

# Jondaryan State School

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## Information Booklet

# 2017 school calendar Queensland state schools



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There are 194 school days in 2017. Semester 1 2018 commences for teachers on January 18 and for students on January 22.

**STAFF PROFESSIONAL DEVELOPMENT DAYS**

Staff professional development days for teachers are January 19, 20, April 3, 4, 5, and October 16. Schools are able to decide when their flexible days will be held, as long as they are in the school holidays or out-of-school hours.

**PUBLIC HOLIDAYS**

Public holidays are set by the Industrial Relations Minister. Public holidays for a local show are not shown due to diversity of dates across the state.

**FINAL DATES FOR STUDENT ATTENDANCE**

November 17 is the final date for Year 12 attendance for receipt of a Senior Statement. November 24 is the final date for student attendance in years 10 and 11.

Some schools in regional, rural and remote areas will close for the Summer holidays on December 1.

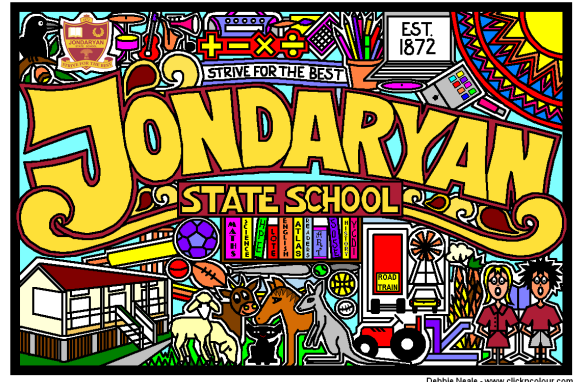
*The information in this calendar was correct at the time of publication (September 2016) but may be subject to change.*

For more information and the latest version of this calendar, visit

[www.education.qld.gov.au](http://www.education.qld.gov.au)



# Welcome to Jondaryan State School



## Mission Statement:

The mission of Jondaryan State School is to facilitate the academic, cultural, physical and social development of each child and in doing so, encourage children to become self-motivated learners who can work independently or co-operatively.

## Location:

Jondaryan State School was established in 1872 and is located 17 km from Oakey halfway between Toowoomba and Dalby. It is a small country school located in the township of Jondaryan. The greater population is involved in pastoral and agricultural industries. The town population is employed in nearby industries.

## Enrolment:

Approximately 49 children attend the school from Prep through to Year 6. The school enjoys a high attendance rate.

## Organisation:

The school is organised into composite and multi-age classes with teachers planning co-operatively across year levels and with specialist teachers.

## Curriculum Programs and Delivery:

Staff members develop the school's educational program through the use of ACARA, C2C principles of effective teaching and learning within a co-operative framework and with a commitment to life-long learning. At Jondaryan State School we value each student as an individual learner with individual needs and learning styles. The school offers the full range of curricula, including learning through technology. LOTE [Language Other Than English] is German and is taught in years 4, 5 and 6. Internal monitoring of children's performance includes diagnostic tests and criteria based assessments.

As a parent, you are your child's first teacher and play a major role in your child's educational development. Your attitude towards learning, school and your child's teacher is of the utmost importance. We invite you to take an active interest in our school and your child's learning journey by attending and becoming involved in our P & C Association, Tuckshop duties, Parade, Classroom activities, Working bees and Parent Information sessions.

## Behaviour Management:

The school's Responsible Behaviour Plan focuses on providing a safe and supportive learning environment. The high expectations of behavioural standards are generally achieved. For full details on the school's RESPONSIBLE BEHAVIOUR PLAN a separate information booklet is available from the school office or the school website: [www.jondaryass.eq.edu.au](http://www.jondaryass.eq.edu.au)

## Rules and Values:

Our school rules are '**Be Safe, Be Responsible and Be Respectful**', we encourage and assist our students to have the following values: Confidence, Getting Along, Persistence, Resilience and Organisation.



## CONTENTS

### School Curriculum and Programs .

School Staff .....	6
Curriculum .....	6
Preparatory Year .....	6
Grade Organisation .....	6
Library .....	7
Computers and ICTs (Information Communication Technologies) .....	7
Excursions & Camps .....	7
School Sport .....	7
Insurance cover for students .....	8
Swimming Lessons.....	8
Religious Instruction .....	8
Homework .....	8
Report Cards .....	9
Parent—Teacher Interviews .....	9

### General Information

School Hours.....	9
Our School Day.....	9
Attendance and absences .....	10
Enrolling at Jondaryan State School .....	10
Contact Details .....	10
Home to School.....	11
Bicycle Safety.....	11
Extension Programs—Playgroup & Afterschool sport .....	11
Buses .....	11
Booklist .....	11
Newsletter / Website .....	11
Transferring To Another School . .....	12
Complaints Management.....	12

## **Other School Administration and Procedures**

Money Collections.....	12
Mobile Telephones/Electronic Devices/Valuables at school .....	12
Lost Property .....	13
Emergency Evacuations: Fire Drills and Lock Downs .....	13
Leaving School Grounds.....	13

## **Medical / Health & Wellbeing**

Medication .....	13
Sickness/Injury at School .....	14
Accidents.....	14
Common Disorders .....	14
Infectious Disease .....	14
Dental Clinic .....	14
Nutrition.....	15
Sun Safety.....	15
Hats.....	15
Phone Messages .....	15

## **Supportive School Environment**

Behaviour .....	15
Student of the Week.....	15
Student Banking .....	15

## **School Uniform**

Uniform Requirements .....	16
Student Dress Code.....	16 & 17

## **Parents and Citizens Association**

Visitors to the School .....	18
Book club .....	18
Joining our P and C .....	18
Tuckshop .....	18

<b>Appendix One</b> —Uniform Standards.....	19
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<b>Appendix Two</b> — Minimum Exclusion Periods.....	20 & 21
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## **SCHOOL STAFF**

