



**In accepting the enrolment of my child at St Joseph's in 2015, I understand and agree that:**

**1. Catholic Ethos**

- 1.1 My child will respect and participate in Religious Education and will attend the Colleges regular Masses and liturgies.
- 1.2 I will respect and endeavour to participate in in all aspects of my child's Catholic education.
- 1.3 I will support my child in celebrating St. Joseph's Feast day and other Catholic activities.
- 1.4 I will endeavour to attend my child's First Reconciliation, First Holy Communion and Confirmation ceremonies.

**2. Administrative matters – Communication**

- 2.1 I will check my child's Home Diary daily for notes and respond appropriately.
- 2.2 I will read the regular College Newsletters and occasional Principal's Satellite for information.
- 2.3 If my child loses or damages a library book, Home Reader or other book, I will pay the cost.
- 2.4 If my child damages any school property I will pay the cost.

**Absence from school**

- 2.5 I will inform the Class teacher via the Home Diary or a letter if my child is absent from school due to illness or other reasons.
- 2.6 If my child is absent for a longer time I will inform both the Class teacher and the College Administration.
- 2.7 I accept that after 30 days of unexplained absence my child may be required to repeat the Grade.

**3. Punctuality**

- 3.1 I will ensure my child is at the College by 7.50am and picked up by 4.15pm.
- 3.2 I will pay a fee of K5.00 per half hour for late pick up after 4.15pm.
- 3.4 I understand that persistent late arrival or pick up may affect the future re-enrolment of my child.

**4. Uniform and appearance**

- 4.1 I will ensure my child is dressed in correct school uniform or sports uniform on the appropriate days.
- 4.2 I will ensure that my child's uniforms are clean, in good repair and fit the child.
- 4.3 I will ensure that all parts of my child's uniform are clearly labelled.
- 4.4 I will explain any uniform infringements in the Home Diary.
- 4.5 I will ensure my child comes to school with clean teeth, combed and acceptable hair style.
- 4.6 I understand that my child may be sent home if their uniform or personal appearance is unsatisfactory.

**5. Pastoral care and behaviour management**

- 5.1 I will attend Parent / Teacher meetings and Parent Information meetings.
- 5.2 I will endeavour to attend my child's Class Assembly and other College events as organised for parents.
- 5.3 I will support my child to do their best to follow classroom and College rules.
- 5.4 I will support appropriate disciplinary action taken by the College administration to correct my child's behaviour.
- 5.5 I accept that teachers may check my child's bag and possessions at any time
- 5.6 I will follow the procedures of the Grievance policy to resolve any conflicts with teachers and the College administration.