مدرسة جيمس وستمينستر الشارقة
GEMS Westminster School
SHARJAH

GEMS WESTMINSTER SCHOOL, SHARJAH
ANNUAL HOME-SCHOOL CONTRACT

(Agreeing to this Contract is a condition of admission into WSS & is non-negotiable. Please reach out to us if you have any queries, before signing.)

Date:

Format updated 10/11/26

	Student name:	*Nationality of Passport*	*Religion*	*Enquiry/ID #*	*Year Group/Class:*	*Transport (√)* OT	Bus
1							
2							
3							
4							
5							

Parents' Details	
Mother	***Father***
Name:	**Name:**
Contact number:	**Contact number:**
Residence Address: **Building name/Villa number:** **Area:** **City:**	**Residence Address:** **Building name/Villa number:** **Area:** **City:**
Email:	**Email:**
Occupation:	**Occupation:**
Company name:	**Company name:**

Emergency contact in case of emergency, if primary and secondary contacts are unreachable:

Emergency Contact Name	
Emergency Contact Number	
Emergency Contact's Relation to Parent	*Please tick one of the following:* ☐ **Relative** □ **Other** *(specify)* ☐ **Family friend** ☐ **Colleague** ☐ **Employee (including nanny or driver)**

Appendix (A) to the Ministerial Resolution No. (1) of 2018 on the Regulation of the Students Behaviour at Public Education Foundations, United Arab Emirates. The Ministry of Education. Form No. (1), and SPEA Circular #74 dated 22/09/2020.

- The student and the guardian signs the Home-School Contract with the school at the beginning of the school year and agrees to be familiar with, & follow, the Be a GEM Behaviour Policy.

- This Contract supports the Ministry of Education's approach to achieving the vision of the United Arab Emirates for a first-class educational system that ensures that all students develop personal, cognitive and social skills in a safe and secure environment.
- The Regulation of Positive Behaviour draws upon the values of the Ministry of Education, Citizenship, shared responsibility, accountability, commitment and transparency, and the right for education for all. Therefore, all staff members commit to inform, direct and train all students with instructions to be followed at all times.
- The school therefore expects students to consistently show respect and appreciation to their teachers and colleagues and to respect their learning environment and school facilities.
- The general policy of the Student Behaviour Regulation states that all students, employees and parents have roles and responsibilities that all must adhere to.

General Responsibilities

School General responsibilities:

- Commitment to student safeguarding, high professional and ethical standards, well-prepared teaching, learning and appropriate extra-curricular activities.
- School is bound by the law to report any Safeguarding concerns (such as physical, emotional or neglect abuse) to the Authorities.
- Share Termly data relating to the child's progress & Attainment with parents (subject to clearance of fees & SPEA Daleel registration).
- Consistently follow school policies & procedures as published in the WSS Parent Handbook. Update & publish the Parent Handbook as required.

Parent/guardian General Responsibilities:

- **Accept full responsibility towards the student according to Wadima's Law and other UAE Safeguarding laws** (avoiding any form of abuse, ensure punctuality & at least 95% attendance over the year).
- **Demonstrate respect to the administrative and teaching staff at the school. Do not harass or verbally/physically abuse them (either face-to-face, online or on Social Media),** and follow the school's complaints policy.
- **Follow school policies & procedures as published in the Parent Handbook.**
- **Notify the school of the children's particular needs, including SEND/SofD,** and support child & school accordingly. Provide additional Assessment Reports as requested by school.
- **Promote positive behaviours and commit to encourage and care, and to resolve behavioural problems** of the child. **Cooperate with school** to solve any behavioural problems **as per the school's behaviour policy**.
- **Support your child inside and outside school to raise their educational level, values and character.**
- **Instil self-discipline** in your children and regularly **support them to apply the values of the UAE**.
- Commit to **attend Parent-Teacher (PTM) meetings and school events** when invited by the school.
- C**ommunicate with the school** in a timely manner when needed.
- **Pay the value of repair or replacement** of any items lost or damaged by your child, as per the decision of the school's Behaviour Management Committee.
- Provide and **update correct telephone numbers** to facilitate home-school communication.
- Ensure your child **brings all required learning materials, Device & stationary, & wears correct school uniform & ID card daily.**
- **Ensure your child arrives at school punctually before the start of morning Registration, & is picked up on time at the end of the school day**. Punctuality is a requirement.
- If you want your **child to exit school independently, meet the PRE to sign the Independent Exit form, purchase a purple lanyard (for regular independent exits), & accept full responsibility for this arrangement.**

