



SYDNEY JAPANESE  
INTERNATIONAL  
SCHOOL

シドニー日本人国際学校

## **SJIS Experience Day Guideline**

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## 1. Introduction: Discover Your Fit

The SJIS Experience Day is an immersive program for prospective **students** who are considering enrolment. It offers a genuine insight into our unique dual-division environment (Japanese and International), helping families determine if SJIS is the right fit. This initiative showcases our academic rigor, **cultural immersion**, and supportive community.

The program provides a genuine understanding of daily school life, allowing prospective **students** to immerse themselves in our environment, attend classes, and participate in activities. For families, it offers comprehensive information about our programs and facilities. This personalised approach reflects our commitment to transparency and **education based on the 7 values of SJIS — Courtesy, Responsibility, Generosity, Honesty, Justice, Perseverance and Respect.**

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## 2. Eligibility and Application Process

### 2.1 Eligibility

The Experience Day is for students genuinely considering enrolment at SJIS. An initial inquiry or application is required to ensure serious interest.

### 2.2 Application Steps and Documentation

Prospective families should contact the school via the online form on the SJIS website page <https://sjis.nsw.edu.au/enrolment/information-sessions-private-tours> if they are interested in the Experience Day. Enrolment staff will get back in touch once an enquiry is received.

The Experience Day application form and other required documents will be sent to the prospective family via email, and should be submitted via email.

- **Experience Day Application Checklist**
  - **Application Form** (Trial Day Form 体験入学願申込書 V3.pdf): Submitted before scheduling. This form includes emergency contact details and parental consent.
  - **Health Record Form** (Health Record for Experience Day 体験入学用安全力一ド e\_signature.pdf): For support and safety. Note: It is the responsibility of

the family to provide the action plan and an EPIPen or asthma puffer if the child has allergies.

- **Additional Support Requirements** to be stated in the Health Record Form
- **Photo ID of Child:** For identification

### 2.3 Application Timeline

Applications should be submitted at least two weeks prior to the desired visit. The Experience Day must occur within six months of the family's intention to enrol at SJIS.

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## 3. Experience Day Structure and Activities

### 3.1 One-Day Immersion

Students will experience a typical "day in the life." They will attend age-appropriate classes and join recess/lunch. Activities are tailored to highlight the unique characteristics of either the Japanese or International Division, as chosen by the family.

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## 4. Fees and Financial Conditions

### 4.1 Fee Breakdown

The fee is \$150 per student for the one-day Experience Day, which contributes to administrative and operational costs.

- **SJIS Experience Day Fees**
  - **Experience Type:** 1-Day Immersion
  - **Divisions Included:** Japanese OR International
  - **Fee Per Student Per Day:** \$150
  - **Credit Towards Enrolment:** Full Credit
  - **Refund Policy:** Non-refundable.

### 4.2 Fee Credit

The full fee will be credited towards initial enrolment fees upon successful admission and acceptance of a place at SJIS.

### 4.3 Payment

Payment is required upon booking confirmation via bank transfer or credit card (2% surcharge applies).

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## **5. Terms and Conditions**

### **5.1 The "Within 6 Months" Clause**

The Experience Day must occur within six months of the family's intention to enrol at SJIS. This ensures the visit is for families actively navigating their school choice.

### **5.2 Cancellation and Rescheduling**

A minimum of 48 hours' notice is required for cancellation or rescheduling to avoid fee forfeiture. SJIS reserves the right to reschedule due to unforeseen circumstances.

### **5.3 Student Conduct and Parental Responsibilities**

Prospective students must adhere to SJIS's code of conduct. They should come dressed in either their current school uniform, a sports uniform, or comfortable casual clothes with sports shoes. Parents are responsible for timely drop-off and pick-up, submitting all required documentation, and maintaining open communication with the Admissions Office.

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## **6. Student Wellbeing and Safety Protocols**

### **6.1 Supervision and Safety**

Each prospective student is assigned to Admissions and divisional staff. All staff adhere to SJIS's child protection policies. Emergency contact information, medical details, and dietary requirements are collected and shared with relevant personnel to prioritise student wellbeing.