



St. Michael's Parish School
Ashburton

ENROLMENT POLICY

May 2008

Rationale:

The first priority of the Catholic School is the provision of a Catholic education for Catholic children. Catholic Schools contribute to the Church's mission to proclaim the Good News of Jesus Christ.

We see ourselves as an integral part of the Parish of St. Michael's, and all our endeavours as stemming from, and contributing to, the life of the parish.

Clear guidelines and procedures are in place to effectively assist those who wish to make application for enrolment.

Principles:

Inclusiveness

Catholic schools have been established primarily for Catholic children and Catholic schools should strive to be open and welcoming to all Catholic students, regardless of their background and needs, and do everything possible to accommodate a student's individual needs. Schools should extend particular assistance to children who are poor or disadvantaged or considered most at risk.

If appropriate, Catholic schools should welcome children of other Christian traditions and other faiths who seek what Catholic education has to offer, with a priority given to children from non-Catholic Eastern Churches.

Partnership between parents and school

We believe that parents are the first and the most influential educators of their children, and that effective partnership between school and home is essential for any aspect of education. Such a partnership implies a shared responsibility between the family and the teachers, particularly in the education in faith. Parents should also assume a responsibility for maintaining this partnership by supporting the school in furthering the spiritual and academic life of their children.

Exercise of pastoral discretion in enrolment decisions

Local pastoral discretion is an important element of decision-making with regard to enrolment in St Michael's school. Therefore, while bearing in mind that their first priority is to Catholic parents, the Parish Priest and Principal should be able to exercise some flexibility with respect to enrolment decisions where pastoral discretion may be deemed necessary.

Definitions:

Catholic child

For the purpose of enrolment in a Catholic school, a child is considered to be Catholic if they are a member of the Catholic Church, usually established by a Certificate of Catholic Baptism.

Catholic school

A Catholic school is one which operates with the consent of the diocesan Bishop and is one where formation and education are based on the principles of Catholic doctrine, and the teachers are outstanding in true doctrine and uprightness of life.

Parish

For the purpose of enrolment, the 'parish' comprises the geographical and broader definition.

Procedure:

- Enrolments are open to all baptised Catholic children of Parishioners as well as those children who have siblings already enrolled at St. Michael's.
- When places are limited consideration will be given to the following:
 - Siblings of families that are already enrolled.
 - Families that are active and supportive of the Parish through:
 - (a) its pastoral, outreach, welfare or service dimensions.
 - (b) regular participation in Eucharist and our community celebrations.
 - (c) financial support, and
 - (d) involvement in community development projects or parish teams or committees.
 - (e) a commitment to the Parish School through Years Prep to Year Six.
 - Baptised Eastern Rite (eg Maronite and Ukranian) Catholics who live within the parish.
 - Baptised children who live outside the parish.
 - Orthodox Christians.
 - Non-Catholic enrolments may be considered, provided the parents are able to satisfy the school leadership team of their commitment, and understanding of, Gospel Values, which the school exists to proclaim and teach. Such enrolments would be accepted on the understanding that the children participate in the Religious Education Program of the school.
- The minimum age for all admission 4.75 years prior to the beginning of the calendar year in which admission is sought; i.e. 5 years by the 30th April. All children aged 6 or more must attend school.
- Payment of the annual School Fees, School Building Fund or Parish Support Program is expected of all parents, as an indicator of their commitment to the school and parish unless special arrangements have been made with the Parish Priest and the Principal.
- Children with special needs will be considered for enrolment within the guidelines of the School Integration Policy and Enrolment Policy CEOM.
- An Application for Enrolment carries an administration fee for all new families to St Michael's and is the first step in the process for placement at St. Michael's.
- A placement fee is required as acceptance of an enrolment offer; this is deducted off First term school fees and is non refundable should families change their mind once an offer has been accepted.
- Once all of the above criteria has been considered, final offers will be made at the discretion of the Parish Priest and Principal.

Evaluation:

This policy will be reviewed as part of the School Improvement Plan review cycle.

Ratified by the School Advisory Council May 2008