

A Accomplished
C Compassionate
E Empowered



Noosaville State School **PROSPECTUS** Information Handbook for Families

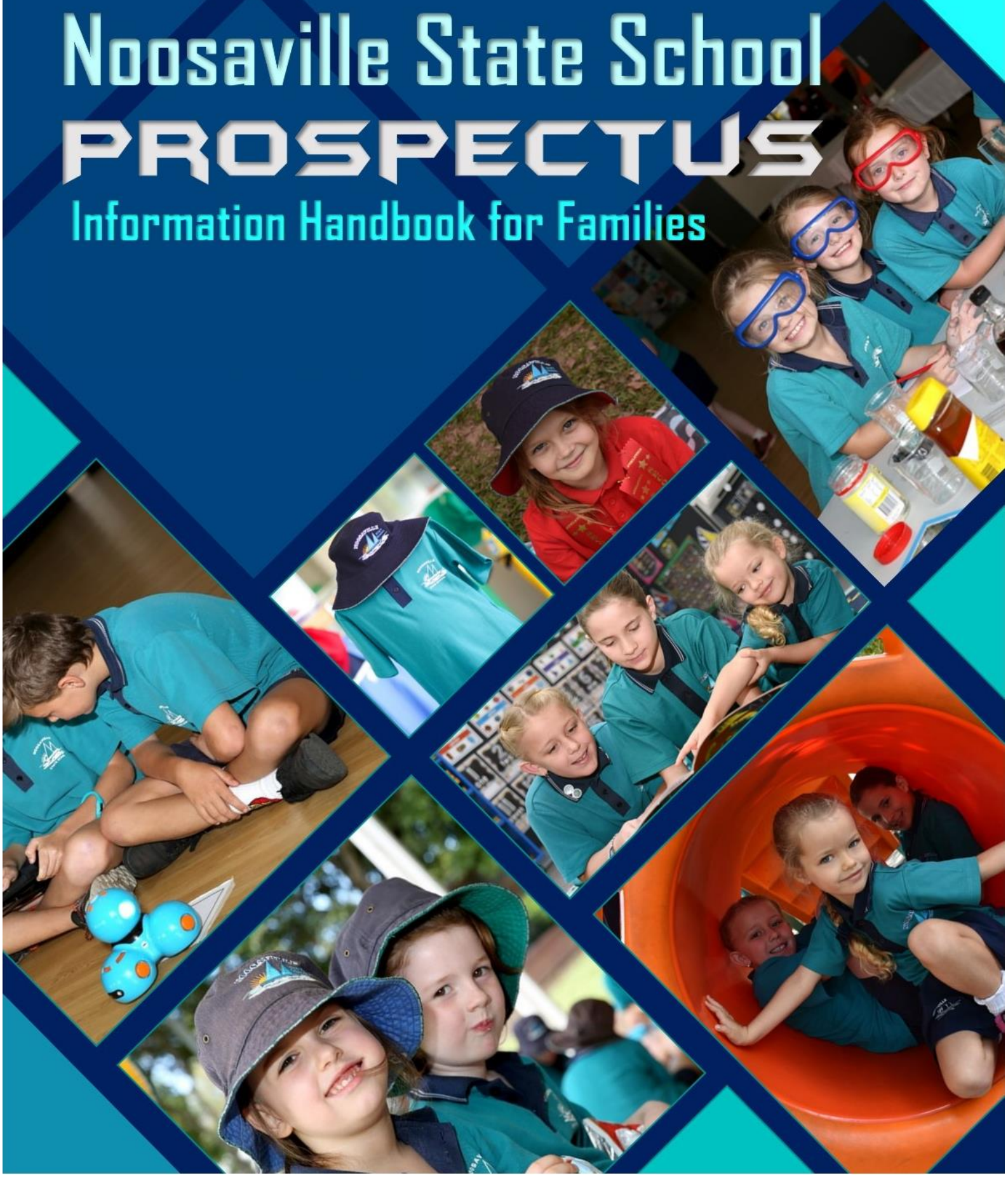




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Welcome

It is with great pleasure that we extend a warm welcome to your family. At Noosaville State School we are committed to putting the interests of your child first in our everyday operations. We want all Noosaville Students to accomplish our vision of being Accomplished, Compassionate and Empowered to Be The Best They Can Be. We encourage you to become involved in our school community and especially welcome your feedback. I hope that you find this booklet useful in answering aspects particular to our school. Thank you for choosing Noosaville State School as the place of learning for your child.

Student Exit Outcomes

After receiving a primary education at Noosaville State School, we aim that all students will be Accomplished, Compassionate, Empowered, To Be The Best They Can Be. **A.C.E. Students.**

-  Knowledgeable, complex thinkers and creative problem solvers
-  Self-directed, reflective investigators and life long learners
-  Responsible, caring environmental contributors, consumers and citizens
-  Contented, empathetic leaders and collaborators
-  Responsive, effective listeners and communicators.

School Values

The school operates with 4 core values. These values form the basis of our Positive Behaviour for all learning .



Care for Self	Care for Others	Care for Learning	Care for School
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Our Mission

Noosaville State School will provide a caring and supportive environment to allow students to learn and achieve their personal best – ‘To Be The Best You Can Be’.

Accomplished	Compassionate	Empowered
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School Contact Details:

Office:	5440 3222	ECDC:	5440 3258
Absence Line:	5440 3266	Canteen:	5440 3264
CDC School Buses	5476 6622	Dental Van:	0409 493 028
E-Mail:	admin@noosavilless.eq.edu.au		
Website:	www.noosavilless.eq.edu.au/wcms		
Address:	75 Beckmans Rd, Noosaville QLD 4566		
	PO Box 1079 Noosaville DC QLD 4566		

Please ensure you provide the school with your current e-mail address and phone details, and keep these up to date.





Active After School Community Program (Sporting Schools Program)

Our school has an Active After School Community Program with various activities available for children to participate in throughout the year, before, during and after school. Numbers for these activities are limited and students need to register. Registration forms and details of these activities are printed in the school newsletter. An extra-curricular activities program operates each term. Families and students are informed of these activities through the school newsletter and on the website. noosavilless.eq.edu.au

After School Care (OSHC)

Noosaville State School offers Before and After School Care along with Vacation Care. Programs are monitored and evaluated regularly to ensure our students receive a broad variety of interesting activities that are fun, engaging and tailored to the students attending. Current costs and programs are located on the school website. Further information can be obtained by contacting Helping Hands on 0458 008 297 or the OSHC Coordinator at the school.

Attendance

Good attendance, punctuality and success at school go hand-in-hand. It is expected that students who are absent from school will catch up on work they have missed. Students should only be absent from school because of illness or emergency situations.

Please contact the office on the **Absence Line** (5440 3266), by **email** admin@noosavilless.eq.edu.au or **in person** at the office to provide an explanation on the day. If an explanation for absence is not given, families will receive a text message to request a reason.

If a student is likely to be absent for one or more school days, please inform us of the circumstances of the absence. As per education legislation every day counts with student learning and each term, letters to families with children who have a record of poor attendance may be issued. A meeting request with the guidance officer for support and explanation may also be required.

Same Day Student Absent Notification

Queensland State Schools are required to advise families when their child is absent without explanation as soon as practicable on the day allowing time for families to respond before the end of the school day.

In primary schools, when all class rolls have been marked at the beginning of the school day and prior to the beginning of the afternoon session, all known student absence information needs to be cross checked. Only students with an unexplained absence are listed for family notification via a text message. Parents will then receive a text advising as soon as practicable on the day of the student's absence. The school can be notified by phoning the **Absence Line 5440 3266**, email or in person by visiting the school.

Families will be contacted by the school via text message should their child be absent without explanation.

If your child has to leave the school before 2:35pm, they must be collected from the Office. An authorised adult MUST sign them out via the office front desk. (Children cannot be collected elsewhere from the school).








Exemptions from Compulsory Schooling and Compulsory Participation

Every parent of a child of compulsory school age or a young person in the compulsory participation phase has a legal obligation to ensure their child is enrolled and attending school or participating in an eligible education option.

Parents can apply for an exemption from this obligation when their child cannot attend due to circumstances for a period of more than 10 consecutive school days.

Situations where an application for exemption may be made include:

-  Illness
-  Family reasons
-  Cultural or religious reasons

















If your child is exempted from compulsory schooling, you are excused from your obligation in relation to compulsory schooling or compulsory participation.

If your child is exempt from compulsory school for a period of time, the school is not responsible for providing an educational program for your child however they may provide advice on other educational options available.

Awards

Student and other encouragement awards for scholastic achievement, sporting achievement and citizenship are presented to children from time to time. These are normally presented on school assemblies. Families are invited to attend assembly ceremonies so they can share these events with their child.

A Gotcha system operates with positive behavior acknowledgements for ‘catching’ students who are adhering to our 4Cs – Care for Self, Others, Learning and School. Gotchas accumulate for postcards and letters sent home and acknowledgement of ‘A’ standard behavior is recognized with letters home with report cards each semester and caring badges at the end of the year.

<p>Care for Yourself</p> <ul style="list-style-type: none">  I keep my hands and feet to myself  I walk when moving around the school  I wait at the bus shelter before 8:00am  I solve problems with my words & actions  I use Stop, Think, Do/Plan strategies  I report any concerns  I model sensible behaviour  I use positive self-talk 	<p>Care for Others</p> <ul style="list-style-type: none">  I follow adult directions  I use polite language  I use manners when entering other classes & speaking to others  I treat others the way I want to be treated  I am a good friend  I encourage and support others
<p>Care for your learning</p> <ul style="list-style-type: none">  I am a listener  I know the 4 Cs  I am on time  I ask for help  I try my best  I am the best participant that I can be  I use the S (say the problem), T (think of solutions), E (explore consequences), P (pick the best solution) plan to solve my problems 	<p>Care for your School</p> <ul style="list-style-type: none">  I am honest  I am responsible for my behaviour  I follow the 4 Cs  I wear my school uniform  I am a positive role model  I take responsibility for solving my own problems





Behaviour "The Noosaville Way"

Noosaville State School follows the School-Wide Positive Behaviour for learning philosophy. We have clear systems and processes to acknowledge appropriate behaviour and respond to inappropriate or unacceptable behaviour. (Please refer to the [Behaviour Matrix](#) at the end of this handbook).

Our school has a [Student Code Of Conduct Policy](#) available on our website. If you have any concerns about behaviour please contact your child's classroom teacher in the first instance.

Bell Times

Monday to Friday

8:00 am	Enter school grounds
8:35 am	Move to classrooms – Roll marking
8:40 am	Commencement of teaching
10:40am	Class eating time
10:50am	Play time
11:15am	End of morning tea - move to class
12:35pm	Class eating time
12:45pm	Play time
1:10pm	End of lunch - move to class
1:15pm	End of Home room and roll marking
2:35pm	End of school day
3:00pm	Final time to leave school grounds

Once students arrive at school they are not permitted to leave the school grounds.

Students should leave the school grounds by the 3:00pm bell. Playground duty is not undertaken before or after school. After school supervision is provided for students waiting in the bus shelter until the 3:00pm bell. If students have not been collected by this time, they must go the Administration Block and arrangements will be made for their collection.

SCHOOL OFFICE HOURS: 8:00am—3:30pm

Bicycles and Scooters

Bicycles and scooters must be housed in the school's bike racks at either end of the school. Bikes and scooters are to be wheeled (not rode) inside the grounds. They must then be chained and locked securely in the bicycle rack areas. Bicycle helmets must be worn and when not in use kept with a child's school bag or in the classroom.

No skateboarding, rollerblades or roller shoes are permitted.





Book Lists and Materials

Book lists are available from the office or school [website](#). While resources can be purchased at any supplier, Noosa Office Choice, Tewantin is currently the preferred supplier. A percentage of sales through the agency generally goes to the school's P&C. Booklists can be accessed [online](#) at www.noosavilless.eq.edu.au.

Bus Travel

Teachers and Aides are on bus duty each afternoon. The bus and end of school bell rings at 2:35pm.

NB. The office needs to be contacted **before 2:00pm** to ensure your child receives a message if there are any change of arrangements.

The school has high expectations for appropriate bus behaviour. Children continually breaching travel rules maybe banned from travel by the Bus Company.

Bus Travel Code of Conduct

To keep other passengers and bus drivers safe and comfortable, all school students are required to comply with the Bus Travel Code of Conduct for students. The code sets out the expected behavior of students while travelling on the bus and the consequences of student misconduct. The guiding principles reinforce the roles and responsibilities of bus operators, parents and travel of school students. They encourage stakeholders to collaborate to ensure students are educated on issues as they arise.

Bus Timetables and passes can be obtained by phoning Buslink on 5474 4733, via the website www.buslinkqld.com.au or email noosa@buslinkqld.com.au

Care of School Property

School equipment has been provided for the educational, recreational and social development of all students. It must be handled with care at all times. Destruction of such property disadvantages fellow students. The replacement / repair of such property will be the responsibility of the student and student's parents/family. Lost library and classroom reading books will need to be replaced at parent expense.

Class Helpers

Many teachers encourage family and community members to become part of the educational program. (You may need a Blue Card). If you are a parent in your child's class you do not require a Blue Card. If you would like to assist, please speak to your child's teacher. We appreciate the support given to us in this regard. Individual teachers may ask for parent volunteers. If you are willing to assist we ask that you sign-in at the office or the classroom and wear a special "Volunteer" badge so that we have a record of all the people in the school for security or emergency evacuation purposes.





Dental Van

The Department of Health Dental Unit visits our school at a selected time throughout the year. Prior notification of the visit will be given so as to allow you to give permission for your child to have a check-up and any dental work to be carried out.

Your child will bring home the necessary information from the dental therapist as the visit time approaches.

For general enquires please call 0409 493 028

Emergency Procedures

Noosaville State School has an effective Emergency Procedures Policy aimed at ensuring the safety of students, staff and visitors.

The emergency procedures outlined and practised by all personnel of the school fall into three broad areas:

1. Evacuation of the school during class time (Long sound)
2. Evacuation of the school during break time, before and after school (Long sound)
3. Lockdown – where all personnel are required to remain in their locked rooms. (Short intermittent sound)

During the course of the year these procedures are practised and reviewed to ensure high standards are achieved.

Excursions and Cultural Activities

From time-to-time during the year, the school may undertake educational excursions so that the students may acquire a variety of experiences outside the classroom. Students normally travel by bus or in some cases by private transport.

Excursion Policy

Parents are reminded that full payment and permission forms must be received by the nominated closing date, which is **seven (7)** full days prior to the event, to avoid disappointment of non-participation. The closing date is clearly identified on each permission form. Please remember our “No-Pay No-Go” policy exists if you have any outstanding accounts.

No-Pay No-Go Policy

Our “No-Pay No-Go” policy requires either full payment or a genuine payment plan to be in place prior to participation or acceptance towards any activities such as camps, trips and excursions, or sporting activities. You may notice on your statement, activities (current or past) that your child has not participated in. Please note that these will be removed from your statement once the activity has been finalised.





Refund Policy

Parents are asked to complete a refund form within 30 days of the activity if they are seeking the return of funds. Eligible refunds will be processed within 28 days. Refunds will only be given for amounts over \$15

Financial Hardship

Families experiencing financial hardship are encouraged to contact the Business Manager on 5440 3222 to discuss how their financial obligations can be met throughout the school year, or to negotiate alternative arrangements that may be available to accommodate their individual circumstances. All discussions will be held in the strictest confidence.

Parental permission and medical information is required for all excursions.
 A system called QParents can be used when it is fully implemented for this purpose.
 Permission notes are to be given directly to class teachers - not the office.

Students going on excursions must meet the school's requirements concerning appropriate dress and grooming, safety and standards of conduct. Students' inclusion in excursions is subject to acceptable behaviour up to and including the day of the outing. Parents may be required to meet costs associated with excursions where applicable.

Because of booking requirements for buses, the time and date for money to be returned to school for payment as stated on the information letter sent home cannot be extended.

Extra-Curricular Activities

The school provides additional student activities each term throughout the year. These are subject to availability of personnel and expertise to conduct these activities. They are sometimes linked to major events in the wider community. Other activities are provided as focused programs with the aim of using teacher, parent and community expertise to offer activities that let students gain skills in various fields and areas of interest. The school [newsletter](#), [Facebook](#) and [website](#) provides additional information of these.

External providers offer a variety of after school activities. The school newsletter provides details of these to families also.

An example of a term's activities is below.

Week	Monday	Tuesday	Wednesday	Thursday	Friday
1st	28 January Australia Day Public Holiday	29 January	30 January	31 January Newsletter-Day	1 February Day 4 - Enrolment Count
2nd	4 February ECCE Starts - each Monday, Tuesday & Friday	5 February	6 February	7 February Day 5 - Enrolment Count Finalised	8 February 2020 Prep Playgroup Starts each Friday morning 9.40-9.55 am
3rd	11 February Prep & Yr1 Meet the Teacher Meetings Year 6 Selected Students Robotics Immersion Day at Budleirine	12 February Year 2 & 3 Parent Meet the Teacher Meetings	13 February Year 4 & 5 Parent Meet the Teacher Meetings	14 February Newsletter-Day Year 6 Parent Meet the Teacher Meeting	15 February Year 6 Leadership Aspire Day no assembly
4th	18 February Noosa District Girls Softball Trials Noosa District AFL Boys and Girls Trials	19 February	20 February Noosa District Swimming Carnival	21 February Noosa District Basketball Boys and Girls Trials	22 February Year 6 Vacation Sunshine Beach High for 2020
5th	25 February Noosa District Touch Football Boys and Girls Trials Noosa District 11 Years Netball Trials	26 February	27 February	28 February Newsletter-Day Noosa District 11 Years Netball Trials	1 March
6th	4 March Noosa District 12 Years Netball Trials	5 March Sunshine Coast Regional Swimming Trials	6 March Sunshine Coast Regional Swimming Trials	7 March Noosaville State School Cross-Country P-6	8 March Special Assembly Student Council Representative Presentation Noosa District Boys Football Trials
7th	11 March Noosa District Girls Football Trials	12 March	13 March	14 March Newsletter-Day	15 March Special Assembly Day of Action Against Bullying
8th	18 March Sunshine Coast Regional Girls Softball Trials	19 March	20 March Sunshine Coast Regional Boys and Girls Basketball Trials Italian Immersion Year 4-6 Crest Program Sunshine Beach High School	21 March Sunshine Coast Regional Boys and Girls Basketball Trials	22 March Annette Brander Rugby Girls League Year 3/4/5/6
9th	25 March Sunshine Coast Regional Boys and Girls Touch Football Trials Semester One P-6 Parent Teacher Interviews Commence	26 March Sunshine Coast Regional Boys and Girls Touch Football Trials	27 March Sunshine Coast Regional Girls AFL Trials	28 March Newsletter-Day Sunshine Coast Regional Boys AFL Trials Year 3 Split to Mossville Secondary	29 March Special Assembly Italian Cosequale Sunshine Coast Regional Boys AFL Trials





Headlice

It is essential that your child's hair is checked on a weekly basis as part of a regular personal grooming routine.

If eggs or lice are found please treat your child's hair before they return to school. Notify the school or your class teacher so that a note can go home with other class members to alert parents to be extra vigilant. If this note is sent home it asks families to check your child's head for headlice and tick the appropriate box and return the tear off slip to school as soon as possible. Shoulder length hair or longer should be tied back.

Further information on headlice eradication methods can be found on the Internet at www.health.qld.gov.au/headlice

Health and Hygiene

Healthy habits are taught and encouraged at all times. There is enough evidence to suggest that a well-balanced diet and sufficient sleep go a long way towards physical and mental alertness. It is important that all children have a healthy breakfast and bring along a well-balanced lunch or order from the tuckshop. Drinking lots of water is also important and encouraged and children should bring a water bottle to school for classroom use.

Cleanliness (eg. care of fingernails, hands, hair) is also encouraged. Toileting, correct hygiene, use of toilets and behaviour in toilets is also essential. Please discuss these issues with your child. We seek your valued assistance in this regard. If there is a particular problem, please make your child's teacher aware and he/she will be able to instruct you in the appropriate procedures.

