



# PENINSULA

GRAMMAR



**ENROLMENT PROCESS,  
APPLICATION & FEES | 2020**



PENINSULA  
— GRAMMAR —

# WELCOME TO PENINSULA GRAMMAR



Thank you for considering our school and deciding to commence the enrolment process. You've made an important and life changing decision – and it's a great one. Peninsula Grammar is an incredible and worthy investment for you, and one from which I believe your child will reap significant benefits. We're grateful for the opportunity to guide you through the next stage of your child's education.

Peninsula Grammar is an exceptional school. We have an excellent record of academic achievement, extensive co-curricular activities including a highly respected music and drama program, sporting opportunities, a House program, an unsurpassed student wellbeing program, a well-defined code of behaviour and a well-developed sense of community. And we also highly value the beauty of our environment – we are on 35 hectares of parkland and take full advantage of the amazing Mornington Peninsula that surrounds us.

As Principal for the past nine years, I feel immense pride watching our students learn, grow and flourish within our school and, more importantly, once they leave our school gates. We have a group of extraordinary students that are empowered every day to do their best by expert and dedicated educators. Once you have lodged your application form, we will keep in touch to inform you of the progress of your application. In the meantime, please see our website and Facebook page for regular school events as we welcome you to be part of our wonderful school community.

Kind regards,

**Stuart Johnston**  
Principal



**“QUOD BONUM  
TENETE”  
HOLD FAST  
THAT WHICH  
IS GOOD**



# ENROLMENT AT PENINSULA GRAMMAR

Peninsula Grammar is an open-entry coeducational school from 3YO Kinder through to Year 12.

Our student body currently comprises approximately 1400 students.

The School is divided into a series of Learning Areas, comprising:

- Junior Years – 3YO Kinder to Year 4
- Middle Years – Years 5-8
- Pre Senior Year 9
- Senior Years – Years 10-12

At present, our maximum class sizes are:

- 3YO Kindergarten: 18 students per class
- 4YO Kindergarten: 22 students per class
- Prep: 23 students per class
- Year 1-4: 25 students per class
- Year 5: 18 students per class
- Year 6: 20 students per class
- Years 7-10: 25 students per class
- Years 11 & 12: approximately 25 students per class, but typically 15-25 students depending upon student subject choices.

Our main student intake years are Kindergarten; Year 5, in which we enrol an additional 40 students; Year 7, in which we enrol a further 60 students. Places may be offered at other year levels where vacancies arise.

## AGE OF ENROLMENT

For entry into our 3YO Kinder program, children must turn three by 1 January of the proposed commencement year.

For entry into Prep, children must turn five by 30 April of the proposed commencement year.

Students more than one year younger or older than the average age of other students in a particular year level will generally not be admitted to that year level.

## SCHOOL TOURS

We offer regular open days and school tours. These are an excellent opportunity to visit the School during a typical school day, and meet with current students and staff. You are also welcome to arrange a personal tour of the School for your family if you wish. Children are very welcome to accompany you on a school tour. Our Admissions staff are very happy to assist if you have any questions, or if you wish to arrange a school tour. Please telephone **9788 7702** or email [enrolments@pgs.vic.edu.au](mailto:enrolments@pgs.vic.edu.au)

## REGISTRATION

It is never too early to consider registering your child, as places are limited and there are substantial waiting lists across multiple year levels, many years in advance. Applications usually exceed the number of available places. No obligations attach to registration.

To apply for a place at the School, please complete and return the signed Application to Register for Enrolment form, together with your Enrolment Fee.

Upon receipt of your Application to Register for Enrolment form, your child's name will be registered on our waiting list for their relevant year of commencement. Please note that registration for enrolment does not guarantee a place at the School. Priority placement on our waiting lists may be granted to students who: have, or who have had a sibling at this School; are the sons or daughters, or grandsons or granddaughters, of a past student of this School; or are transferring from another independent school similar to Peninsula Grammar.

In most other cases, students will be registered based on the date that we receive their Application to Register for Enrolment.

Please be aware that the School's waiting lists are not static and are subject to constant change. This may result from prospective students registering for enrolment, or students transferring from one waiting list to another. Whilst we are happy to provide general advice as to the likelihood of your child being offered a place at the School, we are unfortunately unable to provide specific information as to your child's place on the waiting list.

