

Student's Name:



middleton grange school

INTERNATIONAL

Christchurch New Zealand

INTERNATIONAL STUDENT CONTRACT OF ENROLMENT

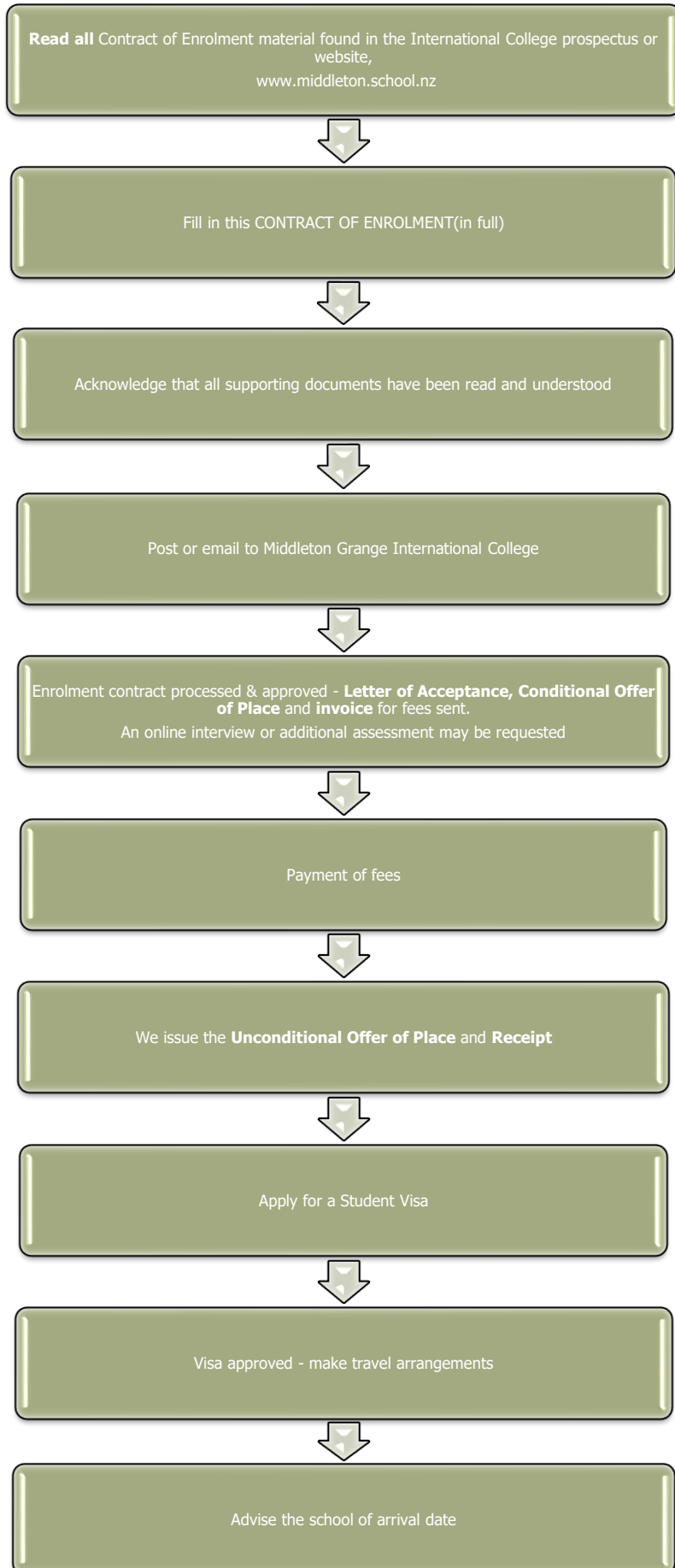


ENROLMENT PROCEDURES

Application & Enrolment Help:

Phone: +64 3 341 4054

Email: inted@middleton.school.nz



Please include with Contract of Enrolment:

- Copy of passport
- Previous academic record (school reports) for past 2 years
- Any other certificates that would assist assessing your application

Contract of Enrolment processed or declined

Letter sent to inform of decision

Please Note: This Contract of Enrolment and the Policies are issued by the School in English. If you have received a copy in another language, that translation is not an authorized translation. It is the English language version issued by the School that forms part of this Contract.

