



Formal Enrolment Agreement

This enrolment agreement sets out the responsibilities of the student, parents/carers and the school staff about the education of students enrolled at Toowoomba State High School.

It is the responsibility of the 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, meet homework and study requirements and expectations.
- wear school's uniform correctly and fully.
- respect the school environment.
- follow the guidelines on the understanding that access to the computer network and/or the internet can be removed for breaches of this policy, and that additional disciplinary action could be necessary including, in some cases, withdrawal from a computer subject.

It is the responsibility of parents/carers 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 the 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 a carer of a child in the care of the State.
- inform the school if your child's living arrangements change and provide details of new home address and phone number.
- give at least two (2) days notice to the school should your child transfer from or leave the school. Please note that you must obtain a clearance form signed by the Deputy Principal, Resource Centre and Textbook Hire Office, and pay all outstanding subject fees and contributions to the Resource and Materials Scheme before a transfer will be issued.

It is the responsibility of the school to:

- develop each individual student's talent as fully as possible.
- inform parents/carers regularly about how their children are progressing.
- inform students and parents/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/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/carers are aware of the school's insurance arrangements and accident cover for students
- advise parents/carers of extra-curricular activities operating at the school in which their child may become involved: e.g. Program of Chaplaincy Services, religious instruction.
- ensure that parents/carers are 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/carers as soon as possible if the school is concerned about the child's school work, behaviour, attendance and/or punctuality.
- deal with complaints in an open, fair and transparent manner.
- consult parents on any major issues affecting students.
- treat students and parents with respect and tolerance.

I accept the rules and regulations of the Toowoomba State High School as stated in the school policies that have been provided to me in the Enrolment Pack (EP), Parent Handbook (PH) and School Website (SW) (toowoombshs@eq.edu.au) as follows:

- Responsible Behaviour Plan (EP)
- Attendance Improvement Strategy (EP)
- Student Dress Code (PH)
- Student usage of Internet, Intranet and Extranet (PH)
- Appropriate Use of Mobile Telephones and other Electronic Equipment by Students (PH)
- Anti-Bullying Policy (EP & PH)
- Homework & Study Guidelines (PH)
- Department of Education insurance arrangements and accident cover for students (EP)
- Consent to use Copyright Material, Image, Recording or Name (EP)
- School Charges and Voluntary Contributions (EP)
- School Excursions (EP)
- Complaints Management (SW)
- Parent/Guardian Consent Form for *Voluntary Student Participation in Program of Chaplaincy Services* (SW)
- Parent Notice for Religious Instruction in School Hours (SW)

Internet Usage:

- I recognise that the use of the school's computer technology to access the Internet, electronic mail (email) and other online services is a privilege rather than a right.
- I understand there is a substantial financial cost associated with providing students with internet access.
- I understand that the internet and computer applications can provide students with valuable learning experiences. I also understand that it gives access to information on computers around the world; that the school cannot control what is on those computers; and that a very small part of that information can be illegal, dangerous and offensive.
- I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information should depend finally upon responsible use by students.
- I believe my son/daughter understands this responsibility and I hereby give my permission for him/her to access the Network and Internet according to the school rules expressed in the Computer Network and Internet Guidelines for the duration of his/her enrolment.
- I understand that students breaking these rules will be subject to appropriate action by the school. This may include loss of computer and Internet access for some time, further disciplinary action and, in some circumstances, withdrawal from a computer subject.

Walking Excursions:

- I hereby give permission for my student for the duration of his/her enrolment to take part in any walking excursions for curriculum-based activities in the immediate school area and any curriculum-based excursions in the local area that are conducted by school personnel. I understand that my specific approval will be sought for other school trips.
- I authorise the teacher in charge of the excursion to obtain medical attention for my student at their discretion in the event of an injury unless I have advised the school in writing not to do so.

- I acknowledge that information about the school's current programs and services have been explained to me.

Student Signature

Parent/Carer Signature

On behalf of
Toowoomba State High School

Date