



ST CATHERINE OF SIENA PRIMARY SCHOOL 2020 / 2021 ENROLMENT APPLICATION PROCEDURES

**PLEASE NOTE: Children who turn five before
April 30, 2021 are eligible for enrolment.**

1. Enrolment forms are available from St Catherine of Siena School Office early in 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 Night on Wednesday, 22nd April at 7:00pm. School tours will be held on Thursday, 23rd April at 9.15am, 9:45am & 10.15am - Please call the school on 9743-2166 to book a place.
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 Form/s and a \$50 enrolment fee (for new families only) must be returned to the school office by Friday, 29th May, 2020.** This enrolment fee is an administration fee and is therefore non refundable. The enrolment fee will be deducted from 2021 school fees for successful enrolments. Copies of Birth, Baptism and Immunisation Certificates (Immunisation Certificates are required for all children, regardless of year level) must accompany each application. **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.

**ST CATHERINE OF SIENA PRIMARY SCHOOL
101 BULMANS ROAD, MELTON WEST**

Interviews (15 minute duration) will be held on:

Wednesday 10th June - 10:30am - 3:00pm

Tuesday, 16th June - 11:00am - 4:00pm

Wednesday, 17th June - 2:00pm - 5:45pm

Thursday, 18th June - 10:30am - 2:45pm

- **Please bring your child to the interview also.
[Prep Enrolments Only]**

7. After all enrolment applications have been processed, approximately early 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.

Successful Prep applicants will be invited to attend a series of three Orientation sessions. These will be held on Tuesday, 10th November, Tuesday, 17th November and Tuesday, 24th November. Your Prep child/ren will attend school for a couple of hours on these days.

Parent information sessions will also be held during these Orientation sessions, where school policies, programs and information on transition from Kindergarten to Primary School will be presented.

Children who are being enrolled for Years 1 - 6 will attend an Orientation session on, Tuesday, 15th December, 2020.

ST CATHERINE OF SIENA SCHOOL – A CATHOLIC SCHOOL

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

St Catherine of Siena Primary School 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 various committees, such as the 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 2020 are \$1,350.00 . We also have a Curriculum Fee to meet the day-to-day cost of children's requisites for the year (currently for 2020, \$350.00 per child). Children will also be attending incursions and excursions throughout the year. Costs for incursions/excursions is incorporated in the Curriculum Fee.

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.