



SACRED HEART
GIRLS' COLLEGE

ENROLMENT AGREEMENT

NAME OF STUDENT: Student

YEAR OF ENTRY: Year 7, 2025

PARENT/CARER COMMITMENT

On enrolment of our daughter at Sacred Heart Girls' College I/we will undertake to support the traditions and philosophy of the College to the best of our ability.

I/We will support student attendance at compulsory College events including: Awards Night, Swimming and Athletics Carnivals, Outdoor Education programs, Sacred Heart Day, Feast of the Visitation, House Arts Festival and Year Level Retreats.

I/We will meet the College requirement that as parents/carers I/we will be in attendance at all meetings relevant to my/our daughter's education including Parent/Carers Welcome Evenings, Learning Conversations and other parent-teacher points of contact as required.

I/We commit to involvement in the life of Sacred Heart Girls' College and its fundraising activities.

I/We agree to support all College policies.

I/We accept that the Principal* has the authority to apply appropriate disciplinary procedures in relation to conduct at the College.

I/We understand that my/our behaviour must be acceptable and supportive of the partnership between parent/carer and the College. Repeated behaviour that, in the College's view, is unacceptable and damaging to this partnership may result in suspension or termination of my/our daughter's enrolment.

I/We accept in the event of any medical or other emergency arising in which the Principal* considers it impossible or impractical to communicate with me/us, the Principal* is authorised to act "*in loco parentis*" and according to the advice of the appropriate medical practitioner at the time (costs to be the responsibility of the parent/carer).

I/We understand that I/we are making a commitment for six years, or the remaining period of my/our daughter's secondary education.

I/We agree to notify the College of new information regarding family circumstances or other information that is material to my/our daughter's educational and/or safety/wellbeing needs and to notify the College of any change of address for either student or parent.

(* In this Agreement, the expression "Principal" includes any Deputy Principal or other senior staff member carrying out the duties of, or exercising the authority of, the Principal).

Signature of Parent/Carer 1

Signature of Parent/Carer 2

Date

Date

FINANCIAL COMMITMENT

Payment of Fees

Fees are charged by the term with a strict 30-day payment policy. Arrangements can be made to accommodate parents/carers who wish to pay by the month by contacting the Finance Office. All arrangements must be confirmed in writing to the Finance Office.

Late Payment Fee

A late Payment Fee of up to \$200 may be charged on fee accounts which have not been paid within 14 days from the due date.

Notice of Withdrawal

Two full terms' notice in writing to the Principal must be submitted, or payment of two terms' fees in lieu, if a student ceases to attend the College.

Student Absences

No deduction can be made on account of student absence as the expenses incurred in maintaining the College and learning programs are not lessened by the temporary absence of individual students.

I/We understand that the College does not insure student property of any description.

I/We jointly and severally agree to pay College fees and charges each billing period as they fall due and to abide by variations to the fee structure adopted by the College Advisory Council until my/our daughter completes her education at Sacred Heart Girls' College.

Parent(s)/Carer(s) financial commitment:

.....
Full Name of Parent/Carer 1

.....
Full Name of Parent/Carer 2

Please indicate if account is to be split:

Yes **No**

.....
Signature of Parent/Carer 1

.....
Signature of Parent/Carer 2

.....
Date

.....
Date