



Ignatius Park College | Enrolment Agreement

Trustees of Edmund Rice Education Australia Trading as Ignatius Park College | ABN: 96 372 268 340

Phone: (07) 4796 0222 | Email: Enrolments@ipc.qld.edu.au | Web: www.ipc.qld.edu.au

Agreement Contract of Enrolment

Applicant's Name _____ Year Level and Year of Entry _____

The parties to this Contract of Enrolment are the

Please print full name _____ Mother/Guardian 1

Please print full name _____ Father/Guardian 2

and the College as represented by the Principal.

In the event that the College makes an offer of a place at the College to the applicant as named above then,

I/We, the undersigned, being the Parent(s) / Legal Guardian(s) of the above applicant, or an independent student, will accept the offer of a place in the class and in the year of entry indicated above. An offer of a position will be formalised through a Letter of Offer from the school. I/We accept the following conditions upon which the offer is made:

1. I/We seek a Catholic education for our son and I/we support the Christian values of the school and the values of the EREA Charter (2011), the Religious Education and other school initiatives that actively espouse and promote Christian values. I/we understand that while my/our child is a student at the school, he is expected to take part in and support these faith activities and respect the religious principles and practices of the school, and that failure to do so could lead to cancellation of enrolment. I/we understand the College engages the services of a College Chaplain and support the College in this endeavour.
2. I/We support the applicant in complying with the College Rules and Behaviour Management Policy/Procedure for the time being in force and that I/we will not hold the College liable for any loss or damage caused by a failure of the applicant to observe the aforesaid. I/we also understand that while a student of the College, the applicant is expected to act at all times in accordance with the values and rules of the College and that serious breaches in this regard could lead to cancellation of enrolment. I/we agree that such College Rules may be altered or added to at any time.
3. In the event that we wish to terminate our son/s' enrolment, I/we will give written notice to the Principal. If possible, the written notice will be:
 - (a) not later than the first day of the Term at the end of which it is intended he is to leave; or
 - (b) if it is intended that he should leave during a Term, not later than the first day of the preceding Term.
4. I/we accept the responsibility to pay school fees and levies which will be paid at the time determined by the College and will remain payable during any period of absence of our child from the College unless otherwise agreed. Fees may be adjusted annually and the College will endeavour to keep parents informed at the beginning of each year of any such variations.
5. I/we acknowledge that, unless otherwise agreed in writing with the College, we as parents or guardians, are jointly and severally liable for the payments of fees and levies. Should any fees or levies not be paid by the due date, then the College may, in its sole discretion, suspend or terminate the applicant's enrolment at the College and take legal action to recover outstanding fees and levies.
6. I/we will contact the school promptly if I/we propose any change regarding fee-paying arrangements or am/are concerned that I/we may not be able to pay the fees as contracted. I/we agree to make further arrangements acceptable to the school on how any resulting debt will be paid.
7. I/we consent to the applicant participating in all normal curricular, sporting and co-curricular activities conducted with the approval of the College, such as work experience, College camps, excursions and functions except for the following (if applicable):