<b>Teaching Principal:</b>	Miss Alex Stansbie	(Prep, Year 1, 2 & 3)
<b>Classroom Teacher:</b>	Mrs Gai Lawler	(Year 4, 5, & 6)
<b>Admin Teacher:</b>	Mrs Fiona De Nooyer	
<b>Visiting P.E. Teacher:</b>	Mrs Elizabeth Marley-Quinn	
<b>Visiting Music Teacher:</b>	Mrs Fiona De Nooyer	
<b>Visiting L.O.T.E. Teacher:</b>	Ms Bev Samuel	
<b>Visiting Support Teacher:</b>	Mrs Liz Lange	
<b>Visiting HOSES:</b>	Mrs Kerri Harycki	
<b>Guidance Officer:</b>	to be advised	
<b>Teacher Aides:</b>	Ms Robyn Gale	
	Mrs Wendy Gale	
	Miss Zoe Mc Cosker	
	Mrs Julie Voll	
<b>Administrative Officer:</b>	Mrs Cora Grundy	
<b>Cleaner:</b>	Mrs Helen Johnston	
<b>Grounds:</b>	Mrs Julie Wolski	

## **SCHOOL CURRICULUM AND PROGRAMS**

### **CURRICULUM**

The formal curriculum at Jondaryan State School encompasses all Key Learning Areas:

- English
- Maths
- Science
- Civics, History and Geography
- Design & Digital Technology
- Health and Physical Education
- The Arts (Music, Drama, Media & visual)
- LOTE - German

### **PREPARATORY YEAR**

Preparatory Year is a Queensland Government initiative which allows children to benefit from full time schooling before they start Year 1. Learning in the Preparatory Year follows the Australian Curriculum and builds on learning experiences that have already occurred at home, kindergarten and child care. To be eligible for Prep in 2017, students need to be born between 1<sup>st</sup> July 2011 and 30<sup>th</sup> June 2012. **Proof of age must be presented at the time of enrolment** (e.g. birth certificate or extract).

### **GRADE ORGANISATION:**

All year levels will be composite and multi-aged classes.

## **LIBRARY**

Our school has a fine library and collection of books and other resource materials. Please encourage your child to use and enjoy this facility.

Your child will be permitted to use this facility for study, leisure and borrowing. Children will require a named Library Bag to carry and protect books borrowed from the school. Damaged or lost books must be replaced or paid for by parents.

## **COMPUTERS & ICT**

Computer and iPad technologies are a part of everyday life therefore they are widely used within our school to enhance learning outcomes in all aspects of our school curriculum. The school boasts a high ratio of computers to students and also has 3 LED smart boards and 1 interactive whiteboard installed in the classrooms. Each classroom has access to iPads loaded with educational programs. The teaching of coding is done with the use of Bee Bots in the lower school, while the upper school uses Dash and Dot robots. All students receive regular access to these facilities. Students are required to sign an Internet Use Agreement Form prior to using the schools internet.

Technology also plays a role in providing a communication link between home and school through our school website – [www.jondaryass.eq.edu.au](http://www.jondaryass.eq.edu.au) and class Dojo. Class Dojo website and app is linked to each of our classes, allowing parents to view their child's feed back and progress in real-time.

## **EXCURSIONS & CAMPS**

Excursions that enhance the unit of work being covered at school and which are considered cost effective are organised by the school. These are always well advertised in advance. Where possible the costs are kept to a minimum to allow all children to attend. Students MUST have written permission from parents to participate, a separate permission form will be sent home prior to the event. Planned excursions will be communicated to you via the school newsletter or special notices. When private transport is being used, Government regulations require us to sight the driver's licence and third party insurance.

## **SCHOOL SPORT**

Sport forms an integral part of the school curriculum. It reinforces skill, fitness and team spirit developed during Health and Physical Education lessons. Basic skills in most of the major sports are taught as part of the program. Annual inter-house competitions are conducted in Athletics, children aged 10 -12 year who meet qualifying standards are eligible to compete in Zone Competitions, from this they have the opportunity to progress to Regional and State Championships.

Upon enrolment, all children are allocated to house teams Dennis (Gold) or Wienholt (Maroon). We aim to keep children from one family allocated to the same house.

Jondaryan State School is part of a cluster of schools involved in a number of sporting carnivals throughout the year. Below is a list of the sport this school participates in and the approximate time of the year they are held.

**1st Term** Softball (Bowenville)

**2nd Term** Interhouse Athletics

**3rd Term** Interschool Athletics

**4th Term** Swimming Carnival

**2nd Term** Touch Football

**3rd Term** Soccer / Netball (Quinalow)

**4th Term** Cricket (Jondaryan)

## **INSURANCE COVER FOR STUDENTS UNDERTAKING PHYSICAL ACTIVITIES**

Physical activity and physical education, particularly contact sports, carry inherent risks of injury. Parents are advised that the Department of Education Training and the Arts does not have Personal Accident Insurance cover for students.

Education Queensland has public liability cover for all approved school activities and provides compensation for students injured at school only when the Department is negligent. If this is not the case, then all costs associated with the injury are the responsibility of the parent or caregiver. It is a personal decision for parents as to the type and level of private insurance they arrange to cover students for any accidental injury that may occur.

## **SWIMMING LESSONS**

Qualified Aus Swim instructors conduct school swimming lessons at The Glennie School, Toowoomba. Students travel to Toowoomba by bus and have their swimming lessons in an indoor heated swimming pool. Parents are notified of the costs involved for swimming via our school newsletter. These costs are usually heavily subsidised by our P&C to make this great programme accessible to all. The school requires swimming fees to be paid before the student attends the lesson.

### **Instructions for Swimming Classes: (Education Department)**

Each pupil must provide a costume and towel. It is preferable for girls to wear one-piece costumes.

- It is compulsory that all children (boys and girls) wear bathing caps to keep hair out of the eyes and to keep it as dry as possible and to assist with keeping hair from clogging the filter.
- Swim shirts must be worn by Prep – Year 6 students during all outdoor water based activities including swimming lessons. The only exception will be that swim shirts do not need to be worn during races at swimming carnivals. In these cases, spectators will be required to adopt a range of sun protection measures. If parents are unable to provide a swim shirt, schools can allow students to wear a t-shirt.
- All state schools are required to provide a broad-spectrum, water resistant sunscreen of SPF 30+ or better for students to apply on uncovered areas of the skin during outdoor activities.
- Children suffering from any kind of infection, or from sores and skin complaints, are to be excluded.
- Parents must sign a permission form before any student will be allowed to participate in the School Swimming Program.
- Parents must provide a medical certificate if a child's medical condition could put him/her at risk during involvement in the School Swimming Program.
- Parents should send a note to the class teacher if a child is to be excused temporarily from swimming lessons and Physical Education, i.e. colds, abrasions, etc.

## **HOMEWORK**

Homework will be set on a regular basis and parents are asked to ensure that children do this work with care, it is not meant to be a burdensome task. Its aim is to develop good study habits and to prepare the children for the next stage in the education process - independent study at High School.

Good study habits include: -

- Doing homework in the same place, at the same time, each day.
- No distractions (e.g. Television).
- Being organised so that all necessary materials are available.
- Doing projects or assignments early or on time, not leaving it all until the night before it's due.
- Parental support and encouragement.

Successful students have interested, supportive parents who pass on the value of a good education to their children's future.



## REPORT CARDS

A variety of assessment evaluation techniques will be used throughout the year to provide the best overall picture of each child's progress. The progress and academic outcomes of students are determined by state-wide testing, diagnostic tests and criteria-based assessment. Student profiles are prepared, continued and updated during their schooling at Jondaryan.

Academic reports will be issued for each child at the end of Semester One (June) and Semester Two (December). Parent/Teacher interviews are held for those parents who specifically request an interview or for those parents to whom teachers specify they wish to meet regarding their child's progress.

## PARENT—TEACHER INTERVIEWS

Parents are encouraged to discuss their children's progress with the appropriate teacher (preferably after school) at any time throughout the year. Again, any queries or worries (at the classroom level) may be discussed with the child's teacher at a suitable time.

## GENERAL INFORMATION

School Parade is held in the activities building on Friday mornings at 8.50am for general announcements; presentation of certificates etc. Parents/guardians and family members are most welcome to come along to parade.

**School Hours:** Monday to Friday: 8:50 am to 3:00 pm.

In the interest of supervision and safety, children **should not arrive at school before 8:30 am** and should be collected/ have **left the school grounds no later than 3:15 pm** each day.

No supervision of students is offered before or after school.

<b>Our School Day:</b>	8:50 am - 11:00 am	First Session
	11:00 am - 11:55 am	Lunch
	11:55 am - 1:30 pm	Second Session
	1:30 pm - 1:50 pm	Afternoon Tea
	1:50 pm - 3:00 pm	Third Session

We would request that children arrive at school no earlier than 8:30 am and prior to the bell at 8:50 am to allow time to prepare for lessons commencing at 8:50 am. Children will not be allowed in the classroom until the classroom teacher has arrived.

During lunch breaks, children are under the direct supervision of staff at all times. Teacher supervision is also provided for children awaiting buses of an afternoon.

- ◆ After school, the only children who are to remain are the bus children. Bus children will be supervised until the bus arrives. Parents wishing to collect their children after school should endeavour to do so by 3:15pm.
- ◆ If you are collecting a child who normally travels by bus from school, you have a responsibility to find the teacher on bus duty so that the duty person is aware that the child has been taken. This procedure needs to be followed even if the collection is on a regular basis.

Staff are only available for supervision until the bus departs. To ensure your child's safety, please ensure that your child is not left unattended at school.

## ATTENDANCE AND ABSENCES

The State Education Act states that children must attend school and shall be absent only when they have a valid excuse. It is important if a child is away from school for a day, or is sick for any length of time, that the class teacher/s be contacted.

This may be done by a written note, personal contact, or a phone call to the school office, which explains the child's absence.

If your child is away from school, unexplained, contact may be made with you by school personnel to ensure their safety. This policy is also enforced for late arrivals. We need to be notified of reasons why students are late. Remember teachers set up the expectations for the day first thing each morning. If your child is missing this part of the day, their learning may be hindered.

Please note students marked 'late' on the roll are recorded at the office as being absent for ½ the day. Students not attending regularly are placed at a disadvantage as our curriculum is intensive and students who miss work may have great difficulty in "picking up" later. If prolonged absence is unavoidable please contact the teacher to arrange work for your child.

If a student leaves early due to sickness or any other reason: **The parent or guardian must sign a register located at the office.**

### EVERY DAY AND EVERY MINUTES COUNTS—WHAT SORT OF START IS YOUR CHILD GETTING?

He/She is only missing just...	That equals...	Which is...	and over 13 years of schooling that's
10 minutes per day	50 minutes per week	Nearly 1.5 weeks / year	Nearly <u>half a year</u>
20 minutes per day	1 hour 40 mins per week	Over 2.5 weeks / year	Nearly <u>1 year</u>
Half an hour per day	Half a day per week	4 weeks per year	Nearly <u>1 and a half years</u>
1 hour per day	1 day per week	8 weeks per year	Over <u>2 and a half years</u>

**Just a little bit late doesn't seem much but...**

## ENROLLING AT JONDARYAN STATE SCHOOL

To be eligible to enrol your child in the preparatory year, children must be five by 30 June in the year they begin prep. Children enrolling in Year 1 must be six by 30 June in that year. i.e.:

<u>Birth date:</u>	<u>Eligible to enrol in Prep year in:</u>	<u>Eligible to enrol in Year 1 in:</u>
Child born 1 July 2011 – 30 June 2012	2017	2018
Child born 1 July 2012—30 June 2013	2018	2019
Child born 1 July 2013 – 30 June 2014	2019	2020

### **Proof of age MUST be presented at the time of enrolment (e.g. birth certificate).**

To enrol a child, parents / caregivers are provided with an enrolment package. The enrolment package includes information about the school, an enrolment agreement, internet usage agreement, consent form and booklist. An enrolment package is available from the school office or from the school web site: [www.jondaryass.eq.edu.au](http://www.jondaryass.eq.edu.au). When creating official school records, the name on the child's birth certificate is used. All information collected will be kept confidential.

## CONTACT DETAILS

**Please keep the school office informed of any change to your phone number, address, alternate contact names or your child's medical condition.** This is vital in case your child is involved in an accident at school. All such information is strictly confidential. Please also advise us of any custody issues or orders, which may affect your child's security at school.

## HOME TO SCHOOL

As children represent their family and their school in public, they are expected to be well behaved on their way to and from school. **Please discuss and emphasise the issues of Road Safety and Stranger Danger with your child/ren. When walking home from school it is an expectation that the students remain in their school uniforms until they arrive home. We encourage students to wear their school uniform with pride and responsibly representing their school when traveling to and from school each day.**

## BICYCLE SAFETY

A bike course, complete with a round-about and road signs has been developed within the school grounds. This resource along with the scooters, bicycles and helmets enables us to teach road safety, as well as assist students develop and enhance their riding skills. Bike safety lessons are offered from time to time with the local police officer.

Children who ride bikes to school are required by law to wear a helmet. Bikes **must not** be ridden in the school grounds and must be left in the bike racks provided. These are out of bounds during lunch and afternoon tea to eliminate interference with other children's bikes. Children must bring their own lock and chain to secure their bike. Skateboards and scooters **must not** be brought to school.

## EXTENTION PROGRAMS

**PLAYGROUP:** The school offers a free playgroup program for children from age 0 - 5 years. Children and parents are welcome to come along for some fun, friendship and learning from 2:00pm till 3:00pm each Wednesday.

**AFTERSCHOOL SPORT:** An afterschool sports program is held every Monday and Tuesday afternoon from 3:00—3:45pm. All school students are welcome to stay back to participate and enhance their sports skills.

## BUSES

To arrange access to the bus service, parents must make direct contact with the contractor; Lawries Bus and Charter Services: (Phone: 4691 3033 or Mobile: 0412 407 014) who can provide details of eligibility for bus travel.

Each afternoon all bus children must report to the teacher in charge. **If a child's travel arrangements are changed on any day** (e.g. Collected by parents instead of catching afternoon bus), **please notify the school office to save the inconvenience of searching for a "missing" child**. Good behaviour is expected and required of children who travel on the school bus service.

## BOOKLIST

At the end of each school year a booklist detailing your student's stationery and textbook requirements for their next year level will be handed out. For those new to the school this will be handed out upon enrolment. The booklists and enrolment forms are also available from our school website: [www.jondaryass.eq.edu.au](http://www.jondaryass.eq.edu.au)

## NEWSLETTER / CLASS DOJO/ SCHOOL WEBSITE

Our school values and encourages quality communications with you. The Newsletter "*Jondaryan Journal*" is produced fortnightly and can be emailed to families on a Friday. It is also uploaded to our schools website. It includes a calendar of current events to keep families informed. **Please read your newsletter** – it is the best communication between school and home. We suggest you keep it handy so you know what's on and when. Please assist the school by supplying us with your email address.

Information regarding your child can be accessed via class dojo [www.classdojo.com](http://www.classdojo.com), (subject to invitation), information about our school can be found via our school website at [www.jondaryass.eq.edu.au](http://www.jondaryass.eq.edu.au)

## **TRANSFERRING TO ANOTHER SCHOOL**

If your child is to leave this school, please let the Office know beforehand so that our system can be updated. All textbooks, library books and equipment owned by the school should be returned before leaving.

## **COMPLAINTS MANAGEMENT**

Feedback, both positive and negative, is essential in order to provide quality education services that meet community needs. Therefore complaints will be responded to as a matter of priority and will be used as a mechanism for improving services to students and parents/carers. Complaint procedures are available from our school website under *Support and Resources—Documents*.

## **OTHER SCHOOL ADMINISTRATION AND PROCEDURES**

### **MONEY COLLECTIONS**

During the year there will be times when students will be required to pay for excursions or activities, if this is the case, an invoice will be generated and sent home with your child. The invoice will have details of the various payment options, these being Cash, BPay or BPoint. BPay and Bpoint are our preferred payment methods; however cash payment can be made via the school office. If making cash payments, it is requested that all monies being sent to school be forwarded in an envelope, which is clearly marked with the child's name, class and reason for payment. Permission slips for excursions also need to be completed by the parent/guardian and returned with the payment. Notes and payments can be deposited in the school collection draw located in the office. It is appreciated that correct monies be sent to the school prior to the activity, please be aware that we do not have the capacity to give change and do not have an EFTPOS facility at our school. Children will be issued with a receipt for any payment made to the school.

If a student is unable to participate in an excursion, in most cases, the entry fee component will be refunded. The bus fare component will not be refunded because the hire fee per bus remains the same even if some students are absent.

In the case where there is a refund due for an activity which has been paid for, please report to the office and obtain an Application for Refund form. There are several options on this form on how to claim a refund.

### **MOBILE PHONES / ELECTRONIC DEVICES / VALUABLES AT SCHOOL**

Students are not encouraged to bring mobile telephones to school and are not allowed to use them at school. Children are encouraged to talk to their classroom teacher, if they feel they need to contact parents during the day, this can be arranged.

It is also advisable that other electronic devices are not brought to school unless specifically needed for a class activity. If parents wish students to have a mobile phone for use on the way to and from school then we require that mobiles are taken to the School Office for safe keeping when students arrive at school and be picked up on departure from school. This requirement also pertains to other electronic devices (such as Cameras, MP3, iPods, iPads, hand held game machines) unless specifically needed in class. If this procedure is not followed then it would be considered a breach of our Code of School Behaviour. Please avoid valuables being brought to school. No liability will be accepted by the school in the event of loss, theft or damage of any device.

