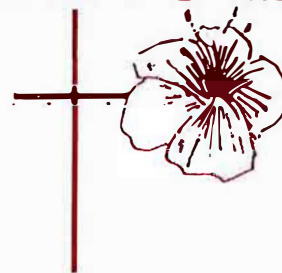

HIBISCUS COAST PARISH

ST. JOHN THE EVANGELIST - OREWA
ST. FRANCIS BY THE SEA - MANLY

CATHOLIC PRESBYTERY
180 CENTREWAY ROAD, OREWA
TELEPHONE (09) 426 5599
FAX (09) 426 5574
EMAIL: hbcparish@xtra.co.nz



Stella Maris School

Preference Pre-Enrolment Form

Hibiscus Coast Catholic Parish

In making the choice to enrol your child at a Catholic School, there is an expectation that you will support your child's faith development. This includes regular attendance at Mass, especially Hibiscus Coast Parish, School Masses and at the Parish Confirmation and Eucharist Celebrations.

It is also expected that your child will be baptized before starting school and that during their time at school they will receive the Sacraments of Reconciliation, Confirmation and Eucharist. ▴

Father Emile Frische

Parish Priest

Hibiscus Coast Parish



**New Zealand Catholic Bishops Conference
Preference of Enrolment Certificate
for the Diocese of Auckland**

This is to certify that

In accordance with Private Schools' Conditional Integration Act, Section 29 (1), and Catholic School Integration Agreements, through a general or particular religious connection as stated in the Preference Criteria Numbers: 5.1, 5.2, 5.3, 5.4, 5.5.

(Please refer to Criteria details on back of form)

MR/MRS/MS

Address

Is/are eligible to have preference of enrolment for their child at

..... School/College

in..... Town/City

Name of child

I/We undertake to support our child in the formation of their faith and the practices of the Catholic church. I/we further agree that my/our contact details will be shared with the school and parish for the purpose of faith formation.

Parent(s)/Caregivers Signature..... Date.....

Under which Criterion (see reverse) is the child eligible for preference?.....

If Criterion 5.1 applies please complete:

Baptised in at on.....

If Criterion 5.4 applies please complete the section on the back of this form.

Certified by (Name): as authorized agent of the

Roman Catholic Bishop of the Diocese of

Position:

(see: Administration of the Criteria, 6.1.1-6.1.6, Agents who may sign, listed over page)

Address:

Signature..... Date.....

This form must be completed by the Parent(s)/Caregiver(s), and the Parish Priest or other designated authorities *prior* to the enrolment of a student in a Catholic Integrated School.

NEW ZEALAND CATHOLIC BISHOPS CONFERENCE

Criteria for Preference of Enrolment in Integrated Catholic Schools

- 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/guardian, a significant familial adult in the child's life, such as a grandparent or an aunt or uncle 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.

Agents of the Bishop, Who May Sign the Certificate on his Behalf

- 6.1.1 Parish Priest of their Parish of Residence
- 6.1.2 Assistant Priest of their Parish of Residence
- 6.1.3 Priests appointed under c. 517/1
- 6.1.4 Deacons and lay persons appointed to pastoral care under c. 517/2
- 6.1.5 Ethnic chaplains who liaise with Parish Priests or their delegate
- 6.1.6 Local committees appointed by the Bishop or by any of the above agents of the Bishop.

Process of Appeal

Handbook for Boards of Trustees of New Zealand Catholic Integrated Schools (section 8.3.1)

If a preference certificate has been refused and the parents, either directly or through the Principal, wish to appeal the matter, the application can be referred to the Proprietors' Office (Diocesan Education Office). The Director of the Office, or whoever is the appointed appeal authority in the diocese, after making whatever investigation is necessary, including consulting the Parish Priest if appropriate, will make a ruling, or seek a ruling from the Bishop. The Parish Priest or delegated person who refused the certificate in the first instance is normally informed whenever a preference certificate is issued in virtue of this paragraph.

Please note that in the Diocese of Auckland the appointed appeal authority is the Vicar for Education, contact phone: (09) 360 3057. Email: lindam@cda.org.nz

If Criterion 5.4 (above) applies the parents/caregivers and the familial significant adult completes the following:

Familial Significant adult:

I agree to support (child's name)
formation in the faith and practices of the Catholic Church and agree to my contact details being available to the school and parish for this purpose.

