

St Brendan's School

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UPPER HUTT

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Enrolment Procedures

Enrolment

1. An advertisement will be placed in the local newspaper each year seeking enrolments and informing the community of the enrolment closing date for the following year.
2. Closing date for enrolments for the following year will be 1st June of each year.
3. After the closing date, the applications for enrolment will be prioritised for acceptance based on whether they are preference and then their priority ranking.
4. Notification of acceptance will be made within 2 months of the closing date for enrolments.
5. If the total number of applicants is greater than the number of places available, unsuccessful applicants will have their names recorded on an Enrolment Waiting List, within their relevant priority ranking.
6. Parents of those students on the waiting list will be notified when and if places become available for their child.
7. Enrolments after the closing date will only be considered if the maximum roll has not been reached.

Priority in Enrolment

Catholic schools were established to provide a Catholic education for the Catholic children of NZ. St Brendan's School strives to fulfil this mandate. The Private Schools' Conditional Integration Act, Section 29 (1) allows St Brendan's School **to take up** to 5% of the maximum roll for Non-Preference children. Where there are limited spaces, preference students will always be given priority.

Within the Preference / Non-Preference classification, the following priority listing will apply ranked in the following order:

1. Students who live within the Parish boundary of Our Lady of the Valleys, (Heretaunga and Stokes Valley), or who are active within the parish.
2. The siblings of current students.
3. Children of staff members.
4. New Entrant students.
5. Former students.
6. Students, who are not New Entrants, entering into other levels of the school.
7. Out of zone students.

Within each ranking consideration will be given to the date of the receipt of the application.

Priorities 1 - 7 are all subject to whether there are places available in the classroom at the year level of the applicant (without exceeding maximum classroom size). MOE guidelines for classroom teacher/student ratio are as follows: NE – Yr 3 (1:23), Yr 4 – 8 (1:29).

New Zealand Defence Force allowance

A total of 4 places will remain open until 25 January the following year, specifically for NZDF families who are moving into the area and whose children are preference and fulfil First Priority. The later date is to allow for the fact that NZDF families are not informed until December where they will be posted to. If this proportion is not filled by NZDF families by 25 January, pupils on the waiting list will fill remaining places in accordance to the stated priorities.