



# **ENROLMENT - FORM 1A**

# IMPORTANT INFORMATION

## **IMPORTANT NOTICE**

This form must be read in conjunction with the Enrolment - Application and Enrolment - Student Information. This form contains important information on the terms and conditions of the Enrolment - Contract.

## ENROLMENT POLICY

Enrolment at a Tyndale Christian School - School as far as its resources shall permit, open to all students regardless of the parents/care-givers' economic status or religious affiliation. Our open enrolment policy is outworked in consultation and support of:

- parents/care-givers accepting and actively supporting the School's Vision, Motto, Statement of Faith;
- our Core Values; and
- our enrolment priority categories.

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 six categories of priority for enrolment. 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 Enrolment - Application 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 Enrolment - Application must provide evidence of regular Church attendance.
- Fourth priority is given to a child of a family who currently attends one of the Schools within the Tyndale Christian School Group (Murray Bridge, Salisbury East, Strathalbyn) and is seeking to transfer the enrolment due to a change in family circumstances.
- Fifth 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.
- Sixth priority will be to any other family applying for a position in the School if the relevant Principal 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, teachers appointed to the School or 'Priority of Access' Guidelines ([www.education.gov.au/priority-allocating-places](http://www.education.gov.au/priority-allocating-places)). However, only the Principal will decide whether a child in this category can be admitted ahead of students already waiting on the list.

## FORMAL ENTRANCE POINT INTAKES AND OFFERS

- Please lodge applications for all entry points as soon as possible.
- Interviews and formal entrance point intake offers are made 24 months prior to commencement.
- Formal entrance point intakes occur at the beginning of the school year.
- Please note the Early Learning Centre can begin anytime after turning 3 years of age.
- Please contact the Enrolment Officer at the appropriate School to discuss the formal entrance points.
- Admission places are allocated based on the date which the School Office received the application and the category priority rating.
- Vacancies in year levels other than our formal entrance points only occur if a current student leaves, as these are not formal intake years. These vacancies are offered to those on the waiting list as per the date which the School Office received the application and the category priority rating.
- Vacancies that commence at other times during the school year are also subject to an assessment in relation to their education readiness, as assessed by the relevant Principal.
- Confirmation of enrolment will only occur when the signed Enrolment - Contract, together with the Enrolment Fee and Enrolment Bond are received.

## ENROLMENT PROCESS

1. Parents/caregivers submit an Enrolment - Application to the relevant School Enrolment Office.
2. In preparation for the time of formal entrance point intakes or as vacancies arise, parents/caregivers are contacted for interviews.
3. Parents/caregivers are notified of a vacancy and requested to complete a Enrolment - Student Information an updated Enrolment - Application (if applicable), including enrolment information and legal documents.
4. The School makes an assessment of the documentation.
5. An interview with the relevant Principal is arranged, where necessary the Director of Learning Support and other specialists are also present.
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 (if required). The School then draws up a summary of how best to serve the needs of the student.
7. The School presents an Enrolment - Contract, including a Student Support Agreement (if applicable), confirming how it can best serve the student's needs. If the parents/caregivers are in agreement they must sign the Enrolment - Contract with a commencement date at the earliest most appropriate time (at the beginning of a year, term or new week).
8. Prior to commencement, and in recognition of the parties to the enrolment not having an established credit history with the School, the parents must pay the Enrolment Fee, Enrolment Bond, and enter into an instalment plan which will pay off fees as they are incurred.
9. For formal entrance point intakes, new parent and new student orientation is provided.

# GENERAL TERMS AND CONDITIONS OF ENROLMENT

## 1. OFFER AND ACCEPTANCE

In acceptance of the Enrolment - Contract, in relation to the enrolment of the child/ren listed in the Enrolment - Application:

- a. Accept the Statement of Faith;
- b. Support the Mission, Vision, Values and Culture of the School;
- c. Support of the Christian Ethos;
- d. Have read and understood the Enrolment Policy and Enrolment Process;
- e. Accept that devotional times are incorporated into the daily routine and are compulsory for all students;
- f. Accept that all children will be encouraged to commit their lives to the Lord Jesus Christ;
- g. 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;
- h. Understand that if more than one party enters the Enrolment - Contract, each party shall be individually and jointly liable for all payments of the School Fees, unless written agreement is entered into; and
- i. 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 child, 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 child for the period of terms as outlined by the School.
- c. Parents/caregivers understand the School, in the event of our child suffering from sickness or injury, will take such action as it deems fit to obtain medical and/or hospital care and attention, including by ambulance when I cannot be contacted or when required by emergency, and we will indemnify the School against all costs, claims, actions and demands made against the School and its employees and agents.
- d. Parents/caregivers understand the School will review my child for health conditions, and I agree that in the best interests of my child and the safety of staff and students, re-entry at School will occur when my child is able to participate in school activities, and which may include the need to provide medical certification.

## 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 these terms and conditions.

## 4. PAYMENT

- a. If accepted, an Enrolment Fee and Enrolment Bond as set by the School is payable by the date stipulated in the Enrolment - Contract to confirm a place for enrolment.

