

Our Lady of Lourdes Catholic School

Enrolment Process and Timeline

Kindergarten 2018

1. **Information Evening** Date: **Monday 3rd July 2017 - 7.00pm**
- Copy of enrolment time line distributed.
 - Fill in application for enrolment – ***return tonight or as soon as possible.***
 - Make individual appointment (meeting).
 - Take home parent/child questionnaire to fill in and return at appointment.
 - Education at Our Lady of Lourdes Catholic School and the Kindergarten Program (information for new families).

2. **Enrolment Meeting Dates** Dates: ❖ Monday 24th July 2017
- Please bring
 - Parent Questionnaire.
 - Child to meeting.
 - Baptism Certificate; Birth Certificate; Immunisation Certificate.
- ❖ Friday 28th July 2017
❖ Monday 31st July 2017
❖ Friday 4th August 2017

3. **2018 Kindergarten and Placement Offers** Date: **11th August 2017**
- Letter of offer

4. **2018 Kindergarten Placement Acceptances** Date: **25th August 2017**
- Signed Acceptance Form returned.
 - All forms received with deposits.

- | | 1st Group: | 2nd Group: |
|--|---|---|
| 5. <u>Kinder Orientation Program</u> 10:30am – 12:30pm | ❖ Monday 16 th October 2017 | ❖ Friday 20 th October 2017 |
| | ❖ Monday 23 rd October 2017 | ❖ Friday 27 th October 2017 |
| | ❖ Monday 30 th October 2017 | ❖ Friday 3 rd November 2017 |
| | ❖ Monday 13 th November 2017 | ❖ Friday 10 th November 2017 |
| | ❖ Monday 20 th November 2017 | ❖ Friday 17 th November 2017 |

Kinder 2018 students are invited to attend 5 sessions. Details offered after enrolment acceptances are received.

6. **Kinder to Grade 6 Orientation Morning** Date: **Tuesday 5th December 2017**
10.00am-12.30pm
- Preparing for School
 - Class lists
 - Book lists
 - Class teachers
 - Uniform

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Enrolment Process and Timeline

Prep to Grade 6 2018

1. Prospectus

- Parents receive a copy of the Prospectus.
- Copy of enrolment time line distributed.
- Enrolment Form returned to school, alongside copies of the Birth Certificate, Immunisation Record and Baptism Certificate (if applicable).

2. Tour and Interview with the Principal

- Parents receive a tour of the school and appointment with the Principal to discuss potential enrolment.
- Parents have an opportunity to discuss questions or queries regarding OLOL, and also how the school can best support their child.
- There is no obligation to enrol a child at OLOL until an Acceptance Offer is returned.

3. 2018 Placement Offers Sent

- Letter of offer sent within 7 days of interview.

4. 2018 Prep – Grade 6 Placement Acceptances

- Signed Acceptance Form returned within 7 days of Placement Offer posted.
- All forms received with deposits.

5. Prep to Grade 6 Orientation

- Prior to enrolment commencement, opportunities exist to meet with the Uniform Manageress to arrange Uniform and the Finance Officer with School Fees.
- Where enrolling during a school year, your child will be part of an Orientation session including a tour of the school and a morning in their class prior to commencement to assist with transition and orientation. In some circumstances further orientation may be required.
- If commencing enrolment at the start of the school year, the Prep to Grade 6 Orientation Morning for all students is on **Tuesday 5th December 2017 from 9.30am-1.00pm**. This is the same day as St Brendan Shaw College Grade 7 Orientation Day.