



Townsville Central State School

Agreements & Permissions

Enrolment Agreement –

This enrolment agreement sets out the responsibilities of the student, parents or carers and the school staff about the education of students enrolled at **Townsville Central 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 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 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
- treat 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 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 .

- Responsible Behaviour Plan for Students
- Student Dress Code
- 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 Notice for Religious Instruction in School Hours
- Parent / Guardian Consent form for *Voluntary Student Participation in Program of Chaplaincy Services*
- 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 Signature:

Parent/Carer Signature:

On behalf of **Townsville Central State**

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FOR STUDENT AND PARENT TO READ AND COMPLETE

STUDENT INTERNET ACCESS AGREEMENT FORM

I understand that the Internet can connect me to useful information stored on computers around the world. While I have access to the Internet:

- I will use it only for educational purposes.
- I will not look for anything that is 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.

I will not reveal home addresses or phone numbers - mine or anyone else's. I will not use the Internet to annoy or offend anyone else. 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.

_____ (Student's name) _____ (Student's signature) _____ (Date)

Parent or guardian

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 should depend finally upon responsible use by students.

I believe _____ (Name of students) understands this responsibility, and I hereby give my 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 may include loss of Internet access for some time.

_____ (Parent or carer's name) _____ (Parent or carer's signature) _____ (Date)

Additional Student Information

Has your child been assigned an Education Adjustment Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has your child received Speech Language Support?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has your child been involved in an Instrumental Music Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Instrument:
Out of School Hours Care: Will your child be attending After School Care?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Has your child/children received any help with the following services:	
<input type="checkbox"/> Learning Support	Details:
<input type="checkbox"/> Guidance Officer	Details:
<input type="checkbox"/> Behaviour Management	Details:
<input type="checkbox"/> Repeated any year	Details:
<input type="checkbox"/> English as 2 nd Language	Details:



PG Movie Permission

for Townsville Central State School

Department of Education regulations mean that primary school students are only able to watch G rated movies at school without parent permission.

From time to time, our classes will be watching and studying various films for our English, Science and HASS units. Some of these films will be PG rated. There may also be situations where students will watch PG movies on special occasions such as, PBL Rewards Day, end of term/year break-up celebrations.

These movies will be viewed under the guidance of our teaching staff.

Parental Guidance (PG)



The content is mild in impact.

The impact of PG (Parental Guidance) classified films and computer games should be no higher than mild, but they may contain content that children find confusing or upsetting and may require the guidance of parents and guardians. They may, for example, contain classifiable elements such as language and themes that are mild in impact.

It is not recommended for viewing or playing by persons under 15 without guidance from parents or guardians.

In order for your child to be able to watch a PG rated film, a permission form must be signed by a parent/guardian and held on file for the school year.

Please complete the below form and return to the Admin Office for recording.

PG rated movies Permission Form

- I give permission for my child _____ in class _____ to watch PG rated films.
- I **DO NOT** give permission for my child _____ in class _____ to watch PG rated films.

Parent name: _____ Parent signature: _____

Date: _____

INSURANCE COVER FOR STUDENTS UNDERTAKING PHYSICAL ACTIVITIES

I acknowledge that the Department of Education does not have Personal Accident Insurance cover for students.

Signed: _____ Date: ____/____/____



OFF CAMPUS / LEAVING THE SCHOOL GROUNDS FOR EVENTS

I give permission for my child to:

	Walk to Queens Gardens
	Walk to Queens Park
	Walk to Townsville Sports Reserve (Red Track)
	Walk to Townsville Grammar – North Ward Campus
	Walk to The Strand / Strand Park / Water Park
	Walk to The Strand to participate in Lifesaving Program Yr 5/6
	Walk to Tobruk Pool
Bus / Taxi Transport:	
	Tobruk/ Kokoda Swimming Pool
	Townsville Civic Centre
	Townsville State High School
	Pimlico State High School
	Murray Sporting Complex
	School performances at various locations i.e. Hot Ropes, Music
	James Cook University

I understand if students are participating in **events outside of school**, parents will be **notified through weekly newsletters, Facebook and/or school website, and/or class notes.**

I understand if students are leaving school grounds, they must be dressed in **full school uniform** (unless otherwise stated), **closed in shoes** and wear **a hat.**

Signature: _____ Date: _____





TOWNSVILLE CENTRAL STATE SCHOOL

4-6 Warburton Street
North Ward, Qld, 4810

Phone: (07) 4722 6333

Principal: Mr Damien Tillack

E-mail: [principal@townsvillecentralss@eq.edu.au](mailto:principal@townsvillecentralss.eq.edu.au)

Parent/Guardian consent for ongoing one-on-one meetings with the School Chaplain

Our school community provides a chaplaincy program endorsed by the school's Parents and Citizens Association which is available, on a voluntary basis, to all students.

Our Chaplain is part of the school support team and works closely with the support staff in providing positive outcomes for students, staff and families.

Additional information about the school's Chaplaincy Program is available on our website, but please feel free to contact the school should you like more information.

As required by law, written parental consent is required for your child to meet individually with the school's chaplain on a regular or ongoing basis. Please indicate below whether you consent to these individual meetings.

Parent/Guardian Name:	
Student Name (in full)	
Student year level	

YES – I give permission for my child to talk with the chaplain individually if required

NO – I would prefer my child speak with another staff member if they need individual support

Signature: _____

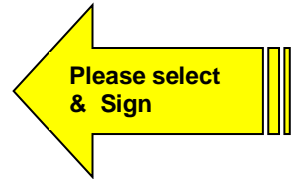
Date: _____



THIRD PARTY WEBSITE CONSENT

As a parent or guardian of this student, I have read the terms of use and privacy policy of each of the websites listed. I understand that my student's personal information will be provided to these third party software providers for the purpose of my student's registration and use of the software programs and that this information may be stored outside of Australia.

- I **do** give permission for my child to be registered with:
- I **do not** give permission for my child to be registered with:



Name of Provider: **Reading Eggs**

Type of Service: The purpose of this website is to promote and provide access to a product designed to develop a student's ability to read English. **Uses full first name and initial of last name.**

Website: <https://readingeggspress.com.au/>

Terms of Use: <https://readingeggs.com.au/terms/>

Privacy Policy: <https://readingeggs.com.au/privacy/>

File Storage: cloud based servers in Australia

- I **do** give permission for my child to be registered with:
- I **do not** give permission for my child to be registered with:

Name of Provider: **Mathletics**

Type of Service: The purpose of this website is to promote and provide access to a product designed to develop a student's math skills and problem solving strategies.

Website: <https://www.mathletics.com/au/>

Terms of Use: <https://www.3plearning.com/terms/>

Privacy Policy: <https://www.3plearning.com/privacy/>

File Storage: cloud based servers in Australia

Parent/Caregiver Name

Parent/Caregiver Signature

Date

SCHOOL COMMUNICATION

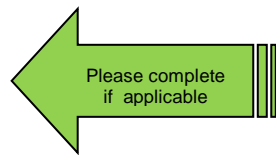
The school will use various methods to communicate with you. The Newsletter and Class Rep news **will be sent via your nominated email address(es) as per Student Enrolment Form.**

If you would **prefer a different address** be used, please nominate below: (No student email addresses please)

Email address: _____

COMMUNICATION FOR STUDENTS WITH TWO (2) FAMILIES

Please forward a copy of the student's Report Card (and NAPLAN results) to:



Name: _____

Relationship to student: _____

Address: _____

(AND/OR)

Email: _____

DRESS CODE FOR STUDENTS

By enrolling your child at Townsville Central State School, you are indicating that you accept our dress code (as detailed in Student Information and Permission Booklet) and our required standards as determined and endorsed by the P&C Association and management of the school.

Parent signature: _____ Date: _____



TUCKSHOP – VOLUNTEER / DONATION

I am **able*** / **not able** to volunteer time to assist the Tuckshop Convenor—(*please contact me on above number)

I would like to donate \$_____ to assist with the school's contribution to Tuckshop

Signed: _____ Date _____





Application for P&C Membership for 2022

TOWNSVILLE CENTRAL STATE SCHOOL P&C ASSOCIATION

Please complete and return to the P&C Secretary

Name:

Address:

.....

Phone: **Mobile:**.....

Email:

Membership: New / Renewal (please circle one)

I am a **parent / caregiver / community member** (over 18 years of age) at the school (please circle one)

I agree to promote the interests of, and facilitate the development and further improvement of, the School and the good order and management of the School.

I agree to be bound by all valid resolutions passed by the Association and work within the boundaries of the Education (General Provisions) Act 2006.

I agree to be bound by the constitution of the P&C Association, including the P&C Association Code of Conduct (attached overleaf) which includes the following:

- Personal Privacy – information obtained as a P&C representative **MUST** be considered confidential and treated accordingly
- Courtesy, respect, dignity and fairness will be observed at all times
- Discrimination against any person will not be tolerated (refer Anti-Discrimination Act 1991)

Signature:

Date:

P&C Secretary Use:

Date received:/...../..... Date accepted:/...../.....

Secretary's signature: Entered in P&C Register:

CODE OF CONDUCT FOR TOWNSVILLE CENTRAL STATE SCHOOL P&C ASSOCIATION

This Code of Conduct clarifies the expected standards of all P&C Association members. It has been adopted to aid all members of our school community to work as a cohesive group in partnership with the school.

The Code is intended to promote and maintain the highest standard of ethical behaviour by P&C Association members. Members of a P&C Association should adhere to the Code of Conduct at all times. This Code applies to each member of a P&C Association.

P&C Association members are to:

- act in the best interest of the total school community at all times
- conduct and present themselves in a professional manner and act ethically and with integrity at all times
- act with courtesy and demonstrate respect for all persons, whether fellow P&C Association members, school staff, parents/carers, students, community members
- remain objective and avoid personal bias at all times
- represent all members of the school community
- engage the school and wider community in developing and effecting school priorities, policies and decisions in a manner that is consultative, respectful and fair
- declare any conflicts of interest and not misuse their office to advance individual views or for personal gain
- make fair, transparent and consistent decisions
- provide objective and independent advice
- listen and be tolerant of the views and opinions of others, even if those views and opinions differ from their own
- treat official information with care and use it only for the purpose for which it was collected or authorised
- respect confidentiality and information privacy (about the school, community members, staff or students) at all times and not disclose confidential information
- not use confidential or privileged information to further personal interests
- be responsive to the requirements of the school community
- seek to achieve excellence in educational outcomes for all students at the school
- listen and respond to issues and concerns regarding strategy and policy
- work within the boundaries of the *Education (General Provisions) Act 2006*, the *Education (General Provisions) Regulation 2006* and the Department of Education, Training and Employment's policies and procedures relevant to P&C Association operations.

Signature:

Date: