



---

# **Enrolment Policy**

## **Student**

---

**Version: 10 March 2020**

## Contents

1	Purpose .....	3
2	Definitions .....	3
3	Vision and Mission Statements .....	3
4	Policy .....	4
4.1	Recitals .....	4
4.2	Waiting Lists .....	4
5	Selection Criteria .....	4
5.1	Standards for evaluating prospective students .....	4
5.2	Other criteria .....	4
5.3	Requirement for a formal interview .....	5
6	Early Learning Centre Bursaries .....	5
7	Legislative Compliance .....	5
8	References .....	5
9	Approval Agency .....	6
10	Policy Sponsor .....	6
11	Contact Person .....	6

## 1 Purpose

- i) Covenant Christian School (the School) has been established to provide a genuine Christian education from an historic Protestant perspective for children in Preschool through to Year 10.
- ii) The School is to be maintained as an institution which provides a biblically sound Christian education to all students.
- iii) Covenant Christian School will seek to attract and cater for children from a wide range of socio-economic circumstances.
- iv) The School is a co-educational school.
- v) The School will make provision, where practicable, for all children in a given family to be enrolled and attending the School where places are available.
- vi) The School is not academically selective but seeks to cater for a range of abilities.
- vii) Although the primary focus for the School is to serve Christian parents, applications for enrolment from non-Christian families who are seeking the type of education the School provides will also be considered subject to this policy.

## 2 Definitions

Christian ethos:	The School exists to inculcate in students the spiritual and moral foundations taught in the Bible and summarized in our Constitution and documents such as the Westminster Confession of Faith and associated catechisms. Our aim is to develop graduates who love God with all their heart, mind, soul and strength, who love their neighbors, who are godly scholars, and pursue excellence to God's glory.,
------------------	---

## 3 Vision and Mission Statements

### **Vision:**

In dependence on God's grace, Covenant Christian School will nurture and equip students with a heart to glorify God by serving Him and living according to His Word.

### **Mission:**

Covenant Christian School is a safe, caring and loving community. In partnership with parents we cultivate Christian character in our students and equip them to joyfully serve God and contribute positively to society.

This will be achieved through a Christ-centred approach where the gospel is central. God's Word is applied to all areas of learning and experience. Students and staff are challenged, encouraged and supported to love learning and pursue excellence to the glory of God.

## **4 Policy**

### **4.1 Recitals**

- (a) This policy is for the whole School.
- (b) Covenant Christian School encourages applications from both Christian and non-Christian families who demonstrate support of the School's Christian ethos as reflected in the educational programme and who will participate in the wide range of activities offered by the School.
- (c) Care must be exercised to ensure that the ability of the School to deliver a soundly biblical Christian education is not compromised as students who are admitted are significant contributors to the overall School culture and ethos. The selection criteria contained within this policy document are designed to guide the School management in the implementation of the policy.

### **4.2 Waiting Lists**

In the event that a waiting list is required, the School will consider all the selection criteria and standards for evaluating prospective students before making a decision.

## **5 Selection Criteria**

The selection criteria are established to reflect the Christian ethos and Biblical values of our School. Consequently, we seek to enrol those children we judge are best able to benefit from the academic program we offer, who demonstrate a willingness to participate in the full range of activities we offer, and whose families understand and accept the Christian aims and objectives of the School as stated in our Constitution, Vision Statement and Mission Statement. These are incorporated into the following standards for evaluating prospective students.

### **5.1 Standards for evaluating prospective students**

The standards for evaluating prospective students are to cover the following areas:

- The availability of a vacancy at a year level appropriate for the child's educational standard and age.
- Willingness of parents and student to be supportive of the school's Christian philosophy of education.
- Willingness of parents and student to support the administration and teaching staff in carrying out the goals and programs of the School.
- The ability and willingness to pay all fees and levies when due, and participate where possible in School events.
- History of acceptable behaviour in any previous school, including regular attendance.
- Agreement of parents and student to abide by the behaviour standards established by the School.
- The School makes no distinction in its enrolment policy on the basis of race, colour, disability, religion or student gender.

### **5.2 Other criteria**

- (a) Admission to the School will be subject to there being no outstanding fees owing to the School in reference to other siblings already attending.

- (b) The School will endeavour to make all reasonable adjustments for students with particular special needs, however, despite the School's best endeavours, a student may not be able to be adequately catered for by the School due to unjustifiable hardship to the School.<sup>1</sup> These limitations and the implications for the student will be clearly spelled out to caregivers. Admission is subject to acceptance by the caregiver(s) of these limitations and any consequences.
- (c) In cases where the student has a history of unacceptable citizenship from previous school experience(s), a probationary enrolment for one or more terms may be stipulated. School management may impose other conditions as they assess the situation may require.

### **5.3 Requirement for a formal interview**

- (a) An interview with the Principal (and others as the Principal deems appropriate), in conjunction with the information provided on their application form and associated documents, will be the normal means by which a prospective family will be assessed as to whether they are suitable to join the School community. If possible, both parents would be present for the interview along with the prospective student(s).
- (b) The prospective student and family will be evaluated against the above standards and a decision made as to whether to offer a place to the student.

## **6 Early Learning Centre Bursaries**

To assist disadvantaged groups in the community (including students from low socio-economic status backgrounds, students with a disability, Indigenous students and students with a low-level of English language proficiency) to access preschool services, the Preschool will be offering two bursaries (one per session) of up to 50% each to families from such groups.

## **7 Legislative Compliance**

The School is required to manage its policy documentation within a legislative framework. The legislation directing this policy is the:

Australian Education Act 2013 (Cth) [link](#)

Australian Education Regulation 2013 (Cth) [link](#)

Education Act 2004 (ACT) [link](#)

Discrimination Act 1991 (ACT) [link](#)

Disability Discrimination Act 1992 (Cth) [link](#)

Racial Discrimination Act 1975 (Cth) [link](#)

Sex Discrimination Act 1984 (Cth) [link](#)

## **8 References**

Enrolment Procedures 1

Covenant College, Tuggeranong, ACT Association Incorporated: Constitution and Rules of the Association

Westminster Confession of Faith

---

<sup>1</sup> Disability Discrimination Act 1992 (Cth) Section 11.

**9 Approval Agency**

The School Council

**10 Policy Sponsor**

Principal

**11 Contact Person**

The following person may be approached on a routine basis in relation to this policy:

Principal

Ph: 6294 2455