



ENROLMENT POLICY

RATIONALE:

The Catholic School is a community whose mission is to provide its members with a holistic education, which takes place in an environment formed by gospel values and the authentic teachings of the Church.

St Bede's forms part of the Archdiocesan of Canberra and Goulburn school system and this document has been formulated by the School Board in accordance with the *Catholic Schools' Enrolment Policy, March 2008*.

GOALS:

At St Bede's we believe:

- parents are the primary educators of their children and should select a school which parallels the values that are espoused within their family,
- every Catholic child has a right to a Catholic education,
- non-Catholic children are welcome within our Catholic community which values inclusiveness and respects diversity, while articulating our Catholic ethos,
- parents need to inform the school about specific learning needs of their child prior to enrolment to ensure that the school can meet these needs,
- a welcoming environment should be created by the school to enable each child to grow and develop fully as a person,
- parents should be aware of the learning programs and extra curricula activities offered by the school when enrolling their child to enable them to select the school that best suits the needs of their child,
- the parish of St Christopher's forms a pivotal part of our school community. Families should be supportive of their parish,
- parents have the responsibility of informing the school about all matters pertinent to the education, development and welfare of their child.

At St Bede's we aim to:

- support the parents in their role as the primary educators of their children;
- provide a Catholic education for all families who desire this for their children.

When accepting a position at St Bede's, students and parents are agreeing with the codes of behaviour expected of members of this community.



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IMPLEMENTATION:

PRIORITIES

Priority of access is given to:

- Baptised Catholic children within St Christopher's Parish
- Siblings of children already attending St Bede's
- Catholic children from other parishes.

Children of other Christian families may be enrolled after the other priorities for access have been taken into account. Parents of these children should indicate that they support the involvement of their children in their own faith communities.

Children of non-Christian families may be enrolled in a Catholic school in keeping with the above principles.

Catholic parents should understand that the acceptance of their children at the primary level does not confer an automatic right to enrolment in a Catholic secondary school of their choice.

Non-Catholic parents should understand the acceptance of their children at the primary level does not confer an automatic right to enrolment in a Catholic secondary school.

PROCEDURES

Generally the "cut-off" enrolment date, whereby children commence Kindergarten, should be five years of age by 30 April of the year of enrolment.

Enrolment into St Bede's must be completed on the official systemic school enrolment form and lodged at the school.

Parents must be prepared to abide by the provisions of the application for enrolment; especially in regard to the support they will give the school in the Catholic education of their children.

Copies of relevant policies are included with the application form distributed to prospective parents, including the St Bede's Privacy Policy.

Parents are notified in writing of the success or otherwise of the application.

Where a child is unable to be enrolled, the child will, at the parent's request, be placed on a waiting list and will be referred to a neighbouring Catholic school where vacancies may exist. If a place becomes available, the application will be reconsidered.

Children with disabilities will be given consideration insofar as St Bede's school is able to adequately meet the needs of the student. Acceptance is subject to an



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interview with the Principal, a member of the School Board, a CE representative and the Parish Priest or his representative.

Class sizes are in accordance with the *Schools Staffing Guidelines*, which states “*It is desirable that class groups from Kindergarten to Year 10 not normally exceed 30 students.*” Numbers above this are negotiated with all concerned.

Education of children in a Catholic school requires commitment of parents to the payment of the term account that includes:

- tuition fees,
- administrative levies,
- building fund levies.

No child/children will be denied placement at St Bede’s school because of the inability to pay the term account. Personal circumstances and commitment in principle and practice to the life of the school and parish will be primary consideration in confidentially determining an agreed strategy for the payment of any debt.

A place will not be kept for a child who is withdrawn from the school for a period exceeding one school term. Any application for re-enrolment will be considered within the prescribed enrolment priorities. It is the responsibility of the Principal to draw this policy to the attention of any family considering withdrawing a child/children from the school.

An enrolment fee of \$50.00 is payable upon acceptance of place (Kindergarten only).

STUDENT CLASS ALLOCATION

St Bede’s has seven classrooms.

Although there is significant external pressure to increase the school population it is not envisaged that extra classrooms will be provided in the short term.

Therefore, given classroom restraints, St Bede’s will have seven ‘straight’ classes, with no multi age classes anticipated due to continuing large average class sizes.

FURTHER INFORMATION:

For further information, please refer to the Enrolment Policy on CE website at:

[ACT School Enrolment | Catholic Education](#)