



# ADMISSIONS AND ENROLMENTS POLICY

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## Purpose

Peter Moyes Anglican Community School (the School) is a low fee, co-educational Anglican School offering up to 15 years of interrupted learning from Pre-Kindergarten to Year 12. The School adheres to the AngliSchools Enrolment and Attendance Policy and Procedures.

The main intake years for new students are Pre-Kindergarten, Kindergarten and Year 7. Accepting a place in Pre-Kindergarten or Kindergarten secures your child a place in Primary School and beyond at the School.

Varying circumstances, including family relocations, will prompt parents to make enrolment enquiries outside these key intake years. These enquiries are encouraged, as there can often be a small number of vacancies at other year levels.

The School accepts all applications forms for enrolment. The acceptance of an application form does not guarantee an enrolment interview or subsequent offer of enrolment. The School follows a waiting list process, with enrolment interviews are arranged as vacancies become available.

Applications are processed on the basis of the date they are received. Preference is given to current and future confirmed students, to families affiliated with a Christian Church, children of our alumni and children of current staff members of the School.

Submission of an Application form formally expresses a family's interest in enrolling their child at the School. Application Forms can be returned in person to the Main Reception main or sent via post or email. Prior to a student being offered a place at the School, prospective students and their parents/guardians are invited to an interview with the relevant member of the Executive Team. Interviews typically take place in the year prior to commencement of the child's education.

Subject to a successful interview, parents/guardians may be offered a place at the School for their child and a formal Letter of Offer will be provided. To accept an offer of a place for a child, parents/guardians are required to pay the non-refundable Enrolment Fee and return the required documentation provided in the Letter of Offer.

Once the Enrolment Fee is paid, parents/guardians will be notified in the term prior to commencing at the School about their child's Orientation day, commencement date, and other relevant details.

The School provides Transition and Information Days to assist students and parents entering the School in its major intake years.

## Related Documents

Admissions and Enrolments Guidelines

## Related Links

[AngliSchools Enrolment and Attendance Policy and Procedures](#)