



## ST STEPHEN'S SCHOOL

UNITING CHURCH IN AUSTRALIA | DUNCRAIG & CARRAMAR,  
WESTERN AUSTRALIA

CRICOS PROVIDER NUMBER 02807M

### **INTERNATIONAL STUDENTS: ENROLMENT POLICY**

The Principal reserves the right to refuse the enrolment of a child into St Stephen's School if in his/her opinion,

- the presence of the student represents a threat to the safety, well being and happiness of other students
- the abilities and aspirations of the student will not be served by the School's teaching and learning policies and programs
- the parents of the student have indicated an unwillingness to observe the conditions of enrolment
- No vacancy is available for an international student.

When accepting an offer for enrolment at St Stephen's School you will agree to sign the Acceptance of Offer of Place form. In summary, this means that when you accept an offer of a place for your child, you are agreeing to cooperate fully with the Principal and staff in ensuring that your child,

- attends on all official school days, unless suffering ill-health, or with prior approval from the Principal
- observes all school regulations as determined from time to time by the Principal, including those associated with personal deportment, appearance and dress
- attends all official School functions through the school year, including Thanksgiving Night, inter-house activities, special assemblies and other events as instructed
- participates in the full educational experience of the school, which includes the academic teaching and learning program, and any required co-curricular activities. Should any clash occur between the student's commitment to a School's activity and a commitment outside of the life of the School, he or she will be expected to meet first his or her obligation to St Stephen's School.

Notice of withdrawal can only be given in writing to the Principal. Verbal notification is not considered due notice. A term's fees will be applied unless notice is provided in writing to the Principal not less than one term before the commencement of the next term. For example, if withdrawal of a student is being given prior to the start of the new school year, then notification must be received before the start of Term 4 in the previous year.

The payment will not be required if the Principal rules that the withdrawal was a decision reached jointly between you and the School, and was in the interests of your child. This requirement of due notice applies immediately after you have signed the Acceptance of Offer of Place, even if the school year of entry has not commenced.

The majority of Australian independent schools charge an acceptance or endowment fee, at the time of acceptance of enrolment. Different schools have different policies and so comparisons can be misleading. At St Stephen's School, you will be asked to pay a non-refundable Acceptance Fee on receipt of an Offer of Place.