Enrolment Policy

Rationale

St Francis de Sales College, as a Catholic regional college, will endeavour to accommodate children of families in the wider Hills Region who are genuinely seeking a Catholic, Christian education and are supportive of the College aims and philosophy.

The College recognises the parent as the prime educator of the child. In accepting an enrolment the College is offering to form a partnership with the parents in this process.

Every support and assistance will be given to families who would find the commitment to pay fees difficult.

Purpose

At St Francis de Sales College this policy will:

- ensure fair and equitable access to all families/students seeking enrolment at the College
- state the criteria on which an offer of enrolment is given to a prospective family/student
- state the conditions of the enrolment.

Guidelines

St Francis de Sales College will give priority to:

- children of Catholic families supportive of the College aims and philosophy and with a child already enrolled at the College
- children of families actively associated with the Catholic church, particularly families of Mount Barker, Strathalbyn, Murray Bridge and Adelaide Hills' Parishes
- children of families supportive of the College aims and philosophy and with a child already at the College
- children at Years 1–12 who have the support of their Parish Priest and their Principal if vacancies exist
- families of other faiths who identify with the College aims and philosophy if vacancies exist.

Consideration will be given to:

- the length of time that the application has been lodged
- ensuring the co-educational nature of the College is maintained.

*It should be noted that there may be occasions when the College is unable to accept all students who have submitted an enrolment application. In some instances siblings cannot be guaranteed a position, particularly when an application is late or prior commitments have been made to other applicants.

Procedures

Applications for enrolment should be made on the appropriate form and returned as soon as possible.

- a non-refundable application fee of $80.00 per individual/$150.00 per family (GST included) must accompany the application. The family fee applies only when more than one child from the same family is applying at the same time. On receipt of an application an official acknowledgement will be forwarded
- approximately 18 months prior to the student commencing at St Francis de Sales College,
• academic reports (Years 1–11) and a Parish Priest's and Principal's reference confirming the family's commitment to the College aims and philosophy will be requested
• an interview with the Principal or Principal's delegate is necessary before a position is offered
• an offer of enrolment for each student will be forwarded to the family and will include a prepared
• Offer of Acceptance to be signed by the parents
• a non-refundable fee of $300 per student will be payable upon acceptance of this offer. This will be deducted from the first term of attendance fees

Conditions

In accepting an enrolment at St Francis de Sales College the following conditions apply:

• the student will be educated in the Catholic faith within a Christian educational environment and will be expected to be involved in Religious Education and Retreat Programs
• parents/caregivers and students will support the uniform policy
• parents/caregivers will support College staff and cooperate regarding College activities
• the College reserves the right to suspend or expel a student for serious and/or repeated breaches of College rules, regulations, and/or policies, including conduct which brings into disrepute the good name and reputation of the College
• parents/caregivers will be responsible for the payment of tuition fees and other costs and charges associated with the education of the student
• a payment plan must be established prior to commencement at the College.