## Tuition and Fees Schedule - 2015 Academic Year

*All fees are subject to change.*

<table>
<thead>
<tr>
<th>Enrolment Charges</th>
<th>$AUD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrolment Application Fee</td>
<td>$250.00</td>
</tr>
<tr>
<td>Enrolment Bond Fee</td>
<td>$1,315.00</td>
</tr>
</tbody>
</table>

Fees are due prior to the first day of the School year. All fees are quoted in Australian dollars – per student and should be paid in Australian dollars.

The School reserves the right to charge the student for any damage caused by said student through wilful or negligent behaviour and to charge for other unforeseen events, activities or options undertaken by the student. Adequate communication is necessary before such charges be levied.
REFUND POLICY

This policy outlines refunds applicable to course fees paid to the school including any course fees paid to an education agent to be remitted to the school.

1. The enrolment application fee is non-refundable.

2. Payment of Course Fees and Refunds
   a) Fees are payable according to the Fee Collection Policy
   b) An itemised list of school fees is provided in the school’s written agreement [as per NC Standard 3.1.b]
   c) All fees must be paid in Australian dollars unless requested otherwise. Refunds will be reimbursed in the same currency as fees were received.
   d) Refunds will be paid to the person who enters into the written agreement unless the school receives written advice from the person who enters the written agreement to pay the refund to someone else.

3. All notification of withdrawal from a course, or applications for refunds, must be made in writing and submitted to the Director of Admissions.

4. Student default because of visa refusal
   If a student’s visa application is refused by the Department of Immigration and Citizenship and the student cannot undertake the course, the school will refund within four weeks any unspent pre-paid fees where the student produces evidence that the application made by the student for a student visa has been refused by the Australian immigration authorities, minus the lesser of 5% of the amount of pre-paid fees received or AUD $500.00.

1. Any amount owing under this section will be paid within 4 weeks of receiving a written claim from the student (or parent(s)/legal guardian if the student is under 18).

2. Non-tuition fees will be refunded on a pro rata basis proportional to the amount of time the student was studying in the course, except where a non-refundable payment on behalf of the student has been made.

3. If the student does not provide written notice of withdrawal and does not start the course on the agreed starting date, a maximum of ten weeks tuition fees will be refunded from prepaid tuition fees.

4. If up to two study period’s tuition fees have been prepaid, and the school receives written notification of withdrawal by the student (or parent(s)/legal guardian if the student is under 18), the school will refund the amount of prepaid fees less the following amounts:
   i. An administration fee of AUD$ 500.00, if written notice is received up to four weeks prior to commencement of the course.
   ii. 25 % of the tuition fee if written notice is received less than four weeks prior to commencement of the course.
   iii. 10 % of any unspent pre-paid tuition fees, up to a maximum of one term’s fees, if written notice is received before one (1) study period of the payment period has passed.
   iv. No amount will be refunded if written notice is received after 1 study period of the payment period has passed.

5. If more than two semester’s tuition fees have been prepaid in one amount, refund provisions under (d) will apply for tuition fees paid for the first two semesters, and any remaining unspent tuition fees after this will be refunded.
6. No refund of tuition fees will be made where a student’s enrolment is cancelled for any of the following reasons:

i. Failure to maintain satisfactory course progress (visa condition 8202). Please see Whitsunday Anglican School’s course progress policy.

ii. Failure to maintain satisfactory attendance (visa condition 8202). Please see Whitsunday Anglican School’s attendance policy.

iii. Failure to maintain approved welfare and accommodation arrangements (visa condition 8532). Please see Whitsunday Anglican School’s welfare and accommodation policy.

iv. Failure to pay course fees.

v. Any behaviour identified as resulting in enrolment cancellation in Whitsunday Anglican School’s Student Code of Conduct.

**Student Code of Conduct**

**Purpose**

All students who are admitted to enrolment are expected to abide by the School Code of Conduct. Parents or carers are required to sign an undertaking to this effect in the enrolment contract at the time of enrolment. This is outlined on the Enrolment Form. The Code of Conduct is reflective of the School’s philosophy and values and forms the basis for the School’s behaviour management approach.

**Policy**

Whitsunday Anglican School encourages students to become responsible for their own personal growth and self-discipline, and to take responsibility for their own behaviour. Proper conduct demonstrates respect – for oneself, physically, emotionally, intellectually and spiritually: for others and their possessions, for the environment in which one lives and works, and for the materials one works with, and for, the School.

It is expected that each student will cooperate to the fullest in taking responsibility for his/her own progress, by being punctual and through diligent and careful preparations for, and participation in all the classes of which her/she is a member. It is particularly important that no student, either through neglect or lack of concern, interferes with the rights of others to pursue their courses. Therefore, there is no place in the School for irresponsible behaviour including the defiance of a teacher’s authority.

It is essential for each student to develop self-respect, as a person and as a member of the School community. Conduct must at all times be in a manner which will not detract from the reputation of any individual student or of other members of the School. Nor does any student have the right to display conduct, which is likely to offend others. Offensive behaviour will not be tolerated, whether it be the irresponsible use of offensive language, smoking, drinking of alcoholic liquor, stealing, the possession of any but medically prescribed drugs, bullying, harassment or the injury of others. Offenders may have their enrolment withdrawn.
The mistreatment of the property of others is a serious offence. Such behaviour reveals a lack of concern for the owners of that property, whether these are individuals, the School as a whole, or the community, and therefore cannot be countenanced.

Students should at all times be clean and tidy and maintain and wear the uniform with pride. Cleanliness and tidiness are of paramount importance in a student’s appearance. It is a requirement of the School that the uniform be worn to all School functions unless otherwise directed.

In matters which are not specifically covered by the above code or any other School regulations, members of the School will observe the principles outlined above concerning the dignity of each person, respect for others and their property, and of mutual cooperation within the School community.

Acceptance and support of this Code of Conduct is expected of all students enrolled at Whitsunday Anglican School.

**School Rules**

*Interpretation of the School Rules lies with Heads of Sub-Schools. Persons requiring clarification or amplification should see the Head of Junior School (K – Yr4); Head of Middle School (Yr5-Yr8) and Head of Senior School (Yr9-Yr12).*

**General**

1. Students are expected to arrive at School before the first bell at 8.25am and not depart before the last bell at 3.00pm. Supervision is not provided for students who arrive at School before 8:00am. Students should not arrive at School before 8.00am unless required for supervised activities. Students in Before School Care are exempt from this ruling.

2. Students are not permitted to leave the School grounds without permission. This will only be granted in specific circumstances and only with the knowledge and consent of the parents/guardians.

3. Irresponsible behaviour within the School grounds and buildings including the defiance of the authority of both teaching and non-teaching staff is not acceptable behaviour.

4. The use of offensive language, smoking or being in the presence of smoking, consumption of alcohol, taking or possessing illegal drugs, carrying or possessing dangerous objects, and stealing are regarded as serious breaches of discipline.

5. Harassment of any kind, including bullying, is regarded as a serious breach of discipline. The School has a ‘zero tolerance’ policy on all forms of harassment.

6. Students are not permitted to drive to School and park on School property without prior arrangement with the Principal and the parents/guardians. A condition of permission being granted is that students deposit their vehicle keys, and sign “in” and “out” at the Student Reception for the time between their arrival and departure.
Timetabled Lessons

7. Regular and punctual attendance at all lessons is expected. Arrival at all lessons with the correct and named equipment is essential.

8. Students must respect the rights of others to benefit from the educational opportunities being offered at the School.

9. Students are expected to keep up with the requirements of the subjects being studied. This is inclusive of the assignments, projects, field trips and such commitments.

Uniform

10. The School uniform is designed to be functional and not subject to fashion statements. All items of uniform must be clean and kept in good repair. The bottom of the girls’ skirts should be worn at knee level when standing. Boys’ shorts or long pants should be worn on the waist and belted where belt tabs exist. In Terms 2 and 3 ties are worn by all boys in the Middle and Senior Schools.

11. Hair is to be neat, tidy, neatly trimmed and pulled back from the face. Unnatural hair colours, including streaks and foils, and “fashionable” and radical cuts and/or trends are not permitted. Unnatural colours are those that are not a normal hair colour anywhere, or are not natural for the student’s skin tones. Middle and Junior School students are not permitted any hair colouring at all. Fringes must clear the eyebrows and not be swept back behind the ears. Boys’ hair must be trimmed at reasonably frequent intervals, have the ears showing and must not be worn below the level of the collar. Boys must be clean-shaven and sideburns are not to extend below the middle of the ear. Girls’ hair must be tidy and pulled back from the face including when working at desks and computers. Hair accoutrements are to be similar in colour to the hair and ribbons and scrunchies are to be in the School colours. Hair should not interfere with the wearing of the School hat. It is never acceptable for one student to cut another’s hair. Makeup of any kind, including foundation, tinted moisturizer and lipgloss, is not permitted. Coloured nail polish, false nails and French manicures are not permitted.

12. Jewellery is restricted to a watch and, for girls only, one pair of small stud earrings worn in the lobes. Students unable to wear small studs may wear plain sleepers after written parental requests have been made. Clear plastic inserts in any body piercings are not acceptable. Medical bands verified by medical practitioners are permitted. Religious crosses on chains are permitted if worn beneath the uniform.

13. Hats are to be worn on all occasions when students are in the sunlight for extended periods and when on the oval. The wearing of sunglasses is encouraged although reflective lenses are not permitted.

14. The red School jumper or the School blazer may be worn over the day uniform, the sports uniform or the formal uniform. The tracksuit is only to be worn over the sports uniform. The tracksuit jacket is not to be worn over the day or formal uniform.

15. In the Senior School, students are expected to change into House and Sports uniforms for their Physical Education lessons. They are also expected to change back into School uniform during the
16. In the Junior and Middle Schools students may wear their Physical Education uniform for PE and Health lessons, and the House Uniform should be worn on House Sports Days.

Eating

17. All students are to be in the sub-School designated eating areas until the 10 minute bell rings. Students must remain in the Plazas until dismissed by Staff on duty. No food is to be consumed in any other areas of the School.

Provider Default

[Any default by the school must be compliant with the current provisions of the ESOS Act 2000 and the ESOS regulations 2001 (as amended).]

a) If for any reason the school is unable to offer a course on an agreed starting day for the course, and the student for some reason cannot be placed or refuses placement in an alternative course arranged by the school, a full refund of any unspent pre-paid tuition fees* paid to the school will be made within 14 days of the agreed course starting day.

b) If for any reason the school is unable to continue offering a course after the student commences a course, and the student for some reason cannot be placed or refuses placement in an alternative course arranged by the school, a full refund of any unspent pre-paid tuition fees* paid to the school will be made within 14 days of the course school’s default day.

c) In the event that the school is unable to fulfil its obligations of providing an agreeable alternative course for the student, or a refund, the student will receive assistance from the Australian government’s Tuition Protection Service. For information on the TPS, please see: https://tps.gov.au/StaticContent/Get/StudentInformation.

5. This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia’s consumer protection laws.

Definitions

a. Non-tuition fees — fees not directly related to provision of the student’s course. For a list of these, please consult the Tuition and Fees Schedule.

b. Pre-paid fees - tuition fees received by the school for a study period of the student’s course before the student begins the study period.

c. Tuition fees — fees directly related to the provision of the student’s course. For a list of these, please consult the Tuition and Fees Schedule.

* Unspent pre-paid fees — in the case of the school not being able to provide the course in which the student is enrolled, unspent prepaid tuition fees will be calculated according to a Legislative Instrument: http://www.comlaw.gov.au/Details/F2012L01351.

If the student changes visa status (e.g. becomes a temporary or permanent resident) he/she will continue to pay full overseas student’s fees for the duration of that year.
**Tuition Fees for FFPOS**

Tuition Fees cover the following aspects of education at Whitsunday Anglican School.

1. All faculty teaching and learning for 30 hours per normal week.
3. Years 11 – 12. Five (or six) Queensland Board & SAS (Subject Area Specifications – non-matriculation) leading to a Student Profile at the end of Year 12.
4. Plus ESL Support/Foundation subjects as required.
5. All co-curricular activities during the week including assemblies, chapel services, pastoral care periods etc.
6. Minimum of two afternoons per week of supervised sporting or cultural (or both) activity.
8. Course and subject guidance to overseas students.
9. Representations on behalf of overseas students to the Queensland Studies Authority or Department of Education.

**Component (Resources) Fee (untaxed)**

- Subject competition fees.
- Arts Council charges.
- General Subject levies (eg. English, Mathematics, Library etc.)
- Miscellaneous event entry fees.
- Student Diary

**Schools Price Index Charge (taxed)**

- Allowance for movement in international currencies.
- Medibank Private Overseas Student Health Insurance.
- Other minor taxable costs such as photocopy costs.

**Educational Charges**

Payment of six months is required to be paid to the School prior to the commencement of the School year.

**Boarding**

7 day boarding is available in the school’s boarding facilities.

**School Arranged Homestay**

Homestay can be arranged with approved families. Funds received are paid direct to Homestay parents on behalf of students.
LEARNING through LOVE
LIVING by FAITH
LEADING with SERVICE