Mr/Mrs/Ms:

Address:

Relationship to child: Email address: Phone No:

Parish:

Signature Date:

Parent(s)/Caregiver(s):

I agree that my child will be supported by: in the formation of the
faith and practices of the Catholic Church. I/we further agree that my/our contact details will be shared with
the school and parish for the purpose of faith formation.

Signature: Date:

Guidelines for THE GRANTING OF PREFERENCE OF ENROLMENT IN NEW ZEALAND CATHOLIC SCHOOLS

Updated by the New Zealand Catholic Bishops Conference, October 2016

1. Introduction

These guidelines aim to assist agents of the Bishops who have responsibility for granting of preference. It is hoped that the guidelines will assist you in interpreting the preference criteria and understanding our vision of the significant role parishes and schools have in working cooperatively on the evangelisation and faith formation of students and parents.

The Bishops of New Zealand wish to endorse and affirm the value of Catholic primary and secondary schools in the mission of the Church and as a fulfilment of Canon 217: *All those baptised into the Catholic Church have a right to Catholic education.*

2. The Legal Obligations of the Proprietor

Section 29 of the Private Schools Conditional Integration Act states:

"29. Preference of enrolment – (1) Parents who have a particular or general philosophical or religious connection with an integrated school shall have preference for their children at the school.

(2) Subject to the provision of subsection (1) of this section, no prospective pupil shall be refused enrolment on the grounds of religion, race, socio-economic background, or lack of willingness of the parent to make financial contributions to the school."

The standard clause in the Integration Agreement of Catholic Schools states:

"Preference of enrolment at the school under Section 29 (1) of the Private Schools Conditional Integration Act 1975 shall be given to only to those children whose parents have established a particular or general religious connection with the Special Character of the School and the Controlling Authority shall not give preference of enrolments to parents of any child unless the Proprietor has stated that those parents have established such a particular or general religious connection with the Special Character of the school."

3. Basic Premises

The following three premises are the basis for the interpretation of the 5 criteria to be used for granting preference.

Premise 1: Baptism or a well founded hope of Baptism should be regarded as the norm in the granting of Preference. Baptism may be a future event as a result of attending a Catholic school.

Premise 2: Catholic schools are an integral part of the evangelising mission of the Church.

Premise 3: The "family" will actively support the child in his/her faith formation and the practices of the Catholic Church.

It is important to note that the eligibility for preference of enrolment is based on factual conditions relating to the status of the person's connection to the Catholic Church, not on the state of their faith practices.

There is a need for:

- Bishops' agents who sign preference cards, to have a pastoral approach, recognising the significant role they play especially in the re-evangelisation of non-practising Catholics.
- Catholic schools to be proactive in the evangelisation process
- The school and parish to have a close collaborative relationship, unified in their goal for active evangelisation and faith formation of the children and parents.

4. Five Preference Criteria

4.1 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 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.

Preference Criteria 5.1, 5.2 and 5.5

- 4.2 These 3 criteria are clear cut and need to be applied as they stand.
- 4.3 It is important to recognise, that no additional conditions, such as regular attendance at Sunday Eucharist can be attached to the granting of preference.
- 4.4 It should also be recognised that in our current secularised society, the time when people are seeking preference of enrolment, is potentially a time of initiating re-evangelisation of Catholics who are no longer actively involved in the Church.

Preference Criterion 5.3

- 4.5 Currently there is wide interpretation of criterion 5.3 and this is a cause of major concern for many people.
- 4.6 The second part of criterion 5.3, *the child's participation in the life of the school could lead to the parents having the child baptised*, should be given prominence and accepted by all, as crucial when a decision is being made in granting preference of enrolment. The word here is "could" which implies that it is possible as distinct from probable. This is the element of "well founded hope".
- 4.7 We recognise that there is likely to be differences of interpretations of this criterion and offer the following examples of situations to demonstrate how we believe the criterion should be interpreted:

Situation 1: The parent has formally left the Church. Preference should not be granted

Situation 2: The Catholic parent is now *actively involved* in another Christian denomination or other religion and has no intention of supporting their child in the practices of the Catholic Church. We do not believe preference should be granted as it is unlikely that the child will be baptised in the Catholic Church as a result of attending a Catholic school, even if the parent has not *formally* left the Catholic Church.

