



Our Lady of Victories School Enrolment Policy

Our Lady of Victories School, Sockburn, is a Parish School of the Christchurch West Parish. In determining an enrolment scheme for Our Lady of Victories School, maintenance of the school's Catholic character must be the Board's prime focus.

Submitting application for enrolment at Our Lady of Victories School is not a guarantee of acceptance.

Pre-enrolment of Students

In order to pre-enrol all students will obtain a preference card from their Parish Priest, which must be countersigned by the Parish Priest of the Christchurch West Parish. Acceptance for pre-enrolment at the school is conditional on the issuing of a preference card.

Total school Roll

The total school roll will not exceed the maximum roll. Once all preference students have been accommodated, non-preference students may be accepted up to 5% of the maximum roll.

Priority in Enrolment

If there are more applications than places available, then the following priority for enrolment will apply:

First Priority will be given to preference applications residing within the Our Lady of Victories Parish boundaries, as defined by the Catholic Diocese of Christchurch (see attached map of Our Lady of Victories Parish boundaries)

Second Priority those applicants whose siblings already attend Our Lady of Victories School

Third Priority those applicants who are children of Our Lady of Victories School Board of Trustees permanent employees

Fourth Priority those applicants who are children of current members of the Our Lady of Victories School Board of Trustees

Fifth Priority those applicants who are siblings of or children of former students of Our Lady of Victories School



Sixth Priority those Preference applicants who are living within the Christchurch West Parish who were unable to gain a placement at St Teresa's or Saint Bernadette's.

Seventh Priority All other Preference Students.

Eighth Priority will be given to non-preference students. If there are more applicants than places available, the following sub-priorities will operate:

1. those who are siblings of non-preference students attending Our Lady of Victories School
2. applicants who are children of Our Lady of Victories School Board of Trustees permanent employees
3. applicants who are children of current members of the Our Lady of Victories School Board of Trustees
4. applicants who are non-preference students living within the former Our Lady of Victories area
5. applicants who are non-preference students living within the Christchurch West Parish area

Should there be more applicants in one priority group than there are places available, places will be allocated according to the date of pre-enrolment application.

If a number of applicants are at the same level of priority those to be enrolled will be decided by ballot.

Timeline

- All applications for enrolment must be received by the last school day of Term 3 of the preceding year
- A letter of offer will be sent out to all successful applicants by the last Friday of October
- Parents/caregivers of successful applicants must accept the place offered within 10 days of the letter being sent or their place will be offered to the next applicant on the list

The Board of Trustees delegates the authority to administer this policy to the Principal.