



Application for Enrolment – Form A

Submission of this form does not guarantee that the applicant will receive an offer of enrolment to Quintilian School. Please ensure that all fields in this form are filled accurately and honestly, and all supporting documentation returned, as applications may be declined if information is incomplete or withheld.

You are HERE in the application process.

<p style="text-align: center;">Application</p> <p>Submission of Form A and all supporting documents. Payment of application fee (\$300).</p>	<p style="text-align: center;">Interview</p> <p>Parents and student meet the School Principal for an informal interview. Student overview (Form B) sent to student's current school.</p>	<p style="text-align: center;">Offer of enrolment</p> <p>Letter of offer issued for successful applicants. Signing and acceptance of the enrolment contract (Form C).</p>	<p style="text-align: center;">Payment of entry fees</p> <p>Student bond \$1600 Enrolment fee \$2500* *(PP and above only)</p>	<p style="text-align: center;">Student approved to commence!</p>
---	---	--	---	---

Student Details					
Student's first name:		Preferred starting date:			
Middle name/s:		Applying to enrol in school year level:			
Last name:		Male	Female	Other	
Preferred name:		Current school:			
Date of birth:		<i>Quintilian School will contact your child's current school while assessing their application to know more about their learning profile and school background.</i>			
Country of birth:					
Nationality/ies:					
Australian citizen or permanent resident? <i>If no – specify visa subclass:</i>				Yes No	
Language/s that the student speaks at home					
English only					
English and other language(s) – please specify:					
Other language(s) only – please specify:					
Student's English language ability:					
Understands/uses only elementary phrases and a few simple words (hello, goodbye, my name is etc.)					
Understands simple conversations; gives 2-3 word answers to clear questions about family, personal info, hobbies, etc.					
Understands full sentences (familiar topics); speaks in full simple sentences					
Understands finer details when discussing familiar topics; speaks with moderate fluency and spontaneity					
Understands complex information and implied meanings; expresses fluently and with a wide vocabulary					
Near-fluent proficiency or above					
Parent / Guardian 1			Parent / Guardian 2		
Full name:			Full name:		
Preferred name:			Preferred name:		
Occupation:			Occupation:		
Country of birth:			Country of birth:		
Nationality/ies:			Nationality/ies:		
Date of birth:			Date of birth:		
Australian citizen/PR?		Yes No	Australian citizen/PR?		Yes No
(if no above) Visa subclass:			(if no above) Visa subclass:		
Attended Quintilian School?		Yes No	Attended Quintilian School?		Yes No

Additional enrolment information

 What attracted you to Quintilian School?

Do you intend for your child to attend Quintilian School until the end of Year 6?

Yes

No

If no – to which destination and at which year level do you estimate that your child will leave Quintilian School?

Educational background

Have you been made aware that your child is achieving outside their expected grade level in any areas of the curriculum?

Yes

No

How would you rate your child in the following academic areas? Please tick.

	They haven't learned these skills yet	Below average	Average for their age	Above average
Reading				
Writing and spelling				
Maths				

How would you rate your child in the following non-academic areas? Please tick.

	Needs help with this	Sometimes needs help with this	Mostly independent	No issues
Friendships				
Managing emotions				
Willingness to come to school				

 Does your child receive/require any specific teacher adjustments to participate in learning?

 Do they require acoustic or sensory considerations?

 Does your child use/require any specialised equipment to participate in learning or manage day-to-day mobility?

Has your child's speech been assessed?

Yes

No

 Please provide any background about their speech and language development, such as any specialist speech or language therapy services that they have accessed, reports from these services, or any language considerations that they require.

