



## Enrolment Agreement

This enrolment agreement sets out the responsibilities of the student, parents or carers and the school staff regarding the education of students enrolled at Kilcoy State High 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 staff
- abide by School rules, meet homework requirements and wear correct School uniform proudly
- 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 your 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 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
- 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 home address and phone number

### ***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

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- clearly articulate the School's expectations regarding the *Responsible Behaviour Plan for Students* and the *School Dress Code* policy
- ensure that parents and carers are aware of the School's insurance arrangements and accident cover for student
- advise parents and carers of extra-curricular activities operating at the School in which their child may become involved, for example, Program of Chaplaincy Services; 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 (refer to *Complaints Management Policy*)
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.

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

- Responsible Behaviour Plan for Students
- School Dress Code
- Homework Policy
- ICT Acceptable Use Policy and Agreement
- Consent to use Copyright Material, Image, Recording or Name
- Appropriate Use of Mobile Telephones and other Devices
- Student Resource Scheme

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

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

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Parent Signature

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On behalf of Kilcoy SHS

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