



## **POLICY STATEMENT ENROLMENTS**

**Reviewed: 2016  
Due for Review: 2021**

### **Rationale**

Nagle Catholic College exists to further the mission of the Church. Nagle Catholic College is privileged to play a part in the process, mandated by the Bishops of Western Australia, by which the Catholic Education Commission makes Catholic school education available to all Catholic children as far as this is possible.

### **Principles**

1. Nagle Catholic College recognises the uniqueness of each student.
2. Nagle Catholic College has a preferential option for the poor and marginalised.
3. Nagle Catholic College fulfils its mission in partnership with parents, who are the first educators of their children.
4. Nagle Catholic College has a responsibility to fulfil the requirements of relevant Federal, State and Local Government laws and regulations.
5. Nagle Catholic College shall accept all applications for enrolment.
6. The acceptance of an application form does not guarantee an enrolment interview or offer of enrolment.
7. Enrolment at Nagle Catholic College shall be offered only where the school has age-appropriate accommodation and the requisite resources to respond to any specific needs of the students.
8. Enrolment at Nagle Catholic College does not guarantee enrolment at any other Catholic school.

### **Procedures**

1. Priority in offering places at the College is as follows:
  - 1.1 Catholic students from Catholic schools with a Parish Priest's reference;
  - 1.2 Catholic students from non-Catholic schools with a Parish Priest's reference;
  - 1.3 other Catholic students from Catholic schools;
  - 1.4 other Catholic students from non-Catholic schools;
  - 1.5 siblings of non-Catholic students;
  - 1.6 non-Catholic students from Catholic schools;
  - 1.7 non-Catholic students from other Christian denominations;



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1.8 other non-Catholic students.

The Principal may vary the above priorities to suit particular local circumstances prevailing at the time, after prior consultation with the Executive Director of Catholic Education and written confirmation of the outcome.

2. Application is made on the form, Application for Admission, which is sent to the College with an Application Fee of \$110.00, a photocopy of the student's Baptismal Certificate and a copy of the most recent school Report. If your child's application is unsuccessful and you wish to remove your child's name from the Waiting List, 50% of the Application Fee will be refunded, upon request.
3. The College will immediately post to parents an Acknowledgement of Receipt of Application for Admission. This acknowledgement is not an indication that the application has been successful.
4. Early in the year prior to the date of entry, parents who may be offered a place will be asked to complete an Enrolment Application Form, submit a reference from the Parish Priest and to arrange an interview with the Principal. (The Enrolment Application Form contains all the information required under the CECWA Policy, Student Enrolment).
5. As soon as possible after the completion of the interview process, parents will be advised of the outcome of the application.
6. Once a student has commenced at the College, parents are asked to give a full Term's notice in writing of their intention to remove the student from the College. Parents are liable for all commission and recovery costs if their school fees' account is placed with a Debt Collection Agency. The Fee Schedule and payment policies are included in the College Prospectus.
7. The withholding of information relevant to the interview process, especially in relation to the student's needs, medical condition, health care requirements and/or parenting orders, constitute a breach of enrolment and the enrolment may be refused or terminated on this ground.
8. When accepting a place at the College, the potential student and the parents accept the obligation that the student will abide by the College rules and standards of conduct and behaviour.
9. In accepting a place for their child at Nagle Catholic College, the parents undertake to be supportive of the aims and programs of the College and to participate in the functions organised from time to time for the full College community.
10. All students are required to complete the College's Service Learning Program.