Money, if needed to be held by a child at school, must be left with the class teacher or office staff for safekeeping.

## **LOST PROPERTY**

All items brought to school should be clearly labelled with the student's name. It is worthwhile checking these labels regularly as they may wear off.

Each year many items of clothing are collected without a name. Many of the unnamed items are new and it is extremely difficult to return lost property if it is unnamed. Please ensure that all your child's belongings are clearly named. Unclaimed items will be donated to the second hand uniform pool or a charitable organisation at the end of each year.

## **EMERGENCY EVACUATION: FIRE DRILLS AND LOCK DOWNS**

The design of our school allows for relatively swift evacuation in case of fire or other emergency. Regular evacuation and lock down drills are conducted each term to familiarise pupils with evacuation procedures. All staff and volunteer workers (e.g. tuckshop staff/parent helpers) are required to participate in these drills if present on the school site at the time.

## **LEAVING SCHOOL GROUNDS**

Leaving the school grounds without permission is not permitted. Request to do so must be in writing from the parent/guardian. Permission notes will be issued for school activities requiring students to leave the school grounds.

A student will be unable to take part in an organised activity if the permission notes are not returned by the specified time.

## **MEDICAL / HEALTH & WELLBEING**

### **MEDICATION**

From time to time, it may be necessary for pupils to bring medication to school as part of a continuing course of antibiotics, medicine etc. Strict procedures have been developed by the Queensland Government regarding prescription and over the counter medication in schools; the following school policy must be strictly adhered to.

A delegated staff member can only accept medication in the original package with the dosage instruction as written by the pharmacist (at the doctor's direction).

- The medication needs to be accompanied by written authorisation from parents/guardian stating the correct dosage and times to be administered. The dosage and times should also be stated on the container, which must be a pharmaceutical container with child's details. (a generic form is available from the school office)
- At no time should medication for one student be administered to another student.
- Medication must be kept in the office while at the school. Unused medication must be returned to the parent.
- Parent/guardian must notify the school in writing when a change of dosage is required. This instruction must be accompanied by a letter from a medical practitioner.
- Medications such as asthma puffers should be kept up to date, as staff are not permitted by law to administer out of date medication.
- Non-prescribed oral medication (over the counter medications) are not to be administered and cannot be brought to school.

Parents / caregivers not wishing to adhere to the above guidelines can come to the school at the necessary times and administer the medication to their own child. Schools are required to maintain a Medication Register, which is kept at the office.

Panadol, Aspirin, Cough Medicines etc. also require a Letter of Authorisation from a Doctor.

## **MEDICATION CONTINUED**

Children who use Ventolin puffers or similar for the treatment of Asthma may keep them in their possession, however, parents are asked to advise the school in writing of this need.

Asthma puffers may accompany students, although we prefer these remain in the office or with the teacher in the classroom to prevent loss or nuisance of such. If the puffer does need to be kept on the student, then a spare should be provided to be kept in the office.

## **SICKNESS/ INJURY AT SCHOOL**

Children who are unwell should be kept at home and the school notified. If the illness is considered infectious, please see "Appendix One" regarding time required out of school.

Should your child become ill or injured while at school, we will contact parents first, followed by the nominated emergency contacts as per the most up to date details provided.

Students who become sick at school should first report to a teacher or staff member and the child's teacher will then make the most appropriate arrangements to assist each student.

## **ACCIDENTS**

The school staff, within the Education Departments Work Place Health & Safety Guidelines, will treat minor cuts and scratches, which may occur at school. In the case of an accident or illness at school, parents will be contacted by phone. Should an accident occur which is serious and requires qualified medical attention, both the ambulance and parents will be contacted as quickly as possible.

## **COMMON DISORDERS**

- **Head Lice:** The occurrence of head lice happens easily where large numbers of children mix freely, as in a school situation. It is important for all parents to be vigilant and to apply treatment and notify the school office at the first sign of infection. Several treatments and preventatives are available at chemists or from the local hospital. Sheets, pillow cases, hats etc. need to be washed and disinfected, preferably when hair is being treated, otherwise the treatment could be ineffective. After treatment, dead nits and lice should be removed from the hair with a special fine toothed comb. Treatment and inspections need to be repeated weekly to guard against reinfestation.
- **Conjunctivitis:** Students are excluded from school until discharge from eyes has ceased.
- **Impetigo (School Sores):** Students are excluded from school until sores have fully healed. The student may be allowed to return provided appropriate treatment is being applied and sores on exposed surfaces such as scalp, face, hands, arms or legs are properly covered with occlusive dressings.
- **Ringworm, Scabies, Trachoma:** Students may be readmitted when appropriate treatment has commenced.

## **INFECTIOUS DISEASE**

Should your child contract any of the following diseases such as chicken pox, mumps, measles, etc. please check with the school office for the exclusion period or Appendix One located at the back of this booklet.

## **DENTAL CLINIC**

Jondaryan State School is included in the Queensland Health School Oral Health Program. Every 12 to 18 months your child will be offered FREE dental treatment at a nearby school.

Treatment will be carried out in the Mobile Dental Clinic caravan by a School Dental Therapist/Oral Hygienist or Dentist.

## **NUTRITION**

In accordance with Education Queensland's Healthy Food & Drink supply strategy; we encourage all students to bring a nutritious lunch to school, with enough food for first and second break - our main eating time is first break. We encourage parents to not pack foods such as chips, lollies and chocolates. Tuckshop operates 1 day per week (see tuckshop heading for further details).

## **SUN SAFETY**

Jondaryan State School realises the need to protect children's skin and educate them about SunSmart behaviour, thus reducing the risk of skin damage from exposure to the sun.

## **HATS**

We have a policy of NO HAT / NO PLAY. This applies throughout the whole year.

Students are to wear the Jondaryan State School hat, the hat is maroon and gold and has the school logo on the front. This hat is available for purchase from the school office and comes in different sizes.

