



ENROLMENT

SUPPLEMENTARY

INFORMATION

IMPORTANT NOTICE

This booklet must be read in conjunction with the Application for Enrolment and Student Information forms. This booklet contains important information on the terms and conditions of enrolment.

POLICY

Enrolment at Tyndale Christian School is, as far as its resources shall permit, open to all students regardless of the parents'/ care-givers' economic status or religious affiliation, providing that the parents/care-givers accept and actively support the Vision, Mission, Values and Culture of the School, plus the School's Statement of Faith.

Admission to the School will be subject to:

- a position being available in the relevant year and year level;
- there being no outstanding monies owing to the School;
- consideration of any behavioural issues at previous schools, where applicable;
- agreement on the level of support to be provided to the student; and
- a commitment to actively support the Christian ethos of the School.

There are five categories of priority for admission to the School. These are:

- First priority will be given to a child of a Christian family where a brother or sister is already attending the School. The application for enrolment must provide evidence of regular Church attendance.
- Second priority will be given to a child of a family not professing the Christian faith, but where a brother or sister is already attending the School.
- Third priority will be given to a child where either one or both parents/care-givers is/are committed Christians, and where there are no other siblings already attending the School. The application for enrolment must provide evidence of regular Church attendance.
- Fourth priority is given to children of Old Scholars of Tyndale Christian School not professing the Christian faith but who support the Christian ethos of the School.
- Fifth priority will be to any other family applying for a position in the School if the relevant Head of School considers that both parents/care-givers will support the Christian ethos of the School.

There shall be no exceptions of entry to the School outside of the policy and priorities set out above, except in special cases, such as children of pastors and missionaries of the Christian faith, or teachers appointed to the School. However, only the Principal will decide whether a child in this category can be admitted ahead of students already waiting on the list. The admission order of students in each category will be determined by the date which the School Office received the original application.

ACTIVE SUPPORT OF THE CHRISTIAN ETHOS

Tyndale Christian School was formed specifically for the education of students in an intentionally Christian environment where the Christian beliefs in the home are supported at School.

Tyndale Christian School deliberately provides an environment where all students will be actively encouraged to consider the Christian faith irrespective of their religious background. This shall include student attendance at, and participation in chapel services, assemblies, prayer services, worship times, class devotions, Religion and Biblical Studies, prayer time and other such activities where the Christian faith is practised and discussed.

The School does not preclude people based on their religious background. However, the School does not provide an environment where people of other doctrines, faiths and religions may practise their faith. Therefore, it is expected that all behaviours, actions and practices must be respectful of this Christian environment, and not undermine, denigrate or be inconsistent with our beliefs as expressed in the School's Statement of Faith.

It is expected that students, parents and other people in the school community associated with students will be respectful of the views of those with beliefs other than their own. Importantly, the School fosters open and respectful discussion about different doctrines, faiths and religions in Home Groups, Biblical Studies and other educational forums.

ENROLMENT INTAKE AND VACANCIES

Each year, Tyndale Christian School has major intakes at Reception, Year 6 and Year 10. Positions in other year levels may become available from time to time, according to vacancies which arise. Intakes occur at the beginning of the school year. Students may commence at other times of the year, subject to an assessment of the student's educational readiness, as assessed by the relevant Head of School.

ENROLMENT PROCESS

1. Parents/caregivers submit an Application for Enrolment Form, indicating the year and year level applied for.
2. In preparation for the time of intake or as vacancies arise, parents are contacted for interviews.
3. Parents/caregivers are notified of an offer of enrolment and requested to provide an updated Application for Enrolment Form (if required) and Student Information Form, including enrolment information and legal documents.
4. The School makes an assessment of the application.
5. An interview with the relevant Head of School is arranged, and where necessary, with the Director of Special Education and other specialists.
6. Where the application fits the priorities on enrolment, and the student has identifiable special needs, the School and the parents investigate the student's educational needs prior to holding a second interview. The School then draws up a summary of how best to serve the needs of the child.
7. If required, a second interview is organised to discuss the educational program that the School is able to offer. The second interview is attended by the Head of School, the Director of Special Education and the parents.
8. The School presents its offer, in writing, including a Student Support Plan if relevant, confirming how it can best serve the student's needs. If the parents are in agreement with this offer, the letter is then signed and a placement is offered, with a commencement date at the earliest most appropriate time (at the beginning of a year, term or new week).
9. **Prior to commencement**, and in recognition of the parents not having an established credit history with the School, the parents must pay the enrolment fee, book bond, and either pay a term's fees; or enter into an instalment plan which will pay off fees as they are incurred.
10. For major intakes, new parent and new student orientation is provided.

