

ST GEORGE CHRISTIAN SCHOOL

ENROLMENT APPLICATION

Non Refundable Application Fee Applies - \$165 per family

STUDENT INFORMATION

Child's Surname

Child's First Name Preferred Name

Date of Birth / / Gender Male Female

Country of Birth Citizenship

Desired Grade & Year of Entry (e.g. Grade 7 Year 2012) Grade Year

Child's position in the family 1 2 3 4 5 6 ____

This is a Sibling Application (No application fee is payable for siblings, nor any further references required)

This child is a sibling to Year

How did you hear about St George Christian School?

.....

Why do you want your child/children educated at St George Christian School?

.....

SCHOOLING

How is your child managing at school?

Academically Very Good Good Average Poorly Very Poorly

Socially Very Good Good Average Poorly Very Poorly

Current School Grade

Reason for Leaving

Has your child ever been asked to leave a School or refused enrolment? Yes No

If your child has ever been suspended or expelled from any previous School, was this for

Actual violence to any person? Yes No

Possession of weapon or any item used to cause harm or injury? Yes No

Threats of violence or intimidation of staff, students or others at the School? Yes No

Illegal drugs? Yes No



STUDENT PROFILE

Is your child of Aboriginal or Torres Strait Islander origin? Yes No

Aboriginal Torres Strait Islander

Does your child speak a language other than English at home? Yes No

What language?

Is English tuition required? Yes No

Has your child received Special Education? Yes No

Has your child received Specialist Services? Yes No

Does your child have any Specialist reports: e.g. Psychometric, Speech, etc. (If yes, please include these reports with this application) Yes No

Does your child have ADD or ADHD? Yes No

'Disabilities' e.g. Intellectual, physical, behaviour disorder, autism or **'Learning Difficulties'** (Please provide details)

.....
.....
.....

Special Gifts/Talents (Please provide details)

.....
.....

Students with special needs - Is your child a young person with

- autism
- a hearing impairment
- a language disorder
- a physical disability
- difficulties in the basic areas of learning
- acquired brain injury
- behaviour disorders
- an intellectual disability
- mental health issues
- a vision impairment
- other (please specify)

Best Education practice recognizes that **'accommodations'** and/or **'learning adjustments'** may be required for students with special needs. These are provided through alternative teaching, learning strategies and special provisions.

What accommodations and/or learning adjustments may be required for your child at this School?

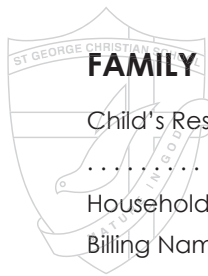
- none required
- alternative teaching and learning strategies
- signing
- a reader or scribe
- modifications to equipment, furniture & learning spaces
- Braille
- access to technology
- personal care support
- other (please specify)

Is there anything that you do or modify at home that may help us at School to meet your child's special needs?

.....

Citizenship Status: If both parents were born outside of Australia please provide one of the following:

- A. Visa Details - copy of VEVO (Visa Entitlement Verification Online)
- B. Proof of Citizenship (copy of Australian Passports will suffice)



FAMILY INFORMATION

Child's Residential Address

Household Postal Address

Billing Name & Address

Father / Guardian Mr Dr Rev

Name

Address (if different from child)

Country of Birth Language (if other than English)

Occupation Employer

Home Phone Work Phone Mobile

Email Fax

Marital Status Single Married Separated Divorced Widowed

Do you attend a church? Yes No Name of Church

Religion Pastor / Minister

Highest level of schooling completed* Yr 12 or equivalent Yr 11 or equivalent
 Yr 10 or equivalent Yr 9 or below

Highest level of qualification completed* Bachelor Degree or Above Advanced Diploma
 Certificate I to V (including trade) No post school qualification

Does Father speak a language other than English at home? Yes ... specify: Occupation Group (see Page 5)
 No only English 1 2 3 4 8

Mother / Guardian Mrs Ms Miss Dr Rev

Name

Address (if different from child)

Country of Birth Language (if other than English)

Occupation Employer

Home Phone Work Phone Mobile

Email Fax:

Marital Status Single Married Separated Divorced Widowed

Do you attend a church? Yes No Name of Church

Religion Pastor / Minister

Highest level of schooling completed* Yr 12 or equivalent Yr 11 or equivalent
 Yr 10 or equivalent Yr 9 or below

Highest level of qualification completed* Bachelor Degree or Above Advanced Diploma
 Certificate I to V (including trade) No post school qualification

Does Mother speak a language other than English at home? Yes ... specify: Occupation Group (see Page 5)
 No only English 1 2 3 4 8

Are the individuals above the natural parents of the child?

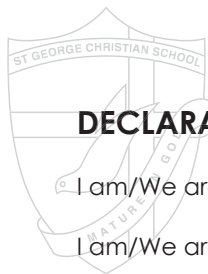
Mother Yes No (If no what is relationship to child)

Father Yes No (If no what is relationship to child)

Do both natural parents support this application? Yes No If no, please give reasons why

If your relationship structure involves shared custody of the child for whom this application is made, please outline arrangement.

Are there any custodial or legal arrangements of which the School should be aware?



DECLARATIONS

- I am/We are prepared to support the uniform code of the School Yes No
- I am/We are prepared to support my child undertaking regular homework Yes No
- I am/We are prepared to attend Parent/Teacher meetings Yes No
- I/We anticipate difficulty with paying the fees or capital levy and bond No Yes
- I/We understand that photos may be taken at School of my child/children and give permission for the photos to be used by the School for promotional/publication purposes Yes No
- I am/We are aware that the Application Fee paid is non refundable Yes No
- I/We understand that tuition fees are subject to review Yes No
- I/We understand that I must give at least one term's written notice to the Principal of intention for my child to leave the School (or in the case of Year 6 children not continuing, two term's notice) otherwise one term's fees will be payable in lieu of notice Yes No
- I/We have read, understood and accept the Business Terms and Conditions and the Enrolment Procedures (Attachments 3 and 4) Yes No

Signed Date
 (Father / Guardian)

Signed Date
 (Mother / Guardian)

The School's Privacy Policy outlining how the School uses and manages personal information provided by you can be viewed on our website: www.sgcs.com.au
NOTE: Any misleading or inaccurate information may render this application null and void.

CHECKLIST

Have you included all necessary documents? The Application is not complete without the following:

- \$165 Application Fee (per family) Cheque or Credit Card only, no cash accepted
- Photocopy of Birth Certificate
- Immunisation History Statement
- Photocopy of two most recent School reports for each child you wish to enrol (except Kindergarten)
- Photocopy of Years 3, 5, 7 or 9 NAPLAN results (if applicable)
- Two References (Attachments 1 & 2) - one from your Minister or other church leader and one from a friend
- Photocopies of Medical, Psychometric, OT or any other pertinent reports for each child
- Evidence of visa status (VEVO) if both parents were born overseas or evidence of Australian citizenship
- Evidence of visa status (VEVO) for each child, if he/she was born overseas or evidence of Australian citizenship
- Copy of child's Australian Passport if applicable

List of Parental Occupation Groups

GROUP 1: SENIOR MANAGEMENT IN LARGE BUSINESS ORGANISATION, GOVERNMENT ADMINISTRATION AND DEFENCE, AND QUALIFIED PROFESSIONALS

Senior Executive/Manager/Department Head in industry, commerce, media or other large organisation.

Public Service Manager (Section Head or above), regional director, health/education/police/fire services administrator

Other Administrator [School Principal, Faculty Head/Dean, Library/Museum/Gallery Director, Research Facility Director]

Defence Forces Commissioned Office

Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.

Health, Education, Law, Social Welfare, Engineering, Science, Computing professional

Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]

Air/Sea Transport [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller]

GROUP 2: OTHER BUSINESS MANAGERS, ARTS/MEDIA/SPORTSPERSONS AND ASSOCIATE PROFESSIONALS

Owner/Manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business

Specialist Manager [finance/engineering/production/personnel/industrial relations/sales/marketing]

Financial Services Manager [bank branch manager, finance/investment/insurance broker, credit/loans officer]

Retail Sales/Services Manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]

Arts/Media/Sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official]

Associate Professionals generally have diploma/technical qualifications and support managers and professionals.

Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional

Business/Administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]

Defence Forces senior Non-Commissioned Officer

GROUP 3: TRADESMEN/WOMEN, CLERKS AND SKILLED OFFICE, SALES AND SERVICE STAFF

Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.

Clerks [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk]

Skilled office, sales and service staff

- Office [secretary, personal assistant, desktop publishing operator, switchboard operator]
- Sales [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher]
- Service [aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]

GROUP 4: MACHINE OPERATORS, HOSPITALITY STAFF, ASSISTANTS, LABOURERS AND RELATED WORKERS

Drivers, mobile plant, production/processing machinery and other machinery operators.

Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper]

Office assistants, sales assistants and other assistants.

- **Office** [typist, word processing/data entry/business machine operator, receptionist, office assistant]
- **Sales** [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker]
- **Assistant/aide** [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]

Labourers and Related Workers

Defence Forces ranks below senior NCO not included above

Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]

Other Worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]

GROUP 8: NO PAID WORK FOR MORE THAN 12 MONTHS

Also list your previous occupation



ST GEORGE CHRISTIAN SCHOOL ENROLMENT APPLICATION - REFERENCE

Child's Surname

Child's First Name Preferred Name

Desired Grade & Year of Entry (e.g. Grade 7 Year 2012) Grade Year

Dear Referee

The above named family has applied to this School for enrolment of their child/ren. Kindly complete the information requested below and return to the applicant or forward it directly to the School if you prefer. Please be assured the information you provide will be treated as confidential. Thank you for your assistance.

What is the nature and length of the family's association with you?

.....
.....
.....

What involvement does this family have in the life of the church?

.....
.....
.....

Please provide any appropriate information regarding the child pertinent to this application

.....
.....
.....

Other information that may help the School to assess the educational needs of the family

.....
.....
.....

Name

Address

Email Phone

Signed Date



ST GEORGE CHRISTIAN SCHOOL ENROLMENT APPLICATION - REFERENCE

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Other information that may help the School to assess the educational needs of the family

.....
.....
.....

Name

Address

Email Phone

Signed Date



ST GEORGE CHRISTIAN SCHOOL

BUSINESS TERMS AND CONDITIONS

TERMS AND CONDITIONS

The terms and conditions set out in the Prospectus and on the Application Form, and all associated papers or information sheets, may be amended from time to time, and the provisions subject to any amendments shall continue to apply during the whole period that a student continues to attend the School.

FAMILY REBATE

In cases where two or more children of the same family are attending, rebates apply. Refer to Fee Schedule. These rebates only apply to the tuition fees.

APPOINTMENTS WITH THE PRINCIPAL

The Principal is available for interviews with parents and appointments may be made by contacting the Principal's Personal Assistant.

LEAVE DURING TERM

Term dates are published a year in advance. It is expected that only in the most exceptional circumstances, would a student be absent on vacation or travel at times other than in official vacation periods. Should such leave be required, it is a requirement of the Department of Education and Training that an application for Exemption from Attendance be made to the Principal on the appropriate forms. Exemption cannot be granted retrospectively.

INSURANCE

It is the responsibility of the parent or guardian of each student to provide appropriate insurance cover should a student be injured or taken ill at School. Insurance of personal property is the responsibility of the parent or guardian. The School does not accept responsibility for personal property introduced to the School by any member of the School community.

ILLNESS OR INJURY

The School provides a sick bay where students who are taken ill or injured at School are accommodated while contact is made with parents or guardians as quickly as possible. When a student is absent because of illness, immediate notice should be given by telephone to the School office and the reason for the absence confirmed in writing by the parent or guardian upon the first day of the student's return to School.

SCHOLARSHIPS AND BURSARIES

Scholarships are awarded on the basis of testing for academic excellence for entry into Years 7 and 11 only. Music scholarships are also offered at these entry points.

Bursaries may be awarded to students only after a confidential needs-based assessment of the family's situation. Generally, a student has to be enrolled for at least one School year before applying for a bursary. Further information may be obtained from the School's Bursar.

DISCIPLINE OF STUDENTS

The continued enrolment of students is dependent on their behaviour being in accord with the School rules and regulations, as amended from time to time. Parents shall withdraw a child upon request of the Principal. The School applies a positive approach to discipline of students. Further details are available in the School's Family Handbook.

GENERAL

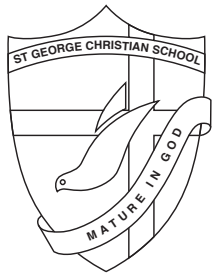
Students shall attend School functions as and when required.

Students are expected to fulfil sports training commitments as required and to play in teams or competitions for which they are chosen.

All students are required to attend the School camps, unless excused by the Principal for medical reasons.

A note signed by the parent or guardian is required to excuse a student for not completing set work.

A note signed by the parent or guardian is required to excuse a student for being late or absent.



ST GEORGE CHRISTIAN SCHOOL

ENROLMENT PROCEDURES

THE CONDITIONS OF APPLICATION, ENROLMENT AND ADMISSION ARE AS FOLLOWS:

1. Applications can only be made on the official form and must be duly signed.
2. Applications will be processed after the payment of a non-refundable Application Fee for each family. (See Fee Schedule)
3. Acceptance is for the year stated and any alteration to that would depend on a vacancy being available. The School reserves the right at any stage to refuse a student who, at the absolute discretion of the School, is unable to meet the course or general requirements of the School.
4. Acceptance of a student will be followed by a Letter of Offer. Return of the duly signed copy of Conditions of Enrolment, along with payment of the Capital Levy and Enrolment Bond within 21 days of offer, will confirm the intention to proceed with the student's entry. This payment secures the student's position at the School for the year of entry.
5. If a student is enrolled and then withdraws before commencement date or defers to a year where only a waiting list exists, all fees previously paid are forfeited.
6. One term's written notice must be made to the Principal, of any students withdrawing from the School. For students in Year 6 who are not continuing to Year 7 at St George Christian School, two terms' written notice to the Principal is required. Failure to give the required notice will result in a charge of one term's fees.
7. The School reserves the right to terminate the enrolment of any student whose conduct or behaviour is, at the absolute discretion of the School, unsatisfactory. In such a situation, no refund of fees will be granted.
8. The rules and regulations of the School shall be duly observed by students and their parent/s or guardian/s.
9. In the event of an injury to or illness of the student necessitating urgent hospital and/or medical treatment, including injections, blood transfusions and the like, if the parent or guardian is not readily available to authorise such treatment, a responsible person on the School staff is hereby empowered to give the necessary authority for the treatment without the School or such a person incurring any legal liability to the parent/s, guardian/s or student, in so doing.
10. All fees and charges are due and payable by the first Friday of each term. Accounts are normally rendered prior to the commencement of each School term. If payment is not received by the due date a late fee will be charged. A further charge may continue to accrue until the account has been settled.
11. If an account remains unpaid for 6 weeks after the account fee is due, and the School decides to place the unpaid account in the hands of a debt collection agency, Solicitor or third party, the parent/guardian/s will bear all costs pertaining to the recovery of the outstanding account, including but not limited to legal and other costs and these costs will be added to and become part of their debt due to the School.
12. The parent/s will actively support the goals of the School whenever and wherever possible.
13. Full Fee Paying Overseas Students have conditions beyond this document and enquiries should be directed to the Registrar.

PROCEDURES FOR ENROLMENT:

1. Complete and duly sign the Application Form, obtain TWO written references on the School's form, attach a copy of the applicant/s birth certificate/s and where applicable, attach the TWO latest school reports. Photocopies of pertinent medical reports and evidence of Australian citizenship or resident status if the child was born overseas must also be provided. Forward these together with the Application Fee.
2. When the possibility of a placement arises, an interview will be scheduled with the Principal.
3. Upon satisfactory outcome of this process, an offer of enrolment will be made.
4. Acceptance of the offer will be by returning the signed copy of the Conditions of Enrolment and payment of the Capital Levy and the Enrolment Bond within twenty one days of the date of the offer. Non payment of this fee within twenty one days may result in the position being offered to another applicant. Refer to the School Fee Schedule.
5. Any notice of withdrawal must be made in writing to the Principal, and in accordance with the terms of the Conditions above.

