

Procedure for Enrolment

Ficino School exists to provide philosophically inspired education that promotes excellence and strength of character. The Preschool is the beginning of this vision and children transition smoothly into Ficino School. The process for entry into Ficino Preschool is by application only. Siblings of families that attend Ficino School, along with families who enrol their children in the school, will have priority on the waiting list.

Application to Enrolment
<p>Families wishing to enrol their children into Ficino Preschool will submit an Application Form, along with payment of the non-refundable \$50.00 administration fee. Following receipt of the application, you and your child will be invited for an interview. Families of very young children will be given a future time frame of when they can anticipate being called for an interview.</p> <p>We encourage families to submit an Application Form early to ensure your child will be added to our waiting list.</p>
Interview/tour
<p>The interview/tour provides an opportunity to learn more about each child in the informal and friendly setting of the Preschool. It is also an opportunity for parents to find out more about the Preschool, so that there is a common understanding of and commitment to the unique educational philosophy. The interview/tour will last about thirty minutes and will be with the Head Teacher or another senior staff member.</p>
Enrolment Agreement
<p>Shortly following the interview families will be contacted. Upon receiving a Letter of Acceptance accompanied by the Enrolment Agreement Form, families can then progress to the next stage of the enrolment process. The Enrolment Agreement Form will need to be completed, signed, dated and the original copy returned to the Preschool with the necessary documentation attached. The payment of a \$500 refundable bond is required to secure a place for your child in your name and to act as security for the payment of fees. (Refer to current Fees Schedule).</p>
Familiarisation visits
<p>Closer to their child's actual start date, families will be contacted to arrange suitable days and times to accompany their children for familiarisation visits. These visits support a smooth transition/induction into Ficino Preschool for both children and their families. During these visits we encourage you to take some time to read a copy of our policies and procedures, which are located in the Preschool office. You will also receive a parent information booklet and other relevant material in preparation for starting Preschool.</p>
Medical/Learning Needs
<p>Medical Care Plans and Specialist Learning Programmes need to be in place prior to starting Preschool. If your child has any specific medical or learning needs please ensure that your child's information is up to date.</p>

Philosophically inspired education for boys & girls aged 3-5 years