

FORMTitle: **APPLICATION FOR ENROLMENT**Authorised by: **Principal**Last Reviewed: **November 2017**Next Review Date: **September 2020****SPW**
EARLY LEARNING AND
PRIMARY EDUCATION

Application for Enrolment Early Learning to Year 7

OFFICE USE ONLY

SURNAME					
GIVEN NAME					
DATE OF BIRTH					
APPLICATION DATE					
REGISTRATION CODE					
YEAR LEVEL	<input type="checkbox"/> 2 Year Old Program <input type="checkbox"/> 3 Year Old Program <input type="checkbox"/> 4 Year Old Program <input type="checkbox"/> Foundation to Year 7 - 20__				
TO BEGIN	<table border="1"><tr><td>TERM</td><td>YEAR</td></tr><tr><td>1 2 3 4</td><td>20__</td></tr></table>	TERM	YEAR	1 2 3 4	20__
TERM	YEAR				
1 2 3 4	20__				

STUDENT DETAILS

Child's Surname:

Child's Given Names:

Child Known as (if different from Given Name):

Gender: Male Female

Date of Birth:

Home Address:

Postcode:

Country of Birth:

Child's Nationality:

Religions and Church Affiliation if applicable:

Is the child a permanent Australian Resident?
 Yes No *If no, please detail Visa Type: _____*

Does your child identify as an Aboriginal or Torres Strait Islander?
 No Aboriginal Torres Strait Islander

Who does the child predominately reside with?
 Both Parents Mother Father

Are there any Family Court or other relevant Court Orders?
 No Yes *If yes, please provide a copy of that order*

Does your child have any special needs or considerations that may require additional support in order for them to be successful at school, eg. intellectual, physical, health, hearing, vision, emotional, allergies, cultural, religious, dietary?
 No Yes *If yes, please attach relevant reports*

Please detail school history, starting with present or most recent school and ending with Early Learning Centre:

1 _____	Year Level _____	From _____	To _____
2 _____	Year Level _____	From _____	To _____
3 _____	Year Level _____	From _____	To _____
4 _____	Year Level _____	From _____	To _____

ENROLMENT DETAILS

	Proposed Year of Entry	
2 Year Old Program	20_____	NB: Children must have reached the appropriate age of entry by 30 April of the commencement year, in order to be eligible to start in the SPW Early Learning Programs; this includes the 3 & 4 Year Old Programs and Foundation.
3 Year Old Program	20_____	
4 Year Old Program	20_____	
Foundation (Reception)	20_____	
[] Year 1 [] Year 2 [] Year 3 [] Year 4 [] Year 5 [] Year 6 [] Year 7	20_____	[] Term 1 [] Term 2 [] Term 3 [] Term 4

Proposed Secondary School:

FAMILY DETAILS

Mother/Caregiver A Title:		Father/Caregiver B Title:	
Surname:		Surname:	
Given Name:		Given Name:	
Relationship to Child:		Relationship to Child:	
Occupation:		Occupation:	
Employer:		Employer:	
Home Telephone No:		Home Telephone No:	
Mobile Telephone No:		Mobile Telephone No:	
Work Telephone No:		Work Telephone No:	
Email Address:		Email Address:	
Country of Birth:		Country of Birth:	
Nationality:		Nationality:	
Main Language Spoken:		Main Language Spoken:	
Residential Address:		Residential Address:	
	Postcode		Postcode
Mailing Address:		Mailing Address:	
	Postcode		Postcode
Old Scholar:	<input type="checkbox"/> Woodlands <input type="checkbox"/> SPW <input type="checkbox"/> St Peter's Glenelg	Old Scholar:	<input type="checkbox"/> Woodlands <input type="checkbox"/> SPW <input type="checkbox"/> St Peter's Glenelg
Maiden name/surname when attended this school		Maiden name/surname when attended this school	
Year left		Year left	

Please indicate which address should be used for correspondence?
 Both Parents Mother/Caregiver A Father/Caregiver A
Please note that the email address for Caregiver A will be used for most digital communication, except in the case of separated families.

Is the Mother/Caregiver A a permanent Australian Resident?
 Yes No *If no, please detail Visa Type: _____*

Is the Father/Caregiver B a permanent Australian Resident?
 Yes No *If no, please detail Visa Type: _____*

Other children in Family:	Gender	Date of Birth	School Currently Attending	Year Level
1 _____	M / F	/ /	_____	_____
2 _____	M / F	/ /	_____	_____
3 _____	M / F	/ /	_____	_____
4 _____	M / F	/ /	_____	_____

What are the reasons for choosing SPW for your child's education?

