Emmanuel Catholic College

Policy Document: Student Enrolment

Last revised – March 2012 Due next for Revision - 2014

RATIONALE
Catholic schools exist to further the mission of the Church. In Western Australia, the Mandate of the Bishops requires the Catholic Education Commission of Western Australia to make Catholic school education available to all Catholic children, insofar as this is possible.

ENROLMENT PRIORITIES AND CRITERIA
The following criteria establish important guidelines for the acceptance and offer of enrolment places at Emmanuel Catholic College:

- Catholic students from Catholic Primary schools with a Parish Priest reference.
- Catholic students from Catholic Primary schools.
- Catholic students from non-Catholic Primary schools.
- Siblings of non-Catholic students.
- Non-Catholic students from Catholic Primary schools.
- Non-Catholic students from other Christian denominations.
- Other non-Catholic students.

PRINCIPLES
- Catholic schools recognise the uniqueness of each student.
- Catholic schools have a preferential option for the poor and marginalized.
- Catholic schools have a responsibility to fulfill the requirements of relevant Federal, State and Local Government laws and regulations.
- Catholic schools shall accept all applications for enrolment.
- The acceptance of an application form does not guarantee an enrolment interview or offer of enrolment.
- Enrolment in a Catholic school shall only be offered where the school has age appropriate accommodation and the requisite resources to respond to any specific needs of the student.
- Enrolment in a Catholic school does not guarantee enrolment in any other Catholic school.

APPLICATION PROCESS
Families wishing to make application are advised to do so at the earliest opportunity by submitting their relevant application form (available from the College or the College website) and required documentation. Currently, the College conducts interviews two years in advance for the commencement year (Year 7 intake). Formal interview is necessary for successful enrolment.

The College enrolment package brochure contains the detailed application form; Parish Priest reference form; leaflet on current fees and charges and important information; this statement to parents on the current enrolment policy, and details about the College itself.

Application to the College, and fulfilling the enrolment procedure, is not in itself a guarantee of enrolment. The College undertakes to inform parents and applicants in writing at its earliest possible convenience of the progress and success, or otherwise, of each application.