



CATHOLIC DIOCESE of AUCKLAND

INFORMATION for PARENTS /

CAREGIVERS

SEEKING PREFERENCE of ENROLMENT at CATHOLIC SCHOOLS

The following information is given to assist parents/caregivers seeking preference of enrolment at a Catholic school.

- In seeking preference of enrolment at a Catholic school you need to make a commitment to actively supporting your child in their faith formation and the practices of the Catholic Church.
- The diocesan Preference of Enrolment Certificate needs to be signed by a Parish Priest or other authorised agent of the Bishop. It is normal practice to make an appointment with the Priest.
- A new Preference of Enrolment Certificate is required for each child in the family.
- Preference certificates are school specific. The name of the school must be specified on the certificate. If you intend to apply for enrolment at a number of different Catholic schools you should have the required number of Preference of Enrolment Certificates and ask the Priest to sign these during the one interview.
- A new Preference of Enrolment Certificate is required for transfer to another school e.g. primary to secondary school. In some exceptional circumstances the preference status of your children could change.
- The Preference of Enrolment Certificate is valid for two years prior to enrolling. For example a new entrant's Preference of Enrolment Certificate should be obtained when they turn three years of age no earlier, or if your child is on a school waitlist for longer than two years and a place becomes available a new certificate is required.

- The school keeps the preference certificate – not the family.
- If you are applying for preference of enrolment under Criterion 5.3 which reads At least one parent/guardian is a Catholic, and although their child has not yet been baptised, the child’s participation in the life of the school could lead to the parents having the child baptised, it is important to recognise that one parent/guardian being Catholic is not sufficient in itself to guarantee that preference will be granted. The second part of the sentence has equal weight with the first.
- If you are applying for preference of enrolment under Criterion 5.4 the significant familial adult must be:
 - a close family member who is actively involved in your child’s upbringing and live close to you
 - practising their faith and involved in their own parish
 - equipped and committed to the faith formation of your child and practices of the Catholic Church
- The significant familial adult must fill out a **SUPPORTING EVIDENCE FORM** and submit it to their parish office for their Parish Priest to complete Section B. Please see **‘Process for Applying for a Preference of Enrolment Certificate – Criterion 5.4’** for full information.
- Parish Priests/Bishop’s Agents grant preference and they are the only person who may do so. Schools then decide which students will be accepted for enrolment.
- Attendance at a Catholic school by non-preference students is not grounds for seeking preference of enrolment at another Catholic school.

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