The Admissions Policy will be implemented by the Principal in consultation with School Council in accordance with the guidelines agreed by the Anglican Schools Commission (ASC).

ASC Schools shall accept all application forms for enrolment, however, the acceptance of an application form does not guarantee an enrolment interview or subsequent offer of enrolment. The Principal will normally interview parents and the potential student prior to an offer of a place. Such interviews will give parents the opportunity to provide additional educational and personal information and to discuss the School’s aims and policies.

Each school shall have a written enrolment policy consistent with the principles, procedures and related documents detailed in this policy. The principal, in conjunction with the School Council, is responsible for developing and approving the school’s enrolment policy which will suit its particular requirements and reflect the uniqueness of their school community. The following points are to form part of a school-based policy:

a. School enrolments comply with relevant state and federal legislation;

b. Clear enrolment procedure;

c. Class size maxima are as per the Workloads in ASC Schools in Western Australia Policy;

d. Siblings of students already enrolled, or previously enrolled, will be given preference. The effect of sibling enrolments on the school’s gender should be considered;

e. Preference will be given to practising members of the Anglican Church and others with an active Christian commitment;

f. Children who are educationally handicapped as a consequence of a disability, should be offered a place;

g. Children with special needs whose needs can be met by the School’s facilities;

h. Current and up-to-date immunisation records;

   NB: please provide a doctor’s note if unable to provide up-to-date immunisation records;

i. Schedule of fees and payment policy;

j. Parental obligations;

k. School Privacy Policy;

l. Schools should endeavour to achieve a gender balance.

Schools should ensure that they have received parental acceptance of the School’s policy and objectives prior to confirming a place.

**Note:** A written undertaking will be required.

The date of application will normally be a factor in deciding precedence in each category.

**Note:** In the foundation year of the School, the date of application for admission will not be a significant factor.