

Student Enrolment Agreements

This enrolment agreement sets out the responsibilities of the student, parents/carers and the school staff in regard to the education of students enrolled at Centenary State High School. Further information is available in our full “Student Code of Conduct” on our school website.

Centenary State High School is committed to providing a safe, respectful and disciplined learning environment for students and staff, where students have opportunities to engage in quality learning experiences and acquire values supportive of their lifelong wellbeing. Students’ performance is greatly influenced by the standards they set for themselves. When these standards are supported, reinforced and modelled by staff, parents/carers and the community at large, it follows that students’ learning will be greatly enhanced.

Responsibility of student to:

- attend school on every school day for the educational program in which they are enrolled, 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/expectations as outlined in the school’s Student Code of Conduct, including not bringing items to school which could be considered as weapons (e.g. dangerous items such as knives)
- meet homework requirements and wear the school’s uniform
- respect the school property

Responsibility of parents/carers to:

- ensure your student attends school on every school day for the educational program in which they are enrolled
- advise the school as soon as possible if your student is unable to attend school and reason/s why (e.g. student is sick)
- attend open meetings for parents/carers
- let the school know if there are any problems that may affect your student’s ability to learn
- ensure your student completes homework regularly in keeping with the school’s homework policy
- treat all school staff with respect
- support the authority of school staff thereby supporting their efforts to educate your student and assist your student to achieve maturity, self-discipline and self-control
- not allow your student to bring dangerous or inappropriate items to school
- 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

Responsibility of school staff to:

- design and implement engaging and flexible learning experiences for individuals and groups of students
- inform parents/carers regularly about how their student is progressing
- design and implement intellectually challenging learning experiences which develop language, literacy and numeracy
- create and maintain safe and supportive learning environments

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- support personal development and participation in society for students
- foster positive and productive relationships with families and the community
- inform students and parents/carers about what the teachers aim to teach the students each term
- teach effectively and to set high standards in work and behavior
- clearly articulate the school's expectations regarding the Student Code of Conduct and the Uniform Policy
- ensure that parents/carers are aware that the school does not have personal accident insurance cover for students
- advise parents/carers of extra-curricular activities operating at the school in which their student may become involved (for example Program of Chaplaincy Services, sports programs)
- 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 student's school work, behavior, attendance or punctuality
- notify parents of an unexplained absence of their student as soon as practicable on the day of the student's absence (allowing time for parents/carers 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

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

- ✓ [Student Code of Conduct](https://centenaryshs.eq.edu.au/our-school/rules-and-policies) / <https://centenaryshs.eq.edu.au/our-school/rules-and-policies>
- ✓ [Student Dress Code](https://centenaryshs.eq.edu.au/our-school/rules-and-policies) / <https://centenaryshs.eq.edu.au/our-school/rules-and-policies>
- ✓ [Mobile Phone and Wearable Device Policy](https://centenaryshs.eq.edu.au/our-school/rules-and-policies) / <https://centenaryshs.eq.edu.au/our-school/rules-and-policies>
- ✓ [Good Standing Policy](https://centenaryshs.eq.edu.au/our-school/rules-and-policies) / <https://centenaryshs.eq.edu.au/our-school/rules-and-policies>
- ✓ [Advice for state schools on acceptable use of ICT facilities and devices](https://ppr.qed.qld.gov.au/pp/use-of-ict-systems-procedure) / <https://ppr.qed.qld.gov.au/pp/use-of-ict-systems-procedure>
- ✓ [School charges and voluntary contributions](https://centenaryshs.eq.edu.au/enrolments/resource-scheme) / <https://centenaryshs.eq.edu.au/enrolments/resource-scheme>
- ✓ [Absences](https://centenaryshs.eq.edu.au/our-school/absences) / <https://centenaryshs.eq.edu.au/our-school/absences>
- ✓ [School excursions procedure](https://ppr.qed.qld.gov.au/pp/school-excursions-procedure) / <https://ppr.qed.qld.gov.au/pp/school-excursions-procedure>
- ✓ [Complaints management procedure](https://ppr.qed.qld.gov.au/pp/customer-complaints-management-procedure) / <https://ppr.qed.qld.gov.au/pp/customer-complaints-management-procedure>
- ✓ [Religious instruction policy statement](https://education.qld.gov.au/parents-and-carers/school-information/school-operations/policy-statement) / <https://education.qld.gov.au/parents-and-carers/school-information/school-operations/policy-statement>
- ✓ [Chaplaincy and student wellbeing officer services policy statement](https://education.qld.gov.au/students/student-health-safety-wellbeing/student-support-services/chaplaincy-student-wellbeing-officer-services) / <https://education.qld.gov.au/students/student-health-safety-wellbeing/student-support-services/chaplaincy-student-wellbeing-officer-services>
- ✓ [Insurance information for schools, parents and work experience providers](https://ppr.qed.qld.gov.au/pp/work-experience-placements-for-school-students-procedure) / <https://ppr.qed.qld.gov.au/pp/work-experience-placements-for-school-students-procedure>
- ✓ [Obtaining and managing student and individual consent](https://ppr.qed.qld.gov.au/pp/obtaining-and-managing-student-and-individual-consent-procedure) / <https://ppr.qed.qld.gov.au/pp/obtaining-and-managing-student-and-individual-consent-procedure>

Responsible Use Agreements

Our goal is to ensure the safe and responsible use of IT facilities, services and resources available to students. Please review the points below and indicate your understanding and agreement on the following page.

Responsibilities of stakeholders involved in the use of School ICT infrastructure including Bring your Own Device (BYOD) program:

The school will provide:

- IT infrastructure including Wi-Fi networks, specialist computer labs and peripheral hardware
- BYOD program induction — including information on connection, use and care of device at school
- support for students to access our network at school
- BYOD internet filtering (when connected via the school's computer network)
- some technical support and advice
- some software for use on student devices e.g. Adobe, Microsoft Office 365, eBooks
- printing facilities
- a limited number of laptops for students that require short or loan term loans

Student agrees to:

- acknowledge that core purpose of device at school is for educational purposes
- care for own device, school-owned devices and devices owned by other students
- ensure device has enough battery power for each lesson
- use resources (e.g. printing paper and internet service) only for educational purposes and only as much as required
- seek out assistance from school IT technicians to resolve connection problems *before* they interrupt class learning time
- acknowledge that IT issues are not grounds for non-participation in class
- regularly back up all important documents and data (e.g. to school OneDrive account)
- acknowledge that loss of data by failing to back up is not grounds for late submission of work
- exhibit appropriate digital citizenship and online safety (see student charter for detailed expectations)
- maintain network security and password protection — keep passwords private and secure
- abide by intellectual property and copyright laws (including software/media piracy)
- operate within the school internet filtering and not attempt to bypass in order to access blocked or inappropriate content (e.g. with a VPN or mobile hotspot)

Parents/carers agrees to:

- acknowledge that core purpose of device at school is for educational purposes
- encourage and support appropriate online behavior and cyber-safety with students
- seek technical support from place of purchase or other providers to resolve problems with BYOD device
- agree to provide a device to be used for education purposes or to contact the school to organise alternatives
- communicate with school when replacement or loan device is required
- support students to obtain required software, including sufficient anti-virus software
- review 3rd party website permission requests and provide your preferences to the school
- understand and sign the *Centenary State High School IT infrastructure and BYOD: Responsible Use*

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Agreement

Centenary State High School is not responsible for any damage to personal devices brought to school. Students and parents/carers assume all responsibility for damage to personal electronic devices. It is highly recommended that all suitable insurance cover is provided, such as accidental damage insurance.