Situation 3: The Catholic parent is now *actively involved* in another Christian denomination or other religion and the child has been baptised in the Church of the new religion. We do not believe preference should be granted in this situation even if the parent has not *formally* left the Catholic Church.

Situation 4: The Catholic parent no longer has any or at best infrequent contact with the child. In this situation we believe that preference should not be granted unless the non-Catholic parent, who is also the caregiver, is able to demonstrate a sincere commitment to the responsibility undertaken at the time of marriage to bring up the children as Catholics.

Situation 5: The Catholic parent has died but it was their wish that their child had a Catholic education and the Non-Catholic parent is committed to support the child in the faith formation and practices of the Catholic Church. We believe preference should be granted.

Situation 6: The step-parent who is active in the family life of the child is Catholic. We believe preference should be granted.

Situation 7: The Catholic parent is a "lapsed Catholic". In this situation we believe preference should be granted because of the existing connection and the open possibility of re-evangelisation.

Situation 8: If a parent seeks a new preference certificate for their child to attend a secondary school (or a change of primary school) and the child has not been baptised during the previous schooling at a Catholic Primary School, there may still be "a well founded hope of baptism" especially at the secondary level where teenagers / young adults assume more personal responsibility. We believe preference should be granted. What may need strengthening, is, the active evangelisation strategies by both the school and parish.

Preference Criterion 5.4

4.8 The interpretation for granting preference under criterion 5.4 needs clarification. The following requirements are essential when people are seeking preference of enrolment under criteria 5.4:

- The significant familial adult in the child's life, who is undertaking to support the child's formation in the faith and practices of the Catholic Church, would need to accompany the parents/caregivers when they are seeking preference of enrolment.
- If the significant familial adult is not personally known to the person granting preference of enrolment, they need to have some evidence to show they are an active member of the Catholic Church.
- The significant familial adult must live in a physical position that enables sufficient contact and influence to be able to actively support the child's formation in the faith and practices of the Catholic Church.
- The parents/caregivers should give written agreement that they will support the child's formation in the faith and practices of the Catholic Church. This is included in the attached revised version of the Preference Card.

- The significant familial adult gives permission and commits to being included in the school/college's faith events and Religious Education programme, e.g. school masses, liturgies on the Religious Education programme, social justice and service initiatives as all parents are expected to. This is included in the October 2016 version of the Preference Certificate.

4.9 The "significant familial adult" must:

- Have a familial and spiritual/pastoral connection with the child.
- Be authentic and honour the integrity of the NZCBC's intent of the 5.4 criterion.
- Be in a genuine, meaningful relationship with the child.
- Be an active faith member of a Catholic Eucharistic community.
- Live geographically close enough to support the child(ren) in liturgical and Eucharistic celebrations at both the school and church levels.
- Committed to assisting the parent(s) in their support of their child(ren) in the formation of their faith and the practices of the Catholic school which includes attendance at Sunday masses.
- Be in attendance when the child(ren) is seeking a preference certificate from the Bishop's agent and is also being enrolled at the school/college.
- Give permission and commit to being included in the school/college's faith events and Religious Education programme, e.g. school masses, liturgies on the Religious Education programme, social justice and service initiatives as all parents are expected to.

4.10 What does **NOT** constitute an authentic "significant familial adult"?:

- The neighbour or family friend is a Catholic.
- A Catholic godparent of a child who has already been baptised in another faith tradition.
- A family member such as an aunt, uncle or other relation who has very limited contact with the child
- Principal of a school or person responsible for Boarding in a Boarding school

4.11 Examples of a significant familial situations:

- A legal guardian who has responsibility for the child after the parents death knowing the parents would have wanted a Catholic education for their child even if they had not baptised their child.
- An involved Catholic grandparent who had lapsed in practice of the faith and not baptised their children. Subsequent to the children becoming adults the grandparent has re-activated their faith and become involved in the Church and hopes for baptism of their grandchild and maybe their children.

5. Appeals

- 5.1 An appeals process will be formalised in each Diocese, with a person or a committee being appointed by the Bishop being delegated this responsibility.
- 5.2 The Preference of Enrolment Certificate will inform families of their ability to appeal a decision not to grant preference.
- 5.3 A national appeals form is attached. We have agreed that this national appeals form will be used by all Dioceses throughout New Zealand but will include Diocesan specific information.