The School reserves the right to amend the conditions and procedures at any time. Notification of changes will appear on the School's website and in the School's newsletter. Copies of the revised conditions and procedures will also be available from the School's Reception.

IT IS ESSENTIAL THAT THE SCHOOL BE NOTIFIED OF ANY CHANGE OF ADDRESS.



ST GEORGE CHRISTIAN SCHOOL MEDICAL INFORMATION AND CONSENT FORM

Student's Name: Gender M F Year/Class:

Date of Birth: Medicare No: Expiry Date: Position No:

Private Health Fund: M/ship No: Expiry Date: Position No:

Mother/Guardian Name:

Address:

Mobile: Home Ph: Work:

Father/ Guardian Name:

Address:

Mobile: Home Ph: Work:

Family Doctor: Phone:

Address:

In case of emergency and if we are unable to contact either parent/guardian, whom should we try to contact:

Name: Relationship to child:

Address: Phone:

Please tick if your child suffers from any of the following:

- | | | | |
|------------------------------------|--------------------------------------------------------|------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> ADD/ADHD | <input type="checkbox"/> Allergies (Drug, Food, Other) | <input type="checkbox"/> Anaphylaxis | <input type="checkbox"/> Asthma |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> Eczema | <input type="checkbox"/> Epilepsy | <input type="checkbox"/> Fainting/Fits/blackouts |
| <input type="checkbox"/> Hay fever | <input type="checkbox"/> Migraines/Headaches | <input type="checkbox"/> Heart condition | <input type="checkbox"/> Sight/hearing problems |

Other:

If you have ticked any of the above, an **Emergency Treatment Plan must be provided**. Plans are available from the school office. **NB without an emergency Treatment Plan the school can only provide standard First Aid treatment.**

Are you aware of any physical or psychological limitations of your child? Please give details:

Is there any other medical information you would like the School to know about your child?

MEDICATION

In accordance with the School's Medical Policy, parents MUST give written permission and directions for prescription medications to be administered during school hours or after hour's school activities. If a student is on permanent medication please complete an Emergency Treatment Plan (available from the School Office).

Is the student taking long-term medication?

I hereby consent for my child (please tick appropriate box)

To attend all supervised activities and excursions arranged by the school Yes No

To be given paracetamol for pain relief Yes No

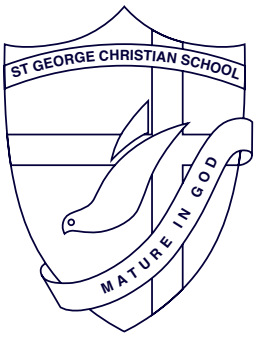
To receive attention for minor cuts, abrasions, splinters and other First Aid needs Yes No

In the case of a medical emergency, to be taken by car / ambulance to a Medical Centre, or hospital for professional treatment Yes No

To have hair checked for lice if the need arises Yes No

Signature: Date:/...../.....

Name (please print): Relationship to child:



ST GEORGE CHRISTIAN SCHOOL

ENROLMENT APPLICATION FEE

CREDIT CARD PAYMENTS

Student's Name

Application Fee \$165.00

Debit Amount Credit Card Type VISA Mastercard

Credit Card Number

Name on Card Expiry

Signature Date

CHEQUE PAYMENTS

Cheques payable to

St George Christian School

PO Box 144

Ramsgate NSW 2217

SURVEY

We would appreciate you taking the time to complete this short survey, thank you.

How did you hear about SGCS?

Friend Internet Advertisement Parenting Course Other

If from the Internet, was it from

Google Yellow Pages Yahoo Other

Would you like the Registrar to contact you to arrange a tour of the school? Yes No

Name

Phone