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Enrolment Agreement

STUDENT / PARENT CONTRACT

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

Responsibility of the student:

It is the responsibility of the student to follow Clermont State High School rules:

At Clermont State High School we are:

Respectful – to students, teachers, staff and the learning environment

Achieving – to the best of our ability

Responsible – for the learning and safety of ourselves and others

I will:

- attend school on every school day, on time, ready to learn, with the correct equipment required and participate in school activities.
- report to the administration office for a late slip if I arrive after 8:50am. I will bring a note, or have had my parent call to explain why I am late.
- attend school in correct school uniform each day. If I am not wearing the correct school uniform, I will follow the uniform procedures which are listed in the school planner.
- hand in my mobile phone, I pad, or any other devices or valuables to the school administration office prior to the start of the school day and ensure I collect them at the end of the school day. This was explained to me during my enrolment interview.
- leave banned items at home. These are listed in my school planner and on the website and this was explained to me during my enrolment interview.
- use respectful, positive language at all times with all members of the school community.
- report bullying using either the Stymie app or reporting to a staff member of the school.
- keep my hands and feet to myself. This includes refraining from holding hands, cuddling, kissing, as well as fighting, kicking, pushing and wrestling.
- follow all instructions and cooperate with all instructions given by staff.
- complete all work assigned to me, to the best of my ability.
- embrace and participate in all opportunities presented to me.
- complete homework assigned to me. If I have been unable to complete the homework, to seek out the teacher prior to the class to have the work clarified and completed prior to the class lesson.
- hand in all assessment items by the due date, including complete drafts
- follow the assessment policy, as listed in my school planner
- attend Assessment Assistance (AA) and after school tutoring if instructed or suggested by my teacher.
- collect work from my teacher if I am away, and catch up on the work missed.
- take notes and information home to my parents / guardians promptly

- take off my hat prior to entering a room.
- place litter in the bins provided and ensure that the school environment is clean and tidy
- treat all school property with respect and care
- follow school evacuation procedures

Responsibility of parents to:

- attend information evenings and parent teacher interviews.
- advise the school if there are any problems that may affect your student's ability to learn.
- inform the school of reasons for any absence of your student.
- ensure your student is at school every day possible, in full school uniform and with the required equipment they need to be ready to learn.
- treat all members of the school community with respect.
- ensure your student completes assigned homework in keeping with the school's homework policy.
- support the authority and discipline of the school, thereby supporting their efforts to educate your student and assist your student to achieve maturity, self-discipline and self-control.
- ensure your student is not bringing banned items to school. These items are listed in the student planner and on the website.
- abide by school's instructions regarding access to school grounds before, during and after school hours.
- advise principal if your student is in out-of-home care
- keep school informed of any changes to your contact details or your student's details, such as home address, email address and phone number
- ensure the school is aware of any changes to your student's medical details.
- ensure all payments (fees, excursions) are paid in a consistent and timely manner

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 students are progressing.
- teach effectively and to set the highest standards in work and behaviour.
- take reasonable steps to ensure the safety, happiness and self-confidence in all students.
- support personal development and participation in society for 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 expectation regarding the Responsible Behaviour management Plan and the school's uniform and dress code policy.
- advise parents and carers of extra-curricular activities operating at the school in which their child may become involved.
- contact parents and carers as soon as possible if the school is concerned about the student's school work, behaviour, attendance or punctuality.
- set, mark and monitor homework regularly in keeping with the school's homework policy.
- notify parents of an unexplained absence of their child as soon as practicable on the day of the student's absence.
- inform students, parents and carers about what the teachers aim to teach the students each term.
- deal with complaints in an open, fair and transparent manner
- consult parents on any major issues affecting students.
- ensure that parents and carers are aware that the school does not have personal accident insurance cover for students

I accept the rules and regulations of Clermont State High School as stated in the school policies and procedures that have been provided to me through the enrolment interview, Student planner and the polices which are available on the school website.

- Responsible Behaviour Plan for Students {available on Clermont State High School Website}
- Student Uniform Policy
- School Assessment Policy
- Homework Policy
- Student Attendance
- School charges and voluntary contributions
- ICT Network Usage
- State School General Excursion Form
- Bullying and Harrasment
- Emergency Evacuation Procedures

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:

Signature:		Date:	
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PARENT / CARER:

Signature:		Date:	
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ON BEHALF OF CLERMONT STATE HIGH SCHOOL:

Signature:		Date:	
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