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8. With reference to the above, or in the case of an emergency not covered by the above, I/we consent to the applicant travelling by College bus, or on any form of public or private transport, where such transport is deemed in the reasonable opinion of the College to be necessary or desirable.
9. In the event of any medical or other emergency arising in which the College considers it impossible or impractical to communicate with the undersigned Parent(s), Guardian(s), or Carer(s), the College will take all reasonable care of my/our son suffering accident or illness but will not be responsible for the costs of any ambulance, medical or dental attention or treatment administered to the applicant 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 the applicant, including attention provided by the College First Aide staff.
10. The consent which I/we have given is valid at all times while the applicant is in the custody of the College including, but not limited to, such times as the applicant is at the College, is present at College camps or is attending or participating in a work experience program, excursion or function. The Principal, or his nominee, has authority to apply whatever disciplinary measures are deemed necessary in relation to the conduct of the applicant, both inside and outside (as appropriate) the College precincts, or to suspend / exclude / expel the applicant for any cause judged to be sufficient.
11. The school does not insure against, and is not responsible for, damage, loss or theft of the applicant's property of any description.
12. I/we will use my/our best endeavours to ensure the applicant will not be absent from the school without good cause and that term dates as advertised will be adhered to. I/we will promptly explain any absences of the applicant using appropriate school processes to the Principal.
13. The College does not have a responsibility to provide work for my/our child to do during a period of avoidable school absence from the College. If the absence is a result of a choice by applicant/parent/carer, the school may choose to/not to provide catch-up lessons or assessment.
14. In this contract, the expression "Principal" includes any person from time to time acting as Principal or other staff members for the time being carrying out the duties of, or exercising the authority of, the Principal.
15. I/we give consent / do not consent [delete that not applicable] to the Applicant being photographed and/or named in publications of Ignatius Park College, including but without limitation, any internet or web site, year book, advertising or promotional material or press release. If you believe there is a good reason for your family's information to be not passed on as described, please speak to the Principal or a member of the College Leadership Team at the time of your interview.
16. I/we understand that in the event of a referral for personal counselling at the College, efforts are routinely made to inform parents that the child has been referred. The student may also refer themselves without first consulting a parent. There are also circumstances in which a counsellor will honour a student's request that they refrain from contacting a parent to advise of any referral or engagement. In all instances, College counsellors are obliged to inform parents or relevant authorities if a student appears to be at significant risk of harm to self or others.
17. Catholic schools have a long history of a pastoral relationship between the school and the local Diocese and Parish. In fact, Catholic schools are agencies of the Diocese and, as such, seek to be an integral part of the life of their Catholic parish. This sometimes requires an exchange of information (e.g. for Sacramental preparation) between the school and the Parish/Diocese. This would include names and contact details of families, the religion of students and parents and whether or not students described as Catholics have celebrated the sacraments of Baptism, Confirmation, First Communion and Reconciliation. Relevant Parish/Diocesan staff will treat this information with the same confidentiality as do school staff.
18. I/we give consent / do not consent that we have read and accept that the school may provide contact details and some other information to the Parish and Diocese to assist their pastoral work. If you believe there is a good reason for your family's information to be not passed on as described, please speak to the Principal or a member of the College Leadership Team at the time of your interview.



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This contract (as amended from time to time) will be binding and remain in force for the duration of the applicant's enrolment at the College. I/We have made full and frank disclosure of all information requested by the College in the Application for Enrolment Form.

Please sign below to agree to these Terms and Conditions

Mother/Guardian Name 1: _____ Date: _____

Mother/Guardian 1 Signature: _____

Father/Guardian Name 2: _____ Date: _____

Father/Guardian 2 Signature: _____



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Agreement Edmund Rice Education Australia Drugs Policy

Applicant: _____ Signature: _____

Date this _____ day of _____ 20____

The College is committed to providing an environment which maximises educational opportunities and outcomes for all within the context of gospel values and the ethos of Edmund Rice Education. It is expected that parents and students will support behaviours that are socially responsible in respect of the College rules, College policies and the law.

All applicants enrolling at this College are required, by the following written agreement, to comply with the College's policy of prohibition in respect of illegal and illicit use of drugs within the College context and to accept the actions and consequences which will follow as a result of a breach of that policy.

Edmund Rice Education Australia Drugs Policy (Illegal Drugs)

1. A student at the College, in the vicinity of the College, travelling to and from the College, at College events, or events related to, or interpreted as being under College control, shall not:
 - Knowingly have in his possession, a drug of dependence other than that for which they hold a current prescription prescribed by a registered medical practitioner or a prohibited substance and/or administer/supply to himself, or permit another person to administer/supply to himself, a drug of dependence or a prohibited substance; and/or
 - Have in his possession any piece of equipment for use in connection with the smoking or consumption or administration of such a drug or substance or the preparation of such a drug or substance, for smoking, consumption or administration.
2. In the event that a student breaches this prohibition, the College Drug Policy Procedures and response will be followed.

AGREEMENT (To be filled out at the interview.)

I, _____, agree to comply with the College policy in respect of drugs within the College context. I further agree that should I be involved in a breach of the policy, I undertake to assist the College in its data collection concerning the breach and further to comply with any pastoral support programs and discipline responses as may be decided as appropriate by the College in the circumstances.

I accept that searches of property may be required where there is a reasonable suspicion of breach of College rules/law. I have read the agreement and understood my obligations under it.

Applicant _____ Signature _____

Dated this _____ day of _____