



ST. IGNATIUS CATHOLIC SCHOOL

ADMISSIONS POLICY

St. Ignatius Catholic School is a Catholic school that welcomes and embraces all denominations. However, it is intended that the school will give priority to Catholic families through its admissions policy, particularly those who are parishioners. Therefore, when there are places available, students will be selected for admission based upon the following criteria:

Nursery:

1. Sibling already in the School.
2. Employee/School Advisory Board Member children.
3. Caymanian Roman Catholic Parishioner.*
4. Roman Catholic Parishioner* with Permanent Residence.
5. Non-Caymanian Roman Catholic Parishioner.*
6. Former student returning from overseas.
7. Child of former student who graduated from St. Ignatius Catholic School.
8. Caymanian/Caymanian Status.
9. Permanent Residence.
10. Date by which applied.

Nursery is the first entry point for St. Ignatius Catholic School students. Children must be 3 years old by August 31st for the school year in which they start and must be toilet trained. All applications received for this year group will be subject to successful completion of entrance tests, interview process and review of church references, due to the number of places (32) to fill. Places for each September will be offered starting in the preceding January. When offering spaces the admission criteria used will be the same as for the rest of the school with December 15th as the cut-off date for those on the waiting list. Any applicants who apply after this date will not be given places over those already on the waiting list regardless of their 'status' in relation to the admissions criteria.

Reception:

1. Children attending St. Ignatius Catholic School Nursery.
2. Sibling already in the School.
3. Employee/School Advisory Board Member children.
4. Caymanian Roman Catholic Parishioner.*
5. Roman Catholic Parishioner* with Permanent Residence.
6. Non-Caymanian Roman Catholic Parishioner.*
7. Former student returning from overseas.
8. Child of former student who graduated from St. Ignatius Catholic School.
9. Caymanian/Caymanian Status.
10. Permanent Residence.
11. Date by which applied.

Reception is the second entry point for St. Ignatius Catholic School students. Children must be 4 years old by August 31st for the school year in which they start. All applications received for this year group will be subject to successful completion of entrance tests, interview process and review of church references, due to the number of places (12) to fill. Places for each September will be offered starting in the preceding January. When offering spaces the admission criteria used will be the same as for the rest of the school with December 15th as the cut-off date for those on the waiting list. Any applicants who apply after this date will not be given places over those already on the waiting list regardless of their 'status' in relation to the admissions criteria.

Years 1 – 13

In the absence of any available spaces or for enrolment at a future date, a waiting list will be created up to a maximum of 10, who shall pay the \$100 administration fee and submit the completed application form and ancillary documentation. This is purely an administration fee, is non-refundable and is not deducted from school fees if a space is offered.

Once there are 10 on the waiting list, a call list will be created (whereby applicants do not pay \$100 administration fee until a space on the waiting list becomes free and they agree to go on the waiting list).

Applicants for any year group are subject to successful completion of entrance tests, interview process, references and/or review of Student Transfer Forms (where relevant) completed by the applicant's previous school.

The waiting list will be date sensitive with a cut-off time of 10 working days after the due date for commitments for the next academic year. Any applicants who apply after this date will not be given places over those already on the waiting list regardless of their 'status' in relation to the admissions criteria.

General

Due to developmental and behavioural issues an admission to any year group may be provisional on appropriate classroom behaviour. This will be discussed with parents.

The rules of application will be published with the application form so that all parents are fully aware of them.

Once a place is offered in any year group a non-refundable deposit of \$500.00 has to be paid to the School to guarantee the place. This is deducted from the school fees once the student commences. However, if a place is accepted, the deposit paid, and the Parents subsequently change their minds or the new student does not start within one month after the allocated starting date then the parent forfeits the deposit.

If a parent wants to hold a place for Terms 2 or 3 then they must pay the fees for each full term in advance for the place to be held regardless of a waiting list.

*Child must be registered with the parish, baptised and the parent(s) is an active member of the parish.