TERMS & CONDITIONS OF ENROLMENT

1. In enrolling my child at this School, I/we accept that he/she will be educated in the Christian faith within the Anglican tradition.
2. I/we accept that support of School staff and co-operation concerning activities is essential.
3. I/we accept that we will abide by School Policies and Procedures as amended from time to time.
4. I/we accept that the School reserves the right to suspend or expel a student for serious or continuous breaches of School rules, regulations and/or policies, including conduct which bring into disrepute the good name and reputation of the School.
5. I/we accept the School Rules, Uniform Regulations and General Conditions regarding fees, as published in the Starter Pack and Finance Booklet.
6. I/we accept responsibility for the payment of tuition fees and other costs associated with the education of my/our child as determined and amended from time to time by the School Council (except where exemptions/remissions have been sought and granted) as detailed in the Fees section of the Starter Pack.
7. I/we understand that one full term's notice must be given in writing or I/we shall be liable for one term's fees in the event that my/our child is withdrawn from the School.
8. I/we agree to pay all costs associated with the collection of overdue accounts.
9. I/we accept that the School does not accept liability for damage or loss of any personal possessions of students and that insurance for students' personal possessions is my responsibility.
10. I/we accept that if my child is not an Australian Permanent Resident, I/we must supply the School with the appropriate Visa and the standard fee structure may not apply.

PARENT/CAREGIVER DECLARATION - BOTH PARENTS/CAREGIVERS TO SIGN

I/we acknowledge and accept all the above Terms and Conditions (Clauses 1-10) and declare that all of the information provided in this application is true, to the best of my/our knowledge.

Mother/Caregiver A Signature _____ Date / /20_____

Father/Caregiver B Signature _____ Date / /20_____

PAYMENT DETAILS - \$95.00 APPLICATION FEE

Visa []	Mastercard []	Cash []	Cheque []
Name on Card _____		Card No _____	
Signature _____		Expiry Date _____/_____	

APPLICATION TIMELINE

1. The Application for Enrolment Form for each new student should be completed and returned with a non-refundable fee of \$95.00 (inc GST) to:
The Admissions Officer
St Peter's Woodlands Grammar School
39 Partridge Street
GLENELG SA 5045
2. Upon receipt of the Application for Enrolment Form, your child's name will be placed on our database for the required year and level of entry. **Registration does not guarantee enrolment at the School.**
3. In due course applicants will be contacted regarding their Application for Enrolment. If applicants accept an Offer of Enrolment, the Terms and Conditions detailed in this Application for Enrolment apply to the enrolment.
4. Subject to availability, a firm offer of place for the SPW Early Learning Centre will be made no more than 6 months before the child is due to start, and for Foundation no more than 2 years before the child is due to start. **Places in other year levels will be offered when they become available.**
5. **\$500 Parent Deposit**
 - a. After your child has commenced at St Peter's Woodlands, \$400 of the Parent Deposit is repayable, without interest provided written notice of withdrawal is received at least one term prior to their leaving (this process does not apply to children completing Year 7). \$100 of the Parent Deposit will go to the St Peter's Woodlands Old Scholars' Association for Life Membership for your child.
 - b. For children entering St Peter's Woodlands at Foundation, the Parent Deposit will be forfeited in full if notice of cancellation of enrolment is received after 1 July in the year prior to your child commencing Foundation.
6. **\$500 SPW Early Learning Centre Holding Deposit**
 - a. Before your child enters the SPW Early Learning Centre, a Holding Deposit of \$500 will be required upon receipt of a Letter of Offer. This Holding Deposit will be refunded in full provided written notice of withdrawal from the Early Learning Centre has been received at least one term prior to their leaving the Early Learning Centre, or alternatively the \$500 can be used to cover the \$500 Parent Deposit required to confirm enrolment for Foundation to Year 7.
 - b. Should you not accept the offer of a place for Foundation your Holding Deposit will be forfeited.
7. It is the responsibility of the Parents/Caregivers to advise the School of any changes within their family circumstances.

CHECKED BY PRINCIPAL

Principal's Signature _____	Date / / 20_____
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For SPW Office Use:

Family Key	<input type="text"/>	Registration No	<input type="text"/>
Application Fee Paid []	Entered on Database []	Acknowledgement []	ELC Place Offered []
Interviewed []	F-7 Place Offered []		