



## Enrolment Agreement – Bardon State School

This enrolment agreement sets out the responsibilities of the student, parents/carers and the school staff about the education of students enrolled BARDON STATE SCHOOL

### **Responsibility of student 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.
- 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/expectations as outlined in the school's Student Code of Conduct, including not bringing items to school which could be considered as weapons (e.g., dangerous items such as knives).
- meet homework requirements and wear school's uniform.
- respect the school property.

### **Responsibility of parents/carers to:**

- ensure your child attends school on every school day for the educational program in which they are enrolled.
- advise the school as soon as possible if your child is unable to attend school and why (e.g. child is sick).
- attend open meetings for parents/carers.
- let the school know if there are any problems that may affect your child's ability to learn.
- ensure your child completes homework regularly in keeping with the school's homework policy.
- treat school staff with respect.
- support the authority of school staff thereby supporting their efforts to educate your child and assist your child to achieve maturity, self-discipline and self-control.
- not allow your child to bring dangerous or inappropriate items to school.
- abide by school's instructions regarding access to school grounds before, during and after school hours.
- advise Principal if your student is in the care of the State.
- keep school informed of any changes to your contact details or your child's details, such as home address, email address and phone number.
- ensure the school is aware of any changes to your child's medical details.
- read and understand the following school policies;
  - Student Code of Conduct.
  - Student Dress Code Policy.
  - Homework Policy.
  - School charges and voluntary contributions forms – Provided during your child's school year.
  - [Advice for state schools on acceptable use of ICT facilities and devices.](#)
  - [Religious instruction policy statement.](#)
  - [Obtaining and managing student and individual consent.](#)

**Responsibility of school staff to:**

- design and implement engaging and flexible learning experiences for individuals and groups of students.
- 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.
- clearly articulate the school's expectations regarding the Student Code of Conduct and the school's Dress Code policy.
- ensure that parents and carers are aware that the school does not have personal accident insurance cover for students.
- 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, sports programs).
- set, mark and monitor homework regularly in keeping with the school's homework policy.
- contact parents/carers as soon as is possible if the school is concerned about the child's school work, behaviour, attendance or punctuality.
- notify parents/carers of an unexplained absence of their child as soon as practicable on the day of the student's absence (allowing time for parents/carers to respond prior to the end of the school day).
- deal with complaints in an open, fair and transparent manner in accordance [departmental policy](#).
- treat students and parents with respect.

I acknowledge:

- That I have read and understood the responsibilities of the student, parents/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:

On behalf of Bardon State School

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Print Name

Print Name

Print Name

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