# Mapleton State Scho

# Parent Handbook



### **CURRENT SCHOOL STAFF AND ADMINISTRATION TEAM**

Principal: Aaron Willis

Teachers:

Louise Bentley Tia Page (HOC)

Kym Burgess (Guidance Officer) Miriam Porchun (Child Psychologist)

Leanne Falvey (LOTE/Japanese) Michael Price

Helen Frawley (Inclusion Teacher)

Natalie Proellocks (The Arts)

Julie Jones Jackie Shillig

Karen Lynch Leesa Dean (Instrumental Music)

Fiona Longhurst Jessica Ward

Michelle Moore Nicholas Young (PE)

Business Manager: Lois Staier

Administration Officers: Renée Donaldson

**Christine Cockroft** 

Technical Officer: Tim Woolner

Teacher Aides:

Renée Donaldson Beth Loughran Catherine Hamer Sue Xavier

Chantelle Johnson

School's Officer: Shane Davis

Chaplain: Vicki Eland

Cleaners: Shane Davis

Joel Evans Constance Fuller

Address: 24 Flaxton Drive

Mapleton Q 4560

Postal Address: As above

School Daily Routine:

TIME	BELL TIMES	
8.50am	First bell	
9.00am	Classes begin - morning session	
11.00am	First break - eating time	
11.10am	First break - play time	
11.25am	End First break	
11.30am	Classes begin - middle session	
1.00pm	Second break - eating time	
1.10pm	Second break - play time	
1.35pm	End Second break	
1.40pm	Classes begin - afternoon session	
3.00pm	End of school day	

### **TABLE OF CONTENTS**

TABLE OF CONTENTS	3
ACCESS TO SCHOOL GROUNDS	
ACCIDENT INSURANCE COVER FOR STUDENTS	
ARRIVAL (LATE) AND (EARLY) DEPARTURE OF STUDENTS	4
ASSEMBLIES	
ASSESSMENT AND REPORTING	4
ATTENDANCE AND ABSENTEEISM	4
BOOK CLUB	5
CAR PARK	5
CHAPLAIN	
CHILDREN'S PERSONAL PROPERTY	5
COMMUNICATION	
CURRICULUM	
CUSTODIAL CARE	7
DENTAL CARE	7
DRESS CODE	7
EXCURSIONS	
HEALTH ISSUES	_
HEALTHY FOOD AND DRINK STRATEGY	
LEAVING THE SCHOOL GROUNDS	
OBSERVATORY	
PARENTS' AND CITIZENS' ASSOCIATION	
PORTABLE ELECTRONIC DEVICES	
PREP	
PARENTAL INVOLVEMENT	
REFUND POLICY	
RELIGIOUS INSTRUCTION	
SCHOOL TRANSPORT	
SMOKE FREE ZONE	
SPECIALIST TEACHERS	
SPORTING ACTIVITIES	
STUDENT COUNCIL	
STUDENT SAFETY	
SUPPORT FOR LEARNING	
TRANSFER OF STUDENTS	
VOLUNTARY AIDES AND TUTORS	.15

### Useful phone numbers -

**School** (07) 5456 3333 **Absentee** (07) 5456 3360

**Wests National** 

**Coaches** (07) 5445 9724

### **ACCESS TO SCHOOL GROUNDS**

Visitors to the school are requested to sign in at the Office which is immediately inside the front gate.

### **ACCIDENT INSURANCE COVER FOR STUDENTS**

Some school activities and physical education, particularly contact sports, carry inherent risks of injury.

Parents are advised that the Department of Education and Training does not have Student Accident Insurance cover for students. Therefore, if your child is injured at school as a result of an accident or incident, all costs associated with the injury, including medical costs, are the responsibility of the child, parent or caregiver. Some incidental medical costs may be covered by Medicare. If parents have private health insurance, some costs may also be covered through the private health insurance. Any other costs would be borne by the parents.

Parents should contact their insurer or an approved Australian insurance broker if they choose to take out student personal accident insurance cover for their child. It is a personal decision for parents as to the types and levels of private insurance they arrange to cover their child for any accidental injury that may occur.

