



Enrolment Policy

Living Waters Lutheran School Inc offers its program in Christian education to all applicants regardless of ethnic origin, gender, religion, ability or disability, provided that:

1. Parents seeking enrolment for their children undertake to support willingly and freely the stated mission of the school.
2. The school can provide adequate space and resources. (See also Enrolment Procedures), Students with Special Needs).
3. A Non-refundable Enrolment Fee of \$200 is payable on acceptance of enrolment. This fee is per family at time of enrolment. Additional students enrolling at another time will incur an additional Enrolment Fee. A due date will apply for this payment to ensure placement is held.
4. Holders of a Low Income Health Care Card will be eligible to receive a 60% discount on School Fees.
5. A copy of the child's Birth Certificate and Immunisation details, are to be submitted with the Enrolment Application.

Priorities

Enrolment priorities will be determined from time to time by Living Waters Lutheran School Inc. The current enrolment priorities are:

1. Children who are active members of Alice Springs Lutheran Church
2. Children who are active members of other Lutheran congregations
3. Siblings of currently enrolled or past students
4. Children of Living Waters old scholars
5. Children of staff from Lutheran organisations
6. Children transferring from other Lutheran schools
7. Other applications.

Applications within each of these priority areas will be dealt with in order of receipt.

To promote Living Waters Lutheran School's proactive approach to increasing the number of Indigenous students within the school, five Transition positions will be reserved for Indigenous students (provided applications have been received by the school within a reasonable period of time). These positions will be administered according to the Enrolment Policy.

Identification of active 'members' of the Alice Springs Lutheran Church shall be done in consultation with the appropriate Pastor.

Process

1. Students making application to enrol at Living Waters School, are required to attend an assessment at Living Waters Lutheran School, prior to a decision being made by the Principal.
2. Parents applying for admission for a student with special needs will need to supply documentation of the student's needs in order for the enrolment to be progressed. Recommendation for enrolment will be made *in the best interest of the child and the school community based on principles of inclusion*.

Transition enrolment

1. There will be one intake each year which will occur at the beginning of the school year. Children who turn five years of age by the end of June may be admitted in this intake.
2. Each school year the Principal will set a cut-off date for enrolments in terms of processing Transition enrolment applications relating to the following school year. After this time Transition enrolment applications which are submitted will be placed on the waiting list (unless there is a vacancy in the number of positions to be filled).
3. From time to time, the School may compile a waiting list for Transition entry students.
4. An Orientation Programme will be implemented each year to facilitate the smooth entry of Transition students into our school for the forthcoming new school year.
5. The Principal and School Council have the authority to change these procedures if deemed necessary.

Class Size

Class size can impact upon the quality of education that can be offered by the school. It is therefore suggested that the optimal class size be set at 25 children in Transition to Year 2, and 28 children in Years 3 to 6.

In situations where this may increase or decrease it will be done at the discretion of the Principal, taking into consideration a range of factors including:

1. Needs of existing students.
2. Overall numbers in the school.
3. Experience of the teachers involved and available resources.
4. Needs of students seeking enrolment.