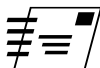


middleton grange school
INTERNATIONAL
Christchurch New Zealand

Contract of Enrolment



30 Acacia Avenue, Christchurch 8041



inted@middleton.school.nz



+64-3-341 4054

A. PERSONAL INFORMATION

(This Contract of Enrolment must be completed in FULL)

Student Details		
Family Name	Given Name	Preferred Name
Date Of birth	Age at Application date	Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>
Your email Address		Your mobile Phone number
Nationality		Country of Birth
Passport Number		Expiry Date

Parent Details	
Father's Family Name	Mother's Family Name
Father's Given Name	Mother's Given Name
Home Address	Home Address
Occupation	Occupation
Home Telephone Number	Home Telephone Number
Work Telephone Number	Work Telephone Number
Mobile Phone Number	Mobile Phone number
Email Address	Email Address
Do you read or Speak English Yes <input type="checkbox"/> No <input type="checkbox"/>	Do you read or Speak English Yes <input type="checkbox"/> No <input type="checkbox"/>
Religion / Denomination	Religion / Denomination

Brothers and sisters				
Name	Age	(Male/Female)	School Grade	Occupation

Referring Agent Information	
(If enrolling through an Agent, this section MUST be completed)	
Agency Name	
Contact Person	
Address	
Phone Number	Mobile Number
Email Address	

Medical Details (to be completed by parent)**Please tick the box of any medical conditions your child suffers from**

Asthma <input type="checkbox"/>	Food Allergies <input type="checkbox"/>	Epilepsy <input type="checkbox"/>	Heart Conditions <input type="checkbox"/>
Allergies <input type="checkbox"/>	Diabetes <input type="checkbox"/>	Migraines <input type="checkbox"/>	Back/Neck Problems <input type="checkbox"/>
Bee Stings <input type="checkbox"/>	Glandular Fever <input type="checkbox"/>	Hepatitis A or B <input type="checkbox"/>	Covid-19 <input type="checkbox"/>
Visually Impaired <input type="checkbox"/>	Hearing Impaired <input type="checkbox"/>	Other <input type="checkbox"/>	

Please write details of any condition your child has:

Has your child been vaccinated for any diseases? Yes ☐ No ☐
(If yes, please provide a copy of all vaccination certificates)

Is your child taking any medication? Yes ☐ No ☐
 If yes, please list and explain

Are there any other physical or mental health conditions or concerns that would place your child at risk? (e.g. depression) Yes ☐ No ☐
 If yes, please explain

Does your child have any special learning or behavioural needs? (e.g. dyslexia) Yes ☐ No ☐
 If yes, please explain

Please note: If your child is on any medication, it is advisable for them to bring it to New Zealand

I confirm that the information provided is true and accurate. I understand that if I do not disclose relevant information my child's place may be revoked. (Failure to disclose means that Middleton Grange School cannot provide the care and support your child needs.)

It is very important that you provide ALL medical information

Parent Signature:**Date:****Insurance Details**

Middleton Grange International College recommends Uni-care and Studentsafe insurance. These policies are compliant with The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 (The Code) – Registration No. 367 and can be purchased through the school. The brochures can be viewed on our website.

Please note that any pre-existing medical conditions are not covered.**Please indicate one of the following:**

I will take out medical and travel insurance for my child and will send Middleton Grange International College a copy of the policy in English before my child leaves their home country: Yes ☐

OR I would like Middleton Grange International College to arrange medical and travel insurance for my child and add this to my invoice: Yes ☐

I confirm that my child does NOT have any pre-existing medical condition: ☐ Yes**I confirm that my child does have pre-existing medical condition:** ☐ If **YES** please refer to note above**B. STUDY INFORMATION****Please attach certified copies (in English) of your child's last TWO school reports**

Current School	Grade/Year Level				
Previous school In New Zealand	Dates Enrolled				Year Level
Level of study requested at Middleton Grange School					
Primary School					
Year 1 <input type="checkbox"/>	Year 2 <input type="checkbox"/>	Year 3 <input type="checkbox"/>	Year 4 <input type="checkbox"/>	Year 5 <input type="checkbox"/>	Year 6 <input type="checkbox"/>
Middle School					
Year 7 <input type="checkbox"/>	Year 8 <input type="checkbox"/>	Year 9 <input type="checkbox"/>	Year 10 <input type="checkbox"/>		
Senior College					
Year 11 <input type="checkbox"/>	Year 12 <input type="checkbox"/>	Year 13 <input type="checkbox"/>			

Expected length of study At Middleton Grange School	Proposed Start Date	Proposed Completion Date
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Subjects Required (Middle school and Senior College)		
	In addition to English (ESOL), write up to 5 other subject options that you would like your child to study <i>(Every effort will be made to accommodate your child's selection)</i>	
Option 1		
Option 2		
Option 3		
Option 4		
Option 5		
Future job or career goals		
Languages your child has studied		
Language	Number of years Studied:	Level (e.g.: beginner, elementary, intermediate)
Musical instruments your child plays		
Instrument	Number of years Played:	Level (if any)
Sports your child plays or has played		
Sport	Number of years Played:	Level (social, school, representative)

PLEASE NOTE:

In some cases, it is not possible to gain entry to your first choice of subjects as classes may be full, particularly if your child arrives mid-year. However, we will do our best to ensure your child has a course which is suitable to them and their level of achievement.

Applicants should have above average academic results, good attendance records and a desire and commitment to fully cooperate and contribute to the life of the school. Should not enough evidence of academic ability be provided, an online interview will be requested, or your child may be requested to sit the AEAS Test <https://www.aeas.com.au/>

International students at Middleton Grange School will be required to undertake English and Mathematics tests on arrival. This will determine whether the student will be placed in ESOL classes or mainstream English, and what level of Mathematics they will need to be placed in. Students with lower English may apply, but Middleton Grange School reserves the right to:

- Refer the student to an English Language School
- Place the student in additional ESOL classes
- Assess the progress of the student throughout their time at the school and make decisions based on their progress on whether to refer them to a lower class, higher class or language school.

C. LIVING IN NEW ZEALAND

Student Care		
PLEASE NOTE: Middleton Grange School is responsible for the pastoral care of ALL students who have a student visa for our school. Please complete this section if any of the following apply.		
1. A parent (or legal guardian) living with them. This is compulsory for students from Years 1 – 6. OR	<input type="checkbox"/> (Please tick box & move to point 1)	
2. A relative or close family friend with whom the student lives. This person is called a Designated Caregiver. OR	<input type="checkbox"/> (Please tick box & move to point 2)	
3. A Care Provider appointed by a written contract. Will this care provider provide Residential Caregiver Accommodation?	<input type="checkbox"/> (Please tick boxes & move to point 3) <input type="checkbox"/> Yes <input type="checkbox"/> No - school to provide	
1. PARENT - my child will be living with their parent/s while studying at Middleton Grange School		
Name of Parent who will be living with student in New Zealand		
Address in New Zealand		
Telephone Number		
Email Address		
❖ As parent/s, we take full responsibility for the Pastoral Care of our child outside of school hours. Our child will live with us at all times. If our child leaves our care, it is compulsory for them to come under the care of Middleton Grange School. We will keep the school informed of any changes to the current living arrangements.		
❖ I/We confirm that we understand that if we are on a visitor visa or guardian visa we are not allowed to have in our care any other international fee-paying students who are not our direct children. (Please refer to the Immigration Act 2009 which has the interpretation of work as any activity undertaken for gain or reward: https://www.legislation.govt.nz/act/public/2009/0051/latest/DLM1440311.html . Immigration instructions W2.2 clarify activities which are excluded by immigration instructions from the Act's definition and state that 'gain or reward' includes any payment or benefit that can be valued in terms of money, such as board and lodging, goods (e.g., food or clothing) and services (e.g., transport): https://www.immigration.govt.nz/opsmanual/#46191.htm .)		
Parent Signature:		Date:
2. DESIGNATED CAREGIVER – I/We designate the person stated below to provide accommodation and care for our child to attend Middleton Grange School as an international student subject to the approval of Middleton Grange School prior to enrolment. This agreement will last for as long as our child is attending Middleton Grange School.		
Name of Designated Caregiver		Relationship to student (e.g. Uncle/Aunt/Grandparent)
Address		
Telephone Number	Work Number	Email Address
Other people living in the house & ages		
Type of Visa: Visitor's Visa <input type="checkbox"/> Guardian Visa <input type="checkbox"/> Work Visa <input type="checkbox"/> Permanent Resident/Citizen of NZ <input type="checkbox"/>		
❖ As parents, we take full responsibility for the placement and ongoing welfare of our child with this Designated Caregiver. Our child will live with the Designated Caregiver at all times. The Designated Caregiver guarantees the accommodation for our child. If our child leaves the care of the Designated Caregiver, it is compulsory to come under the care of Middleton Grange School.		
❖ I/We understand that Middleton Grange School will make every endeavour to ensure the safety and welfare of our child while studying in their school. Should there be a concern about the welfare of the student, the school will consult the pastoral care staff within the school and will discuss the concern with the Designated Caregiver and parents of the student. Further, I/we understand that should Middleton Grange School have any concerns regarding the welfare of our child, the school may relocate the student in an approved school Residential Caregiver Accommodation. If necessary, the school will also refer the matter to the relevant welfare authorities or any other appropriate outside agencies.		
❖ I/We understand that Middleton Grange School will:		
<ul style="list-style-type: none"> Visit the home of the Designated Caregiver prior to enrolment to determine that the living conditions are of an acceptable standard and meet the conditions of the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 (The Code) – Registration No. 367 Assess whether the Designated Caregiver will provide a safe physical and emotional environment for the student Determine that the accommodation is not a boarding establishment (i.e. does not have 5 or more international students staying in the home) Meet with the Designated Caregiver and establish communication with the caregiver Meet the student at least quarterly to ensure the accommodation is suitable Require a Police Vet to be undertaken, on all residents in the Designated Caregiver's home aged 18 and over Require a copy of the Designated Caregiver's passport and visa which must be valid for the term of the student's tuition 		
❖ Should the arrangement change I/we undertake to inform Middleton Grange School immediately.		
❖ I/We confirm that the person/s nominated as the Designated Caregiver/s is/are a 'bona fide' relative or close family friend. (Proof of this relationship may be required, and a copy of the Designated Caregivers passport must be on the school file)		
❖ I/We confirm that we understand that if we are on a visitor visa or guardian visa we are not allowed to have in our care any other international fee-paying students who are not our direct children. (Please refer to the Immigration Act 2009 which has the interpretation of		

