

Date: \_\_\_\_\_  
 Parent: \_\_\_\_\_  
 Student: \_\_\_\_\_

Dear \_\_\_\_\_

**Letter of Offer – Australian International School Student Boarding Programme**

Please find herewith the contract for 'Student name' to participate in the **Australian International School ("AIS") Student Boarding Program, Academic Year 2023**. Your child will be housed at AIS's designated student boarding facility located at The ACS Oldham Hall, 80 Barker Road, Singapore 309937, throughout the duration of your child's participation in the AIS Student Boarding Program.

We would like to highlight the importance placed on participating student boarders' good conduct and adherence to the AIS Student Boarding Programme Code of Conduct as listed in the Boarding Handbook, which will be made available upon your receiving the signed Boarding contract on the date designated by AIS.

AIS reserves the right to review the residency of student boarders at ACS Oldham Hall who fail to meet the standards expected of them. The AIS Student Boarding Program Terms and Conditions ("AIS Student Boarding Programme Ts&Cs") are set out in Annex A of this Letter. AIS reserves the right to make amendments to the AIS Student Boarding Programme Ts&Cs with one (1) month's prior written notice.

The charges and invoicing schedule for boarding are set out below. The invoice will be issued once the signed contract has been returned and is due for payment immediately.

<b>Boarding Fee Structure</b>		
	Payment	Amount in Singapore Dollars ("SGD")
(i)	Application Fee (One-time Fee) *	SGD 216.00
(ii)	Registration and Miscellaneous Fee (One-time Fee) *	SGD 540.00
(iii)	Student Boarding Fee (per annum)	SGD 29,102.00
(iv)	Refundable Deposit **	SGD 3,000.00
	Total amount payable	SGD 32,858.00
	No of Instalments (Boarding Fee only)	2
* Application, Registration and Miscellaneous Fee is strictly non-refundable and non-transferable. ** Deposit payable to Oldham Hall prior to checking into boarding and refundable when Boarder leaves the Boarding House on full compliance of the terms and conditions stipulated on the Boarding Contract.		

Instalment Schedule (Student Boarding Fee)		
Instalment % Schedule	Amount (with 8% GST, if any) (S\$)	Due Date*
1st Instalment (Semester 1)	SGD 14,551.00	10th October
2nd Instalment (Semester 2)	SGD 14,551.00	10th April

All charges are expressed in Singapore Dollars (SGD) including GST of 8%. GST.

Please ensure that you have read, fully understand and are satisfied with all the AIS Student Boarding Programme T&Cs before you accept this offer for your child.

To confirm your acceptance and agreement to be bound by all the terms and conditions of this Letter, please return to us your fully completed, signed, and dated Declaration and Undertaking Form set out in Annex B to this Letter.

AIS has a dedicated Boarding Guardian who will be your first point of call in regarding to Boarding matters and students care: Mr Sochantha Huang [sochantha\\_huang@ais.com.sg](mailto:sochantha_huang@ais.com.sg)

For further queries, please contact [admissions@ais.com.sg](mailto:admissions@ais.com.sg)

We look forward to having your child with us.

Yours sincerely,

*M T Hall*

Matthew Hall  
 Director of Marketing and Admissions  
 Australian International School Pte. Ltd.



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## Annex A

The ACS Oldham Hall ("**Boarding House**") is the preferred and recommended Boarding Hall for all student boarders studying at the Australian International School ("**AIS**", UEN 199204405H), referred to as "**The School**". Please find set out below the terms and conditions governing the Boarder (as defined below)'s stay, his/her use and access of the facilities in The Boarding House and all services provided by The Boarding House in connection with the aforesaid (collectively, the "**Services**").

By signing the Application Form and/or by paying the Fees (as defined below) or a portion thereof, the Parent / Guardian (as defined below) enters into a contract with the **School** on the terms and conditions set out herein (the "**Agreement**") and hereby acknowledges to have read and accepted the said terms and conditions without qualification.

### 1. DEFINITIONS

In this Agreement, the following capitalised terms shall have the following meanings, except where the context otherwise requires:

'**AIS**', "**we**", "**us**", or "**our**" means the School and its affiliates and related entities and/or corporations;

"**Application Form**" means the form provided by The School for parents or legal guardians to complete when making an application for a place for the Boarder (as defined below) at The Boarding House through the School;

"**Boarder**" is the child / individual named on the Application Form.

