Yanginanook Enrolment Policy

Updated March 2010

Aim:
To outline the enrolment requirements for Yanginanook School.

Explanation
Yanginanook School is open to all primary school-aged children whose parents or guardians are seeking to give them an education that is consistent with the Christian Philosophy of the school, subject to availability of places.

Implementation
When a family is interested in enrolment at the School, all parties (namely the family, Head Teacher and School Board) are encouraged to explore whether the School is able to meet the specific needs of the child and family, and whether the educational approach is suitable for the child’s learning style.

In the interests of both the child being considered and the present student body, the following enrolment requirements are necessary:

1. The child visits the School three or more times (within the period of one month, usually 3 consecutive days) and spends a large portion of that time in the classroom situation. The child is encouraged to explore the new environment on his or her own. These days can occur within the first week of a new school year if enrolment is sought during the Christmas holiday period (attendance can then continue if Yanginanook is deemed the right school for the child).

2. Prospective parents are encouraged to talk with the Head Teacher and other parents whose children attend the School in order to develop a familiarity with the School’s vision and its community.

3. Prospective parents are required to attend a meeting with directors to discuss the child’s possible admission. This will allow them to clarify issues and ask questions to ensure the best decision is made for all concerned.
4. Prospective parents or carers are asked to read and commit to both the ethos of the School as stated in the **Objects of Yanginanook Ltd** and the **Statement of Faith**. Parents are also required to sign a “**Conditions of enrolment and Commitment to ethos of Yanginanook**” form acknowledging the Objects and Statement of Faith.

5. Prospective parents are informed that initial enrolment will be reviewed after one term and at any other time deemed appropriate by the Board.

6. Prospective parents are required to complete and submit a “**Student Personal Details Form**”.

The decision regarding enrolment is then made after these requirements are met. Acceptance of enrolment at Yanginanook School rests with the teaching staff and directors. Student numbers are limited to approximately 25 students per teacher employed. When no places are available, families are encouraged to put their child’s name on the Enrolment Waiting List. Siblings are given priority when a place becomes available, then places are offered in order of date of receipt. The School may offer flexibility of attendance but the directors will determine specific days in consideration of a daily program suitable for the needs of each student.

Future enrolments usually occur through family members and word-of-mouth. However, we advertise student vacancies in the local paper and shopping centre displays when necessary. Open Days occur regularly, these are advertised in the local paper and invitations are sent to enquiring families.