Student's Name:

work as any activity undertaken for gain reward: <https://www.legislation.govt.nz/act/public/2009/0051/latest/DLM1440311.html>.
Immigration instructions W2.2 clarify activities which are excluded by immigration instructions from the Act's definition and state that 'gain or reward' includes any payment or benefit that can be valued in terms of money, such as board and lodging, goods (e.g., food or clothing) and services (e.g., transport): <https://www.immigration.govt.nz/opsmanual/#46191.htm>

Parent Signature:

Date:

3. CARE PROVIDER (guardian) – I/We appoint the person stated below to provide care and supervise Residential Caregiver Accommodation for our child while studying at Middleton Grange School as an international student. This agreement will last for as long as our child is attending Middleton Grange School. I/We confirm that this person is a New Zealand resident or citizen. (Please note: this person has no legal authority to make decisions for the student and the responsibility for the student remains with the school. All agreements between the school and students under 18 must be signed by the parents and not by a guardian/care provider)

Name of Care Provider

Address

Telephone
Number

Work
Number

Email
Address

Parent Signature:

Date:

Care Provider
Signature:

Date:

Residential Caregiver Application

Please only complete this section if you require the school to provide Residential Caregiver Accommodation

Please tick the boxes that you think best describe your child's personality

Outgoing	<input type="checkbox"/>	Mature	<input type="checkbox"/>	Optimistic	<input type="checkbox"/>	Untidy	<input type="checkbox"/>
Independent	<input type="checkbox"/>	Patient	<input type="checkbox"/>	Sensitive	<input type="checkbox"/>	Responsible	<input type="checkbox"/>
Adaptable	<input type="checkbox"/>	Quick-tempered	<input type="checkbox"/>	Formal	<input type="checkbox"/>	Shy	<input type="checkbox"/>
Quiet	<input type="checkbox"/>	Active	<input type="checkbox"/>	Neat	<input type="checkbox"/>	Humorous	<input type="checkbox"/>

INTERESTS AND HOBBIES: Please tick the boxes of the activities that your child enjoys

Swimming	<input type="checkbox"/>	Snow ski/board	<input type="checkbox"/>	Water Skiing	<input type="checkbox"/>	Fishing	<input type="checkbox"/>
Volleyball	<input type="checkbox"/>	Sailing	<input type="checkbox"/>	Cycling	<input type="checkbox"/>	Horse Riding	<input type="checkbox"/>
Soccer	<input type="checkbox"/>	Surfing	<input type="checkbox"/>	Hiking	<input type="checkbox"/>	Golf	<input type="checkbox"/>
Track and Field	<input type="checkbox"/>	Badminton	<input type="checkbox"/>	Basketball	<input type="checkbox"/>	Martial Arts	<input type="checkbox"/>
Gymnastics	<input type="checkbox"/>	Ice Hockey	<input type="checkbox"/>	Softball	<input type="checkbox"/>	Squash	<input type="checkbox"/>
Rugby	<input type="checkbox"/>	Tennis	<input type="checkbox"/>	Field Hockey	<input type="checkbox"/>	Baseball	<input type="checkbox"/>
Drama	<input type="checkbox"/>	Painting	<input type="checkbox"/>	Movies / Theatre	<input type="checkbox"/>	Dance	<input type="checkbox"/>
Cooking	<input type="checkbox"/>	Drawing	<input type="checkbox"/>	Going to concerts	<input type="checkbox"/>	Visiting museums	<input type="checkbox"/>
Karate	<input type="checkbox"/>	Chess / Go	<input type="checkbox"/>	Playing indoor games	<input type="checkbox"/>	Watching sports	<input type="checkbox"/>
Gardening	<input type="checkbox"/>	Playing cards	<input type="checkbox"/>	Travel	<input type="checkbox"/>	Sewing	<input type="checkbox"/>
Reading	<input type="checkbox"/>	Watching TV	<input type="checkbox"/>	Social dancing	<input type="checkbox"/>	Computer games	<input type="checkbox"/>

GENERAL INFORMATION: Please answer the questions below

What time does your child need to be home in the evenings?	Weekdays:	Weekends:
Do you have a religious affiliation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please state:		
Would your child attend church with their Residential Caregivers?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Would your child feel comfortable in a home with small children?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Would your child prefer someone closer to their own age in the Residential Caregiver's home?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

List the pets (if any) that your family has at home:

Many Residential Caregivers have pets, and your child will have to adjust to living with them.
Are there any concerns we should be aware of regarding pets, please explain:

D. STUDENT QUESTIONNAIRE

These questions must be answered by the student in English and be their own original work. Please do not use any form of AI to complete this section.

Your answers will tell us about you and help us to assess your English level and suitability for our school. Try to write as much as you can and use complete sentences. (Use additional paper if you would like to write more than the spaces provided below.) We may decide to contact you for an online interview if we feel this would help us to better assess your application.

Explain why you would like to study at Middleton Grange School and what you want to achieve at school.

