

## Rationale

St Mary's Catholic Primary School is a Catholic Faith community living Christian values within a wider community. St Mary's enrols Catholic children and non-Catholic children whose parents and children value and support the mission of Catholic Education and St Mary's Catholic School.

## Eligibility

As outlined in the NT Education Act July 2016, all children between the ages of 6 and 17 years must be enrolled in school or distance education, approved home education or participating in an eligible option.

All students are eligible to enrol provided they:

- a) have Australian citizenship or hold a relevant visa
- b) have not been expelled by the Minister
- c) meet the pre-compulsory school age entry requirements for Transition (refer \* below)
- d) are of compulsory school age (between the ages of 6 and 17 years). Children turning 6 by 30 June of the year they are enrolled are at compulsory school age

\*Children of eligible age attend a full-time Transition Year of education before starting Year 1. Children must turn five on or before the 30<sup>th</sup> June in the year they are enrolled in Transition.

## Procedure

St Mary's accepts enrolment applications from families two years prior to commencement of school. Enrolment applications and relevant documentation must be completed and returned to school prior to the enrolment interview. Enrolment applications must be accompanied by the fee of \$100.00/family which is non-refundable. The enrolment fee is deducted from the first term's fees.

All Catholic children living in the parish will be given the opportunity to enrol at St Mary's school. An application for enrolment must be completed for each child to be enrolled. Enrolment does not automatically follow as a result of an application. As there are limits to class sizes, children may have to be placed on a waiting list. Preference will be given to those children:

- who have other family members in the school and whose parents practise the Catholic Faith in the parish
- whose parents practice the Catholic Faith in the parish
- whose parents are Catholics and are baptised Catholic
- who are non-Catholic and have other family members in the school
- who are non-Catholics in the parish practising their faith

Enrolments from outside the parish will be considered for pastoral reasons at the discretion of the Principal. In assessing these applications, they will take into account the effect on neighbouring Catholic schools.

Catholic children with special needs will be enrolled according to the school's ability to provide a quality education for them. Applications will be assessed using the "Special Needs Enrolment Policy" and guidelines from the Northern Territory Catholic Education Office.

Enrolment is subject to an interview with the Principal or Deputy Principal or Assistant Principal Religious Education. Original birth and baptism certificates are required at the interview along with immunisation records.

Families with children not born in Australia, are required to provide passport and visa documents. St Mary's School follows NT Catholic Education and NT Department of Education guidelines with regard to enrolling overseas students.

### Support of the school

If the application is accepted, it is understood that parents will comply with the spirit of the school's Mission Statement by:

- † supporting and encouraging Gospel values and the standards or behaviour that those imply understanding and supporting school goals and programme
- † accepting and supporting school behaviour management policies and procedures and all other school policies and procedures
- † co-operating with regulations set down from time to time by the school administration. Such regulations are designed to ensure the safety of all and the efficient management of school facilities
- † working in partnership with staff
- † accepting that children who attend St Mary's will partake fully in every aspect of the school program including Religious Education program
- † accepting the responsibility to be active members of the school community; to pay fees and school levies set annually in consultation with the School Board and listed in the Information Handbook for families. Families with low incomes are welcome to discuss accounts available with the Principal. No applicant will be excluded because of inability to pay full fees
- † maintaining regular communication with the school
- † contributing to fundraising, working bees and the social development of the School Community
- † participating in the form of teacher interviews, class meetings, sacramental programmes and various classroom involvement
- † ensuring children wear appropriate and correct school uniform each day and arrive promptly to school each morning
- † assisting wherever possible and supporting the activities and fund-raising efforts of the Parents & Friends Association

**Enrolment in St Mary's Catholic primary school does not guarantee an automatic admission to a Catholic secondary school. It is advisable to enrol children at a secondary school at the same time as enrolling them at a Catholic primary.**

### Evaluation

This policy will be reviewed as part of the school's three-year review cycle or as required.  
This policy will be published on the St Mary's Catholic Primary School website.

### Review/Ratification

Year of review	SIRF Committee Responsible	Ratified By / Date (Month/Year)
2017	School Board	School Board – June 2017
2020	Catholic Identity	

**Next Review:** 2020