



FACT SHEET

1. Purpose

The purpose of this fact sheet is to assist with the Enrolment Application Process for new families to Good Shepherd Catholic Primary School.

2. Welcome

Thank you for your interest in enrolling your child at Good Shepherd.

Good Shepherd is an inclusive school where enrolment is open to Catholics and children from other faith traditions. Our enrolment capacity is determined by our physical resources and our ability to cater for the holistic education of each child.

At all times, the Principal has the right to approve or refuse enrolment if the criteria set by Brisbane Catholic Education cannot be satisfied.

3. Enrolment Priority

Should it be necessary to limit the intake of pupils to Good Shepherd, then preference will be accorded in order of the following criteria, and within each criteria based on date application received and processed:

- 1. Children who have siblings attending Good Shepherd Catholic Primary School**
- 2. Baptised Catholic children (baptism certificate required)**
- 3. Non-baptised children from Catholic families**
- 4. Children from other faith traditions who support the philosophy of Catholic Education**

If necessary, an Enrolment Application Support Process (EASP) for students with disabilities will be conducted according to the Brisbane Catholic Education policy and guidelines.

If an application is accepted it is understood that parents comply with the spirit of the school Mission Statement, our Community Values and Relationships Guidelines and agree to pay such fees and mandatory levies as set by the local authority.

4. Application for Enrolment Online

Please find the link below to complete an Online Enrolment Application. Enter and review the required details, and complete and submit the form: [Good Shepherd Online Enrolment Application](#)

If applying for enrolment for more than one student, when the form is completed, an option will be available to submit another enrolment for each additional student.

Please contact us directly, should you experience any difficulty completing the online application for enrolment.

A \$50 non-refundable application fee per student applies, payable when submitting an application/s for enrolment. Payment can be made via the following methods:

- In person at the office
- Link on Website (Enrolments)



Once the Online Form is submitted, to complete the Enrolment Application process, please remember to email to the school:

- A photocopy of the Birth Certificate.
- A photocopy of the Baptism Certificate.
- Other documentation pertinent to the child's educational needs at the school e.g., specialist assessments (speech, OT, paediatrician).
- Visa/Confirmation of Citizenship if applicable.
- Photocopy of the two most recent school reports (if applicable).
- NAPLAN reports (if applicable).

After lodging an Enrolment Application, parents will be contacted to advise if we are able to offer an interview, or if you will be added to a waiting list. When attending an Enrolment interview, it is important that your child or children who are enrolling attend with you.

5. Additional Information for Prep Intake

- Eligible children must turn 5 by 30 June in the year they start Prep.
- Interviews for Prep are conducted by the Principal and Assistant Principals starting in February.
- Offers for positions are made at the time of the interview.
- The Confirmation of Enrolment paperwork will be provided with a request for payment of \$200 to confirm acceptance of the offer of enrolment. Upon commencement, the fee will be credited to the first Statement of Fees issued. This fee is non-refundable should you subsequently withdraw your application.
- An orientation is conducted for the Prep students during Term 4 the year prior to commencing, at which time parents will be supplied with additional information on starting school.

6. Recommended Year Levels

Children applying for Prep must be born within the specific dates as set down by the Government.

	2025	2026	2027	2028	2029	2030
Year Level	Birth date	Birth date	Birth date	Birth date	Birth date	Birth date
Prep	1/7/2019-30/6/2020	1/7/2020-30/6/2021	1/7/2021-30/6/2022	1/7/2022-30/6/2023	1/7/2023-30/6/2024	1/7/2024-30/6/2025
1	1/7/2018-30/6/2019	1/7/2019-30/6/2020	1/7/2020-30/6/2021	1/7/2021-30/6/2022	1/7/2022-30/6/2023	1/7/2023-30/6/2024
2	1/7/2017-30/6/2018	1/7/2018-30/6/2019	1/7/2019-30/6/2020	1/7/2020-30/6/2021	1/7/2021-30/6/2022	1/7/2022-30/6/2023
3	1/7/2016-30/6/2017	1/7/2017-30/6/2018	1/7/2018-30/6/2019	1/7/2019-30/6/2020	1/7/2020-30/6/2021	1/7/2021-30/6/2022
4	1/7/2015-30/6/2016	1/7/2016-30/6/2017	1/7/2017-30/6/2018	1/7/2018-30/6/2019	1/7/2019-30/6/2020	1/7/2020-30/6/2021
5	1/7/2014-30/6/2015	1/7/2015-30/6/2016	1/7/2016-30/6/2017	1/7/2017-30/6/2018	1/7/2018-30/6/2019	1/7/2019-30/6/2020
6	1/7/2013-30/6/2014	1/7/2014-30/6/2015	1/7/2015-30/6/2016	1/7/2016-30/6/2017	1/7/2017-30/6/2018	1/7/2018-30/6/2019

Document Control

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