Describe your family and life at home and what you like to do with your family.

Describe your best friend. What do they look like and why are they a good friend?

Do you drink alcohol with your family?	Never <input type="checkbox"/>	Occasionally <input type="checkbox"/>	Only on special occasions <input type="checkbox"/>
Do you drink alcohol with your friends?	Never <input type="checkbox"/>	Occasionally <input type="checkbox"/>	Only on special occasions <input type="checkbox"/>
Do you smoke? (Please note smoking is not permitted at Middleton Grange School)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Would you be able to live with a family where one of the parents smoked?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Are Middleton Grange Staff allowed to give you paracetamol (tablet form) if needed for pain?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you have any food allergies?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Please explain:			
Are you a vegetarian or have diet restrictions due to your religion?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Please explain:			
Are there any foods that you don't like?			

E. PARENT QUESTIONNAIRE

This section may be completed in English OR in your first language, accompanied by an English translation provided by the referring agent.

Please write a brief letter (50 – 100 words) stating why you would like your child to study at Middleton Grange School.

F. DECLARATION

I am the parent/s of the student named on this application form. I declare that:

- The information supplied is true and correct
- I am familiar with The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 (The Code) – Registration No. 367 and, regardless of the student's age, agree to comply with the Code. (Please request copies from Middleton Grange International College or download from www.minedu.govt.nz)
- Students can contact iStudent Complaints if they experience any grievances or disputes while at Middleton Grange School. The Dispute Resolution Scheme (DRS) provides all the necessary details for students online at: <http://www.fairwayresolution.com/istudent-complaints>
- I agree that information collected on this Contract of Enrolment may be passed to government agencies in statistical form as required by the Education Act 1993 and other statutory requirements. When this occurs, I agree to waive conditions in the Privacy Act 1993
- I agree to abide by the conditions of my Study Visa as set out in the Immigration Act 1987 plus amendments
- Prior to signing I will seek independent advice on any aspects of this application form that I do not understand
- The policies listed below can be viewed on the School's website <https://www.middleton.school.nz/international-enrolment/>
- I agree that compliance with the Policies listed below (as updated from time to time) by myself and by the student named on this application form is a requirement of this Contract
- I agree that the School may update the policies listed below from time to time and is sometimes required to update these Policies to comply with Government requirements. Updated copies of the policies, when amended, will form part of this Contract of Enrolment once they have been made available on the School's website - <https://www.middleton.school.nz/international-enrolment/>

I have read and understood:	Contract of Enrolment	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Fee Refund Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Fee Protection Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Accommodation Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Rules for International Students	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Discipline Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Code of Conduct, Discipline System and Grievance Procedure	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Student Travel & Transfer of Care Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Attendance & Withdrawal Policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Student's Name:

Father's Name:	Mother's Name:	
Father Signature:	Mother Signature:	
Date:	Date:	
Student Name:	Student Signature:	Date:

Checklist of documents and Information you must include with your application	
	Photograph of the student
	A copy of the student's last two school reports
	A copy of the student's passport including passport number and expiry date
	A copy of the student's vaccination certificate

- **Section G of this Contract of Enrolment forms part of the Contract and must be read, understood and signed. Section G contains the Tuition Agreement and Authorisation and Release Forms.**
- **Please Note: This Contract of Enrolment and the Policies are issued by the School in English and if you have received a copy in another language, that translation is not an authorized translation. It is the English language version issued by the School that forms part of this Contract.**

G. TUITION AGREEMENT

This agreement records the terms on which Middleton Grange School (the School) accepts the student named in this Contract of Enrolment:

1. The parents acknowledge that tuition will be delivered from the Special Character perspective of the school to a high standard and that the Special Character Policy will be adhered to.
2. The School has agreed to observe and be bound by The Education (Pastoral Care of Tertiary and International Leavers) Code of Practice 2021 (the Code) published by the Ministry of Education. Copies of the Code are available on request from the School or from the New Zealand Qualifications Authority website – www.nzqa.govt.nz.
3. Under the Code and the Education Act 1989, the School has responsibility for all students enrolled. Specific staff at the school will be appointed to care for students. Should parents of a student enrolled at the school wish to have an external care provider (guardian) who will be responsible to the parents for care of the student, then the School will work with these care providers in supporting and caring for the student (Section C. 3. of this Contract).
4. The parents irrevocably authorize the Director of the International College to advise the student's care provider of all matters and information required to be provided to parents of any student under the Education Act 1989 and agree that the care provider in New Zealand is entitled to receive such information in substitution for the parents.
5. The parents of the student, who have signed the Contract of Enrolment irrevocably appoint and authorize the School's Director International College (or such other person as may be appointed by the School to carry out the Director's duties) to:
 - Receive information from any person, authority or corporate body concerning the student including, but not limited to, medical, educational, welfare or immigration information.
 - Provide consent in respect of any activity carried out and authorized by the School.
 - Receive financial information relating to the student including bank accounts, debts or income of the student while in New Zealand.
6. The parents agree to provide the School with true and accurate academic, medical or other information relating to the well-being of the student as may be requested from time to time by the School. Failure to provide accurate information could result in the child's place at Middleton Grange School being revoked.