Hand sanitizer and soap is provided for all classes.

Health and Physical Education







All students from Prep to Year 6 have 40 minute per week lessons, with the specialist HPE teacher. Skills and knowledge are developed in accordance with the HPE curriculum. Children develop skills in ball handling, athletics, team and individual sports. This program is supported by our swimming and surf skills programs and our SunSmart policy.

In addition classroom teachers plan integrated units of work that also incorporate concepts and understandings about health, safety and relationships.

Homework

Homework provides students with opportunities to consolidate their classroom learning, pattern behaviour for lifelong learning beyond the classroom and involve family members in their learning. The setting of homework takes into account the need for students to have a balanced lifestyle. This includes sufficient time for family, recreation, cultural pursuits and employment where appropriate.

Homework that enhances student learning:

-  Is purposeful and relevant to student needs
-  Is appropriate to the phase of learning (early, middle and senior);
-  Is appropriate to the capability of the student;
-  Develops the student's independence as a learner;
-  Is varied, challenging and clearly related to class work;
-  Allows for student commitment to recreational, employment, family and cultural activities.





In the early phase of learning (Prep to year 2) many activities at home or in play can assist children to develop literacy, numeracy and problem-solving skills.

Homework tasks may include:

- 🌸 Daily reading to, with and by parents / caregivers or other family members
- 🌸 Linking concepts with familiar activities such as shopping, preparation of food, local environment and family outings
- 🌸 Conversations about what is happening at school
- 🌸 Preparation for oral presentations
- 🌸 Opportunities to write for meaningful purposes

In the Prep Year, student homework will generally consist of reading and related activities.

In years 1, 2 and 3, set homework could be up to but generally not more than 1 hour per week.

In the middle phase (Year 4 to Year 6) some homework can be completed daily or over a weekly or fortnightly period and may:

- 🌸 Include daily independent reading
- 🌸 Be coordinated across different subject areas
- 🌸 Include extension of class work, projects and research

Homework in Year 4 and Year 5 could be up to but generally not more than 2-3 hours per week.

Homework in Year 6 could be up to but generally not more than 3-4 hours per week.

House System for Sports

Your child will be placed into a House when they enrol at school. Children from the same family will be placed into the same sports group.

The Houses are by surname:

A-E Cooloola	(blue)	M-R Laguna	(yellow)
F-L Elanda	(green)	S-Z Weyba	(red)





Indigenous Education

Our school embeds Indigenous studies throughout the curriculum. Indigenous programs also enhance the education of students of Aboriginal and Torres Strait Islander descent. Families should indicate their eligibility for ATSI on the school enrolment form.

Infectious Diseases

If your child contracts an infectious disease (eg. chicken pox, measles, school sores) please contact the school office immediately.

In certain cases children will be required to be kept at home until the infectious disease no longer exists.

Information Communication and Technology (ICT)

Students sign an "Internet Access Agreement" agreeing to follow the school's code of conduct regarding Internet use which is for educational purposes only. Breach of this agreement results in loss of computer and Internet access for the student.

Noosaville has a laptop program in operation within the upper primary years and an iPad program in the lower school. Laptop agreement plans are also signed by students and families in years 4-6. STEM lessons are also taught. Banks of computers and labs also operate throughout classrooms and the school.

The school has electronic SmartBoards in classrooms to support teaching practices.

Instrumental Music

STRINGS - Children have the opportunity to join the strings program from Year 3. They receive a half hour weekly lesson on Violin, Viola, Cello or Double Bass. When they have reached a certain standard they join the school's String Ensemble.

CONCERT BAND - This program is available for children from Year 4 onwards providing an opportunity for children to learn a Wind, Brass or Percussion instrument and once a standard is reached they join our school band. Students receive a half-hour free lesson and have band rehearsal each week.

A maintenance cost is charged when students access a school instrument. The school has a limited number of instruments available for loan to students and priority for lending instruments is given to beginner students.

ACE – MUSIC EXCELLENCE PROGRAM – Guitar, Keyboard, Percussion and Voice.

