outlined below.**

SELECTION CRITERIA

The following prioritised selection criteria applies to enrolment at the College.

1. Baptised Catholic
2. Sibling of a child enrolled in the College
3. Families relocating from another Catholic School
4. Child from other Christian Denomination or faith tradition
5. Families of no particular faith tradition

The Principal retains the discretion to give special consideration to families with particular needs.

ENROLMENT PROCESS

1. To begin the official enrolment process, prospective parents must submit a completed enrolment application form with the non-refundable Enrolment Application Fee of \$30.00.
2. The Enrolments Officer will contact each family to organise an interview with the Principal.
3. Families will be advised if their application is successful or not.
4. On receiving and accepting enrolment, a \$200.00 acceptance fee is to be paid per student. This fee will be retained by the College until enrolment of each child has ceased, at which time, the fee will be refunded, provided all tuition fees, College loans, damages, etc are paid in full.