



Terms and Conditions

December 2022

Student Application/Registration

- Fees are to be paid for the whole term in the first two weeks of the term. Unfortunately, we are unable to give refunds once the term has started.
- Current students will have priority to stay in their class for the next term. New students will be accepted if spaces become available.
- If the class is full, new students will be placed on a Waiting List.
- You are welcome to park in the church carpark. Keep watch for people walking through the carpark at all times.

Before Class

- Parents/Caregivers are responsible for the safety of their children in the carpark and around the church buildings before classes start.
- Please go directly to the Lighthouse (Hall) to be signed in. Willow Park School students are to access the Lighthouse through the doors of Sylvia Road. All students are to be signed in before classes begin.
- Students may eat their afternoon tea and/or play games in the Lighthouse until the 3.30pm classes start.
- Students may not leave the church buildings without adult supervision.
- If your child/children arrive late, please see the Supervisor in the foyer to be signed in before going to class.
- If your child/children are sick and cannot attend, please contact the Supervisor or teacher before the class starts.

During Class

All children are to:

- Respect all staff, volunteers and other students.
- Look after the church facilities at all times.
- Walk inside the main building and the carpark. Please, no running.
- No food in the classrooms.

After class

- All students are to be signed out before leaving R.I.S.E.
- Students are to be collected from the Lighthouse at 5.30pm. Those whose classes finish at 4.30-5:00pm are to be collected from the Supervisor who will be in the foyer.
- Please advise the Supervisor if you are going to be late or if you have arranged for someone else to collect your child. Please provide the name and contact number of this person.

Questions/Issues

- Parents/caregivers may be liable for replacement costs of equipment or property damaged by their child(ren).
- If you have any questions or concerns, please discuss with your child's teacher and/or the Supervisor.
- **Email: rise@nbc.org.nz or Tel: 09 480 7064**