**Office Use Only:** It is acknowledged that the following documentation has been provided enabling the enrolment to proceed:

<table>
<thead>
<tr>
<th>Agree</th>
<th>Document/Information</th>
<th>Details if not in agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Birth Certificate</td>
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<td></td>
<td>Custody Order (copy to be provided if YES)</td>
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<td>Passport and visa copy – STUDENT if born overseas</td>
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<td></td>
<td>Passport and visa copy – PARENT if born overseas</td>
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<td>Student in Care (INFO ONLY)</td>
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<td>SEP – diagnosed disability (INFO ONLY)</td>
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<tr>
<td></td>
<td>NAPLAN Results &amp; Past Report Cards (desired)</td>
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</tr>
</tbody>
</table>

The following documents, enclosed in this booklet, have been discussed with parent/carer’s and their child at the enrolment interview taking place at least two days prior to the child’s start date at Harristown, if approved:

- Consent for Copyright Material
- Student Agreement – Internet Usage and Social Media
- Consent for Voluntary Participation - Chaplaincy Program
- Participation Agreement - High Risk Activity (8-10) (11-12)
- Enrolment Agreement
- Enrolment Declaration regarding Preferred Name
- Parent/Carer Input
- Additional Information
- Parent/Carer I responsible for 100% fees (INFO ONLY)
- Medical Information and Authorisation

The following separate documents have been signed and will be forwarded to the relevant personnel:

- Student Resource Scheme (P&C)
- Subject Selection Form (if applicable)

The following issues/policies have been discussed:

- Stationery List
- Dress Code and price list
- Assessment Information
- School Attendance Information
- Excursions
- Complaints Management
- School Access via Administration

**SIGNATURES:** As the student and/or parent/carer, I sign here to give the above consents and/or agreements as enclosed documents as necessary. I acknowledge that each of these has been explained to me during the enrolment interview and I am aware that further information is accessible on the Harristown State High School website.

<table>
<thead>
<tr>
<th>Student’s Name</th>
<th>Student’s Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent/carer’s Name</td>
<td>Parent/carer’s Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

**Please ensure all highlighted sections are signed.**

Each page will be explained in detail at the enrolment interview.

<table>
<thead>
<tr>
<th>Staff Member’s Name</th>
<th>Staff Member’s Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

**PRIVACY NOTICE:**

The Department of Education, Training and Employment (DETE) is collecting the information on this form for the purposes outlined in the Education (General Provisions) Act 2006 (EGPA 2006), and in particular for:

1. assessing whether your application for enrolment should be approved
2. meeting reporting obligations required by law or under Commonwealth – State funding arrangements
3. administering and planning for providing appropriate education, training and support services to students
4. assisting departmental staff to maintain the good order and management of schools, and to fulfil their duty of care to all students and staff
5. communicating with students and parents.

This collection is authorised by ss. 155 and 426 of the EGPA 2006. DETE will disclose personal information from this form to the Queensland Studies Authority when opening student accounts, in compliance with Part 2A of the Education (Queensland Studies Authority) Act 2002 (Qld). Personal information from this form will also be supplied to Centrelink in compliance with ss 194 and 195 of the Social Security (Administration ) Act 1999 (Cth). De-identified information concerning parents’ school and non-school education, occupation group and main language other than English and students’ country of birth, main language other than English, sex and Indigenous status, is supplied to the Commonwealth Department of Education, Employment and Workplace Relations in compliance with Commonwealth – State funding agreements.
Harristown State High School Consent Form

to use, record or disclose copyright material, image, recording, name or personal information

1. PARTICULARS – PARENT / CARER TO COMPLETE

Name to be used in association with the individual’s personal information, image, recording or copyright material: (to be completed by parents/carer)

☐ Full name  ☐ First name only  ☐ No name  ☐ Other: [Print]

2. PARTICULARS – SCHOOLS TO COMPLETE

Description of what is to be created, used, retained or reproduced:
(Image or recording includes photographs, videos, film or sound recordings of the Individual)

☐ Individual’s image  ☐ Individual’s recording  ☒ Individual’s copyright material

Description of copyright material, image, recording or other personal information:

☐ sound recording  ☐ artistic work  ☐ written work  ☐ film  ☐ name  ☐ photograph / image

other: [Print]

Where will this information be used (e.g. on the website, newsletter or brochure etc).

☐ newsletter (uploaded to the web)  ☐ printed promotional material  ☐ advertising  ☐ website

☐ displays  ☐ competitions  ☐ year books / annuals  ☐ local media

other: [Print]

What is the timeframe for the individual’s consent (e.g. is it for duration of enrolment? What date or dates?):

This consent will remain in force for the period of the student’s enrolment and until copyright materials are no longer useful for school promotional purposes, unless otherwise withdrawn.

Which of the websites below will the individual’s personal information or individual work be published on (i.e. permanently published to the public):

☑ School websites: www.harristownshs.eq.edu.au  www.hawkpics.net

The school websites are publicly accessible by all internet users. The school may share information, photographs and videos related to the school's programs, activities and initiatives with users through its websites.

☑ School Facebook page: www.facebook.com/harristownshs

The school Facebook page is publicly accessible by all internet users. The school may share information, photographs and videos related to the school's programs, activities and initiatives with users through its Facebook page.

☐ School YouTube Channel: N/A

The school YouTube channel is publicly accessible by all internet users. The school may share videos related to the school’s programs, activities and initiatives with users through its YouTube channel. The school does not permit users to download its videos uploaded to its YouTube channel. However third party applications may be used to overcome the school’s settings.

☐ School Twitter Profile: N/A

The school Twitter profile is publicly accessible by all internet users. The school may share information, photographs and videos related to the school’s programs, activities and initiatives with users through its Twitter profile.

☐ Other:

Provide a short description, and the website address, of the other website/s: N/A

3. LIMITATIONS ON CONSENT – PARENT/ CARER TO COMPLETE

The Individual or Signatory wishes to limit the consent in the following way:

__________________________________________________________________________________
HARRISTOWN STATE HIGH SCHOOL

4. DETAILS

Name of student

Address of student

5. CONSENT GIVEN

On behalf of the individual identified in Section 4 of this Consent Form (the Individual), the person or persons signing this Consent Form (the Signatory) grant consent to the Department of Education, Training and Employment (the Department) to a State School and to any other Department or Agency of the State of Queensland (the State) to use, record and disclose the Individual's:

- name, image, recording and any other identifying information specified in the Particulars section of this Consent Form (personal information); and
- copyright material, including their written, artistic or musical works or video or sound recordings specified in the Particulars section of this Consent Form (individual work).

*Note: If the Individual is under 18 years of age, the Signatory must be a parent or guardian of the Individual. The Individual must also sign if he or she is under 18 and able to give and understand the consent. If the Individual is 18 or older, the Signatory and the Individual will be the same person.*

6. PURPOSE

This consent only applies to any use, recording or disclosure of the Individual's personal information or individual work, in connection with the Department or the State, for the following purposes:

- any activities engaged in during the ordinary course of the provision of education and training (including assessment) or other purposes associated with the operation and management of the Department or the Individual's school;
- public relations, promotion, advertising, media and commercial activities. This only includes via the Internet and Social Media Websites if the relevant website is identified as a permitted website for the purposes of this consent in the Particulars section of this Consent Form;
- where the material is uploaded to a Social Media website or other website:
  - any purpose, commercial or otherwise, required by the operators of the website as a condition of uploading the personal information or individual work; and
  - transfer of the personal information outside of Australia in the course of the operation of the website;
- use by the media in relation to the Individual's participation in school activities or community events, including, for example, dramatic or musical performances, sporting activities and award ceremonies; and
- any other activities identified in the Particulars section of this Consent Form.

7. DURATION

If the Department, the State or another person permitted by them is using the Individual's personal information or individual work or has entered into contractual obligations in relation to the Department's material that incorporates the Individual's personal information or individual work, the
consent will continue in relation to that material until the use is complete or until the contractual obligations come to an end. It is not possible for the Signatory or the Individual to withdraw their individual consent or individual work or revoke this consent in relation to such existing uses of that material.

