Girton Grammar School
Enrolment Agreement
2024

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5.3 In the event that a Student is expelled from the

7.4 The parties acknowledge and agree that the Late Withdrawal Fee, payable pursuant to clauses 7.2 and 7.3, is reasonable and represents a genuine pre-estimate of any loss that may be su□ered by the School as a result of a breach of clause 7.1.

7.5 Once the signed Con□rmation of Enrolment is

locker, a bag or any other place at School or at any School programme, the School does not accept responsibility for repair or replacement. All students' or families' property is the responsibility of the Student or the family, not the School.

11.3 If a Student is injured or becomes ill, either at School or attending a School event, then any medical, hospital, ambulance (including air ambulance) and other expenses associated with that illness or injury are the responsibility of the Student or their family.

11.4 In all cases, the Parent(s) have the responsibility to insure or take the risk ("self-insuring") for loss or injury etc. associated with the Student's activities at the School and its associated programmes. The Parent(s) may wish to consult their insurance broker, insurance company or other professional for advice.

SCHEDULE B
Capital Fees and The Enrolment Process

1. GOODS AND SERVICES TAX

1.1 All Capital Fees stated herein are exclusive of GST. Should GST be payable, in accordance with legislation, then the said amount of GST will be charged. Accounts provided to Parent(s) will list any GST that has been charged. Should you wish to m(e its)10.1 (a)10 (s)10 10 42.5197 455.6412 Tm( )Tj4sP( )TjETEMC /P <</Lang (

acceptance by another applicant, immediate con□rmation may be required.

8.3 Please note that should no response to an O□er of Enrolment be received within the speci□ed period from the date of posting of the Letter of O□er, the O□er shall be withdrawn and the place provided to another child, without further notice from the School. This regulation applies to all enrolments.

8.4 Once the signed Con□rmation of Enrolment is received, and the Capital Fee is paid, the Student is deemed to be enrolled in the School. Hence the notice of withdrawal period is required to be given if the Parent(s) subsequently decides not to proceed. (See Schedule A, Clause 7.1 of this Agreement).

9. OFFERS MADE DURING THE DECEMBER-JANUARY SUMMER VACATION:

9.1 If a Parent(s) are not contactable by telephone/letter within a forty-eight hour period, the O□er shall be made to the next person on the list.

10. ENROLMENT PROCEDURES

10.1 Parent(s) enquire via the website or telephone or in person.

10.2 Parent(s) receive an Information Package which includes the Application Forms and the Enrolment Agreement.

10.3 Parent(s) are invited to attend an Open Day (May), or a Principal's Tour Morning (January, March, September and November), or arrange a tour with the Registrar on another suitable day.

Or

If Parent(s) wish to proceed immediately they should complete and return the Application Form together with payment of the non-refundable Application Fee of $110.

10.4 The School will contact families, in order of receipt of the Application Form and Application Fee, to arrange an Enrolment Interview approximately 18 months prior to entry. Parent(s) (if possible) and the child should attend the enrolment interview. Parent(s) seeking an immediate place in the School can ring the Registrar to arrange an interview.

10.5 The Enrolment Interview is a necessary requirement for any enrolment at the School. Exceptions may be made for overseas and interstate applicants at the Principal's discretion and telephone interviews can be arranged as an alternative. Follow up interviews will be arranged upon arrival in Bendigo.

10.6 Following the Enrolment Interview and at the discretion of the Principal, an o□er of a Place in the School will be made if a vacancy exists.

10.7 Parent(s) are asked to accept, defer or decline the o□er within 14 days of the o□er being made.

10.8 Upon acceptance of the o□er Parent(s) are asked to pay the □rst instalment of the Capital Fee and return the signed Con□rmation of Enrolment. The Capital Fee is a non-refundable amount used by the School to purchase capital items within the School. The second instalment of the Capital Fee is due and payable on or before the 31st August the year prior to entry or, in the case of an immediate start, prior to commencement.

10.9 Capital Fee Instalments

10.9.1 For the First Child entering the School:

1st Instalment of the Capital Fee - $750

2nd Instalment of the Capital Fee - $500. Total $1250

10.9.2 For the Second and Subsequent Child(ren) entering the School

1st Instalment of the Capital Fee - $300

2nd Instalment of the Capital Fee -$200. Total $500

10.10 Copies of the Birth Certi□cate (or Passport) and Immunisation Certi□cates must be on □le prior to the Student's commencement at the School.

10.11 Where an Enr8 >>BD10 0 0 10 304.7244 5728 >eHWher436tioalT

Student are correct and up to date and must advise the School as soon as possible of any changes to the Student's records, including the Student's or the Parent(s) contact information, including address.

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at the School and require the Parent(s) to remove the Student from the School.