"**Fee**" and "**Fees**" include each of the following charges where applicable: Application Fee, Registration & Miscellaneous Fee; Boarding Fees; Bus Fare; Fees payable for the Boarder's Personal Accident Insurance, Hospitalization & Surgical Insurance, Fees to be payable for Vacation Boarding all of which as indicated in the Application Form or as may be notified to the Parents from time to time; Fees for any other items ordered by the Parents or Boarders; any Services provided by The Boarding House and/or the School and expenses incurred by the School in the provision of the Services at The Boarding House; compensation for loss and damage to property belonging to any person by the Boarder; late payment charges if incurred and Fees in lieu of notice if timely written notice of termination or cancellation has not be given;

"**Deposit**" has the meaning ascribed to it in Clause 2;

"**Parent(s)**"/"**Guardian(s)**"/"**You**" means any person, including a sponsor or an agent who has signed the acceptance statement on the Application Form and/or who has accepted responsibility for the Boarder's attendance at The Boarding House;

"**Personal Data**" means information about a person, from which he or she is identifiable, including but not limited to his or her name, nationality, address, telephone number, bank details, credit card details, gender, resident status, financial background, personal interests, email address, occupation, photo and any other information about the person which may be provided by the Parents or Boarders to the School in registration forms, application forms or any other similar forms and/or requests for information that has been or may be collected, stored, used and/or processed by the School from time to time, and includes sensitive personal data such as identification card numbers, driving licence numbers, birth certificate numbers, passport numbers, race, ethnic origin, date of birth, marital status, education background, credit rating / score and data relating to health, religious or other similar beliefs;

"**Subsequent Term**" has the meaning ascribed to it in Clause 7.2.1; and



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“Term” has the meaning ascribed to it in Clause 3.1.

## 2. ADMISSION INTO BOARDING AT THE BOARDING HOUSE

2.1 A Boarder will be considered for admission into The Boarding House upon the return of a complete and signed Application Form and the receipt of payment of the non-refundable Admission Fee and Registration & Miscellaneous Fee as notified to the Parent on the Application Form to the School directly.

2.2 On admission of the Boarder into The Boarding House, the School requires payment of the following amounts: See above fee’s schedule

2.2.1 A deposit of such amount as may be determined by The School from time to time (the “Deposit”); it is to be paid to Oldham Hall upon accepting offer of residence.

2.2.2 Oldham Halls bank accounts details for deposit are:

Account Name: ACS Oldham Hall  
Account Address: 80 Barker Road, Singapore 309937  
Bank Account: 01-0-0881386  
Bank Name: Standard Chartered Bank (Singapore) Limited  
Bank Address: 8 Marina Boulevard #27-01, Marina Bay Financial Centre, Singapore 01898  
SWIFT Code: SCBLSG22

IMPORTANT: Add student name as reference to deposit.

2.2.3 The deposit will not be refunded by Oldham Hall if the applicant does not reside for at least 12 months from the student's first day of residence.

2.3 The Fees of such amount as may be determined by The School from time to time, failing which the School reserves the right to deny a place to the Boarder.

2.4 Any Fees paid will not be refunded to the Parent or Boarder under any circumstances.

## 3. TERM

3.1 The term of this Agreement shall be for a fixed term of one (1) year commencing from date of admission as indicated in the Application Form (the “Term”).

3.2 Upon the expiration of the original Term, this Agreement shall be automatically renewed until the expiry of the applicable calendar year for the Term and thereafter will run concurrently with the Boarder’s academic year as indicated in the Application Form until the Boarder graduates or the Agreement is otherwise terminated in accordance with the provisions as set out in Clause 9 below.

### *Example*

Boarder A joins the Hall in January 2021, and her academic year runs from January to November. Her Term begins in January 2021 and ends in November 2021. Thereafter, this Agreement is automatically renewed until November 2021 and thereafter for the period between January 2022 to November 2022. In the event Boarder A stays on for the school holidays in December, Boarder A must make payment of Fees in accordance with Clause 8.3 below.