## CONFIRMING ENROLMENT

If a place becomes available at the appropriate year level, we may invite you and your child for an interview with relevant school staff. The purpose of this meeting is to familiarise staff with your child, to provide information about the School and our programs, and to determine whether we can meet your child's needs. In some instances, we may make an offer without first interviewing a student. An invitation for an interview is no guarantee of a position at the School.

If a place is available for your child, a letter of offer will be forwarded to you, together with enrolment documentation. To accept the offer, these documents must be completed, signed and returned to the School, along with the applicable non-refundable and non-transferable Entrance Fee, by the date specified in our letter of offer. Upon receipt, we will confirm your child's place.

## CHANGE TO PREFERRED COMMENCEMENT YEAR

If the School is unable to offer your child a place, or if you decide to alter your child's preferred year of commencement, your child's application may be moved to another year's waiting list. This may be a verbal or written request. Again, a change of this type is no guarantee of a place.

Unless your child is entitled to priority placement on the alternative waiting list, his or her position on that waiting list will be determined by their original registration date, not the date of the change.

## SPECIAL NEEDS

Please advise us when you register for enrolment if your child has any special needs, or if any special needs become apparent after you have registered. This information is essential so that the School may determine how best to meet the specific needs of your child and whether, under the circumstances, the School is the most appropriate environment educationally, socially and developmentally, for your child to know success.

## KINDER IMMUNISATION

- Under the 'No Jab, No Play' legislation, before enrolling a child in our 3 year old or 4 year old Kindergarten programs, Peninsula Grammar must obtain evidence in the form of the Immunisation History Statement from the Australian Childhood Immunisation Register that the child is:
- Fully immunised for their age OR
- Unable to be fully immunised for medical reasons. 'Conscientious objection' is not an exemption under the 'No Jab No Play' legislation.

While this evidence should be submitted at the time of enrolment, updated immunisation documentation must be submitted within the two months prior to your child commencing in our 3 Year old or 4 Year old Kindergarten program. Children for whom this documentation has not been submitted within the two-month timeframe will not legally be permitted to commence schooling.

This legislation came into effect on 1 January 2016.

## TERMS & CONDITIONS

Your child's enrolment is subject to the terms and conditions set out in:

- The Enrolment and Fee Statement, approved by our Board of Directors and published annually on our website;
- The Enrolment Agreement, a copy of which is provided to you upon enrolment; and
- School Policies, which are available upon request.

Please be aware that these terms and conditions are subject to change from time to time. You will be required to accept revisions to the Enrolment and Fees Statement, the Enrolment Agreement (if any) and School Policies each year. You are welcome to contact our **Registrar on 9788 7702** or **Business Manager 9788 7706** if you have any questions.

In signing the Enrolment Agreement you acknowledge that, subject to any agreement in writing to the contrary, all signatories will be jointly and severally responsible for all terms, conditions, fees and charges outlined in this Agreement.

# BOARD OF DIRECTORS REGULATIONS AND FEES 2020

## TUITION FEES

Peninsula Grammar's fees comprise of five components:

- 1. Enrolment and Entrance Fees**
- 2. Annual Tuition Fees**
- 3. Annual Compulsory Charges** (eg. camps/transport/capital development etc)
- 4. Optional Charges** (eg. private music/sport lessons etc)
- 5. Boarding Fees** (if applicable)

### 1. ENROLMENT AND ENTRANCE FEES

#### ENROLMENT FEE

A non-refundable, non-transferable Enrolment Fee of \$100\* per student (day and boarding) is payable when an Application to Register for Enrolment is completed with the School.

#### ENTRANCE FEE

A non-refundable, non-transferable Entrance Fee of \$850 is payable on acceptance into the School to cover the administrative cost of our admissions process. This is not offset against tuition fees.

#### KINDERGARTEN BOND

Families enrolling children in Kindergarten classes will be required to pay a non-refundable bond of \$1,000 for each student. This bond is to be paid at the time a signed Enrolment Agreement is submitted. The amount of the non-refundable bond will be deducted from the first billing of the student's Prep Year. In the event that the student does not proceed to Prep, the bond will not be refunded.

#### COMPUTER EXPENDITURE (YEARS 7-12)

Students in Years 7 to 12 are required to purchase a laptop computer. The laptop needs to meet the school specifications which will be provided to students on commencement. For more information please email our Information Technology Department on [itdept@pgs.vic.edu.au](mailto:itdept@pgs.vic.edu.au).

#### SCHOOL UNIFORM

Students attending Peninsula Grammar must purchase the required school uniforms. Initial uniform purchases are made under supervision and must be paid for on the day of purchase. The estimated initial cost is \$1,290\* per student; however, this may vary depending on co-curricular involvement. Ongoing uniform requirements must be paid for at the time of purchase.

### 2. ANNUAL TUITION FEES

Tuition Fees are charged in three instalments per year. These instalments in 2020 will be issued on 15 January 2020, 30 April 2020 and 30 July 2020. Monthly invoices will be sent for other incidental costs incurred. These are payable in full within 30 days from the issue date.

Students commencing in Year 5 or 7 who do not have siblings attending the School will be required to make the first instalment payment by September in the prior year.

These fees are for students that are Australian Citizens or students with permanent residence status that are entitled to Government Grants. Tuition fees are set annually.

Tuition fees for Domestic Students in 2020 are:

YEAR LEVEL	ANNUAL FEES	INSTALMENTS X 3
<b>K3 - 2 Days</b>	\$5,361	\$1,787
<b>K3 - 3 days</b>	\$8,034	\$2,678
<b>K4</b>	\$12,972	\$4,324
<b>Prep</b>	\$13,572	\$4,524
<b>Year 1</b>	\$14,385	\$4,795
<b>Year 2</b>	\$16,203	\$5,401
<b>Year 3</b>	\$18,165	\$6,055
<b>Year 4</b>	\$21,147	\$7,049
<b>Year 5</b>	\$22,845	\$7,615
<b>Year 6</b>	\$23,505	\$7,835
<b>Year 7</b>	\$25,023	\$8,341
<b>Year 8</b>	\$26,553	\$8,851
<b>Year 9</b>	\$28,239	\$9,413
<b>Years 10, 11, 12</b>	\$28,203	\$9,401

For current students, fees are not pro-rata to exclude days when a student is absent from school due to illness or any other reason, nor if the student does not commence on the first day of any Term. Tuition fees will be applied pro-rata for new students who commence at the School after the first day of Term 1 on the condition the student commences on the date specified in the letter of offer.

Please note that additional minor fees and charges may be incurred in addition to those listed in this Fee Statement.

### 3. ANNUAL COMPULSORY CHARGES

#### CAPITAL DEVELOPMENT LEVY

An annual Capital Development Levy of \$690 per family is charged in two instalments per year on billing 1 and 3. These funds are used by the School to maintain and develop the grounds and the facilities of the School.

#### SOFTWARE LICENSING FEE

A fee of \$185\* for students in Years 3 to 6 and \$200\* for students in Years 7 to 12 will be charged with billing 1 per student. This fee is to cover the licensing costs associated with school-used software and applications.

#### TRANSPORT LEVY

The Transport Levy is an annual compulsory levy for all student bus travel. This includes transport to sporting fixtures, academic excursions, the outdoor education camps and off-campus lessons. Students from Years 3 to 6 will incur a fee of \$330 per student and for Years 7 to 12, \$398 per student, charged on billing 1.

Please note that this fee does not include transport to and from school on the private bus routes offered by the School. For more information on this service see Private Bus Service in Optional Charges.

#### PERSONAL DEVELOPMENT PROGRAM (PDP)

Students from Years 7 to 8 are expected to participate in our Personal Development Program, which includes the Cadets program as an option. The activities offered within PDP incur estimated costs between \$20-\$500 depending on the activity selected. A cost schedule will be provided at the time students are requested to select their activity preferences and these will be charged twice per year.

#### ECC STATIONERY

Students from K3 to Year 4 will incur an additional fee for stationery and resources provided within the classroom. The estimated cost is between \$100-\$300. No additional booklist cost will be required for these year levels.

#### BOOKLISTS

Students from Years 5 to 12 will be required to purchase textbooks, online materials stationery and calculators depending on year level and subject selection. Booklists will be prepared and distributed by the School each year. The estimated cost is in the range of \$400-\$600\* per annum.

