



CAMPION COLLEGE

ENROLMENT INFORMATION

Thank you for your interest in enrolling your child at Campion College. Before we can confirm enrolments we must give consideration to two criteria:

- 1 **Preference of Enrolment**
- 2 **Priority in Enrolment**

1 **PREFERENCE OF ENROLMENT**

Campion College is an Integrated Catholic College. Preference of enrolment is given to families with a connection to the Catholic Faith. These families are given a Preference Certificate. Please refer to the details over the page regarding the criteria for obtaining a Preference Card.

2 **PRIORITY IN ENROLMENT**

If more families apply to enrol than can be accommodated, then the enrolments are placed in an order of priority. There are four priority groupings and within each group there are a further six priority levels.

Please note that there is an upper limit of numbers at each year level and each year level's enrolment status is treated independent of the other levels.

Please refer to the attached enrolment scheme regarding the criteria for priority in enrolment.

To enrol at Campion College, please complete the 'Application Form for Enrolment' including the 'Enrolment Contract' (the green forms) and forward these to the College Office by Friday 10 September 2010.

Please read the Preference of Enrolment and Priority of Enrolment details on the accompanying pages for a full explanation

ENROLMENTS FOR 2011

TIMELINE

Tuesday 2 February 2010	Enrolments open for 2011
Term 3, 2010	Enrolment forms posted to families or schools.
Wednesday 1 – Friday 3 September	Opportunity to visit the College.
Friday 10 September 2010	Enrolments close All enrolment forms are due back to the College. (NB: Enrolment forms are acknowledged by return post as they are receipted).
Thursday 7 October 2010	All families are advised of the outcome of their application by this date.
Monday 18 October 2010	Families whose enrolment is accepted have confirmed their acceptance by this date.
Monday 15 to Friday 26 November	Principal meets with parents and student to discuss educational needs of student for 2011.
(To be Confirmed)	Orientation day at Campion, for Year 7, 2011 students.

CRITERIA FOR PREFERENCE OF ENROLMENT

Campion College is an Integrated Catholic school. In terms of the Integration Agreement signed between the College and the Crown a certain percentage of the college roll must consist of students with a connection to the Catholic faith. These students are given preference of enrolment.

The New Zealand Catholic Bishops' Conference has determined the criteria for preference of enrolment in Integrated Catholic schools.

Preference of enrolment may be granted when the applicant meets one of the following criteria:

- 1 The child has been baptised or is being prepared for baptism in the Catholic Church. *Please provide the baptism certificate.*
- 2 The child's parents/guardians have already allowed one or more of its siblings to be baptised in the Catholic faith.
- 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 College could lead to the parents having the child baptised.
- 4 With the agreement of the child's parent/guardian, a grandparent or other significant adult in the child's life, such as an aunt, uncle or godparent, undertakes to support the child's formation in faith and practices of the Catholic Church. *Please provide a letter of support from this significant adult.*
- 5 One or both of a child's non-Catholic parents/guardians is preparing to become a Catholic.
- 6 Other factors. On occasions, other factors may be taken into account in granting a Preference Certificate.

To obtain a Preference of Enrolment Certificate please complete the application form for enrolment and return it to the College Office. The College will contact you and make arrangements for you to meet with one of the Parish representatives with responsibility for overseeing Preference certificates.

**CAMPION COLLEGE
ENROLMENT SCHEME
FINAL**

The Ministry of Education has required Campion College to put in place an Enrolment Scheme for applications for entry into the College so that the College maintains student numbers within its maximum roll of 512. Within the maximum roll, guidelines of 78 in each of Years 7,8,9 and 10 have been established to avoid an imbalance in the school roll and to provide for the delivery of quality education.

The Integration Agreement for Campion College gives preference of enrolment to students whose parents have established a particular or general religious connection with the Special Character of the college. The New Zealand Catholic Bishops' Conference has determined the criteria for preference of enrolment in Integrated Catholic Schools.

PRIORITY IN ENROLMENT

Priority in Enrolment will be determined on a year level basis so that the roll remains within the guidelines indicated above.

Applications for Enrolment will be processed in the following order of priority.

First Priority is given to preference students living in the area of convenience (as outlined in the attached map and description). A student who is boarding privately within the area of convenience is considered within the first priority.

Amongst such applicants, priority will be given in the following order:

- 1 Applicants who are Year 6 students at St Mary's Catholic Primary School (Gisborne).
- 2 Applicants who have attended another Catholic school in the year preceding enrolment.
- 3 Applicants who are siblings of current students.
- 4 Applicants who are the children of Board employees and/or Board members.
- 5 Applicants who are siblings of former students.
- 6 All other applicants.

The area of convenience for students is bounded by the following area and as indicated on the attached map: -

- Puketawai to the north (just north of Tolaga Bay)
- Matawai Township to the west
- Nuhaka Township to the south

Second Priority is given to preference students who live outside the area of convenience.

Amongst such applicants, priority will be given in the order described for the first priority.

Third Priority is given to non-preference students who live within the area of convenience.

Amongst such applicants, priority will be given in the order described for the first priority.

Fourth Priority is given to non-preference students who live outside the area of convenience.

Amongst such applicants, priority will be given in the order described for the first priority.

If more applications are received in any of the priority groups than places available at each year level, then acceptance for enrolment is based on the date that processed applications are received in the College. Applications for enrolment are processed only for students commencing their education at Campion College within the following 12 months.

PRE-ENROLMENT

Each year applications for enrolment will be sought by a date which will be published in the Gisborne Herald newspaper.

All applications received by the advertised date will be processed in terms of the priority criteria contained in the Scheme, and applicants will be advised of the outcome of their application within 28 days of the advertised closing date.

If, following the first application date, the school has not reached its maximum roll, the Board may enrol students on a first come, first served basis.

Students whose enrolment is successful will be asked to confirm their acceptance within 14 days. Failure to accept enrolment within this time period will mean the place will be offered to the next eligible student. When the quota has been filled all those unable to attain a place will be advised of their place on a waiting list based on their date of application. Those students who wish to be considered for late enrolment will be added to the waiting list.

CAMPION COLLEGE UNIFORM CODE

GIRLS UNIFORM

Please note that from 2011 all students are expected to wear the Campion College regulation shirt and the plain brown or black roman sandals

SHIRT	White Campion short-sleeved regulation shirt
SKIRT/TROUSERS	Either: Campion green skirt (Years 7 - 11) or: Campion green front pleated senior skirt (Years 12 & 13) or: Regulation grey Naomi dress trousers or: Campion green regulation shorts
FOOTWEAR	Either: Plain brown or black roman sandals. or: Regulation black shoes, with one strap across the foot. To be worn with black pantyhose or white ankle socks (no stripes or sport socks).
JERSEY	Campion green V-necked long-sleeved jersey with gold stripe around the neck. College crest to be affixed to jersey.

OPTIONAL ITEMS

JACKET	Campion green College jacket (crest affixed).
CAP	Campion green regulation cap or 360° green sunhat.
GLOVES/SCARF	Black gloves. Campion green or black scarf.

SPORT & RECREATION

**Sports shoes as directed.
Black shorts and Green T-Shirt for Years 7 to 10 students.
(These items are only available from the Uniform Shop at the College)
College tracksuits are issued to students who represent the College in certain sporting events. These tracksuits may only be worn for the sporting code for which they are issued.**

FORMAL DRESS: ON FORMAL OCCASIONS WHEN REPRESENTING THE COLLEGE:

SKIRT	College green front pleated skirt
SHIRT	Plain white long-sleeved business shirt
TIE	College tie
BLAZER	College dress blazer with crest affixed
FOOTWEAR	Plain black leather shoes with one strap across the foot.

BOYS UNIFORM

Please note that from 2011 all students are expected to wear the Champion College regulation shirt and the plain brown or black roman sandals

SHIRT	White Champion short-sleeved regulation shirt
SHORTS/TROUSERS	Either: Mid grey drill shorts or: Dark grey wool mix shorts or: Regulation grey style No. E170 Somerset trousers
FOOTWEAR	Either: Plain brown or black roman sandals. or: Regulation black shoes: Leather lace-up dress shoes. (No skate shoes, sneaker type shoes). To be worn with plain mid-grey long socks (short mid-grey socks are permitted with long trousers).
JERSEY	Champion green V-necked long-sleeved jersey with gold stripe around the neck. College crest to be affixed to jersey.

OPTIONAL ITEMS

JACKET	Champion green College jacket (crest affixed).
CAP	Champion green regulation cap or 360° green sunhat.
GLOVES/SCARF	Black gloves Champion green or black scarf
SPORT & RECREATION	Sports shoes as directed Black shorts and green T-Shirt for Years 7 to 10 students (These items are only available from the uniform shop at the College). College tracksuits are issued to students who represent the College in certain sporting events. These tracksuits may only be worn for the sporting code for which they are issued.

FORMAL DRESS: ON FORMAL OCCASIONS WHEN REPRESENTING THE COLLEGE

SHORTS	Regulation grey style No. E170 Somerset
SHIRT	Plain white long-sleeved business shirt
TIE	College tie
BLAZER	College dress blazer with crest affixed
FOOTWEAR	Plain black leather dress shoes with mid-grey socks

UNIFORM GUIDELINES:

The following guidelines seek to clarify issues relating to uniform and dress standards.

- 1 Students' appearance at all times should conform to acceptable standards. Wearing of the uniform should reflect positively upon the student and the College community. Clothing is to be kept in a good state of repair. Oversize clothing is not to be worn.
- 2 Non regulation clothing is not to be worn with the College uniform. This includes travelling to and from school (with the exception of wet weather gear).
- 3 **Jewellery** at the College will not be permitted with the exception of small personal items. The only jewellery allowed is:
 - One stud or sleeper per ear. No other jewellery is to be worn on the face (i.e. no nose studs, lip studs etc).
 - One signet ring (unobtrusive).
 - One plain wrist bracelet.
 - One necklace limited to a cross/crucifix or taonga may be worn. This is to remain at the discretion of the Management at all times.
 - Make up, fancy hair-clips and nail polish (other than colourless or natural) are not permitted.
 - Head bands must be black or Champion Green in colour.
 - Coloured hairbraiding is not permitted.
- 4 **Hair** must be clean, tidy and clear of the face. Unusual variations of hair styles or colours are not permitted. Males are to be clean shaven. Side burns are not to extend below the ear. These remain at the discretion of the Management.
- 5 **Tattoos** are not permitted. There may be some consideration given for culturally significant tattoos, and in such circumstances prior approval should be gained from the Principal.
- 6 **Skirts** must be of reasonable length. Front pleated skirts are to be below knee length.
- 7 **Shoes** must be the regulation black leather shoes. Black lace up dress shoes for boys, black leather shoes with one strap across the foot for girls. Canvas or suede shoes are not permitted. Sports shoes, skate shoes, or sneaker type shoes (except for PE) are not permitted.
- 8 T-shirts, cycle pants and other garments worn under the uniform must not be visible.
- 9 Underwear must not be visible.
- 10 The College Crest is to be worn on shirts, jerseys and jackets.
- 11 When wearing the College jersey, the jersey length should be below the bottom of the shirt. The shirt should not be visible below the bottom of the jersey.
- 12 **ALL ITEMS OF CLOTHING MUST BE CLEARLY MARKED WITH THE OWNER'S NAME.**
- 13 All non-uniform articles of clothing will be confiscated. Students who, for genuine reasons, are unable to wear full regulation uniform, are required to obtain permission from the Deputy Principal. A loan garment will be issued where possible.
If this is not possible then a permit will be given to such students as long as they provide an explanatory letter signed by their parent/guardian. The permit should be applied for by 8.30 a.m. (office) on the first day the item of non-regulation clothing is worn. A permit will only allow non-regulation items to be worn for a period of time considered sufficient to overcome the immediate difficulty.

**ALL OF THE ABOVE IS SUBJECT TO APPROVAL BY MANAGEMENT.
ALL ITEMS SOLD THROUGH THE UNIFORM SHOP ARE APPROVED ITEMS.**

INDICATIVE UNIFORM PRICE LIST
(To be updated September 2010)

College Sunhat (green)	\$5.00
College Tie	\$20.00
Boys Socks	\$10.00
College Jackets (Showerproof)	\$105.00
College Jerseys	\$65.00 - \$80.00 (depending on size)
P.E. Uniform	
Shorts	\$20.00
Shirt	\$25.00
Boys Shorts (grey)	\$30.00
Junior Skirt	\$55.00
Senior Skirt	\$65.00
Dress Trousers	\$60.00
Girls Shorts	\$45.00
Sports Socks	\$15.00
Canterbury Sports Shorts	\$30.00
Polo Shirt with emblem	\$30.00

GENERAL INFORMATION

Attendance Dues

These are set by the Hamilton Diocese. For 2010 the fees will be **\$340.00** per year for students in Years 7 & 8 and **\$680.00** for students in Years 9 to 13. Fees for 2011 have not been confirmed at this stage. Financial assistance is available for families. Please contact the Principal.

Student Conduct

All students are under the discipline of the College from the time of leaving their homes for school until they return. They are expected to show courtesy, commonsense, respect and consideration for others in their behaviour. Their speech, language, dress and manner should reflect creditably on themselves, their family and their College.

Smoking, the use of non-prescription drugs and the drinking of alcohol are strictly forbidden to students wearing the College uniform or at any function or outing organised by the College.

Absence

We appreciate parents/guardians ringing the College Office if the student is going to be absent for that day. Notes of Absence signed by a parent or guardian must be handed to the Form Teacher on the day of return to College. Dates of Absence and reason must be stated.

Leave From School

Students who require leave for any reason must apply in writing to the principal at least one week before the event.

Students may not leave the school grounds without permission. Requests to leave must be supported by a note from parents and it is expected that students move directly from and to school.

Care of Property

All clothing, books and items of personal property must be clearly named. Unless this is done return of property to owners cannot be assured. Clothing unclaimed at the end of each year will be retained as a supply of 'loan' garments or donated to charity.

The parents of students who wilfully or carelessly damage school property are expected to support the College policy of seeing that students make good the cost of repairs.

Textbooks and Class Materials

Students are provided with textbooks without charge or deposit. These remain the property of the College and are issued on the understanding that they will be cared for and that any loss or damage will be made good.

College Stationery

All students will be supplied with a list of stationery requirements. Families will have the opportunity of purchasing stationery from city outlets.

Cafeteria

The Cafeteria is open at Morning Interval and Lunchtime and sells a variety of food and drinks.

Lunch Passes

Lunch passes are issued at the beginning of the year. These are issued at the request of parents.

Appointments

When making appointments for students we request that they be made outside normal school times. Where this is not possible, cards for Dentist or Doctors appointments should be signed by the Form Teacher and presented to the Class Teacher when leaving. All students must sign out when they leave the College and sign in when they return. Other appointments, eg. Driving Licence lessons and haircuts are to be made out of school time.

Uniform

Campion College has a well-defined Uniform Code. Students are expected to wear the uniform with pride.

Detail of the uniform requirement is set out on a separate sheet.