

## POLICY: ENROLMENT SCHEME

### Purpose

The following information is provided by the College for parents/caregivers and whānau, contributing Colleges and other interested members of the community, to comment on as part of the legislative requirement to consult widely with the community in the formation of an Enrolment Scheme.

### Policy Objectives

In determining an enrolment scheme for Trinity Catholic College the Board has to consider the special character of the College and its place in the enrolment criteria existing now. It is unlikely that overcrowding will result if the first three categories are applied. If overcrowding does apply at any level then the criteria, as set down in the Ministry of Education guidelines, will apply to distinguish applicants.

### Expectations and Limitations

1. Students from Catholic Contributing Colleges with preference who are enrolling in year seven and students with preference from Catholic Full Primary Colleges who are enrolling in year nine.
2. Students with preference from a State Contributing College where the family resides within the area covered by the Catholic Contributing Colleges (Dunedin City Boundary) enrolling in year seven and students with preference from Full Primary Colleges from the same geographical area enrolling in year nine.
3. Students with preference from Full Primary, Catholic and State Colleges, seeking entry at year seven.
4. Students without preference who have brothers and sisters in the College:
  - i. who are transferring from Catholic Contributing Colleges;
  - ii. who identify with the Special Character.
5. Students without preference.

*Note: when all other factors are equal the date of the applications will be considered.*

***Catholic contributing Colleges for Trinity Catholic College at year seven include Sacred Heart College, NEV; St Joseph's College, Dunedin; St Mary's College, Kaikora; St Francis Xavier College, Mornington; St Bernadette's College, Forbury; St Brigid's College, Tainui, St Peter Chanel College, Green Island.***

***Catholic contributing Colleges for Trinity Catholic College at year nine are, St Mary's College, Mosgiel and St Joseph's, Port Chalmers. The College also considers enrolments from a wide number of state intermediate and primary Colleges.***

### The Process

Applications will be called for from May until September. When applications close September they will be sorted in order of their claim to numbers one to five. Students who are enrolled will be asked to confirm their acceptance within a given time frame.

Failure to accept enrolment will mean the place will move to the next eligible student. When the quota has been filled all those unable to attain a place will be advised.

A priority list will be established for those students who wish to be considered for late enrolment providing their enrolment does not exceed the non-preference agreement between the state and the church.

### **Ratified by Board: Signed for Board**



Date: 13 September 2023

Responsibility:	Board of Trinity Catholic College
Reviewed:	September 2023
Next review date:	September 2023
Policy:	Enrolment Scheme

### Related Documentation

- Trinity Catholic College Integration Agreement
- Enrolments Policy
- New Zealand Catholic Bishops Conference *Guidelines for Granting of Preference of Enrolment in New Zealand Catholic Colleges* (available [here](#)).
- Ministry of Education Overcrowding Guidelines  
<https://parents.education.govt.nz/primary-College/Collegeing-in-nz/enrolment-schemes-zoning/>