



Good Shepherd
Lutheran School
ANGASTON

Enrolment Policy

Approved October 2009

Revised November 2011

Next Review October 2012

Enrolment Process

In the interest of fairness, the following 'Enrolment Criteria and Procedure' overview is adopted by Good Shepherd.

Criteria

The following criteria shall essentially be observed when offering an enrolment at Good Shepherd:

- Siblings of current and past families and children of old scholars previously enrolled at school.
- Members of the Lutheran Church
- Applications with special circumstances as deemed by the Principal.
- All other families based on date of application.

Reception Intake

Good Shepherd has an intake period subject to the following criterion.

The first reception intake is at Term 1. This requires the child to turn 5 years of age before May 1st.

The second reception intake is at Term 3. This is for children who turn 5 years of age after 1st May and before 31st July. All other children who turn 5 after 31st July will start the following year.

This second reception intake is subject to available spaces. The child will continue in reception the following year. If a space is unavailable the child is guaranteed to start reception in Term 1 the following year. Confirmation of an available space will be given in May so that parents can enroll appropriately for their child's 'kindy' year prior to commencing at Good Shepherd.

No mid-term placements will be offered from 2013. Only 1 intake in Term 1 will be available, therefore if your child turns 5 years of age after 1st May they will commence in Term 1 the following year.

Due to the implementation of the National Curriculum in 2012, *Reception* class will be referred to as *Foundation* class, which is the standard national curriculum terminology.

Class Sizes

The preferred class size is 24 students but on rare occasion may exceed this subject to council approval. The maximum is no more than 28 students per class as specified in the Lutheran Schools Association Collective Agreement.

Procedure

1. Lodgment of the 'Enrolment Application'. The application form puts you on the class list, however does not guarantee a placement subject to an interview and criterion selection.
2. In May prior to commencement of the next school year an interview between the child's parent/s, child and the school Principal will occur.
3. Principal offers enrolment placements in May (prior to the next school year), based on the 'Criteria' stated above, with a 'Confirmation of Enrolment' form.
4. The child's parents complete a 'Confirmation of Enrolment' form, and forward it to the school with Confirmation Fee with 20% of one terms tuition. At the time this payment is made, the placement is secured and guaranteed by the school. The fee will be deducted from the account on the child's commencement at Good Shepherd. This fee is non refundable except under extreme circumstances as deemed by School Council.
5. Parents will be notified by letter of orientation visits prior to commencing school, and given details in regard to uniform and stationary purchases.