CONDITIONS OF ENTRY - AUSTRALIAN CITIZENS AND RESIDENTS

Current March 2016

Upon offer of enrolment, students will be admitted to MGGS subject to acceptance by their parents or legal guardians (guardians) of the following conditions:

1. In choosing Melbourne Girls Grammar, each parent or guardian through his or her behaviour and example, strives to demonstrate understanding and reinforces the stated mission and values of the School. They act in partnership with MGGS staff to provide the best support for their daughter both at home and in the School context.

   Parents/guardians encourage their daughter to engage actively in the life of the School, to make the most of opportunities offered, to strive for personal and collective excellence, and to make choices consistent with School Values.

2. Parents or guardians agree to abide by the rules and regulations of the School as may from time to time be issued or amended by the Principal and to support the School in the enforcement of its rules, regulations, and the maintenance of the School’s standard of behaviour.

3. If the Principal, or any person deputising for the Principal, considers that a student is guilty of a serious breach of the rules or has otherwise engaged in conduct which is prejudicial to the School, its students or staff, the Principal or a person deputising for the Principal may, at their absolute discretion, exclude the student permanently or temporarily from the School and/or School activities. No refund or remission of fees will apply.

4. If the Principal believes that a mutually beneficial relationship of trust and co-operation between a parent or guardian and the School has broken down, then the Principal may require the parent to remove the child from the School. No refund or remission of fees will apply.

5. All students entering the ELC or Junior Years must be fully vaccinated for their age in accordance with the National Immunisation Program or on a recognised catch-up schedule or have a medical reason for not being immunised.

6. Parents/guardians are obliged to disclose to the School all relevant information regarding any medical diagnosis or any form of assessment (including educational, psychological or physical assessment) relating to a student or her educational status prior to and during the period the student is enrolled.

7. Except in the case of illness, permission for a student to be absent must be sought beforehand. Requests for extended leave should be made well in advance of the anticipated date of leave. With the exception of leave for pre-planned medical treatment, requests for leave are discouraged and the automatic granting of such leave should not be assumed.

   A written explanation from the parent, guardian, or Director of Boarding is required for every absence on the next day of attendance at School.

8. A student’s progression into the Senior Years Program is dependent on her attitude and application, specifically that she demonstrates respect for peers and teachers in the learning environment, and a commitment to personal and collective excellence.

9. All students are required to wear the School uniform neatly and properly at School, on School occasions, and when travelling to and from School.

10. To enable suitable care for the student, any changes in family circumstances affecting the life of the student at the School are to be disclosed to the School.

11. If a student requires urgent hospital or medical treatment of any nature whilst at School or involved in a School activity, and the School, after making reasonable efforts, is unable to contact the parent or guardian, then the parent or guardian will be taken to have authorised the School to give authority to relevant health professional/s for such treatment. Parents and guardians will also indemnify the School, its employees and agents in respect of all costs and expenses paid by them or arising directly or indirectly out of such treatment.

12. Students are responsible for their personal belongings and the School will not be liable for any loss of these belongings.

13. Changes of address, phone numbers or other information on the Application for Enrolment form must be given to the School as soon as known.

14. The School reserves the right to amend programs at any time without notice to parents. This may include the discontinuance of teaching subjects and other programs. Every effort will be made to minimise any adverse impact on the students of any such amendments, but nevertheless this right may need to be exercised from time to time.

15. If a student is to be withdrawn from the School, at least one term’s notice is required in writing to the Principal, such notice being given no later than the last day of the previous term. In the absence of the required notice being given, one term’s fees (tuition and boarding as applicable) will be payable.

16. Information collected by the School is covered by the MGGS Privacy Policy.

17. The Principal may alter these conditions of entry at any time by notifying parents/guardians in writing. Alterations will apply from the date of the notice.