



## 2.11 ACLAND HOUSE ENROLMENT PROCEDURE

**A clear enrolment procedure provides the basis for dealing with applications for admission to Acland House:**

1. To maintain the Acland House roll.
2. To provide information on enrolment for prospective and current parents.

### **GUIDELINES:**

1. The enrolment procedure shall be laid down in the school prospectus.
2. Applicants will forward a written application on the forms provided in the Prospectus and on the school website
3. Applicants for places at the Hostel will be interviewed by the the Director and Deputy Director of Boarding, and the Director of Boarding will then confirm the final selection with the Principal..
4. Students accepted for Acland House will have automatic right of entry to the school as inzone students.
5. Should the number of applicants exceed the places available, the following criteria will be considered when accepting students and establishing a waiting list:
  - Students who meet Ministry of Education Boarding Bursary requirements
  - Students who are a child or grandchild of a former Acland House student
  - Students school history – academic, sporting, cultural and behavioural including attitude and effort
  - Student engagement in the interview and tour
  - Siblings - both current and former who have attended Acland House
6. Please note the above are considerations only and not weighted in any way. There is no guarantee that because you meet one of the above considerations you will be guaranteed a place at Acland House. The final decision is that of the Principal and Director of Boarding.

Responsibility: SLT and Director of Acland  
Date: Term 3 2021  
Review: Term 2 2024  
Policy: 2.11 Acland Enrolment