If you do wish to revoke or modify this consent in relation to any further uses of the Individual's personal information or individual work, the Individual or the Signatory should send a notice in writing to the person nominated in Section 6 of this Consent Form. After that notice is received, the Department and the State will be unable to continue the use of the material, but will be unable to make any further use of the Individual's personal information or individual work.

The Signatory acknowledges that where material is uploaded to a Social Media website or other website:

- the use and contractual obligations may be perpetual and irrevocable; and
- it may not be possible to ensure that all copies of the material are deleted or cease to be used, and the Department and the State will not be responsible for doing so.

8. DELETIONS

- Use includes:
  - to create, make copies of, reproduce, modify, adapt or retain in any form, including by carrying, video, digital recorder, recorder, mobile phone, other device, or
  - to distribute, publish or communicate in any form, including in newsletters and other print media, television and the Internet and Social Media websites,
  - in whole or in part, and to permit others to do so.
- The Department or the State will not pay the Signatory or the Individual for giving this consent for or for the use of the Individual's personal information or individual work.
- This Consent Form revokes and replaces all previous consent forms in relation to the use of the Individual's personal information or individual work.
- This Consent Form is a legally binding and irrevocable agreement between the Signatory and the Department or the State.
- Nothing in this Consent Form limits the rights that the Department or the State reserve in relation to the use of the Individual's personal information, individual work or other intellectual property under any other law.
- The Department and the State include the officers and employees of the Department and the State engaged in performing services for the Department and the State.
- The Social Media Websites include any website operated by a third party which facilitates the uploading and sharing of user generated content, including social and professional networking websites, website forums, blogs and websites.
- This consent extends to the Department and the State:
  - disclaiming the Individual's personal information and individual work to the Department and the State's services, contacts and volunteers for the purpose of performing services for the Department and the State, and
  - permitting the Department to use, record, or distribute such material to the same extent as the Department and the State are entitled to deal with the Individual's personal information and individual work.

9. NOTE

The Department will use its best endeavours to ensure the person signing this Consent Form is authorised to do so, and takes no responsibility for circumstances in which it is not as to the identity or authority of a person to provide consent.

If you require a copy of this signed Consent Form, or if you wish to revoke this consent, please contact the Principal of the school at which the Individual is enrolled or works or send a request in writing to the District Office.

10. INFORMATION

What is this consent for?

This Consent Form is the Department's and the State's consent to the use of the Individual's personal information and copyright material, together with information about the School, Department or State activities, for any use by the Department and the State associated with the purposes identified in Section 6 of this Consent Form. The consent covers the entire or partial use of the Individual's personal information and copyright material.

For example, the Individual's personal information and copyright material may appear in school newsletters, magazines, websites (including Social Media Websites) and other school, Departmental or State publications, as well as in advertisements, marketing materials, public relations, public relations displays, annual reports, press releases, advertising materials, magazines, websites, webcasts, and strategic plans, and posters and other printed material. There may also be instances in which the Department may use the material, such as local newspapers and television stations, using information and copyright material in relation to the Individual (for example, where the Individual is involved in dramatic or musical performances, sporting activities or other ceremonies).

Websites

Individuals and Signatories shall be aware that publication of an Individual's personal information and individual work on Social Media Websites is similar to publication in newspapers, magazines, brochures, etc., however publication on Social Media Websites is publication of that material to the world at large.

Individuals and Signatories shall be aware that the publication of an Individual's personal information and individual work, by the Department or the State, on a Social Media Website typically constitutes a permanent and publicly available record of that material. This means that any individual may be able to copy and use an Individual's personal information and individual work that has been published on a Social Media Website for any purpose and without the consent of the Individual. Therefore, Individuals and Signatories should not grant their consent to the Department or the State to use an Individual's personal information or individual work in connection with a Social Media Website if the Individual or Signatory does not agree to the material being permanently available to the public.

