



## Application for Enrolment

Thank you for your interest in enrolling your child(ren) in an Illawarra Christian Education school.

If you are applying for a position for the current or next year, please complete the Student Enrolment Form to register for a position on the prospective students list.

Otherwise, please complete the Student Pre-Enrolment Form. A Student Enrolment Form will be forwarded to you for completion the year prior to entry.

### **The enrolment process is to be undertaken by the Parent or Carer of the student by following these steps:**

1. Read the Conditions of Enrolment and Statement of Faith
2. Complete and return a signed Enrolment Form (with all required documentation), together with the application fee of \$50, for each student you wish to enrol. Incomplete applications cannot be processed.

**Please Note:** Students cannot commence Prep until they have turned 3 years old. Students enrolling in Kindergarten must turn 5 by the 30th April of the year they start school. Students enrolling in Year 1 must turn 6 by the 30th April. There is no minimum age requirements for other classes.

**Please note:** completion of the Student Enrolment Form does NOT constitute acceptance by the School.

3. If there are no vacancies in the desired class, you will be advised that the student has been placed on the waiting list.
4. You will be requested to attend school for an interview and the student will need to complete academic assessment. A non-refundable assessment fee of \$100 per student will be charged at that time.
5. If the enrolment application is successful, you will be sent a letter of offer.
6. You need to accept or decline the letter of offer, in writing, within 14 days of it's receipt.
7. The \$500 acceptance fee per family will be payable immediately up acceptance of the offer. This fee is refundable upon the last sibling leaving the school and is subject to finalisation of the school fee account.
8. Enrolment is confirmed by the School in writing. It is expected the enrolment will continue until the completion of year 12 unless terminated by either the school or yourselves in writing.

Further information about the enrolment process can be found in our Enrolment Policy.

## Conditions of Enrolment

Please read these conditions carefully. You will be asked to declare on the Student Enrolment Form that you agree to abide by them. These conditions continue to apply whilst you have a child enrolled at the school.

1. I understand that acceptance or rejection of an enrolment will be solely at the discretion of the Board, without explanation.
2. I understand that all enrolment, benefits, services, responsibilities and conditions of the School are effective from the date the student commences at the School.
3. I agree to allow and encourage my child/ren to share fully in the curriculum and all activities of the School, including sporting events, devotions, excursions and other activities integral to the curriculum of the School.
4. I agree to actively support and be involved in the life of the school and its community e.g. classroom assistance; task forces; School committees etc.
5. I agree to attend a working bee for four hours each year (K-12) unless alternate arrangements are made with the Site Manager.
6. I agree to support and adhere to the Uniform Policy.
7. I agree that my child/ren will undertake to comply with school rules and policies concerning behaviour. (Student Behaviour Policy)
8. I agree to allow the release of appropriate personal details to authorised State and Federal Government departments.
9. I understand that Illawarra Christian Education, being Parent-Partnered is viewed as an extension of the home and as such the teachers can exercise, on behalf of the parents, such lawful discipline as they deem wise and expedient for the student. Similarly, I agree to uphold the Illawarra Christian Education's authority and right to administer the appropriate lawful discipline, in line with the Biblical principles on which the policies of the Illawarra Christian Education Association are based.
10. I understand that Illawarra Christian Education, in conjunction with the Board, may at their discretion terminate enrolment for serious problems or breaches of the Illawarra Christian Education's standards.
11. I agree to declare and update any health or educational difficulties as required. I also agree to allow the Illawarra Christian Education authorities to seek qualified medical help in the event of an apparently serious accident or illness.
12. I agree, when a position is offered in an Illawarra Christian Education school, to pay an acceptance fee of \$500 per family. Failure to take up the position reserved will result in forfeiture of this fee. A refund will only be paid at the discretion of the Board in exceptional circumstances.
13. I agree to pay all fees as and when they fall due and to notify the Business Manager if I am having difficulty in the payment of fees in accordance with the current payment terms.
14. I understand that failure to pay fees due may lead to cancellation of enrolment.
15. I agree to give at least one term's written notice of termination of enrolment. For prep families, two weeks notice is to be given. Failure to do so will render me liable for the payment of one term's fees unless there are mitigating circumstances acceptable to the Board.
16. I understand that a refund of unused fees on termination of enrolment for any reason whatsoever will be entirely at the discretion of the Board.
17. I am prepared to communicate and cooperate with staff for the benefit of my child/ren.

## Statement of Faith

This Statement of Faith is a summary of the Educational Creed which outlines the Biblical principles by which Illawarra Christian Education operates. You will be asked to declare on the Enrolment Form that you have read the Statement of Faith.

You will be asked to indicate whether you personally believe and accept the Statement of Faith, and/or that you are willing for your child/ren to be enrolled at an Illawarra Christian Education school knowing that the school holds to these principles.

I believe that:

1. There is one and only one God, who created me in his image to live in relationship with Him. The true nature and characteristics of God are revealed only in the Bible.
2. I, along with all people, have sinned by turning away from God and have therefore brought his judgement upon me so that I am deserving of death and everlasting separation from God.
3. God in his love sent His only Son, Jesus Christ, to live on this earth as a man and to suffer the punishment that I deserve, though He was without sin, by laying down his life for me on the cross. I receive full and free pardon by believing in Him, and not by doing good works.
4. Jesus rose again on the third day, ascended to heaven and is now seated at the right hand of God the Father, as ruler of all creation and head of His church of which I am part.
5. The risen Jesus has sent his Holy Spirit to me to equip me, to lead me in all truth and to renew me in His likeness until He returns.
6. This Jesus will return again in power to judge all people, living and dead, and to receive me to Himself so that I may live forever with him in heaven.
7. The Bible is God's infallible word and is in all things the supreme standard by which my life is to be judged and lived in glad submission.

## Illawarra Christian Education Policies

You are encouraged to make yourselves aware of the policies of the school at the time of enrolment. All students (and their families) enrolled in an Illawarra Christian Education school are expected to abide by the policies of Illawarra Christian Education. Any questions regarding Illawarra Christian Education policies can be raised at the enrolment interview.

An example of some of the policies relevant to new enrolments include:

- Enrolment Policy
- Uniform Policy
- Fee Policy
- Student Behaviour Policy
- Homework Policy
- Discipline Policy
- Student Code of Behaviour
- Fee Remission Policy
- Bullying Policy

These are available for viewing at [www.illawarrace.nsw.edu.au/policies](http://www.illawarrace.nsw.edu.au/policies) or you can request a hard copy from Illawarra Christian Education, Business Centre.



# ILLAWARRA CHRISTIAN EDUCATION

For further information regarding the enrolment process, please contact:

## **Calderwood Christian School**

234 Calderwood Rd, Calderwood, NSW 2527

p: 4230 3700 f: 4257 0949

e: registrar@calderwoodcs.nsw.edu.au

w: calderwoodcs.nsw.edu.au

## **Illawarra Christian School**

4 Tyalla Pl, Cordeaux Heights, NSW 2526

p: 4239 5200 f: 4272 2989

e: registrar@ics.nsw.edu.au

w: ics.nsw.edu.au

