

LONGREACH STATE SCHOOL

Prep to Year Six

125 IBIS STREET
PO BOX 250
LONGREACH QLD 4730
PHONE 07 4652 6333
EMAIL principal@longreachss.eq.edu.au



PARENT INFORMATION BOOKLET

PRINCIPAL
MR PAUL WELLS

2021

Welcome to Longreach State School in 2021



At Longreach State School we are “Preparing our Students for the Future”. We believe every student, Prep to Year 6, will succeed through the enactment of Positive Relationships and High Expectations. We value Innovation and Creativity, High Yield Practices and Collaboration. Our School Rules and routines are embedded in a school culture that pays attention to well-being.

At Longreach State School each student’s potential is maximised in a secure and challenging environment. High Yield Practices that demand “Teaching with Intent – Learning for a Purpose” are supported by school based programs to ensure individual student goal achievement. The vision of “Preparing our Students for the Future” is being driven by a STEM agenda with digital technologies moving students from users to creators.

At Longreach State School parent collaboration is highly valued. To ensure that your child receives the best education possible we need your support. Our aim is to provide you with regular and meaningful information about our school and more specifically about your child’s progress. This will occur through weekly student reports, fortnightly parent newsletters, semester reports and parent teacher discussions.

We also need you to be physically involved in our school. For interested parents there are many avenues for active involvement in our school’s operation, such as the P&C Association, tuckshop, classroom help, sporting teams and instrumental music, and regular attendance at school parades and committees.

We are always looking for ways to improve the services we provide so please keep us informed of your ideas and suggestions.

We look forward to working with you in our efforts to reflect our school motto “*Good Deeds and Effort*”.

A handwritten signature in black ink that reads "P. Wells".

Paul Wells
Principal

Longreach State School

125 Ibis Street
PO Box 250
LONGREACH QLD 4730

School Administration: (07) 4652 6333
Student Absence Line: (07) 4652 6366
Email: principal@longreachss.eq.edu.au

OFFICE HOURS:	8:30 am to 3:30 pm Monday to Friday
SCHOOL STARTS:	9:00 am (bell rings at 8:55am for 9:00am)
LUNCH:	11:00 am to 11:45 am
AFTERNOON TEA:	1:30 pm to 2:00 pm (Tuesday–Friday) 2:00 pm to 2:30 pm (Monday Parade)
SCHOOL FINISHES:	3:00 pm

Please advise our administration officer:

- If you change your address
- If you change your telephone number or email address
- If there is a change in your emergency contact number
- If any significant changes occur with your child's health
- If you feel we should know of any other changes which concern your child

School Calendar 2021

Term 1 Commences	Wednesday January 27
Parent Information Evening	Thursday February 11
Easter Vacation	April 2 - 16
Term 2 Commences	Monday April 19
Anzac Day Holiday	Monday April 26
Labour Day Holiday	Monday May 3
Winter Vacation	June 28 – July 9
Term 3 Commences	Monday July 12
Student Free Day	Friday September 3
Spring Dance	Friday September 10
Spring Vacation	September 20 – October 4
Queen's Birthday	Monday October 4
Term 4 Commences	Tuesday October 5
Awards and Concert Evening	Friday November 26
Christmas Vacation	Friday December 3

AGE OF ADMISSION TO PREP

Children enrolling in Prep in 2021 must be 5 and born between 1 July 2015 – 30 June 2016. Proof of age must be produced at first enrolment ie either Prep or Year 1.

ATTENDANCE

The State Education Act makes it **compulsory** for children above the age of six years to attend school except when there is a valid reason for absence eg. sickness. When a student is absent the parent is required to advise the school of the absence prior to or **ON THE DAY OF THE ABSENCE**. Any UNEXPLAINED ABSENCES will result in a notification to the parent. Absence notification can be communicated to the school at any time of the day/night by:

- Student Absence Line 07 4652 6366
- Email: admin@longreachss.eq.edu.au

Student attendance is expected to be 95% or higher. To achieve 95% attendance a student must have 10 days or less absenteeism.

