



BLACKFRIARS
PRIORY SCHOOL

ENROLMENT POLICY AND PROCEDURES

Date Approved: 2020

Review Date: August 2022

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CONTEXT

As the only school founded by the Dominican Friars in Australia, Blackfriars Priory School remains faithful to the search for Truth (Veritas) as lived and taught over the last 800 years by the Order of Preachers (Dominicans), and exemplified by Saint Dominic, our Founder, and Saint Albert the Great, our Patron.

Saint Dominic's commitment to study continued throughout his life. The pursuit of knowledge was not for its own sake but to better understand God's creation and its use in the works of the Order has continued through the centuries. Today, Dominicans can be found throughout the world.

An early member of the Dominicans was Saint Albert the Great. He became a lecturer, scientist, philosopher and Bishop. After his death he was recognised as a Doctor of the Church. The Doctor Universalis – The Universal Doctor, in recognition of his extraordinary genius and extensive knowledge, for he studied every branch of learning known at his time. His quest for knowledge saw him study everything he could find as it was through learning about creation, that he was able to know more about the creator, God, and then hand on that information to all he taught.

The lifelong commitment of Saint Dominic and Saint Albert to discovering and applying Truth to hand on to others remains at the core of the Blackfriars teaching pedagogy and its community. Blackfriars is built upon the Four Pillars of Dominican Life: Prayer, Study, Community Life and Service.

PURPOSE

The purpose of this policy is to articulate the position of Blackfriars Priory School in relation to the enrolment of students at Blackfriars. The policy is consistent with the principles of the South Australian Commission of Catholic Schools Commission Enrolment and Procedures Policy 2016.

SCOPE

This policy applies to the enrolment of students ELC-12 including Overseas Students at Blackfriars Priory

POLICY

Principles of Enrolment

1. The Catholic Church preferential option for the poor and marginalised of society where possible
2. The inclusion of Aboriginal and Torres Strait Islander children where possible
3. The inclusion of children with special needs where possible

4. Recognition that Parents are the primary educators of their children, particularly in the area of faith education, moral and ethical development
5. Recognition that parents exercise their right to choose a Catholic education for their child(ren) dependent on enrolment vacancies and agree to abide by all Blackfriars Policies and Procedures for the holistic education of their children
6. On choosing enrolment at Blackfriars, parents enter into partnership with the school focused on the child's faith development and education and agree to accept and support the Catholic Dominican principles and values in which the school is grounded, and, a willingness to participate in the Religious Education and Faith Development programs
7. In recognition of the collegial and interdependent nature of the Catholic School network Blackfriars exercises co-responsibility with other Catholic schools and carefully considers the impact of enrolment policy and practices on sustainable level of enrolments for each school
8. Openness, transparency and respect for all involved in the enrolment process
9. Compliance with all State and Federal Government Acts and Legislation that govern enrolment and funding of students R-12
10. Compliance with Anti-discrimination, Privacy and Disability Legislation.

Guidelines for Enrolment

The following guidelines are used for accepting students to Blackfriars Priory School (ELC -12) and are particularly relevant where the number of applicants for enrolment in a year level surpasses the number of available positions:

1. Catholic children whose families have a demonstrated commitment to a Catholic parish and Christian education
2. Catholic children who do not attend a Catholic Parish, but whose families have a positive attitude towards education in faith and openness to faith development through the school
3. Children with siblings already attending Blackfriars
4. Children of other Christian denominations who have a commitment to their faith tradition and a desire for an education in the Dominican tradition
5. Children of other faith backgrounds or no faith background who have a desire for an education in the Dominican tradition
6. In each category, children of Old Scholars of Blackfriars Priory School will be given preference.

It is the responsibility of the Principal to enrol students into the school and apply these guidelines. In certain circumstances discretion may need to be used in making the final decision.

Students with Disabilities

1. An enrolment application for a student with a disability will be considered on the same basis as all other enrolment applications and in accordance with the legal obligations of the *Disability Discrimination Act (1992)*, the *Disability Standards for Education (2005)* and the *Equal Opportunity Act (SA) (1984)*.

2. The enrolment process identifies the learning and well-being needs of the student and the reasonable adjustments required to enable the student to access the school and participate in the learning environment on the same basis as a child without a disability.

International Students

1. Blackfriars actively promotes enrolment to overseas students. These students augment the enrolment profile and will conform to the rigorous enrolment requirements detailed by the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS).
2. The principles and criteria outlined in the sections above will be used in the selection and admission of Overseas Students.
3. Further Specialised information for Overseas Families and details of the Overseas Enrolment Application Form and Enrolment Process is available on the Blackfriars website: www.international.blackfriars.sa.edu.au or by contacting the Blackfriars School Registrar via register@bps.sa.edu.au or by phone: (08) 8169 3954.

PROCEDURES

The enrolment process is managed and administrated by the School Registrar.

1. All enquiries for enrolment are to be directed to the School Registrar
2. Enquiries about enrolment may be received through various modes, including but not limited to:
 - a) Completion and submission of the School's website '[Request and Enrolment Form](#)'
 - b) Email received via various email address options:
 - i. registrar@bps.sa.edu.au
 - ii. admin@bps.sa.edu.au
 - iii. School website contact@bps.sa.edu.au
 - iv. Other
 - c) Phone contact to the Registrar (08) 8169 3954; Front Office Reception (08) 8169 3900 or Director of the Early Learning Centre (08) 8169 3961; other
 - d) Front Office, face-to-face 'walk in'
3. Applicants are required to accurately complete the appropriate Enrolment Application form and provide documentation as requested
4. Applicants will be interviewed by the Principal or a delegate of the Principal
5. Applicants will be notified in writing of the success or otherwise of their application
6. Completion of the Enrolment Process is subject to the payment of the Enrolment Acceptance Fee.

RELATED DOCUMENTS/LINKS

1. South Australian Commission for Catholic Schools Enrolment Policy and Procedures
2. Blackfriars Priory School Website:
 - a. Domestic Student Enrolment: www.blackfriars.sa.edu.au/enrol/
 - b. International Student Enrolment: www.international.blackfriars.sa.edu.au
3. Australian Education Act 2013: www.legislation.gov.au/Details/C2018C00012
4. Education Act (SA) 1972: www.legislation.sa.gov.au/LZ/C/A/EDUCATION%20ACT%201972.aspx
5. Disability Standards for Education:
www.education.gov.au/disability-standards-education-2005
6. Equal Opportunity Act (SA) 1984:
<https://www.legislation.sa.gov.au/LZ/C/A/EQUAL%20OPPORTUNITY%20ACT%201984.aspx>
7. Disability Discrimination Act 1992: <https://www.legislation.gov.au/details/c2016c00763>

POLICY AND PROCEDURE IMPLEMENTATION

Responsibility for implementation, monitoring and review of the policy and procedures is vested at the level of the following roles:

Principal

POLICY REVIEW

Frequency: Every 2 years

Next review date: August 2022

APPROVAL AUTHORITY / POLICY OWNER

Blackfriars Priory School