



## ENROLMENT POLICY

Foremost a Catholic School. Those who are part of our Learning Community center our activities on Christ the teacher, and aim to grow in knowledge and love of God.

### ENROLMENT CRITERIA

1. Parents who are willing to support the religious principles and practice of the Catholic Faith are eligible to apply for the enrolment of their children at Holy Trinity School.

2. All applications and supporting documents for enrolment will be treated together and equally at the closing date of applications.

3. When applications exceed the number of available spaces, priority of opportunity for enrolment will be given according to the following.

- a) Children Baptised Catholic living in the Parish of West Wagga Wagga
- b) Children Baptised Catholic living outside the Parish of West Wagga Wagga
- c) Siblings of students already enrolled at Holy Trinity
- d) Other children living in the Parish of West Wagga Wagga
- e) Other children living outside the Parish of West Wagga Wagga

### ENROLMENT READINESS

All things being equal, children who display greater readiness, will be given a higher priority for enrolment. This readiness is generally determined by age. This is of particular concern in regards to the enrolment of Kindergarten students.

### KINDERGARTEN ENROLMENT

1. End of Term 1: Applications for Enrolment are called for
2. Late Term 2 & Early Term 3: Kinder Interviews
3. End of Term 3: Kinder applications process finalised and letters sent to each family
4. Mid Term 4: New Kinder 3 day transition program
5. Term 1 of the Enrolling year:  
Day 1: 9:00am, Morning Tea for Kinder parents in the Parish Hall  
Kinder students generally start at least one week after the rest of the school students due to Best Start testing.

### GENERAL

1. Parents will be notified in writing, by the Principal, indicating the result of their application.
2. On the basis of the existing needs of a cohort, the Principal in consultation with the Parish Priest reserves the right to refuse an enrolment and keep class cohort numbers below the maximum set out by the School Council/School Board.
2. An Orientation Process occurs in late Term 3 and Term 4 of the year preceding Kinder enrolment.



# Holy Trinity Primary School

'Faith, Learning, Together!'

3. Subject to Enrolment Criteria, children with special needs are welcome to apply for enrolment to Holy Trinity. An ascertainment process must be undertaken before an enrolment place can be offered.
4. Applications must be accompanied by a Birth Certificate, Baptismal Certificate and Immunisation Certificate.
5. Enrolment at other Catholic schools is no guarantee of admission.
6. The full payment of fees is an expectation of all families. However, with the agreement of the school principal and parish priest, inability to pay school fees either fully or in part, shall not be an obstacle for admission.

Enrolment procedures follow the CEDWW Guidelines for enrolling students. These guidelines can be found on the CEDWW website.