



## 1. ENROLMENT POLICY

Last Review: October 2020	Constructed / Reviewed by: Clayton Utz
Next Review: October 2021	Approval Required: Board Motion
Policy Number: 1	Board Sign Off Date: 18 August 2021

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### 1. Statement of Context and Purpose

Choosing the right school can be one of the most difficult decisions every parent has to face. Mentone Grammar strives to ensure that students are treated with respect and courtesy.

It is the responsibility of Mentone Grammar's Principal and employees to provide a safe and positive learning environment and develop each student to reach their full potential.

Mentone Grammar is committed to child safety.

Mentone Grammar provides students with a strong academic program and offers a range of extracurricular activities to enable each student to continue to grow.

This Policy is designed to be consistent with the philosophy statement, values and ethos of Mentone Grammar and provide guidelines and processes to enable appropriate selection and enrolment.



Places at Mentone Grammar are offered according to waitlist priorities and in order of date

Our Priority points are:

- x Priority 1\*

**Interview**

Families are invited to attend an enrolment interview with the Head of Campus.

**Offer**

Mentone Grammar makes an offer. Places at Mentone Grammar are offered according to  
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- x a mutually beneficial relationship of trust and cooperation between the parents/guardians and Mentone Grammar or any of its staff has broken down such that it adversely impacts on the ability of Mentone Grammar to provide a meaningful education to the student;
- x the behaviour or conduct of the parent/guardian towards Mentone Grammar or to any of its staff who breach the parent code of conduct; or
- x circumstances exist where the ongoing enrolment of the student is considered to be untenable or is not in the best interests of the student or Mentone Grammar

Any decision to suspend or expel a student is at the discretion of the Principal. In such circumstances, the Principal's decision is final.

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## 8. Implications for practice

### 8.1 At Board / Principal Level

To properly implement this policy, Mentone Grammar, the Board and/or the Principal must ensure:

- x that this policy is endorsed on an annual basis;
- x that copies of this policy are made available to prospective parents and prospective students, for example on the Mentone Grammar internet page;
- x