



# Murrumba State Secondary College

## Enrolment Agreement

This enrolment agreement sets out the responsibilities of the student, parents or carers and the college staff about the education of students enrolled at Murrumba State Secondary College.

### **Responsibility of student to:**

- attend college regularly, on time, ready to learn and take part in college activities
- act at all times with respect and show tolerance towards other students and staff
- work hard and comply with requests or directions from staff
- abide by college rules, meet homework requirements and wear correct college uniform proudly
- respect the college environment.

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

- attend open evenings for parents
- let the college know if there are any problems that may affect your child's ability to learn
- inform college of reason for any absence
- treat college staff with respect and tolerance
- support the authority and discipline of the college enabling your child to achieve maturity, self discipline and self control
- abide by college's policy regarding access to college grounds before, during and after college 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 college if your child's living arrangements change and provide details of new home address and phone number

### **Responsibility of college 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 college community
- clearly articulate the college's expectations regarding the *Responsible Behaviour Plan for Students* and the *College Dress Code* policy
- ensure that parents and carers are aware of the college's insurance arrangements and accident cover for students
- advise parents and carers of extra-curricular activities operating at the college in which their child may become involved, for example, Program of Chaplaincy Services; religious instruction
- ensure that the parent is aware of the college'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 college's *Homework Policy*
- contact parents and carers as soon as is possible if the college is concerned about the child's college work, behaviour, attendance or punctuality
- deal with complaints in an open, fair and transparent manner (refer to *Complaints Management Policy*)
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.



# Murrumba State Secondary College

I accept the rules and regulations of Murrumba State Secondary College as stated in the college policies that have been provided to me as follows:

- Responsible Behaviour Plan for Students
- College Dress Code
- Homework Policy
- ICT Acceptable Use Policy and Agreement
- Complaints Management Policy
- Consent to use Copyright Material, Image, Recording or Name
- Appropriate Use of Mobile Telephones and other Devices
- Student Resource Scheme

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

Student Signature:

Parent/Carer Signature:

On behalf of Murrumba State Secondary College:

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