ENROLMENT POLICY

Issue date:	
Last Review date:	2021
Recent review date:	17 March, 2026
Review cycle:	Every 3 years
Approved by:	SCC Board

1. RATIONALE

Shepparton Christian College offers a Christian-based education programme. All children will be considered for enrolment regardless of ethnic origin, gender, denomination or disability, provided that:

- Through the enrolment procedures, parents seeking enrolment for their child/children undertake to willingly and freely support the distinctively Christian basis of the College and the College Statement of Faith and College Policies.
- Adequate space and resources are available.

Enrolment at Shepparton Christian College is non-selective, in that there are no tests of ability or aptitude which make final judgements of an applicant. Not everyone has outstanding academic ability and as such, it is understood that the enrolled student community at Shepparton Christian College will cover a wide ability range. It is therefore important that we are a community in which the students may develop to the maximum extent of their God given gifts, talents and abilities.

2. AIMS

The aim of this policy is to ensure that the criteria for enrolment of students in the College are consistent with the vision/mission of the College as well as the maintenance of a College culture that is safe and promotes the development of Christian faith and values in the students.

3. DEFINITIONS

Where 'parents' are referred to in this policy, this is taken to include a child's guardians or carers as appropriate.

4. IMPLEMENTATION

STUDENT BODY COMPOSITION

Shepparton Christian College was established as a mission to the children of Christian families for the purpose of discipleship. For this reason, the vast majority of students enrolled across the student body will come from Christian families.

ELIGIBILITY FOR ENROLMENT

The Principal will determine the eligibility of an applicant to attend Shepparton Christian College on the basis of the following criteria/minimum requirements:

Parents and students must:

- Accept the Statement of Faith.
- Support the Christian Ethos and Mission/Vision of Shepparton Christian College.
- Either identify themselves as Christians (with a supporting reference from the family's pastor/minister), or be prepared to express an unambiguous desire for Christian schooling, which includes an overt Christian spirituality and teaching from a Biblical Christian worldview aligned with the College's Statement of Faith.
- Agree to comply with the College policies and requirements.

ALLOCATION OF POSITIONS

Priority of enrolment will be given to Christian families. The establishment of this priority facilitates the achievement of a clear majority of Christian families in the student body.

The following criteria are used to help prioritise enrolment places at Shepparton Christian College:

- A sibling of a current school family.
- A child of a staff member.
- Children of families/carers where one or more parent actively/regularly attend a Protestant Church.
- Children of families/carers where one or more parent actively/regularly attend a Catholic or Orthodox Christian Church.
- Children of families/carers where one or more parent is a Christian, connected with a Christian Church, but does not regularly attend Church.
- With consideration for the requirement to keep the student body majority practising Christian, Children of other families may be considered with consideration of the following factors:
    - the emerging faith of a child, or
    - the stage on the faith journey towards a relationship with Christ of one or both of the parents, or
    - the impact of a close relative on the faith of the child, or
    - other factors that the Principal determines as indicative that the students and family would benefit from, and be supportive of, a Christian education actively focusing on discipleship of young people
- Special circumstances as approved by the Principal or Board.

TERMINATION OF ENROLMENT

Parents are required to give four weeks' notice of withdrawal or pay four weeks' fees in lieu of notice as a reasonable pre-estimate of the costs to the College. Library books and other outstanding items issued to a student and not returned will be billed to the family account.

The Principal is entitled to decline the continued enrolment of a student if the conditions of the enrolment are deemed to have been breached in any way. Such circumstances include, but are not limited to:

- Persistent failure of the family/student to meet conditions of enrolment. Such conditions might be:
    - Non-compliance to College Policies and Procedures.
    - Failure to pay College fees or meet financial agreements.
    - Persistent failure of the student to respond to disciplinary procedures.
    - Gross misconduct on the part of the student and/or parent(s) in relation to the College (including students, staff, community and reputation of our College).
    - Lack of parent cooperation (including not responding to attempts to deal with problems or issues).
- The inability of the College to meet the student's needs without seriously disadvantaging other students.

Termination of enrolment will be at the discretion of the Principal and will only take place after consultation with the parents has occurred in an attempt to resolve the situation.

MINIMUM AGE FOR ENROLMENT

Students enrolling at our school as part of a Foundation (Prep) intake will be required to provide proof of age (indicating that they have turned 5 years of age by the 30th April of that year) and an immunisation certificate. In regards to the minimum age, at the Principal's discretion, if a child is close to the cut off age, and after assessment by the Primary Coordinator, an enrolment outside of the cut off age may be considered.

A child who is less than the minimum age of entry for Victorian schools but has transferred from an interstate school is eligible for enrolment. Evidence of age and full-time enrolment at the interstate school must be provided.

STUDENTS WITH A DISABILITY

Where information obtained by Shepparton Christian College indicates that the student has a disability, the Principal or delegate will seek to identify the exact nature of the student's needs and the strategies required to address them. The College may require the applicant to provide medical, psychological or other reports from external specialists and/or require an independent assessment of the child to determine what adjustments are necessary and whether they are reasonable. A determination will be made whether the student, if enrolled, would require services or facilities that are not required by students who do not have the student's disability. Where the Principal determines that the student would require such services or facilities, a decision will be made as to whether enrolling the student would impose unjustifiable hardship on Shepparton Christian College. In making this assessment, the Principal will take into account all relevant circumstances, including:

- the nature of the benefit or detriment likely to accrue or be suffered by any persons concerned (including other students, staff, the school community, the student and the family of the student); and
- the effect of the disability of the student; and
- Shepparton Christian College's financial circumstances and the estimated amount of expenditure required to be made by the School.

Where the Principal determines that the enrolment of the student would cause unjustifiable hardship, the decision will be to decline or defer the offer of a position.

SPECIAL CIRCUMSTANCES

- In some cases, students will be put on a one-term trial. This will be implemented at the Principal's discretion.
- It is the role of the School Principal and School Executive to monitor and regulate school enrolments to ensure that the distinctives of Christian Education are maintained.

5. EVALUATION

This policy will be reviewed as part of the school's three-year review cycle.

Version History:

2026 (This version)
2021
2018
2014
2013
2006
2001