6. Preference of Enrolment Certificates

The Preference of Enrolment Certificates includes:

- Written commitment by parents/caregivers that they will support their child's faith formation and practices within the Catholic Church
- Diocesan specific contact details including the name and contact details of the person to whom an appeal can be made.
- Written agreement by the familial adult where preference is being granted under Criterion 5.4.

A copy of the revised Preference of Enrolment Certificate is attached. We have agreed that this certificate will be used by all Dioceses and we ask that you ensure the certificate in use is dated October 2016. Older versions of this certificate should not be used.

7. Issues Associated with Granting Preference

Schools facing pressure on the rolls

- 7.1 It must be clearly understood that there is an obligation on schools to accept preference students ahead of any non-preference students.
- 7.2 If all preference applications are unable to be accepted, the school should have a clear transparent enrolment policy, or an enrolment scheme officially approved by the Ministry of Education, specifying priorities for acceptance
- 7.3 While there can be no ranking of the preference criteria, Diocesan Vicars and/or Managers of Education, can offer schools assistance on developing enrolment policies, acceptable to the Ministry of Education, which can include priorities such as:
First priority of acceptance is Preference students
 - from within the local parish or contributing parish or parishes
 - who have sibling attending the school
 - with some connection with the local parish or contributing parish or parishes

Evangelisation

- 7.4 Schools to formally acknowledge and promote their role in the evangelising mission of the Catholic Church.
- 7.5 Continued strengthening of the school-parish partnership for ongoing evangelisation and personal invitation for faith formation and sacraments is crucial. A united school-parish faith community, with a sense of collaboration and team work is a hallmark of such a relationship.
- 7.6 A resource paper offering further suggestions to assist the parish-school faith community in the task of collaborative evangelisation accompanies these guidelines.

APPROVED BY: The New Zealand Catholic Bishops' Conference, October, 2016.

✠Patrick Dunn
Bishop of Auckland
President, NZCBC

✠John Cardinal Dew
Archbishop of Wellington
Vice President, NZCBC

✠Charles Drennan
Bishop of Palmerston North
Secretary, NZCBC

✠Colin Campbell
Bishop of Dunedin

✠Stephen Lowe
Bishop of Hamilton

Rev Rick Loughnan
Administrator of Christchurch



**CATHOLIC DIOCESE OF AUCKLAND
CATHOLIC SCHOOLS OFFICE**

APPLICATION FOR ENROLMENT

SCHOOL/COLLEGE: _____

ADDRESS: _____

Student's First and Middle Name: _____ Family Name: _____

Student's Date of Birth: _____ Telephone: _____

Student's Home Address: _____

Confirmation: Yes / No Eucharist (First Communion) Yes / No Reconciliation: Yes / No

Parents' First Names: Mother: _____ Father: _____

Parents' Family Name: Mother: _____ Father: _____

Parents' Address: Mother: _____

Father: _____

Parents Date of Birth: Mother: _____ Father: _____

Parish of Parents: _____

PRIVACY ACT 1993

Our school undertakes to collect, use and store information you provide on this form according to the principles of the Privacy Act 1993. The information may be provided to the Proprietor or Proprietor's agent, the Minister of Education and the Education Review Office, and for administration purposes within the school.

I/We agree that this information can be used for the above purpose.

PARTICIPATION IN SCHOOL PROGRAMME

I/We the undersigned, undertake as a condition of enrolment that the above named student will participate in the general School programme that gives your school its Catholic Special Character.

ATTENDANCE DUES

I/We the undersigned, undertake as a condition of enrolment and attendance to pay Attendance dues as determined from time to time by the Proprietor and approved by the Minister of Education. Furthermore, I/we accept that the school can discontinue attendance of the above named student in default of this undertaking.

Both parents sign for above

Signed: _____
(Mother/Guardian) (Father /Guardian)

PREFERENCE OF ENROLMENT

I have sighted evidence that the Proprietor has stated that the above named student should be given preference of enrolment.

Signed: _____ Date: _____
(Principal)

The applicant is non-preference: _____ Date: _____
(Principal)