## **PHONE MESSAGES**

Wherever possible, please ensure that all arrangements for transport home are made and communicated to your child and the school. For younger children we advise you send a written note to their teacher if transport arrangements are to differ. **All students who normally travel by bus will be put on the bus unless a parent collects the child or the school has been notified of other arrangements.**

## **SUPPORTIVE SCHOOL ENVIRONMENT**

### **BEHAVIOUR**

Jondaryan State School expects all students to behave, to display good manners and to show respect. We expect every child's best effort at all times.

At Jondaryan State School, all students should be allowed to learn and all teachers should be allowed to teach. Every person, child or adult, member of the school or visitor, should feel safe and secure.

In line with Education Queensland's Code of Behaviour, a comprehensive Responsible Behaviour Plan for Students is available from the school website or school office upon enrolment. It is a proactive plan that encourages students to take responsibility for their actions and make choices about their behaviour. This program is designed to support and enhance our students.

### **STUDENT AWARDS**

'Student of the Week' awards are made by the class teacher to students in recognition for sustained effort and progress.

'Music/Drama Award' is selected by the Music/Drama teacher and awarded to a student showing ability, participation and enthusiasm during lessons.

Students are awarded certificates on Parade.

### **STUDENT BANKING**

Jondaryan State School encourages students to develop good saving habits, so a school student banking service operates in conjunction with the Commonwealth Bank. Banking is conducted at the school each Thursday morning and deposits are accepted on this day only. Every encouragement is given to have students deposit each week to develop a habit of saving and also raise funds for the school. The school receives commissions: for every Youthsaver account opened through the school, the school P&C Association receives \$5.00, and for deposits, the school receives 5% commission on each deposit processed at school.

## **SCHOOL UNIFORM**

### **UNIFORM REQUIREMENTS**

The wearing of the school uniform is expected and supported by all members of the school community. The school uniform conveys a significant message to our community about the expectations we have of our students and helps to create a positive perception of our school.

The Jondaryan State School guidelines have been developed in accordance with the Education (General Provisions) Act 2006:- Dress Code. Our Parents and Citizens' Association support us in promoting 100% adherence to the uniform. Our school dress code consists of an agreed standard and items of clothing. For full details a Jondaryan Student Dress Code is available under that heading.

We believe that wearing a clean, neat and tidy uniform helps students develop a sense of belonging and enhances students' pride in their school. Personal hygiene, uniform cleanliness and a neat general presentation assists students to develop self-worth and confidence in their appearance. The wearing of the school uniform is also a safety consideration, it makes students easily recognisable.

Our school offers boys and girls a choice of uniforms, which allow them to participate comfortably in:

- All curriculum areas
- All sports and recreational activities
- All playground activities

Thongs or Slip-on shoes, Visors and "Base-ball" style caps ARE NOT ACCEPTABLE.

### **JONDARYAN STATE SCHOOL DRESS CODE**

Jondaryan State School is a "uniform school". These guidelines have been developed in accordance with the *Education (General Provisions) Act 2006:- Dress Code*. Our Parents and Citizens' Association support us in promoting 100% adherence to the uniform. Our student dress code consists of an agreed standard and items of clothing, which includes a school uniform that Jondaryan State School students wear when:

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

The Jondaryan State School Parents and Citizens' Association supports a student dress code policy because it believes that a student dress code provides clothing that 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 belonging; and
- developing mutual respect among students by minimising visible evidence of economic or social differences
- promotes an effective teaching and learning environment by eliminating the distraction of competition in dress and fashion at the school



The Jondaryan State School Student Dress Code reflects what is expected from Primary school aged students in the community. It is consistent with occupational health and safety and anti-discrimination legislation. We will actively encourage our students to take pride in themselves and their school. One way in which this may be achieved is through adherence to the school's dress standards. As the parent/carer and provider of your child, we seek your support in this matter.

Inappropriate dress refers to clothing/apparel or personal accessories worn by students that is deemed to be:

- Offensive;
- Likely to disrupt, or negatively influence other student's adherence to the School Dress Code;
- Unsafe for student or others; and
- Likely to result in a risk to health and safety of student or others

In circumstances where inappropriate or unreasonable dress is worn, appropriate action will be taken.

### **Formal Girls Uniform**

- ⇒ Maroon & white check Terylene/cotton princess style dress **AND**
- ⇒ Specially printed maroon T-Shirt with maroon skorts or shorts.
- ⇒ Black shoes, (white runners/joggers acceptable) worn with white socks.
- ⇒ Jondaryan State School jacket, with logo.
- ⇒ Jondaryan State School hat, with logo.

### **Formal Boys Uniform**

- ⇒ Specially printed maroon T-Shirt with maroon shorts.
- ⇒ Black shoes, (white runners/joggers acceptable) worn with white socks.
- ⇒ Jondaryan State School jacket, with logo.
- ⇒ Jondaryan State School hat, with logo.

### **Sport Uniform for both Girls & Boys**

Specially printed gold T-Shirt with maroon shorts, skorts or wrap-around skirt for girls.

### **Winter Uniform for both Girls & Boys**

Maroon tracksuits or maroon pants with gold / maroon jumper or jacket with school logo.

### **Year 6 Senior Shirt**

Students in year 6 will be presented with a senior shirt in Term 1, this shirt is supplied by the P&C.

The Jondaryan logo printed T-Shirts and jackets as well as the girls dresses are available from the school office, shorts, skorts, skirts are available through most retail outlets.

**Please note:** In circumstances where inappropriate or unreasonable dress is worn, appropriate action will be taken. Students without hats or shoes will not be permitted to participate in any games or activities conducted outside.

**Please see APPENDIX ONE for more details**

## **VISITORS TO THE SCHOOL**

At Jondaryan Sate School we welcome visitors and people who come into our school to work for or with our students to enhance student learning. To ensure the safety of these people and our students, it is necessary that arrangements for visits be made via the school office.

All visitors and volunteers MUST sign the visitors register located at the office.