### CAMPS

Students from Years 2 to 10 are required to attend compulsory outdoor education camps. All camp fees are charged with billing 1 except for Year 10, which is on billing 2, and camps that occur in Term 4, which will be charged to billing 3.

YEAR LEVEL	CAMP FEES**
Year 2	Term 4: \$125
Year 3	Term 1: \$205 Term 4: \$345
Year 4	Term 1: \$450 Term 4: \$260
Year 5**	Term 1: \$310 Term 4: \$380
Year 6	Term 1: \$575 Term 4: \$940
Year 7	\$715
Year 8	\$890
Year 9	\$1,100
Year 10	\$800 - \$1,300 Varies, dependent on camp selection.

\*\* All camp fees include a food component which includes GST

Our camp cancellation policy is available from the School upon request and will be provided with a CareMonkey notification. All camps are required to be booked and paid in advance and no refund can be provided, but the School has a student travel insurance policy in place. This insurance policy has terms and conditions that may qualify for a refund and the School can provide a copy of the policy and assist with claims where appropriate.

### 4. OPTIONAL CHARGES

#### VOCATIONAL EDUCATION TRAINING (VET)

The VET program is an optional program for VCE students that involves a more practical hands-on approach to learning. For new enrolments into this program in 2020 the School will contribute the first \$830 of the cost of the program each year with the remainder charged to the billing account. Additional charges may be incurred for course specific materials.

## PARENTS ASSOCIATION CONTRIBUTION

This contribution of \$44 per year is optional and is charged on billing 1 to assist with the ongoing support to the School of The Peninsula School Parents Association (PSPA).

## TOPSA (THE OLD PENINSULA SCHOOL ASSOCIATION)

This is a one-off charge of \$325 for Life Membership to TOPSA, our alumni, to be charged with billing 2 for all Year 12 students. Year 12 students who leave the School prior to billing 2 and Year 10 and 11 students who leave during 2020, will be offered the option of Life Membership to TOPSA.

## PRIVATE BUS SERVICES

Peninsula Grammar supports a variety of private bus routes to transport students to and from our school through the Ventura Bus Company. More information about the bus routes offered, timetables and charges can be found on our website. Alternatively, if you would like further information please email [buses@pgs.vic.edu.au](mailto:buses@pgs.vic.edu.au).

## MUSIC - PRIVATE INSTRUMENTAL LESSONS

Music fees will be billed each semester in advance in billing 1 and billing 3. Please contact the **Music Department** on **9788 7733** for further information on costs and enrolment.

## LEARNING SUPPORT

Additional fees may apply if extensive support from the Department of Learning Support is required. Costs will be discussed in advance if such support is required.

## OUTSIDE SCHOOL HOURS CARE

This service is provided by Camp Australia and contact details and fees are available from Reception. Fees are billed directly by Camp Australia and further details are available at [www.campaustralia.com.au](http://www.campaustralia.com.au).

## 5. BOARDING FEES

Peninsula Grammar offers boarding facilities for both domestic and international students. Boarding Fees are charged in addition to annual tuition fees. Boarding places are limited and only available from Years 7 to 12.

	ANNUAL FEE	INSTALMENTS X 2
Accommodation	\$18,638	\$9,319
Catering	\$10,070*	\$5,035*

In certain circumstances, the Boarding House may remain open during the September School Holidays. Additional fees and charges may be incurred.

## BOARDER RETREAT

In addition to compulsory year level camps. Boarding students are required to attend a yearly retreat. This incurs a yearly charge of \$550\*, which will be charged on billing 1.

## EXCURSION LEVY

A compulsory excursion levy fee of \$300\* for boarding students will be charged with billing 1 per student. This fee covers the cost of all compulsory excursions for students in the Boarding House.

## AIRPORT TRANSFERS

Airport transfers may be arranged by the School for students returning to and from the School from Melbourne Tullamarine airport. For students travelling between the School Boarding Houses and Melbourne Tullamarine Airport a fee of \$83\* per student will be incurred each way. This will be charged as an incidental charge on the student billing account. Additional charges will be incurred for transfer between Melbourne Tullamarine Airport and Homestay venues.

## HOMESTAY

Homestay may be selected as an alternative to the School's boarding facilities. Homestay is provided through an external provider and all charges will be charged to the student billing account. For more information, please contact the **Admissions Office** on **9788 7702** or email [admissions@pgs.vic.edu.au](mailto:admissions@pgs.vic.edu.au).

