

6. Prohibited items and activities

- 6.1 I accept that my child will face appropriate sanctions if they smoke or chew betel nut whilst in uniform on the way to school.
- 6.2 I will ensure that my child does not bring prohibited items to school: correctional fluid, marking pens, betel nut, chewing gum, illegal drugs, alcohol, pornographic materials.
- 6.3 I will ensure my child respects the mobile phone ban of the College and accept the consequences of breaking this ban.
- 6.4 I will ensure my child is not involved in writing graffiti on school property, uniforms, books and other resources.

7. Appropriate language

- 7.1 I will ensure my child uses appropriate and respectful language.
- 7.2 I will support the College in encouraging my child to use English at all times.
- 7.3 I will ensure my child does not use foul language on others.

8. Curriculum matters

- 8.1 I will ensure my child completes all assigned tasks on time.
- 8.2 I will collect my child’s report card at allocated times.
- 8.3 I will attend any compulsory interview with teachers and the Deputy Principal Curriculum.
- 8.4 I will ensure my child has sufficient stationery for class work and that all such items are clearly labelled.

9. School Fees

- 9.1 I accept the College School Fee policy.

10. Interviews

I accept that I may be required to attend an interview with a teacher, Home Room teacher, Deputy Principal, Principal or the Executive Director about any of the matters in this booklet. I accept that my child’s enrolment may be cancelled by the Principal for persistent non-compliance with this agreement.



Secondary School

Acceptance of re-enrolment and new enrolment – 2017

Name of child: _____
First name Surname

Grade: _____

PLEASE PRINT

Name:
Parent / Guardian

Address:

Phone: Home: **Work:**

Signatures:

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Parent/ Guardian Mr George Swamy
Principal

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.

2. Administrative matters – Communication

- 2.1 If my child loses or damages a library book or other text book, I will pay the cost.
- 2.2 I will ensure my child follows proper clearance procedures at the end of each year and before graduation for Grade 10 and 12.
- 2.3 I will read the regular College Newsletters and occasional Principal's Satellite for information.
- 2.4 I will check my child's Home Diary daily for notes and respond appropriately.

Absence from school

- 2.5 I will inform the Home Room 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 Home Room teacher and the College Administration.
- 2.7 I accept that after 30 days of 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 accept that if my child is regularly late they may not be allowed to attend the first class and may be required to do community service.
- 3.3 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 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 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 will follow the procedures of the Grievance policy to resolve any conflicts with teachers and the College administration.
- 5.6 I accept that teachers may check my child's bag and possessions at any time