Safety, Health and Insurance

7. The School will endeavor to ensure the safety, health and well-being of the student but is not liable for:
 - Any damage or harm caused to the student or the student's property arising out of the student's accommodation arrangements.
 - Any damage or harm caused to the student's property while attending the School unless the harm was a result of gross negligence on the part of the School.
 - Any damage or harm caused to the student's property outside of normal school hours and in the case of the student's property, shall not be responsible for any damage to such property that may occur outside the School's premises.
 - Any personal injury in respect of which individuals are entitled to compensation under the Accident Compensation Act 2001.
8. Full medical insurance is compulsory for all students enrolled in the School and this insurance must be valid from the date of enrolment until the expiry of their student visa. This is in accordance with the Code and Immigration New Zealand's regulations. All students are invoiced for medical

insurance with their tuition fees. The School will purchase a Uni-Care or Studentsafe policy that meets the requirements of the Code. Parents and agents must read the conditions in the policy document and organize any additional insurance the student may require (e.g. pre-existing conditions).

Limitation of Liability

9. Except to the extent that the parents and/or student have rights under the Consumer Guarantees Act 1993 or Fair-Trading Act 1986 that cannot be excluded, the School's maximum liability in relation to this agreement and the supply of goods and services to the student is limited to the amount of fees paid by the student for any one year's tuition.

Fees

10. The parents and student agree to pay all tuition fees and additional charges as may from time to time be levied by the School ("Fees") by the date three months prior to the commencement of tuition.
11. If this agreement comes into force less than two months prior to the commencement of tuition, then the Fees must be paid within fourteen days of the date of this agreement.
12. On renewal of this agreement for a subsequent tuition period the parents and student agree to pay all tuition fees and additional charges levied by the School relating to the further tuition period:
- By the date two months prior to the further tuition period.
 - In the case where any renewal of this agreement comes into force less than two months prior to the further tuition period, within fourteen days of the renewal of this agreement.
13. Where a student wishes to enroll for a period of time less than twelve months, availability of tuition will be considered on an individual basis, and an administration fee and tuition fee shall be payable within fourteen days of the date of this agreement.
14. Students cannot commence study unless fees are paid in full.

Term and Termination

15. This tuition agreement begins on the date of commencement of studies and continues until the end of the school academic year for which tuition has been paid unless the School expressly agrees in writing to a shorter term. With the approval of the School this agreement may be renewed for a further tuition period subject to clause 11 of this agreement. Approval is acknowledged by the School by the request for payment of tuition fees for a further tuition period.
16. Subject to the provisions of the Education Act 1989, either party may terminate this agreement at any time by giving the other party a one month written notice. Termination of this agreement shall also terminate the student's enrolment at the School.
- Please refer to the Refund Policy for International Students for full details on conditions of refund.
17. In the event of any breach of this agreement by the student or the parents, the School will follow the processes set out in the School's Code of Conduct, Discipline System and Grievance Procedure Policy, and may take any disciplinary step it considers appropriate, including terminating this agreement, and/or standing down or expelling the student and (if applicable) notify Immigration New Zealand of its decision to terminate the agreement or to exclude or expel the student. Any decision to expel a student shall terminate this agreement and the Contract of Enrolment and shall be treated as a termination by the student. Notwithstanding the provisions of the School's Code of Conduct, Discipline System and Grievance Procedure Policy, nothing in this agreement shall limit the power of the School to summarily terminate this agreement or expel the student for serious misconduct or to stand down the student pending investigation if the School concludes that this step is necessary for the purpose of protecting the safety of any person, including the student.
18. The student and parents shall have no claim in damages or for any compensation if this agreement is terminated except as expressly provided in Clause 15.
19. As stipulated in point 6 of this agreement and in Section A of the Contract of Enrolment, parents agree to provide the school with academic, medical and other information relating to the well-being and academic ability of the student. Failure to provide true and accurate information may result in the student's place at the school being revoked, with no refund as stipulated in the Refund Policy.

General Provisions

20. Neither party shall be in default or in breach of their obligations under this agreement to the extent that the performance of those obligations is prevented by any event of force majeure. Force majeure means an event beyond the reasonable control of the party seeking to rely on force majeure.
21. This agreement shall be construed and take effect in accordance with the domestic laws of New Zealand. In relation to any legal action or proceedings arising out of or in connection with this agreement the parents irrevocably submit to the jurisdiction of the courts of New Zealand, agree that proceedings may be brought before any court including any forum constituted under the Arbitration Act 1996 within New Zealand and waive any objection to proceedings in any such court or forum on the grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum.
22. The student, parents/agent/care-provider/designated caregiver agree that the student, regardless of age, will comply with the Rules for International Students attending Middleton Grange School as set out in the Enrolment Pack and/or on the Middleton Grange School website <https://www.middleton.school.nz/international-enrolment/>. The School retains the right to amend its bylaws, rules and policies including the Rules for International Students attending Middleton Grange School's International College, from time to time.
23. The student, parents/agent/care provider/designated caregiver acknowledge that, in accordance with section 4 of the Education Act 1989, the school may take appropriate disciplinary action against the student (as defined in that section) if the student's conduct is in breach of this Contract

of Enrolment, and the School's Code of Conduct, Discipline System and Grievance Procedure Policy, including without limitation in respect of conduct that occurs while the student is outside the direct supervision of the school.

