

## **Enrolment Policy**

Vistara Primary School is a K - 6 coeducation school providing an education underpinned by Neo Humanist Educational principles and values and operating within the policies of the NSW Teaching and Educational standards.

All enrolment applications will be processed in order of receipt and consideration will be given to the applicant's support for the ethos of the school, siblings either already attending the school or previously enrolled and other criteria determined by the school from time to time. Once enrolled, students are expected to act consistently with the school's ethos and comply with the school rules to maintain the enrolment. Parents also are expected to be supportive of the ethos of the school and comply with the school rules to maintain the enrolment.

### **Elements of Enrolment Procedures**

1	An "Application for Enrolment" package is offered at the time of the initial enquiry.
2.	Once the application for enrolment form and associated forms are received, an appointment is offered so that the Family and child/ren can visit the school and have an initial meeting with the Principal and Staff.
3.	At the initial meeting, the visit will include an outline of the school's philosophy, a tour of the school grounds and classrooms, meet and greet the teachers, and the child's progress is also discussed.
4.	A further interview with the Parents and child may be required to assist in establishing that the expectations of the School and of the Parents, can be met.
5.	When the Parents decide to enrol the child and a place is available, a letter of enrolment will be sent to the Parent/s of the student/s which contains conditions of entry to the school.
6.	More detailed information about policies are available from the school office.