



## Policy 2.4

### Appendix 5: Archdiocesan Enrolment Committee

This Catholic Education Melbourne advisory committee provides advice to the Executive Director on enrolment matters in the Catholic Archdiocese of Melbourne as follows:

- monitoring the Catholic/non-Catholic Eastern Church enrolments for each school and the strategies undertaken by schools to attain/maintain a high level of Catholic enrolment
- identifying and assisting schools which are experiencing difficulty in increasing/maintaining their enrolment of Catholic students
- responding to requests by schools relating to their inability to increase their Catholic/non-Catholic Eastern Church percentage
- monitoring and assisting secondary schools in terms of the Year 7 enrolment ceilings and priority parish arrangements
- advising the Executive Director on strategies to assist in the resolution of any complaints by schools concerning the enrolment practices of other schools
- assisting with establishing a higher profile for Catholic education so that all Catholic families are aware of and welcomed by the appropriate Catholic school.

#### Membership of the Archdiocesan Enrolment Committee

All committee positions are nominees of the Executive Director and membership is by invitation of the Executive Director.

A core membership of the committee includes:

- the Chair (appointed by the Executive Director of Catholic Education Melbourne)
- a representative of congregation-owned schools
- a representative of regional secondary schools
- two representatives of Catholic primary schools
- two parish priests
- the Director, Planning and Infrastructure, Catholic Education Melbourne.

Appointments to further augment the core membership of the committee are made at the discretion of the Executive Director, as required.

The committee will be serviced by Catholic Education Melbourne.

Approval date	26 May 2020
Date of next review	26 May 2021