## **BOOKCLUB**

The School participates in a commercial Book Club. A newsletter/order form is issued to pupils on a regular basis and orders can be placed before the closing date. These books are usually of good quality and are reasonably priced. The books can be ordered through the school but parents are under no obligation to do so (**payments can only be made by cheque, money order or credit card**). The school receives a commission in way of free books, which are placed in the school library.

## **PARENTS AND CITIZENS ASSOCIATION**

Our P&C Association is keen to promote the interests of, and facilitate the development and further improvement of our school for the benefit of all students.

Every school parent/guardian, teacher and member of the local community is eligible for membership of the P&C and entitled to contribute to meetings and activities of our Association. The current executive is eager to involve any person who wishes to learn more about the school and its operations, and those who would like to contribute to the school environment in any way. Only persons who are registered members of the P&C Association can be covered/protected while working at the school in any capacity. Unless a person is on the Register of the P&C that person has no voting right for any of the decisions made or taken. The P&C secretary maintains a Register of Membership (application for membership forms are available from the administrative officer at the school office). Renewal of membership is an annual requirement.

Our P&C meetings provide a valuable means of social interaction and information sharing between teaching staff and parents. P&C meet twice a term (with some changes necessary due to school holidays). Meetings also provide an opportunity to contribute directly to all school policies and provide a chance for parents to clarify issues and areas of concern. Check your newsletter for meeting dates and times.

P&C contribute significantly towards a safe supportive environment for our students and towards educational resources to improve quality outcomes.

### **P&C – Tuckshop:**

Tuckshop days and menu will be advised via the school newsletter.

A notice outlining food and costs is sent home on a regular basis. Children are required to order BIG LUNCH and some afternoon tea on brown bags (available from most supermarkets: *WPHS regulations require all money being placed in the paper bags to be wrapped or placed in an envelope*). After the children have their big lunch, some other items are available. Changes in menu and prices will be notified via the newsletter. To avoid disappointment, tuckshop must be handed in on time. Orders can be placed in the P&C collection draw located in the office.

## APPENDIX ONE — Uniform Standards

School Standard	Parents are advised that	Consequences
<p><b>Girls Uniform:</b> Formal Dress –Maroon and white check Terylene and cotton princess style dress with white socks and black shoes <u>AND</u> a specially printed maroon T-Shirt with maroon skorts or shorts.</p> <p><b>Boys Uniform:</b> Maroon shorts worn with specially printed maroon polo shirt, white socks &amp; black shoes.</p> <p><b>Sports:</b> Maroon wrap-around skirts, skorts or pull-on maroon shorts for girls. Maroon shorts with for boys with specially printed gold polo shirts, white socks and sneakers for boys &amp; girls.</p> <p><b>Winter:</b> Students may wear tracksuits or pullovers which must be in the school colours of maroon or gold.</p>	<p>Jondaryan State School is a uniform school where students are encouraged to wear the uniform. Clothing that is <b>'offensive or likely to disrupt or negatively influence the normal school operations'</b> is not permitted.</p> <p>Ready made dresses are available from the school office .</p> <p>Shorts/skirts/skorts are to be Maroon in colour with no brand names, long leg cargo shorts are discouraged. Maroon shorts are to be worn as part of the boys formal uniform.</p> <p>Specially printed T-shirts and jackets are available from the school office.</p> <p>To represent the school on excursions, interschool sports etc. all students are to wear the appropriate Jondaryan State School uniform. Parents with concerns in this area should contact the school principal.</p> <p>It is expected that all students will proudly wear their school uniform when class photographs are taken.</p>	<p>Students wearing inappropriate clothing or apparel will be asked to dress appropriately and may be lent all or part of a clean, second hand uniform.</p> <p>Students not wearing school uniform will be ineligible to represent the school away from the campus.</p>
<p><b>Hats:</b> Jondaryan State School hat, with logo</p>	<p>Non-wearing of a broad-brimmed hat is <b>'likely to result in a risk to the health of the student'</b>. Jondaryan SS follow the Sun-Safe guidelines of the Queensland Cancer Society. Regular caps are not permitted and will be considered as 'no hat'.</p>	<p>Students who do not have a sun-safe hat will be excluded from activities in the sun during play breaks.</p> <p>Students who do not have a sun-safe hat for PE will be required to sit out for the outdoor activities.</p>
<p><b>Footwear:</b> Fully enclosed shoes – black for formal wear. Sneakers/joggers for sports.</p> <p><b>Socks:</b> White.</p>	<p>Non-wearing of shoes could be <b>'unsafe for the student or others'</b>. Shoes with high heels or platforms, thongs, slip –ons and sandals are not suitable.</p>	<p>A student will be asked to replace his/her shoes and will be excluded from all outdoor activities until suitably attired.</p>
<p><b>Jewellery:</b> * Watch. * Pierced earrings – small plain sleepers or studs, one per ear only. * Medical alert bracelet or necklace. * Items of significant cultural or religious belief as negotiated with administration. * No facial piercings</p>	<p>Other jewellery may be <b>'unsafe for the student or others'</b> as such items could become caught in play equipment or could come into contact with another student causing injury. Students will be requested to remove or tape jewellery during some sport.</p> <p>Facial piercings are NOT encouraged due to workplace health and safety regulations and are <b>'likely to disrupt or negatively influence other student's adherence to the school dress code'</b>.</p>	<p>A student wearing other jewellery will be asked to remove the item and if necessary give it to the teacher for safe-keeping for the remainder of the day and refrain from wearing such jewellery to school.</p> <p>Alternative educational arrangements may be made until student complies with the dress code.</p>
<p><b>Nail Polish:</b> Clear nail polish only</p> <p><b>Fake Tattoos:</b> Not acceptable in any circumstances</p>	<p>Only clear nail polish is to be worn as other colours are <b>'likely to disrupt or negatively influence other student's adherence to the school dress code'</b>.</p>	<p>Students wearing coloured nail polish or fake tattoos will be asked to remove it by the next day.</p>
<p><b>Hair:</b> Collar length hair is to be plaited, braided or tied back with appropriate accessories (maroon in colour is preferred).</p>	<p>To reduce the transfer of head lice long hair is to be plaited, braided or tied back. Long hair not tied up could be <b>'unsafe for the student and likely to result in a risk to health and safety of students and others'</b>. Dyed hair and inappropriate hairstyles could <b>'negatively influence the normal school operations'</b>.</p>	<p>Students will be encouraged to tie back long hair.</p> <p>Students with dyed hair or inappropriate hairstyles will be ineligible to represent the school away from the campus.</p> <p>Alternative educational arrangements may be made until hair complies with the dress code.</p>
<p><b>Helmets:</b> Students riding bikes are legally required to wear helmets.</p>	<p>Helmets must be securely fastened. Non-wearing of helmets is against the law and could be <b>'unsafe for the student and others'</b>.</p>	<p>If necessary the police will be contacted.</p>

## APPENDIX TWO — Minimum Exclusion Periods

<b>MINIMUM EXCLUSION PERIODS FOR INFECTIOUS DISEASES FROM SCHOOLS, PRE-SCHOOLS AND CHILD CARE CENTRES</b>
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*(based on National Health & Medical Research Guidelines)*

**Note:** The NHMRC recommends that children who are physically unwell should stay home from school and child care centres.

Condition	Exclusion of Cases	Exclusion of Contacts
Amoebiasis ( <i>Entamoeba histolytica</i> )	Exclude until diarrhoea ceases.	Not excluded.
Campylobacter	Exclude until diarrhoea has ceased.	Not excluded.
Chicken Pox (including shingles, which is caused by the same virus.	Exclude until fully recovered or for at least five days after the eruption first appears. Note that some remaining scabs are not a reason for continued exclusion.	Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for his or her own protection. Otherwise not excluded.
Conjunctivitis	Excluded until discharge from eye(s) has ceased.	Not excluded.
Cytomegalovirus Infection	Exclusion not necessary.	Not excluded.
Diarrhoea	Exclude until diarrhoea has ceased.	Not excluded.
Diphtheria	Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later.	Exclude family/household contacts until cleared to return by an appropriate health authority.
Glandular Fever (mononucleosis)	Exclusion is not necessary.	Not excluded.
Hand Foot and Mouth Disease	Exclude until blisters have dried.	Not excluded.
Haemophilus Influenza – Type B (Hib)	Exclude until medical certificate of recovery is received.	Not excluded.
Hepatitis A	Exclude until a medical certificate of recovery is received, but not before seven days after the onset of jaundice or illness.	Not excluded.
Hepatitis B	Exclusion is not necessary.	Not excluded.
Hepatitis C	Exclusion is not necessary.	Not excluded.
Head lice	Exclude until day after proper treatment has started.	Not excluded.
Herpes (Cold Sores)	Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible.	Not excluded.
Hookworm	Exclusion not necessary.	Not excluded.
Human immunodeficiency virus infection (HIV/AIDS virus)	Exclusion is not necessary unless the child has a secondary infection, which requires exclusion in its own right.	Not excluded.
Impetigo (school sores)	Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.	Not excluded.
Influenza and influenza like illnesses	Exclude until well.	Not excluded.
Leprosy	Exclude until approval to return has been given by an appropriate health authority.	Not excluded.
Meningitis (bacterial)	Exclude until well.	Not excluded.
Meningococcal Infection	Exclude until adequate carrier eradication therapy has been completed.	Not excluded if receiving rifampicin.

Condition	Exclusion of Cases	Exclusion of Contacts
Measles	Exclude for at least four days after onset of rash.	Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school.
Molluscum contagiosum	Exclusion not necessary.	Not excluded.
Mumps	Exclude for nine days or until swelling goes down (whichever is sooner).	Not excluded.
Parvovirus (erythema infectiosum fifth disease)	Exclusion not necessary.	Not excluded.
Poliomyelitis	Exclude for at least 14 days from onset. Re admit after receiving medical certificate of recovery.	Not excluded.
Ringworm, scabies, pediculosis (lice), trachoma	Re-admit the day after appropriate treatment has commenced.	Not excluded.
Rubella (German measles)	Exclude until fully recovered or for at least four days after the onset of rash.	Not excluded.
Salmonella, Shigella	Exclude until diarrhoea ceases.	Not excluded.
Streptococcal infection (including scarlet fever)	Exclude until the child has received antibiotic treatment for at least 24 hours and the person feels well.	Not excluded.
Tuberculosis	Exclude until a medical certificate from an appropriate health authority is received.	Not excluded.
Typhoid fever (including paratyphoid fever)	Exclude until approval to return has been given by an appropriate health authority.	Not excluded unless considered necessary by public health authorities.
Whooping Cough	Exclude the child for five days after starting antibiotic treatment.	Exclude unimmunised household contacts aged less than 7 years for 14 days after the last exposure to infection or until they have taken five days of a 14-day course of antibiotics. (Exclude close child care contacts until they have commenced antibiotics).
Worms (intestinal)	Exclude if diarrhoea present.	Not excluded.

Note: For full details, please refer to the NHMRC's publication "Staying Healthy in Child Care" available from the Australian Government Publishing Service or phone 132 447.

Cases of Amoebiasis, Leprosy, Poliomyelitis, or Tuberculosis should be discussed with your nearest Public Health Unit.

For further advice and information on these conditions, please contact your nearest Public Health Unit (Toowoomba – 4631 9888).

## **INFECTIO CONTROL IN STATE SCHOOLS**

### **PARENTAL RESPONSIBILITY**

To reduce the chance of infections spreading, the school follows strict safety, hygiene and first aid guidelines. It is particularly important that children with open skin wounds have these covered with fresh waterproof dressings before coming to school. Your co-operation is sought in this regard.

If head lice is detected in the school an alert will be placed in the newsletter. It is advisable to check your child's hair each day before school for any signs of lice or eggs.

You are encouraged to consider having your child vaccinated according to Queensland Health guidelines. Information can be obtained from Community Health or your own Doctor.