

### RATIONALE

Bethlehem College Ltd, as the Proprietor, is required to manage its student population so as to maintain its Special Character as defined under its Deed of Integration. A key part of this is the process of admission to the College.

Enrolment Policy is necessary to:

1. Maintain the distinctive Special Character of the College.
2. Maintain rolls at a desirable level.
3. Specify the order of consideration for places at Bethlehem College

### POLICY STATEMENT

All students wishing to gain admission to Bethlehem College must meet the stipulations of the Enrolment Policy.

### BIBLICAL PRINCIPLES

Bethlehem College was established in order to provide an education with a Special Character, steeped in the Christian faith. It is important to honour the intentions of the founders and so ensure that the spirit in which the College was established is maintained.

### GUIDELINES

All enrolment applications shall be classified as Preferential or Non-Preferential.

**Preferential Enrolment** – a preference of enrolment at Bethlehem College is provided for under the Education (update) Amendment Act 2017 and the Deed of Integration paragraph 17.1.

Preferential enrolment shall be given to those pupils with parents or guardians who have established a particular connection with the School through membership of, or affiliation with, a Christian church, or a general connection with the Special Character of the School through the acceptance of the statement of Special Character.

Applicants who wish to establish a **particular connection**, by the acceptance of the statement of Special Character are required to submit a letter from their pastor or minister in confirmation of their church membership or regular attendance at such church, and also attend and complete the enrolment course – 'BC Way' Seminar.

Applicants, who wish to establish a **general connection** by the acceptance of the statement of Special Character, must further establish to the satisfaction of the Board and the Proprietor that their children will be raised with the beliefs and values that are aligned with the Special Character of the College. Attendance at, and completion of an Enrolment course ('BC Explained' Seminar) will assist in prioritising this determination.

The Board shall not give preference of enrolment to the parents of any child unless the Proprietor of Bethlehem College concurs that those parents have established a particular or general connection with the Special Character of the School to the satisfaction of the Board. (Refer clause 17.1 Integration Agreement)

**Non-Preferential enrolment** –In accordance with the Deed of Integration paragraph 17.2, and subject to places being available, the number of pupils whose parents do not have preference of enrolment at the school shall be limited to 5% of the maximum roll of the College.

In determining the basis of this limitation, regard shall be given to the necessity of preserving and safeguarding the Special Character of the College, which shall be determined to the satisfaction of the Board and the Proprietor. Attendance at, and completion of an Enrolment course ('BC Explained' Seminar) is required by applicants.

## **DELEGATION**

The Board and the Proprietor delegate the role of assessing applicants to any two of, the College Principal, the College Registrar and the Associate Principal (Deputy Principal). The Board and/or the Proprietor may rule on individual cases.

## **PARTICIPATION IN GENERAL SCHOOL PROGRAMME**

By enrolling a student at Bethlehem College all parents shall accept as a condition of enrolment that the student is to participate in the general school programme that gives the College its Special Character. (Section 443 Education (update) Amendment Act 2017)

## **ORDER OF CONSIDERATION**

Subject to otherwise meeting the respective criteria for enrolment, the following order of consideration shall be applicable. The order of consideration, stipulates only the order in which applicants are considered and does not imply a guarantee of an offer to the highest ranked applicant.

### **Preferential applicants:**

1. Children of current staff members.
2. Students whose parents (or one of them) are involved in full-time ministry within a Christian church or ministry or who are returning from active Christian missionary service.
3. Siblings of present students who have clearly demonstrated support for the Special Christian Character of the College.
4. The first child in a general family may get priority over a sibling of a general family already in the College if they have been on the waitlist longer.
5. Wairoa Marae Scholarship students.
6. Children of past staff members.
7. Students from Christian Education Trust owned, Early Childhood Centres, entering the college at Year 0 and Year 1 whose parents clearly demonstrate support for the Special Christian Character of the College.
8. Students transferring from a similar Christian School whose parents have clearly demonstrated support for the Special Christian Character of their school.
9. Former students returning to Bethlehem College who have clearly demonstrated support for the Special Christian Character.
10. Siblings of former students who fully support the Special Christian Character of the College.
11. Children of former students who fully support the Special Christian Character of the College.
12. Other children.

**Non-Preferential applicants** will be considered at the Proprietor's discretion.

The Principal shall maintain a wait list of applicants in the event that there are more prospective students than places available.

The Principal, in his monthly report, shall provide the Board of Trustees with a list of all the students being offered places, categorised by Preferential and Non-preferential.

The Principal may at any time, re-categorise student's enrolment status based upon the application of the current Enrolment Policy of the Board, as approved by the Proprietor, and will advise the parents/caregivers accordingly in writing.

## **NGATI KAHU APPLICANTS**

The Proprietor awards Wairoa Marae Scholarships for children of the Ngati Kahu hapu. Scholarship recipients must meet enrolment deadlines in order to be considered under the criteria for admission.

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