



ST MATTHEW'S COLLEGIATE SCHOOL APPLICATION FORM

STUDENT DETAILS

Surname: Forenames

Date of Birth: Proposed date of entry at Year Level:

Boarder or Day Girl (please specify) Ethnicity:

Nationality: Iwi Affiliation (if appropriate)

Present School: Religion:

Name of person who will be responsible for all payments on the account:

Mother/Guardian (please circle one) Father/Guardian (please circle one)

Full Name: Full Name:

Home Address: Home Address:

Home Address:

Phone: Phone:

Mobile: Mobile:

Email: Email:

Occupation: Occupation:

Business Phone: Business Phone::

If either parent is an old pupil, or any sibling of the applicant is a present or old pupil of any of the Trinity Schools, please detail below:

Name:.....

School:.....

Year:.....

House Preference:.....

DECLARATION BY PARENT(S) AND STUDENT

I agree and undertake to pay such sums levied by the Board as a general activity fee (tax deductible)/class materials fee(s)/sports fee(s) as described in the Prospectus or outlined in other information. I will undertake to ensure that complies with the Behaviour Code of the College.

I understand that the information hereby given will be used to help with class placement etc and home and medical contact when necessary. The information will be held at St Matthew's Collegiate School, Masterton for the duration of my child's attendance there and shall not be released to any other party without permission.

I understand that address and phone number details are collected at the time of enrolment and during the student's time at school so that the school can contact the parent or student as necessary. These contact details may also be passed onto the MoE, the Ministry of Social Development & Tertiary Providers. This is so young people who may have difficulty finding future employment, training or further education can be identified and offered support by organisations contracted by MSD to help re-engage young people in education or training when they leave school.

SIGNATURE OF MOTHER/GUARDIAN

SIGNATURE OF FATHER/GUARDIAN

I will comply with the rules of the school and will act with common sense and consideration for others.

SIGNATURE OF STUDENT

PLEASE ENCLOSE COPY OF STUDENT'S BIRTH CERTIFICATE

Please turn over.....

SPECIAL CHARACTER STATEMENT

St Matthew's Collegiate School is an Anglican girls' school established in 1914. On 4 May 1992 the Trinity Schools Trust Board signed an Integration Agreement with the Crown. This Agreement places an obligation on our school to maintain and preserve the school's Special Character.

Based around Anglican Christian values this Special Character is the heart of the school and pervades everything we do.

In an increasingly secular world, life at St Matthew's School is based upon the teachings of Jesus, and includes:

- Encouraging girls to connect with something greater than and beyond themselves
 - Our curriculum places importance on religious studies and community service
 - Our chapel is central to the life of the school. Here we are able to grow spiritually, celebrate our life together and share our disappointments and sorrows
- Acknowledging the worth of all people, that shows itself in respect for others
- Nurturing a love that doesn't expect anything in return

Girls, staff and parents are part of a school family which together participate in all school activities - academic, sporting, cultural and spiritual.

Our Special Character is evident in how girls and staff relate to each other in the school environment. It is why our day girls, boarders and staff have lunch together every day. It is why all have a chance on a regular basis to stop and reflect in the stillness and peace of chapel. It is why girls are encouraged to be active in the community, to help people in meaningful ways. The Special Character is what makes St Matthew's special.

St Matthew's Collegiate operates as a girl's only school from Years 7-11, changing to the co-educational Rathkeale/St Matthew's Senior College sited at Rathkeale for Years 12-13. By enrolling your daughter[s] at our school, you are accepting the conditions that she will fully participate in the school's programmes which preserve and support the Special Character.

The Trinity Schools Trust Board are charged with upholding, protecting and ensuring adherence to the Special Character. The Principal, Chaplain and staff of St Matthew's Collegiate share a leadership role in the delivery and representation of Special Character.

St Matthew's Collegiate has a close and active relationship with the Anglican Church and with the Bishop of Wellington. We are proud to be part of a Family of Anglican Schools which includes Rathkeale College and Hadlow School.

THE ENROLMENT PROCESS

All integrated Trinity Schools operate a simple four stage enrolment process. This table explains how the process works and lists the key times in the year when decisions are made. Later enrolments are possible if there are places available.

| Stage | Process | Date | Notes |
|-------|------------------------------|---|---|
| 1 | Enrolments close | End of Term 2 preceding the start year | Please allow enough time for your Application for Enrolment forms to be submitted and acknowledged before the enrolment close date. |
| 2 | Offer of places | Middle of Term 3 preceding the start year | We will write to you with the offer of place. (1) |
| 3 | Place accepted and confirmed | End of Term 3 preceding the start year | You must confirm acceptance of the place within two weeks. We will acknowledge receipt of your confirmation in writing. (2) |
| 4 | Late applications | Until January of the start year | |

(1) If we are unable to offer you a place immediately, we will hold your application and contact you in case someone withdraws. Should you wish to apply for a place in future years, you will need to complete a new application. Your old application will not be held on file.

(2) If you do not receive confirmation please contact the school immediately.

**Please return the completed form to:
St Matthew's Collegiate School, Admissions, PO Box 462, Masterton 5840**

For Office Use:

Entered on ENROL

Entered on KAMAR