

## 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 Babinda P1-12 State School.

### Responsibility of student to:

- attend school on time every school day, ready to learn and take part in a full range of school activities
- show **respect** and tolerance toward all members of our school community
- be a **learner** - work hard and follow instructions
- be **safe** - follow the school rules/expectations as outlined in the school's Student Code of Conduct
- meet homework requirements and wear school's uniform with pride
- **respect** school property

### Responsibility of parents to:

- ensure your child attends school every school day
- advise the school as soon as possible if your child is unable to attend school and reason/s why (e.g. child is sick)
- take an interest in your child's education
- let the school know if there are any problems that may affect your child's ability to learn
- ensure your child completes their homework regularly
- treat all members of the school community with **respect**
- support the authority of school staff and their efforts to educate and assist your child in developing maturity, self-discipline and self-control
- do not allow your child to bring prohibited items to school
- abide by school instructions regarding access to school grounds before, during and after school hours
- advise principal if your child is in out-of-home care or of changes in custody arrangements
- 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.

### Responsibility of school staff to:

- treat students and parents with respect
- 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 student 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 high standards in work and behaviour
- clearly articulate the school's expectations regarding the Student Code of Conduct and the Student Dress Code
- 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 possible if the school is concerned about the child's school work, behaviour, attendance or punctuality
- notify parents of an unexplained absence of their child as soon as practicable on the day of the student's absence (allowing time for parents 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, [Customer complaints management](#)



- Student Code of Conduct
- Student Dress Code
- Homework Policy
- School charges and voluntary contributions
- [Advice for state schools on acceptable use of ICT facilities and devices](#)
- Absences
- School excursions
- Complaints management
- [Religious instruction policy statement](#)
- [Chaplaincy and student welfare services policy statement](#)
- Department insurance arrangements and accident cover for students
- State school media consent form
- 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.

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Student Signature

Parent/Carer Signature

BSS Staff Representative