## BILLING DATES 2020

**BILLING 1 2020 - 15 JANUARY 2020**

**BILLING 2 2020 - 30 APRIL 2020**

**BILLING 3 2020 - 30 JULY 2020**

Monthly invoice/statements will be sent for other incidental costs incurred. These are payable in full within 30 days from the issue date.

## PAYMENT OPTIONS

For your convenience, Peninsula Grammar offers a range of payment methods:

### PAYMENT BY BPAY

The School encourages the use of BPay. This is an easy and secure method of paying fees. Please contact your participating financial institution for terms and conditions. Our biller code and your reference number appear on your account.

## PAYMENT OF YEARLY TUITION FEES

If annual tuition fees (and boarding fees, if applicable) for 2020 are paid in full before the 31 December 2019 a 2.5% discount will apply. Late payments will not attract a discount. For more information about paying fees in advance, please contact the **Business Office** on **9788 7782** or email [accounts@pgs.vic.edu.au](mailto:accounts@pgs.vic.edu.au).

## PAYMENT BY CREDIT CARD

The School accepts payment by EFTPOS as well as MasterCard and Visa. Payment by credit card can be made:

Online at [www.peninsulagrammar.vic.edu.au](http://www.peninsulagrammar.vic.edu.au). Go to **MENU** (top left corner) and scroll to the bottom of the drop down menu for School Fee Payments.

1. Telephone 1300 731 858 and follow the prompts. You will need your BPay reference number
2. Via BPay (refer above)
3. At the School Business Office.

## PAYMENT BY CASH OR CHEQUE

Cheques are payable in \$AUD to The Peninsula School, 20 Wooralla Drive, Mt Eliza Vic 3930. Cash payments of up to \$2,000 may be made at the School Business Office. Cash payments in excess of \$2,000 must be directly deposited into the School Bank account at the NAB bank using a deposit slip and quoting your Peninsula Grammar Account Number. Please refer to your monthly invoice for account details.

If you require further information on payment options please contact the **Business Office** on **9788 7782** or email [accounts@pgs.vic.edu.au](mailto:accounts@pgs.vic.edu.au).

## WITHDRAWAL AND LATE FEES

### WITHDRAWAL

A minimum of one Term's written notice is required to withdraw a student's enrolment from the School. This withdrawal notification must be provided in writing to the Principal. If the student is to be withdrawn at the conclusion of a Term, notice must be given no later than 3.00pm on the Friday of the last week of the preceding Term. Where the required notice is not provided a late notice of withdrawal fee of 25% of the annual tuition and, where applicable, boarding fee is payable.

### LATE FEES

Any late payments will incur an administration charge of \$300\* for every 30 days the payment is overdue.

Where a tuition fee account is in arrears, the student is not permitted to incur additional costs by participating in non-compulsory elective activities.

Our collection activities will pursue all avenues, including legal action, to recover outstanding debt to the School.

## FAMILY ALLOWANCE

The Family Allowance is applicable from the commencement of attendance of the third child at Peninsula Grammar.

Peninsula Grammar offers Family Allowances on the following basis:

- 2 students – nil discount
- 3 students – 10% for all students from the commencement of attendance of the third child at Peninsula Grammar
- In excess of 4 or more students – by special arrangement with the Principal.

## LEGAL MATTERS

If legal matters arise which affect your child's enrolment (including changes to guardianship or access), or which may impact upon your child's education you are required to promptly advise the Principal in writing. Hard copies of relevant legal documentation must also be provided. Unless advised otherwise, the School will proceed on the basis that both parents have equal parenting rights in relation to the student, and that both parents are jointly and severally liable for payment of fees and charges. Unless provided with legal documentation to the contrary, the School will not accept an enrolment, nor a withdrawal of enrolment, unless consent of both parents is provided.

## INTERNATIONAL STUDENTS

This business notice is applicable to domestic students only. For international students, please refer to the document entitled **Enrolment and Fee Statement 2020 - International**.

## PRIVACY

In enrolling the student, the caregivers acknowledge and consent to the provisions of the School's Privacy Policy.

To view the School's Privacy Policy please visit the school website at: [www.peninsulagrammar.vic.edu.au/all-policies/all-student-policies](http://www.peninsulagrammar.vic.edu.au/all-policies/all-student-policies)

**S N Johnston**  
Principal

For the Board  
30 November 2019

*Throughout this document, \* indicates GST inclusive  
The Peninsula School t/a Peninsula Grammar*



# APPLICATION TO REGISTER FOR ENROLMENT

## STUDENT DETAILS

Family name \_\_\_\_\_

Given name/s \_\_\_\_\_ Preferred name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Male  Female

Country of Birth \_\_\_\_\_ Language/s spoken at home \_\_\_\_\_

Nationality \_\_\_\_\_ Religion /Denomination \_\_\_\_\_

Current residential address \_\_\_\_\_  
Postcode \_\_\_\_\_

Is the student of Aboriginal or Torres Strait Islander origin? \_\_\_\_\_

Student resides with: \_\_\_\_\_

## YEAR LEVEL APPLIED FOR

Year level \_\_\_\_\_ If 3YO Kinder - 2 or 3 days per week \_\_\_\_\_ Proposed year of commencement 20 \_\_\_\_\_

Current school/kindergarten/child care facility \_\_\_\_\_

Current year level \_\_\_\_\_ Victorian Student No ('VSN' - if known) \_\_\_\_\_

## PARENT/GUARDIAN ('CAREGIVER') DETAILS

### CAREGIVER 1:

Full name \_\_\_\_\_ Male Female Mr Mrs Ms Miss Dr (Please circle)

Residential Address \_\_\_\_\_

Home telephone \_\_\_\_\_ Mobile telephone \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_ Employer / Business name \_\_\_\_\_

Occupation address \_\_\_\_\_

Occupation telephone \_\_\_\_\_ Occupation email \_\_\_\_\_

Relationship to student: \_\_\_\_\_ Does the student reside with this Caregiver?  Yes  No

## CAREGIVER 2:

Full name \_\_\_\_\_ Male Female Mr Mrs Ms Miss Dr *(Please circle)*

Residential Address \_\_\_\_\_

Home telephone \_\_\_\_\_

Mobile telephone \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

Employer/Business name \_\_\_\_\_

Occupation address \_\_\_\_\_

Occupation telephone \_\_\_\_\_

Occupation email \_\_\_\_\_

Relationship to student \_\_\_\_\_

Does the student reside with this Caregiver? \_\_\_\_\_

Yes

No

## ADDITIONAL INFORMATION

Does the student reside with any person other than Caregiver 1 and/or 2? \_\_\_\_\_

Yes

No

If yes, full name \_\_\_\_\_

Male

Female

Residential Address \_\_\_\_\_

Home telephone \_\_\_\_\_

Mobile telephone \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

Employer/Business name \_\_\_\_\_

Occupation address \_\_\_\_\_

Occupation telephone \_\_\_\_\_

Occupation email \_\_\_\_\_

Relation to student: \_\_\_\_\_

If the student does not live with both Caregivers, please provide relevant information as to custody and access arrangements. **If there is an applicable court order in relation to this student, please provide a copy.**

## REPORTS AND ACCOUNTS

To whom should the School send reports and other correspondence? \_\_\_\_\_

Caregiver 1

Caregiver 2

To whom should the School send accounts? \_\_\_\_\_

Caregiver 1

Caregiver 2

## SCHOOL AFFILIATIONS

Is either Caregiver or any grandparent a past student of the School?  Yes  No

Name/s (when enrolled) \_\_\_\_\_ Years of attendance/past House affiliation \_\_\_\_\_

Name/s (when enrolled) \_\_\_\_\_ Years of attendance/past House affiliation \_\_\_\_\_

Does the student have siblings who are current or former students of the School, or who are registered for enrolment?  Yes  No

If yes, names \_\_\_\_\_ Years of attendance \_\_\_\_\_

Is either Caregiver a current or former staff member?  Yes  No

Is any member of your family affiliated to one of our Houses?  Yes  No If yes, specify House: \_\_\_\_\_

## STUDENT'S NEEDS

Has the student taken part in any extension or gifted and talented children's program?  Yes  No

Does the student have any special learning needs?  Yes  No

Does the student have a disability, including an intellectual, physical, mental, behavioural or emotional disability?  Yes  No

Has the student ever received support from a therapist or other specialist, such as a speech therapist, occupational therapist, physiotherapist, behavioural therapist, psychologist, etc?  Yes  No

Does the student have any medical conditions or allergies?  Yes  No

If you have answered yes to any of the above questions, kindly provide details below, or attach any relevant documents to this form.

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The School acknowledges its rights and obligations under the *Disability Standards for Education* pursuant to the *Disability Discrimination Act 1992*.

## PAYMENT DETAILS

- I enclose cash / cheque payable to The Peninsula School in the amount of \$ \_\_\_\_\_ being the registration fee payment per child, inclusive of GST (*please do not post cash*)
- Please debit my Visa / MasterCard in the amount of \$ \_\_\_\_\_ being the registration fee payment per child, inclusive of GST.

Card No. \_\_\_\_\_ Expiry date \_\_\_\_\_

## CHECKLIST

Please return:

- Completed Application to Register for Enrolment Form, signed by one or both Caregivers if applicable
- Copy of birth certificate or passport
- Copy of most recent school report and NAPLAN results if applicable
- Enrolment fee of \$100 per child.

## PRIVACY

Peninsula Grammar respects your privacy and that of your child. The School adheres to the National Privacy Principles, as set out in the Privacy Act 1988. Information collected on this form will be used and stored in accordance with the Act and Peninsula Grammar's Privacy Policy. If you wish to receive a copy of the School's Privacy Policy, please refer to our website or contact the Admissions Office.

## CAREGIVERS ACKNOWLEDGEMENT AND AGREEMENT

The Caregiver/s request that the student be registered for enrolment as a student at Peninsula Grammar.

The Caregiver/s acknowledge and agree that:

- This is an application for enrolment only and the student will be placed on a waiting list. No guarantee of a place is expressed or implied by the School.
- If a place at the School is offered to the student, the Caregivers will be required to complete and sign an Enrolment Agreement and relevant medical information forms, which must be submitted with payment of the Entry Fee. A copy of the Enrolment Agreement with the enrolment terms and conditions is available upon request.
- Participation in a broad range of activities such as outdoor education, excursions, work experience, camps, and sporting programs is an essential part of a student's training and involvement in the School community, and a compulsory part of the School curriculum, and that existing students from Term 4 in Year 6, and new students commencing in the Middle or Senior Schools are required to participate in the School's Saturday morning sports program.
- The School requires all students in Years 7 to 12 to purchase a laptop computer as specified by the School.
- In the case of boarders, one instalment's boarding fee is required to be paid in advance in addition to the Entry Fee and is not refundable if the student fails to take up the place offered to him or her other than in exceptional circumstances.
- They have disclosed to the School all relevant information regarding the student, including any special needs that the student may have, which may affect the School's ability to educate, supervise or care for the student. If this information is not provided, or inadequately or inaccurately provided, the School reserves the right to refuse or terminate the student's enrolment at the School, and charge additional fees relating to additional care and support services and staff that may be required to be provided to the student without prior notice to the Caregivers. The Caregivers agree to provide further information to the School if any special needs arise or alter over time.
- The School may contact previous schools attended by the student to obtain further information about the student.
- We have read and agree to the terms set out in the School's Admissions Policy.

In signing this document, the Caregivers represent to the School that they are the sole legal guardians of the student and are authorised to enrol the student at the School. If this situation changes, the Caregivers will immediately provide to the School a written notice of the change, in addition to written consent from any other legal guardian of the student to the student's enrolment, or continued enrolment.

Signature of Caregiver 1 \_\_\_\_\_ Date \_\_\_\_\_

Signature of Caregiver 2 \_\_\_\_\_ Date \_\_\_\_\_

## SCHOOL CONTACT DETAILS

Peninsula Grammar - a school in association with the Anglican Church of Australia. ABN 28 004 451 192 CRICOS No. 00333A

20 Wooralla Drive, Mount Eliza, VIC 3930, Australia

Tel: +61 3 9788 7777  
Email: [enrolments@pgs.vic.edu.au](mailto:enrolments@pgs.vic.edu.au)  
Fax: +61 3 9788 7894

**Principal - Mr Stuart Johnston**

**Our motto: Quod Bonum Tenete** - Hold fast that which is good

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