**Join in : Jan 2021 ends in Nov 2021**  
**Subsequent term : Jan 2022 ends in Nov 2022**

### *Example 2*

Boarder B joins the Hall in March 2021, and his academic year runs from August to June. His Term begins in March 2021 and ends in February 2022. Thereafter, this Agreement will be

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automatically renewed until November 2022 and thereafter for the period between yearly from January to November/December each year, except for his graduating year where the contract ends in June. In the event Boarder B stays on for the school holidays in December, Boarder B must make payment of Fees in accordance with Clause 8.3 below.

**Join in** : Mar 2021 ends in Feb 2022  
**Subsequent year** : Jan 2022 ends in Nov/Dec 2022

*Example 3*

Boarder C joins the Hall in March 2021, and his academic year runs from January to November. His Term begins in March 2021 and ends in February 2022. Thereafter, this Agreement is automatically renewed until November 2022. Thereafter, his boarding commitment is renewed yearly from January to November each year. In the event Boarder C stays on for the school holidays in December, Boarder C must make payment of Fees in accordance with Clause 8.3 below.

**Join in** : Mar 2021 – Feb 2022  
**Subsequent year** : Jan 2022 – Nov 2022

#### 4. PARENT'S OBLIGATIONS

- 4.1 The Parents agree to: (i) fulfil their obligations under this Agreement (including paying the Fees on time); (ii) do all that they reasonably can to ensure the Boarder takes full part in any activities organized by The Boarding House and/or the School; (iii) do all that they reasonably can to ensure that the Boarder is well-behaved and complies with the rules and regulations of The Boarding House and/or the School; (iv) provide cooperation and assistance to The Boarding House and/or the School to enable the Boarder to participate and benefit from The Boarding House's provision of its Services; (v) keep the School informed of matters which The Boarding House and/or the School needs to be aware, including but not limited to granting the School to provide to The Boarding House the necessary permission required to access the Boarder's academic results so The Boarding House and/or the School can monitor their academic performance.
- 4.2 The Parents shall further inform the School of any change in the Parents' or the Boarder's circumstances of which the School reasonably needs to be aware, including but not limited to any change to information about the Parents or the Boarder that has previously been notified to the School (e.g. contact details).

#### 5. HEALTH AND MEDICAL MATTERS

- 5.1 The Parents are obliged to provide The School with a declaration of the complete medical records of the Boarder on admission to The School. The Parents further agree that if there are any changes in the Boarder's medical status, the Parents shall notify The School of such changes without delay.
- 5.2 All Boarders will automatically be enrolled with The School's health insurance provider upon acceptance into The School unless otherwise notified to the Parents.
- 5.3 The Parents hereby authorise The Boarding House and/or the School to act on their behalf in obtaining emergency medical treatment as may be required for the health/welfare of the Boarder. The Boarding House and/or the School's staff shall inform the Parent or any other designated emergency contact persons of the situation. Any expenses incurred because of the emergency will be borne by the Parents and the Parents waive all claims against Boarding House and/or the School for assisting in any medical emergencies.
- 5.4 The Boarding House and/or the School may at any time exercise the right in its sole and absolute

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discretion to request for the Parent to withdraw the Boarder should there be medical, psychological/psychiatric, disciplinary or other conditions (whether previously unknown, undeclared or declared) causing the Boarder to be considered unsuitable for boarding.

## 6. PASTORAL CARE

- 6.1 Ordinarily, The Boarding House and/or the School only provides information about a Boarder to the persons who signed the Application Form in respect of the Boarder. However, The Boarding House and/or the School is not obliged to provide information about a Boarder to such a person where: (a) a court order has been made to the contrary; or (b) The Boarding House and/or the School does not believe the person in question has legal or parental responsibility for the Boarder. At the same time, The Boarding House and/or the School reserves the right to give information about a Boarder to another person where: (i) The Boarding House and/or the School believes that that person has legal or parental responsibility for that Boarder; and (ii) The Boarding House and/or the School believes that providing the information to that person is in the Boarder's best interests.
- 6.2 The parents agree that the students will participate in all onboarding programs and initiatives that the Boarding House and/or school has planned.

## 7. BEHAVIOUR AND DISCIPLINE

- 7.1 The Parents have read and agree with the rules and regulations of The Boarding House and/or the School and will use their best endeavours to procure that the Boarder abides by the rules and regulations of The Boarding House and/or the School at all times.
- 7.2 The Boarding House and/or the School may at any time exercise the right to expel the Boarder for any misdemeanour or offence. Upon expulsion, the Deposit will be forfeited and no refund of the Boarding Fee will be allowed. All expenses related to the expulsion of the Boarder will be charged to the Parents.

## 8. FEES

### 8.1 Deposit

- 8.1.1 Oldham Hall shall retain the Deposit as security for the due performance and observance by the Parent of all of their obligations herein contained. If the Parent fails to perform and observe any said obligations or Oldham Hall suffers any loss by reason of the Boarder's actions, the Deposit or a proportion thereof representing the loss suffered by Oldham Hall shall be forfeited to Oldham Hall. Where any deduction is made, Oldham Hall shall notify the Parent of the said deduction and the Parent shall immediately pay Oldham Hall the amount requested by Oldham Hall to maintain the Deposit.
- 8.1.2 The Deposit shall be refunded free of interest to the Parent from Oldham Hall within 30 days after the Boarder has withdrawn or is deemed to be withdrawn from the School if clause 2.3.3 is fulfilled and 8.1.1 is deemed unnecessary.

### 8.2 Fees on renewal

- 8.2.1 The Fees (plus applicable supplemental charges and goods and services tax) to be payable for any renewal of the term of this Agreement ("**Subsequent Term**") shall accrue on a per day pro rata basis.
- 8.2.2 The Fees for each Subsequent Term shall be paid at least 30 days prior to the commencement of the Subsequent Term. In the event that the Parent fails to pay the Fees in accordance with this provision, The Boarding House and/or the School has the right to deny the Boarder a place in the Hall for the



Subsequent Term.

### 8.3 Fees for School Holidays

- 8.3.1 The Fees (plus applicable supplemental charges and goods and services tax) to be payable for school holidays shall accrue on a per day pro rata basis and such Fees shall be based on school holiday rates as notified to the Parent from time to time.
- 8.3.2 If the Boarder's stay in The Boarding House during the school holidays is for a period of less than 3 days, the Fees for such stay can be paid at the time when payment is made for the Subsequent Term.
- 8.3.3 If the Boarder intends to stay in The Boarding House during the school holidays for a period of 3 or more days, the Parents shall notify The School of the same at least seven (7) days prior to the expiration of the Term. An invoice will then be sent to the Parents for payment of the applicable Fees for the Boarder's stay in The Boarding House during the school holidays by The School.
- 8.4 Each person who has signed the Application Form is jointly and severally liable for the whole of the Fees. The persons who have signed the Application Form remain liable to The School for the Fees, unless otherwise agreed in writing.
- 8.5 Fees are reviewed from time to time and may be increased by such amount as The School considers reasonable. Any increase in Fees will usually be on 30 days' notice in writing given to the Parents.
- 8.6 All payments shall be made in accordance with the payment instructions as may be notified to the Parent from time to time. All bank charges incurred are to be borne by the Parent.

## 9. TERMINATION BY PARENTS

- 9.1 **No termination prior to, or prior to expiry of the Term:** As stated at Clause 3 above, this Agreement is for a fixed Term of one (1) year commencing from date of admission as indicated in the Application Form. If, for any reason, the Parent decides to terminate this Agreement and withdraw the Boarder from The Boarding House and/or the School before the beginning or during the Term, there shall be no claim for the reimbursement or return of any portion of the Fees, including but not limited to the Boarding Fees and any fixed charges payable for the Term (if any) will be taken charged to the Parent. Where the Agreement has been terminated under this Clause 9.1, the Deposit shall be automatically forfeited in full. Notwithstanding anything contained herein, The School may consider any request for the refund of the Deposit and may choose to refund of the Deposit (or a part thereof) to the Parent in its sole and absolute discretion.
- 9.2 **Termination upon the expiry of the Term**
- 9.2.1 If the Parent wishes to terminate this Agreement and withdraw the Boarder from The Boarding House upon the expiry of the fixed Term or any time during the Subsequent Term, the Parent must give The School at least 30 days' notice in writing prior to the Boarder's last day of stay in The Boarding House (the "**Last Date**"). The said notice shall be given by way completing, signing and returning the withdrawal form in the form provided to the Parent to The School.
- 9.2.2 If the Parent fails to give 30 days' notice prior to the Last Date or if the Last Date is after the expiry of the applicable school term, Fees in lieu of notice will be immediately due and payable as a debt at the rate applicable to the term on a pro rata basis and may be deducted from the Deposit.
- 9.3 If the Boarder is suspended from The Boarding House for 14 consecutive days by reason of non-payment of Fees by the Parents, he/she will be deemed to have been withdrawn by the Parents (without notice) on the expiry of that 14-day period and the provisions in Clause 9.1 or Clause 9.2 (as



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the case may be) shall apply, unless The School agrees otherwise.

9.3.1 To facilitate the withdrawal of the Boarder from The Boarding House, the Parent shall ensure that the Boarder is physically present at The Boarding House on the Last Date.

9.4 In the event that Clause 9.5 herein is not complied with, The School shall be entitled to carry out acts necessary to remove the Boarder's belongings from The Boarding House's premises and the Parent agrees to bear the costs of the same on an indemnity basis.

## 10. LIMITATION OF LIABILITY

The Parents shall, to the fullest extent permitted by law, indemnify, defend and hold harmless The Boarding House and the School, its officers, employees, directors, affiliates, authorised representatives and agents from any and all damages, including property damage and/or personal injury (and any resulting or related claim, action, loss, liability, or reasonable expense, including attorney's fees and other fees and court and other costs) occurring on or arising out of activities occurring on any portion of The Boarding House's facilities or property in connection with the Boarder's use of The Boarding House's facilities or property or the provision of the Services by The Boarding House.

## 11. PERSONAL DATA PROTECTION

11.1 The Boarding House and the School must comply with the Singapore Personal Data Protection Act 2012 ("PDPA") (as may be amended from time to time) relating to the collection, use, disclosure and security of the Boarder's and Your Personal Data.

11.2 The Boarding House and the School may use and process, and You hereby agree and consent to The Boarding House and the School using and processing the Boarder's and Your Personal Data for the following purposes:

11.2.1 to assess whether the Boarder meets the eligibility criteria for admission at The Boarding House;

11.2.2 to fulfil The School's obligations under this Agreement or in respect of any other agreement that it has entered into with each or both of the Parent and Boarder (if any);

11.2.3 to provide the Parent or Boarder with the Services, including management and administration of the Boarders' rooms, dormitories and other facilities, management and administration of clubs, interests' groups and events, including school trips and roll calls, catering and any other service the Parent or Boarder have requested;

11.2.4 to process any payment(s) made by the Parent or Boarder;

11.2.5 to recover or facilitate the recovery of any payment(s) due from the Parent;

11.2.6 to commence legal or enforcement proceedings against the Parent for purposes of enforcing the terms of this Agreement;

11.2.7 to understand and analyse The School's performance in the provision of Services as well as the Parent or the Boarder's needs and preferences;

11.2.8 to develop, enhance and provide the Services to meet the Parent and Boarder's needs;

11.2.9 to enhance The School's processes, notifications, authentication, security and compliance, analytics and preference management;





- 11.2.10 to respond to questions, comments and feedback from the Parent or Boarder;
- 11.2.11 to communicate with the Parent or Boarder for any purpose in relation to this Agreement;
- 11.2.12 for internal administrative purposes, such as auditing, data analysis, database records;
- 11.2.13 for purposes of detection, prevention and prosecution of crime;
- 11.2.14 for purposes of bringing disciplinary action against the Boarder;
- 11.2.15 to maintain the safety and security of The Boarding House premises and Services;
- 11.2.16 for The Boarding House and the School, its officers, employees, directors, affiliates, authorised representatives and agents to comply with their obligations under law; and
- 11.2.17 for any other purposes that the School may, at its sole discretion, deem to be necessary or beneficial to achieving the mutual goals of the parties in this Agreement.
- 11.3 You may at any time request for access to or correction of Boarder's and Your Personal Data; and/or make any inquiries regarding Boarder's and Your Personal Data by notifying The School in writing. In respect of Your right to access and/or correct the Boarder's and Your Personal Data, The School has the right to refuse Your requests to access and/or make any correction to the Boarder's and Your Personal Data for the reasons permitted under law, such as where the expense of providing access to You is disproportionate to the risks to You, the Boarder or another person's privacy.
- 11.4 You hereby consent to the Boarder's and Your Personal Data being transferred, accessed by or disclosed to various third parties for the purposes listed in Clause 11.2 above, or if the said third parties are engaged by The School to perform various functions on its behalf. The third parties include, without limitation:
- 11.4.1 The Boarding House's and the School's partners, which include parties with whom The Boarding House and/or the School collaborates with for certain events, programs and activities;
- 11.4.2 event management companies and event sponsors;
- 11.4.3 service providers, including information technology (IT) service providers for infrastructure, software and development work;
- 11.4.4 professional advisors and external auditors, including legal advisors, financial advisors and consultants;
- 11.4.5 The School's related corporations (as defined in the Companies Act (Cap. 50));
- 11.4.6 governmental authorities to comply with any statutory, regulatory and governmental requirements;
- 11.4.7 the Singapore courts for purposes of any legal proceedings;
- 11.4.8 other corporate entities in connection with a corporate transaction, such as a potential joint venture, sale of a subsidiary or a division, merger, consolidation, or asset sale; and
- 11.4.9 in the event The Boarding House and/or the School is wound-up, The Boarding House's and/or the School's liquidator and creditors.
- 11.5 You may also withdraw your consent to the collection, use, disclosure and processing of the Boarder's and Your Personal Data at any time and The School will advise you of the consequences of

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withdrawing your consent.

## 12. NOTICES

12.1 Any notice or other communication to be made under or in connection with this Agreement may be given in any manner described below to the address or email of the Parent maintained in The School's records and the address or email of The School as notified to the Parent, as the case may be (or any substitute address or email as each party may notify to the other in writing from time to time) and will be deemed effective as indicated:

12.1.1 if in writing and delivered by person or by courier, on the date it is delivered;

12.1.2 if sent by certified or registered mail (airmail, if overseas), on the date it is delivered or its delivery is attempted; or

12.1.3 if sent by email, on the date it is delivered.

## 13. SEVERANCE

13.1 If any provision or part-provision of this Agreement is or becomes invalid, illegal or unenforceable, it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If such modification is not possible, the relevant provision or part-provision shall be deemed deleted. Any modification to or deletion of a provision or part-provision under this clause shall not affect the validity and enforceability of the rest of this Agreement.

## 14. ENTIRE AGREEMENT

14.1 This Agreement constitutes the entire agreement between parties and supersedes and extinguishes all previous agreements, promises, assurances, warranties, representations and understandings between them, whether written or oral, relating to its subject matter.

## 15. AMENDMENTS

15.1 We reserve the right to modify, vary and change the terms and conditions set out herein or our policies relating to the provision of the Services at any time as we deem fit. Such modifications, variations and or changes to the Agreement or its policies relating to the Services shall be effective upon giving you notice of the same in accordance with the provisions set out herein. You agree that the Boarder's continued stay at The Boarding House and/or the continued use of the Services after any such changes, whether or not reviewed by You, shall constitute your consent and acceptance to these changes.

## 16. GOVERNING LAW & DISPUTE RESOLUTION

16.1 This Agreement, and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims), shall be governed by, and construed in accordance with the law of Singapore and parties hereby submit to the non-exclusive jurisdiction of the Singapore courts.

## 17. PREVAILING LANGUAGE

17.1 The English language version of this Agreement shall be controlling in all respects and shall prevail in case of any inconsistencies with translated versions, if any.

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## **Annex B**

### **Declaration and Undertaking Form**

(To be completed by parents whose child will be participating in the AIS Student Boarding Program and residing at ACE Oldham Hall)

### **Before completing this form:**

**It is important that you read carefully and understand the terms, declarations and undertakings contained in this form. By signing this form, you acknowledge that you have read and understood all the terms, declarations and undertakings contained in this form and agree to be bound by the same.**

Please note that by admitting your child to the Australian International School Student Boarding Program (Academic Year 2022), you are agreeing that:

- a. Your child will be housed at our designated student boarding facility located at The ACS Oldham Hall, 80 Barker Rd, Singapore 309937, throughout the duration of your child's participation in the Australian International School Student Boarding Program (Academic Year 2022); and
  - b. You authorise Australian International School to designate an Australian International School staff member to act as your child's guardian and perform *in loco parentis* duties in your absence.
1. As the Parent of \_\_\_\_\_ (*student's name*), a student ("Student") at Australian International School ("School"), I hereby request and authorise the School to appoint a School staff member to act as the Student's guardian and take on *in loco parentis* duties in my absence and who shall have the authority to make all such decisions in relation to the Student, including but not limited to matters relating to the Student's education, health, welfare, safety, medical procedures and security. I confirm that the School will be in contact with me in respect of such decisions, directions and instructions by the appointed School staff member.
  2. I understand that the Student will be admitted into the School's Student Boarding Program (Academic Year 2022/23) upon my acceptance of offer by the School and the arrangement will remain unless I become a resident of Singapore, in which case documents will have to be submitted in support of my application to withdraw the Student from the School's Student Boarding Program. All withdrawals from the School's Student Boarding Program will have to be done in writing with supporting documents at least one (1) month before the Student's intended last day of residency at the School's designated student boarding facility located at The ACS Oldham Hall, 80 Barker Rd, Singapore 309937, or two (2) months before the first day of the next academic year.
  3. I also hereby undertake to inform the School immediately, and in any case, within seven (7) days should there be any change to my contact details as set out below.

I declare that I have read and fully understand the Australian International School Student Boarding Program Terms & Conditions, rules and regulations, and agree to all terms and conditions of the Australian International School Student Boarding Programme.

I acknowledge and agree that while the Student is under the care of the School during his/her\* stay at the School's designated student boarding facility, there will be times when the Student will spend personal time outside of the School and the School's designated student boarding facility compound. While the School will do its best within reason to provide duty of care for the Student, I will not hold the School responsible for any personal injury or loss of personal belongings which may be suffered by the Student outside the School

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and/or the School's designated student boarding facility compound, outside of School hours or during activities which are not organised by the School.

I agree to compensate the School in full on demand for all losses and expenses incurred by the School in respect of any false declaration or breach by me or the Student of any term(s) as laid out in this Declaration and Undertaking.

I acknowledge that the School reserves the right to remove the Student from the School in accordance with the School's terms and conditions should it be found, in the School's professional judgment, that the Student has not complied with the terms and conditions of residency at the School's designated student boarding facility, or is deemed a threat to self and the School's designated student boarding community.

I accept and acknowledge the above terms. I confirm that the information as set out in this form is to the best of my knowledge, true and correct.

**I / WE, PARENT / GUARDIAN \***

**OF \_\_\_\_\_ (name of Boarder),**

**HAVE READ, UNDERSTOOD AND AGREED TO THE ABOVE TERMS AND CONDITIONS, A COPY OF WHICH HAS BEEN GIVEN TO ME / US. IN PARTICULAR, I / WE,\* HAVE READ, UNDERSTOOD AND AGREED THAT:**

- this Agreement is for fixed term of one (1) year and if I / We,\* wish to terminate this Agreement prior to the expiry of the one (1) year period, the Fees and Deposit paid will be forfeited and all fixed expenses for the Term (if any) will be charged to me / us\*;**
- I / We\* are required to give notice of termination in accordance with Clause 9 above to withdraw our child from The Boarding House;**
- I / We\* agree that Fees paid are not refundable under any circumstances; and**
- I / We\* will grant The Boarding House and the School the necessary permission required to access our child's academic results.**

**I / WE DECLARE THAT ALL PARTICULARS GIVEN BY ME / US ON THE ATTACHED APPLICATION FORM ARE TRUE AND CORRECT TO THE BEST OF MY / OUR KNOWLEDGE.**

- By marking this tick box, I hereby declare that I am the parent/legal guardian identified at the top of page 1 of this contract and agree that my marking of this tick box is intended to be equivalent to applying my personal written signature on this contract and may be relied upon by the School to the same extent. Further, by marking this tick box, I declare that all the information submitted by me in this contract is true and accurate and I hereby accept and agree to be bound by all the terms and conditions of this contract and the terms, conditions and policies of the School.**

Date: \_\_\_\_\_

\* Delete as appropriate

Please Note: This application is for a place in Boarding House only. A separate application must be made to Australian International School to secure a place.

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