### ARRIVAL (LATE) AND (EARLY) DEPARTURE OF STUDENTS

Parents must present to the office to obtain a late slip for their child if arriving after 9am, or an early departure slip if taking their child before 3pm (with early departure, the white register also needs to be completed). They are required to offer a reason for the late arrival or early departure. Also see – Leaving the School Grounds.

### **ASSEMBLIES**

Assemblies are held at 9am on Monday mornings in the Hall to celebrate achievements, and to make announcements to the student body. Special assemblies are sometimes held at different times during the week. Parents are welcome to attend assemblies at any time.

### ASSESSMENT AND REPORTING

Each child's work is assessed regularly during the school year. National tests (National Assessment Program Literacy and Numeracy - NAPLAN) are held in May for students in Years 3 and 5. The results are reported to parents, and the school receives a summary report comparing school results to like school and State means.

Written reports are issued to parents at the end of each semester. Parent-teacher interviews are held twice per year.

### ATTENDANCE AND ABSENTEEISM

School attendance is compulsory between the ages of 6 years and 16 years. Parents must advise the school in writing or via our school **absentee hotline (07 5456 3360)** when a student is absent. If the parent\* knows in advance that the child will be absent, he/she should inform the school in writing beforehand. School rolls are marked online according to departmental policy and are reviewed by Central Office. Absences for which the school

receives no reasonable excuse, after 2 days, from the parent are recorded as "unauthorised". Principals are required to follow up unexplained absences on the day on which they occur and may report to a relevant authority if they consider it appropriate to do so. Parents/carers will be telephoned the morning of the unexplained absence to establish a reason for the child's absence.

\* A parent is any of the following: child's mother/ father, a person who exercises parental responsibility, under Aboriginal or Island custom is regarded as a parent of an Aboriginal or Torres Strait Islander child, a person granted guardianship under the Child Protection Act or under a decision or order of a federal or state court.

### **BOOK CLUB**

Periodically students may select books from brochures sent out by the Book Club. Participation in the scheme is purely voluntary. The school celebrates Book Week in August with a series of student-centred activities.

### **CAR PARK**

Please note this is a council car park which is available for short-term use. Police often patrol this area. Follow the arrows at all times. Please do not park in the bus zone. Stopping briefly to set down or pick up passengers is permitted except when buses are due – 2 minute zone to keep traffic flowing. Children waiting to be picked up assemble outside M Block.

NB: PARKING IS REAR-END-IN. ALL TRAFFIC IS ONE-WAY

### **CHAPLAIN**

The school offers a Chaplaincy Program which is funded by the Federal Government and local fund raising. Our Chaplin is here all-day Monday, Tuesday and half day Friday morning each week. Parents will be contacted and permission sought if a child wants, or needs, ongoing support from the chaplain.

### **CHILDREN'S PERSONAL PROPERTY**

All of a child's clothing and other personal property which is brought to School **should be permanently marked with the child's name.** It is in your own interest to do this. Missing clothes generally turn up in the Lost Property Box (located in the under covered area in the blue box).

To avoid loss or damage, your child should not bring valuable items, costly toys or large sums of money to school. If it is necessary, then these should be handed to a teacher for safe-keeping. If your child inadvertently brings home an item of clothing or property belonging to another child, return the item to the School without delay.

### COMMUNICATION

Newsletters and class newsletters are published regularly and distributed by email or to the youngest child. Our preference is for electronic distribution. <u>Please ensure your email, phone and mobile numbers, private and work, are kept up to date</u>. The newsletter is also uploaded to our school web site: <u>www.mapletonss.eq.edu.au</u>. Additionally you can use our school's Facebook Page. Some rules to remember when posting on Facebook: be kind and courteous, no hate speech or bullying, no spam and protect everyone's privacy.

A parent teacher information session is held at the beginning of each year. At this information session teachers will outline classroom policy and procedures. Any parent wishing to confer with a teacher or the principal at any other time is welcome to contact the school to arrange a mutually convenient appointment.

Our school policy is 'No hat, No play'. Children need to wear a navy 8cm brimmed hat or a navy legionnaire hat (to meet sun safety standards).

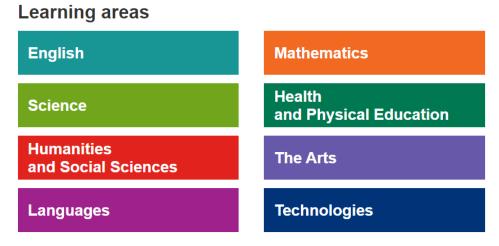
### Curriculum

Since 2010, Australia has been moving toward a national framework for schooling aimed at raising education standards and achieving nationally consistent curriculum, assessment and reporting.

The Assessment and Reporting Authority (ACARA) developed the <u>Australian Curriculum</u>. All schools were required to implement the Australian Curriculum by the end of 2020.



At Mapleton, we have a clear 'Whole School Curriculum, Assessment and Reporting Plan' which outlines how we implement the Australian curriculum in all of the 8 key learning areas.



To support schools with the implementation of the Australian Curriculum, the Queensland Government developed the Curriculum into the Classroom (C2C) resources. These are a set of example planning resources to help teachers implement the Australian Curriculum.

At Mapleton, we use these materials to provide a starting point for curriculum planning. Teachers are encouraged to adopt or adapt them to meet individual student learning needs and local contexts.

### To enhance our curriculum even further, our school also offers:

- Opportunities to enhance social-emotional learning, through explicit teaching and links to 'The Mapleton Way'- 'Care for self', 'Care for Others' and 'Care for our Learning'
- Curriculum related excursions, incursions and camps
- Sustainability and environmental science and links to our Mapleton Way- 'Care for our Environment'.
- Arts enhancement activities including our 'Instrumental Music' program, school choir and concerts.
- Sporting programs including athletics and swimming and inter-school sport activities with neighbouring schools.
- Science enhancement through the Cosmic Kids Club utilising our Mapleton State School Observatory and excursions/incursions.
- Under 8s Day to enhance early learning opportunities
- Opportunities to develop critical and creative thinking and collaborative learning e.g. 'STEAM' Week
- Focused and/or intensive support to develop literacy and numeracy skills
- Student Council and leadership opportunities.

### **CUSTODIAL CARE**

The Family Law Act 1975 (the Act) provides that each parent has parental responsibility for their children unless this responsibility is altered by a Family Court order or registered parenting plan.

In the absence of a court order, both parents are jointly able to obtain information about their child's education (both current and future). Please advise us, without delay, of any change in the custodial care of your children.

### **DENTAL CARE**

The school is usually visited annually by the Mobile Dental Unit which provides a free dental inspection and treatment for all children. Parental approval for treatment is required.

### **DRESS CODE**

Children attending our school are required to wear the school uniform when:

- attending or representing our school;
- ◆ travelling to and from school; and
- engaging in school activities out of school hours.

The school uniform, designed by a committee of parents, reflects our school community standards, and is consistent with occupational health and safety and anti-discrimination legislation. The dress code aims to contribute to a safe and supportive teaching and learning environment through:

- ready identification of students and non-students at school;
- fostering a sense of pride and belonging; and

 developing mutual respect among students by minimising visible evidence of economic or social differences.

A student may have their attendance at non-essential learning activities limited if they are not able to follow the school dress code e.g. sporting events and excursions.

The uniform consists of:

- ◆ school polo shirt with emblem (navy & green)
- navy bottoms as preferred e.g. shorts, long pants, netball skirt, plain skirt, culottes
- dress (in school colours)
- ♦ navy hat (8cm brim) or navy legionnaire hat (to meet sun safety standards)
- closed shoes with navy socks (to be worn at all times, unless specific permission to remove them is given by a teacher)
- navy jacket for colder months
- t-shirt in house colour for interhouse sporting activities.

Uniform items are available for sale from the P&C room in A Block on Tuesday mornings from 8:30 to 9am. Donations of second-hand uniforms are welcome.