24. Notices given under this agreement must be in writing and given to the addresses set out in the Contract of Enrolment. Those sent by post shall be deemed to have been received fourteen days after posting.
25. This agreement shall consist of the Contract of Enrolment and including Fee Refund Policy, Fee Protection Policy, Accommodation Policy, Discipline Policy, Rules for International Students, Student Travel and Transfer of Care Policy, Attendance and Withdrawal Policy. This agreement contains the entire understanding of the parties and overrides any prior promises, representations, understandings or agreements. The terms of this agreement may be changed by the School in writing to the parents and shall continue in force while the student is enrolled at the School.

Personal Information

26. Parents acknowledge that:
- Personal information of the parents and/or student collected or held by the School is provided and may be held, used and disclosed to enable the School to process the Contract of Enrolment, provide tuition and associated services to the student, provide to the student and parents advice or information concerning products and services the School believes may be of interest to the student to enable the School to communicate with the student and parents for any purpose, and to act in the best interest of the student with that information as the School sees fit.
 - All personal information provided to the School is collected and will be held by the School at 30 Acacia Avenue, Christchurch, 8041, New Zealand, Telephone +64 3 341 4054.
 - If the student and parents fail to provide any information requested in the Contract of Enrolment, the School may be unable to process the Contract of Enrolment.
 - The School is required by the Code to report to Immigration New Zealand known or suspected breaches of visa conditions by international students and notify Immigration New Zealand of terminations of enrolment. The parents and the student consent to the disclosure of such information to Immigration New Zealand.
 - The student and parents have the right under the Privacy Act 1993 to obtain access to and request corrections of any personal information held by the School concerning them.

Change of Immigration Status

27. Middleton Grange School is a State Integrated School under Part 33 of the Education Act (EA). Section 442 of the EA requires that a Proprietor define a Preference applicant. A preference applicant refers to a New Zealand Citizen or a person with a Resident Visa or a person with a valid Work Visa. International students do not fall into this category and shall not take the place of any preference applicant. Should an international student's immigration status change to a permanent resident, or if the parent's status changes to either permanent resident or the holder of a work visa, then the student's status changes from an international fee-paying student to a domestic student. If the change of visa status is within the contracted enrolment period, then this student may complete the period as an international fee-paying student. If the change of visa status is at the end of the contracted enrolment period, then this student will need to apply for a domestic place at the school according to the Enrolment Scheme as stated above. There is no guarantee that a place will be available. If there is no domestic place available, then the student will need to enrol in another school as a domestic student. If the student does not receive the offer of a domestic place and does not want to remain at the school as an international fee-paying student, then the Fees for the balance of the contracted tuition period are not refundable. This clause is to avoid the disruptions for international fee-paying students of needing to move schools within a contracted period of enrolment.

The Dispute Resolution Scheme (DRS)

28. Middleton Grange School has systems and procedures in place to resolve problems internally for any international students. Please refer to our Discipline Policy and Code of Conduct booklet (on our website or in the enrolment pack). If problems cannot be resolved internally then students have the right to contact iStudent Complaints, the DRS operator. Should a contractual or financial dispute arise between an international student and a school, NZQA will refer the dispute to the dispute resolution scheme operator, FairWay Resolution Limited, who have been appointed to this role by the Ministry of Education. Information about the dispute resolution scheme operator can be found at their website: <http://www.fairwayresolution.com/iStudent-complaints>

Arrival and Departure

29. Please refer to the Travel and Transfer of Care Policies.
- Students arriving prior to commencement of study and holding a Student Visa to the School are the school's responsibility and therefore must comply with all school rules and requirements.
- Students wishing to remain in New Zealand at the end of the academic year and not return to their home country are the school's responsibility and therefore must comply with all school rules and requirements. Students wishing to remain in New Zealand after completion of their studies or end of their enrolment with the school are no longer the responsibility of the school. Immigration New Zealand and Ministry of Education will be notified at the end of contracted course for this student.

Safety and Employment

30. International students at high school may be able to work part time, up to 20 hours per week during the year and full time during the summer holidays, on a Student Visa. There are requirements that students must meet to be able to work while studying. Full details on working rights for school-aged international students are available from Immigration New Zealand.
- <http://www.immigration.govt.nz/migrant/stream/study/canistudyinnewzealand>

Please note: If anyone is being forced to work in New Zealand illegally for less than minimum wage or excessive hours is advised to call the Labour Inspectorate on 0800 20 90 They can also contact anonymously: <http://www.crimestoppers-nz.org> or phone 0800 555 111

AUTHORISATION AND RELEASE FORMS

1. Medical Release Form

We grant Middleton Grange School, it's employees and the Residential Caregiver, at their discretion, and, if necessary, at the cost of the student or their natural parents – in the case of expenses exceeding the coverage of the insurance policy – the power to place the student in a hospital or in any other institution for any type of assistance or medical treatment, or, if there is no hospital available, to place them under the care of a local medical doctor for their treatment.

We also grant Middleton Grange School or the Residential Caregiver all necessary permissions to act as legal guardians and "in loco parentis" in any situation, especially in emergencies, whatever medical or other, including the possibility for surgical operations or any other treatment. We also authorise Middleton Grange School to return the student to the home country at their cost, if necessary, to submit to medical treatment, if this is deemed necessary by the above-mentioned people, after consultation with medical authorities. We confirm that at the time of signing this document our child enjoys perfect health and that their health record as filled in by a parent on the enrolment contract form is true and complete. We also grant Middleton Grange School the power to act on our behalf in anything pertaining to possible representation before local authorities. We grant Middleton Grange School the power to request assessment of any learning or behavioural conditions if accurate information has not been disclosed on this application. This authorisation shall be valid for the entire duration of the student's study programme at Middleton Grange School.

Parent Signature: _____

Date: _____

2. Motor Vehicle Ownership & Driving Approval

We agree that our child may drive a motor vehicle whilst enrolled at Middleton Grange School as an international student only on the condition that they meet the conditions in the Tuition Agreement, undertakes a driving instruction course with a New Zealand registered driving instructor and has sat and passed a New Zealand driving test in accordance with New Zealand law. In the case that the student has an International Driver's Licence, the student will complete the required conversion of their International Driving Licence and undergo a New Zealand driving test in accordance with New Zealand law. We agree that our child will have full insurance cover if owning a car and must show ownership papers and insurance cover to the Assistant Director International College at the time of purchase.

We agree to allow our child to carry passengers on the condition that they have a full New Zealand driver's licence and full insurance cover.

Parent Signature: _____

Date: _____

3. Liability Release

The undersigned, as participant and parents, on behalf of ourselves and our legal representatives, renounce to claim against Middleton Grange School, teachers, coordinators, any person intervening on behalf of the school, that may arise due to injury, damage, sickness, accident, delay, unusual circumstances or expenses due to strikes, war, atmospheric conditions, quarantine, government restrictions or regulations, acts of God, or those derived from acts of omission of airlines, shipping companies, railroads, buses, transportation in general, hotels, restaurants or any other service given by companies, individuals or anyone related with the aforementioned.

We understand that the student will be subject to the authorities and teachers at the school and that they will have to follow the rules given by the Residential Caregiver. We also understand the Middleton Grange School reserves the right to terminate the programme of any participant whose conduct may be considered detrimental or incompatible with the interest and security of the school or the student. The student agrees to accept and uphold the standards of conduct set by Middleton Grange School and the Residential Caregiver for the duration of the programme as stipulated in the Discipline Policy, Tuition Agreement, Code of Conduct booklet and International Student Rules. Our child also agrees to maintain friendly and respectful relations with their teachers and the classmates and, especially, with the members of the Residential Caregiver, to accept the rules of conduct and to participate in family life as much as possible.

Parent Signature: _____

Date: _____

Student Signature: _____

Date: _____

4. Photographs and Marketing Material

As a parent I grant permission for the school to take photographs or camera footage of my child during school activities and that the school may use that material on Middleton Grange School website, international newsletter, school newsletters, school magazine as well as marketing material for the school.

Parent Signature: _____

Date: _____

Student's Name:

5. Privacy Waiver in regard to Student Visa information with Immigration New Zealand

We authorise Middleton Grange School or a representative of the school to obtain any personal information in regard to our child's student visa status, medical status in regard to the student visa or character information in regard to the student visa. We also give permission for Middleton Grange School to obtain information from Immigration New Zealand in regard to progress of student visa applications for our child.

Parent Signature: _____ **Date:** _____

6. EOTC (Education Outside the Classroom) Parental Consent: Consent is given for my child to participate in **Category One & two** EOTC events. See Category Descriptions.

Education Outside the Classroom Participation Categories

Category One	Events outside the classroom within the school grounds
Category Two	Off-site events with a very low degree of risk (Museum visit, Gardens, etc) within school hours
Category Three	Off-site events involving a greater degree of risk, (e.g. water events, mountain activities, and events involving machinery or chemicals); or any event that may extend outside of school hours
Category Four	All events overnight

Please note:

The Category One and Two Consent on this form in no way removes the school's responsibility to keep you informed of events that will have your child off the school grounds. We understand it is our responsibility to keep you informed and to ensure that appropriate planning and supervision is in place to minimise any risks.

Parent Signature: _____ **Date:** _____