- 2.5 days/term
- 5 days/semester
- 10 days/year

Absences are recorded on the Semester Report Card and form part of the child's educational record.

Early departure – any student leaving the school grounds before 3pm MUST BE signed out via the office.

Late arrivals- any student arriving to school after the 8:55am bell MUST report to the school office for a late slip.

ACCIDENTS

Children seriously injured will receive treatment from the Ambulance. Where possible, parents will be notified immediately, however, if parents cannot be contacted the child will still receive treatment. Any treatment provided maybe at parental expense.

ADOPT-A-COP

We are actively supported by our Adopt-a-Cop who attends parades and special invitation activities whenever the opportunity arises. Our Adopt-a-Cop supports our Responsible Behaviour Plan as necessary.

AWARDS AND CONCERT EVENING

This is held late in Term 4 and is a celebration of achievement throughout the year. The school captains lead the ceremony. Each class presents a class item.

BEFORE SCHOOL

Students **should not** be at school earlier than 8:30am. If students arrive earlier they are to sit on the seats under the music room.

BEHAVIOUR MANAGEMENT

At all times self discipline is encouraged and developed within a supportive school environment. Where this proves ineffective the teachers and principal implement strategies to address the behaviour concern.

Parents are notified of any serious breaches of unacceptable behaviour. Parental support for the school Student Code of Conduct Plan is regarded as essential to ensure a supportive school environment. A range of consequences are applied for inappropriate behaviour. These consequences are documented in the Longreach State School Student Code of Conduct Plan. A detailed copy of the plan is available on the school website www.longreachss.eq.edu.au. A synopsis will go home in the first newsletter of the year.

BICYCLE, SKATEBOARDS SCOOTERS

All children who ride a bike, rollerblades, skateboard or scooter to school **MUST wear a helmet** and obey the road rules. Children should not borrow or lend their bicycles, skateboards or scooters. The riding of any of these in the school grounds is prohibited.

Bikes are to be placed in the bike racks provided. They are not to be left on the ground. Students on bikes must use the pedestrian crossings.

BOOKS AND EQUIPMENT

A textbook and resource list is provided for all year levels Prep – Year 6. Textbooks and resources are available through local newsagents and suppliers.

Students have the option of joining the Student Resource Scheme for the provision of additional curriculum resources eg instrumental music, food technology and art supplies.

Student Resource Scheme costs are required to be paid prior to participation in Food Technology or school camps.

CAMPS

School camps are held for students in Years 3-6. Our Camp Program is developmental across the Middle Years with a focus on independence and interdependence.

- Yr 3 – 2 days/1 night in Term 2 at Longreach Show Grounds Pavilion
- Yr 4 – 3 days/2 nights in Term 3 at Winton
- Yr 5 – 5 days/4 nights in Term 4 at Camp Fairbairn, Emerald
- Yr 6 – 6 days/5 nights in Term 1 at North Keppel Island

School pays bus travel costs. Parent costs include camp accommodation fees, food and activities. Attendance at camp is subject to suitable behaviour at school.

CARS IN SCHOOL GROUNDS

Private cars are not allowed in the school grounds except on official business or with special permission from the principal. This is a safety precaution that should be STRICTLY ADHERED TO. For security and safety the car park gate is closed during school hours so that students have easy access to the Retreat.

CLASS STRUCTURE

- Early Years – Prep to Year 2
- Upper Primary Years – Years 3-6

CLASSROOMS

All students are accommodated in open design double teaching spaces where the style of education provides for agile learning spaces and student freedom with respect to speaking, moving and learning in a closely controlled situation.

Children are only allowed in a classroom if a teacher is present.

COMING TO AND LEAVING SCHOOL

Students are encouraged to come straight from home to school and vice versa. Students are to wait quietly and sensibly while waiting to be collected by parents or the bus.

