

# ST JOHN'S COLLEGE (#226)

## Enrolment Scheme Description

**Effective from 01 January 2007**

The Ministry of Education has required St John's College to put in place an Enrolment Scheme to manage enrolments so that the College maintains student numbers within the approved maximum roll.

The Integration Agreement for St John's College gives preference of enrolment to students whose parents have established a particular or general religious connection with the Special Catholic Character of the College. The New Zealand Catholic Bishops Conference has determined the criteria for preference of enrolment in Integrated Catholic Schools.

### **Maximum Roll**

Within the maximum roll, a guideline of no more than 110 students in each of Years 9, 10 and 11 has been established to avoid roll imbalance and to ensure the delivery of quality education.

### **Priority in Enrolment**

**Priority 1:** Private boarding students who come from outside the area of convenience.

**Priority 1:** Preference students who currently attend:

- St Joseph's School, Hastings.
- St Mary's School, Hastings.
- St Patrick's School, Napier.
- St Joseph's School, Waipukurau.

**Priority 2:** *Preference* students who live within an area of reasonable convenience to the College. The area of convenience covers any applicant who lives within the Hastings and Napier Territorial Local Authority areas. Applicants satisfying this criteria will be guaranteed enrolment unless including all of them would exceed the College's maximum roll. In such a situation students will be ranked according to the sub priorities below.

1. Siblings of current students.
2. Siblings of former students.
3. Sons of current staff members.
4. Any other *preference* students

**Priority 3:** *Preference* students who live outside the area of reasonable convenience to the College. The area of convenience and sub priorities for enrolment are as for priority two

**Priority 4:** Non-preference students within the area of convenience as defined above amongst whom priority will be given in the following order:

1. Siblings of current students
2. Siblings of former students
3. Sons of current staff members.
- Other non pre-preference students.

**Priority 5:** Non-preference students who live outside the area of reasonable convenience for the College as defined above. The sub priorities for enrolment are as for priority four.

Selection: -

- If more applications are received than places available at each year level, then acceptance for enrolment is based on **the date the applications are received** by the College for the relevant priority group. -
- If all preference applicants can be enrolled the College is allowed to accept a limited number of non-preference applicants (5% of the total roll or 23 students).

**Pre-enrolment:** -

- Each year applications for enrolment will be sought by a date which will be published in *Hawkes Bay Today*, in the *St John's College Newsletter* and in the newsletters of the local contributing Catholic schools.
- All applications received by the advertised date will be processed in terms of the priority criteria contained in this scheme and applicants will be advised of the outcome of their application within 28 days of the advertised closing date.
- Late applications will only be accepted if there are still places available. These will be processed on a first come, first served basis as per the selection criteria above.
- Students whose enrolment is successful will be asked to confirm their enrolment within a given timeframe. Failure to accept enrolment within this time period will mean that the place will be offered to the next eligible student.
- If a place cannot be offered to a student, he will be placed on a waiting list. Parents will be informed of their son's place on the waiting list.
- If places become available at a later date, places will be offered to boys in the order of their place on the waiting list.