Policy and Conditions of Enrolment
Kindergarten to Year 12
To be read as an integral part of the Application for Enrolment
College Copy

1. Parents are to actively encourage their children to support the College’s goals and to do their utmost to realise those goals in their lives, both within the College and away from it as outlined below.

   St Bishoy Coptic Orthodox College is a school that works in partnership with parents to create an atmosphere where Christian values and Coptic Orthodox tradition are the foundation of the school’s practices and where the students and staff feel secure and supported by all the members of the school community.

   The distinctive, sincere and continuous practice of Christian love, service and humility provides students with the opportunity to develop and display a high moral standard.

   Our students are challenged to strive to achieve success in all areas of the curriculum by attaining their full potential, having confidence in who they are as Christian individuals and becoming active participants in church and in the Australian community.

2. Parents understand that the Coptic Orthodox Church is morally conservative, and all students will be expected to respect the teachings of the Church and to live by them at all times. For example; disrespect, obscenity, alcohol, tobacco, drugs, dancing, violent or immoral music, dating and pre-marital physical relations are all strongly rejected. It is the aim of the College to help young people learn to live a life of purity and holiness without fear or shame, and to be living practical witnesses to the truths of the Bible. Morals should not be left behind at the school gates every afternoon!!! Parents will support the College in this aim at all times.

3. Parents agree to actively encourage and support their children to partake in the spiritual programme set by the College fully and with sincerity. At present, this includes the following activities; morning prayers and hymns each day from the Coptic Orthodox tradition, classroom prayers and devotions each day from the Coptic Orthodox tradition, College Masses on a regular basis, Community Service Projects. Christian attitudes and behaviour are to be encouraged in the classroom and playground.

4. Parents are to actively encourage and support their children to fully partake in the curriculum set by the College. This includes the ‘Key Learning Areas’ subjects as well as the following compulsory activities; excursions, carnivals and other events organised by the College.

5. Parents understand that St Bishoys College has designed its Behaviour Management System with the aim of using it to teach our children right from wrong and encouraging them to live according to the commandments of God. This includes encouraging and rewarding good behaviour and discouraging and punishing bad behaviour.

6. Fees are fixed at the lowest possible level commensurate with the costs of establishing and maintaining good educational standards and facilities.
7. Tuition fees are set by the School Board and are variable at the discretion of the Board and are subject to increase or decrease at the beginning of every school year.

8. Annual school fee rates are advertised on the school notice board at the beginning of each school year and a copy is available on request from the office of the College.

9. Fees are charged four times per annum and are due fourteen days from the date of the invoice and must be paid by the last day of that term unless there is a payment arrangement for the outstanding amount. Regular payments of the fee will ensure that parents/guardians are not burdened by accumulated fees that must then be paid as a large lump sum.

10. The cost of camps, excursions, swimming lessons, weekly sport and other activities needs to be paid to the class teacher before or on the due date indicated in the permission note which will be sent home with students.

11. Parents/guardians are urged to contact the Director of the College if it is anticipated that temporary financial difficulties may be experienced regarding fees and other costs due as required in points 9 and 10 above.

12. A full term’s notice is required in writing to the Principal if a student is to be withdrawn from the College. A final statement of fees, following a student’s withdrawal, will be sent to parents/guardians. If the required notice is not given then one term’s tuition fees will be charged. Parents are legally responsible to pay the outstanding balance even after the student(s) withdrawal for any reason.

13. To encourage parents/guardians to bring their sons and daughters to our College, we offer a 10% sibling discount on tuition fees for the 2nd child, 15% for the 3rd child and 25% for the 4th child. This discount is not available for families receiving a financial hardship discount as approved by the College Director.

14. A building fund contribution per term is required ($60 for families with one student and $75 for families with more than one student). This contribution is tax deductible once paid.

15. Parents/guardians must be prepared to abide by the Rules and Regulations that govern the College and be responsible for payment of fees and charges. Continued enrolment is at the sole discretion of the College Director.

**Agreement** (to be signed by both Parents/Carers)

I/We the undersigned apply to have the child/children mentioned on the application form enrolled at the College and agree to accept responsibility jointly and severally, for the payment of all fees/charges to the College and to be bound by the Conditions described above or guidelines/regulations that may from time to time be made for the conduct of the College including the requirements for participation in all activities organised by the College as a part of its academic and co-curricular program.

Signed: ……………………………………  Signed: ……………………………………

Name: ……………………………………  Name: ……………………………………

Date: ……………………………………  Date: ……………………………………