

ST CATHERINE OF SIENA ENROLMENT APPLICATION PROCEDURES

PLEASE NOTE: Children are eligible for enrolment into Prep if they will turn five before April 30 of their Prep year.

1. Enrolment forms are available from St. Catherine of Siena School Office at the commencement of Term 2. Your name, address and telephone number need to be registered at the school when taking an application form.
2. Included with our Enrolment Pack is our Enrolment Policy - you are invited to read it carefully.
3. If you are interested in finding out more about our school - there will be an Information Evening and school tours in May.
4. Children need to be immunised prior to starting school. Children are required to have completed their infant course of vaccines and the 4/5 year old school entry vaccination.
5. Completed Enrolment Application Forms and a \$50 Enrolment fee (for new families only - this fee will be taken off School Fees of successful applicants) must be returned to the School Office with copies of Birth, Baptism and Immunisation Certificates. (Immunisation Certificates are required for all children, regardless of year level). Applications will not be processed until all Certificates are provided.
6. Interviews - When your application is returned, an interview time will be arranged with the Principal and the Parish Priest, which will be held at St Catherine of Siena School.
7. After all enrolment applications have been processed, approximately mid August you will be contacted by mail.
8. When offered a place, you are requested to confirm your acceptance by the date stated in your letter.

Once enrolment procedures are completed you will be invited to an Information Night in November. Your Prep child/ren will be invited to attend three Orientation sessions towards the end of the year . Your Prep child/ren will attend school for a couple of hours on these days.

Children who are being enrolled for Years 1-6 will attend an Orientation session in December prior to the end of the school year.

On the Information Night you will have the opportunity to meet your child's teacher. School policies, programs and information on transition from Kindergarten to Primary School will also be presented.

ST CATHERINE OF SIENA SCHOOL – A CATHOLIC SCHOOL

In choosing to enrol your child at St Catherine of Siena you are making a statement about the type of education you desire for your child.

St Catherine of Siena is a Catholic Parish Primary School which is based on a particular Catholic ethos. The school undertakes the Church's mission to give witness to Jesus Christ.

As you enrol your child in this school, you are invited to be part of that mission to proclaim Jesus Christ. We ask you to work with the school in your child's faith education. We also ask you to reflect on your own faith commitment and to find ways of supporting your child in his or her growth in faith through your home life.

INVOLVEMENT WITH ST CATHERINE OF SIENA COMMUNITY

There are many opportunities for parents to be involved in the school and with other parents in the school community. Some ways of support include membership of the School Advisory Board or the various committees – Canteen and Parents & Friends Association.

Everyone's support is essential to the running of St Catherine of Siena School. It is through the efforts of parents that the school continues to grow as a community, and to expand the facilities it is able to offer. Please consider this aspect of the school's life to be a priority for you. Your child will reap the benefits of your support.

FINANCIAL COMMITMENT

Catholic Primary schools are funded by Grants from State and Commonwealth on the basis of size, socio-economic rating and the understanding that the school community contributes to the running costs of the school. School fees are therefore necessary.

School fees, currently for 2011 are \$1,000.00 per family per year. We also have a Curriculum Fee to meet the day-to-day cost of children's requisites for the year (currently for 2011, \$165.00 per child). Children will also be attending incursions and excursions throughout the year and the Levy amount for these activities in 2011 is \$55.00 per child.

It is an expectation that school costs are met and that families contribute to the Parish Thanksgiving Campaign. The latter fund is used to meet the Capital debt on the school building.

In the event that financial difficulties arise for you, you are advised to contact the Principal to discuss your situation. Please give the above some consideration as these may be issues discussed at your interview. If you wish to raise any of the above matters at your interview, please do not hesitate to do so.