

Enrolment Policy



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The five core principles of Lasallian Education across the world, namely:

Faith in the Presence of God, Concern for the Poor and Social Justice, Respect for All Persons, Quality Education and Inclusive Community; inform all aspects of our curriculum and pastoral approaches at St Michael's College. Thus, at a local level, we ensure a committed focus on the recognition of our First Nations Peoples through our awareness of Aboriginal and Torres Strait Islander histories and cultures to ensure that the College is acknowledged as a culturally safe, welcoming, aware and respectful environment. As a Catholic school in the Lasallian tradition, the College embraces the notion of reconciliation in fostering harmonious and enduring relationships.

St Michael's College acknowledges the land on which we learn and teach today is the traditional land of the Kurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kurna people as the custodians of the greater Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

PURPOSE

St Michael's College is a Catholic school in the Lasallian tradition which is committed to the human and Christian education of the young, especially the poor through:

- **COMMUNITY**
We are an inclusive and respectful community where each individual is known, valued and cared for, enabling them to feel confident to explore their curiosities, flourish and fully realise their potential.
- **CHALLENGE**
Individual growth is achieved through engagement, opportunity and recognition, underpinned by a positive learning culture that is authentic, challenging and supportive.
- **CHOICE**
Through a quality Lasallian education, inspired by the Gospel and a concern for social justice, students are empowered to better choose who they become as people, learners and leaders in the world.

STATEMENT

St Michael's College welcomes Catholic families, as well as families from other churches and faith traditions, and non-religious backgrounds who value and respect the ethos, values, liturgical and sacramental practices and traditions of the Catholic Church within the context of the school.

There are two main enrolment points at St Michael's College, Reception and Year 7. For applications received before the advertised closing date, the following criteria are used as guidelines for enrolment of students at St Michael's College. The date of application may come into effect in conjunction with these criteria when enrolment applications exceed the number of places available.

- Siblings of St Michael's College students;
- Children of St Michael's College Old Scholars;
- Children who attend a Catholic Primary School;
- Catholics - those who have demonstrated commitment to the Catholic faith;
- Parents seeking a Christian education for their children;
- Date of application.

Applications lodged after the application closing date will be made at the discretion of the Principal, if and when positions become available. Final decisions pertaining to enrolments are ultimately at the discretion of the Principal.

Parents and caregivers who enrol their children at St Michael's College agree to comply with the South Australian Commission of Catholic Schools (SACCS) and College policies including, but not limited to the Community Charter, Fees Policy, Privacy Policy, Student Mobile Device Policy and future or amended policies.

LATE COMMENCEMENT / WITHDRAWAL FROM THE COLLEGE

Should a student commence or conclude their studies part way through the year, a portion of the relevant fees will be charged. The College makes resourcing and planning decisions and allocates personnel and other resources on the assumption of a student's continuous enrolment with the College including in preparation for the following year, such that the College will suffer loss if a student's enrolment is terminated without sufficient written notice being provided to the College. By the commencement of Term 4, a substantial portion of the College's resources will have already been allocated and applied for the school year.

One term's notice of a student's withdrawal must be given in writing to the Registrar for termination of enrolment during the school year prior to the completion of Term 3. Should less than one term's written notice be provided, enrolling parties will remain liable to pay the tuition fees and other associated costs for the following term.

Notice of a student's withdrawal must be given in writing to the Registrar prior to week 4 of Term 4 for termination of enrolment for the following year. Should such written notice not be provided, enrolling parties will remain liable to pay tuition fees and other associated costs for Term 1 of the following year.

Where there are two parent/guardian signatories on the enrolment contract; both parties are jointly and severally liable for payment of all fees and charges; and in order to terminate your child/children's enrolment, both parties are required to provide written notice to the College Registrar.

A pro rata portion of the relevant fees will be charged, or rebated, if students commence or finish their studies partway through a term (although if insufficient notice of such withdrawal is provided, then the above mentioned charges will be applied). However, in any event, no rebate will apply for students leaving after starting Term 4, regardless of whether one month's written notice has been provided.

RELATED POLICIES, PROCEDURES AND SUPPORT DOCUMENTS

This policy is to be read in conjunction with the following documents:

Learning Support Policy

Tuition Fees Schedule

Beyond Borders Policy

Fees Policy

South Australian Commission for Catholic Schools Fee Policy

Inclusivity Policy

Community Charter

REVIEW RECORD

Approval Authority: St Michael's College Board

Reviewed: (Amended) September 2025

New Review Date: September 2027