

## APPLICATION FOR ADMISSION

Student Surname: \_\_\_\_\_

Given Names: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Gender:  Male  Female

Country of Birth: \_\_\_\_\_

Town: \_\_\_\_\_

Australian Citizen

Australian Resident

Other

Has your child previously attended a Montessori School or Playgroup?  Yes  No

If Yes, which Playgroup? \_\_\_\_\_

Current Home Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

State: \_\_\_\_\_

Postcode: \_\_\_\_\_

Current School: \_\_\_\_\_

Siblings:

Name

Age

Name

Age

### Parent/Guardian Details

**Parent Guardian One**

**Parent Guardian Two**

Name & Surname: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

***I declare that this information is true and agree with the conditions of the application procedure (see back page)***

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**In order for this application to be processed a copy of the child's Birth Certificate, Immunisation form and Visa (if applicable) needs to be attached, along with the \$110.00 Application fee**

**SCHOOL BANK DETAILS**  
BSB: 036074 Acct: 673288

Rockingham Montessori School Inc. • ABN 68 115 270 695  
7 Attwood Way, Rockingham WA 6168 • P 9528 2118 •  
reception@rms.wa.edu.au • www.rms.wa.edu.au

OFFICE USE ONLY: Date the following received: \_\_\_\_/\_\_\_\_/\_\_\_\_

\$110.00 Paid

Copy of Birth Certificate

Copy of Immunisation form

Copy of Visa

Entered

## **Interpretation:**

*In these Conditions except where the context indicates to the contrary: (a) the word 'parent' includes 'legal guardian', (b) the singular includes the plural and vice versa, (c) the word 'school' means "The Rockingham Montessori School', (d) 'The School Board' means the governing body of the school at that time.*

## **Agreement by Parents or Legal Guardians:**

1. I/we the parent(s)/legal guardian(s) of the student named above acknowledge having read the conditions on this page and on the reverse side of this form and agree to be bound by them as well as any other conditions which may be in force at the school, together with the Constitution and Rules of the school, whether or not I/we have received written notice thereof. Where there is more than one parent set out above we also acknowledge that we are jointly liable to pay all fees which become due and payable to the school in respect of the student named above in this enrolment.
2. I/we agree that my/our child or ward may participate in organised activities, excursions, sports and games organised by the school and I/we further agree that neither the school, its officers, servants nor volunteer helpers shall be liable in any way for any injury or damage sustained by my/our child or ward in the course of, or arising out of, any such activities, excursions, sports or games, howsoever caused or incurred or sustained. I/we acknowledge that my/our child will, at all times, be in the care of teaching staff.
3. I/we further agree that where my/our child or ward requires medical attention, or by reason of any emergency concerning my/our child or ward the school may, by its officers, servants, or agents obtain medical assistance from a duly qualified medical practitioner or health professional for my/our child and I/we duly authorise the school, any teacher employed by the school or, in the absence of either, any parent volunteer on duty at the school to take such steps and do all such things as are in her/her opinion necessary and reasonable in respect of my/our child and we further agree that any costs incurred by the school in respect thereof shall be charged to me/us and will be paid to the school by me/us.

## **Fee Structure:**

1. The fees payable to the school for each student in respect of each term are payable prior to the commencement of each term, unless other arrangements are made with the School.
2. No remission or refund of fees shall be made should a student be absent from School for any reason.
3. Should a parent default in the payment of monies due to the School when such monies are or become due for payment, then all monies payable to the School shall immediately there upon become due and payable to the School without the requirement for demand thereof. If any such monies are not paid by the parent responsible for payment thereof within seven days of the date upon which they become payable as aforesaid, the School Board may, at its discretion, terminate the enrolment of the student without prejudice to any of its other rights or remedies. Furthermore, the School shall be entitled to charge interest on any such monies at a rate of 15% per annum from the date upon which the said monies become payable until the date of actual payment.
4. A parent whose child is enrolled at the School shall pay such an amount by way of school fees, tuition fee and other fees or levies as determined by the School Board.
5. Notwithstanding as set out in these Conditions the School Board may terminate the enrolment of any student where the fees or levies payable in respect of that student remain outstanding for a period in excess of one full school term. Furthermore, the School Board in its discretion may impose up to one term's fees additional penalty in lieu of notice by the parent (see Condition 6).
6. A parent may terminate the enrolment of a student at the School providing that parent gives the School no less than one full term's notice, in writing, of intention to terminate that enrolment. This will be dated from the receipt date of the written notice by either a member of the School Board or the Principal. Where the proper notice to terminate a student's enrolment is not given as aforesaid, the School Board, in its discretion, may charge or require the parent to pay to the School an amount not to exceed one full term's fees in respect of the student, in lieu of such notice. No remission or refund of fees shall be made or given by the School should a student's enrolment be terminated before the end of a school term.
7. Any expenses, costs and disbursements incurred by the School, or which the School otherwise becomes liable to pay, in recovering or seeking to recover any monies outstanding and owed to the School by any parent whether in respect of the enrolment of a student at the School or otherwise, including postage charges, debt collection agency fees, solicitor's costs and court fees and charges, shall be payable by the parent in respect of whom such expenses, costs and disbursements are incurred and shall form part of the monies payable by such parent.

## **I/we agree as follows**

- a) I/we shall give written notice to the School of any change in my/our residential address or contact address as notified to the school and the contact address of the student whose details appear in the Agreement within seven days of moving to that new address.
- b) I/we shall ensure that my/our-enrolled child understands and complies with the Rules of Behaviour of the School.
- c) I/we shall report to the Principal or School Board any damage done or loss occasioned by my/our child to any property of the School, and I/we shall pay to the School the cost of repairing any such damage.
- d) That this Agreement shall be of full force and effect and operate from the date upon which it is accepted by and on behalf of the School. Unless otherwise negotiated between the School and the parents, enrolment of the child commences upon the date of acceptance of this application by the School Board.