

ENROLMENT GUIDELINES

Families are welcome to drop into the school anytime to have a look around. Feel free to ring the school for further information, to clarify any issues regarding enrolment or to arrange a time to meet with the Principal. Office hours are Mon – Fri, 8:00am – 4:30pm during school terms.

NCS is a school committed to teaching children from a Christian perspective. Families who are not Christians are very welcome in our school community. However, by enrolling children in the school, all parents do so acknowledging that their children will receive an education that is firmly and authentically grounded in Christian faith – a faith that will permeate through all aspects of learning and relationships.

We are not a selective school and seek to show Christ's love to all children, including those with disabilities and special needs. However, our heart is always to seek to ensure students receive the best possible care. From that point of view, we will be honest in assessing the ability of the school to meet particular needs and in making clear the limitations of resources. It is important that families discuss in detail whether NCS is able to best meet the learning needs of their child. It is also important that families are forthright in discussing any special needs that a child may have, as a failure to do so may result in an enrolment offer being withdrawn.

KINDERGARTEN AND YEAR 7 ENROLMENTS

The school requires Kindergarten children to have turned 5 by 30th April in the year starting school. Exceptions to this arrangement will be at the discretion of the school. Kindergarten and Year 7 applications are accepted in advance.

OTHER ENROLMENTS

There are often times when classes have waiting lists. However, places arise from time to time. The school therefore accepts enrolment applications for every year group. The school prioritises siblings of students who are already enrolled in the school. For that reason, we encourage families to accept even partial offers. When mid-year offers are made, they can only be held to the start of the next term.



ENROLMENT PROCESS

Parents complete the Enrolment Application form and send it to the school. Applications cannot be processed until all of the following information has been received:

- Child's Birth Certificate
- Last two school reports
- Last standardised testing results – NAPLAN (for students in Year 3 or above)
- Minister/Pastor's reference (if applicable)
- If your child has had any other assessments (e.g. speech therapy, occupational therapy, medical specialists etc) copies of the reports must be included with your application
- If there are legal orders relating to the child, please include a copy (originals must be brought to your interview).

We will contact you to arrange a suitable time for an enrolment interview with our Principal. An interview with our Learning Support Coordinator may also be required. NB All students applying to enter in Kindergarten will have a meeting with the Learning Support Coordinator to assess school readiness.

The school's decision is conveyed to parents in written form. This will generally be within a fortnight of the meetings. This decision may be:

- * the offer of a position from a particular date
- * the placement of the student on a waiting list
- * the declining of enrolment.

Parents inform the school in writing of their intention to accept or decline the offer of enrolment by signing the Enrolment Acceptance form provided at the time of making the offer. If a family is new to the school, the enrolment deposit of \$500 should accompany any acceptance of enrolment.



UNIFORM

NCS has a compulsory uniform that is administered with wisdom.

We are a community that seeks to acknowledge Christ's rule over all areas of life. We care for our children and hence, show concern for how they are attired. We want our children to be especially known for the content of their character, not for their clothing. But we also realise that the way in which people dress is a reflection of some aspects of their character and sense of belonging.

Therefore we have approached the area of school clothing with common sense, solidarity and openness. Our uniform could be described as distinctive, relaxed and child-oriented.



We believe

Uniform provides a sense of identity and community.

Clothing should be functional.

The way uniform is worn reflects confidence and a valuing of the community it represents.

Clothing should enable good stewardship.

...therefore

The school uniform is compulsory.

Clothing will be comfortable and well suited to the activities of the wearer.

The uniform will be attractive and complementary. It should be in good repair and worn in a tidy fashion.

The uniform is affordable and readily available to all families.

For further information regarding uniform please refer to the Parent Handbook.
This can be found on the school website www.nepean.nsw.edu.au



FREQUENTLY ASKED QUESTIONS

Can my child start immediately in Years 1 to 10?

A favourable response after the interview process outlined in the guidelines means that your child may start as soon as possible, as long as a place is available in the class.

When are interviews held for Kindergarten?

Interviews are held in May of the year before starting school. A Kindergarten orientation is held in November before starting school. Families with children due to start Kindergarten are welcome to attend any school events in the year before their child starts school.

If my child is placed on a waiting list, when will I know if a position is available?

It is hard to know when a position will become available. The school will phone families when a position arises.

Does the school give enrolment preference to siblings?

Yes, the school seeks to keep families together.

I have more than one child I am seeking to enrol at NCS. Are there places in multiple grades?

There are times when positions become available for more than one child to start NCS at the same time.

I would like to enrol my child to start next year. Can I secure a place now?

Should you be offered a place mid-year and you choose to decline, your child will be placed back on the waiting list. We seek to maintain full classes at all times, and therefore positions are not held for the following year. If you wish to chat further about this, please contact the Principal.

How serious is the school about Christian input?

Very! ...but we are not a church school. Our Christian faith is real, down-to-earth and relevant. There is no chapel. Our Christianity pervades all areas.

Can we enrol our child even if we don't attend a church?

Yes. NCS is open to all parents who desire quality Christian education for their children and who are happy for Christian faith to touch all areas of school life.

What does it cost to enrol a child at NCS?

At NCS the upfront costs to enrol children are minimal. There are no charges to submit an application and proceed through the interview process. The only upfront costs are the Enrolment Deposit, which is \$500 per family, and uniform. The Enrolment Deposit is payable on acceptance of a position for the first child in the family and refunded when the last child in the family leaves the school.

The school uniform is sold through the Uniform Shop on site. The uniform is reasonably priced and second hand items are available, which can minimise the cost of purchasing a uniform. A price list and order form is attached.

How can I pay the school fees?

School fees are generally paid by direct debit, and can be scheduled weekly, fortnightly, monthly or quarterly. If the annual fee is paid at the beginning of the year, a 5% discount is offered. Please contact our Business Manager for further information regarding payment of fees.

Please feel free to contact the Principal if you have any other questions.