- b. All school 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 Department.
- c. All Early Learning Centre fees are due and payable within 14 days.
- d. The parties entering the Enrolment - Contract agree to pay the School, in accordance with these terms and conditions supplied via the School and available on the School website.
- 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. If payments are in arrears, the School reserves the right to withhold an offer of a future enrolment(s) and/or terminate an accepted future enrolment(s).
- g. Parents will authorise a leave of absence during term time for students to attend family events from time to time. In order for the enrolment to remain current for the return of the student at the end of the period of withdrawal, full fees will remain payable during the period of absence.
- h. Payment may be made by cash, credit card, or any other method of payment in agreement between the parties to the Enrolment - Contract and the School.
- i. Parents may apply to pay School Fees by instalment and such arrangements are not valid until approved by the School.
- j. The parties to the Enrolment - Contract 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.
- k. 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 student 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.
- l. 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 Department.
- m. 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.
- n. 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 your account with the School.
- o. 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 parties to the Enrolment - Contract may cancel the enrolment of the student prior to commencement. Please note the Enrolment Bond is non-refundable in these circumstances.
- d. The parties to the Enrolment - Contract 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.
- e. The School reserves the right in its absolute discretion to terminate the enrolment at the expiry of a school year, within the broad parameters of but not limited to issues surrounding community safety/wellbeing, absenteeism issues, parental support and/or school readiness.
- f. Any refunds due and payable will be made to the parties as per the Enrolment - Contract for the payment of the School Fees.

## 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 Section 2 of these terms and conditions 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 Section 2 under this agreement.
- b. The School reserves the right to review these terms and conditions at any time, and publish the changes on the School website.
- 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.
- d. The School must be provided copies stamped with the Seal of the Court in relation to any Parenting Orders, Intervention Orders and or Court Orders for guardianship, custody, residence, parental responsibility, care, control, welfare and/or otherwise relevant to education. These are treated in the strictest confidence by the School.

# 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:
  - Web: (e.g. Team App, eNews, Media Centre, Social Media Platforms, Electronic Direct Mail and the Community Portal, Family Lounge App).
  - Promotional Material: e.g. Course Booklets, Flyers, Posters, Brochures, local newspapers and radio.
  - School Publications: (e.g. Year Book).
  - Photographs, video, assignments and audio of student activities such as sporting events, school camps and school excursions may be taken for publication on the School websites, promotional material and publications.
7. Photographs, video, assignments and audio will be used as part of the School's advertising and marketing activities as per the consents obtained in the Enrolment - Student Information Form.
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 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.

# 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.

## VISION

"To provide an excellent, inclusive Christian education that equips our students to serve God and His world".

Tyndale Christian School was established to be a place of learning for students within the context of the Christian faith. Therefore, the core purpose of the School is to provide best practice (excellent) learning and curricula within a Christian and inclusive community.

Tyndale Christian School was established by Christian parents wishing their children to be educated in an environment that would support and complement the values and faith that the families sought to inculcate in their home. The focus of the School is to provide an affordable, holistic education for all students in a distinctively Christian community.

Since inception the intent of the School has been:

"To be a Christian community that fosters innovation and excellence in its programmes 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."

The Mission of Tyndale Christian School is to do those things necessary to effectively achieve the purposes for which it exists (i.e. the Vision). While the execution of the mission will involve many actions by members of the school community, at the strategic level, there are two areas that are essential enablers to fulfilling the Vision.

Therefore, the Mission of Tyndale Christian School is:

"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 programme 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."

## MOTTO

As a Christian teaching and learning community, the School holds that biblical truths are eternal, set in place by God, the Creator of all things. This is affirmed by our School Motto which declares that "God's Truth Prevails".

## 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, its entire inerrancy, 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.

## INTENTIONALLY CHRISTIAN

The highest calling of every human being is to love God with all of their heart, soul, mind and strength and to actively live a life intent on pleasing God and worthy of the sacrifice of Jesus, through the grace that has been given to all who believe.

Tyndale is committed to being a place where God is at the centre - where He is honoured, followed, worshipped and revealed to the School and wider community. We trust that all who come here will be inspired by His great love for them and the recognition that every person is intrinsically valuable, not for what they can do, but because of who they are - His children. We are passionate about our School continuing to be a place where all of our students are strengthened and emboldened to live out the gospel and become ambassadors for Christ to positively impact the wider community around them, whether locally or internationally.

At school, students experience regular sub-school chapel services, Easter services, pastoral care and biblical studies programmes, and are encouraged to have an ongoing relationship with a local church. We are also passionate that those who do not know God, both students and their parents, have an opportunity to meet Him at Tyndale Christian School and become followers of Christ.