If an Individual's personal information or individual work is published on a Social Media Website, the material will be covered by the privacy policy and terms of use of the relevant Social Media Website. This Department or State cannot reasonably control how an Individual's personal information or individual work is used by third parties once the material has been published on a Social Media Website.
Internet Usage and Social Media

As the student, I:

- Recognise that use of the school’s computer technology to access the Internet, electronic mail (e-mail) and other online services is a privilege rather than a right.
- Understand that use of the Internet allows me to find information from sources all over the world, which will contribute to my learning in a whole range of subjects.
- Understand that all internet activities and online communications are logged through the school systems and this will be accessed by school authorities when required.
- Understand that there is a substantial financial cost associated with providing students with internet access.
- Agree to use computing and internet resources in a responsible manner for school approved educational uses only.
- Will not use or attempt to use the internet, e-mail or other online services to:
  - View pornography
  - Access sites which might contain information or images of a sexual or racist nature
  - Access sites which contain information or images promoting violence in any form
  - Access any site that I know, or think, the school or any responsible person might find offensive
  - Send/receive personal e-mail (e.g. hotmail)
  - Participate in online chat programs
  - Use non-approved social media systems (e.g. facebook, twitter)
  - Download files or programs without the express permission and supervision of a teacher
  - Bully or intimidate other members of the school community
  - Engage in activities that may be harmful to the school’s ICT resources
  - Pursue activities aimed at altering or avoiding systems security settings
- Understand that if I break this agreement my behaviour could potentially bring the school into disrepute
- Understand that if I break this agreement I will lose the right to use the Internet in this school and my access to the school computers will be strictly limited or refused. In addition, I understand that breaking this agreement means I will have my behaviour monitored and may face suspension or any other action that the school finds appropriate.
Parent/carer’s Consent for Voluntary Student Participation in the Chaplaincy Program

This school community provides a chaplaincy program endorsed by the school’s Parents and Citizens’ Association available on a voluntary basis to all students. The chaplain is involved in a range of activities at this school that are free of religious, spiritual and/or ethical content. These activities are available to all students on a voluntary basis. Chaplains may also be involved in activities with religious, spiritual and/or ethical content and additional consent is required.

Parent/carer’s consent, or in some cases, the student’s consent is required for participation in specific activities with religious or spiritual content. If the principal decides that the student has the appropriate level of maturity and understanding to give informed consent, the student must sign this form. Otherwise, the parent/carer must sign the form on the student’s behalf.

Voluntary Student Activities without Religious, Spiritual and/or Ethical Content
These activities are available to students on a voluntary basis if a parent/carer has given consent in writing.
- One-on-one/small group meeting: to support students emotionally and socially.
- Resilience-based programs: supporting students by teaching positive self-worth, managing stress and anxiety through learning practical life skills. These HRE Programs may include but are not limited to: Friends for Life, Shine and others as appropriate.

Voluntary Student Activities with Religious Spiritual and/or Ethical Content
These activities are available to students on a voluntary basis if a parent/carer has given consent in writing.
- One-on-one/small group meeting: to support students emotionally, socially and spiritually.
- Youth Alpha: for all those who are wishing to explore their spiritual world views
- Thursday morning prayer meeting: opportunity for students to come and request prayer points.
- Prayer breakfast
- Christian Organizations’ Visit: throughout the school year some events may be scheduled that involve Christian content, for example, music, special speakers, social justice, sports demos.

Please tick one of the boxes below:

☐ I give my consent for my child to participate in these activities.
☐ I do not give my consent for my child to participate in these activities.

Please tick one of the boxes below:

☐ I give my consent for my child to participate in these activities.
☐ I do not give my consent for my child to participate in these activities.

I understand that, where I agree that my child can participate in the chaplaincy program, this information will be passed on to the school chaplain.

Privacy Notice
The Department of Education and Training is collecting student’s personal information in order to determine student participation in the school’s chaplaincy program. This information will only be accessed by the school principal, administrative staff and the school chaplain and, if the student is participating in the program, relevant class teachers will be advised. Student’s personal information will be recorded, used and disclosed in accordance with s426 of the Education (General Provisions) Act 2006 (Qld) and will not be given to any other person or agency unless you have given the Department permission or the disclosure is otherwise required by law.

