



ENROLMENT POLICY

RATIONALE

Liwara Catholic School seeks to further the mission of the Church. As required by the Mandate of the Bishops to the Catholic Education Commission of W.A. Liwara Catholic School will endeavour to make Catholic education available to all Catholic children, insofar as this is possible.

PRINCIPLES

1. Liwara Catholic School recognises the uniqueness of each child.
2. Liwara Catholic School will have a preferential option for the poor and marginalised.
3. Liwara Catholic School will fulfil its mission in partnership with parents who are the first educators of their children.
4. Liwara Catholic School has a responsibility to fulfil the requirements of relevant Federal, State and Local Government laws and regulations.
5. Liwara Catholic School shall accept all expressions of interest for enrolment.
6. The acceptance of an Expression of Interest does not guarantee an enrolment interview or offer of enrolment.
7. Enrolment at Liwara Catholic School shall only be offered where the school has age-appropriate accommodation and the requisite resources to respond to any specific needs of the student at the discretion of the Principal.
8. Enrolment at Liwara Catholic School does not guarantee enrolment in any other Catholic School.
9. Liwara Catholic School enrolment priority is as follows:
 - i. Catholic students from the Parish with a Parish Priest reference.
 - ii. Siblings of Catholic students
 - iii. Catholic students from outside the Parish with a Parish Priest reference.
 - iv. Siblings of non-Catholic students
 - v. Non-Catholic students from other Christian denominations.
 - vi. Other non-Catholic students

PROCEDURE

- All applicants are asked to complete an Expression of Interest Form. There is a non-refundable administration fee to lodge this form. These forms are filed in date of receipt order according to the year of birth.
- As positions become available applicants are asked to complete an Enrolment Form prior to an interview with the Principal. Completion of this form does not guarantee a position. Applicants will be asked to have their Parish Priest supply a reference. Positions are offered after an interview according to the criteria outlined earlier in this document.

- Applicants are required to confirm their acceptance of the offer of a position by payment of a non-refundable enrolment fee. Copies of birth, Baptism, immunisation records and (if applicable) school records, custody and visa details must be produced at the interview prior to enrolment. Prospective students and both parents are required to attend the enrolment interview.
- Enrolment for 3-Year Old Kindergarten and Kindergarten usually but not always means automatic ongoing enrolment for PP-Year 6. Precedence for enrolment into PP must be given according to enrolment priority.
- Withdrawals require one terms written notice. The School Board reserves the right to charge a terms fee in lieu of notice.