ST JOSEPH’S CATHOLIC PARISH—TWEED HEADS
SCHOOLS ENROLMENT POLICY

ENROLMENT POLICY—PRIMARY SCHOOLS:

- To enter Kindergarten, the child should preferably turn five before the 31st March. However, in some circumstances, children may be enrolled if they turn five by July 31st. Children in the latter category may be asked to repeat a class during their Primary schooling, if this is considered advisable. Parents will be requested to sign an acknowledgement of this part of the policy.

- The first priority will be given to Catholic families and to the siblings; both Catholic and non-Catholic, of those already enrolled in other parish school.

- Children of other denominations who support the Catholic ethos of our schools are welcome if places are available.

- As a guideline, a ceiling of 20% for non-Catholics is recommended in the Primary Schools and 30% at St Joseph’s College.

- No Catholic child will be refused enrolment at a Parish School because of a genuine inability to pay fees.

- The Parish will make every reasonable effort to accommodate the particular learning and access needs of every child.

ENROLMENT APPLICATION — PRIMARY SCHOOLS:

- An interview with the Principal, or suitable delegate, will be required when enrolling a student, and an Application Form completed which should be returned to the school with a non-refundable enrolment fee of $30.00. The completion of an Enrolment Application is not a guarantee of a place in the school.

- Enrolment at St Joseph’s School, Tweed Heads, and St James School, Banora Point, does not necessarily guarantee future enrolment at St Joseph’s College. Application to St Joseph’s College should be made when the student is in Year 6.

For students of Catholic families and the siblings of those already enrolled in other Parish Schools the following criteria may apply:

- The students is an active participant in the life of the faith community of the School/Parish.

- The student has completed or has a commitment to the completion of the Sacramental Program for Reconciliation, Eucharist and Confirmation.

- The student’s behaviour and participation in school life has been consistent with the stated expectation of the school attended.
For non-Catholic students without siblings enrolled in other Parish Schools the following criteria may apply:

- The student has already attended a Catholic School.
- The student is baptised.
- The student is an active participant in the life of the faith community of the School/Parish.
- The student’s behaviour and participation in school life have been consistent with the stated expectation of the school attended.
- Mother, father, guardian, brother or sister is, or has been, a student in a Catholic school.
- Mother, father or guardian is a baptised Catholic.
- Mother, father or guardian is an active participant in the Parish community.

PLACEMENTS PROCEDURES - PRIMARY SCHOOLS

Parents wishing to enrol their child for a Catholic Primary School education in Tweed Heads Parish acknowledge that they may not be able to enrol their child into the Primary School of their choice.

In order to ensure that enrolments at each school are distributed appropriately the Enrolment & Placement Committee will determine to which school each child will be enrolled. The Enrolment & Placement Committee consists of the three Principals of each of the Parish Schools, the Parish Priest, the Chairman of the Parish Schools Board, and a Parent Representative Board Member.

When making its decisions, the Committee will consider the following:

1. Enrolment of siblings at one of the Catholic Primary Schools.
2. Geographical location.
3. Special needs of the child.
4. Special needs of the family.
5. Spaces available at each Catholic Primary School.
6. The ratio of non-Catholic to Catholic in each grade.