St. Michael's Lutheran School offers its program in Christian education to all applicants regardless of ethnicity, origin, gender, religion, ability or disability provided that:

- through enrolment procedures parents seeking enrolment for their child undertake to support willingly and freely the stated vision, mission and values of the school.
- adequate space and resources are available.
- parents disclose any information required by the school to facilitate the most appropriate educational pathway for their child.

Enrolment Procedures

Principal’s Tour
To find out more about the school you are encouraged to attend a Principal’s tour. These tours are held on the fourth Thursday of each month offering you an overview of the school’s program and a tour of the school. Individual appointments can be made with the Principal via the office.

Priorities
Enrolment priorities will be determined from time to time by the School Council. The current enrolment priorities are:

- siblings of currently enrolled students
- children of active members of a Lutheran congregation
- children who have become members of a Lutheran congregation through baptism
- other applications at the discretion of the Principal (such factors could include but are not limited to: other active Christians, date of application, old scholars).

Identification of ‘active members’ of a Lutheran congregation shall be done in consultation with the appropriate pastor.

Enrolment Procedures for Foundation
You may be aware that the SA Education Department (DECD) recently changed their enrolment policy so that there will only be one intake of students from 2014. At this time students are to have turned 5 before the 1st of May.

St Michael’s has operated with a single intake of Foundation for a number of years. We will also operate under the new policy of birth date eg: children are to have turned 5 by the 1st of May.

N: A child turning 5 after the 1st of May possibly will enter Foundation if the following criteria are met:

- We have vacancies for 2015;
- A readiness report from the kindergarten/ELC Director outlining
the social, emotional, physical and academic readiness;

- An in-school assessment conducted by the Foundation and Special Ed teacher assessing their readiness to start school.

Term 2 entries will move on to Year 1 the following year.

**Children with Special Needs**

St. Michael’s Lutheran School caters for the needs of a wide range of students. We are blessed with children who constantly seek to fulfil their potential by following different pathways. Before going through the enrolment process it is essential that families of students with special needs explore all educational options available.

It is our recommendation that an appointment is made with the Principal (who may also invite the Special Education teacher) to determine whether the school is able to meet any specific needs of the child. Families are then able to make an informed decision about the selection of school for their child.

**Middle Schooling**

In 2011 a decision was made by the Hills Lutheran schools to offer middle schooling at Cornerstone College, Mt Barker, from the start of 2014.

Therefore, St Michael’s does not offer year 7.

Along with the three other Lutheran primary schools in the Hills, students who have been enrolled in our schools for a minimum of two years have a priority for enrolment at Cornerstone College.

At the end of year 6 students will have the option of entering Cornerstone or another school of their choice.

**Class Size**

The class size for Foundation to Year 6 is limited to 25. (Exceptions need to be approved by School Council).

**Guidelines for Early Enrolment of a Gifted Child**

St. Michael’s Lutheran School recognises that if gifted, children’s exceptional needs are to be met, early identification and support are essential.

Early enrolment in school can provide challenges and extension to meet a gifted child’s unique intellectual, social and emotional needs.

It is important to recognise that early enrolment is just one of the possible strategies for meeting the needs of young gifted students.

A meeting to discuss possible early entry can be made with the Principal (who may also invite the Special Education teacher).

Advice will also be sought from a psychologist who will be asked to provide a standardised assessment of cognitive and intellectual ability and also from a professional who has interacted with the child in the pre-school setting.

A decision will be made by the school after all information has been considered.

**Notification required before leaving the school**

A full terms notice is to be given in writing advising that a student will not be continuing their enrolment during the year, or not returning the following year. If such notice is not given the School has the option of charging one terms fees in lieu of notice.