

# APPLICATION FORM

**STUDENT INFORMATION** Proposed Class of Entry (ELC, Yr1 etc) \_\_\_\_\_

**Proposed Year of Entry 20\_\_ \_\_**

Family Name \_\_\_\_\_

Given Names \_\_\_\_\_

Preferred Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Country of Birth \_\_\_\_\_

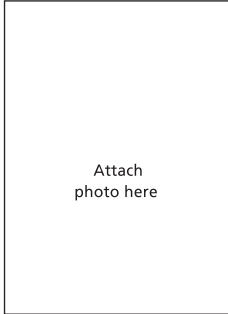
Nationality \_\_\_\_\_

Ethnic Group \_\_\_\_\_

Religious Denomination \_\_\_\_\_

Present School/Pre School \_\_\_\_\_

Present Year Level \_\_\_\_\_



**FAMILY INFORMATION**

**Relationship to child** \_\_\_\_\_

**Relationship to child** \_\_\_\_\_

**Title**      **Mr**   **Mrs**   **Miss**   **Ms**   **Dr**   **Rev**      (Circle one)

**Title**      **Mr**   **Mrs**   **Miss**   **Ms**   **Dr**   **Rev**      (Circle one)

Surname \_\_\_\_\_

Given Names \_\_\_\_\_

Preferred Name \_\_\_\_\_

Home Address \_\_\_\_\_

Suburb \_\_\_\_\_ City \_\_\_\_\_

Post code \_\_\_\_\_ Country \_\_\_\_\_

Postal Address (if different from above) \_\_\_\_\_

Surname \_\_\_\_\_

Given Names \_\_\_\_\_

Preferred Name \_\_\_\_\_

Home Address \_\_\_\_\_

Suburb \_\_\_\_\_ City \_\_\_\_\_

Post code \_\_\_\_\_ Country \_\_\_\_\_

Postal Address (if different from above) \_\_\_\_\_

Phone (Home) (    ) \_\_\_\_\_ (Business) (    ) \_\_\_\_\_

Phone (Home) (    ) \_\_\_\_\_ (Business) (    ) \_\_\_\_\_

Mobile \_\_\_\_\_

Mobile \_\_\_\_\_

Email (personal) \_\_\_\_\_

Email (personal) \_\_\_\_\_

Occupation \_\_\_\_\_

Occupation \_\_\_\_\_

Name of Business \_\_\_\_\_

Name of Business \_\_\_\_\_

Industry Area (e.g medical) \_\_\_\_\_

Industry Area (e.g medical) \_\_\_\_\_

Business Address \_\_\_\_\_

Business Address \_\_\_\_\_

Business Email \_\_\_\_\_

Business Email \_\_\_\_\_

Custodial Parents       Both Parents       Other

Relationship \_\_\_\_\_

If other - please provide      Name \_\_\_\_\_

Relationship \_\_\_\_\_

During the school week the student lives with       Both Parents       Other

If other - please provide      Name \_\_\_\_\_

**FOR OFFICE USE ONLY**

**Date Application Received by School**      \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Date Registration Fee Received**      \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Date of Interview**      \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Date Acceptance Fee Received**      \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Notes:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**SCHOOL AFFILIATIONS**

Does the applicant have any siblings currently attending King's School?

Yes  No

Name	Current Year Level	House
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list all other siblings

Name	Present (or Proposed) School	Current Year Level (or Year of Entry)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Did the applicant's Father attend King's School?

Yes  No

Name	Years Attended	House
_____	_____	_____

Do you have any other family affiliations with King's School?

Name	Relationship to Applicant	Years Attended
_____	_____	_____

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**PERSONAL/BUSINESS REFEREES**

List the names of two persons (not relatives) who will act as either business or personal referees for this application.