Children may wear watches and sleeper or stud earrings to school. Other jewellery including wrist bands, anklets, spacers, and piercings other than a single ear stud should not be worn. Please advise the school if your child must wear an item for medical or religious purposes. Children with long hair are asked to wear their hair up for hygiene purposes.

The Student Council hosts free dress days as fundraisers for charities or specific events. Appropriate dress is expected from students on these days, that is, sunsmart clothing or apparel that is acceptable in the school setting. Inappropriate dress refers to clothing or apparel worn by students that is deemed to be:

- offensive:
- likely to disrupt, or negatively influence normal school operations;
- likely to result in a risk to health and safety of student or others.

### **EXCURSIONS**

Excursions and incursions are organised throughout the school year by class teachers. These events are curriculum related and parents are advised of the details, including costs, well beforehand and parental permission to attend is sought. Parents will also be advised whether or not a refund is applicable if the student has paid for the excursion but is unable to attend.

### **HEALTH ISSUES**

Please advise the School of any medical concerns involving your child, and make known what action you would prefer the school to take in case of sudden illness or accident. Please inform the school of any medical condition your child may develop, including minor or temporary ones; so that we can deal with emergency situations should they arise.

If your child needs any form of medication administered at School, it should be handed to your child's teacher. We can only administer **prescribed medication** that is supplied with a doctor's or chemist's instructions, i.e. in the original container with the label attached which includes the child's name and dosage of the medication. We need an 'Administration of medication at school record sheet (routine/short-term medication)' permission form

completed and signed by the parent or guardian before we can give a child any form of medicine. These forms may be obtained from the office or available from the school's website.

School personnel are not permitted to administer to children any non-prescribed medication or drugs such as pain relief tablets, eye drops, ear drops, etc. If your child becomes ill, we will telephone you as soon as possible.

Children with infectious diseases are required to be kept home from School for a set period as shown in the Dept of Health communicable diseases exclusion table (*Time out* chart https://www.health.qld.gov.au). In some cases, children who have come in contact with the sufferer may also be excluded. A condensed version of *Time Out* is listed below.

CONDITION	PERSON WITH INFECTION	THOSE IN CONTACT	
Chicken Pox	Exclude until fully recovered or	Exclude children with immune	
(varicella) and	at least five days after the	deficiencies (e.g. leukaemia or	
Shingles	eruption first appeared. (Some	chemotherapy), otherwise not	
	remaining scabs are not a	excluded.	
	reason for continued exclusion.)		
Conjunctivitis	Exclude until discharge from	Not excluded.	
	eyes stops.		
COVID-19	Exclude for at least 10 days	Exclusions may apply.	
	after the onset of illness and	Contact your Public Health	
	until they have not had any	Unit for specialist advice.	
	symptoms for 3 days.		
Cytomegalovirus Infection	Exclusion not necessary.	Not excluded.	
Diarrhoea and/or	Exclude until diarrhoea/vomiting	Not excluded.	
vomiting	has stopped.		
Glandular Fever	Exclusion not necessary.	Not excluded.	
Hand, Foot and	Exclude until all blisters have	Not excluded.	
Mouth Disease	dried.		
Haemophilus	Exclude until a medical	Not excluded.	
Influenzae type b	certificate of recovery is given.		
Headlice	Exclude until the day after	Not excluded.	
	proper treatment has started.		
Hepatitis A	Exclude until a medical	Not excluded.	
	certificate of recovery is		
	received, but not before seven		
	days after the jaundice or illness		
	started.		
Hepatitis B	Exclusion not necessary.	Not excluded.	
Hepatitis C	Exclusion not necessary.	Not excluded.	
Herpes ('cold	Exclude if child cannot comply	Not excluded.	
sores')	with good hygiene practices		
	while sores are weeping. (Cover		
	sores with a dressing where		
	possible.)		
Human Immune	Exclusion not necessary unless	Not excluded.	

	1	1	
Deficiency virus infection (HIV / AIDS virus)	child has a secondary infection which requires exclusion in its own right.		
Impetigo ('school sores')	Exclude until proper treatment has started. (Sores on exposed skin should be covered with a watertight dressing.)	Not excluded.	
Influenza and other influenza-like illnesses	Exclude until well.	Not excluded.	
Measles	Exclude for at least four days after rash has started.	Immunised children not excluded. Non-immunised contacts should be excluded until 14 days after the first day the rash appears. They may return to School if immunised within 72 hours of contact.	
Meningitis (other than meningococcal infection	Exclude until well.	Not excluded.	
Meningococcal Infection	Exclude until carrier eradication antibiotic course is completed.	Not excluded. Close contacts should take antibiotics (rifampicin).	
Molluscum Contagiosum	Exclusion not necessary.	Not excluded.	
Mumps	Exclude for nine days or until swelling goes down.	Not excluded.	
Parvovirus	Exclusion not necessary.	Not excluded.	
Ringworm, Scabies, Pediculosis, Trachoma	Exclude until day after proper treatment has started.	Not excluded.	
Rubella ('German measles')	Exclude until fully recovered or for at least four days after the rash started.	Not excluded.	
Streptococcal Infection (including scarlet fever)	Exclude until child has received antibiotics for at least 24 hours and feels well.	Not excluded.	
Typhoid Fever (including paratyphoid fever)	Exclude until a medical certificate of recovery is received.	Not excluded unless advised by public health authority.	
Whooping Cough (pertussis)	Exclude for 21 days from onset, or until child has taken 5 days of a 10-day course of antibiotics (erythromycin).	Exclude unimmunised household contacts aged less than 7 years.	

### **HEALTHY FOOD AND DRINK STRATEGY**

Our school follows Education Queensland's Smart Choices - Healthy Food and Drink guidelines. This strategy not only impacts on curriculum and excursions, but also the tuckshop and other school fundraising activities e.g. discos camps, class picnics, sports carnivals.

### LEAVING THE SCHOOL GROUNDS

If your child is required to leave the school grounds (eg to attend a medical appointment) during school hours a note informing the teacher of this is required. Parents are required to come to the office, complete the *sign in/out* register. Upon arrival back to the school after appointment, complete the *sign in/out* register again. If you are **not returning after the appointment**, obtain an early departure slip (if the office is attended). Hand this slip to your child's teacher then collect your child.

Children are not permitted to leave the grounds to purchase food.

### **OBSERVATORY**

The Mapleton Observatory is an astronomical observatory situated at our school. The Observatory is used by students through the Cosmic Kids Club who meet approximately two times per term, depending on weather, and is advertised on parade. It is open to the public on organised viewing nights. See the school website for details.

### PARENTS' AND CITIZENS' ASSOCIATION

The P&C Association meets at the School once a month (except during school holidays). The Office Bearers are elected at the Annual General Meeting which is held in March. All parents/carers are urged to attend these meetings. Early in the school year the P&C request a voluntary contribution. A form is sent home to each family. Children from the school benefit from these contributions.

### PERMISSIONS AND STUDENT INFORMATION

Parents are responsible for updating student information including -

- address details
- contact details including work and home phone numbers and mobiles
- emergency contact details
- student medical information, including allergies
- court orders
- State School Consent Form media, including Facebook, Website, YouTube and Twitter
- local excursion permission including Baxter Creek
- religious instruction permission
- newsletter distribution email should your email address change

### PORTABLE ELECTRONIC DEVICES

Children are not permitted to bring portable electronic devices e.g. mobile phones/I-Pod/Pads Discman or electronic games to this school. However, if parents determine that their child needs to bring a mobile phone to school, the phone must be handed in at the

office before school and collected at 3pm. If parents need to contact a child during the day for emergency reasons, they should phone the school office. This policy also applies to students during school excursions, camps and extra-curricular activities.

### **PREP**

Prep is compulsory as per Education Queensland Guidelines and operates on a full day basis, with children attending five days week during normal school hours. Prep is offered to students turning 5 by 30 June of the current school year.

### PARENTAL INVOLVEMENT

Parents are encouraged to become involved by assisting in the classroom, and on excursions. If you have a special skill, e.g. playing an instrument, a hobby or interest, you may be able to provide the students with 'real life experience'. Your involvement needs to be negotiated with the teacher. All volunteer parents are required to complete the Mandatory All Staff Training – P&C, Volunteers and Visitors.

### REFUND POLICY

Parents may request a refund for an excursion if their child is unable to participate in an excursion or incursion, providing the cost is based on individual attendance. If the cost of the excursion is a set amount e.g. includes the cost of a bus or a set cost to engage a guest artist/presenter, whole school swimming lessons, a refund will not available.

### **RELIGIOUS INSTRUCTION**

Queensland state schools embrace a multitude of cultural, religious and non-religious beliefs. Under the Education (General Provisions) Act 2006, schools are to provide Religious Instruction (RI) if approached by a faith group seeking to provide RI and students of that faith attend the school.

RI informs students about the beliefs and values of a particular religion and its values. It is delivered by volunteers of a faith group using instructional materials approved by that faith group. RI is required to be consistent with legislation and Department of Education policies and procedures.

All RI instructors must hold a blue card and participate in compulsory Student Protection and Code of Conduct training. RI instructors are only entitled to deliver the RI program outlined below. A school staff member will be present during the delivery of RI.

Participation in RI is not compulsory. Any student (except Prep students) may participate in RI if a parent has provided written instructions to the school.

Students are allocated to RI based on information provided by parents on the completed **One School 'Application for Student Enrolment' form,** unless other written instructions have been provided to the school. **Note:** This consent remains in effect unless the parent informs the school otherwise in writing.

A description of RI available at this school is provided below.

### **Christian Religious Instruction**

**Participating faith groups:** Local Christian Churches come together to offer Christian RI on a cooperative and non-denominational basis.

These local churches may, amongst others, include Acts 29, Anglican, Australian Christian Churches, Baptist, Brethren, Brisbane Chinese Alliance, Catholic, Christian Community Churches Australia, Church of Christ, International Churches of Australia, Fellowship of Independent Evangelical Churches, Methodist, Presbyterian, Salvation Army, Uniting Churches, Youth With A Mission.

### **Authorised programs:**

Year 1: Beginning with God

Year 1-6: God Space

Year 2-5: Connect

Year 5-6: Big Questions

For further detail please see the Mapleton State School website.

At Mapleton State School we have been using God Space.

**Aims and goals:** The aim of Christian RI is to inform students about the basic beliefs of the Christian faith from a non-denominational perspective.

**Lesson structure:** Lessons will typically run for 25 minutes per week.

Religious Instruction will commence for participating students in Term 1.

### Other Instruction

Students who are not participating in RI will be provided with other instruction in a separate supervised location. Other instruction must relate to part of a subject area already covered in class and may include:

- personal research and/or assignments
- revision of class work such as creative writing or literacy and/or numeracy activities which could include online programs currently accessed by the students of that school (i.e. Study Ladder, Reading Eggs)
- wider reading such as independent reading appropriate to the student

Parents will be advised of any changes to RI and other instruction programs to ensure they are able to make an informed decision on their child's participation.

### SCHOOL TRANSPORT

The Department of Transport operates two bus routes bringing children to our School. Route No. 1416 services Flaxton and Kondalilla, and Route No. 1463 services Dulong and Kureelpa. Children residing less than 3.2km from the *nearest* State School are required to pay fares.

Children beyond 3.2km from school may apply for a bus pass to exempt them from paying fares. Their fares are paid by the State Government.

Children riding on school buses are expected to abide by the 'Code of Conduct for School Bus Travel'. In the interests of safety, any child whose behaviour on the bus causes concern will have the privilege withdrawn, and parents will need to make other arrangements for travel to and from School. Information about either bus service can be obtained by contacting West's National Bus Company on (07) 5445 9724.

