



**Emmaus**  
Christian College

# **Enrolment Policy**



## ENROLMENT POLICY

Emmaus Christian College is a ministry of Emmaus Christian College Incorporated, an Incorporated Association governed by a Board of Governors.

The College reserves the right to prioritise applications for enrolment and make subsequent offers of enrolment at its total discretion.

The College is founded as a Christian educational institution to specifically teach the doctrines and beliefs of the Christian religion and to support parents by encouraging students to consider these beliefs as formative in their own lives. We see all schooling as an extension of the education that parents provide in the home. As such the College seeks to assist parents to fulfil their God-given responsibility to bring up their children in accordance with sound Biblical teaching, expressed in the doctrines and values of the Christian church.

At Emmaus Christian College the practice of the Christian faith is an essential, integrated aspect of school life. This includes Bible study, prayer, the celebration of Christian festivals and the personal example of staff who are all required to be followers of Christ and active members of a Christian church.

Enrolment at Emmaus Christian College is open to families that can demonstrate that they are in full support of the Christian beliefs and ethos of the College. As evidence of this we ask parents:

- either* (a) to provide a Pastor's reference from a church whose doctrines, beliefs and values are consistent with those of Emmaus Christian College indicating the family (or student's) commitment to the Lord Jesus Christ.
- or* (b) where this is not possible, parents will be provided with a copy of the College Statement of Faith, and will be asked to affirm that they understand and support these provisions as the basis for enrolment in the College.

In any case, whether (a) or (b) above are the basis for enrolment, acceptance of the provisions of this policy is an essential requirement for continuing enrolment. Where parents are unable, or cease being able, to agree with the provisions of the policy they will be asked to withdraw their child(ren) from the College.

The College will not accept enrolments where the family are affiliated with a faith tradition or church who the College believes are in contrast to those of the College as outlined in the Emmaus Christian College Statement of Faith.

A wide range of factors are considered and balanced throughout the enrolment process. Sibling status is just one such factor and does not in itself guarantee enrolment being offered in priority to others.

Applications to transfer campuses within Emmaus Christian College are discouraged and considered only under exceptional circumstances if deemed in the best interests of the student.

To request a transfer:

- a) families should contact their current Head of School, to request a Transfer Application Form
- b) completed applications will be assessed by the Campus Transfer Panel

- c) if the panel endorses the transfer request, the Enrolment Officer will be notified, and the student's name will be placed in the waiting pool for the desired campus
- d) the transfer request will be treated as a new enrolment application, respecting the current waiting pool and the usual waiting pool procedures
- e) a vacancy must occur at the desired campus, and the College must find a replacement for the student at the original campus before the transfer can proceed

Due to privacy requirements, the reasons for enrolment decisions made cannot be disclosed as these include sensitive and private information and circumstances.

The Board of Governors oversee the Enrolment Policy of the College and will review applications where this is considered necessary by the College staff.

### Revision Record

Document Title	Enrolment Policy
Document Type	Policy
Document Date	September 2025
Policy Owner	Executive Principal
Approval Authority	Board of Governors
Review Date	March 2028
Revision History	Created 2013, Reviewed 2018, Oct 2021, Mar 2025, September 2025