MacKillop Catholic College, Warnervale

‘To provide a quality K-12 Catholic education for all students of our community following Christ as our Light in the spirit of Mary MacKillop’

ENROLMENT POLICY

Introduction:
MacKillop Catholic College, Warnervale is a unique K-12 Catholic School community situated on the Upper Central Coast of NSW with the College campus integrated into the St. Mary MacKillop Parish. The College is part of the Broken Bay Diocese under the leadership of Bishop David Walker with governance from the Catholic Schools Office.

Parents and families seeking enrolment at the College for their sons and daughters from Kindergarten through to Year 12 will be required to complete an enrolment application form. The enrolment process complies with the Diocesan Guidelines with specific selection criteria designed by the College to reflect this College’s Mission and Vision.

The main entry points for enrolment are with both Kindergarten (commencement of Primary education) and with Year 7 (commencement of Secondary education). Kindergarten and Year 7 applications are accepted after the initial Information Evening held in early Term 2 of the previous year before starting at the College. (It should be noted enrolment applications are not received prior to this meeting) Both enrolment groups’ pathways follow a different preparation and orientation program for starting at the College. The Year 7 pathway involves a specific transition program, as students from local Catholic primary feeder schools are involved with this program.

Parents seeking enrolment into other grades at the College at various times during the year are most welcome to make enrolment applications, understanding that enrolment places are limited. Those families who may be relocating to the area whose children are already attending a Catholic School are given full consideration, although enrolment will be determined by the availability of a place in the relevant grade. Every effort will be made to accommodate these families.

THE SPIRIT UNDERPINNING ENROLMENT:
As a Catholic Systemic and Parish School, Catholic families have a rightful and privileged position when they seek enrolment for their children. This is not to say that children from other faith traditions are not eligible for enrolment, but suffice to say, the priority is first given to involved and known Catholic families.

All enrolment applications are accepted and by living out our College motto of ‘Christ Our Light’ in combination with the inspirational message of Mary MacKillop, ‘Never see a need without doing something about it’, a clear process of discernment is completed by the College’s Enrolment Committee when offering places at MacKillop Catholic College, Warnervale.

Parents are requested to complete a Statement of Faith document with their enrolment application. This document needs to be sighted and signed by a Parish Priest. The College understands that for some families this document will indicate little or no contact with Parish Life; please do not be alarmed as this statement simply indicates to us those families that are known and involved with their Parish. The Catholic Sacraments of Initiation are Baptism, Confirmation and Eucharist.
For some families who are seeking baptism for their child prior to completing their enrolment application, it should be well understood that Baptism is more than a ceremony, it is also a commitment to bringing your child up in faith.

Parents should also note the Diocesan practice that for families living and worshipping in Parishes other than at St. Mary of the Cross MacKillop, Warnervale, (except in special circumstances) K-6 children should be attending their local Catholic Parish Primary School.

In the case of families who are from other denominations or if their child is not baptized, empathy with the ideals of Catholic Education means that the family supports the Catholic liturgical life and religious education program of the College.

**SELECTION CRITERIA**

**Kindergarten:**

**Intake One** (each dot point cascades into the next point)
- Catholic students (baptized) from a family who are known and involved in Parish life. (This includes Catholic families with a sibling already enrolled at the College)
  - Please note: Catholic families without siblings enrolled at the College are treated equally
- Catholic students (baptized) from a family intending to introduce themselves and be involved in Parish life
- Students from Eastern Rites including Orthodox Churches who are known and involved with their Parish and/or the local Catholic Parish
  (This intake also includes those families outlined above who have siblings already enrolled at the College. Enrolment remains conditional on the availability of places, although the College remains very keen to offer all families with siblings a place)

**Intake Two**
- Students from other Christian denominations who are actively involved with their church, including those with siblings already enrolled at the College. Please supply a written reference from your local minister.
  (It should be noted by families in this group with siblings already enrolled at the College that enrolment cannot be guaranteed)

**Intake Three**
- Students not yet baptized from a Catholic background but have the intention of discussing and seeking baptism with the Parish Priest.

**Intake Four** (each dot point cascades into the next point)
- Students from other faith traditions that have an empathy for the ideals of Catholic Education
- Students not affiliated with a faith tradition, but have an empathy for the ideals of Catholic Education

**Year 7:**

**Intake One** (each dot point cascades into the next point)
- Catholic students who have received all the Sacraments of Initiation and are from a family who are known and involved in Parish life at one of the Parishes of Warnervale, Toukley and Lake Munmorah. (This includes Catholic families from this group with a sibling already enrolled at the College)
- Catholic students who have received all the Sacraments of Initiation and are from a family who are known and involved in Parish life at a Catholic Parish outside the local area who have relocated to one of the local Parishes
  - Please note: Catholic families in this group without siblings enrolled at the College are treated equally. Also, this group includes both students from Catholic Primary Feeder Schools and those from other school systems
- Catholic students (baptized) from a family intending to complete the Sacraments of Initiation, introduce themselves and be involved in Parish life at one of the local Catholic Parishes
- Students from Eastern Rites including Orthodox Churches who are known and involved with Parish life
(This intake also includes those families outlined above who have siblings already enrolled at the College. Enrolment remains conditional on the availability of places, although the College remains very keen to offer all families with siblings a place)

**Intake Two** (each dot point cascades into the next point)

- Students not yet baptized who are from a Catholic background and intend to complete the Sacraments of Initiation
- Students from other Christian and faith traditions currently enrolled in Catholic Primary Feeder Schools who have an empathy for the ideals of Catholic Education
- Students from other Christian denominations who are actively involved with their church, including those with siblings already enrolled at the College. Please supply a written reference from your local minister.
  (It should be noted by families in this group with siblings already enrolled at the College that enrolment cannot be guaranteed)

**Intake Three** (each dot point cascades into the next point)

- Students from other faith traditions that have an empathy for the ideals of Catholic Education
- Students not affiliated with a faith tradition, but have an empathy for the ideals of Catholic Education

**APPEAL PROCESS & WAITING LISTS**

At the stage when acceptances are sent out to parents for enrolment of their child(ren) final enrolment takes place when all requirements and conditions of enrolment have been completed eg acceptance fees and all paperwork. Families who have received notification of not gaining entry at the College do have the right of appeal to the College Principal. Appointments for follow up interviews or digital correspondence are suitable methods for dealing with appeals. Parents with children that meet the above enrolment criteria but have not been offered a place are most welcome to enter their child’s name on a waiting list. There is no order on the waiting list for when a place becomes available the criteria will be re-visited before an interview and an offer is made.