



***Brigidine College, Indooroopilly***

***Enrolment Policy  
and  
Enrolment Guidelines***

<b><i>Approved by</i></b>	Brigidine College Board	<b><i>Board Meeting</i></b>	22 June 2015
<b><i>Formulated</i></b>	28 July 2008	<b><i>Adopted</i></b>	July 2008
<b><i>Supersedes Policy</i></b>	June 2013	<b><i>Reviewed</i></b>	June 2015
<b><i>Implementation Date</i></b>	22 June 2015	<b><i>Next Review Due</i></b>	2019

# ***Enrolment Policy***

## **Policy**

*Brigidine College, Indooroopilly gives priority in its enrolment processes to students from Catholic families. The College welcomes students from all cultures and backgrounds who wish to embrace its values. (Mission Statement Brigidine College Community)*

## **Rationale**

Brigidine College is a Kildare Ministries school in the Brigidine tradition. It is a Catholic College for girls Years 7 - 12 administered by the Brigidine College Board. Brigidine College's ethos and tradition reflect the vision of the Congregation's founder, Dr Daniel Delany. The motto, 'Fortiter et Suaviter' reflects the College's core values as expressed in the Mission Statement and the College community strives to model these qualities in its relationships.

Brigidine College enrolls students whose parents seek a Catholic education within the Brigidine tradition. The College exists to provide quality education for young women from varying socio-economic and cultural backgrounds.

## **Consequences**

1. Parents seeking to enrol a student at Brigidine College must provide a commitment to support the mission and values of the College.
2. All enrolments will be considered by the Principal in accordance with the Enrolment Policy and Criteria.
3. In accordance with the College's commitment to 'the education and empowerment of young women within the framework and challenge of Catholic philosophy', (Mission Statement, Brigidine College) all students are required to participate in the formal Religious Education curriculum and engage in the College's spiritual and religious life.
4. The College seeks to manage enrolments in order to provide optimal opportunity for learning for all students.



## ***Enrolment Guidelines***

### Primary Criteria for Enrolment:

1. Brigidine College, Indooroopilly, gives priority in its enrolment processes to students from Catholic families. The College welcomes students from all cultures and backgrounds who wish to embrace its values.
2. Each application which meets the *primary criteria* will be considered by the Principal on its merits having regard to the priority order and factors detailed below. The final decision of an offer of a place rests with the Principal.
3. In the determination of enrolments, preference will generally be given in the following priority order:
  - Catholic students
  - students who are sisters of present or past students;
  - students who are daughters or granddaughters of past students;
  - students who are daughters from families with strong ties to Brigidine College;
  - students who belong to other faith traditions.

In order to support the College's commitment to diversity and inclusiveness, some places may be determined using the factors below rather than the above priority order categories.

In the determination of enrolments, particularly where applications exceed places, the following factors will be considered:

- degree of involvement in Catholic school, faith community/parish or other Church ministry
  - the student's past conduct and commitment at school
  - recent school reports and further documentation to support the student's application
  - the College's ability to cater for the specific talents and needs of each person
  - special consideration may be provided to the enrolment of students identified as disadvantaged (economic, social)
4. Date of receipt of application will be considered if all other priorities and factors prove equal. Enrolment offers for Year 7 intake are confirmed by the end of Term 1 of the year the student is in Year 4. This is in accordance with an agreement amongst Catholic Girls Schools in Brisbane. This information is given to prospective parents who enquire about enrolment and is communicated regularly in the College newsletter.
  5. Where applications are received for students with special educational needs, the application will, in the first instance, be considered according to the enrolment process outlined above. In addition, an enrolment assessment process involving the physical, human, curriculum and financial resources of the College and the needs of the student will be undertaken.

The College can provide learning assistance to students with special needs who require further support if these can be provided.

In giving consideration to the enrolment of a student who has special needs, the Principal will:

- Discuss the student's needs with the student and her parents and advise the student and her parents of the services and facilities offered by the College and offer an inspection of those facilities
- Seek the parents' advice on the additional services or facilities that may be required
- (If possible) observe the student in her present school setting and ascertain from the student the level of assistance that she is currently receiving and the assistance that she will require in the future
- Consult with the student's special education teacher (if applicable)
- Obtain the parents' written consent to commission reports from any medical practitioners, therapists or other professional involved in treating or assisting the student (at the cost of the parents or caregiver).

Non-disclosure of known special needs may have implications for the ongoing support of a student seeking enrolment and may result in the cancellation of the enrolment process.

6. An enrolment interview involving the student and her parent/guardian and the Principal or their delegate may occur before the place can be taken by the student prior to a place being offered.
7. The College Principal has the right to offer Bursaries and or Academic Scholarships / Sponsorships to students from Catholic families experiencing socio-economic disadvantage.