



# Mary MacKillop College South Gippsland

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## Enrolment Policy

Mary MacKillop College has been established by the Catholic community of South Gippsland to:

- Bring the Gospel of Jesus to life in the students entrusted to its care.
- Educate the whole person; spiritually, morally, socially, intellectually, physically and emotionally.
- Promote excellence in all endeavours
- Develop a welcoming Catholic faith community that inspires a passion for justice and service as lived by Mary MacKillop.

The College is therefore expected to accept the enrolment of all eligible Catholic students.

The following guidelines are set in the event that demand for places exceeds their availability.

Enrolment for entry at Year 7 level generally closes on May 31st in the year preceding entry. An Application for Enrolment Form must be completed and returned to the College by the published due date with a \$150.00 non-refundable deposit, once your enrolment has been accepted this amount is credited to the following year's fee account.

For entry at other year levels are welcome at any time during the year, the Application for Enrolment Form is required to be submitted at the most practicable time and confirmation of enrolment will be made following an interview with College staff (usually the Principal).

Enrolment offers will be made in the following priority order until all available places are filled.

### 1. Enrolment of Catholic Students

Priority of access is given to Catholic students. The College is committed to accept all enrolments from baptised Catholic students that are received by the published closing date (within limits such as physical accommodation, industrial relations requirements etc. as determined by the College Board.)

***Original or certified copies of baptism certificates must be provided. Originals, if submitted will be copied by the College and returned as soon as possible.***

### 2. Enrolment of non-Catholic students

Students other than Catholic have always sought enrolment at Mary MacKillop College and have been admitted when class vacancies existed. It is recognised that non-Catholic students add their own special dimension to Catholic education.

College policy regarding the enrolment of students who belong to other faith traditions is in accordance with the guidelines below. Children of other faith traditions will be enrolled at Mary MacKillop College if:

- Their parents undertake to respect the nature, life and identity of the school, and that their children will participate in the Religious Education program of the College:
- Their enrolment does not exclude Catholic children from the College:
- Class sizes at the relevant year level are within acceptable limits;

Once enrolled in accordance with these guidelines, non-Catholic students have the right to complete their secondary education at Mary MacKillop College.

**In the event that applications for enrolment exceed the places available, the following priority order will apply.**

1. Those non-Catholic students who have or had siblings enrolled at Mary MacKillop College
2. Those students of other faiths who are attending Catholic Parish Primary schools
3. Those students with no religious affiliation who are enrolled at Catholic Parish Primary schools.
4. Those non baptised children who have one or both parents who are baptised Catholic
5. Those students with no religious affiliation who are enrolled at schools other than Catholic Parish Primary schools.

If the number of students in any group exceeds the number of places still available, then offers of enrolment will be made in the order in which the applications were received.

Enrolment offers for students, both Catholic and non-Catholic whose applications are submitted by the published closing date will be made by the start of term 3 and must be accepted by the published date. A 'Enrolment Acceptance' form is required to be signed by parents affirming their commitment to the aims and policies of Mary MacKillop College.

#### **Applications received after the published closing date**

Applications received after the published closing date, which is usually 31 May, whether from Catholic or non-Catholic students, will be processed strictly in order of receipt. Waiting lists will be prioritised according to the criteria outlined above.

### **3 Parents Experiencing Financial Difficulty**

A central element in 'God's mysteries' is God's boundless concern for the poor. The College is charged with balancing the need to respect and include the poor with the responsibility to manage school resources effectively to achieve the mission of the school community.

Consequently, the level of fees charged takes into account the needs of the school and the capacity of the community to pay. Catholic schools are charged with the responsibility to make themselves as accessible as possible to all in our communities who desire a Catholic education.

Families who find the financial burden difficult should consult with the Principal or their Parish Priest before deciding to preclude their children from Catholic Education on financial grounds.