



## Enrolment Agreement

### **IMPORTANT INFORMATION BEFORE ENROLLING YOUR CHILD**

This enrolment agreement sets out the responsibilities of the student, parents or carers and the school staff about the education of students enrolled at Mount Gravatt High School. Our school has mature and effective measures to have a great school to be proud of. This enrolment agreement should be considered to ensure your school of choice is the right choice for your child.

### **About Mount Gravatt State High School.**

We are a caring, inclusive, respectful school where teachers can teach and students can learn. At Mount Gravatt State High School our school community of established parents, staff and students value learning and understand the balance to be struck between rights and obligations of the individual and the individual within a learning community.

Our school provides many and varied opportunities for students to participate or lead, develop and excel in scholastic, cultural, sporting and community aptitudes and skills.

Parents/carers and students when exercising school of choice in enrolling at Mount Gravatt State High School will find school policies and practices foster these high standards, expectations and commitments. For up to six years you will be a part of the Mount Gravatt State High School community.

Please read this agreement and seek clarification on any matters you do not understand.

Parents/carers should note that while this is a non-binding agreement that the authority for decision-making both declared and discretionary rests with the Principal as provided for in the *Education (General Provisions) Act 2006* and subordinate policies of Education Queensland. Some of these responsibilities underpinned by that authority include:

### ***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
- wear the school uniform and to the correct standard of dress
- act at all times with respect and show tolerance towards other students and staff
- bring to school the required resources to participate in the curriculum
- work hard and comply with requests or directions from the teacher and principal
- abide by school rules/expectations as outlined in the Student Code of Conduct, including not bringing items to school which could be considered as weapons (e.g. dangerous items such as knives) or that are illegal for a person of school age to possess
- meet homework requirements
- respect the school property
- conduct oneself in an orderly manner when travelling to or from school.

***Responsibility of parents 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 the reason/s why (eg child is sick)
- provide your child with the correct school uniform and monitor dress standards
- attend open meetings for parents
- let the school know if there are any problems that may affect your child's ability to learn
- provide your child with necessary resources to participate in the curriculum
- 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, inappropriate items or items illegal for a person of school age to possess
- 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 student's details, such as student's home address and phone number.
- ensure the school is aware of any changes to your child's medical details

***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 for students
- 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 Student 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
- 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

- 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 with departmental policy
- treat students and parents with respect.

This agreement should be read in conjunction with the following school policies. All policies are posted to the school's website. Hard copy of policies can be obtained upon request.

- Student Code of Contact (provided prior to enrolment)
- Student Dress Code (provided prior to enrolment)
- Statement of Expectations for Senior Students
- Homework Policy
- Assessment Policy
- School Resource Scheme
- Charges and voluntary contributions
- School network usage and access statement requirement of Acceptable Use of the Department's Information, Communication and Technology (ICT) Network and Systems
- Attendance and Absences
- School Excursions
- Complaints management
- Department insurance arrangements and accident cover for students
- Managing Consent to Use Student/Volunteer Copyright Materials and/or to Record, Use or Disclose Student Personal Information
- Appropriate Use of Mobile Telephones and other Electronic Equipment by Students
- School instructions for school access

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 Name:  
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Parent/Carer Name:  
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Student Signature:  
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Parent/Carer Signature:  
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On behalf of  
Mount Gravatt High School  
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Date:

Date:

Date: