



St Carthage's Primary School LISMORE

Enrolment Policy

Status: Current

Replace: (Reviewed 2013)

Date Issued: December 2013

Evaluation and Review: 2016

Related Documentation:

St Carthage's is an inclusive community "In partnership with the parents who entrust their children to the school, and with the wider Parish community, we share in the growth and acceptance of the child's unique worth. It has a shared vision and a feeling of belonging to support learning and learners.

We are at the heart of the Church's mission making connections between life, faith and culture. St Carthage's provides an abundance of quality learning experiences and opportunities which nurtures the lifelong learner.

The Catholic Parish of Lismore established St Carthage's Primary School to support children's education in the Catholic faith.

When seeking enrolment for your child at St Carthage's Primary School you commit to a partnership with the Parish Priest, School Staff and the school and parish communities so that together we can achieve our school's Vision.

Enrolment in a Catholic Primary School is regarded as an integral part of the faith development of young Catholics and their families.

An acknowledgment that all students will participate in the Catholic Religious Education Programme and an acknowledged willingness to commit to this mission and the ethos of a Catholic primary School are essential when seeking enrolment.

Enrolment

St Carthage's School population is drawn from the catholic communities of the Cathedral Parish. Children commence school at St Carthage's School or Our lady of Lourdes Campus. Children at the campus progress to St Carthage's in Year 3.

Children applying for enrolment at St Carthage's School are subject to the Enrolment Policy formulated by the Catholic Schools Office. This policy states that all children must be turning five years of age by 31st July in their first year of school.

Eligibility

1. Priority is given to
 - (a) Catholic families with a commitment to the faith life, worship and service of the parish;
 - (b) Other Catholic families of the parish;
 - (c) Catholic families from other parishes.

There is limited intake of **other than Catholic students** provided that:

- (a) The Principal and Parish administrator agree;
- (b) There are vacancies;
- (c) The pupil participates in all Religious Education programs
- (d) Following an interview with the parents, the Principal and Parish Administrator are convinced that they are in complete agreement with the philosophies and practices of the school.

Enrolment Documentation

Enrolment forms and information are available from the school office and the school website: www.stcarthlism.catholic.edu.au

For enrolment to be completed, the following must accompany the Enrolment Form:

- Copy of Birth Certificate
- Baptismal Certificate
- Immunization Details
- A copy of latest School Report Card if the child has already attended School
- A copy of any Court Order verifying legal custody and/or access (if applicable)

Conditions of Enrolment:

1. Parents are expected to give their children every opportunity to experience their faith in the home and provide encouragement to practice it.
2. Parents are expected to support and encourage the standards of behaviour, discipline, dress, cleanliness, tidiness and other expectations of the school.
3. Parents must accept that all students partake fully in the school programme.
4. Parents are expected to be supportive of the teachers and school administration.
5. Parents are expected to be involved in school activities.

School Fees

The level of School Fees is set by the school and parish to ensure the proper running of the school.

School Fee accounts will be sent early in the first three terms of the school year (unless alternative arrangements have been made), and prompt payment is essential.

In cases of genuine hardship, alternative arrangements may be made after consultation with the Principal.

Unless specifically stated, all exemptions and alternative arrangements are communicated to the Parish Administrator.

ENROLMENT PROCEDURE:

