**Government of Vanuatu**

**CENTRAL SCHOOL**

**Kindergarten, Primary, Secondary**

Winston Churchill Avenue, Port Vila, Vanuatu

*Telephone:* (678) **23122/ 22323**

*Mail:* PMB 9016 Port Vila *Email:* **principal@centralschool.edu.vu**

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**STUDENT RE-ENROLMENT FORM 2019**

By School Council and management decision, all secondary students at Central School must be considered for re-enrolment each year. Acceptance is not automatic. This form is to be filled out by the parents /guardians of all current Central Secondary students Years 7-12 who intend to return to Central School in 2019. Central School reserves the right to decline re-admission of students under certain conditions. Please read conditions below carefully and sign if you wish your child to return. Forms must be returned to the Admin Office by Friday 28th Sept. Parents of children not accepted back will be informed in mid- November.

|  |  |  |
| --- | --- | --- |
| First Name: | Middle name: | Family name: |

|  |  |  |  |
| --- | --- | --- | --- |
| Date of Birth: dd/mm/yy | Sex: M F | Class attended 2018: | Enrolling for class 2019: |
| Name of parent /guardian 1: | Relationship: | Email: |
| Phone: |
| Name of parent /guardian 2: | Relationship: | Email: |
| Phone: |

**PLEASE READ CAREFULLY THE TERMS AND CONDITIONS OF**

**RE-ENROLMENT OF STUDENTS AT CENTRAL SCHOOL.**

Central School has a long waiting list of students seeking admission. Unfortunately, some of our current students have not bided by the school’s rules and regulations and policies. The school reserves the right not to re-enrol students who:

1. Have not paid their outstanding school fees.
2. Arrive consistently late to school (arrival time should be no later than 7.45 a.m.)
3. Have excessive absences unexplained by notes from parents
4. Have played truant or skipped classes.
5. Have consistently failed to complete homework and assignments /assessments
6. Have disciplinary offences ( smoking, vaping, drugs, bullying , stealing, vandalism etc)

Please note: New students applying for Central School must provide a signed and stamped Clearance Form from previous school confirming that they have no outstanding school fees.

Central students enrolling in other schools next year will have to provide a Central Clearance Form to their new school confirming that they have no outstanding fees at Central School.

I have read and understand the terms and conditions outlined above and as a parent/guardian undertake to do my best to make sure my child abides by the conditions. I want to re-enrol my child in Central School in 2019.

Name of parent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Note: All students will be required to sign a Behavior Contract and take an oath in February 2019. Central School upholds the right to de-enrol or withdraw any student at any time who does not comply with the rules and regulations or breaks the agreement)*

OFFICE USE:

|  |  |
| --- | --- |
| Finance Department: | School Fees Owing:Comments: |

|  |  |  |
| --- | --- | --- |
| School Counsellor: | Number of recorded lateness: | Disciplinary Offences Committed: |

|  |  |
| --- | --- |
| Admin Office | Number of absences without explanatory note: |

|  |  |
| --- | --- |
| Deputy Principal / Dean | Comments on attitude and completion of homework /IAs: |

|  |  |
| --- | --- |
| Selection Committee’s Decision: |  Yes No |
| Comments: |

Principal’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_