



St Mary's College

TOOWOOMBA

CONTRACT OF ENROLMENT

CONFIDENTIAL

STUDENT NAME			
YEAR LEVEL		YEAR OF ENTRY	
CLASS		MENTOR TEACHER	

The **parties** to this Contract of Enrolment are the;

_____ Mother /Guardian, _____ Father/Guardian
and

_____ Principal (for St Mary's College)

Whereby the College has made an offer to _____ (above) of a place at the College

I/we, the undersigned, being the parents/legal guardians of the above-named student accept the offer of a place in the class and year of entry, as indicated above.

We accept the following **conditions** upon which the offer was made:

1. I/ We seek a Catholic education for our student and I/we support the Christian values of the College, the religious education and other College initiatives that actively espouse and promote Christian values. I/We understand that while my child is a student at the College he/she is expected to support and take part in these faith activities and respect the religious principles and practices of the College and that failure to do so could lead to cancellation of enrolment.
2. In accepting the offer, I/we also accept that the student is admitted to the College on the condition that he will abide by the College rules and policies, including those regarding curriculum, discipline, dress, conduct and well being and that I/we will support these reasonable College expectations and policies in these matters in the interest of the wellbeing of all the students. I/we have signed the policies enclosed with this contract as required.
3. In this support I/we will keep the College indemnified against any loss or damage caused by any failure of my/our son to observe para.2.

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4. It is accepted that, unless in exceptional circumstances, during the time the student attends the College he will live in the care and control of his family and that proposed changes must be notified to the College.
5. I/We will work in partnership with the College in the best interests of our son and all other students.
6. We acknowledge the educational expertise of the College and will support educational initiatives for our son.
7. I/we agree that the College Rules, Code of Behaviour and Policies may be altered or added to at any time.
8. Fees and levies for each Term will be paid and will remain payable during any period of absence of our son from the school unless otherwise agreed.
9. I/We will contact the College promptly if there is any change about fee-paying arrangements or concern that I/we may not be able to pay the fees as contracted and make further arrangements as to how any resulting debt will be paid.
10. I/We acknowledge that, unless otherwise agreed in writing with the College, I/we, as parent/parents/guardian/guardians, are and will remain jointly and severally liable for the payment of fees and levies. Should any fees or levies not be paid by the due date and no further arrangements/adjustments made for payment, then the College will contact you to recover outstanding amounts.
11. If my/our son is to leave the College, I/we will give written notice at the earliest opportunity of the proposed change.
12. In the event of any medical or other emergency arising in which the College considers it impossible or impracticable to communicate with the undersigned parents/guardians, we accept and give consent that the College will take all reasonable care of my/our son but will not be responsible for the costs of any medical or dental attention or treatment administered to my/our son in such event nor will it be responsible directly or indirectly for any act or omission of any medical or dental practitioner or medical officer attending or treating my/our son including attention provided at the College Sick Bay.
13. This consent (para 13) which I/We have given is valid at all times while the student is in the custody of the College, including but not limited to, such times as the student is on campus, is present at College camps or is attending or participating in a work experience programme, excursions or functions.
14. In this contract, the expression "Principal" includes any person from time to time acting, delegated or nominated as Principal or other staff members for the time being carrying out the duties or exercising the authority of the Principal.
15. The Principal, or delegate/nominee, has authority to apply whatever disciplinary measures are appropriate or necessary in relation to the conduct of my/our son, both inside the College and at outside College related events. This includes behaviour whether inside or outside the College that might bring the good name of the College into disrepute and may include the decision to suspend/exclude/expel the student for any cause judged to be sufficient. The law and the Student Protection Policy requires the College to contact State Authorities in cases of harm or sexual abuse to students.
16. The College does not insure my/our son's property of any description. (eg mobile phones)
17. This contract will be binding and remain in force for the duration of my/our son enrolment at the College.
18. I/We will use our best endeavours to ensure the student will not be absent from the College without leave of absence, and that term dates as advertised will be adhered to.
19. Students absent without leave being granted may forfeit credit for assignments missed during their absence.

20. Consents

Category A Activities and Category B Activities.

I/We consent to the student participating in all regular **Category A (short duration and day)** activities eg. curricular, sporting and extra-curricular activities conducted with the approval of the Principal, including day trips, excursions and functions. If he is unable to participate we will contact the College.

We accept that this Category A consent lasts for the period the student is at the College and that, apart from being given notice of the activity, **no further consent may be sought for Category A activities.**

For extended activities/excursions (**Category B**) where in the reasonable opinion of the teacher in charge specific consent is required that additional consent will be sought from the parents/guardians.

Examples of such **Category B activities include;**

- Overnight activities
- Activities involving distance or extensive travel
- Activities which may have higher than average inherent risk eg camps

21. I/We consent to the student being identified (photographed and/or named) in College related publications, including The College Magazine (Year Book), Newsletters and records of achievement. Specific consent will be sought for marketing and promotional purposes.

YES NO

22. I/We consent to the College sharing my/our personal information (limited to name, address, telephone numbers, occupation) to its associated supporting groups (e.g. Parents & Friends' Association, Parents Network and sporting and cultural support groups), and my son's details to the – St Mary's College Old Boys' Association when he leaves the College.

YES NO

23. I/We have made full and frank disclosure of all information requested by the school in the Enrolment Application Form and are aware of our continuing obligations to keep the College informed of any changes which may affect the applicant's wellbeing or progress at the College.

Mother/Guardian

Signature

Date

Father/Guardian

Signature

Date

Principal

Signature

Date