



SOUTH COAST
BAPTIST COLLEGE

STEPS TO ENROLLING YOUR CHILD

The team at South Coast Baptist College warmly welcomes your interest in enrolling your child in the College. This document provides an outline of our enrolment policy and how the enrolment process works. At any stage of the process, if you have any further questions, then free to contact our Registrar on 9540 4401 or enrolments@scbc.wa.edu.au.

ENROLMENT POLICY

South Coast Baptist College will consider all applications for enrolment. Applications are placed on a waiting list in order of the date of receipt of the registration form. Preference will be given to siblings of existing students at the College.

APPLICATION PROCESS

We have two main entry points to the College: Kindergarten and Year Seven. We also welcome applications for other years and places will be offered as they become available.

GETTING STARTED

Families interested in enrolling their children at the College are encouraged to book a tour or attend an open day. Tours happen regularly during the school term and open days are scheduled once per term. Further information on our College is also available in the College prospectus and on the College website www.scbc.wa.edu.au. Enrolment is a four step process:

STEP 1—REGISTRATION

To commence the process please complete the Registration Form and return it with the application fee of \$50 to the College's Front Reception. Upon receipt your child will be placed on a waitlist for the appropriate year group. A waitlist provides the College with details of the order in which families made an application to the College. Once a place becomes available, the College will make contact with you. We encourage early registration as we do have waiting lists for some year groups.

STEP 2—THE ENROLMENT FORM

Families will be requested to complete an Enrolment Form and submit it to the College reception together with copies of the additional information requested. The College may undertake a credit reference check at this point. You will be contacted to arrange an interview with you and your child.

STEP 3—INTERVIEW

Interviews with the Assistant Principal of Primary or Secondary will be arranged by the Registrar. Attend this interview with your child, during the interview further information may be requested.

STEP 4—OFFER

Once you have completed a successful enrolment process, you will receive an offer of a place for your child. To accept the offer, families will need to pay the Enrolment Fee of \$250 per family and the refundable Enrolment Bond of \$600 per family. These payments secure your place at the College and further information will be sent to you in the lead up to your child's first day.

The College enrolment practices comply with the School Education Act 1999, the Disability Discrimination Act 1992 and the Disability Standards for Education 2005.