

Enrolment Contract



(Please note that this form will be sent electronically following an offer of enrolment)

53-57 Plymouth Road, Croydon Hills, VIC 3136

Phone: (03) 9726 2900

Email: goodshep@gslps.vic.edu.au

www.gslps.vic.edu.au

Dear Parents,

Thank you for submitting an application for your child to attend Good Shepherd Lutheran Primary School. We have much pleasure in offering your child a position for next year. Please complete the online Enrolment Contract and Family Deposit below to confirm your acceptance of the position.

Family Deposit

Parents of new students accepting a position at Good Shepherd Lutheran Primary School lodge a non interest bearing Family Deposit. The amount of the deposit has been set at \$500 and only one deposit per family is payable.

Following confirmation of your acceptance of enrolment, an invoice will be sent to you via email on <date> requesting payment of your \$500 Family Deposit. Payment is required by <date>. Once payment has been received your position is confirmed.

The deposit may be refunded once the family no longer has a student at the School, provided that all financial obligations to the School by the parent or guardian have been met. Alternatively, the deposit may be paid as a direct donation to the School's Building Fund. This means that the full amount may be claimed as a taxation deduction at the time of payment.

Enrolment Documentation

In preparation to complete this form please make sure you have an electronic copy of the following documents ready to upload (if you have not already provided them):

- Birth Certificate
- Immunisation Status Certificate
- Visa or Australian Passport (applicable to families where both parents were born outside of Australia)

I look forward to a long and happy association with you and your child at Good Shepherd Lutheran Primary School and sharing with them their excitement as they have their first experiences of school.

Christian greetings,

Daniel Weller

Principal

Please note that this form only needs to be completed once with both parents providing consent. If you have any questions, please do not hesitate to contact the Enrolment Officer 9726 2900.

Enrolment Contract and Family Deposit

Parent 1 please enter First Name and Surname (required)			
First Name		Surname	
Parent 2 (if applicable) please enter First Name and Surname			
First Name		Surname	
Please enter PARENT Email (required)			
Please enter your CHILD's First Name and Surname (required)			
First Name		Surname	
Collection Statement			
The School is collecting your personal information for the purpose of your child's enrolment at the School. Information about accessing or correcting this personal information, or making a privacy complaint is in the School's Privacy Policy .			
<input type="checkbox"/> I/We authorise the collection of my/our personal information and our child's personal information.			

ACCEPT or DECLINE			
Please select if you wish to ACCEPT or DECLINE the offer of a position for your child to attend Good Shepherd Lutheran Primary School.			
<input type="checkbox"/> Accept			
<input type="checkbox"/> Decline			
I/We understand and confirm that:			
In consenting to this Enrolment Contract, I/we acknowledge that we are entering into a contractual partnership with Good Shepherd Lutheran Primary School in relation to the provision of educational services for my/our child.			
<input type="checkbox"/> Yes			
<input type="checkbox"/> No			
In consenting to this Enrolment Contract, I/we acknowledge that I/we have read and understood the Enrolment Terms and Conditions .			
<input type="checkbox"/> Yes			
<input type="checkbox"/> No			
I/We agree to provide Good Shepherd Lutheran Primary School:			
All relevant documentation in relation to the enrolled child and his/her learning needs, prior to commencement.			
<input type="checkbox"/> Yes			
<input type="checkbox"/> No			
I/We accept that:			

Both parents are required to confirm the enrolment acceptance unless documentation exists that a single parent is solely responsible for decisions about the provision of educational services for the enrolled child.

Yes

No

I/We agree to:

Inform Good Shepherd Lutheran Primary School in writing should there be any change in the arrangements between the parents and/or guardians, including living, educational or fee payment arrangements for the enrolled child, and provide associated court documentation.

Yes

No

I/We agree to:

Abide by and support the Lutheran ethos of Good Shepherd Lutheran Primary School.

Yes

No

Abide by and support the [Parent Code of Conduct](#).

Yes

No

Abide by and support the [Student Code of Conduct](#).

Yes

No

Abide by and support the rules and guidelines of Good Shepherd Lutheran Primary School as defined in the Schools policy and guideline documents, and/or as determined by the School from time to time.

Yes

No

In relation to School Fees:

I/We confirm that we have the capacity to pay School Fees and undertake to be bound by the terms contained in Good Shepherd Lutheran Primary School Fee Schedule as amended from year to year.

Yes

No

I/We agree to pay School Fees by the due date as specified.

Yes

No

I/We agree to give due notice of the intended withdrawal of a student from the School, which is deemed to be one (1) term's notice, wholly within a term, in writing, to the Principal. Failure to do so incurs a fee of \$500.

Yes

No

I/We understand that the Good Shepherd Lutheran Primary School reserves the right to recover outstanding fees, costs and expenses incidental to and arising from late payment of fees from either parent irrespective of any change in the relationship between parents(s)/guardians(s) unless relevant court documentation is provided to direct otherwise.

Yes

No

In relation to the Family Deposit:

I/We understand that as a parent of a student accepting a position at Good Shepherd Lutheran Primary School, I/we agree to lodge a non interest bearing Family Deposit. The amount of the deposit has been set at \$500.

Yes

No

I/We understand that the deposit is payable on acceptance of the place offered, and only one deposit per family is payable. The deposit may be refunded once the family no longer has a student at the School, provided that all financial obligations to the School by the parent or guardian have been met. Alternatively, the deposit may be paid as a direct donation to the School's Building Fund. This means that the full amount may be claimed as a taxation deduction at the time of payment.

Yes

No

I/We understand and confirm that in accordance with subsection 1084(2) of the Corporate Law, the Australian Securities Commission exempts Good Shepherd Lutheran Primary School from compliance with Divisions 2, 4 and 5 of part 7.12, and Section 1078 of the Law in so far as these provisions relate to Good Shepherd Lutheran Primary School Family Deposits. Families should be aware that Good Shepherd Lutheran Primary School Deposits are not subject to the normal requirements under Corporation Law to issue a Prospectus and a Trust Deed. Good Shepherd Lutheran Primary School acknowledges that these funds are lodged with the School in support of the School's Christian education aims and not for gain or profit. The Deposit of \$500 is payable on acceptance of the place offered, but only one Deposit per family is payable.

Yes

No

I/We accept that in the event that Cancellation of Enrolment Information is required, one term's notice, wholly within a term, in writing, must be given of the intended removal of a child, or non-acceptance of a place, or a fee of \$500 will be charged.

Yes

No

I/We understand that we must make payment to COMPLETE our Enrolment Process. Following confirmation of your acceptance of enrolment, an invoice will be sent to you via email. Once payment has been received your position is confirmed.

Yes

No

Please select which option you would prefer for your Family Deposit:

Refundable when my last child leaves the School

Tax Deductible Direct Donation to the Building Fund

Please upload the following documents for your child (if you have not already provided them)

1. Birth Certificate

2. Immunisation Status Certificate

3. Visa or Australian Passport (applicable to families where both parents were born outside of Australia)

Parent 1 Consent for Enrolment and Family Deposit

Please enter your full name:

Digital Consent for Parent 1

I understand that by ticking this box I am providing digital consent stating that I have accepted the offer for my child to attend Good Shepherd Lutheran Primary School.

Parent 2 Consent for Enrolment and Family Deposit

Please enter your full name:

Digital Consent for Parent 2

I understand that by ticking this box I am providing digital consent stating that I have accepted the offer for my child to attend Good Shepherd Lutheran Primary School.