



## Enrolment Scheme Policy

Holy Cross has been directed by the MOE to establish an enrolment scheme. The enrolment scheme complies with the Education Act of 1989 which makes provision for the Holy Cross School Board of Trustees to avoid overcrowding through careful management of its roll. The board is responsible for the provision of quality education for all children enrolled at Holy Cross School. In managing the school to avoid overcrowding, the board recognises the need to ensure that the total number of students does not impact diversely on the quality of education being provided.

The roll is in agreement with the Ministry of Education and the Proprietor. The number of places available for non-preference students is governed by the maximum number allowed under the school's integration agreement.

### Priority of Enrolment:

Applications for enrolment will be assessed in the following order of priority:

- Priority 1 Preference children living in the existing zone of Holy Cross (refer attached map and description).
- Priority 2 Preference applicants who are siblings of current students (but are not covered by Priority 1).
- Priority 3 Preference applicants who are siblings of former students (but are not covered by Priority 1).
- Priority 4 Preference applications for enrolment outside the existing parish of Holy Cross (but are not covered by Priority 1).

If there are more applicants than places available in any priority group, places will be allocated by ballot.

### Non-preference Students:

In this category, priority will be given to applications in the following order:

1. Non-preference applicants who are siblings of current students.
2. Non-preference applicants who are living in the existing parish of Holy Cross.
3. All other non-preference applications for enrolment outside the existing parish of Holy Cross.
4. The number of places available for non-preference students will be governed by the maximum number allowable under the school's Integration Agreement.
5. If the total number of applications is greater than the number of places available, unsuccessful applicants will have their names recorded on a waiting list, within their relevant priority category. Students on the waiting list may be offered places at a later date if places become available. The waiting list will remain current until the board next notifies the public that it is inviting applications for the next enrolment intake.

If there are more applicants than places available in any priority group, places will be allocated by ballot within the priority order.

**Pre-enrolment:**

All pre-enrolment close off dates will be publicised.

Applications for enrolment will be accepted for children on or after their third birthday.

Applicants will be advised of the outcome of their application during September of the preceding year of enrolment.

1. Applicants seeking priority status on the basis of living in the parish zone may be required to provide proof of residency in the specific area.
2. Applicants seeking priority status on the basis of sibling relationship may be required to provide proof of the relationship.

Number of places available for non-preference students will be given by the maximum number allowable under the integration agreement.

**Conclusion:**

Holy Cross Board of Trustees wishes to ensure that, where possible, children can attend a school that is reasonably convenient.

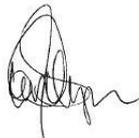
**Notes:**

The board will make provision for likely population movements in the general area served by the school that occur during the school year or after the end of the pre-enrolment period.

Applicants seeking priority status on the basis of living in a home zone may be required to provide proof of residence in the specified area.

Applicants seeking priority status on the basis of a sibling relationship, may be required to provide proof of residence in the specified area.

Chairperson



Principal



Reviewed August 2020

Next Review: August 2023