



Enrolment Procedure

All families that make an enquiry are provided with information regarding the school and invited to attend an Information Session. **All families must attend an information session or parent interview as part of the enrolment procedure.**

Information sessions afford an opportunity to meet the carers of the school and ask any questions that you may have.

After completing your Application form, with child's birth certificate, photograph, any court orders where applicable, specialists reports, immunisation history and lodging it with a non-refundable application fee of \$150.00, an interview will be arranged at a mutually convenient time for you and your child. The interview is important for you, your child and Aurora Southern Highlands Steiner School. It is an opportunity for the Principal, and the Class Teacher or their nominee to meet, discuss both the school and the particular class culture, operations and expectations. It is a further opportunity for you to ask any questions you may have.

The information you provide on this form is confidential and will be carefully recorded and used in future to maintain contact with you.

Aurora Southern Highlands Steiner School is non-selective, however we do administer a pre-entry assessment. We also require copies your child's last two school reports and any other recent assessments, including those related to special needs. Aurora is open to all students regardless of cultural, socio-economic or religious background.

All students are expected to demonstrate a willingness and ability to support the ethos at Aurora Southern Highlands Steiner School and to apply themselves academically and participate fully in school life. Parents, guardians and partners of same are also expected to become involved in the community life of the school and commit to understand the Steiner/ Waldorf educational philosophy.

All enrolment procedures and practices comply with the various state and federal anti-discrimination laws.

In assessing applications for enrolment, each prospective student's educational needs are considered and where necessary, further information is sought in consultation with parents/guardians and other relevant parties.

Date of application, gender, sibling status, and readiness for school and academic progress are all factors (as appropriate) that are taken into account.

After receiving a letter of offer for a place in Aurora Southern Highlands Steiner School, you may secure the place for your child by returning the *acceptance of placement* form and *child's developmental history* form, together with the non-refundable enrolment fee.

The amount to be paid and due date will be indicated in the Letter of Offer. The acceptance of placement becomes a legally binding contract between you and Aurora Southern Highlands Steiner School.



**Aurora Southern Highlands Steiner School
A SNAPSHOT OF THE ENROLMENT PROCESS**

1. Read school prospectus/attend school information session/open day.

Complete application form, and attach: copy of child's birth certificate; any relevant medical/immunisation records; school reports (if applicable); photograph of the child; application fee.



2. Lodge application form with the above documentation.

Receive notification confirming application submission

School will send *child's developmental history* form (for completion prior to parent- teacher interview), and arrange a parent-teacher interview.



3. Attend parent- teacher Interview with child



4. a) Applicant family will then receive **either:**

A letter of an offer of place

Or:

A letter of a non-automatic offer based solely on application date.

Note: Priority is given to children intending to continue through the school.

If no place is available, child's name will be placed on a waiting list.

The family must then confirm by completing and returning *acceptance of placement* form, together with a *conditions of enrolment* form; *medical information and consent* forms;

b) Pay non-refundable enrolment fee of \$625.00 within 14 days to confirm acceptance of a place.



5. Start date is confirmed as the day the child actually starts in the school.

Parents and children attend new parent orientation events.