

Expression of Interest Form



OFFICE USE ONLY			
DATE RECEIVED:	CONTACT ID:	STUDENT ID:	INITIALS:
G/L: : :	RECEIPT:	RECEIPT AMOUNT:	RECEIPT DATE: POSTING:
<input type="checkbox"/> PAID	<input type="checkbox"/> EMAILED	<input type="checkbox"/> SCANNED	<input type="checkbox"/> DOCMAN

STUDENT DETAILS

Casey Grammar School's minimum age requirement: Students must turn 5 years of age by the end of February in the year they commence Prep.

Proposed calendar year of entry:Y.....Y.....Y.....Y.....

Proposed year level of entry (please circle): PREP 1 2 3 4 5 6 7 8 9 10 11 12

Is the child? a sibling of a current CGS student a child of a staff member a child of a former student

Surname: Date of birth:DD/MM/YYYY.....

Given name(s): Gender: Male Female

Middle name(s): Religion:

Country of birth: Language spoken at home:

CITIZENSHIP/VISA STATUS

Does your child have an Australian citizenship certificate? No Yes attach a copy of citizenship certificate

Does your child hold a visa for entry into Australia? No Yes attach a copy of visa grant notice

Date of arrival in Australia:DD/MM/YYYY..... Visa grant ID:

Visa subclass: Visa expiry:DD/MM/YYYY.....

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL)

Date of arrival in Australia:DD/MM/YYYY..... First language the student learned to speak:

Did the previous school teach the curriculum in English? Yes No Number of years at English speaking school:

PARENT/GUARDIAN DETAILS

CONTACT 1

Mr Mrs Miss Ms Dr

Surname:

Given name:

Relationship to student:

Residential address:

Suburb: Postcode:

Landline:

Mobile:

Email:

The School communicates via email

Occupation:

CONTACT 2

Mr Mrs Miss Ms Dr

Surname:

Given name:

Relationship to student:

Residential address:

Suburb: Postcode:

Landline:

Mobile:

Email:

The School communicates via email

Occupation:

CARE ARRANGEMENTS

The student lives with: Both parents Mother Father Other – please specify.....

The following information is essential and designed to help avoid confusion; please tick if relevant:

Parents separated Father deceased Father remarried

Parents divorced Mother deceased Mother remarried

Are there any court orders regarding residential care and/or contact? No Yes a copy must be attached

Every day, a discovery.

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EDUCATION

Name of school/kindergarten currently attending:

Do you give Casey Grammar School permission to contact the school/kindergarten? Yes No Signature:.....

Names of any previous school(s) attended:

Do you give Casey Grammar School permission to contact the school/s? Yes No Signature:.....

REASON FOR APPLICATION

Why do you wish for your child to attend Casey Grammar School?

The reason you wish to leave your current school:

CASEY GRAMMAR SCHOOL CO-CURRICULAR ACTIVITIES

I/we acknowledge my child is expected to participate in the following compulsory co-curricular activities: please tick ✓

Sport	<input type="checkbox"/>	Drama and Arts	<input type="checkbox"/>
School Camps	<input type="checkbox"/>	Community Events	<input type="checkbox"/>
Religious Education exploring the Christian Faith	<input type="checkbox"/>	Music	<input type="checkbox"/>

STUDENT INTERESTS AND EXTRACURRICULAR ACTIVITIES

What interests does your child have? e.g. sport, music, art

Does your child participate in any after school or extracurricular activities?

MEDICAL DETAILS

Does your child have a medical condition? No Yes – provide details

Does your child take medication? No Yes – provide details.....

Does your child have any allergies? No Yes – provide details.....

Does your child have anaphylaxis? No Yes – provide details.....

Does your child have asthma? No Yes – provide details.....

BEHAVIOURAL AND LEARNING NEEDS

Does your child have a known disability? No Yes  attach reports

Physical Social Emotional


Provide further information:

Has your child received any of the following specialist services? No Yes  attach reports

Provide further information:

Speech Pathology Psychologist/Counselling Psychiatrist

Physiotherapy Occupational Therapy

Has your child received any specialist education support? No Yes  attach reports

EAL (English as an Additional Language) Integration Aide Modified Curriculum

Modified assessments/reports Specialist Education Support Program

Provide further information:

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TERMS AND CONDITIONS

- This expression of interest places your child onto our waiting list and does not guarantee an interview or enrolment offer.**
- Minimum age requirement/Prep cut-off date: Students must turn 5 years of age by the end of February in the year they commence Prep.**
- The school has limited places that can be offered each year, and it is likely the number of applicants will exceed the number of places available.
- Enrolment is subject to availability, a satisfactory interview, capacity to provide an appropriate program for the proposed student and acceptance of the School's Terms of Enrolment outlined below.
- A non-refundable administration fee of \$100 (per family) to be sent with this expression of interest.
- Support and attend school events, particularly parent-teacher interviews.
- Support the wellbeing programs and discipline of the School, enabling my child to achieve his/her personal best.
- Support the School's philosophy that learning opportunities are offered within and beyond the classroom. These may include field trips, camps, sports training, lectures and classes during the term break, classes before and after school. It is a condition of enrolment that students attend these learning opportunities to fully commit to Casey Grammar School.
- Advise the school if there are any changes in circumstances which may affect the child's ability to learn.
- Following an enrolment offer; A confirmation deposit of \$550 for Junior School students and \$750 for Senior School students is payable within 14 days of the date of the offer. The confirmation deposit is applied to your school account at the beginning of the year the student commences their studies; the confirmation deposit is strictly non-refundable or transferable.