Being intentionally Christian also means that we are called to ‘love our neighbour’. This should be demonstrated by the way we act by:

- Being just and fair in all dealings with other people, regardless of race, belief, gender, or disability, recognising that every person has been fearfully and wonderfully made by God.
- Acting with integrity in all situations.
- Being temperate in both speech and action.
- Handling disputes or grievances in a God honouring and biblical manner.
- Affirming and displaying the School’s key values of Respect, Integrity, Service and Excellence

Loving others wholeheartedly also means that we should do as Micah 6:8 commands – “to do justly, love mercy and walk humbly with our God”. Therefore, the school provides a number of opportunities for students, staff and parents to be involved in community service programmes in local, regional and international settings.

## CORE VALUES

Our core values are informed by the truth of the Scripture. These core values are:

- To be committed to the work of the Gospel, sharing the truth of God, by His grace and the power of the Holy Spirit, to all mankind.  
(Matthew 28: 19 – 20; 1 Peter 3: 15)
- To love one another and lay our lives down for each other. We are called to honour all people, taking on the attitude of a servant, understanding that there is no place for abuse, harassment, mistreatment, manipulation or injustice.  
(John 15: 12 – 13; Philippians 2: 1 – 8)
- To act with charity and justice towards our fellow man, including the foreigner, the poor, the sinner, the orphan and the widow.  
(James 1: 27; Matthew 25: 31 – 46; John 8: 1 – 11; Deuteronomy 10: 18 – 19; Psalm 24: 3 – 4; Micah 6: 8)
- To celebrate the creation of mankind “in God’s image”, equal in relationship, yet distinctly male and female. We do, however, recognise that for some, gender can be physiologically indeterminate or uncertain, and these persons should be afforded full acceptance and loved for who they are.  
(Matthew 19: 4; Genesis 1: 26 – 27)
- To honour the sanctity of marriage, recognising that it is a life-long commitment between a man and a woman, and that sexual intimacy is reserved for marriage.  
(Matthew 19: 4 – 6)
- To honour the significance of the family as God’s foundation for communal life.  
(Mark 10: 6 – 9; Ephesians 6: 1 – 4; Joshua 24: 15)

- To honour and treasure the sanctity of life, including the life of the unborn.  
(Psalm 139: 13 – 14)
- To honour our calling to be good stewards of all that God has entrusted to us. This includes managing our own lives well, but also caring for the creation God has provided.  
(Genesis 2: 15; Matthew 25: 14 – 30)
- To honour the community of faith by being regularly connected to a local church where God is both honoured and worshipped in spirit and in truth.  
(Acts 2: 42 – 47; Hebrews 10: 24 – 25; John 4: 23)

It is a requirement, therefore, of employment at Tyndale Christian School that all employees both embrace and support our commitment to be intentionally Christian as well as the School’s Statement of Faith and Core Values.

## INTENTIONALLY INCLUSIVE

Psalm 139:14 states that we are all “fearfully and wonderfully made”, which at Tyndale means that every person is intrinsically valuable for who they are, not what they can do. Just as it was William Tyndale’s desire for everyone to have access to God’s word, it is our desire that every student has the opportunity to be welcomed into a safe, loving school environment. With this as our foundational ethos, we have an amazing opportunity to demonstrate God’s heart for humanity as we endeavour to be intentionally inclusive.

Our ongoing intent and visible demonstration of this commitment ensures that we do not exclude those who are from other nations, other religious beliefs or practice, and that attendance is not limited by financial capacity or academic ability. Through our curriculum provision, we cater for students of high academic ability with futures at tertiary institutions, students with gifts and abilities in the arts and sport; students who will become involved in vocational post school pathways; and students with learning needs or disabilities.

Tyndale believes in the importance of providing an inclusive education where the rights of all children, families and adults to participate in environments where diversity is assumed, welcomed and viewed as a rich resource rather than seen as a problem. It is about every student’s right to be a valued member of school and to be provided with equal opportunities to actively participate in and contribute to all areas of learning and school life in general.

# INTENTIONALLY EXCELLENT

The directive given in Psalm 24:3, "Who can ascend the hill of the almighty? The one who has clean hands and a pure heart" is very clear. It significantly influences our belief and practice at Tyndale, that we are required by God to do all things well, decently and in order.

Support for this intent is fostered by our staff's commitment to academic excellence in their teaching through regular involvement in professional development programmes and frequent nominations for National Excellence in Teaching Awards.

We continually strive to be a school that provides our students with a vibrant, innovative and technology rich education both in core subjects and a wide range of co-curricular activities.

We provide post school pathways for each student, whether this is at a tertiary institution, in an apprenticeship or in employment. We offer a quality education for students with disabilities or learning needs, opportunities for students to be involved in community service programmes (local, regional and international) and an arena for students to be involved in sporting and artistic activities. Our students consistently achieve high academic outcomes with many going on to tertiary studies.

Tyndale is recognised nationally for its outstanding Vocational Educational Training programme through the provision of VET courses.

Students who require specialist assistance are also catered for by specialist teachers and resources in our multi-functional special education centre in which students also have access to a variety of specialist providers such as speech therapy, occupational therapy and psychology. Integration with mainstream students is a key approach for our Special Education programme putting into action our belief in equity for all.

**INTENTIONALLY**  
**CHRISTIAN**  
**INCLUSIVE**  
**EXCELLENT**

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