



NEWMAN

Senior Technical College

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In accordance with Diocesan policy enrolment at Newman Senior Technical College recognises:

“The Catholic School is the principle educational arm of Catholic families, parishes and the wider church... It is there to assist parents and parishes in their educational, evangelical and catechetical mission as well as to help the wider community in its educational and civic service” (Catholic School at a Crossroads Pastoral Letter of the Bishops of NSW and the ACT, 2007).

RATIONALE

Parish schools were established as places of educational excellence and places that transmit the faith, in the mission entrusted to the Church by our Lord Jesus Christ. They form part of a tradition of Catholic education provided by religious and lay teachers in the Diocese of Lismore for 150 years. They also fulfil parents’ rights to choose the schooling for their children which reflects their own faith, values, beliefs and hopes.

Catholic schools have a particular responsibility to provide a Catholic religious education to children baptised in the Catholic faith and to support parents in honouring the commitments that they made on behalf of their children at baptism.

The Catholic school is also “open to all who want to share its educational and faith goals inspired by Christian principles” (Congregatio de Institutione Catholica 2009). Most importantly, there is a special place in parish schools for those with the greatest need, especially in areas of lesser educational options or lower socio economic circumstances, and efforts should be made to encourage such enrolments, within the vision of the Bishop of Lismore for the poor.

AIMS

Education in the Diocese of Lismore commits to the following aims:

- Supporting the living and transmission of the Catholic faith at all levels of parish school life with enthusiasm and a sense of vocation.
- Nurturing each individual student’s growth in faith and unique potential and gifts. This occurs to enable a ‘fullness of life’ through Jesus Christ and his teaching (John 10:10).
- Offering excellence in educational opportunities founded on the mission of Jesus Christ articulated in *Catholic Education in the Diocese of Lismore: Foundational Values for Catholic Identity and Mission*.
- Fostering strong parent partnerships and engagement.
- Creating Christ centred and pastorally caring communities who respect and nurture each other, the wider society and the world, according to the teaching of Jesus.

In such aims parish schools value ‘who we are and what we do’: parents are invited to enrol in the parish school in full knowledge of the expectations around the Catholic Faith and the teachings, beliefs and practices of the Catholic Church. In essence, the parish remains at the ‘centre’ of parish school.

1. GUIDELINE STATEMENTS FOR ENROLMENT

- 1.1. Parish schools, inspired by the person and teachings of Jesus Christ, strive to be places that are authentically Catholic and centres of educational excellence.

In choosing a parish school, parents and guardians agree to respect and support the Catholic identity of the school and its role in the parish, and the aims of education in the Diocese of Lismore. As such, enrolment forms and marketing materials for enrolment and interview, should be explicit in detail regarding student participation in Catholic life- Mass, Liturgies, RE classes, prayer, Retreats etc.

- 1.2. Interview templates should promote consistency amongst interviewers.
- 1.3. Enrolment of non-Catholic students must be given discernment. In the light of the transmission of the faith, the total Diocesan number of non-Catholics should not increase per annum unless there are extenuating circumstances regarding the incoming cohort in the parish school, which have been discussed with the Parish Priest and the Director of Catholic Schools. The Catholic Schools Office should by March each year inform Parish Priests of final enrolment figures and the corresponding numbers of Catholics in district public schools.
- 1.4. Enrolment of a child into a parish school cannot be guaranteed. A fair and transparent process to determine the priority of enrolment will be implemented. Once enrolled, students of all faiths and beliefs should know that they are cared for and accepted in the parish school.
- 1.5. Parish Clergy should develop systems to maintain contact with families from baptism to school entry and be visible and welcoming during enrolment periods. Resources in this regard should be developed by the Parent body in consultation with Parishes. Innovation of on-line contact should be further investigated jointly by parishes and the CSO.
- 1.6. The Catholic narrative and tradition (as well as celebrating and naming successes) should be shared with the wider community using varying media in the enrolment period. All elements of the Catholic worldview and the promotion of faith, peace and social justice activities should be evident in parish school communications, in the enrolment period.

2. ENROLMENT PRIORITY IN POLICY

- 2.1 The Principal has a responsibility to ensure that the Catholic identity of the school is maintained and promoted so that parish schools can give priority in enrolment to students who are baptised Catholics. Schools may also enrol students from other faith traditions whose families demonstrate that they share in the foundational values of the parish school. Principals will inform Parish Priests of accurate enrolment numbers of Catholics present in the school throughout the year.
- 2.2 The following priorities for parish secondary schools are recommended in policy:
 - I. Catholic families of the associated feeder Parish schools who are known and involved members of those Parishes.
 - II. Catholic families of other Parishes who are known and involved members of their own Parish but whose child has particular educational needs that can be best met in this parish school*.
 - III. Catholic families of associated feeder Parishes who are known and involved members of their Parishes and who have a child enrolled in an

area- government or other Christian denomination school#.

- IV. Other than Catholic families whose child attends a Catholic school and other primary schools in the feeder parish whose families have demonstrated support for Parish and Parish school life.
- V. Other than Catholic families whose child attends other schools who are open to the spiritual and religious possibilities offered by a Catholic school.

ENROLMENT OF STUDENTS WITH ST AGNES PARISH

PURPOSE / RATIONALE

As a Catholic school community we are committed to justice and aim to promote respect for the dignity and rights of all human beings. One of the rights of student with disabilities is to attend the school of their choice. As a disadvantage group they are given priority of consideration in admission and on-going care. As a matter of justice, enrolment must be contingent on the advice of professional personnel and the ability of the school to meet their needs.

BROAD GUIDELINES

The school supports the concept of “inclusive” education. By this we mean that students with disabilities are included in the regular classroom. This placement in regular classrooms leads to higher expectations for disabled students both in academic work and social skills.

Current research has shown that all students benefit from being part of a school where the spirit of an inclusive community is fostered.

SPECIFIC ENROLMENT REQUIREMENTS AND PROCEDURES

1. Students seeking enrolment at Newman Senior Technical College are expected to demonstrate a commitment to the distinctive philosophy and ethos of the College.
2. Each student is required to sign a contract as outlined in the enrolment form accepting responsibility for their actions.
3. A flexible curriculum also allows students to enrol during the year. Each late enrolment application is considered on its merits.
4. A commitment to the payment of fees is required so that the College can continue to provide a high standard of education. The settlement of any outstanding fees is a pre-condition of enrolment.

YEAR 11 AND 12 ENROLMENT POLICY

Background

1. Our secondary school has three senior Colleges, Newman Senior Technical College, MacKillop Senior College and St Joseph’s Regional College all catering for students wishing to complete Years 11 and 12 and the HSC.

2. The first to be established was Newman Senior Technical College in 1979. It specialises in broad-based skills training in Trade, Service and Hospitality Industry Courses for senior students, leading to a non-ATAR HSC.
3. All Senior Colleges were founded by the Catholic Parish of Port Macquarie and receive substantial on-going support from the Parish. Applications for Newman Senior Technical College are open to students from St Joseph's Regional College, MacKillop College and all other High Schools.

General Guidelines

1. Senior schooling is available to students from the St Joseph's Regional College and MacKillop College on the two separate campuses and the courses offered at each of these are designed to meet the wide range of needs, abilities and interests of these students.
2. Students are required to apply for enrolment at the Senior Campus, which best suits their interests and abilities.
3. Detailed information will be given to students and parents prior to enrolment. Further information, as well as advice on the most appropriate course and subject selection, should be sought as required.
4. In applying for enrolment at one or other of the campuses, students must fulfil the requirements of that particular campus.
5. The ultimate determination of whether or not a student is suited to be enrolled at either Newman Senior Technical College, MacKillop College or St Joseph's Regional College will be made on the basis of the guidelines outlined above and the specific requirements of each Campus.

At Newman Senior Technical College

Due to the special safety considerations that are involved in the technical courses, all students with disabilities are interviewed with their parents prior to enrolment to ensure that their safety will not be compromised. College staff endeavour to make any necessary adjustment to the equipment or teaching program to accommodate the student with a disability. Other routine strategies that may be employed are;

- the use of Special Integration funding to provide material or ancillary support
- the use of lap-top computers
- providing a reader/writer in exams
- placing students with hearing/sight problems at the front of the room or workshop
- contacting agencies and services that assist students with disabilities (eg. Centacare, Hastings Foundation)
- establishing an atmosphere within the class that is encouraging and inclusive.

