



## CATHOLIC INDEPENDENT SCHOOLS OF KAMLOOPS DIOCESE

### STUDENTS

### STUDENT ADMISSION - 501

#### Rationale

Schools under the authority of the Catholic Independent Schools Kamloops Diocese were established to provide an education for the Catholic students residing in the Diocese of Kamloops. Due to limited enrolments in Catholic schools, it is necessary to ensure that all Catholics have the opportunity to enroll their children in a Catholic school before consideration is given to children of other denominations.

#### Policy

Priority will be given to Catholic students seeking admission to Catholic schools. Under certain conditions students of other faiths/denominations may be admitted.

#### Procedure

##### A. General

As part of the process to admit students, the Pastor/Parochial Administrator or Bishop's Representative and the Principal shall meet with each new family. From the interview and the information available to them, the Pastor/Parochial Administrator or Bishop's Representative, along with the Principal, will decide if the School can meet the needs of the student and if the family and student can meet the requirements of the School.

##### B. Enrolment Priorities

##### Parish-Supported Schools: OLPH, St. James, St. Ann's School & Sacred Heart

The following priorities will be adhered to that operate under the authority of the CISKD:

1. Siblings of Catholic students currently enrolled in a CISKD school.
2. Siblings of non-Catholic students currently enrolled in a CISKD school.
3. Children of Catholic families supporting Catholic parish(es) of the Diocese who are enrolled in a CISKD Early Learning Program
4. Children of Catholic families supporting Catholic parish(es) in the Diocese.
5. Children whose families are practicing Catholics coming into the parish from elsewhere.
6. Children of non-Catholic staff and alumni (if not included in the above).
7. Children of non-Catholic or non-practicing Catholic families.

Children must be five years of age as of December 31 to start kindergarten.

Enrolment of non-Catholic families within the School shall be reviewed annually by the School. Once accepted into the School, non-Catholics need meet only the criteria expected of other students to be re-admitted in subsequent years. Siblings of non-Catholics cannot be given priority over Catholics.

##### Diocesan-Supported Schools: St. Ann's Academy (Kamloops) & ASCEND

1. Siblings of Catholic students currently enrolled in the School.
2. Siblings of Non-Catholic students currently enrolled in the School.



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3. Siblings of Catholic students currently enrolled in CISKD feeder schools.
4. Siblings of Non-Catholic students currently enrolled in CISKD feeder schools.
5. Children of Catholic families supporting Catholic parish(es) of the Diocese who are enrolled in a CISKD Early Learning Program
6. Children of Catholic families supporting Catholic parish(es).
7. Children of non-Catholic staff and alumni (if not included in the above).
8. Children of non-Catholic or non-practicing Catholic families.

#### C. Special Circumstances:

Under special circumstances, children younger than five as of December 31 may be accepted if they meet certain criteria. An assessment must be carried out including:

- Readiness Assessment,
- Observation at pre-school setting, and
- Discussion with the pre-school care provider(s), etc.

The final decision, to accept children younger than age five, rests with the Principal in consultation with the Superintendent. If a child under the age of five as of December 31 is accepted, the parents/guardians will be required to pay the government grant equivalent in addition to the tuition fees.

Delayed entry into Kindergarten may be considered (requested by a parent or suggested by the school) taking into account the child's birth date, readiness level, special needs, social/emotional development and/or benefits of such a delay. An assessment may be carried out including:

- Readiness Assessment,
- Observation at pre-school setting, and
- Discussion with the pre-school care provider(s), etc.

The final decision, to delay a child from starting Kindergarten, rests with the parent.

#### D. Verification of Catholicity

The following must be presented at the time of registration:

1. Baptismal certificate of the child (copy retained for file).
2. First Communion and Confirmation certificates (where applicable).

#### E. Verification of a Catholic Family Supporting a Catholic Parish

The following must be presented at the time of registration:

1. *Parish Supporter Form* if the local pastor is not a designated member of the Admission Committee
2. *Parish Supporter Form* from current pastor if moving in from out of town, province or country.

#### F. Registration Deadlines

1. Schools set individual deadlines.
2. Re-registrations: schools set individual deadlines.

#### G. Financial Assistance



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If a family is experiencing financial hardship, the family should contact the School Principal to discuss options in helping the family meet their tuition obligations. In some cases, the Principal may refer the family to the Pastor, Parochial Administrator or Bishop's Representative to review, consider and determine financial assistance to families in need. Families seeking financial assistance shall be required to provide financial information as to their circumstances.

The CISKD has established the Tuition Assistance Review Committee that shall review anonymous and confidential application information to make a recommendation to the Pastor, Parochial Administrator or Bishop's Representative for his consideration regarding any financial support for the family.

Date Approved: January 1981
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