

# Enrolment Terms and Conditions



SAMUEL  
MARSDEN  
COLLEGIATE SCHOOL

## 1. Rules

Both our child and I/we will observe all School rules and regulations.

## 2. Attendance at Religious Education classes and Church Services

I/We understand that Marsden School is an Anglican foundation. However, children of any (or no) religious affiliation are welcome to enrol as students at the School.

I/We understand that our child shall be taught Christian beliefs and practices from an Anglican perspective through Religious Education or Ethics classes and in other ways while at the School and they shall be required to participate in Anglican worship.

I/We understand that, in very exceptional circumstances, we may apply in writing to the Principal for a special exemption from Religious Education classes and/or church services.

## 3. Fees

- I/We undertake to pay all **fees and charges** as set by the Board.
- A Late Payment penalty is payable on all fees and disbursements not paid by their due date.  
I/We understand and acknowledge that if any school fees or other amounts are overdue, then I/we will be liable for a penalty charge of 10%. If any school fees or other amounts are overdue then I/we will be liable for payment of all collection costs including legal costs on a solicitor-client basis. Overdue fees may be referred to a collection agency.
- I/We understand that if fees remain unpaid for one full term, this could result in a request to remove our child from Marsden.

d) Enrolment Fee: On acceptance of a place, a non-refundable \$450 Enrolment Fee is payable.  
*Note: for Preschool the enrolment fee is waived.*

- The Board reserve the right to vary fees at its discretion.
- I/We are aware that Marsden School offers scholarships that are available to existing or enrolling students. See [details here](#).

## 4. Students Leaving

- If the student is to leave the School, or a class or subject for which additional fees are payable, I/We will give one term's notice thereof in writing to the Principal.
- If adequate notice is duly given, fees will be payable up to the date of leaving.
- If adequate notice is not duly given or is not received at all, I/We will pay fees up to the date notice in writing is actually received and up to the date the student leaves, whichever occurs last AND IN ADDITION the fees currently payable for a full term.
- Notice is not required of the student's intention to leave School at the end of Year 13. Note: Where there is uncertainty because the student's plans are dependent on examination results or other specific factors, provisional notice must be given, which can later be confirmed or withdrawn as necessary.

## 5. Cancellation and Expulsion

- The Principal has the right at any time, in her sole discretion, to cancel the acceptance or to require the removal of the student from the School.
- If the student is removed from the School by the Principal, I/We will pay the full fees for the term in which my

child is removed, plus interest, and collection costs on any balances owing if payment is late, but shall not be liable to pay further fees.

## 6. Code of Conduct Guidelines, Technology Acceptable Use and School Expectations

I/We have read and understood the documents below and agree that our child will abide by these guidelines. I/we understand that there may be consequences if there is a breach of any conditions. I/we understand that if our child does not use technology in a responsible and ethical manner they will be held accountable and may lose access to school technology.

Please find the following documents [here](#).

### For Years 1–6 students

- The Years 1–6 Student Technology Acceptable Use Agreement

### For Years 7–13 students

- The Years 7–13 Code of Conduct Guidelines
- The Years 7–13 Technology Acceptable Use Agreement
- The Years 7–13 School Expectations

## 7. Complaints

The term 'complaints' covers all problems and concerns which a parent/caregiver, student, staff or community member may wish to express to the School regarding the physical, emotional, spiritual, social and academic progress or wellbeing of a student.

Please find the latest versions of our Complaints Policy, Bullying and Harassment Policy, Child Safety Code Of Conduct, Child Protection Policy, and Privacy Policy [here](#).

*The Board reserves the right to vary Enrolment Terms and Conditions at its discretion. You will be notified of any changes. The Enrolment Terms and Conditions, as modified from time to time, remain in effect as long as your child is enrolled at Marsden.*