**Conveyance Allowance**: Parents/carers of children of any age who live more than 3.2km from the nearest school, and who are transported privately to that school, may be eligible for a conveyance allowance. Parents/carers with health cards who live within 3.2km may be eligible for transport assistance. Forms and information regarding the School Transport Assistance Scheme are available from Translink <a href="https://translink.com.au/tickets-and-fares/concessions/school-students/school-transport-assistance">https://translink.com.au/tickets-and-fares/concessions/school-students/school-transport-assistance</a>.

### **SMOKE FREE ZONE**

Our school is a smoke free zone. Parents, staff and visitors are not permitted to smoke within the school grounds and within 5 metres outside the boundary of the land.

### SPECIALIST TEACHERS

Our school is visited on a weekly basis by our Specialist Teachers - Sport, Music, Instrumental Music and LOTE. Other specialist Teachers that visit on a less regular basis include Behaviour Management, Guidance Officer and itinerant specialists.

### **SPORTING ACTIVITIES**

Each child is a member of a sports house – Eagles (yellow), Kangaroos (red) or Sharks (blue). Inter-house sporting events include: Cross Country (Term 2), Athletics and Ball Games (Term 2 or 3), Swimming (Term 4). All children are encouraged to participate.

The Fred Biggs Memorial Shield is awarded to the winning house in Athletics.

Our School is a member of the Sunshine Coast Small Schools Sports Association and participates in Cross Country, Athletics, Ball Games and Swimming carnivals. From this level more able students compete at district and regional carnivals.

During the year, teachers organise opportunities to compete against other schools in sports such as soccer, rugby league, Oztag, softball, T/ball, volleyball and netball.

### STUDENT COUNCIL

Our Student Council consists of elected office bearers as well as student representatives from Year 6. It meets on a regular basis and provides students with a forum to discuss issues, organise student-based activities and fundraising activities.

### STUDENT SAFETY

Parents are to collect their children promptly at the end of the school day when the bell rings at 3pm. Safety procedures, including lockdowns and evacuations, are practiced each term to prepare for the unlikely event of an emergency (e.g. fire, flood or weather event etc.).

### SUPPORT FOR LEARNING

We use a whole school approach to supporting all students' learning including:

- students with a disability
- gifted and talented students
- students learning English as an additional language or dialect (EAL/D)

We support students with additional needs by including levels of adjustments, monitoring of student learning and behaviour, and involvement of support staff. We have a committee focused on supporting students with additional needs who meet regularly to discuss the needs and progress of identified students. We work with parents to identify student needs and discuss adjustments, which may include focused support, intensive support with specialist teachers or the provision of an Individual Curriculum Plan (ICP). Our school has a Support Teacher for Literacy and Numeracy (STLaN) who works with classroom teachers and students identified as requiring additional support. Teachers are also assisted by Advisory Visiting Teachers, who specialise in a variety of areas such as physical impairment, speech and language difficulties and social-emotional support, as required.

### TRANSFER OF STUDENTS

If you are intending to transfer to another school, please provide early notification of your intentions. Any library books and other school books should be returned and any outstanding contributions paid.

### **VOLUNTARY AIDES AND TUTORS**

Our parents and community volunteers make a valuable contribution to the education of our students. Volunteers assist students by participating in activities such as reading, maths groups, art and craft, sport and excursions. Our inclusion teacher offers training in the Support-A-Reader and Support-A-Writer programs. Volunteers are required to annually complete the Mandatory All Staff Training – P&C, Volunteers and Visitors, and obtain a Working with Children Suitability Card (Blue Card). Applications are available online. You will need to register for a Blue Card Services online account **before** you can apply for your blue or exemption card. You only need to register once.

Once you have registered for your online account, you **must** log in to the online applicant portal to apply for or renew your card. You can visit: <a href="https://my.bluecard.qld.gov.au/login">https://my.bluecard.qld.gov.au/login</a>

## 2024 Queensland term dates

Term	Date	Length
Term 1	Monday 22 January to Thursday 28 March	10 weeks
Term 2	Monday 15 April to Friday 21 June	10 weeks
Term 3	Monday 8 July to Friday 13 September	10 weeks
Term 4	Monday 30 September to Friday 13 December	11 weeks

Student Free Day: Friday 30 August 2024