Thank you for your interest in a position at St Joseph’s School Beenleigh.

Enrolment Applications are accepted all year round. Offers of places, however, will be sent to parents for the main intake for Prep and Year One usually at the end of Term 2. Applications are accepted at other times but places may not be available and names may be placed on a waiting list.

Please return the completed application form to the school office. An appointment will be arranged for an interview with one of the members of the School Leadership Team. Enrolment interviews will be in the year prior to the child starting school. At least one of the parents should attend the interview. Please bring your child with you.

All applications will be considered by the School Leadership Team and, where appropriate, Fr Anthony Girvan (Parish Priest) and offers to successful applicants is communicated in writing.

Late applications or applications for enrolment to commence during the year are always considered. Offers are made dependant upon the availability of places in particular year levels.

General Requirements:

<table>
<thead>
<tr>
<th>Birthdate:</th>
<th>Eligible for ...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child born 1 July 2007 to 30 June 2008</td>
<td>Prep at St Joseph’s Beenleigh in 2013</td>
</tr>
<tr>
<td>Child born 1 July 2008 to 30 June 2009</td>
<td>Prep at St Joseph’s Beenleigh in 2014</td>
</tr>
<tr>
<td>Child born 1 July 2009 to 30 June 2010</td>
<td>Prep at St Joseph’s Beenleigh in 2015</td>
</tr>
</tbody>
</table>

1. Children with special needs will be considered for enrolment in accordance with Brisbane Catholic Education policies and procedures and will require a special enrolment process. Non disclosure of information will make the enrolment and any offer invalid.

2. All enrolment applications must be accompanied by a photocopy of:
   - Documentary evidence of Baptism
   - Documentary evidence of date of birth (Ring 3247 9203 for copy of QLD Birth Certificate)
   - Any court orders or parental agreements
   - Latest school report of a current school child

   Please bring originals of all documents to your interview.

3. When you accept a position at St Joseph’s you are asked to pay a deposit of $155, which will secure your child’s place. This deposit will form payment towards your first month’s invoice. If your child does not attend St Joseph’s a refund minus $55.00 administration fee is available if the school is given notice prior to 1st December of the current year. If payment of this advance causes difficulty, please contact the principal to make other arrangements.

Yours faithfully

David Boulton
PRINCIPAL