

# Enrolment Pack





Dear Parent/Guardian,

On behalf of our entire staff here at Park Ridge State High School, I'd like to welcome you and your child on the journey to becoming part of our school community.

Our school has much to offer students and we are proud of our emerging reputation for high standards of learning and success across multiple disciplines. Students are taught and encouraged to develop themselves in keeping with our ethos and to uphold our vision: *'Excellence in all we do.'*

This vision is not just about academic achievement; instead it is how students embody 'excellence' and approach each challenge, setback and success they are met with. It's an attitude, an outlook and a way of life here at Park Ridge State High School.

I am excited about the direction our school is taking and the unique opportunities we are generating for our talented and diverse students. We have a strong community of families, organisations and business partners that invest their time and energy to provide the best learning prospects and support networks for our students.

I hope to see you join the many other families that we have working with us to provide quality education for your child.

Kind regards,



Sharon Amos

Principal



# Checklist for Enrolment

Please bring the following documentation to your interview:

- Proof of Residence (eg. Rental lease agreement, contract for purchase of a home, recent rates notice, recent electricity bill, or statutory declaration (only for exceptional circumstances)).
- Student's birth certificate / passport / visa
- Copy of the student's most recent report card
- Relevant specialised medical / legal / education documents or reports.

## Forms

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### Education Queensland Student Enrolment Form

This is a mandatory form & enrolment cannot occur if incomplete. Please complete with care.

Complete & return

*Tip: Some parts can be completed on the computer before you print the forms.*

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### Park Ridge Enrolment Agreement

This form is specific to Park Ridge State High School. It outlines our expectations and responsibilities of the student, the parent/carer and the school.

Complete & return

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### State School Consent Form

This form grants permission for your child's name, photo or work to be included in school media such as our website, magazine, videos and social websites. If your child is part of our AFL program, this form covers their participation in the program as well.

Complete & return

*Tip: In most cases we encourage parents to give full consent, though there are some situations where consent should not be given, e.g. students in care, or complex legal/ medical circumstances.*

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### Student Resources Hire & Subject Agreement Form

This form is required for students to access our shared textbooks, printing and other class materials throughout the year.

Complete & return

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### ICT BYOD and Responsible Use Agreement

This outlines the expected behaviours and responsibilities of students using our computers, printers, network and internet at Park Ridge.

Complete & return

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## Appendices – Read carefully

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### Uniform Policy Summary

This policy is strictly enforced and explains in detail the requirements of Park Ridge students. The full policy can be found on our website.

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### Attendance Policy Summary

This document explains the requirements and responsibilities of the school, parents and students for maintaining high attendance. The full policy can be found on our website.

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### Responsible Behaviour Plan for Students

This document explains the processes and actions undertaken by Park Ridge for student's behaviour across the school. It explains the levels of expected behaviours and consequences for breaches of the policy.

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### ICT Responsible Use Policy

This document explains the expectations and conditions of the use of our ICT resources at Park Ridge, including internet activity, email and printer procedures.

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### BYOD Buying Guide

This guide will allow you to decide on a device with confidence. Very useful if buying online or at a retail shop. This can also be downloaded from our website.

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### Uniform List

Current price list/ordering form for the Uniform Shop

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### Payment Options

A guide to setting up different payment methods with the school such as direct debit and Centre Pay.

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