

St Patrick's College Wellington

Enrolment Policy



Rationale

Since 1885, St Patrick's College Wellington has served the Catholic families of Wellington by providing a high quality Catholic education for boys. The College was founded and is still owned by the Society of Mary so we try to ensure that the Marist ethos comes through in everything we do. This means we work with our families to mould our students into good Christian men who will contribute to the Church and to the societies in which they live, right through their lives.

In order to manage increasing pressure on its roll, St Patrick's College requires fair and transparent criteria to be applied for the enrolment of Preference and Non-preference students.

Purposes

1. To ensure the College can continue to serve the Catholic community of Wellington City by providing high quality Catholic education for boys, with a Marist ethos.
2. To provide guidelines for enrolment when the number of applications would cause the maximum roll to be exceeded.
3. To provide the Rector with clear guidelines for managing the enrolment process.
4. To provide clear criteria for families.

Guidelines

1. The College's roll will be managed having regard to the maximum roll prescribed in the College's Integration Agreement with the Ministry of Education. The maximum number of places potentially available for Non-preference students is governed by this Integration Agreement.
2. The College Board of Trustees has formulated the procedures and priorities which follow for the enrolment of new students. There is no restriction on who may apply for enrolment, provided they fall within the educational cohort served by the College - boys only Years 9-13, with the normal intake of students being at Year 9.
3. Consistent with the Special Catholic Character of the College, preference is given to families with an established connection with the Catholic Church. Evidence of this connection is proven by the family completing the Official **Preference Form** (which was approved by the Catholic Bishops of New Zealand in 2003) and returning it to the College with the Enrolment Application. Boys who are the subject of a validly completed Preference Form are referred to as 'Preference' students in this Enrolment Policy. Anyone else is a 'Non-preference' applicant, irrespective of existing links with the College.
4. Applications for Year 9 enrolment must be completed and returned to the College office on a date to be set by the College Rector. Any applications received after this date will only be considered after all applications received by the deadline have been considered, unless the Rector is satisfied that exceptional circumstances have resulted in the application being received out of time, and that it ought to be treated as having been received prior to the deadline as a consequence.
5. Applications for years other than Year 9 received before the due date will be considered in a group, with the priorities outlined below being applied in the event that applications exceed available spaces. Applications will otherwise be considered on a case by case basis, and are dependent on the extent of available spaces in the Year for which application is made, with waiting lists applied if need be.
6. The College Board of Trustees will set a maximum number of students at Year 9 each year, having regard to its maximum roll. Applicants who are unable to be accommodated will be invited to join a waiting list in case spaces subsequently arise, administered by the College Rector.

Priority of Enrolment for Preference Student Applicants

- 1st Priority** Preference students who are sons, grandsons, or brothers of Old Boys of the College, or who have a brother currently attending the College.
- 2nd Priority** Preference students who permanently reside within the wards represented on the Wellington City Council.
- 3rd Priority** Preference students from outside this area who are sons of current staff members.
- 4th Priority** Other Preference students from outside this area who are attending a Catholic school.
- 5th Priority** Other Preference students from outside this area.

Note: *Evidence of where the applicant permanently resides, to the reasonable satisfaction of the College Rector, will be required as part of the application process.* If there are more applicants than places available in any priority group, places will be allocated by ballot, and applications for the following priority group will not be considered. Preference applicants who miss out on the ballot process may be eligible to apply for a special character admission scholarship and enrol through that process, administered at the discretion of the College Rector. The scholarships are non-monetary, and the number available each year is strictly limited.

Priority of Enrolment for Non Preference Applicants

- 6th Priority** Non-preference students with a brother currently attending the College.
- 7th Priority** Non-preference students with brothers, fathers, or grandfathers who are Old Boys of the College.
- 8th Priority** Non-preference students who are sons of current staff members.
- 9th Priority** Non-preference students who are currently attending a Catholic school or who permanently reside within the wards represented in the Wellington City Council.
- 10th Priority** Other Non-preference students.

If there are more applicants for places than places available (given that the maximum number of non-preference places is governed by the Integration Act) in any priority group, places will be allocated by ballot, and applications from the following priority group will not be considered. In the event that applications received on time from Preference students in any year exceed the available number of places, no applications from Non-preference students will be considered.

Any doubt or dispute over which priority group an applicant falls within shall be determined by the College Rector in the Rector's discretion, having regard to the Purposes and Guidelines noted.