



# Scone Grammar School

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Thank you for considering Scone Grammar School for your child's education. We welcome the opportunity to meet you to discuss your child's education needs. School tours can be conducted at any convenient time through the School Registrar. This tour can provide an initial introduction to the School – its vibe and culture. Seeing the school in action and talking with the classroom teachers help in making a decision for your child's education path.

## ENROLMENT APPLICATION

To enrol your child at the Scone Grammar School we require you to complete and submit an Enrolment Application Form together with a non-refundable Application Fee of \$100 (including GST). This Enrolment Application Form needs to be supported by a copy of your child's Birth Certificate, latest School Report, Photo, and Immunisation History Statement

If your child has special needs all relevant information must be disclosed on the Enrolment Application Form. If your child's needs change in the period between the initial application and the desired date of entry, you must update the School with this information.

### *Next Steps*

On receipt of your Enrolment Application Form, with all the associated required documentation, the School will confirm the availability of a place or advise that we have placed your child on a waiting list for the entry year you have selected.

Please note, the lodgement of an Enrolment Application Form does not guarantee entry of the child into the School but it does place your child's name on a list for interview at a later date.

Remember, if your contact details change at any time, you must notify the School immediately. Applications for Enrolment may be cancelled if the School loses contact with parents/guardians or has mail returned.

## ENROLMENT DISCUSSION

All children seeking enrolment at Scone Grammar School, along with their parents/guardians, are invited for an enrolment discussion with the Principal prior to commencement.

For any applicant that has been waitlisted, contact will be made as soon as a place becomes available.

For students applying to commence during a current school year, the enrolment discussion invitation will follow immediately after the processing of the Enrolment Application Form.

**Kindergarten Enrolments:** Generally, we prefer children to turn six in their Kindergarten year and we encourage parents to consider a starting date for their child with this in mind.

For those turning 5 in either January, February or March of the Kindergarten year, enrolment may be accepted following meetings with the Head of Primary, Pre-School staff and Kindergarten Staff throughout the Kindergarten orientation process.

Enrolments will only be accepted at Scone Grammar School for children turning five, up to 31 March in the year they commence Kindergarten.

Where recommended, and agreed, that a child may not be ready to commence, and assuming they have already been offered and accepted a place, that place will automatically be guaranteed for the new recommended commencement year.

## OFFER OF A PLACE

The School may make an offer of a place following the enrolment discussion. Enrolment at the School is at the discretion of the Principal. The Principal reserves the right to not offer a place.

## ACCEPTANCE OF AN OFFER OF A PLACE AT SCONE GRAMMAR SCHOOL

All offers of places at the Scone Grammar School are made in writing by means of a Letter of Offer which is accompanied by an Enrolment Offer/Acceptance Agreement Form.

A non-refundable \$200 Enrolment Fee per child is payable at this stage.

If you do not accept the Offer by returning the Enrolment Offer/Acceptance Agreement within a reasonable amount of time, the place will be forfeited to another applicant.

## ORIENTATION

In Term 4, we invite all students that are enrolled to commence the following year for a Transition/Orientation Day. This provides an opportunity for your child to meet their new peers, to familiarise themselves with the SGS routine and environs and to make Day 1 of the new Year as smooth transition as possible.

## GENERAL FEE INFORMATION

The Tuition Fee provides for a range of academic services provided by the School.

The Annual Resource Levy Fee covers whole school, and/or Grade Activity Resource costs. These vary per year group and are charged across the year in term instalments.

## PAYMENT OF FEES

Fees are billed on a quarterly (per term) basis and are payable on 30 day terms. This Account is emailed to the address supplied to the School unless otherwise advised.

## SIBLING DISCOUNTS

These are available from Kindergarten to Year 12 (conditions apply).

2nd Child - 20%    3rd Child - 35%    4th and subsequent Child 90% -

## ANNUAL PAYMENT DISCOUNT

If paying for a year of calendar fees upfront, you will receive a 5% discount.

## BUILDING FUND LEVY

For new students there is a one-off Building Fund Levy of \$100 which is charged, per student, after commencement at the School.

For information on the current Fee Structure please visit our web site <http://sgs.nsw.edu.au>

Fees and Payments can be found under the Enrolment tab.

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