

## **ENROLMENT AGREEMENT**

This enrolment agreement sets out the responsibilities of the student, parents or carers and the school staff about the education of students enrolled at Undurba State School.

### ***Responsibility of student to:***

- attend school regularly, on time, ready to learn and take part in school activities
- act at all times with respect and show tolerance towards other students and staff
- work hard and comply with requests or directions from the teacher and principal
- abide by school rules, meet homework requirements and wear school's uniform
- respect the school environment.

### ***Responsibility of parents to:***

- attend open evenings for parents
- let the school know if there are any problems that may affect my child's ability to learn
- inform school of reason for any absence
- treat school staff with respect and tolerance
- support the authority and discipline of the school enabling my child to achieve maturity, self discipline and self control
- abide by school's policy regarding access to school grounds before, during and after school hours.

### ***Responsibility of school to:***

- develop each individual student's talent as fully as possible
- inform parents and carers regularly about how their children are progressing
- inform students, parents and carers about what the teachers aim to teach the students each term
- teach effectively and to set the highest standards in work and behaviour
- take reasonable steps to ensure the safety, happiness and self-confidence of all students
- be open and welcoming at all reasonable times and offer opportunities for parents and carers to become involved in the school community
- clearly articulate the school's expectations regarding the responsible behaviour plan for students and the school's dress code policy
- ensure that the parent is aware of the school's record-keeping policy including the creation of a transfer note should the student enrol at another school
- set, mark and monitor homework regularly in keeping with the school's homework policy
- contact parents and carers as soon as is possible if the school is concerned about the child's school work, behaviour, attendance or punctuality
- deal with complaints in an open, fair and transparent manner
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.

I accept the rules and regulations of Undurba State School as stated in the school policies that have been provided to me as follows:

- Responsible Behaviour Plan for Students {must be provided to parent}
- Student Dress Code {must be provided to parent}
- Homework Policy
- School Charges and voluntary contributions
- Student usage of internet, intranet and extranet
- Absences
- School Excursions
- Parent Notice for Religious Instruction in School Hours
- Consent to use Copyright Material, Image, Recording or Name
- Appropriate Use of Mobile Telephones and other Electronic Equipment by Students
- Permission to attend Murrumba State Secondary College campus
- Health Plans (If applicable)
- Court Orders (If applicable)
- Immunisation information

I acknowledge that information about the school's current programs and services has been explained to me.

Student Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Parent/Carer Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Staff Member: \_\_\_\_\_ Signature: \_\_\_\_\_  
(on behalf of Undurba State School)