Does your child have a diagnosed or potential condition that may affect their participation, safety or engagement in learning? *If condition has been diagnosed – please include diagnosis report and any supporting information*

ASD	Possibly – undiagnosed	Yes – diagnosed	No
ADHD	Possibly – undiagnosed	Yes – diagnosed	No
Anxiety	Possibly – undiagnosed	Yes – diagnosed	No
Other mental health condition	Possibly – undiagnosed	Yes – diagnosed	No
Intellectual or developmental delay	Possibly – undiagnosed	Yes – diagnosed	No
Other condition – please specify	Possibly – undiagnosed	Yes – diagnosed	No

Does your child/has your child previously had any kind of documented plan? *If yes – please attach*

Individual Education Plan – this may set academic targets for a student who isn't working at normal grade level	Yes	No
Behaviour Management Plan – this may set goals and strategies for a student with challenging behaviours	Yes	No
Attendance Plan – this may set goals to improve or regulate attendance at school	Yes	No
Learning Adjustment Plan – this may be a plan of any other kind, established to identify goals and strategies for any individual circumstance, such as for students learning English or needing specific support.	Yes	No

Does your child have any particular hobbies or interests?

--

Please give any additional details about your child that give us a complete picture about how to support them.

--

Independence Note: Students must be 3 years old by June 30 and fully toilet trained to begin Pre-Kindergarten.

Can your child manage personal care needs independently? (Toilet, dressing, eating, mobility)	Yes	No
Will your child be attending after-school care?	Yes	No

Have any of the following ever occurred for this student?

Accelerated by an academic year level	Enrolled in a Gifted and Talented program
Delayed by an academic year level	Home schooling
Suspended from school (<i>sent home for remainder of a school day or multiple days; or in-school suspension/withdrawal from class</i>)	Had an extended absence from school (more than two weeks)
Been asked to leave/expelled from school	Changed school

Is the student of Aboriginal or Torres Strait Islander origin?

Yes, Aboriginal
Yes, Torres Strait Islander
Yes, both Aboriginal and Torres Strait Islander
No, neither Aboriginal nor Torres Strait Islander

Mandatory Data Collection

These questions are required for the purpose of federal government data collection.



What is the highest year of primary or secondary school that you have completed?					
Parent/Guardian name:			Parent/Guardian name:		
Year 12 or equivalent			Year 12 or equivalent		
Year 11 or equivalent			Year 11 or equivalent		
Year 10 or equivalent			Year 10 or equivalent		
Year 9 or equivalent, or below			Year 9 or equivalent, or below		
What is the highest qualification you have completed?					
Bachelor degree or above			Bachelor degree or above		
Advanced diploma/diploma			Advanced diploma/diploma		
Certificate I to IV (including trade certificate)			Certificate I to IV (including trade certificate)		
No non-school qualification			No non-school qualification		
What is your occupation group? (See table below).					
Occupation group			Occupation group		
What language/s do you speak at home?			What language/s do you speak at home?		
I would like an interpreter to be present during formal school meetings		Yes	No	I would like an interpreter to be present during formal school meetings	
				Yes	No
Federal Data Collection – Occupation groups					
If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation. If you have not been in paid work in the last 12 months, please enter '8' as your occupation group number.					
GROUP 1 Senior management in large business, government administration & defence, and qualified professionals		Senior executive/ manager/ department head in industry, commerce, media or other large organization; Public service manager (section head or above), regional director, health/education/ police/ fire services administrator; Other administrator [school principal, faculty head/dean, library/museum/gallery director, research facility director]; Defence Forces Commissioned Officer; Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others; Health, Education, Law, Social Welfare, Engineering, Science, Computing professional; Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]; Air/sea transport [aircraft/ships captain/ officer/pilot, flight officer, flying instructor, air traffic controller]			
GROUP 2 Other business managers, arts/media/ sportspersons and associate professionals		Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business; Specialist manager [finance/engineering/ production/ personnel/industrial relations/ sales/marketing; Financial services manager [bank branch manager, finance/ investment/insurance broker, credit/loans officer]; Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]; Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/ woman, coach, trainer, sports official]; Associate professionals generally have diploma/technical qualifications and support managers and professionals; Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional; Business/administration [recruitment/ employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]; Defence Forces senior Non-Commissioned Officer.			
GROUP 3 Tradesmen/women, clerks and skilled office, sales and service staff		Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/ women are included in this group; Clerks [bookkeeper, bank/PO clerk, statistical/ actuarial clerk, accounting/ claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/ inventory clerk, purchasing/order clerk, freight/transport/ shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk]; Skilled office, sales and service staff; Office [secretary, personal assistant, desktop publishing operator, switchboard operator]; Sales [company sales representative, auctioneer, insurance agent/ assessor/ loss adjuster, market researcher]; Service [aged/disabled /refuge/ child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]			
GROUP 4 Machine operators, hospitality staff, assistants, labourers and related workers		Drivers, mobile plant, production/ processing machinery and other machinery operators; Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper]; Office assistants, sales assistants and other assistants; Office [typist, word processing/data entry/ business machine operator, receptionist, office assistant]; Sales [sales assistant, motor vehicle/ caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker]; Assistant/aide [trades' assistant, school/ teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]; Labourers and related workers; Defence Forces ranks below senior NCO not included in other groups; Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farmhand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]; Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]			

Student Details						
Child's full name:						
Date of birth:						
Siblings (sibling ages):						
Parent / Guardian 1			Parent / Guardian 2			
Name:			Name:			
Relationship to child:			Relationship to child:			
Child lives with this person?			Child lives with this person?			
Yes, but not full-time	Yes	No	Yes, but not full-time	Yes	No	
Mobile phone:			Mobile phone:			
Alt phone:			Alt phone:			
Email:			Email:			
Home address:			Home address:			
Suburb:		Post Code:	Suburb:		Post Code:	
Workplace:			Workplace:			
Please indicate if there are any legal orders in place relating to your child (custody arrangements, family court orders, etc). <i>If yes – a copy must be provided to the school.</i>					Yes	No

Emergency Contact Information (must be over 18 years of age, and not the parents).

Emergency Contacts	
<i>It is very important that you tell these people you have nominated them. In nominating them you give them the authority to act on the parent's behalf if neither parent can be contacted, to pick the child up in an emergency and care for the child until she/he can be returned home.</i>	
Primary emergency contact:	Secondary emergency contact:
Name:	Name:
Relationship to child:	Relationship to child:
Mobile phone:	Mobile phone:
Alt phone:	Alt phone:
Home address:	Home address:
Additional emergency contact (optional):	Additional emergency contact (optional):
Name:	Name:
Relationship to child:	Relationship to child:
Mobile phone:	Mobile phone:
Alt phone:	Alt phone:
Home address:	Home address:

Please notify administration immediately of any changes to the given information.

General medical information				
Medicare No:	Reference:	Expiry:		
Private health care provider:	Policy number:			
Child's blood type (if known):				
Usual doctor:	Doctor's phone number:			
Does your child experience the following?		If yes, please give details/any special care or treatment required /reaction or severity etc		
Medication allergy? <i>If yes, please give details:</i>		Yes	No	
Food allergy? <i>If yes, please give details:</i>		Yes	No	
Any other allergy? <i>If yes, please give details:</i>		Yes	No	
Asthma (or other respiratory condition) <i>If yes, please give details:</i>		Yes	No	
Travel sickness? <i>If yes, please give details:</i>		Yes	No	
Any ongoing illness or condition (eg. Diabetes, epilepsy, heart condition, or other)? <i>If yes, please give details:</i>		Yes	No	
Poor sleep (including in certain circumstances, eg. when away from home)?		Yes	No	
Any further information or previous medical history of note? <i>If yes, please give details:</i>		Yes	No	
Medication and Dietary				
Is your child currently taking any form of medication? <i>If yes, please give details:</i>		Yes	No	
Does your child self-administer the medication during the school day ? <i>If yes, please give details:</i>		Yes	No	
Does your child have any non-allergy dietary requirements? <i>If yes, please give details:</i>		Yes	No	
Does your child have any special religious or cultural requirements? <i>If yes, please give details:</i>		Yes	No	
Other healthcare needs				
Does your child have any additional healthcare needs or relevant medical information not listed above?				
Does your child usually require equipment of any kind (e.g. glasses, hearing aids, mobility aids, etc)?				
Swimming ability – please rate your child's ability in each environment.				
Closed water (eg. Pool)	Not at all or very weak	Weak	Competent	Very competent
Open water (eg. Ocean)	Not at all or very weak	Weak	Competent	Very competent
Certification of Information (Signature of enrolling parent/s, guardian/s)				
I/we certify that the information on this form is true to the best of my knowledge. I/we will inform Quintilian School if any of these details change.				
	Signature of parent/guardian:			Date:
	Signature of parent/guardian:			Date:

Schedule of Fees 2024

Tuition Fees	Annual	Per term
Pre-Kindergarten x 2 days	\$10,644	\$2,661
Pre-Kindergarten x 3 days	\$15,966	\$3,992
Kindergarten x 3 days	\$ 9,672	\$2,418
Kindergarten x 4 days	\$12,896	\$3,224
Kindergarten x 5 days	\$16,120	\$4,030
Pre-Primary	\$14,553	\$3,638
Primary Years 1-6	\$13,182	\$3,295

Entry charges		
Application fee	\$300	Paid per student on each application
Enrolment fee	\$2500	Paid once per family upon enrolment of a child into Pre-Primary or above
Student bond	\$1600	Paid per student upon confirmation of enrolment, and refunded upon leaving (conditions apply)
Other incidental costs		
Booklists are issued for each year group and are available on the school website for purchase.		
School camps in Year 1 to Year 5 typically cost \$200 to \$400 per student. The Year 6 camp is more expensive (quoted annually) and the Year 6 group is involved in fundraising to subsidise the cost to families.		

Sibling discount

A reduction of 10% on the tuition fees applies for a second sibling, and a reduction of 15% for a third or additional child.

International students

Most students on visas pay the same tuition fees as Australian citizens. Students on a selected few visa types, including visitor visas, incur a surcharge of \$5000 per year or part thereof – please contact the school for advice about your situation.

Methods of payment for school fees

- Each term's fees are to be paid in full at the start of each term.
- Alternatively, payment of the full year's fees at the beginning of first term will attract a **3% discount**.
- Fee invoices are issued electronically and it is the responsibility of parents to ensure that email address details are current at all times. It is essential fees are paid promptly and in full.
- Any parent wishing to vary the mode of payment must discuss this with the School Bursar.
- Payment can be made via credit card/EFTPOS in person or over the phone at the school reception.
 - 1% surcharge applies for Visa and Master Card payments.
 - 1.3% surcharge applies for AMEX payments.
- Cheques made payable to *Quintilian School* are accepted.
- Bank transfer using the **Quintilian Banking details:**
Account name: Quintilian School Inc.
BSB No: 016 112 (ANZ Bank)
Account No: 422 951 244
Reference: Please use your CHILD'S SURNAME as a reference.



Late fees

A late fee of \$50 will be charged if tuition fees are not paid by the end of School Week 2, again by School Week 6, and once again at the end of term.

Where any school fees and other charges from the previous term remain unpaid, a student may be refused admission to a new term. Any additional costs in recovering overdue fees will be charged to the family account. If families experience difficulties in payment, they should discuss the situation with the School Bursar.

Bond Refund

Parents/Guardians must provide **one school term's written notice** of withdrawal of enrolment prior to the first day of the relevant school term. The bond will be returned only if the written notice of withdrawal of enrolment is given to the Principal and/or Registrar in this timeframe, and there is no outstanding balance of fees due at the time of leaving.

The non-refundable Enrolment Fee

The non-refundable Enrolment Fee is payable **once only per family**. The Enrolment Fee is invoiced for new students entering Pre-Primary to Year 6; and for Quintilian Kindergarten students moving to Pre-Primary, will be invoiced in Term 4 of Kindergarten. Families may choose to pay this fee voluntarily at Pre-Kindergarten or Kindergarten if desired.

Arrival and withdrawal during the term

When a family provides the required notice of one term in advance to state that students will leave during a school term, pro-rata fees may be considered. In the event of illness or accident, each case will be considered individually.

When students commence during a school term, school fees will be charged pro-rata from the date of commencement.