CURRICULUM

- The Australian Curriculum is taught, assessed and reported on as per EQ Policy. The Curriculum is supported by specific programs tailored to meet the developmental learning stage of early years students, upper primary year students, and students with disabilities.
- An innovative Upper Primary Years curriculum incorporating a Food Technology program is delivered in a purpose built facility.
- Individual student progress is tracked and reported against achievement standards relating to what a student should know and be able to do with what they know.
- Co-curricula programs for cultural and sporting areas provide a range of pathways to support individual gifted and talented students.
- An Upper Primary Years camping program supports the personal growth and independence of students.
- A year 6 student leadership program builds civic awareness and develops skills for ongoing future community leadership.
- A lunchtime activities program (LARF) and Principal Afternoon Tea program support relationships & positive behaviour management of students outside of the classroom

- Active parent participation in classroom and co-curricula programs supports well established school-community partnerships.
- Staff development priorities link to the Early Years or Upper Primary Years structure.

CO-CURRICULAR ACTIVITIES

A number of co-curricular activities occur throughout the year. Sport is closely tied to seasons. The athletics carnival is at the end of Term 2 and the swimming carnival is at the end of Term 4. Other whole school events include Cross Country in Term 1 and Spring Dance in Term 3.

Our school is actively involved in all district and regional sport.

The LARF program includes a range of sporting and cultural activities. This program changes each term.

CROSSING SUPERVISORS

We have a Crossing Supervisor on the Ibis Street crossing before school and after school. Children are to use this supervised crossing when crossing the road, including children on bikes.

DENTAL SERVICES

All primary school students are given free dental treatment. The Dental Van visits our school biannually.

DETENTION

The Education Act provides for the detention of students as a consequence for disobedience, misconduct, wilful neglect of work or breaches of discipline. It may occur at lunch or after school. While it is only one of the many behaviour management tools we utilise, it is necessary on some occasions. On most occasions it is more effective to carry out the detention on the day of the misdemeanour. If however your family situation requires that you be given 24 hours notice of a detention, please let the teacher know and they will carry out the detention on the following day.

DISEASES

There are a number of childhood diseases which require children to be excluded from school. These include measles, chicken pox and mumps. If you need any advice about keeping your child away from school because of some contagious disease, please contact the school for more information.

DRESS CODE

Boys Day Uniform

- mid blue sunsmart polo shirt with maroon collar, placket and sleeve trim and screen
- printed school emblem on left side
- maroon rugger shorts
- short white socks
- preferred black lace up shoes or joggers
- reversible maroon wide brimmed hat with screen printed school/sports house emblem
- maroon tracksuit
- Sports House polo shirt

Girls Day Uniform

- mid blue sun smart polo shirt with maroon collar, placket and sleeve trim and screen
- printed school emblem on left side
- optional maroon netball skirt or maroon knit shorts
- short white socks
- preferred black lace up shoes or joggers
- reversible maroon wide brimmed hat with screen printed school/sports house emblem
- maroon tracksuit
- maroon leggings
- Sports House polo shirt

School Uniform - General rules

For sun safety, broad brimmed hats must be worn during play and all outside activities.

No hat, no play, no active participation.

When representing the school and on other special occasions eg excursions, photos, Anzac Day march, **full school uniform must** be worn.

Availability of uniforms

The whole school uniform, except for shoes and socks, is available at the School Tuckshop. All uniform items except school shirts are available at shops in town.

EDUCATIONAL TOURS AND SPORTING TRIPS

From time to time excursions and trips are organised by teachers to reinforce the work being covered in class. For these events children are usually required to meet the cost of transport and admission fees where applicable. No child is permitted to participate without the written consent of parents. Consent forms are sent to parents as required.

Sporting trips allow students to represent their school, district or region. Being a representative is not a student's right but a privilege. As such the following guidelines must be followed:

1. Have a satisfactory attendance record.
2. Be up to date in all school work.
3. Have a satisfactory behaviour record.

ENROLMENTS

Enrolment packages are available from the school office or our school website <https://longreachss.eq.edu.au>. An interview with the Principal is required before starting school.

DEPARTURE NOTIFICATION

Students leaving our school are required to advise the office and complete a Departure Notification form.

FACILITIES - INFORMATION COMMUNICATION TECHNOLOGY

Students have access to computers in the following ways:

- G Block Lab – 24 computers
- Library – 15 computers
- eLearning Lab – 30 computers and 2 smart panels, iPad kits
- Classrooms – every classroom have interactive panels and other ICT devices for student learning.

FACILITIES – FOOD TECHNOLOGY

This building has a purpose built kitchen facility. The kitchen is designed for Upper Primary Year students. The area contains a

complete kitchen facility with stove, sink, benches and storage areas. This area is used as part of the Design Technology Curriculum delivered to Upper Primary Year students in Years 3-6.

FACILITIES - DESIGN TECHNOLOGY (if staffing permits)

This building has a purpose built Manual Arts facility. The Manual Arts facility is designed for Upper Primary Year students. It consists of 4 modular benches able to accommodate a range of woodwork and plastic design projects. This area is used as part of the Technology Design Curriculum delivered to Upper Primary Year students in Year 6.

FACILITIES – THE MIRAGE

The Mirage is the name given to our multi-purpose court facilities. This facility caters for netball, basketball, volleyball and tennis and other physical activities and lunchtime play.

FACILITIES – PERFORMING ARTS

A Performing Arts area has been developed using our 1893 building. This facility accommodates class music, instrumental music, choir and Longreach Town Band.

FACILITIES – THE RETREAT

This multi-purpose hall area provides a full size indoor basketball court. A portable stage and seating for 500 allow the facility to be used for performing arts and other public performances.

FIRST DAY OF SCHOOL

All children new to Longreach State School and have been enrolled and have attended an enrolment interview with the Principal should proceed directly to the classroom on the first day of the school year.

Children who have not been enrolled, or where parents have not yet attended an interview with the Principal, should report to the office in the Administration Block.

HOMEWORK GUIDELINES

We believe that homework:

- involves family members in students' learning
- builds a habit of self-discipline, organization & study skills

- builds on routine
- allows students to revise and consolidate their learning

Student Responsibility	Parent Responsibility
<ul style="list-style-type: none"> • Accept the responsibility for completion of set HW • Be aware of the class teacher's expectation of HW • Seek assistance if required • Submit HW as required 	<ul style="list-style-type: none"> • Ensure time is set aside for completion of HW to develop habits of self discipline & organisation • Provide a supportive environment • Help child to complete tasks by discussing key questions or directing them to resources • Contact the relevant teacher to discuss any concerns regarding the nature of the HW & their child's approach to the HW

An after school homework class is offered one day a week to assist students to complete homework. This is a voluntary service supervised by staff.

- Prep Year -generally students will not be set homework in the first term.
- Years 1-3 – generally up to and no more than an hour a week (spaced practice)
- Years 4-5 – no more than 2-3 hours each week (spaced practice)
- Year 6 – no more than 3-4 hours each week (spaced practice)

Our Homework policy reflects Education Queensland policy expectations. Teachers, Students and Parents all have a part to play. Specific Expectations around Homework will be communicated to you by the class teacher.

LARF (Lunchtime Activities, Relaxation and Fun)

Our school offers a range of extra-curricula activities at each lunch break as well as at other times before and after school. This program is referred to as LARF. The program ensures a range of activities are offered to keep students involved during breaks. Timetables are published each

Term and are on display in each classroom as well as other locations around the school. The program is part of our proactive behaviour management and well-being strategy and is staffed with volunteer time from teachers and other staff.

LEAVING SCHOOL GROUNDS

There are strict regulations regarding students not under supervision leaving school grounds. No child is to leave the school grounds without written parental permission to do so. Perhaps the only reason a child would need to leave the grounds would be for a medical appointment. All students leaving the schools grounds must be signed out through the office.

LIBRARY

The school has a well-equipped library to assist students in their reading skills and research projects. In addition to this it is a focus point at lunchtimes for students who wish to read, participate in games or simply to escape the sun. Parents should encourage children to borrow, read and care for the books from our library. Borrowing and returning days differ for each class. This information will be supplied at the beginning of the year by classroom teachers.

LOST PROPERTY

Any belongings found in the school grounds are collected and held in the Administration building until the end of term. All articles should be clearly named. Items that are named will be returned to students. At the end of each term any unclaimed items are taken to a local charity.

LUNCH

Students must sit in the specified eating area until given permission to leave.

MEDIA

Our school has a website where parent information is stored and upcoming calendar dates are listed. You will also find photo galleries of past school events - <https://longreachss.eq.edu.au>

We also have a Facebook page which is used to disseminate reminders and to showcase the teaching and learning at our school.

<https://www.facebook.com/LongreachSS/>

MEDICATION POLICY

The Department of Education Policy on the administration of student medication requires that only prescribed medication, with all dosage details clearly marked, may be given at school and that a permission letter from a parent/guardian must accompany this prescribed medication.

Medication will not be administered unless it is prescribed with the student's name on the package and a parental permission note is provided.

MONEY AT SCHOOL

Electronic banking facilities (EFTPOS) is available through the school office for the payment of all school related fees and activities. Invoice payments can be made through BPay and BPoint.

Sometimes your child will bring money to school for various reasons. All money should be placed in an envelope indicating the child's name, class and the purpose for which the money is intended and handed into the office on arrival.

MUSIC EDUCATION

The Music curriculum is implemented from Prep to Year six and uses a cumulative, sequential and developmental approach to the teaching and learning of musical skills and concepts.

We also give children the opportunity to learn instruments during the course of their music education. In the classroom music program these include keyboards, recorders, ukuleles and various percussion instruments. In the instrumental program they include brass, woodwind and percussion instruments.

MUSIC EDUCATION - Choir

Choir is open for all students: Prep-2 Piccolo Choir and Year 3-6 Mezzo Choir –

no audition necessary. Students must attend a weekly rehearsal and performances and purchase a music shirt. Students in Year 5 and Year 6 may audition for a place in the Show Choir which has the minimum commitment of the Mezzo Choir. A prerequisite of the Show Choir is participation in the Mezzo Choir.

MUSIC EDUCATION - Instrumental Music

All students who wish to be involved in the instrumental program are given the opportunity to join. The only limitation is the number of instruments that available to students for hire. The Selmer test and classroom music results are used to determine the aural awareness of students wishing to be involved in the instrumental program and this assists in choosing students who receive a school instrument for hire. All students who have their own instrument may learn in our program. Students of this program must attend all lesson, rehearsal and performances and must purchase a music shirt (same as required for choir).

NEWSLETTERS

Our fortnightly newsletter is *emailed* to all families on a Friday afternoon. This is a very important means of communication for parents. Community announcements are also included. We are always looking for additional family sponsorship through business advertisements.

PARADE

A whole school parade is held in the Retreat every Monday at 2:30pm for the purpose of general announcements, presentation of certificates and awards for achievement, class presentations and addresses from special visitors. Parents/caregivers are encouraged to attend.

P&C

This group of volunteers contributes valuably to the school. The association is composed of parents who work hard in the interest of the school and the children.

Active members of the P&C contribute to many areas of decision-making in the school through various committees.

Meetings are held monthly. Your attendance is most welcome. Keep up with P&C information through our P&C Facebook page.

PARENT INFORMATION EVENING:

A Parent Information Evening are held early in Term 1. After the classroom visit parents, teachers and students are invited to the OASIS for a social gathering. During the evening teachers will:

- Introduce him/her self
- Share the vision for their class and their philosophy and beliefs about teaching
- Describe the term's curriculum overview
- Outline in detail what you will be taught in each curriculum area
- Explain homework procedures e.g. day it must be handed in, home supervision, neatness etc
- Address responsible behaviour plan including rights, responsibilities and consequences
- Explain/discuss weekly reporting
- Classroom organisation in double teaching areas
- Organisation of part time teaching arrangements

It is hoped that by the end of the evening a working rapport will be established with those in attendance and that communication is opened up between home and school.

PLAYGROUND

Prep-2 play areas include:

- Adventure Playground outside L Block
- The Retreat

Year 3-4 play areas include:

- The Mirage
- The Oval

Year 5-6 play areas include:

- The oval
- Playground on the oval

Unsupervised rough games are not allowed eg. Red Rover, Brandy and tackling games etc. Food and drinks are to be consumed in the eating area only.

PHOTOS

Class photographs are taken annually.

PRINCIPAL'S AFTERNOON TEA

This is a unique feature of our school and one that teachers and students are very proud of.

Certificates are presented each week on parade by class teachers to reward a range of student behaviours including academic progress, application to task, desirable work habits, good behaviour and interpersonal relationships. These awards are published each fortnight in the Parent Newsletter.

Students who receive an award are invited to Principal's Afternoon Tea that week.

The Principal uses this weekly event as a valuable way to get to know all the students in the school and to be able to interact with the Principal in a positive social/learning context.

Principal's Afternoon Tea is supplied by our tuckshop and funded by kind donations.

RELIGIOUS EDUCATION

All Year 1 – Year 4 classes are provided with a 30 minute Ecumenical Religious Education lesson once a week. These lessons are conducted by visiting ministers and lay people from the following churches - Anglican, Assembly of God, Baptist, Roman Catholic, Salvation Army and Uniting Church using the "Religion of Life" material.

Year 5 and 6 students participate in one Religious service per term delivered at one of the following churches – Anglican, Assembly of God, Baptist, Roman Catholic, Salvation Army and Uniting Church. The philosophy behind this program is that as young adults, students

need to develop social competencies that might include attending weddings and christenings in a range of settings other than their own church.

Parents not wishing their child to participate must notify the school in writing.

REPORTING TO PARENTS

Formal reporting to parents of students' progress takes place as follows:

Term	Reporting Event
1	Parent-Teacher Interview- <i>online booking procedure</i>
2	Written reports <i>emailed</i> end of Semester 1 - June
3	Parent-Teacher Interview- <i>online booking procedure</i>
4	Written reports <i>emailed</i> end of Semester 2 - December

You may ring the school at any other time for a mutually agreed appointment time to discuss your child's progress with the Principal and/or Teacher.

At Longreach State School weekly reports are a unique and valuable way of keeping parents involved in their child's education. It is the parent/caregiver's responsibility to ensure the return of these reports each week.

SCHOOL BUSES

Students under the age of ten who live more than 3.2 kilometres from the school and students over 10 years who live more than 4.8 kilometres from the school are eligible for transport on the school buses to and from their place of residence. Before boarding the bus permission from the Secretary of the Conveyance Committee and Transport Operator should be sought.

SCHOOL SPORTS HOUSES

Each Sports house has a war cry. House teams for sports, scholastic endeavour and general competition are organised. Once enrolled a student is placed in one of the three school sports houses.

SPORTS HOUSES AND COLOURS

- Kingfisher Blue
- Waratah Red
- Wallaby Yellow

SCHOOL LEADERS

Two (2) School Captains and six (6) Sports House Captains are voted in by their peers in Term 4. Successful students are announced at the Annual Awards Night. Other leadership positions are available. These may include – Choir Captain, Concert Band Captain, Library Monitor, Parade and Flag Monitor, Media Monitors and Indigenous Captain.

SCHOOL IMAGE

Longreach State School takes great pride in the belief that consideration for property, others and oneself is the forefront for a united school environment.

Inherent in this belief is the expectation that students will be neat and tidy, display school pride whilst wearing the school uniform and keep books, tidy boxes, school cases and the school environment neat and tidy.

Care and respect for school property with equipment being returned to its correct location is fostered and shown by example. Community relations and parental support are encouraged and seen as key elements to further enhance the positive tone of our school.

SCHOOL COLOURS

Blue and Maroon

SCHOOL MOTTO

Virtute et Labore - Good Deeds and Effort

SCHOOL RULES

Strive to learn
Respect Yourself & Others
Be on Time & Ready
Always be Safe
Care for property

SCHOOL SONG

Here among wide open plains
And below a clear blue sky
We're building up our future with
Our teachers by our side

*We all here at Longreach State School
Are reaching far and wide
We're striving hard to do our best
In our school we take much pride*

We're learning and we're changing
With the Thomson by our side
We've taken up the challenge
Learning lessons for our life

Our school has great facilities
Resources and sports grounds
We are so proud of Longreach School
And we love our country town

SCHOOL TIMES

Children *should not* be in the school grounds before 8:30am. Children must use the crossing and obey the Crossing Supervisors at all times. If students are at school before 8:30am they must sit down on the seating under the Music Room.

SICK CHILDREN

If a child is sick the class teacher will send the child to the Administration Officer who will call parents. Please keep your address and telephone up to date in the office so you can be contacted immediately.

STUDENT SUPPORT SERVICE

Students have access to a variety of Education Queensland resource services. A Guidance Officer, HOSES, Speech Language Pathologist and Occupational Therapist visit our school. If you feel your child needs assistance, refer the issue through the class teacher or the Principal. We also access external agencies such as Outback Futures

STUDENT RECORD FILE

A record file is kept for every student in the school. Please ensure the school is notified, as soon as possible, of any change of telephone numbers, address, contact person, medical, family information etc.

STUDENTS WITH DISABILITIES

Students with disabilities access support from specialist staff and specialised facilities (if needed). They can be referred by parents and staff through our school Social Justice Referral process, involving the Guidance Officer and other relevant therapists.

In line with Education Queensland's 'Inclusive Education Policy' we fully endorse the inclusion of students with disabilities in the regular class setting and provide targeted support as appropriate to their needs. We provide programs for speech, physiotherapy and occupational therapy along with life skills. Early Intervention runs regularly to provide therapies for those children up to the age of 6 years.

SWIMMING

Students are transported to the Longreach Aquatic Centre when a bus is available.

A note must be brought to the class teacher if a child is not allowed to go swimming. Swimming instruction is part of the school curriculum and it is most important that the associated skills be developed carefully and fully not only for the water aspect but as a means of social enjoyment.

In the lower grades it is particularly important that parents volunteer to help the class teacher supervise the children during swimming lessons. Parents willing to help should contact the class teacher as soon as possible.

TELEPHONE

Children are not allowed to use the school phone. There are exceptions to this rule, some being forgotten lunches or transport arrangements. Our Administration Officer will make the call on behalf of your child.

TRANSFERS

If your child is leaving our school to attend another school a Departure Notification form is required. Please be sure to let our Administration Officer know so that transfer arrangements can be made.

TUCKSHOP

The tuckshop offers a service to our staff and students. The Convenor is in charge of the tuckshop's operation, however help is always needed from willing parents who can assist with orders and service on a roster basis.

A recycle-bag system operates for ordering from the tuckshop and all orders are to be in each day by 9:15a.m. Separate bags, with money enclosed, for lunch and afternoon tea. Name, class and food order to be clearly marked on each bag please. Orders are collected from the tuckshop by class monitors at the commencement of lunch.

You can order tuckshop and purchase uniforms online using the App 'Qkr!' (pronounced Quicker).

A Tuckshop Price List is available from the Office or Tuckshop. Updated price lists are distributed with the newsletter when necessary and are on the website.

USE OF SCHOOL FACILITIES

School facilities and equipment can be used by the community provided permission is granted by the Principal. A Principal Approval Form can be collected from the office. Areas are expected to be left in a clean and tidy condition. No vehicles or bicycles are allowed in the grounds and the consuming of alcoholic drinks is not permitted. Any equipment borrowed is expected to be returned promptly. **Children are not allowed in the school grounds outside of school hours** unless:

1. permission is sought by the parent from the Principal, and
2. students are fully supervised at all times.

WAITING FOR PARENTS

Prep children are to be collected from their classroom. Parents are requested to use the Kingfisher Street entrance.

All students waiting for parents after school must wait inside the school fence until parents arrive. This also applies to bus travellers.

Children crossing the road to cars must use the school crossing.

Children are requested not to leave the school at the Swan Street exit unless accompanied by a parent.