Administration Enrolment Checklist

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| Student Name: | | |
| Enrolment Form Complete | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| If not complete please list details or tick boxes below: | | |
| Copy of Semester 1 Year 10 Report | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| NAPLAN - | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Birth Certificate | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Immunisation Records | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| NESA Number | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| USI Number | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| VISA/passport if required | Yes <input type="checkbox"/> No <input type="checkbox"/> n/a <input type="checkbox"/> | |
| Completed School Fee Forms | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Fee Assistance - Available to all eligible families. Tick yes if you would like to be contacted regarding Fee Assistance | Fee Assistance Yes <input type="checkbox"/> No <input type="checkbox"/> Refer to St Agnes' Brochure or Page 7 of the Newman Handbook | |
| Confirmation of enrolment - end of Term 3 (late September) | | |
| Students who are not enrolling will receive a full refund of their \$150 deposit. | | |
| Questions | | |
| ADDITIONAL NEEDS : | | |
| Eg; Refer to Trish Nunan, documents still to come, etc | | |
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| ENROLMENT FEE PAID | Yes <input type="checkbox"/> No <input type="checkbox"/> | Thank you |

Enrolment Interview Checklist

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|---|--|--------------|--|
| Student Name: | | Interviewer: | |
| WELCOME | | | Page Ref. |
| Welcome Family and Student | | | |
| Why would you like to come to Newman Senior Technical College next year? | | | |
| Discuss strengths/weaknesses of their report. Copy of Yr 10 and NAPLAN Report required prior to enrolment | | | |
| Are you familiar with the College - did you attend the Enrolment Open Night? | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| GOALS & ASPIRATIONS | | | |
| Have you looked at the Career Planner? Do you have any particular interests that reflect possible career paths? Do you have career goals or aspirations for your future? Do you have a part time job? | | | 12 |
| Workplace Learning Choice and numbered career goals completed | | | Yes <input type="checkbox"/> |
| COURSE SELECTIONS | | | |
| Refer to the "Course Selection Guide" for pattern of study and ensure that pattern fulfils NESA requirements. | | | 14 -15 |
| Number subject choices, 1 being the most preferred | | | 13 |
| Mark clearly on subject selection form their career focus | | | |
| Please note the following regarding subject selection: <ul style="list-style-type: none"> • Maximum 3 VET - be aware of patterns containing Furniture, Early Education & Care. Ensure that students are aware of workplacement requirements if VET courses are selected as 'interest' or 'electives'. • Ensure that they have selected at least two (2) other Board Developed Courses marked by an asterix* • English: Common Grade A, B or C = Standard English and Grade D or E = English Studies. Refer to page 25 of Handbook for clear comparison. • Mathematics: Students considering Maths Standard 2 – it is advised that they are currently studying Maths 5.2 • Electrotechnology: Strongly recommend that students study HSC Maths Standard 2, with a minimum Grade C in Yr 10 Maths, 5.2. • If Hospitality or SLR or Computer Applications are selected – make sure the course option box has been chosen. • Beauty Course – additional fees payable to Beauty provider direct approx cost is \$500, remaining costs (\$1200) subsidised by CSO. | | | |
| Does student currently receive any support in the classroom or for assessments/exams (Learning Support time – question relates to funding from Catholic Schools Office and may be considered when making curriculum choices). | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Student to sign Year 11 Course Selections | | | Yes <input type="checkbox"/> Page 13 |
| GENERAL COLLEGE REQUIREMENTS | | | 8-10 |
| Please draw parent and student attention to requirements regarding: <ul style="list-style-type: none"> • Workplacement is compulsory - blocks & 1 day per week (reinforce obligations to workplacement when choosing VET subjects) • Attendance • Uniform - appropriate pants, new polo shirt etc. (black boots if trade). Trade and Hospitality uniforms will now all available from St Agnes' Uniform Store (black shirt not available until December) • Retreat, Activities Week and team building days, compulsory sign in contract. • Communication with families important, email addresses and SMS messages. Newman Newsletter only online through email also Newman Facebook page and Instagram | | | |
| ADDITIONAL COMMENTS: | | | |
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