

ENROLMENT PROCEDURE

Please return this application to the school office at your earliest convenience, in person, via email (admin@stjohns.wa.edu.au) or post to 21 Lalor St Scarborough WA 6019, marked **Enrolment Application**.

This Enrolment Application does NOT mean automatic acceptance.

Following receipt of completed application forms, an appointment will be arranged for you to meet with the Principal; should suitable class vacancies exist.

INTERVIEW PROCESS

All new students to the school and their parents meet with the Principal.

This meeting is the final stage in the enrolment process and items discussed may include:

- The school's nature as a faith community
- Sacramental programmes and parish connection
- Fee structure
- Uniform requirements
- An opportunity to update information on Enrolment Application form
- An overview of the school's curriculum
- An outline of the school's expectation of parents
- An outline of the parent's expectations of the school
- Broad discussion about the interests/abilities of the child, medical conditions etc
- Information regarding orientation, letter of offer of position, waiting lists etc
- The Outside School Hours Care programme

The meeting will be followed by a Letter of Acceptance for the position/s and enrolment in the school will be processed on receipt of all requested documents or a letter explaining that no position can currently be offered and your child will be kept on our waiting list for that year group.

The final decision for any enrolment/placement is at the discretion of the Principal.

Please note there is a \$250 acceptance fee that will hold your child's position. This will be deducted from your first fee account.

ENROLMENT PRIORITY

St John's Primary School exists for the primary purpose of providing Catholic children from the Immaculate Heart of Mary Parish with a Catholic education thus enrolment priority is given to:

- Siblings of existing Catholic families within the school
- Catholic students from within the Parish with a Parish Priest Reference
- Catholic students from outside the Parish with a Parish Priest Reference
- Siblings of existing Non-Catholic families within the school
- Non-Catholic students from other Christian denominations
- Other Non-Catholic students
- Aboriginal and Torres Strait Islanders will be given enrolment preference wherever possible and practical.

This Enrolment Application is consistent with the Enrolment Policy as stated by Catholic Education.

St John's Primary School is conscious of each person's right to privacy for personal information. Information relating to the Schools Privacy and Information Collection notice can be found on the school's website under Student Enrolment.