



St Anne's College is a Catholic community welcoming all, inspired by a loving God, committed to faith, wisdom and learning.

Central to the mission of St. Anne's College is an unequivocal commitment to fostering the dignity, self esteem and integrity of children and young people and providing them with a safe, supportive and enriching environment to develop spiritually, physically, intellectually, emotionally and socially.

ENROLMENT POLICY

St Anne's College promotes the safety, wellbeing and inclusion of all students

Rationale

St. Anne's College is an education community based on the Gospel values of love, forgiveness and understanding. All members are encouraged and supported through belonging to a caring Christian community within the Catholic tradition. Therefore, the enrolment process should enable fair and equitable access to Catholic Education.

St Anne's College recognises and respects the individuality of each person and that enrolment of any student, regardless of background or circumstances who wishes to be educated at St Anne's College should be considered.

Any State or Federal laws, CECV, or Diocesan Guidelines and policies in relation to school enrolment will be complied with.

As part of its minimum standards for school registration, the Victorian Registration and Qualifications Authority (the VRQA) requires all schools to have a clearly defined enrolment policy.

This enrolment policy aligns with the Sandhurst Catholic Education Council (S.C.E.C.) policy and guidelines (Nov 2013), and the Catholic Education Shepparton/Mooroopna Guidelines.

VALUING DIVERSITY AND INCLUSION

St Anne's College values and celebrates diversity, and we do not tolerate discriminatory practices. To achieve this we:

- promote the cultural safety, participation and empowerment of Aboriginal students and their families
- promote the cultural safety, participation and empowerment from culturally and/or linguistically diverse backgrounds (CALD) and their families
- promote the personal safety, participation and empowerment of students with a disability and make them feel welcome and part of all aspects of school life

Basic Beliefs

St Anne's College:

- Strives to be authentically Catholic and faithful to the mission of the Church.
- Is open to all who are willing to commit to support the philosophy, values and aims of Catholic schooling.
- Has a particular responsibility to provide access to children baptised in the Catholic faith.
- Has a particular responsibility to welcome, accept and support those in most need.
- Seeks to include rather than exclude.
- Will strive to ensure that the enrolment process is a welcoming reflection of the teachings and values of the Catholic Church.
- Seeks to actively engage families and carers as partners in their child's education process and the life of the college in an atmosphere of co-responsibility and co-accountability.
- Respects the traditions of other faiths.

Aims

St. Anne's College:

- Acknowledges the responsibility to provide a Catholic Education in faith for its students.
- Seeks to provide a place for non-Catholic families wishing to obtain a Christian education.
- Will foster the growth of both students and parents in the values of the Gospel.
- Encourages the active participation, both financial and personal, of parents in the college community.
- Seeks to provide equal access to educational opportunities for all students.

Guidelines for Implementation

The parents of all children enrolling at St. Anne's College will be required to give an undertaking that they will respect the vision, mission and aims of the college.

Catholic students have the right to a place in the college and receive priority to enrolment decisions.

Non-Catholic students will be considered for enrolment provided it does not result in the exclusion of a Catholic student. Once enrolled, the students become full participants in the college community with the same rights and responsibilities as all other members.

Students' names will be kept on a waiting list and accepted in the following order:

- A Catholic Student;
- Siblings of non-Catholic students already enrolled at St. Anne's College;
- Non-Catholic students who attend St. Anne's kindergarten;
- Non-Catholic students transferring from other Catholic schools;
- Students from non-Catholic families who support the Catholic ethos of St. Anne's College.

Enrolment of students at St Anne's College will be in accordance with the Disability Discrimination Act (1992) and Disability Standards for Education (2005).

The planning of class sizes and structures should be flexible enough to allow for further enrolments during the ensuing year.

When enrolling students whose previous school was interstate, schools must use the protocols of the Interstate Student Data Transfer Note, as it is a mandatory requirement of the Australian Government.

Full fee paying overseas students may only be enrolled in St Anne's College after the needs of 'local' students who are eligible for enrolment have been met.

Contributing to St Anne's College

Parents are required to make a commitment to paying fees in so far as their financial situation permits.

No child will be excluded from enrolment or ongoing education through financial hardship. A family's capacity to pay all or part of the school's fees will not be a criterion for enrolment.

Parents are given the opportunity to make arrangements with the Principal or the business manager for a reduction in the amount payable.

It is expected that all parents would make some commitment of time and/or resources to the college.

The enrolment application form will incorporate a written undertaking of parents to payment of fees and college involvement.

Implementation consideration pertaining to the Shepparton / Mooroopna Catholic Schools:

Primary Education

Catholic Primary Schools in Shepparton are zoned:

- Primary aged students who live south of High St / Benalla Rd are zoned to St. Mel's Parish;
- Students who move north of High St / Benalla Rd, after commencing school at St. Anne's College can remain at St. Anne's College if they wish to;
- Students who live south of High St / Benalla Rd and wish to attend another Catholic primary school, must prove exceptional circumstances exist.

Families seeking exemption from enrolling within their parish or intra parish zone school need to prove exceptional circumstances.

The process for this is as follows:

- Family to arrange a meeting with the Principal of the school from which they are seeking an exemption.
- Family to present their exceptional circumstances to the Principal.
- Principals of both schools discuss case.
- Principal of the school from which they are seeking an exemption provides the family with the outcome.
- Appeals against the decision can be made to the Sandhurst Catholic Education Council (SCEC) Appeal Panel.

Secondary Education

Secondary school children in Shepparton will have the choice of choosing either Notre Dame College or St Anne's College.

Considerations for secondary enrolment:

- Students baptised in the Catholic faith who have completed primary education in a Catholic parish primary school and who live in our designated zone.
- Students baptised in the Catholic faith that have completed primary education at a school other than a Catholic school.
- Siblings of other students already enrolled who are not baptised in the Catholic faith.
- Students of other Christian Churches and other faith traditions who have completed primary education in a Catholic parish primary school who, with their parents, respect and agree to support the Catholic mission of the school including the Religious Education it offers for their children.
- Students of other Christian Churches and faith traditions who have completed primary education in a Christian primary school or another faith based school and who, with their parents, respect and agree to support the Catholic mission of the school including the Religious Education it offers for their children.
- Families who have been committed to Catholic education for the entire Primary school education of their child may be given priority over families who have chosen Catholic education for the last year or second last year of Primary school for a student.
- Students of other Christian Churches and faith traditions who, with their parents, respect and agree to support the Catholic mission of St Anne's College including the Religious Education it offers for their children.
- Other considerations may include a family association with St Anne's and being the sibling or child of a past pupil.

These considerations should not preclude other relevant factors being taken into consideration when determining which students will be offered enrolment. Local pastoral discretion is an important element in the decision-making process and will be taken into account by St Anne's College enrolment process.

Local pastoral discretion is an important element of decision making with regard to enrolment. Therefore, while bearing in mind the Enrolment Guidelines, St Anne's College will exercise some flexibility where pastoral discretion is deemed necessary. Examples include:

- Family breakdown
- Family mobility
- Parent(s) or guardian(s) not in a position to fully support the education of their child
- Students in 'out of home care'
- Students experiencing serious educational disadvantage
- Aboriginal or Torres Strait Islander background students
- Students of a refugee status
- Late applications as a result of special circumstances such as relocation

Resources

1. Guidelines for Enrolment – SCEC Victoria.
2. Guidelines for Enrolment – CESM
3. VRQA minimum standards for enrolment.