Student General Responsibilities

- Commit to following the **values, principles, customs and traditions of the UAE**, such as **honesty, tolerance, integrity and respect for** all members of the school, as well as parents and members of the community.
- **Adhere to all school & Authority rules** and regulations.
- Act **responsibly and not endanger the safety, wellbeing or learning** of others or self.
- Commit to wearing proper **uniform, ID card, appearance** and attitude.
- **Participate in the educational process** in a positive way through **hard work and diligence** & promote a positive, safe learning environment.
- **Maintain** the **property** of the school and others.
- Commitment to **school hours**. **Avoid absence or lateness** except with an approved excuse.

- Contribute to **strengthening the positive reputation & image of the school** within the community.
- **Contribute actively to the activities** of the school community.
- **Do not leave school other than at approved times. Do not exit school independently,** unless with written parent permission, or as per school Exit policy.

Students' Rights:

- Obtain a quality **education**.
- Learn in a **safe, attractive school environment**.
- To be treated with respect, fairness and justice.
- Obtain the necessary **support from parent/guardian** at school meetings.
- **Confidentiality**; school will not disclose any student's confidential data without the written consent of the parent or as required by the competent official authority.
- Be provided with appropriate **social, psychological and health care** as per Authority regulations.
- Be provided with **activities** that are appropriate for their talents, abilities and potential.

1. Communication

1.1. School Responsibilities

- To share all required information, circulars, Authority rules, expectations & requirements with parents in a timely manner by email/SMS as appropriate.
- To update & publish the Parent Handbook & ensure that this includes an outline of all required school policies & procedures.
- To reply to parent emails & calls within **2 working days**, during working hours.
- To communicate professionally with all stakeholders.
- Confidentiality; never communicate personal information (including personal phone contacts) except to that concerned person or to the concerned authority.

1.2. Parent Responsibilities

- To check school emails/SMS & keep up to date with school circulars, Newsletters & other communication.
- To respond actively to school communication & requests for information.
- To communicate to WSS staff respectfully, both verbally, in writing & on Social Media.
- Never engage with other children unless with their parent permission.
- Never defame WSS, GEMS or WSS staff on social media or other format or break school confidentiality.

2. Enrollment

2.1. Acceptance of the student's enrollment in the school; School Responsibilities

- School will follow a fair & consistent policy for the enrollment of children into WSS.
- Promotion to the following year group will be as per Authority attendance & achievement criteria.
- Enrollment is subject to the child passing academic & social admission assessment, the submission of required Authority Registration documentation & clearance of the first Term's fees in full.
- Priority admission is given to 1) Siblings of existing WSS students, 2) GEMS school-school transfers, 3) WSS staff children, 4) Students who were previously enrolled at WSS, but then left, 5) GEMS staff children, 6) Others.

2.2. Acceptance of the student's enrollment in the school; Parent/guardian responsibilities

- **To submit all required Authority Registration Documents** prior to admission & update these as required over time.
- To clear full first Term's fees before enrollment is confirmed.
- To **complete SPEA Daleel Registration immediately**.
- To declare any individual physical or learning needs of their child (such as SEND SofD, Diabetes, etc. that may require additional or different support) at the time of seeking admission.
- To pay the Re-enrollment Fee by the given deadline to secure a seat for the following academic year (or lose the seat).

