

Crawford State School

215-227 Siefert Street, Crawford QLD 4610
M/S 780, Kingaroy QLD 4610
Ph: (07) 4162 1038
Fax : (07) 4162 3434
Email: principal@crawfordss.eq.edu.au
admin@crawfordss.eq.edu.au
Website: www.crawfordss.eq.edu.au



Enrolment Agreement – Crawford State School

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

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 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 school's uniform (if applicable)
- respect the school property.

Responsibility of parents/carers to:

- ensure your child attends school on every school day for the educational program in which they are enrolled
- advise the school as soon as possible if your child is unable to attend school and reason/s why (e.g. child is sick)
- attend open meetings for parents/carers
- let the school know if there are any problems that may affect your child's ability to learn
- ensure your child 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 child and assist your child to achieve maturity, self-discipline and self-control
- not allow your child 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 child is in out-of-home care
- keep school informed of any changes to your contact details or your child's details, such as home address, email address and phone number
- ensure the school is aware of any changes to your child's medical details.

Responsibility of school staff to:

- design and implement engaging and flexible learning experiences for individuals and groups of students
- inform parents and carers regularly about how their children are progressing
- design and implement intellectually challenging learning experiences which develop language, literacy and numeracy
- create and maintain safe and supportive learning environments
- support personal development and participation in society for students
- foster positive and productive relationships with families and the community
- inform students, parents and carers about what the teachers aim to teach the students each term
- teach effectively and to set high standards in work and behaviour
- clearly articulate the school's expectations regarding the Student Code of Conduct and the Student Dress Code policy

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- ensure that parents and carers are aware that the school does not have personal accident insurance cover for students
- 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, sports programs)
- set, mark and monitor homework regularly in keeping with the school's homework policy
- contact parents and carers as soon as possible if the school is concerned about the child's school work, behaviour, attendance or punctuality
- notify parents/carers of an unexplained absence of their child 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](#)
- treat students and parents/carers with respect.
 - Student Code of Conduct
 - Student Dress Code
 - Parent and Community Code of Conduct
 - Homework Policy
 - School charges and voluntary contributions
 - [Advice for state schools on acceptable use of ICT facilities and devices](#)
 - Absences
 - School excursions
 - Complaints management
 - [Religious instruction policy statement](#)
 - Department insurance arrangements and accident cover for students
 - [Obtaining and managing student and individual consent](#)
 - School instructions for school access


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 explained to me.

Student Signature

Parent/Carer Signature

Date

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Computer Use Contract

Rules for Computer Use

Crawford State School Computer Network is provided to allow students and staff with access to a variety of computers, software and information, including the Internet and email. Use of the computer network is a privilege and not a right. Inappropriate or unacceptable use will result in restriction or cancellation of this access. Crawford State School and Education Queensland reserves the right to monitor, record and review computer and Internet accounts, including saved files and usage logs. The monitoring and review process are for the purpose of administration and to ensure acceptable use and compliance with these policies.

As a user of the Crawford State School Computer Network, I

- Will only access the computers with the permission of a teacher or teacher aide for school work approved by my teachers.
- Will only use my own Username and Password to access the computers and will not share my username and password with anyone else.
- Will not add or remove any software, programs or hardware.
- Will not alter computer settings (system files, configurations, folders or technical data)
- Will not mistreat or vandalise the computers or other equipment in any manner.
- Will not interfere or change another person's files.
- Will not prevent a teacher/ teacher aide from monitoring my work.
- Will not bring USB sticks from home, without permission.
- Will not move any computers or other equipment without permission.
- Will report any problems that I experience.
- Will only print pages needed in my school work.

Student Agreement


It has been explained to me and I hereby agree that, should I breach the Computer Use Rules, I could be jeopardising my access to and use of computers at Crawford State School for a set period of time. This agreement will continue until I complete my education at Crawford State School.

.....(Student Signature)

Parent Agreement

I..... have read and understood the above rules and hereby agree, should our son/daughter/ward breach the Computer Use Rules, they could jeopardise access to computer use at Crawford State School for a period of time. This agreement will continue until the above-mentioned student completes their education at Crawford State School. Consent maybe revoked by writing to the Principal.

.....(Parent/Guardian Signature)

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Internet Use Contract

Education Queensland, through Managed Internet Service, controls and filters access to the internet and email. This service endeavours to filter and block access to inappropriate sites.

Student Internet Agreement

When using the Internet at Crawford State School, I

- Will only access the Internet with the permission of a teacher or teacher aide.
- Will use it only for schoolwork approved by my teachers.
- Will not deliberately search for or access inappropriate materials (anything illegal, dangerous or offensive). If I accidentally come across something that is illegal, dangerous or offensive I will:
 - Clear any offensive pictures or information from my screen and
 - Immediately, quietly, inform my teacher
- Will only access the internet using my own User ID and Password and will not share my User ID or Password with anyone else.
- Will not reveal personal details or addresses, mine or anyone else's
- Will not download or upload any unauthorised files, games or web pages.
- Will not use the Internet for any commercial enterprise.

I understand that the school will monitor and record my use of the internet. I understand that if the school decides I have broken these rules, appropriate action will be taken. This may include loss of my Internet access for some time.

This agreement will continue until I complete my education at Crawford State School.

.....Student's Name

.....Student's Signature Date

Parent Agreement

I understand that the Internet 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 or offensive.

I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information must depend finally upon the responsibility of the students.

I accept that Education Queensland will monitor and record all use of the internet and email.

I believe that(name of student) understands this responsibility, and I hereby give them permission for him/her to access the Internet under the school rules. I understand that students breaking these rules will be subject to appropriate action by the school. This would include loss of the Internet access. This agreement will continue until the student completes their education at Crawford State School. Consent maybe revoked by writing to the Principal.

..... Parent or Guardian's Name

..... Parent or Guardian's Signature

..... Date