

OLHC Enrolment Policy



Our Lady Help of Christians School is a Catholic Primary School in the Archdiocese of Brisbane. The school was commenced by the Josephite sisters in 1937. It is a school within a system of Brisbane Catholic Education schools and benefits from the services and funding provided by BCE and by both levels of government.

Our enrolment process is guided by principles of justice and equity. Our school aims to serve all families who apply for enrolment in the spirit of St Mary of the Cross MacKillop, offering a Catholic education to all who request it. We are committed to being *a welcoming, inclusive educational community fostering excellence built on faith, and respect for self, others and the environment.*

Families enrol students via the online form on the school website.

All enrolment applications must be accompanied by:

- Documentary evidence of birth
- Documentary evidence of Baptism
- Copy of the latest School Report
- Copy of any court order verifying legal custody and/or access
- Payment of the Application Fee of \$100

Enrolment applications will not be processed until all documentary requirements have been completed. Failure to complete these requirements may delay or affect the acceptance of the application.

Each prospective student and his/her parents are invited to attend an interview with the Principal or his/her representative.

Depending on the number of enrolments the school can take in any year, enrolment applications are prioritised as follows:

- Siblings
- Catholic families in Hendra
- Catholic families in other parishes
- Other Christian families
- Local residents of no religion
- Other enrolments

If a student presents for an enrolment with special learning needs, an enrolment support process commences. During this process data is gathered so that a considered decision can be made jointly by the school and the parents about the enrolment of the child at OLHC.

Because we are a Catholic school, continuing commitment to the following conditions is expected:

- Parents are expected to accept a commitment to give every child opportunity to experience the fullness of their faith at home and to give the child every opportunity and encouragement to practise it.

- Parents are expected to support and encourage the Gospel Values and the standards of behaviour that these imply.
- Parents are expected to co-operate with regulations set down from time to time by the school and system authorities. Such regulations are devised to ensure the safety and welfare of children and the efficient management of the school's facilities.
- Parents are expected to be supportive of the school administration, the teachers and various organisations working towards the welfare of the school.
- Parents are expected to assist wherever possible and support the school's activities and fundraising efforts of the school and P&F Association.
- Parents are expected to commit themselves to the regular payment of School Fees and levies.
- Parents must accept that all students will partake fully of every aspect of the school programme.