

# ENROLMENT POLICY

## 1. REFLECTION MATERIAL

- 1.1. Mount Saint Bernard College's Mission Statement
- 1.2. Cairns Diocese – Defining Features of Catholic Education
- 1.3. Mount Saint Bernard College's Boarding Policy
- 1.4. Cairns Diocese – Guidelines – Special Education
- 1.5. Strategic Priorities For Catholic Schooling Diocese of Cairns 2005-2009

## 2. VALUES

- 2.1 Education “Nothing is more conducive to the good of society than the education of women”  
(Catherine McAuley)
- 2.2 Community “We are to use our different gifts in accordance with the grace that God has given us”  
(Romans 12:6)
- 2.3 Inclusiveness “(A school's) emphasis is catholic when the school is truly a place of welcome and inclusion and educates its students that ‘neighbour’ has no limits”  
(Groom, T., Educating for Life 1996, p.123)
- 2.4 “Be welcoming to all who seek to share their life”  
(Defining Features of a Catholic School, 2005)

## 3. PREAMBLE

Mount Saint Bernard College is a Catholic secondary school for girls and boys. It enrolls students whose parents/guardians seek a Catholic education for their children. The college strives to provide quality education for students from varying cultural and socio-economic backgrounds in the context of a community where faith and life are integrated. We acknowledge the reality of our complex situation in which many parents/guardians seeking a Catholic education for their children at our school, and their children, will not themselves be Catholic and our school is also for such people. Nevertheless, a certain critical mass of Catholics, and failing that, other Christian faiths across the college is absolutely essential for the provision in the school of a fully integrated Catholic education including development in faith and spirituality, for such people as well. Hence the policy as below.

## 4. POLICY

- 4.1. Primary Criteria for Enrolment:  
Parents/Guardians seeking to enrol a student at Mount Saint Bernard College must give a commitment to supporting the mission, values, policies, religious traditions and practices of the College. Priority will be given to those families who have demonstrated a commitment to their own faith traditions evidenced by their involvement in Catholic schools, faith community or church ministry.
- 4.2 Each application which meets the primary criteria will be considered by the Principal on its merits having regard to the priority order and factors detailed below. The final decision of an offer rests with the Principal.
- 4.3. In the determination of enrolments, preference will generally be given in the following priority order:  
Catholic Students

Students who are siblings of present or past students, children/grandchildren of past students or who have strong family ties to Mt Saint Bernard College or the Sisters of Mercy

Students who belong to other faith traditions

In order to support the College's commitment to diversity and inclusiveness, some places may be determined using the factors (4.3-4.7) rather than the above priority order categories.

In determination of enrolments, particularly where applications exceed place, the following factors will be considered.

Degree of involvement in Catholic school, faith community or other Church ministry.

The student's past behaviour and commitment at school.

The College's ability to cater for the specific talents and needs of each person.

Special consideration will be given to the enrolment of students who are materially disadvantaged.

4.4 Date of receipt of application will be considered if all other priorities and factors prove equal.

4.5 Where applications are received for students with special educational needs, the application will, in the first instance, be considered according to the enrolment process outlined above. In addition, an enrolment assessment process involving the physical, human curriculum and financial resources of the College and the needs of the student will be undertaken.

Non-disclosure of known special needs may have significant implications for the ongoing support of a student seeking enrolment and may result in the cancellation of the enrolment process.

4.6 As boarding is conducted on-site an offer of a boarding position will only occur after discussion between the Principal and the Director of Boarding.

4.7 An enrolment interview involving the student and his/her parent/guardian and the Principal or delegate must occur before a place at the College can be offered.