

APPLICATION FOR ENROLMENT – BATHURST CAMPUS KINDERGARTEN TO YEAR 12

STUDENT INFORMATION: (PLEASE USE BLOCK LETTERS)

Name of Student
(Given Names) (Surname)

Date of Birth Day Student / Boarder

Proposed Date of Entry Proposed Year Level of Entry

Current School

Religious Denomination (and church of attendance)

Please tick the box Australian Citizen Permanent Resident Overseas Student

Is the student Aboriginal or Torres Strait Islander? (please tick the box) Yes No

PARENT INFORMATION:

Parent 1		Parent 2	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(Dr / Mr / etc.) (Given Names)	(Surname)	(Dr / Mr / etc.) (Given Names)	(Surname)
Home Address <input type="text"/>	<input type="text"/>	Home Address <input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Occupation <input type="text"/>	<input type="text"/>	Occupation <input type="text"/>	<input type="text"/>
Place of Employment <input type="text"/>	<input type="text"/>	Place of Employment <input type="text"/>	<input type="text"/>
Home Telephone <input type="text"/>	<input type="text"/>	Home Telephone <input type="text"/>	<input type="text"/>
Work Telephone <input type="text"/>	<input type="text"/>	Work Telephone <input type="text"/>	<input type="text"/>
Mobile Telephone <input type="text"/>	<input type="text"/>	Mobile Telephone <input type="text"/>	<input type="text"/>
Facsimile <input type="text"/>	<input type="text"/>	Facsimile <input type="text"/>	<input type="text"/>
Email <input type="text"/>	<input type="text"/>	Email <input type="text"/>	<input type="text"/>
Billing address (if different to above) <input type="text"/>			
Is any member of the family an Ex-Student of The Scots School? (please tick the box) <input type="checkbox"/> Yes <input type="checkbox"/> No			
If so, who <input type="text"/> Years at Scots <input type="text"/>			
Maiden Name (if applicable) <input type="text"/>		Custodial Parent (if applicable) <input type="text"/>	
Usual Residential Address of Student <input type="text"/>			

GUARDIAN INFORMATION: (to be completed if parents of student are not residents of Australia or student is living with persons other than parents)

Guardian's Name

Address

Work Telephone Home Telephone

Facsimile Mobile Telephone

FAMILY INFORMATION:

Siblings' Names, Ages and Schools

Is there any family information relating to this student of which you would like us to be aware?

Would you like School Reports and/or correspondence to be forwarded to:

(a) Both parents (if living separately) Yes No (b) Custodial parent only Yes No

(a) Other nominee Yes No

Name Relationship to Student

Address

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ACCEPTANCE OF ENROLMENT:

This application for enrolment is submitted to the Principal for consideration and is made subject to the Conditions of Enrolment which I/we have read, and signed.

Father	<input type="text"/>	Date / /	Mother	<input type="text"/>	Date / /
	(Signature)			(Signature)	
Guardian	<input type="text"/>	Date / /	Custodian	<input type="text"/>	Date / /
	(Signature)			(Signature)	

**THIS FORM MUST BE ACCOMPANIED BY A COPY OF THE STUDENT'S BIRTH CERTIFICATE,
COMPLETED SCOTS MEDICAL HISTORY FORM
AND ENROLMENT FEE OF \$800.00**

OFFICE USE ONLY:		
Enrolment Fee Paid	\$	Staff Signature
		Date



CONDITIONS OF ENROLMENT – BATHURST CAMPUS KINDERGARTEN TO YEAR 12

Conditions of Enrolment

The School is an activity of the Presbyterian Church of Australia (in NSW). The management of the School is undertaken by the School Board on behalf of the Church. The Headmaster is the Chief Executive. In the Conditions of Enrolment, references are made to the School Board, the School and the Headmaster. In all cases, the Headmaster is the delegated authority for the School Board and for the School. All notices and advices should be directed to the Headmaster.

1. The Enrolment Fee accompanying this application is non-refundable.
2.
 - (a) The School Fee referred to in these conditions include Tuition Fees and Boarding Fees (where applicable).
 - (b) The School Fee is an annual fee which, for the convenience of parents, is charged in four equal instalments (with the exception of Year 12 students who will be charged in three equal instalments). Fees are payable at the commencement of each term and shall be those fixed from time to time by the School Board. Failure to pay fees, when due, may result in a student's attendance being suspended or enrolment terminated.
3. A full School Term's notice, in writing (Overseas Students ~ two Term's notice in writing) of intention to withdraw a student from the School must be given to the Headmaster and such notice must expire at the end of a Term, unless such requirement is waived by the Headmaster. Such waiver will only be granted in the event that the Headmaster considers that unavoidable circumstances exist causing the termination of enrolment.
4. Upon withdrawal of a student, the following rules shall apply:
 - (a) where notice required by Clause 3 has been given, fees shall be payable in respect of the period given by the notice.
 - (b) where less than the notice required by Clause 3 has been give, one Term's fee in lieu of notice will be payable.
5. A full Term's notice, in writing, of intention to change the status of a student from Boarder to Day student must be given to the Headmaster and such notice must expire at the end of a Term, unless such requirement is waived by the Headmaster.
6.
 - (a) In the event of a student being absent, without prior notice from illness, or any other reason whatever, the School should immediately be advised by telephone, or letter addressed to the Headmaster.
 - (b) Parents are expected to ensure attendance of students throughout the school year. Leave of absence is granted only in exceptional circumstances on written application to the Headmaster.
7. A student at the School is subject to the Rules and Regulations in force from time to time varied or imposed by the School and to the discipline of the School.
8. The Headmaster may suspend a student's attendance or expel a student if he considers that he has adequate cause for doing so.
9. Should a student's attendance in any Term be suspended by the School, or a student be expelled, the School Fee payable shall be calculated to the end of the Term in which such suspension or expulsion.



CONDITIONS OF ENROLMENT – BATHURST CAMPUS KINDERGARTEN TO YEAR 12

Conditions of Enrolment

10. Students shall comply with any requirements the School may make in respect of dress, general appearance, behaviour and participation in the School's programme of activities. The parent consents to the student's participation in all School excursions which form part of the School's programme.
11. At all times the Staff in charge, shall have the powers of control and guardianship as the parent/guardian would have if present, including the power to consent to medical, surgical or hospital treatment and the parent/guardian will be responsible for any expenses so incurred for or on behalf of the student.
12. The School will not be responsible for the loss of or damage to clothes, effects, etc., of students not matter how caused. (It is suggested that parents ensure their own insurance policy provides adequate cover.)
13. The parent will be responsible for all breakages and damage to School property caused by a student. (The cost of repairs or replacement will be added to the student's Statement of Fee Account.)
14. Charges will be made, over and above the tuition and/or boarding fees, for such things as extra curricular activities. Generally, these will be charged on the Mid Term Account but, whenever charged, parents agree to pay them as they fall due.
15. These conditions are subject to alteration from time to time by the School. Any such alterations shall be notified, in writing, to parents. Continuing enrolment of a student at the School following receipt of such notice shall be deemed to constitute acceptance of the revised conditions.
16. Where more than one person has applied for enrolment of a student, the liability of each hereunder shall be joint and several.
17. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, pupil activities and other news is published in the media and in School newsletters, magazines and on our website, but in the later case it is de-identified. If you do not wish your child to be used in any advertising please notify The Scots School immediately.
18. All Students are required to participate in Christian Studies Classes and Chapel.

PLEASE DETACH AND KEEP THIS DOCUMENT FOR YOUR RECORDS

