



February 2017

Dear Parent/Guardian

Thank you for your enquiry regarding enrolment of your daughter at Bethlehem College. We hope this information will be of assistance to you.

The fact that you are seeking enrolment at a Catholic School indicates that you have an interest in providing an education, which is based on Christian values. Bethlehem has been offering Catholic Education to girls since 1881, providing an outstanding education for girls and developing in them an ethic of service to the wider community.

Bethlehem College has a strong tradition of concern for the individual, teaching practices based on mutual respect, and the encouragement of each student to achieve her potential in all aspects of her school life. We look forward to a very productive and happy association with your family. Our association is a partnership where we ensure structures and processes are in place to support parent and family involvement.

The enrolment process is as follows:

1. A completed enrolment form is returned to the Enrolment Officer along with a copy of:

- birth certificate
- baptismal certificate
- most recent School Report and NAPLAN report
- passport size photo of student
- if you do not hold Australian citizenship and your daughter was born overseas a passport with documents validating your child's current VISA status will also be needed. Parent/Guardian passport will also be required to verify residency
- a non-refundable fee of \$200 should accompany this application
- copy of fee payer's Driver's Licence
- relevant medical and/or special needs information/relevant Family Court Orders (where applicable)

2. On receipt of those documents the Enrolment Committee will review each application. An enrolment interview will be arranged for the student and a parent/s using the information supplied on the interview schedule.

3. If you currently have a daughter in Year 5 or younger and would like to apply to Bethlehem College, please contact the College to receive an Enrolment Application form. (Contact the College by phone on 9798 9099 or by email on info@bcashfield.catholic.edu.au.) Once we receive this form you will be placed on our enrolment database and a letter will be mailed to you inviting you to attend future Open Days to remain connected to the school prior to your daughter's commencement date. If your daughter is younger than Kindergarten we encourage you to also enrol in the Catholic Primary feeder school.

If you have any further questions please do not hesitate to contact the Enrolment Officer (Mrs Stella Apergis) at Bethlehem College.

Yours sincerely

Paula Bounds

Mrs Paula Bounds
Principal