



## **St. Theresa's Enrolment**

**St. Theresa's welcomes applications from all families seeking a Catholic Education for their children. It is understood that enrolment at St. Theresa's begins a partnership in education between the school and family. All children who are enrolled here will be part of a safe, friendly and nurturing environment where they can grow, learn and be happy. Our enrolment process will enable a smooth transition to St. Theresa's School.**

### **Beliefs**

- St. Theresa's School will be open to applications from families with children from all cultures, religions, socio economic backgrounds and those with special needs.
- All children from all faiths and beliefs have a right to receive a catholic education whilst having their beliefs respected.
- The values of the Gospel underpin the foundation of St. Theresa's which drives all of the programs, policies and organisational structures at the school.
- We believe that enrolment establishes a partnership between the family and the school.
- Enrolment in our school extends the mission of the church out into the community.

### **Aims**

- We aim to promote St. Theresa's as a welcoming school where people feel comfortable and confident to apply for enrolment regardless of background or circumstance.
- We aim to create a smooth transition process.
- We aim to create an enriching community through the diversity of those who enrol and promote this as a positive aspect of our school.
- We aim to support families in discerning if a Catholic Education is what they want for their child.
- We aim to maintain a viable enrolment at the school.
- We aim to maintain a just and fair criteria for application.

### **Implementation**

In event of a choice needing to be made regarding enrolment, consideration will be given to:-

- Siblings currently enrolled.
- Catholics living in the parish.
- Catholics belonging to / connected to the parish who do not live in the parish.
- Catholics unable to gain enrolment at another parish.
- Individual family situation / needs.
- Individual needs of the children being enrolled

- Families wishing to provide a Catholic Education for their child.
- Consideration will always be given to class numbers / sizes so that all children have the optimum opportunity to learn in a comfortable environment.

## **Process of Enrolment**

- An enrolment period is determined by the principal and the parish priest.
- The enrolment period is advertised both throughout the school and outside the school.
- Local Kindergartens and child care centres will be visited and enrolment information distributed.
- Application forms can be collected from the school.
- At least one parent information meeting will be held for prospective families to find out about the school.
- All new families will be interviewed prior to offers being made.
- Existing families will be interviewed if necessary.
- Offers of a place will be made in writing and families will be asked to confirm acceptance of this offer.
- A parent information evening will be held towards the end of the year to inform parents of requirements for the new year.
- All new children will be part of a transition process that will ensure a smooth entry to the school.

## **Promotion of the School**

- The school will be promoted in many local forums
- Promotion – through Opportunities to visit the school
  - Local kindergartens
  - Word of mouth
  - Advertising

May 2014