GENERAL TERMS AND CONDITIONS OF ENROLMENT

1. OFFER AND ACCEPTANCE

In acceptance of this enrolment, in relation to the enrolment of the children listed in Part A of this form:

- a. Accept the Statement of Faith.
- b. Support the Mission, Vision, Values and Culture of the School.
- c. Have read and understood the Enrolment Policy of the School.
- d. Accept that devotional times are incorporated into the daily routine and are compulsory for all students.
- e. Accept that all children will be encouraged to commit their lives to the Lord Jesus Christ.
- f. Agree to support the School in facilitating all School policies, as amended from time to time, and to cooperate with the School concerning School activities.
- g. Understand that if more than one party enters into this agreement, each party shall be individually and jointly liable for all payments of the School Fees, unless written agreement is entered into.
- h. Understand that, once accepted, these terms are binding, and this agreement may only be altered or revoked with the written approval of the School.

2. SERVICES

- a. Services include all services performed by the School in relation to providing an education to the Student, and shall include, but not be limited to, extra-curricular activities such as camps, excursions, sports carnivals, retreats and private music lessons.
- b. Services will be provided by the School to the Student for the period of terms as outlined by the School.
- c. I / we authorise the School, in the event of our child suffering from sickness or injury, to take such action as it deems fit to obtain medical and/or hospital care and attention, and we indemnify the School against all costs, claims, actions and demands made against the School and its employees and agents.

3. SCHOOL FEES

- a. The School Fees will be set by the School Board of Governors. The Fee Schedule is published annually in November.
- b. Additional fees may be charged to cover the cost of extra-curricular activities, as arranged from time to time by the School or as requested by the parent, and are subject to section 4 of this agreement.

4. PAYMENT

- a. If accepted, an enrolment fee as set by the School is required to secure a place for all new student enrolments.
- b. All new students to the School must pay a bond to secure their place.
- c. All fees are due and payable in advance for each school term no later than two weeks from the beginning of each term unless alternative arrangements have been made with the Accounts Manager or Accountant.
- d. The Parents agree to pay the School, in accordance with these terms and conditions.
- e. Additional payments to cover the cost of any extra-curricular activities, as arranged from time to time by the School or as requested by the parent, are due and payable before commencement of the activity.
- f. Payment may be made by cash, cheque, credit card, or any other method of payment in agreement between the Parent(s) and the School.
- g. Parents may apply to pay School Fees by instalment and such arrangements are not valid until approved by the School.
- h. The Parents agree to notify the School immediately should there be a change in circumstances which will affect their ability to fulfil their financial obligations to the School.
- i. In the event of the term's fees and charges not being paid within two weeks from the commencement of each term, notice may be given that the child will be suspended from School, or the School may withhold provision of services until such time as all fees and charges, and any arrears, are paid. Continual non-payment may jeopardise the child's place at the School. Decisions regarding this will be made at the discretion of the Principal of the School.
- j. If the account with the School has not been paid by the due date, an account overdue fee per overdue/final notice is payable, unless an arrangement has been made with the Accounts Manager or Accountant.
- k. If the account is passed to debt collectors, any debt collector's expenses or court costs incurred, or to be incurred, are also payable. If legal action is taken to enforce the recovery of monies owed, this action will be taken out under the jurisdiction of a court in the State of South Australia.
- l. Any bank fees or charges incurred by the School for cheque dishonour, rejection of direct debit or credit card payments or any similar fees charged by a bank or financial institution upon rejection of a payment will be charged to the Parent's account with the School.
- m. The School is entitled to perform any necessary enquiries, investigations and assessments to ensure the accuracy of the information provided to the School, and further, that such information, as verified, may be used by the School or any authorised agent of the School for the purpose of establishing or managing an account or the recovery of any outstanding account balance.

5. CANCELLATION

- a. At its sole discretion, the School reserves the right to suspend a Student temporarily or permanently for disciplinary purposes or any breach of School policy, without refund of fees for the current term of enrolment.
- b. The School shall not be liable for any direct, indirect, special, or consequential loss or damage, arising from the School exercising their rights under this agreement.
- c. The Parent may cancel the enrolment of the Student by giving the School one term's written notice in advance. In default of such notice and in lieu of notice, a full term's charges and fees at the rate (as fixed by the Fee Schedule published annually) applicable to the child at the time of removal, must be paid.

6. LIMITATION OF LIABILITY

- a. The School will not be liable to the parent for any loss or damage to personal property of the Parent or Student arising as a result of the School performing the Services in part or in full.

7. GENERAL TERMS

- a. The School assumes no responsibility for changes in State or Commonwealth legislation which may affect the provision of Services under this agreement.
- b. The School reserves the right to review these terms and conditions at any time, and notify the Parent of any changes.
- c. If any terms or conditions contained in this document are found to be unenforceable for reasons of validity or legality, the remaining provisions shall not be affected in any way whatsoever.

