



St Ursula's College
Yeppoon

Conditions for Student Enrolment

Reviewed April 2017

POLICY STATEMENT:

Within the limits of financial, physical and human resources, enrolment at St Ursula's College is open to girls who are Catholic OR girls of other faith traditions who make a sincere commitment to the Catholic Ethos and Religious Education program as well as the *Values* and *Code of Behaviour* of the College. The opportunity for enrolment includes students with special needs but, for some students, the severity and complexity of their disabilities or needs may mean that the College cannot offer enrolment.

PURPOSE:

This policy provides guidance to parents seeking to enrol their daughter/s at St Ursula's College and to the Principal, who with the assistance of the Leadership Team and other appropriate personnel, has the task of determining which applicants are offered enrolment at St Ursula's College.

Enrolment at a Catholic school is a means by which a Catholic community reaches out to families, some of whom may have had little if any prior contact with the Church. Enrolment is an opportunity for a *New Evangelisation* of these families and for deepening of their faith of families who have had previous involvement in or with the Catholic Church. The time of enrolment is an opportunity for discernment of the circumstances and spiritual development of the student being enrolled.

VALUES:

Faith

Respect

Hospitality

KEY PRINCIPLES:

1. In determining offers of enrolment, the Principal will ensure that the best interests of the student and all students at St Ursula's College community are considered.
2. Students can be accepted into classes or the Boarding College only if vacancies exist. The determination of acceptable class sizes shall be at the sole discretion of the Principal.
3. St Ursula's College will consider accepting **visiting overseas students on exchange programs** who meet the following requirements. The student(s) needs/need to demonstrate a willingness to:
 - commit to behaviour consistent with the Values and Ethos of the College;
 - be involved in the activities of the College and wider community;
 - share and gain cultural understanding;
 - meet the cost of consumables, excursions and co-curricular activities.

In special circumstances, **when considering the enrolment of a visiting overseas student**, the College may give consideration to negotiating alternative arrangements, in relation to the last point above.

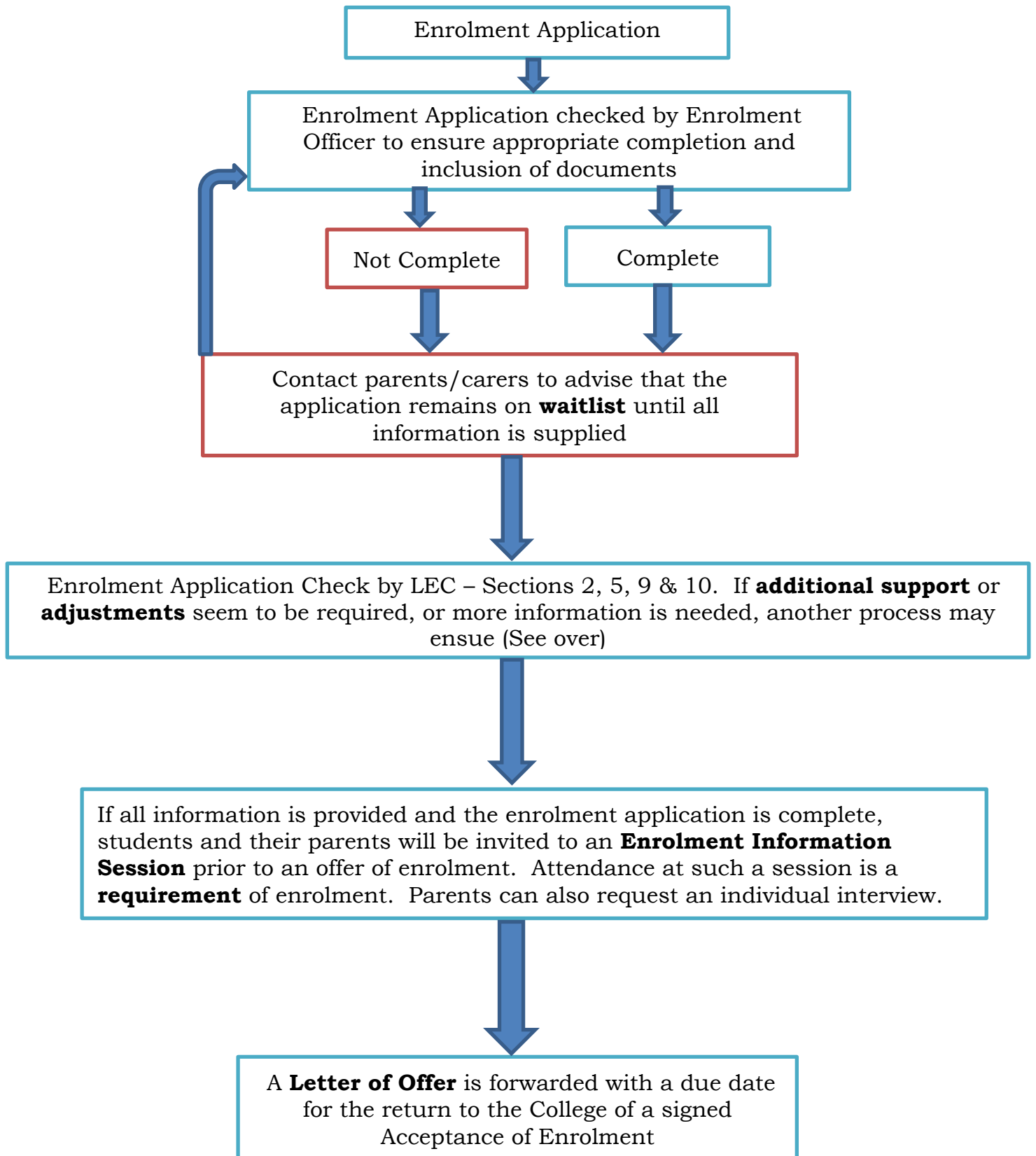
Responsibilities for Parents/Carers:

1. Enrolling parents and prospective students need to complete and comply with the enrolment procedures and systems at St Ursula's College.
2. To complete the enrolment application, parents/carers will be required to sign documentation indicating their support for the College Ethos, policies and procedures, as well as their agreement to meeting financial commitments incurred in the education of their daughter/s.
3. Parents/Carers and students accept that continued enrolment is dependent upon acceptance of and adherence to current enrolment conditions including respect for the Catholic Ethos and adherence to the College Values and *Code of Behaviour*, Uniform and attendance requirements. (See **Annexures A-Attendance; B-Positive Behaviours; C-Uniform Code; D-Use of Illegal and Unsanctioned Substances by students; E-Weapons and F-Bullying**)

Responsibilities of the College:

1. The Ethos of the College, the obligations of parents and the responsibilities of students will be explained at the time of enrolment.
2. The Principal, in consultation with relevant College personnel, will consider factors such as the developmental readiness of the student and the degree to which St Ursula's can reasonably provide for the needs of the student in the areas of faith and spirituality, learning, curriculum, physical surroundings and facilities (Boarding and Day), emotional and social support and behaviour management.
3. After the enrolment process is completed, students will be formally welcomed and inducted into the College.

ENROLMENT APPLICATION PROCEDURES



Note: this process applies to students starting at the commencement of an academic year.

ENROLMENT APPLICATION PROCEDURES

FOR STUDENTS IDENTIFIED AS REQUIRING SIGNIFICANT EDUCATIONAL ADJUSTMENTS

