

**Cullinane College Draft Enrolment Scheme**  
**Proposed to be effective from 01/01/ 2027**

**Special Character**

Cullinane College is a Catholic State Integrated Year 9-13 secondary school. Our Catholic Special Character is defined in our Integration Agreement as: The school is a Roman Catholic School in which the whole school community through the general school programme and its religious instructions and observances, exercises the right to live and teach the values of Jesus Christ. Preference of enrolment at Cullinane College shall be given only to those students whose parents have established a particular or general religious connection with the special character of the school. This connection must be confirmed by a signed preference certificate from the Bishop's agent at the Palmerston North Diocese.

**Maximum Roll**

The maximum roll at Cullinane College is determined by the school's integration agreement. The current maximum roll is 525 students. The school's roll will be managed within these limits and the allocation of places determined by an enrolment scheme.

*"Note: Should the current building provision at Cullinane College be determined by the Board as having capacity for less than the current maximum roll, the school roll will be managed within the lower number."*

**Enrolment Scheme Rationale**

As the school currently receives more applications than places available, an enrolment scheme has been developed and approved by the Secretary of Education to ensure the fair and transparent selection of applicants. The guidelines for development and operation of enrolment schemes are issued under Schedule 20 of the Education and Training Act 2020.

**Process**

Each year the school board will advertise the likely number of places available at the school for the following year (including year level if appropriate) and the date by which applications must be received.

The board will also advertise:

- the date on which any ballot will be held should it be required
- the date by which applicants will be advised of the outcome of their application
- the date of any subsequent pre-enrolment period should places remain available

This information will be published in a medium appropriate for the area served by the school including on the school website.

If the Board identifies that additional places have become available during the year, these will be advertised accordingly.

**Catholic Preference Criteria**

Catholic State Integrated schools select preference students on the following grounds:

The criteria to be used by Proprietors, and their authorised agents, when determining whether or not the parents of a child have established such a particular or general religious connection with the Catholic Special Character are:

- 5.1 The child has been baptised or is being prepared for baptism in the Catholic Church.
- 5.2 The child's parents/guardians have already allowed one or more of its siblings to be baptised in the Catholic faith.
- 5.3 At least one parent/guardian is a Catholic, and although their child has not yet been baptised, the child's participation in the life of the school could lead to the parents having the child baptised.
- 5.4 With the agreement of the child's parent/legal guardian, a significant familial adult such as a grandparent, aunt or uncle who is actively involved in the child's upbringing undertakes to support the child's formation in the faith and practices of the Catholic Church.
- 5.5 One or both of a child's non-Catholic parents/guardians is preparing to become a Catholic.

The agents for determining preference can be contacted at the Palmerston North Diocese.

*Note: The five criteria for granting Preference of Enrolment in Catholic schools, as set out by the New Zealand Catholic Bishops Conference, are not ranked in order of importance. Each criterion is considered equally valid and sufficient for establishing a particular or general religious connection with the Catholic character of the school.*

*The numbering of the criteria (1–5) is for administrative reference only and does not imply any hierarchy or priority among them. All applicants who meet any one of the criteria are eligible to be considered for preference enrolment, subject to the school's enrolment scheme and capacity.*

### **Area of Reasonable Convenience**

To ensure, as far as possible, that the allocation of places does not exclude local students and accords priority to applicants for whom the school is reasonably convenient, the enrolment scheme defines an area of reasonable convenience as being within 65 km of the school by road (Note: Addresses on any dead-end road whose single access is within the 65km by road boundary are considered as **within** the area of reasonable convenience.)

### **Priority of Enrolment - Preference Applicants**

#### Priority 1

- Preference applicants for whom the permanent residential address of the primary parent/guardian is **within** the area of reasonable convenience.

#### Priority 2

- Preference applicants for whom the permanent residential address of the primary parent/guardian is **outside** the area of reasonable convenience.

**Note:** should there be more applicants than places available in priority groups 1-2, applications will be grouped in the following order:

- a) preference applicants who are siblings of current students
- b) preference applicants for whom Cullinane College is the closest Catholic secondary school.
- c) all other preference applicants

If there are more applicants within (a) than places available, applicants will be ordered by ballot.

If there are more applicants within (b) or (c) than places available, applicants will be processed in the following order.

- preference applicants who are children of employees of the board
- preference applicants who are siblings of former students of the school
- preference applicants who are children of former students of the school
- preference applicants who have previously attended a Catholic school
- all other preference applicants

If required, places will be allocated within each grouping by ballot.

### **Non-Preference Applicants**

The enrolment of non-preference students is governed by the school's integration agreement. Currently this is set at a maximum of 26 students. Non-preference students will be enrolled **only** if enrolment places remain after all preference students have been enrolled **and** the board judges that enrolment of the non-preference students will not compromise its ability to offer places to preference students who might apply for enrolment at a later date. When the school's roll **reaches or exceeds 85% of its maximum capacity** the non-preference roll will be closed.

### **Priority in Enrolment – Non-Preference Applicants**

#### Priority 3

- Non-preference applicants for whom the permanent residential address of the primary parent/guardian is **within** the area of reasonable convenience.

#### Priority 4

- Non-preference applicants for whom the permanent residential address of the primary parent/guardian is **outside** the area of reasonable convenience.

**Note:** should there be more applications than places available in priority groups 3-4, applications will be grouped in the following order.

- a) non-preference applicants who are siblings of current students
- b) non-preference applicants for whom Cullinane College is the closest Catholic secondary school
- c) all other non-preference applicants

If there are more applicants within (a) than places available, applicants will be ordered by ballot.

If there are more applicants within (b) or (c) than places available, applicants will be processed in the following order.

- preference applicants who are children of employees of the board
- preference applicants who are siblings of former students of the school
- preference applicants who are children of former students of the school
- preference applicants who have previously attended a Catholic school
- all other preference applicants

If required, places will be allocated within each grouping by ballot.

## **Waiting List**

All unsuccessful applicants will have their names placed on a waiting list. The waiting list will be kept within relevant priority categories. Students on the waiting list may be offered places at a later date if they become available. The waiting list will remain current until the beginning of the next enrolment intake when a new waiting list will then be generated.

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