TERMS OF ENROLMENT

School Rules/Code of Conduct

- Students will respect teachers, parents, visitors and their fellow students.
- Students will be on time for school, assemblies and classes.
- Students will wear and maintain in good order their school uniform and comply with all uniform, hair and jewellery standards.
- Students will care for the school property, building and gardens.
- Students will stay inside the playground area set aside for them.
- Religious education exploring the Christian faith is compulsory at Casey Grammar School.
- Co-curricular activities and camps are non-negotiable.
- The Principal, in consultation with the student and parents, will deal with constant breaches in school rules or serious misconduct which may include suspension or expulsion (refer to suspension and expulsion policy).


Should the student be accepted for enrolment at Casey Grammar School, I/we agree to:


- Support the values and ethos of the School.
- Abide by the School rules.
- Treat all members of the school community with respect, as outlined in the Casey Grammar School Code of Conduct.

- An Enrolment Contract will be forwarded to you to sign and return to the school within 14 days.
- It is the responsibility of the parents to notify the school of any changes to email, contact addresses and telephone numbers. Failure to do so will result in the child's position on the waiting list being withdrawn when undeliverable mail (including email) is returned to the school. In addition, any enrolment offers will be withdrawn if no response is received by the due date of any correspondence, a confirmation deposit is not paid by the due date, and the enrolment contract is not signed and returned to the school by the due date.
- Pay school fees and all other charges as required by the due date as set out in the Financial Agreement.
- The voluntary building fund donation is included on the fee statement each year with the total fees payable. The voluntary building fund donation is tax-deductible and is non-refundable. Whilst this is a 'voluntary' donation, it forms an essential part of the School's capital income.
- A term's notice in writing to the Principal is required prior to the withdrawal of a student from the school. An exit form will be forwarded to complete and return to the school, and families will be invited to an exit interview with the Principal. If such notice is not given, a term's fee in lieu of the notice will be charged.
- It is the policy of the School to determine the position of each student on the waiting list in line with our Enrolment Policy.

PARENT/GUARDIAN AGREEMENT

In signing this document, I/we agree to the terms and conditions as set out above.

SIGN HERE PLEASE!  Signed: Date:
(relationship to the student)


SIGN HERE PLEASE!  Signed: Date:
(relationship to the student)


Both parents/guardians to sign. Where only one parent/guardian has signed the form they must satisfy the School, they are the sole parent or guardian and agree to the terms and conditions as set out above.

FEE PAYMENT AGREEMENT

Name and address of the person to receive accounts:.....
.....

(A letter of authority is required from the person responsible for the accounts if other than parents / guardians). The person/s signing this form will be held jointly and severally responsible for payment of all fees and charges. Where only one parent/guardian has signed the form, they must satisfy the School that they are the sole parent or guardian and will be responsible for all fees and charges. In signing this document, I/we agree to the terms and conditions as set out above.

SIGN HERE PLEASE!  Signed: Date:
(print name)

SIGN HERE PLEASE!  Signed: Date:
(print name)

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ADMINISTRATION FEE PAYMENT

Is the Applicant a sibling of a student currently attending Casey Grammar School or a sibling of a student that has previously submitted an Expression of Interest form?

- Yes, The administration fee is waived. Sibling name(s):.....
- No A non-refundable administration fee of \$100.00 (includes GST) is payable

CREDIT CARD

- Visa MasterCard

Card Number:

Expiry Date:/..... CVV:.....

Name on card: Signature:

ONLINE

caseygrammar.vic.edu.au/enrolments

If you have multiple Expression of Interest Forms, please only enter in one child's name via the payment section

CASH OR EFTPOS

Casey Grammar School
3 New Holland Drive,
Cranbourne East VIC 3977

MARKETING

How did you hear about Casey Grammar School?

- Word of mouth Facebook Website Press advertising Bus advertising Lynbrook Train Station sign
- Other.....

CHECKLIST

✓ Please complete this checklist before submitting

- A photocopy of the student's birth certificate is attached
- A photocopy of the student's citizenship certificate is attached (if applicable)
- A photocopy of the student's visa is attached (if applicable)
- A copy of the most recent school report & NAPLAN test results must be attached if the student is currently attending a school
- A copy of medical/behavioural reports are attached (if applicable)
- Both parents/guardians have read & signed the Parent/Guardian Agreement section

Enquiries: Enrolment Officer
Phone: 03 5991 0800
Email: enrolments@caseygrammar.vic.edu.au

Return form to:

Email enrolments@caseygrammar.vic.edu.au (email including attachments must be under 10MB)

Post Enrolments
Casey Grammar School
PO Box 30, CRANBOURNE VIC 3977

Hand deliver Casey Grammar School Administration Office
3 New Holland Drive, CRANBOURNE EAST VIC 3977

Acknowledgement Receipt:

Casey Grammar School will acknowledge receipt of your Expression Interest via email. Contact the Enrolments Officer if you do not receive the email mentioned above within 14 days of submitting your Expression of Interest form(s).