

## **ST. MARY'S VISITATION ADMISSION POLICY**

When a class is filled, a family may place their name on a waiting list. When making decisions about enrollment, the parish/school respects the dignity of the child. Neither race, nationality nor other forms of discrimination shall prevent a child from being accepted in the Catholic school, unless attendance would cause conflict for the child because of the unique religious philosophy of the school's education program.

### **REGISTRATION**

Registration for the next school year for existing school families takes place in November. Registration is then opened to Parish Members starting in December. School registration for non-Parish Members opens in January.

### **ADMISSION PROCEDURE**

The following enrollment priorities will be followed:

1. Families who already have children enrolled in the school will have first opportunity and preference for the seating of additional family children.
2. New registrations will be handled utilizing the following guidelines:
  - a. Preference is given to families who are active (time, talent, and/or treasure) St. Mary's Visitation parishioners, according to the date they registered in the parish.
  - b. Given that we are a Catholic parish-based school, preference will be given to Catholic vs. non-Catholic families. Non-parishioner, Catholic Families who live within the geographic area are given preference over those who do not live in the area.
  - c. Among St. Mary's Visitation parishioners, preference will be given to families who live in the geographic boundaries for the Elmbrook and/or Wauwatosa School Districts, since there are a number of benefits available to St. Mary's Visitation School by virtue of its geographic location within those school districts.

All students shall be subject to a period of continued admittance review during the first tri-semester following their admission to St. Mary's Visitation School. At any time thereafter, the School Administration may determine, in its sole discretion, to place a student on an indefinite period of Review based on the demonstrated academic or behavioral needs of such student. The School Administration shall notify in writing the parent(s) or guardian(s) of any student placed on Review of such decision. During any period of review, the School Administration shall determine whether or not SMV can meet the Needs of the student. If the School Administration determines, in its sole discretion, that SMV is not able to meet the Needs of a student who is on Review, then the School Administration will inform the parent(s) or guardian(s) of such student that he/she will not be invited back to attend SMV following the end of the then current school trimester, or any subsequent period. The decision of the School Administration shall be final.

Following diocesan policy, the parish pastor and school principal will strive to apply these policies with justice and fundamental fairness. The policies set forth above are meant to be guidelines and, as such, all decisions regarding application of these policies will ultimately be left to the sound discretion of the parish pastor and school principal, who will take into account any other relevant circumstances.