



"To Live, To Love, To Grow In Christ"

HOLY SPIRIT CATHOLIC PRIMARY SCHOOL

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HOLY SPIRIT STUDENT ENROLMENT POLICY

Rationale

Holy Spirit Catholic Primary School is a Catholic Faith community living Christian values within a wider community. Holy Spirit enrolls Catholic and non-Catholic children whose parents and children value and support the mission of Catholic Education and Holy Spirit Catholic Primary 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 One. Children must turn five on or before the 30th June in the year they are enrolled in Transition.

Procedure

Holy Spirit Catholic Primary School accepts enrolment applications from families one year prior to commencement of school. Enrolment applications and relevant documentation must be completed and returned to school prior to the enrolment interview.

All Catholic children living in the parish will be given the opportunity to enrol at Holy Spirit Catholic Primary 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 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 the Deputy Principal.

Families with children not born in Australia, are required to provide passport and visa documents. Holy Spirit Catholic Primary 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 school's Vision and Mission Statements by:

- Supporting and encouraging Gospel values
- 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 Holy Spirit Catholic Primary will partake fully in every aspect of the school program including the Religious Education
- 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 prospectus for families. Families who may be experiencing financial difficulties are welcome to discuss accounts 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 Parent /Teacher interviews, class meetings, sacramental programmes (where applicable) 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 Committee

Enrolment in Holy Spirit Catholic Primary School does not guarantee an automatic admission to a Catholic secondary school.

Ratification

This policy was ratified by the school board in March 2019.

Evaluation

This policy will be reviewed as part of the school's three – year review cycle – March 2022.