



OUR LADY OF THE ANGELS' Catholic Primary School

Enrolment Process

Introduction:

Our Lady of the Angels' Catholic Primary School is a Brisbane Catholic Education (BCE) school within the Archdiocese of Brisbane. As such, we act as an evangelical ministry of the Catholic Church. Catholic schools continue to be sustained by religious conviction and mission and seek to activate and inspire informed and responsive participants within a global society. The identified priorities, concerns and actions of all members within our community contribute to the ever-evolving expression and witness of OLA's Catholic school identity. As a Catholic school community all members of the community are called to be active participants, inspired by the example of Christ as shared in the Gospel. At Our Lady of the Angels' we seek to provide a supportive learning community that is child-centred, future focussed and hope-filled.

Enrolment Procedure Regulations:

In line with criteria set by Queensland Government, to be eligible to enrol in the compulsory preparatory year, a child should be born between 1 July to 30 June as per the Recommended Year Level for Student Enrolment Document. At time of enrolment the Principal must sight original documentary evidence of the date of birth of the student.

Procedures:

1. Applications for Prep enrolment are lodged anytime up to the end of Term One in the year before the child is about to commence Prep. Families seeking enrolment will be contacted to attend a welcome morning with their child.
2. A letter offering a placement will be sent following this process. A letter is sent to those families who do not receive first round placement, offering them a place on a waiting list. Parents confirm their acceptance with a Confirmation of Enrolment Form and \$100 deposit (this will be deducted from the first term's school fees).
3. For all other enrolments, consideration is dependent on the availability of places for the specific year level.
4. The enrolment application for students with additional educational needs is inclusive of a consultative Enrolment Support Process.
5. Students are to be enrolled under the name given on their Birth Certificate. If a valid reason exists for them being enrolled under a different name, this is also recorded with the notation "To be known as ..." or words to that effect.

In recognition of the importance of the relationship between the Catholic School and the Parish Community and with due reference to Archdiocesan Policies and Practices, the following criteria will establish the priority for accepting enrolment.

- Siblings of children (already enrolled at Our Lady of the Angels' at the time of enrolment application)
- The child is a baptised Catholic living in Our Lady of the Angels' Parish whose family can demonstrate involvement in the life, worship and service of the Parish.
- The child is living within Our Lady of the Angels' Parish boundary. Preference will be given to children where there is a commitment to a Christian faith.
- The child is a baptised Catholic whose family can demonstrate involvement in the life, worship and service of another Parish and now seeks to participate actively in the life, worship and service of this Parish.
- The child is a baptised Catholic whose family is not actively involved in a Parish community.
- The child is a non-Catholic baptised child. Preference will be given to children where there is a commitment to a Christian faith.

The Principal, in consultation with the Parish Priest, may exercise discretion regarding applications where pastoral considerations apply and therefore may determine a child's eligibility beyond the stated criteria.