3. Curriculum and Educational Programmes:

3.1. Compulsory study materials

- The WSS curriculum follows the British National Curriculum for England & Wales (British Curriculum). This may include books (hard or softcopy), Apps, external & internal assessment, Schemes of Work and external Board examinations (SPEA-required Benchmarking assessments such as GL, CAT4, PISA, PIRLS, TIMSS etc, IGCSE in Year 11, A/S Level in Year 12 & A' Levels in Year 13). Equivalency & Promotion to the next Year Group is dependent on achieving certain examination grades as per Authority requirement.

- MOE subjects are compulsory.
- Parent to **provide a BYOD digital device for each child** as per year group requirements.
- Parents to ensure that their child brings all required learning materials to school as per the timetable.

3.2. Elective study materials

- School will ensure that all required materials, whether elective or compulsory, are available for students, either digital or hardcopy, or uploaded online.

3.3. Evaluation/Assessment policy

- **The assessment policy is published in the Parent Handbook.** It includes compulsory MOE external assessment tests (eg. CAT4, Baseline assessment, PASS, PISA, PIRLS, TIMSS & GL Progress Tests), internal end of Term exams, quizzes & ongoing teacher assessment of classwork, projects & home-learning.
- **SPEA-required external assessments will be charged to parents along with T1 fees.**
- End-of-Term/Year exam portions & schedules, & external assessment schedules will be shared in advance with parents.
- Term 3 Assessments are compulsory for promotion to the next year.

3.4. Graduation requirements and equivalencies

- These are subject to SPEA change & will be informed to parents of applicable Year Groups.

4. Fees

4.1 Annual school fees

- Fees are **as per Authority approval** & are published on the Website & in Reception.
- Fees are **subject to change as per Authority notification.**
- **If parent has paid annual fees in full in advance, but school subsequently receives authority approval for a fee increase, the difference is payable.**
- **Fees are due Termly, by the first day of each Term. Term 1 fees must be cleared before any student joins for the new academic year.**
- **Failure to clear fees (including School, Bus, Babysitting, Assessment) would lead to the withholding of Report Cards, discussions about individual progress & achievement, TC/formal school document provision & the re-enrolment facility for the following academic year.**
- **As per SPEA Policy No. (SPEA-8.1.04. 0): Payable Tuitions to Schools and Refunds Policy,**

Effective Date: December 2021:

4.1.10. If the learner enrolls in school on any date after the beginning of the academic year, tuition will be collected from the beginning of the month in which the student is enrolled (Example: If the student enrolls in the second week of November, then tuition will be collected starting from the beginning of November).

4.2.1. The school may collect the enrolment fees for new learners or renew the enrolment of current learners at the school for the following academic year within four (4) months before it starts for the purpose of reserving a seat for the learner. This amount shall be deducted from the tuition of that academic year, provided that it does not exceed (5%) and not exceeding (1000) dirhams of the value of the approved tuition.

4.3 Fees refund: 4.3.1. The school is entitled to not refund the enrolment fees or the enrolment renewal fees (reserving a seat) in the event that the learner does not attend it, as specified in Paragraph (4.2.1)

4.3.2. If the learner does not attend school during the first week of the academic year, and his parent does not inform the school of this, the school may cancel the seat reservation and reserves the right not to refund the enrolment fees or enrolment renewal fees, and the learner shall lose the seat if there is no vacant seating in the school after that.

4.3.3. If the learner attends the school at the beginning of the academic year and then leaves it voluntarily during the academic year, the tuition due to the school will be calculated as follows: − If a student attends school for a period of two weeks or less, one month tuition shall be charged.

− If a student attends school for a period exceeding two weeks and a maximum of one month, two-month tuition shall be charged.

− If the student attends for more than a month, the value of the entire semester tuition shall be charged.

− Refunded fees are calculated as of the date of the application officially submitted by the parent regarding his/her desire for his/her son/daughter to not continue in school, or the date of the student dropout if it is earlier than the date of submitting the application.

Fees for Authority-required External Benchmarking Exams

- **SPEA & school require students to take specified external international benchmarking exams, such as CAT4, GL (PTE, PTM, PTS), PASS, Mubakkir/Tala etc. The cost of these is borne by parents (approximately AED350/- per year, TBC).**

4.2. Extra Fee Recipient: Optional trips, activities Babysitting, celebration costumes etc. are at extra cost.

4.3. Fee payment mechanism

- Fees can be paid at the Cashier (cash/cheque/Credit Card), or through the parent's online portal.

4.4. Fee refund mechanism

- Apply for a required fee refund through the Cashier. Fee Refunds are approved as per Authority regulations above.

4.5. School fee reduction policy - There is 4th sibling discount. See Cashier for details.

4.6. Scholarship Policy

- Scholarship programmes, such as the Sheikha Fatima Award for the top female student in school, may be awarded by GEMS on a discretionary basis. A fair, consistent & rigorous application criteria & process is followed. The Principal's decision is final.

4.7. Certificate blocking mechanism

- **Certificates & Report cards are withheld in the case of non-payment of due fees,** or failure to submit all required documents for SPEA Daleel Registration.

4.8. Financial sanctions mechanism

- **GEMS reserve the right to pursue debts & broken Payment Plans as per local law.**
- A fee is charged on bounced cheques as per the Bank's charging policy & is passed on to the parent.

5. School Calendar

5.1. School responsibilities

- **The school follows the Authority published/approved school calendar,** which is published in the Parent Handbook & Newsletters. All dates are subject to Authority change without notice.

5.2. Parent/guardian responsibilities

- Ensure '**Good', regular attendance (at least 95%)**
- Apply online for **Leave approval for any mid-Term Leave (1-8 days).**
- **Submit a Leave form to the Principal for any mid-Term Leave exceeding 8 working days**

6. The 'Be a GEM' Behaviour & Discipline Policy is published in the Parent Handbook

6.1.

First Category Violations	**First Category (minor) Violations (1st time email, 2nd time IR sent home, 3rd time WL):** • 1.1; Being late without acceptable justification. • 1.2; Non-compliance with uniform (school or PE) • 1.3; Failure to bring books/school supplies • 1.4; Failure to follow positive rules of behaviour inside/outside class • 1.5; Sleeping in class • 1.6; Eating in class without justification • 1.7; Non-compliance about completing HW & assignments. • 1.8; Bringing any means of communication, such as mobile (p46; 1st time confiscate until end of day, 2nd time deduct 2 marks & confiscate for one week, third time deduct 4 marks & confiscate for the rest of the Term) • 1.9; Misusing electronic devices, such as playing games & misusing headphones 1.10; Any similar action.
Second Category Violations	***1) Written WL with deduction of Behaviour Points (1st time -8), 2) Written WL with deduction of -8 Behaviour Points, 3) Suspension 1-3 days) etc.*** **Second Category Violations (Medium Risk)** • 2.1; Repeating the irregularities of the first Level more than 3 times • 2.2; Absence from school without acceptable excuse, including before or after holidays & weekends, or for exams • 2.3; Entering or leaving the classroom without permission during the session, or not attending sessions/activities without an excuse. • 2.4; Inciting to provoke, threaten or intimidate • 2.5; Violating public morals, such as dressing/styling to resemble the other gender • 2.6; Writing/damaging school/bus walls or furniture. • 2.7; Taking, possession, sharing photos of staff/students without their permission • 2.8; Verbal abuse • 2.9; Smoking in school or possessing any smoking tools. • 2.10; Private License holders who use private cars without obtaining necessary school approvals. • 2.11; Trying to steal. • 2.12; Misuse of Means of communication, such as Mobile on trips. • 2.13; Any similar action.
Third Category Violations	**1) 1st time written WL with -12 Behaviour Points, 2) Suspended from school for up to 1 week. St. can be banned from bus for repetitions** **Third Category Violations (Dangerous)** • 3.1; Repetition of one of the Second Degree Irregularities more than 3 times • 3.2; Leaving school without permission/escaping during the school day • 3.3; The acquisition, possession, display & promotion of unauthorized materials, information, electronic materials & those contrary to values, morals, etiquette & public order or modesty. • 3.4; Defaming peers or staff on social media • 3.5; Bringing or possessing white weapons or similar in school • 3.6; Sexual harassment in school • 3.7; Physical assault of peers or staff (physical bullying) • 3.8; Systematic theft or concealment • 3.9; Attempt to destroy/damage school equipment/facilities & seize them. • 3.10; Tampering of or vandalising buses, harming Driver/Conductor or road users. • 3.11; For License holders, driving recklessly around school, failure to follow safety rules& security instructions. • 3.12; Failure to deliver means of communication (Mobile) • 3.13; Any similar action.

Fourth Category Violations (Very Serious)

- 4.1; Repetition of one of the Third Degree Irregularities more than 3 times
- 4.2; Use of means of communication (eg. Mobile) for illegal/ immoral activity, or in any way that harms the education foundation or its employees/users.
- 4.3; Destroying or damaging school equipment/facilities & seize them.
- 4.4; The acquisition, possession or use of firearms, white weapons or the like in school
- 4.5; Sexual abuse in school
- 4.6; Physical assault leading to injury of peer or staff
- 4.7; Leaking exam questions, or participating in any way
- 4.8; Causing fires in school
- 4.9; Impersonating others in school dealings or forging school documents.
- 4.10; Abusing political, religious or social symbols of the State
- 4.11; Possession, bringing, promotion or use of any kind of narcotic drugs or psychotropic substances, or being under the influence.
- 4.12; Broadcasting or promoting extremism or atheistic ideas & beliefs against the social & political systems of society.
- 4.13; Any similar actions.
- 4.14; Insulting the divine religions or provoking all that causes strife at school.

6.2. School's 'Be a GEM' Behaviour & Discipline Policy

- By signing this contract, the parent agrees to support the school's Behaviour & Discipline policy.
- Our **Be a GEM Policy is based on mutual respect & wellbeing** & is applicable to all stakeholders.
- Staff follow-up behavioural issues in a fair, consistent manner. Parents are kept updated. Incident Report/Warning Letters are filed in the student's Portfolio. Multiple Incident Reports & Warning Letters, & serious fights or illegal activity, would lead to blocking from re-enrolment.
- **Physical response/retaliation/fights are strictly not allowed for any reason** due to safeguarding concerns.

The WSS Stepped Discipline Pathway; 'Prevent, Developmental, Therapeutic'

Action		*Example of when this may be applied*
1	**Verbal warning (Whisper Warning) by concerned staff**	Low-level Category 1 Violations; for the first time – eg. low-level class disruption, off task, uniform, ID, Late, forgot learning materials/HL etc.
2	**Loss of Points** **Awarding points when improvement is seen**	Repeating Category 1 Violations. Follow SPEA Behaviour Point deduction policy Follow BAG positive point Policy
3	**Email home by concerned staff.**	To accompany any IR or WL sent home
4	**Incident Report.**	Category 1 Violations
5	**Counselling Session with Inclusion Team**	As & when required, as part of an investigation for 'Student Voice'. Wellbeing Catch-up report emailed home
6	**Report any Safeguarding concern/Incident on GUARD**	Bullying, fighting, verbal abuse, parent abuse of child, etc.
7	**Apology/Reflection letter written by student**	To accompany any IR/WL incident
8	**St. referred to Inclusion Team for counseling**	For any Safeguarding concern, pattern of negative behaviour, part of IBP
9	**Parent pays for any loss/damage**	Deliberate or neglectful damage, loss or taking of property (school or others) or facilities
10	**Loss of responsibilities/privileges**	As part of an IBP, Safeguarding concern
11	**Warning Letter sent home with Loss of Behaviour Points as per policy**	Category 2-4 Violations
12	**St. put 'On Report' for repeated violations**	Repeated IRs or WLs sent home
13	**Individual Behaviour Plan (IBP) with Inclusion Team & Section Pastoral Team.**	Following WL2, if 'At Risk' of being Blocked from re-enrollment
14	**Social Academic Report (SAR) sent home.**	Termly for SEND/SOfD, in case of ongoing behaviour/academic concern, unsupportive/challenging parent
15	**Internal Suspension (temporary)**	Fighting, Category 3 & 4 Violations
16	**External Suspension (temporary)**	Serious Fighting, Category 4 Violations
7	**'On Probation' & Re-enrollment blocked for the following year**	After 2 WLs, abusive parent,
18	**'Conditional Admission' Letter for Sept. re-enrollment**	Blocking after the re-enrollment fee has been paid
19	**Student Blocked; 'No Place September' Letter**	Failure to make significant improvement in behaviour
20	**File referred to MOE SPEA in case of mid-year Level 4 irregularities**	For serious L4 violations that would negatively impact on student or staff safeguarding

6.2.1. Classroom Learning (F2F – Face-to-Face)

- WSS is committed to providing the best quality education possible, considering student's individual needs, talents & aptitude. Learning Programmes are modified as required by curriculum, assessment, situation or Authority requirements.

6.2.2. Distance Learning (DL)

- As for Classroom learning above.
- DL is provided at the Authority's instruction or school's discretion.
- Parents may request DL provision in case of their child's extended medical leave (with a Medical Certificate) or if suspended due to Head Lice.
- A DL student during regular school opening time attends as a silent attendee.
- Parents are not allowed to interrupt, message or otherwise engage with the teacher or class during teaching time. Parent may email queries/concerns to the teacher as usual & the Teacher will reply by email within 48 hours on a working day.

6.2.3. Hybrid learning

- As above.

6.2.4. Books & Resources

- School will supply the required books (hard or softcopy) & learning resources once per academic year, for each year group.
- Where the same books are used over several years (eg. for IGCSE, A/S & 'A' Level courses), **school will supply only once. Students must keep books safely & reuse each subsequent year as required.**
- School will provide up to **3 exercise books per subject per academic year.**
- **Parents are required to provide stationary & additional exercise books** (above the 3), if required.
- **Parents are required to provide their child with appropriate BYOD IT Device,** as requested by the teachers.

7. Safeguarding (including Health & Safety & Wellbeing)

7.1. School responsibilities

- **Safeguarding of our students is top priority & the responsibility of all the WSS community.**
- **Issues related to safeguarding will be investigated seriously & followed-up promptly as per school, GEMS & Authority guidelines. Safeguarding concerns are recorded on the GEMS Safeguarding platform GUARD.**
- **Full details of related policies are published in the Parent Handbook & updated as required.**
- Staff may not have physical contact or communicate with students or form any relationship with a student beyond school & the limits of their professional role. Staff may not give lifts or gifts to students, except as per school policy. Staff may not share their own or others' personal contacts with students or parents. **If staff do any of the above, parents/students must immediately report this to the school Principal or DSL (Head of Inclusion).**

7.2. Parent/guardian Responsibilities

- **Report any safeguarding concern to the WSS Principal or Head of Inclusion (DSL Lead) immediately.**
- **Follow all WSS & Authority safeguarding policies as published in the Parent Handbook** (including, but not limited to the 'no junk food, healthy lifestyle' policy, sending healthy snack/canteen money & full water bottle to school, taking the required action in case of infectious disease & head lice, collecting sick children from school promptly, and never engaging with other people's children without parent permission etc.