Student’s Signature ................................................................. Parent/carer’s Signature .................................................................
Year 7 -10 High Risk Activity

A number of curriculum activities within the Years 8-10 Curriculum, listed below, have been designated as having a high residual risk. While the school has effective control measures in place, students selecting this subject are required to follow workplace health and safety practices which include wearing the appropriate footwear for the subject and the school uniform as stated in the school’s dress code. Parents/carers are required to give their signed approval for students to participate in these courses which involve high risk activities.

AGRICULTURAL SCIENCE
This subject involves some high risk activities, namely those relating to: biological activities, chemical hazards, maintenance and operation of a safe laboratory, maintenance and operation of a safe work area outside the laboratory, managing and storing of hazardous materials in Science, safe operation of laboratory equipment, Science experiment activities, conducting safe work practices, gardening and hand tools, handling live animals in a school and stockyard setting.
ESSENTIAL EQUIPMENT: Workplace clothing, hat, closed in leather shoes for practical activities

DANCE
This subject involves some high risk activities, namely those relating to: students’ movements, which require a high degree of control and coordination, exploring movement and creating a dance.
ESSENTIAL EQUIPMENT: Dance clothing as detailed on the booklist

HOME ECONOMICS
This subject involves some high risk activities, namely those relating to: cookery, food experimentation and maintaining a safe kitchen.

INDUSTRIAL ARTS SHOP B METALWORK
This subject involves some high risk activities, namely those relating to: compressed air equipment, electrics and electronics, fixed machines, metalworking, portable electric power tools, soft soldering, electric arc welding, welding, gas heating, cutting and woodworking.

INDUSTRIAL ARTS SHOP A WOODWORK
This subject involves some high risk activities, namely those relating to: compressed air equipment, electrics and electronics, fixed machines, metalworking, portable electric power tools, thermoforming plastics and woodworking.

PHYSICAL EDUCATION
This subject involves some high risk activities, namely those relating to: any physical or sporting activity.

SCIENCE
This subject involves some high risk activities, namely those relating to: biological activities, chemical hazards, maintenance and operation of a safe laboratory, maintenance and operation of a safe work area outside the laboratory, managing and storing of hazardous materials in Science, safe operation of laboratory equipment, Science experiment activities and conducting safe work practices.

VISUAL ART
This subject involves some high risk activities, namely those relating to: the use of chemicals (e.g. acids) as well as cutting tools and toxic pigments.

AGREEMENT
I give permission for my child, to be involved in the high risk activities as noted above. I accept responsibility to outfit my child correctly so they may enter these classes and complete the course requirements.
Year 11-12 High Risk Activity

A number of curriculum activities within the Years 11-12 Curriculum, listed below, have been designated as have a high residual risk. While the school has effective control measures in place, students selecting this subject are required to follow workplace health and safety practices which include wearing the appropriate footwear for the subject and the school uniform as stated in the school's dress code. Parents/carers are required to give their signed approval for students to participate in these courses which involve high risk activities.

AGRICULTURE AND RURAL OPERATIONS  This subject involves some high risk activities, namely those relating to: agricultural machinery, equipment, portable power generating, fencing construction, gardening and hand tools, managing hazardous materials in Agricultural Studies, stockyards, towing, tractor driving and handling live animals in a school setting.

ESSENTIAL EQUIPMENT: Workplace clothing, hat, leather work boots for practical activities.

AGRICULTURAL SCIENCE  This subject involves some high risk activities, namely those relating to: biological activities, chemical hazards, maintenance and operation of a safe laboratory, maintenance and operation of a safe work area outside the laboratory, managing and storing of hazardous materials in Science, safe operation of laboratory equipment, Science experiment activities, conducting safe work practices, gardening and hand tools, handling live animals in a school and stockyard setting.

ESSENTIAL EQUIPMENT: Workplace clothing, hat, closed in leather shoes for practical activities.

CERTIFICATE I in Construction  This subject involves some high risk activities, namely those relating to: compressed air equipment, electronics and electronics, fixed machines, metalworking, portable electric power tools, thermoforming plastics and woodworking.

ESSENTIAL EQUIPMENT: Safety work boots for all lessons to access workshops.

CERTIFICATE I in Engineering  This subject involves some high risk activities, namely those relating to: compressed air equipment, electronics and electronics, fixed machines, metalworking, portable electric power tools, soft soldering, electric arc welding, welding, gas heating, cutting and woodworking.

