Rationale:
The first priority of the Catholic School is the provision of a Catholic education for Catholic children. Catholic Schools contribute to the Church's mission to proclaim the Good News of Jesus Christ.

Our Schools are an integral part of the Catholic Parish of Epping/ Epping North and we see all our endeavours as stemming from, and contributing to, the life of the Parish.

Clear guidelines and procedures are in place to effectively assist those who wish to make application for enrolment to our Parish Schools.

Principles:
Catholic Schools have been established primarily for Catholic children; Catholic Schools should strive to be open and welcoming to all Catholic students, regardless of their background and needs, and do everything possible to accommodate a student's individual needs.

Partnership between parents and school:
We believe that parents are the first and the most influential educators of their children, and that effective partnership between School and home is essential for all aspects of education. This partnership requires a shared responsibility between the family and the teachers, including in the education in faith.

Definitions:

Catholic child
For the purpose of enrolment in a Catholic school, a child is considered to be Catholic if they are a member of the Catholic Church, usually established by a Certificate of Catholic Baptism or if the parents are baptised Catholics intending to have their child baptised. Children of parents committed to the RCIA program will also be eligible for enrolment.

Catholic school
A Catholic School is one, which operates with the consent of the diocesan Bishop and is one where formation and education are based on the principles of Catholic doctrine, and the teachers are outstanding in true doctrine and uprightness of life. The Catholic Primary Schools in this Parish are: St Peter's Catholic Parish Primary School, St Mary of the Cross MacKillop Catholic Parish Primary School. A new Parish Primary School is planned to be opened in January 2019.

Parish
For the purpose of enrolment, the ‘Parish’ comprises the defined geographical boundaries and the broader inclusion wherein families celebrate Eucharist regularly within the Parish even though they reside beyond the geographical boundaries. This Parish is known as the Catholic Parish of Epping/Epping North.

For the purpose of enrolment, families are ‘zoned’ to a particular School by the location of their place of residence:
St Peters, Epping - Enrolments are open to Catholic children of Parishioners living south of O’Herns Road and following the transmission line eastwards to the proposed E6 Collector Road, and north of Childs Road,

St Mary of the Cross McKillop, Epping North - Enrolments are open to Catholic children of Parishioners living north of O’Hearns Rd on the west side of Epping Rd and north of the power lines on the east side of Epping Rd, and south of Donnybrook Rd.

Procedure:

❖ Application for enrolment is to be made to the School to which the family is zoned according to place of residence.

❖ The minimum age for all admission is 4.75 years prior to the beginning of the calendar year in which admission is sought; i.e. 5 years by the 30th April. All children aged 6 or more must attend school.

❖ Children with special needs will be considered for enrolment within the guidelines of the CEOM Enrolment Policy.

❖ Enrolments in our Parish Schools are open in March of the preceding School entry year.

❖ First round applications are received up to May 1st.

❖ All applications received after May 1st will be processed in the second round.

The following criteria will be applied when prioritising enrolment:

1. *Siblings of children already enrolled at the particular Catholic Parish Primary School.
2. *Children of baptised Catholics who live in the Catholic Parish of Epping/Epping North, according to enrolment zone.
3. *Children of baptised Catholics who are Parishioners who do not live within Parish boundaries.
4. *Children of families within the Parish boundaries who are active participants in their Orthodox Churches.
5. Children of Christian families within the Parish boundaries who are active in their faith.
6. Children who are already being supported in the Catholic Education system for a significant period of time.
7. Children of Catholic parents who are not living in the Parish may be considered for pastoral reasons.
8. Children of families who reside in local area and are active participants in their Orthodox Churches may be considered for pastoral reasons.
Please note:

* In order to establish the Catholic Identity of a new school, the first 4 criteria only will be considered for a new School in our Parish during the first 4 years of establishment.

The school’s enrolment policy is consistent with CEOM Enrolment Policy 2.4 recommendations.

School Administration Procedures:

1. Enrolments open March.
2. Each enrolment form will be dated upon lodgement.
3. First round applications are received up to 1st May.
4. The Principals will meet to cross check enrolment lists first week of May.
5. Meetings with families during May - offers sent out by May 31st.
6. Second round applications processed - June.
7. When the number of applications exceeds the number of available places at the School to which a family is zoned, the Principal enters into negotiation with the Principal/s of the other Parish School/s with a view to referring the application to that School.

Final decisions of all enrolments are at the discretion of the Parish Priest and Principal.