Name	Occupation	Name	Occupation
_____	_____	_____	_____
Name of Business _____		Name of Business _____	
Home Address _____		Home Address _____	
Phone _____		Phone _____	
Connection _____		Connection _____	
	eg. employer or friend etc		eg. employer or friend etc

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**SUPPORTING INFORMATION**

**Medical Information** - Does your son have any specific medical requirements or conditions?

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

**Special Requirements** - Please provide details of any specific learning, behavioural, physical or psychological needs of your son. **Please note** the School understands that you may not be aware of any learning, behavioural, physical or psychological needs at the time of this application. However, should your son be successful in his application to King's School you are required to update the School with any learning, behavioural, physical and psychological needs as you become aware of them. The purpose of this is to allow the School appropriate time to consider whether or not it has the resources to meet your child's needs. Failure to disclose this information in a timely manner could result in the offer of place being withdrawn.

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

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**SPORTING AND CULTURAL**

What sporting activities does your son take part in within or outside of school? (If applicable, state team/level/club/ or group he participates in)

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

What cultural or community activities does your son take part in? eg. Music/drama/church/club (If applicable, state team/level/club/ or group he participates in)

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

## PRIVACY ACT

### I/we acknowledge that:

1. The information contained in this application is being collected for the purpose of assessing our child's admission to King's School ("the School"). If this application is successful, it will be held for the administration and maintenance of records of past, present and future pupils, including their parents and guardians, by the School and its various associated bodies, ie Friends of King's School (Inc), King's School Foundation and the King's School Old Boys' Association.
2. The School is authorised to disclose the information in this application to Friends' of King's School (Inc), King's School Foundation and the King's School Old Boys' Association (called associated bodies).
3. Any associated body holding the information in this application may use that information for the purposes of any activities which that body is accustomed to undertake from time to time.
4. I/we are aware of our rights under the Privacy Act 2020, where information can be readily retrieved, to have access to the information and to request correction of the information and to be informed of action taken in response to any such request and/or to request that there be attached to the information a statement which we can supply to the School relating to the fact that I/we have requested a correction. I/we agree to pay the School any reasonable charges requested by the School in relation to our requests in this regard.
5. Any information disclosed to the School may be provided to education authorities under Section 7 (4) of the Privacy Act 2020.
6. The School has, as one of its primary purposes, the academic and general education of its pupils and shall be entitled to obtain such information about any individual as may be necessary to achieve this purpose and to disclose information obtained during the course of a pupil's education, including the results of examinations and assessments, to the specific student's parents and guardians as the School sees fit to achieve this purpose.
7. The School is permitted to collect relevant information from previous educational facilities attended by my/our son and to share relevant information with future educational facilities.

## TERMS AND CONDITIONS

### I/we acknowledge that:

- I/we agree to abide by the conditions as outlined under "Fees" in this application.
- I/we acknowledge responsibility for payment of fees and accept that non-payment will result in the student being required to be withdrawn from the School.
- I/we agree that our son will be subject to the rules, policy and discipline of the School. If he continually disrupts others, behaves inappropriately or breaches School rules, the Headmaster reserves the right to ask that he be removed from school.
- I/we understand that attendance at Chapel and participation in religious tuition and observation is compulsory.
- I/we authorise participation in all low-risk "Education Outside the Classroom" (EOTC) activities, both onsite and off-site during school hours. I/we understand that separate permission will be sought for our son to attend field trips and camps.
- As parents/guardians we take such steps to support the School and its administration of its Rules and will conform with the obligations incumbent on parents/guardians as set out in the Key Information Handbook. I/we will abide by the school's code of conduct.
- I/we understand that if our son requires individual assistance or extension we will pay an extra charge. This refers to Targeted Teaching and Learning.
- A membership donation to the Friends of King's School (Parents' Association) will be charged to the first month's fees for each boy.
- I/we understand that joining the King's School Old Boys' Association is obligatory for all boys as they leave the School. An additional charge will be made on the account for each of the last eight terms the boy is at the School. This will cover the Life Membership Fee.
- I/we agree to inform the School of any change of address or change to any other information contained in this application as soon as reasonably practicable.
- I/we also confirm that the School will be informed of any learning disability, behavioural, physical, psychological or developmental needs. I/we will inform the School of anything not developing in line with his peers.
- I/we accept that should our son be successful in his application, that between the date of this application and the commencement date, if I/we fail to disclose a material matter, that would if disclosed appropriately, have likely resulted in the School refraining from offering the Student a place, then it will be at the School's sole discretion to withdraw any subsequent offer of place made.
- I/we confirm that our son has no medical condition that would impede his education.
- I/we declare that the information provided in this application is true and correct. King's School reserves the right to reconsider student placement if details are inaccurate or incorrect or if misleading information is provided.
- I/we understand that acceptance of this form does not constitute admission of the student to King's School.
- I/we understand that in considering applications, King's School takes into account a range of criteria and any offer of place is made at the sole and absolute discretion of the School.
- I/we will be required to agree to the Terms and Conditions of Entry at the time an offer is made and enter into an Admission Agreement with King's School.

Please complete the form overleaf and sign the declaration

**FEES**

**Conditions:**

**Payment of Fees** Tuition fees are billed in nine equal monthly instalments from January to September. Parents of a student whose fees have not been paid within a period specified by the Board of Governors, will be required to withdraw the student from the School. Fees are payable by direct debit. Credit cards are not accepted for payment of term fees. Direct Debit Authorisation forms must be completed at the time of acceptance. The School has the right to vary the fees and other charges payable with one month's notice in writing.

**Inability to Attend School** If a student from any cause is unable to attend school at the beginning of a term, the fees are nevertheless due. The Board cannot undertake to remit or refund fees, whether in lieu of notice or otherwise, on account of illness, quarantine or any cause whatsoever.

**Interest on Fees** The board reserves the right to charge interest on fees which remain unpaid after the due date given.

**Notice of Withdrawal from the School** A minimum of one Term's notice must be given in writing to the Headmaster to withdraw a student from the School or full fees shall be paid in lieu of notice, calculated from the date notice is given.

**Targeted Teaching and Learning** In consultation with the Headmaster and the Head of Targeted Teaching and Learning, an extra charge will be incurred for those boys who require individual assistance or extension.

**Application Fee** A non-refundable fee of \$250 (incl. GST) is payable with this application.

**Acceptance Fee** A non-refundable fee of \$1,500 (incl. GST) is payable on acceptance of an offer of place at King's School.

**Account Content** *Standard term charges*

- (a) Tuition fees
- (b) Bulk Stationery (Term 1 only)
- (c) Old Boys Subs - payable each term for Years 7 and 8.
- (d) Music Levy Years 4 - 8

*Other monthly charges could include*

- (a) TTL (Targeted Teaching and Learning) additional support
- (b) 1:1 Learning Assistant
- (c) Camps and Sports, Music and Class trips
- (d) Lunch orders, additional stationery and/or uniform purchases
- (e) Any other disbursements

**DECLARATION**

I/we declare that the information provided in this enrolment application is true and correct. I/we have read this application and the Terms & Conditions of enrolment and as a condition of the acceptance of the above student, agree to abide by them.

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_  
 Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

Further Person(s) Responsible for Payment of Fees (if other than parent or guardian)

Name of person or Organisation \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Signature \_\_\_\_\_

**APPLICATION FORM TO BE ACCOMPANIED BY**

- Passport sized Photo
- Any standardised test scores eg. PAT, Asttle, STAR results
- Copy of most recent school report
- Any Educational Psychologist or Medical Reports (if applicable)
- Copy of NZ or Australian Birth Certificate or Passport
- OR**  Copy of Overseas Passport & NZ Residency or Citizenship or Domestic Student Visa

Application fee \$250 - Payable by bank transfer to King's School Charitable Trust. ASB Bank 12-3030-0496629-00. (Student Name as Reference)

**POST APPLICATION TO:** Admissions Manager, King's School, Private Bag 28914, Remuera 1541, New Zealand

**Delivery Address:** 258 Remuera Road, Remuera, Auckland 1050  
**Contact:** Admissions Manager Phone: +64 9 520 7784  
**Email:** admissions@kings.school.nz www.kings.school.nz