8. Students of Determination (SofD/SEND)

8.1. School responsibilities

- WSS is committed to the provision of personalised learning for each enrolled student. However, WSS is a mainstream school with limited capacity & facilities, so admission is offered only when we feel that we are able to meet a child's needs.
- WSS is committed to providing whatever support possible to ensure equity of appropriate learning provision.

8.2. Parent/guardian responsibilities

- On admission & at the start of each subsequent academic year, parents of Students of Determination will sign a **Conditional Admission Letter,** detailing expectations & conditions of admission. This may include the provision of

parent-paid external assessment reports, a Learning Support Assistant (LSA), & providing external support sessions as required.

9. Transportation

9.1. School responsibilities

- **Transport is provided by Bright Bus (BBT). School does not line-manage BBT; all transport queries, complaints & requests should be directly addressed to the BBT team.**
- School management & BBT offer mutual support with discipline & fee defaulter follow-up.

9.2. Parent/guardian responsibilities

- Respectfully support BBT staff with the behaviour & safety of their children.
- Be punctual to the drop-off/pick-up points.
- Own Transport parents to **drop-off & pick up their child in school punctually**, as per school timings. Repeated lateness is a disciplinary issue.
- Parents to ensure that their **children wait inside school** at home time **in their designated waiting area** (West Forecourt for Juniors & girls, East Forecourt for Y3-13 boys) until picked-up.
- Parents to ensure that **if independent exit is required, they submit written approval for this in advance. Regular independent exit requires a signed Disclaimer form & purple lanyard.**

Procedures for managing and resolving disputes between school and parent

- The school commits to following the conditions of this Contract & policies as published in the Parent Handbook.
- In the event that the parent/guardian fails to comply with the decisions of the school, or parent or child violates the conditions of this Contract, WSS reserves the right to exclude the child from re-enrolment for the following academic year.
- Disputes may be referred to the competent regulatory authorities by the school's Arabic Secretary (SCO) (**the Authorities request that parents do not directly approach them**).

Parent to sign (√ for approved. Leave blank for not approved):

1. Parent Approval for WSS to use Our Picture/video in a Public Domain	***My Child is Approved***	***Mother is Approved***	***Father is Approved***
I approve for WSS to use our picture in **school publications** (such as the school Newsletter and Parent Handbook)			
I approve for WSS to use our picture on **school Social Media** sites (such as Facebook, Instagram & Twitter)			
I approve for WSS to record **videos** of us while engaged in school activities & events & use this on **Social Media.**			
Parent sign:	**Date:**		

2. **Parent Acceptable Use & Bring Your Own Device Agreement (BYODA)**	
The WSS educational programme includes Year 2-13 (Grade 1-12) students bringing their own IT device to school (BYOD) & using it to engage in approved educational activities. The use of technology & access to the internet in school is controlled & subject to disciplinary measures to ensure student & staff Safeguarding. All parents & students must sign the BYODA as part of the admission process & to participate in the BYOD programme.	
• I have read, understood, accepted and signed the WSS Acceptable Use & BYODA Policy. • I will monitor my child's Device use at home & ensure my child does not install a VPN on their school-use device	***Yes (√)***
Parent sign:	**Date:**

3. **Declaration**		***Name:***	***Sign:***	***Date:***
Parent, Guardian:	• I acknowledge that I have read & understood this Home-School Contract and am committed to all of the above. I fully accept the conditions of this Home-School Contract & the consequences of breaking the agreement (my **child's re-enrolment for the following year would be blocked).** • All information given to WSS to date is complete & accurate to the best of my knowledge. • My child has not been previously asked to leave WSS or any other GEMS school.			
Student:	I fully accept the conditions of this Home-School Contract & the consequences of breaking the agreement (re-enrolment for the following year would be blocked).			
For WSS:	WSS is committed to providing a safe & healthy learning environment, & the best academic & social experience possible.			