VALUES
This policy is formed by the gospel values of love, respect, hope and compassion and the command of Christ to let the children come and the Church’s understood option for the poor.

He then took a little child whom he set among them and embraced, and said to them, “Anyone who welcomes a little child such as this in my name, welcomes me, and anyone who welcomes me, welcomes not me but the one who sent me”.

(Mark: 36 – 37).

REFERENCE MATERIALS
- Our Lady Star of the Sea Ocean Grove Vision Statement
- Catholic Education Office, Melbourne, “Enrolment for Schools in the Archdiocese of Melbourne” CEOM Policy 2.4
- The Victorian Education and Training Reform Regulations 2007
- Equal Opportunity Act 1996 (Vic)
- Disability Discrimination Act 1992 (Cwlth)
- Privacy Amendment (Private Sector) Act 2000 (Cwlth)

POLICY STATEMENT
Enrolment at Our Lady Star of the Sea Catholic Primary School, Ocean Grove is subject to:
- availability of placement.
- the school’s capacity to meet the educational, physical and emotional needs of the child.
- the parents and or caregivers commitment to respect and support the nature and ethos of our Catholic parish school.

CONSEQUENCE OF POLICY
This policy is consistent with the CEOM Enrolment Policy 2.4, revised October 2007.

ENROLMENT PROCESS
- Enrolment be made using the application for enrolment form available from the school office and school website (Appendix 1)
- The Enrolment Application form should be returned by the due date. This, however, does not guarantee enrolment

ENROLMENT PRIORITIES
- The order of priority for successful application is as follows:
  - Siblings of children already enrolled in the school will be given a priority.
  - All children baptised into the Catholic community and living in the Ocean Grove area within the Parish (Catholic children)
  - Catholic children who do not reside in the parish but are recognised as parishioners by the Parish Priest
  - Catholic children from other parishes (for pastoral reasons) and in dialogue between the principal and or Parish Priests
  - Children from non-Catholic Eastern churches who reside in the parish
  - Children from non-Catholic Eastern churches who reside outside the parish
  - Other Christian children who reside in the parish
  - Other Christian children who reside outside the parish
  - Non-Christian children who reside in the parish
  - Non-Christian children who reside outside the parish.
PARENTAL RESPONSIBILITIES
Parents/care givers of children applying for enrolment are made aware of the nature and ethos of Our Lady Star of the Sea Catholic Primary School, Ocean Grove

Parents/care givers of children applying for enrolment acknowledge that that school is a Catholic School in which:

- Prayer and liturgy are vital aspects of religious life in the school
- The pastoral care and support programs for students, families and staff are based on the teachings of the Catholic School
- The teachings and values of the Catholic Church are paramount.

Parents and or caregivers will be expected to give a commitment to the active support of Our Lady Star of the Sea Catholic Primary School, Ocean Grove through the many opportunities available and include:

- Payment of the family school fee, student levy, additional levies and a donation to the building fund.
- Participation in Our Lady Star of the Sea Parents and Friends Association fundraising and social events.
- Participation in the grounds and buildings working group and working bees.
- Assisting with uniform shop and other working groups as established by the School Education Board.
- Assisting with class activities in consultation and direction from the class teacher.

Evaluation:
This policy will be reviewed as part of the school's annual review process by staff and School Education Board Members.

Presented to the School Education Board, December 1998
Next review 2018