

# ENROLMENT APPLICATION & SUPPORT PROCEDURES

for students requiring significant educational adjustments

## Introduction & Rationale

The Enrolment Application and Support Procedure (EASP) reflects the ongoing commitment of Brisbane Catholic Education (BCE) towards inclusive practices in schools and is guided by the principles of justice as reflected in Church, education and legal areas.

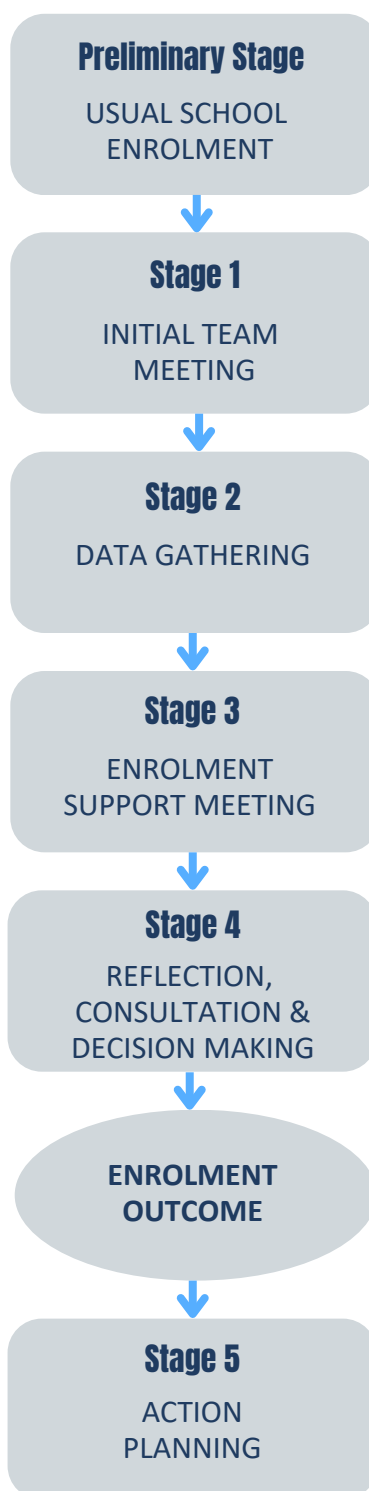
The consultation process seeks to reveal and clarify:

- The characteristics of the learner, including impact of the disability
- The educational adjustments that are required for learning
- The implications of adjustments for the student, family and school

The EASP is to be applied when an application for enrolment is made on behalf of a student, for whom it is considered likely that educational adjustments will be required.

These adjustments will be made to ensure the student can participate in the curriculum and use facilities on the same basis as students without a disability.

## The 5 Stage Process



### **Preliminary Stage**

- Make application for enrolment

### **Stage 1: Parent Meeting**

- Student Enrolment Team is formed
- Partnership formed

### **Stage 2: Data Gathering**

- Observe/Collect data
- Explore educational adjustments

### **Stage 3: Enrolment Support Meeting**

- Examine implications
- Information is shared, discussed, and clarified

### **Stage 4: Reflection, Consultation and Decision Making**

- Principal in consultation with Student Enrolment Support Team makes decision
- Principal communicates decision to student's associates in writing

### **Stage 5: Action Planning**

- Appoint Case Manager
- Develop School Action Plan

## **ST FRANCIS COLLEGE**

64 Julie Street, Crestmead Qld 4132

Phone: (07) 3489 4800

Email: [pscrestmead@bne.catholic.edu.au](mailto:pscrestmead@bne.catholic.edu.au)

## **COLLEGE CONTACT PERSONNEL**

John Marinucci (Principal)

David Macknish (Head of Campus P-6)

Michelle Kelly (Head of Campus 7-12)

Kelsey Thompson (Learning Partnerships Leader)

Katrina Fitzpatrick, Yasmin Misic, Kaylene Forrester & Amanda Frederickson-Munro (Support Teacher: Inclusive Education)

Leah Anthony & Rhyanna Alvarez (Guidance Counsellors)