4. CHILD PROTECTION AND SAFETY

4.1 Parent(s) agree to assist the School in discharging its obligations under the Child Wellbeing and Safety Act 2005 (Vic) by participating in any investigations in relation to allegations of "reportable conduct", or taking any other steps to assist the School with its child safety statutory obligations, if requested to do so by the School or a regulatory authority.

5. HEALTH AND MEDICAL INFORMATION

5.1 The Parent(s) have disclosed all information to the School regarding the health, physical, learning and other disabilities of the Student that may impact upon the School's ability to properly care for the Student, during the application process and prior to signing this Enrolment Agreement.

5.2 During the period that the Student is enrolled at the School, Parent(s) / Guardian(s) must, as soon as practicable, bring to the School's attention in writing, with appropriate documentation, any new medical conditions, physical impairments, mental impairments or other conditions a□ecting the Student that may impact upon the School's ability to properly care for the Student and to enable consideration of reasonable adjustments to services and/or facilities that may be required.

5.3 This information will be used to assess the School's ability to make reasonable adjustments and accommodate the learning and wellbeing needs of the Student whilst attending the School.

Medical treatment

5.4 Parent(s) agree to ensure any Epi-pen provided to the School remains current at all times.

5.5 Parent(s) authorise the School to:

(a) obtain or provide such emergency or urgent medical treatment for the Student should such action be deemed necessary by the School or School sta□; and

(b) obtain any medical treatment for the Student considered appropriate by the School or School sta□ in the circumstances where the Student su□ers from an injury or illness.

5.6 Parent(s) accept responsibility for any expenses incurred on behalf of the School or the Student arising from such emergency or urgent medical

Astra using their personal, secure login.

6.9 The School will, irrespective of financial responsibility for School Fees, send both separated Parent(s) copies of School reports and other School information unless an order has been made restricting parental responsibility or access. Similarly, both Parent(s) will have access to teachers to discuss their children's progress unless there are Court Orders restricting access or parental responsibility.

Access and Involvement

6.10 Unless the School is supplied with a sealed Court order or written authorisation signed by both Parents which provides otherwise, the School will proceed and act on the basis that each of the Student's Parents has equal rights and responsibilities in relation to the Student. Therefore, in the absence of a Court Order, generally either Parents may pick up their child at the end of the day. Similarly, either Parent may pick up their child during school hours, upon providing sufficient reasons to the School and following proper sign out procedures.

6.11 The Parent(s) will at all times act in accordance with any relevant Court orders in their dealings with the School.

7. ATTENDANCE

7.1 The Student will participate in the delivery of education services (attend) provided by the School during terms 1 to 4, the dates of which are varied from time to time.

7.2 In addition, the Student, and the Parent(s) if required, must attend and participate in all co-curricular activities which may be held on the weekend or before or after normal school hours including, but not limited to, sporting activities, camps, excursions, celebrations and drama/musical rehearsals and performances.

7.3 After holiday periods it is expected that the Student will join and return to School on the dates fixed for resuming unless permission is obtained from the Principal.

7.4 Parent(s) will advise the School as soon as practicable if their child is to be absent for any reason and the estimated length of absence.

7.5 The Student will not be able to attend School for any period of time during which the Student is suffering from a disease or condition which is contagious through normal social contact, or on the direction of a medical practitioner or Victorian Chief Health Officer that the Student not attend.

8. TEMPORARY EXCLUSION OF A STUDENT

8.1 The School endeavours to provide a high level of care for each student. However, sometimes the School will not have the sufficient medical expertise or resources to provide a safe environment for its students.

8.2 In such cases the Principal (or the Principal's delegate) may deem it necessary to temporarily direct a Student to not attend the School on the following grounds:
(a) a significant breach of the Student Code of Conduct;
(b) evidence to believe that a Student's physical or mental health will be at risk if attendance continued;
(c) the Student poses a significant risk to others; and/or
(d) the School does not have the specialised resources and/or medical expertise required to protect and support the student's wellbeing.

8.3 On such grounds and in the best interests of the Student (and/or other Students), the Principal reserves the right to temporarily direct the Student not to attend the School so,

- external support, expertise and treatment can be sourced which will support the Student and the School with a safely managed pathway back to School;
- the School can seek medical advice from the Student's health professionals as well as independent medical advice to help inform the School's decisions; and/or
- a management plan can be implemented prior to the Student's return to School.

9. COMPLAINTS AND APPEALS

9.1 The School has an internal Complaints and Grievance Procedure. Information about the Complaints and Grievance Procedure can be found on the School's community online portal, Astra.

9.2 All complaints and disputes regarding this Enrolment Agreement must be made under in accordance with the School's Complaints and Grievance Procedure.

10. TERMINATION OF THIS ENROLMENT AGREEMENT

10.1 This Enrolment Agreement will terminate at the completion of the Student's enrolment with the School or at the completion of year 12, whichever comes first.

10.2 The School may terminate this Enrolment Agreement if:-

(a) the School withdraws the enrolment of the Student from the School;
(b) the School decides at the end of a School year