



ENROLMENT POLICY

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1. RATIONALE

In Western Australia, the Mandate of the Bishops requires the Catholic Education Commission of Western Australia (CECWA) to advance the Church's purpose for Catholic schools, while embodying the Church's preferential option for the poor and disadvantaged, by making available a Catholic school education for all Catholic children, insofar as this is possible (Mandate, 50).

2. PRINCIPLES

1. Catholic schools exist to provide a distinctly Catholic education for children enrolled in them.
2. Catholic schools recognise the uniqueness of each student.
3. Catholic schools promote justice to all, with due consideration for the diversity of those who are culturally, socially, physically, intellectually, financially, emotionally or spiritually disadvantaged.
4. Financial grounds shall never be the reason for the non-enrolment in, or exclusion of, any child from a Catholic school.
5. Catholic schools fulfil their mission in partnership with parents who are the first educators of their children.
6. Aboriginal students shall be given enrolment preference wherever possible and practicable.
7. Schools are required to comply with the requirements of student enrolment in accordance with the Western Australian School Education Act 1999 and the Disability Standards in Education 2005.
8. Enrolment in a Catholic school does not guarantee enrolment in any other Catholic school.

3. PROCEDURE

The Catholic Education Commission of Western Australia has a Policy Statement on Student Enrolment. The Policy contains categories that are used to select students for whom an offer of enrolment will be made. The priority order contains 8 categories which are as follows:

- Catholic students from Catholic schools with a Parish Priest reference
- Catholic students from non-Catholic schools with a Parish Priest reference
- Other Catholic students from Catholic schools
- Other Catholic students from non-Catholic schools
- Siblings of non-Catholic students
- Non-Catholic students from Catholic schools
- Non-Catholic students from other Christian denominations
- Other non-Catholic students

La Salle College accepts students at all Year levels where places are available. The main intake Year is Year 7.

The College also includes the following priorities when making offers of enrolment:

- Every effort is made to accept siblings of students currently enrolled, but no guarantee can be given.

- Every effort is made to accept children of alumni of the College.
- Consideration will be given to the length of time for which the application for admission has been lodged with the College, as well as meeting the application deadline.

Parents are invited to follow these steps:

- Step 1: Request a prospectus either online or contact the College.
- Step 2: Attend one of our Tour Days or Open Days and/or arrange an individual or group visit to the school.
- Step 3: Complete the official expression of interest, the Enrolment Application form and return with a non-refundable registration fee (payable per family). This fee covers administrative expenses and must be paid before the application can be placed on file. Please note, the lodgement and acceptance of this form and the associated fee does not guarantee an enrolment interview nor a place at the school.

While the College receives applications for enrolment from students who fall into a variety of visa categories, there are different conditions associated with enrolments involving visas and in all cases the parents/guardians must notify the school to confirm eligibility.

- Step 4: Applications for Admission into Year 7 (whether siblings enrolled in the College or not) will be processed up to 24 months prior to the commencement at the College. A closing date for consideration will be publicised.
- Step 5: The College will accept, and may request, references/reports from Parish priests and principals of previous schools.
- Step 6: To progress an application, parents and child may be invited to attend an interview with the Principal or a member of the Senior Leadership Team. The interview will include a discussion about the student's desire to apply themselves both in their academic programs and also in their interests outside the classroom, as well as the family's willingness to support the Catholic ethos of the College. Further information regarding medical, social, emotional and special educational needs may be requested at this point.
- Step 7: Following the interviews, an offer of placement may be made in writing.
- Step 8: Acceptance of an offer of enrolment is formalised by completing and submitting the Confirmation of Enrolment Form and returning it to the College with the non-refundable deposit fee. This amount will be deducted from the first school fees account raised.

Prospective parents should also note:

- Information regarding the school fees schedule can be found on the College website.
- If it is proven that a parent(s) or guardian(s) has knowingly withheld material information relevant to the application/enrolment process, then the principal reserves the right to refuse or terminate enrolment on that ground
- All information is collected in accordance with the College's Privacy Policy.

4. REFERENCES

CECWA Student Enrolment Policy
School Education Act (WA) 1999

5. REVIEW HISTORY

Year:	Reviewed By:	Amendments / Review
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2020		

6. NEXT REVIEW

Year:	Responsible:
2021	