



## St Mary's College, Wellington

### POLICY ON ENROLMENT

*All policies at St Mary's are based on Mercy Values and the teachings of the Catholic Church: fostering the dignity of all God's people and creation.*

St Mary's College is a Catholic Integrated Secondary School, established by the Sisters of Mercy, for girls of the central city and the suburbs of Wellington (Clause 5 of the college Integration Agreement of 1983).

Enrolments will be carried out in accordance with paragraphs 3 and 29 of the Private Schools Conditional Integration Act 1975, and Clause 5 of the college Integration Agreement of 1983.

#### **PURPOSE:**

1. To ensure that Preference Students have priority in Enrolment.
2. To ensure that, should the Preference Student enrolments for a year take the college over the maximum roll, there is a priority of preference of Enrolment to be followed.

#### **GUIDELINES:**

1. The approved maximum roll is 620 as specified in the supplementary Integration Agreement signed in 1986.
2. Conditions of enrolment:  
In accordance with the current "Handbook for Boards of Trustees of Catholic Integrated Schools 2016" published by the Council of Proprietors of Integrated Schools, the college adheres to the conditions of enrolment as detailed in Part 5 of this Handbook.
3. If the number of preference applicants to the college exceeds the number of places available, priority of preference of enrolment will be given in this order:
  - Siblings of current preference students
  - Preference Students from the Parishes of Wellington City and suburbs up to and including Johnsonville who have attended Catholic Primary Schools, and Preference students attending state schools in Parishes where there are no Catholic schools or where the roll of the local Catholic Primary School has been closed.
  - Preference students who can demonstrate a significant connection to St Mary's College, Wellington.
  - Other preference students who wish to attend St Mary's College.

- A ballot may be held during any one of the above steps for any remaining enrolment places.
4. It is the intention of St Mary's College that families who live closer to other Catholic colleges, shall be encouraged to enrol their daughters at the closest college.
  5. The enrolment committee as constituted from time to time by the Board of Trustees will, together with the Principal, share responsibility for implementing the Enrolment Policy. There must be a Proprietor's Appointee on this committee.
  6. In accordance with the Integration Act, the Principal can apply to the Proprietor Board for special consideration for a student in extenuating circumstances.
  7. Non-preference students will be accepted up to 10% of the maximum roll, only after all eligible preference students have been accepted, provided that the Maximum Roll is not exceeded. Non- preference students will be spread across the college years as much as possible.
  8. Non-preference places may need to be balloted and this is done by the Enrolment Committee.
  9. Overseas students as defined in the 1989 Education Act, are welcome to attend the college provided they meet the legal requirements for such pupils.

**CONCLUSION:**

St Mary's College was founded with the primary purpose of providing a Catholic secondary education for girls.

**Policy reviewed: July 2018**

**Ratified by the Board of Trustees: 31 July 2018  
(Date of Meeting)**

**Next review: July 2021**

**Responsibility: Board of Trustees Special Character  
Committee**