ESSENTIAL EQUIPMENT: Safety work boots for all lessons to access workshops.

CERTIFICATE I in Furnishing  This subject involves some high risk activities, namely those relating to: compressed air equipment, electronics and electronics, fixed machines, metalworking, portable electric power tools, thermoforming plastics and woodworking.

ESSENTIAL EQUIPMENT: Safety work boots for all lessons to access workshops.

CERTIFICATE III in Children's Services  This subject involves some high risk activities, namely those relating to: child-related studies and workplace activities.

CERTIFICATE III in Fitness  This subject involves some high risk activities, namely those relating to: use of fitness equipment and any physical or sporting activity.

CHEMISTRY  This subject involves some high risk activities, namely those relating to: chemical hazards, maintenance and operation of a safe laboratory, maintenance and operation of a safe work area outside the laboratory, managing and storing of hazardous materials in Science, safe operation of laboratory equipment, Science experiment activities and conducting safe work practices.

DANCE  This subject involves some high risk activities, namely those relating to: students' movements, which require a high degree of control and coordination, exploring movement and creating a dance.

ESSENTIAL EQUIPMENT: Dance clothing as detailed on the booklist.

DANCE STUDIES  This subject involves some high risk activities, namely those relating to: students' movements, which require a high degree of control and coordination, exploring movement and creating a dance.

ESSENTIAL EQUIPMENT: Dance clothing as detailed on the booklist.

HOME ECONOMICS  This subject involves some high risk activities, namely those relating to: cookery, food experimentation and maintaining a safe kitchen.

HOSPITALITY  This subject involves some high risk activities, namely those relating to: cookery, food experimentation and maintaining a safe kitchen.

PHYSICAL EDUCATION  This subject involves some high risk activities, namely those relating to: any physical or sporting activity.

PHYSICAL RECREATION (RE CREATION PURSUITS)  This subject involves some high risk activities, namely those relating to: use of fitness equipment and any physical or sporting activity.

PHYSICAL RECREATION (SPORTS ACADEMY)  This subject involves some high risk activities, namely those relating to: use of fitness equipment and any physical or sporting activity.

PHYSICS  This subject involves some high risk activities, namely those relating to: maintenance and operation of a safe laboratory, maintenance and operation of a safe work area outside the laboratory, safe operation of laboratory equipment, Science experiment activities and conducting safe work practices.

SCIENCE 21  This subject involves some high risk activities, namely those relating to: biological activities, chemical hazards, maintenance and operation of a safe laboratory, maintenance and operation of a safe work area outside the laboratory, managing and storing of hazardous materials in Science, safe operation of laboratory equipment, Science experiment activities and conducting safe work practices.

SCIENCE IN PRACTICE  This subject involves some high risk activities, namely those relating to: biological activities, chemical hazards, maintenance and operation of a safe laboratory, maintenance and operation of a safe work area outside the laboratory, managing and storing of hazardous materials in Science, safe operation of laboratory equipment, Science experiment activities and conducting safe work practices.

VISUAL ART  This subject involves some high risk activities, namely those relating to: the use of chemicals, for example, acids, as well as cutting tools and toxic pigments.

VISUAL ART STUDIES  This subject involves some high risk activities, namely those relating to: the use of chemicals, for example, acids, as well as cutting tools and toxic pigments.

AGREEMENT  I give permission for my child to be involved in the high risk activities as noted above.

I accept responsibility to outfit my child correctly so they may enter these classes and complete the course requirements.
Enrolment Agreement – Harristown State High 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 Harristown State High 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 as outlined in the school’s Responsible Behaviour Plan for Students, 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
• 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
• attend open meetings for parents
• 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
• inform school of student absences and reasons for absences in a timely manner
• 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 student is in the care of the State
• keep school informed of any changes to student’s details, such as student’s home address and phone number.

Responsibility of school staff to:

• design and implement engaging and flexible learning experiences for individuals and groups
• 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
• 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 the highest standards in work and behaviour
• clearly articulate the school’s expectations regarding the Responsible Behaviour Plan for Students and the school’s Dress Code policy
• 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 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 in accordance with departmental procedure, Complaints Management – State Schools
• treat students and parents with respect.

