

## Withcott State School Enrolment Agreement

STUDENT NAME/S: \_\_\_\_\_

(One form may be used for all family members)

This enrolment agreement sets out the responsibilities of the student, parents or carers and the school staff about the education of students enrolled at Withcott 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 (as outlined in the school's Responsible Behaviour Plan for Students), meet homework requirements and wear school's uniform (as outlined in the Student Dress Code)
- respect the school environment.

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

- attend school on every school day for the educational program in which they are enrolled, on time, ready to learn and take part in school activities
- attend open evenings for parents
- let the school know if there are any problems that may affect your child's ability to learn
- inform school of reason for any absence
- treat school staff with respect and tolerance
- ensure your child completes homework regularly in keeping with the school's homework policy
- support the authority and discipline of the school enabling your 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
- not allow your child to bring dangerous or inappropriate items to school
- advise principal if your child is in the care of the state or you are the carer of a child in the care of the state
- inform school if your child's living arrangements change and provide details of new address and phone number

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

- design and implement engaging and flexible learning experiences for individuals and groups
- inform parents and carers regularly about how their children are progressing
- design and implement intellectually challenging learning experiences which develop language, literacy and numeracy
- create and maintain safe and supportive learning environments
- support personal development and participation in society
- foster positive and productive relationships with families and the community
- 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 parents and carers are aware of the school's insurance arrangements and accident cover for students
- advise parents and carers of extra-curricular activities operating at the school in which their child may become involved, for example, religious instruction
- 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 in accordance with departmental procedure
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.

*Please turn over*

I accept the rules and regulations of the Withcott State School as stated in the school policies that have been provided to me in the Responsible Behaviour Plan for Students and Handbook, including:

- Expectations of student behaviour
- Student dress code
- Homework policy
- School charges and voluntary contributions
- Student usage of internet and intranet
- Absences
- School excursions
- Complaints management
- Parent notice for Religious Instruction in school hours
- Department insurance arrangements and accident cover for students
- Consent to use copyright material, image, recording or name
- Appropriate use of mobile telephones and other electronic equipment by students

I acknowledge:

- That I have read and understood the responsibilities of the student, parents or carers and the school staff outlined above; and
- That information about the school's current rules, policies, programs and services, as outlined above has been provided and explained to me.

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

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

\_\_\_\_\_  
Principal Signature: