

ENROLMENT POLICY

ST BERNADETTE'S PRIMARY SCHOOL, CASTLE HILL

St Bernadette's Catholic Primary School serves the parish community of Castle Hill. As a three stream school of over 600 children, we strive to meet the challenging educational needs of both boys and girls from Kindergarten to Year 6. The local demographics suggest ongoing high demand for placements in our Catholic School. As a community of faith, our school forms an integral part of the mission of the Catholic Church in education.

We have a strong relationship with the local parish and your active participation in the various liturgical and social ministries is encouraged. This membership of the parish would normally include regular attendance at Mass along with financial support through the planned giving system.

We are also part of the diocesan system of schools for Parramatta Diocese. We are bound by the diocesan policies and procedures and especially by the principles of access and enrolment in a Catholic school.

While children from all families who are prepared to support the ideals and principles of St Bernadette's School may be eligible for enrolment at St Bernadette's, priority in determining enrolment is basically formulated in the following order.

1.
 - (a) Children of Catholic families who live within the geographic boundaries of the parish for which the school was established. Families need to be supportive of the parish and witness to their faith.
 - (b) Children of Catholic families who live outside the parish geographic boundaries but regularly attend and support St Bernadette's parish.
 - (c) Children of Catholic families who have siblings already in the school. Ongoing commitment to the school and parish should be evident.
 - (d) Children of Catholic families who are parishioners of a parish other than St Bernadette's who intend their child to attend this school, provided there are no vacancies at the child's own designated community parish school *[other parishes may include either the Latin Rite or members of Eastern Catholic Churches]*.
 - (e) Children of other Christian churches who, with their parents, respect and agree to support the Catholic mission of the school, including the religious education it offers for their children.
 - (f) Children of other faiths who, with their parents, respect and agree to support the Catholic mission of the school, including the religious education it offers for their children.
 - (g) Children who, with their parents, respect and agree to support the Catholic mission of the school, including the religious education it offers for their children.

2. When the enrolment of a child is accepted by the school, it is the normal practice that continuity of enrolment is provided for the child for all year levels provided by the school. It is also normal practice that a child who has completed primary education at St Bernadette's school will be given continuity of enrolment in the designated Catholic secondary school serving the parish, which is Gilroy College. If there appears to be significant reason for continuity of enrolment to be withheld, a decision should be made by the principal, the relevant pastor and the delegate of the Executive Director of Schools.
3. Children whose fifth birthday occurs on or *before July 31* will be eligible for enrolment in kindergarten that year. **School readiness** should be a significant factor for parents and the school in determining enrolment.
4. The enrolment of students with disabilities and special needs must first be considered according to the preceding enrolment provisions contained in this document. When considering the enrolment of students with disabilities and special needs who meet all other enrolment provisions, significant consultation must occur between the principal, the parents of the student, the pastor, relevant school staff and outside agencies, personnel from the Catholic Education Office Special Education Division and the Area Administrator.

The individual educational needs of the student, as well as the capacity of the school to meet these needs effectively, will be carefully considered.

5. Full fee paying overseas students may only be enrolled in Catholic systemic schools after the needs of local students who are eligible for enrolment have been met.
6. In the implementation of provision 1, respect for the pastoral concern and the individual children's needs may require some provision for flexibility to be exercised.
7. Parents enrolling their children at St Bernadette's school should be mindful that it is their primary duty to bring up their children in the practice of the Catholic faith and that they will be expected to participate in the parish-based programmes for their children to receive the sacraments of Reconciliation, Confirmation and Eucharist. Parents are the prime educators of their children.

Each systemic Catholic school in the Parramatta Diocese has a particular responsibility to accept and support families who are poor, marginalised and in the most need. Therefore, our conviction is that no student should be refused enrolment or is disadvantaged because of the inability to meet financial requirements. This matter needs to be discussed confidentially with the Principal.

The school reserves the right to suspend and expel students whose conduct and behaviour are deemed to be prejudicial to the good order or reputation of the school. St Bernadette's is bound by the diocesan guidelines/procedures regarding suspension and expulsion. Withdrawal of the students' right to attendance is a grave matter that would be discussed and resolved by the principal, parents, the student, parish priest and authorities from the Catholic Education Office.

We acknowledge our ministry in the Catholic Church and understand the vital role we play in building God's Kingdom in the parish community of Castle Hill.