



## 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 Harlaxton State School

As a school we are passionate about creating the best opportunities for your child to learn.  
We would love to form a strong partnership with you.  
Please help us help your child be the best they can be.

### ***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 the teacher and principal
- abide by school rules, meet homework requirements and wear school's uniform
- respect the school environment.

### ***Responsibility of parents to:***

- **ensure that your child is regular in attendance** and on time for school
- 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
- clearly articulate the school's expectations regarding the responsible behaviour plan for students and the school's dress code policy
- 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
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.

Please turn over

# Harlaxton State School

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

- Responsible Behaviour Plan for Students ([brochure](#))
- Student Dress Code ([handbook](#))
- Homework Policy ([handbook](#))
- Student usage of internet, intranet and extranet ([form](#))
- Absences ([handbook](#))
- School Excursions ([handbook](#))
- Complaints management ([handout](#))
- Parent Notice for Religious Instruction in School Hours ([form](#))
- Parent / Guardian Consent form for *Voluntary Student Participation in Program of Chaplaincy Services* ([form](#))
- Consent to use Copyright Material, Image, Recording or Name ([form](#))
- Appropriate Use of Mobile Telephones and other Electronic Equipment by Students ([handbook](#))

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

Student Signature:            Parent/Carer Signature:            On behalf of Harlaxton State School

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Date- \_\_\_\_\_