

# Memorandum of Understanding



AMBROSE TREACY  
COLLEGE

This Memorandum of Understanding (MOU) supersedes any other arrangements between Brisbane Catholic Education schools (BCE) and Ambrose Treacy College (the College) and is effective from **1 January 2023**. This MOU will be reviewed every three years to reflect an up-to-date assessment of the current needs of the time. The College has a strong desire and a commitment to work collaboratively with the BCE Office in the provision of Catholic education in the western corridor of Brisbane. Where possible the College seeks to work in partnerships with the BCE Schools in this region in the provision of these educational opportunities. Underpinning this relationship will be the respect of the right of all parents to choose the education that they desire, and feel is right for their sons. The aim of this MOU is to provide clarity around the options available to Catholic families and families attending Catholic schools at BCE schools in the western corridor with regards to interest in enrolling their sons at the College for their secondary years. The College has an Enrolment Policy that underpins this MOU. The College's Enrolment Policy is the base document on which this MOU is framed, and the College reserves the right to amend this Policy from time to time as necessary.

A copy of the College Enrolment Policy is available on the College website; specifically, this MOU pertains to boys who:

- (a) having had regard to the priority indicators and the enrolment procedure set out in the College Enrolment Policy, will be offered a position for Year 4 at the College; and
- (b) are baptised Catholic boys; and
- (c) are currently enrolled at BCE primary schools that have entered into this MOU with the College.

The College commits to offer those families the option of declining the Year 4 position and securing a place for their sons' entry into Year 7 i.e. Catholic students from **certain** BCE Catholic primary schools will have the option of deferring their enrolment for entry into Year 7. The offer for deferring a position in Year 4 and taking up a position in Year 7 must be taken up within 4 weeks of the initial offer.

Families wishing to defer the Year 4 offer until Year 7 will be expected to pay the relevant enrolment fees to secure the Year 7 place. Any refund due to families whose son ultimately does not enrol at the College, will be subject to the College's Policy on enrolment refunds.

Where a Catholic family from a BCE Catholic Primary School enrolls at the College outside the normal enrolment procedure for the major intake years of Year 4 and Year 7 (set out in the Enrolment Policy), a guarantee of enrolment cannot be given. Whilst a guarantee may not be possible, their application will be considered and prioritised for a place where possible. If a place cannot be offered applicants will be placed and prioritised on a waiting list.

A Catholic student attending a BCE Primary school who is verified with learning needs according to BCE policies or who has significant additional learning needs, who seeks enrolment at the College, will be supported through the College enrolment process. The College staff will undertake an enrolment support process to ascertain the level of need and the level of support the College may be able to provide the student prior to offering a place. An enrolment vacancy will be held open until the enrolment process is completed. The outcome of this supported enrolment process will be communicated in writing to the family.

Parents of baptised Catholic boys seeking enrolment at the College are encouraged to speak with the Principal of their BCE primary school or with the College Principal.

If there is a material change in circumstances, the parties to this MOU will meet in good faith to renegotiate the terms of this MOU to best reflect such new circumstances.

This MOU will be made available on the College website and communicated to parents via the BCE Primary school newsletter and website.

Mr Chris Ryan  
**College Principal**