STANDARD COLLECTION NOTICE

1. The School collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the School. This may be in writing or in the course of discussions. The primary purpose of collecting this information is to enable the School to provide for the student's education and to enable them to take part in activities of the School.
2. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
3. Laws governing or relating to the operation of schools require that certain information is collected. These include, but are not limited to, education, public health and child protection laws.
4. Health information about students is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act. We may ask you to provide medical reports about students from time to time.
5. At different stages of a student's schooling there may be a need to disclose personal and sensitive information to others for administrative and educational purposes, including facilitating the transfer of students to another school. This includes disclosure to other schools, government departments, medical practitioners and people providing services to the School, including visiting specialist teachers, sports coaches, music instrumental tutors, counsellors, debt collectors, uniform suppliers and volunteers.
6. Personal information collected from students is regularly disclosed to their parents or guardians. On occasions, information such as academic and sporting achievements, student activities and other news is published in School newsletters, daily bulletins, school year book, on our website and other similar school-based publications. Our School newsletter is placed on our website fortnightly. Photographs, videos and images of student activities such as sporting events, school camps and school excursions may be taken for publication in School newsletters, daily bulletins, school year books, on our website and other similar school-based publications.
7. Photographs, videos or images will only be used as part of the School's advertising and marketing activities after parental and student consent has been given.
8. The School may store personal information in the 'cloud' which may mean that it resides on servers which are situated outside Australia.
9. The School's Privacy Policy sets out how parents or students may seek access to personal information collected about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others; where access may result in a breach of the School's duty of care to the student; or where students have provided information in confidence.
10. The School's Privacy Policy also sets out how you may complain about a breach of privacy and how the School will deal with such a complaint.
11. As you may know, the School will occasionally engage in fundraising activities. Information received from you may be used to make an appeal to you. We will not disclose your personal information to third parties for their own marketing purposes without your consent.
12. If you provide the School with the personal information of others, such as doctors or emergency contacts, we request that you to inform them that you are disclosing that information to the School and the reasons, that they can access that information if they wish, and that the School does not disclose this information to third parties, other than as described in this collection notice or our privacy policy.

STATEMENT OF FAITH

We believe in:

- One God eternally existent in three Persons; Father, Son and the Holy Spirit.
- The sovereignty of God in creation, providence, redemption, revelation and final judgement.
- The Divine inspiration of the original documents of the Bible (66 books), its entire trustworthiness, sufficiency and supreme authority in all matters of faith and conduct.
- The Deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His atoning death on the cross as our representative and substitute, and only sin-bearer, in His bodily resurrection, His ascension to the right hand of the Father, in His mediatorial work and in His personal, visible return in power and glory.
- The sinfulness and guilt of all mankind, rendering them subject to God's wrath and condemnation.
- Justification of the sinner by the grace of God through personal faith in Christ alone, and regeneration by the Holy Spirit.
- The receiving and indwelling of the Holy Spirit at conversion, and His continuing work in the heart and life of the believer.
- The only holy Universal Church, the body of which Christ is the Head, to which all true believers belong.
- The bodily resurrection and judgement of all mankind, the believer to life everlasting and the unbeliever to eternal damnation.

VISION

To be a Christian community that fosters innovation and excellence in its programs for the academic, vocational and physical development of students; nurtures spiritual and emotional growth and prepares students to move into life beyond the School, confident and competent in their chosen field, and with an understanding of their spiritual and social responsibilities to the local, national and international communities to which they belong.

MISSION

To identify, encourage and develop the potential in each child through:

- effective selection, training and retention of staff to develop and deliver a balanced, best-practice program of learning which is integrated throughout the student's time at the school
- building a community based on relationship with God and each other where the character of Christ is valued, developed and displayed.

VALUES

Tyndale Christian School's motto is "God's Truth Prevails". Our values education programme, and the type of community we aspire to be, is therefore based on a Christian world view as revealed by the Bible. The Scriptures describe the qualities of human interaction that govern how we should behave, and how we treat ourselves, each other and the world in which we live. The key values that are shared by all members of our School are:

- Respect
- Integrity
- Service
- Excellence.

OBJECTS

The School is established and will be run for the purpose of educating children in a way to support the Christian faith (as defined in the Statement of Faith of the School) and in accordance with the Aims. It may promote an affiliation with an organisation which consists of, or seeks to establish or encourage, Christian Schools.

AIMS

The School will seek:

- To develop fully the spiritual, social, academic and physical potential of each child.
- To nurture and develop the powers of reasoning, reflective and critical thinking, imagining, feeling and communication among and between persons.
- To give recognition and approval to all degrees of improvement and achievement as well as the attainment of excellence.
- To support Christian values with staff committed to the Christian faith.
- To provide a curriculum while in its basis, direction and structure, gives an expression of the Christian view of life.
- To accept the common elements of the Christian faith, as contained in the Statement of Faith of the School, while accepting diversity of interpretation, and avoiding any denominational doctrine or emphasis.
- To foster a cooperative and beneficial relationship between children, family, teachers, churches and the wider community.
- To be open (so far as its resources shall permit) to students from the whole of the local community regardless of the parents' economic status, and regardless of the parents' religious affiliation provided that the parents support the Objects and Aims of the School and accept the Statement of Faith.



INTENTIONALLY
CHRISTIAN | INCLUSIVE | EXCELLENT

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