

Communication Agreement



- All communication to go through the contact person identified by each school.
- All emails to be responded to within 2 working days
- Maintain confidentiality around issues as appropriate and required.
- All parties to adhere to set timelines unless otherwise negotiated
- All concerns with student learning will be communicated through the contact person as soon as an issue is identified e.g. multiple absences, not handing up assignments, struggling with workload etc.
- Copies of agreements to be kept by both schools after signing.
- Reporting processes to be followed as identified by each schools' reporting policies.
- Delivery schools are responsible for quality assuring the information about their school offerings.