As student and as parent/carer, I accept the rules and regulations of Harristown State High School as stated in the school documents provided to me, available on the school website or within the Student’s Planner, particularly those related to:

- Responsible Behaviour Plan for Students (must be provided to parent)
- Student Dress Code (must be provided to parent)
- Homework Policy
- School Charges and voluntary contributions
- School network usage and access statement requirement of Acceptable Use of the Department’s Information, Communication and Technology (ICT) Network and Systems
- Absences
- School Excursions
- Complaints management
- Parent/Carer’s Consent form for Voluntary Student Participation in the Chaplaincy Program
- Department insurance arrangements and accident cover for students
- Managing Consent to Use Student/Volunteer Copyright Materials and/or to Record, Use or Disclose Student Personal Information
- Appropriate Use of Mobile Telephones and other Electronic Equipment by Students
- 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 provided and explained to me.

Student’s Signature                                                                                                      Date

Parent/carer’s Signature                                                                      Date

On behalf of Harristown State High School                                                                                                    Date
Enrolment Declaration Regarding Preferred Name
Only if Applicable

Enrolment Name (only if preferred name is different to Birth Certificate)

Name on Birth Certificate (legal name)

I declare that by enrolling the nominated student using the preferred name:

- I am not intending to defraud
- I am not contravening a court order
- I am not infringing a parent’s rights

I understand that the legal name will appear on all school reports/official documents and preferred name will be used only on internal school documents.

Parent/carer’s Name    PLEASE PRINT

Parent/carer’s Signature                                   Date

Name on Enrolment Form
A child should be enrolled under their legal name as per their birth certificate. There is provision to also record a child’s preferred family and given name. Parents/carers nominating a preferred name for their child should note that the legal name will appear on semester reports but the preferred name will only be used on internal school documents such as class rolls.

Input from Parent/Carer
Is there any information that you would like teachers to be aware of or for us to take into consideration when structuring classes, etcetera?
Additional Information

Student Contact
Where a student is residing regularly at an address other than that listed on the enrolment form, please give adult carer name, address and telephone contact details:

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Please list your **student’s personal mobile phone number** if you are happy for the school to record this for use in case of an emergency.

Student Information
Are there any additional persons who should receive copies of this student’s reports?  Yes  No
If yes, please give name, address and telephone contact details:

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Payment of Student Accounts
The Education Queensland OneSchool program allows for a division of payment of a student’s account. **The system will regard Parent/carer 1 on the Enrolment Form as responsible for 100% of the account UNLESS the school receives in writing a commitment from another party assuming responsibility for all or part of the account.**

Please note that any CHANGES to financial responsibility for a student’s account must be received in writing, signed by the person taking on the responsibility, before the school can make the change

<table>
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<tr>
<th>Parent/carer 1</th>
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<tr>
<td>(name)</td>
<td>(relationship to student)</td>
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<tr>
<th>Parent/carer 2</th>
<th>%</th>
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<tbody>
<tr>
<td>(name)</td>
<td>(relationship to student)</td>
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Total must equal 100%
Name: ......................................................................................................................... DOB: .............................................

My previous school/s: ..................................................................................................................

What I am looking forward to most about Harristown High? ..........................................................

What I am most concerned about in starting Harristown High? ......................................................

The subjects I like most are: ..........................................................................................................

The subjects I usually need most help with are: .............................................................................

My favourite experience of schooling so far is: .............................................................................

When I finish school I would like to: (Please circle one)

a) Get a job straight away

b) Do further study to get a qualification

The types of jobs I think I would like are: ......................................................................................

I would describe myself as: (Please circle all relevant)

sporty shy studious a reader social musical dramatic

out-spoken confident techy a gamer chatty quiet physical

outdoorsy fashionable hands on friendly ingenious arty academic

Other words I would use to describe myself would be: (Please list) ..............................................

Things I like to do outside school hours include: ............................................................................

One interesting fact about myself is: .............................................................................................

Please draw and name stick figures below to represent the people in your family: