



Mackillop College

Policy: Enrolment

Introduction

Mackillop College is a Catholic coeducational regional college serving the parishes which established the College, namely the parishes of Werribee, Hoppers Crossing and Hoppers Crossing North. Enrolment is a formal agreement by the school to accept a student, and a corresponding agreement by the student and parents/guardians to respect the ethos of the school and abide by the rules.

Principles

Mackillop College accepts enrolments in accordance with the CEO Guidelines (Policy 2.4).

Objectives

- Parents/guardians wishing to enrol their sons/daughters at MacKillop in Year 7 apply by the due date set down by the Catholic Education Office. Information evenings and open days are held to inform parents/guardians about MacKillop College. Information may also be disseminated through the Catholic primary schools in the parishes. Parents/guardians may be asked to meet the Principal.
- Parents/guardians wishing to enrol their sons/daughters in other year levels contact the Registrar for an information package and the application form. The prospective student and parents/guardians will be invited to meet the Principal or Principal's representative.
- Staff may give information about MacKillop and the transition from Years 6 to 7 during visits to primary schools, at Information Evenings or during Open Days.
- The College Registrar will process all applications.

Mackillop College is committed to enrolling students in the following priority order:

1. Brothers and/or sisters of students currently enrolled at the College
2. Brothers and/or sisters of past students
3. Catholic students living within the following parish primary school catchment areas in the parishes of Hoppers Crossing and Werribee:
 - a. St. Andrew's School catchment area of the Werribee Parish
 - b. Corpus Christi School catchment area of the Werribee Parish
 - c. Our Lady Of the Southern Cross (Wyndham Vale) School catchment area of the Werribee Parish
 - d. St. Peter's School catchment area (south of Heaths Road) of the Hoppers Crossing Parish.
 - e. Bethany School catchment area of the Werribee Parish

First preference for admission in this criterion will be given to those Catholic students attending the Catholic Primary Schools serving the above catchment areas.

Second preference for admission in this criterion will be given to those Catholic students attending Department of Education, Employment and Workplace Relations (DEEWR) Primary Schools serving above catchment areas.

4. Non-Catholic students attending Catholic primary schools in the catchment areas - if places are available and in line with Archdiocesan Guidelines for the enrolment of non-Catholic students.

Implementation

Principal commitment

The Principal is responsible for ensuring that this policy is executed in accordance with CEOM Policy 2.4 (Archdiocese of Melbourne, Revised 2007).

Policy last reviewed
June 2010

Signature

Rory Kennedy
(Principal)

Date: _____