This ARTS program provides opportunities to develop students' musical talent and interest. The beginner to advanced program enables a student to learn an instrument to play in the school's own rock band at concerts, assemblies, community events and for personal enjoyment. The program will be offered before and after school as well as some during school time throughout the week.





Late for Class

When a student arrives late for school (for any reason) they must report to the school office for a Late Slip. This will then be recorded on the roll.

A persistent problem of lateness will be investigated by administration and letters detailing such absence will be sent home. It is vital that children are punctual to maximize learning, so arriving on time to school before 8:35am should always be the goal.

Learning Support and Extension

At Noosaville we recognise that students come to school with varied life experiences and backgrounds, have different levels of school readiness, learn at different rates, and have different learning styles.

We offer a 'differentiated' curriculum in every classroom so that every student is learning and achieving success. This is realised through individualised reading, maths and spelling programs for all students, and tiered planning, teaching and learning in all curriculum areas.

To support this we also offer morning tutoring, literacy and numeracy intervention and extension, as well as many other opportunities for enrichment, including participation in events such as Reader's Cup, Maths Olympiad, Public Speaking, Debating, Voices on the Coast Literature Festival, Sunshine Coast Maths Tournament, ICAS assessments and more.

Lost Property

Classroom lost property is kept in year level boxes. All other property found is kept at the Admin block. Any lost valuables are stored in the school's office.

Please name ALL belongings - pencils, books, clothing, lunch boxes etc.

Please encourage your child to be responsible and care for their belongings, but please check the lost property box if you think your child may have lost something. Lost property not claimed each term is put out for display and if not claimed is washed and given to second hand storage.

Medication

Certain information and documentation needs to be provided to the school in situations where students need medication administered. These guidelines adhere to the Department of Education policies and must be complied with. All medication brought to school should be handed to the Administration Office at the front desk along with appropriate documentation. The guidelines also apply when students are off campus during such activities as excursions and school camps. Medication only prescribed by a doctor should be sent to school at any time. Medication of any description, prescribed or non-prescribed, should not be left in a child's pockets.





Medication Administration to Students

It is important that medication be prescribed for administration during school hours only when it is absolutely necessary.

The following guidelines should be observed:

- ✿ Should medication prescribed by the student's medical practitioner be required to be administered while the student is at school or involved in school approved activities, a parent/legal guardian must, in the first instance fill out a medication form, available from the school's office.
- ✿ Specific times at which medication is to be administered, as well as the quantity to be administered must be provided.
- ✿ It is the student's responsibility to come to the office at the appropriate time to receive their medication. When medication is given it is recorded in the school's Medical Register.
- ✿ Medication will be kept in a secure place in the office.
- ✿ All unused medication will be returned to the parent/legal guardian of the student.

Please remember that non-prescribed oral medication (such as analgesics, cough mixture and over-the-counter medications) cannot be administered by school staff.

Medical Injections

Injections other than intravenous injections may be given ONLY following a written request from a parent/legal guardian and ONLY administered by authorised persons who are experienced in the procedure of giving such injections and are willing to give such injections. Injections may then only be given in circumstances where:

- ✿ There are full written instructions from the medical practitioner on the giving of such injections;
- ✿ An explanation is given by the medical practitioner of possible complications arising from the giving of such injections.

Mobile Phones and Other Electrical Devices

It is recognised that mobile phones and other similar electronic devices are part of modern, everyday life. Whilst accepting this, it is also recognising that indiscriminate use of such devices in the school could cause disruption to the teaching and learning process and harm the smooth running of the school.

The school also recognises that there are times when it is genuinely appropriate and beneficial because of family emergencies or circumstances, for students to have access to mobile phones and other electronic devices.





Families who wish their child to have a mobile phone or similar device at school must make an application in writing to the principal. Application forms are available from the school office and need to be submitted annually.

Music and Performing Arts

Students participate in one 40 minute music lesson every week in semester one. Lessons cover all the areas of music, practical and theory and include the enjoyment of music, dance, movement and performance. A specialist performing arts teacher conducts these lessons each week.



Parents and Citizens Association

The P&C Association usually meet on the second Monday of each month at 2:45pm. Generally meetings are held in the Training Room in the Library. All parents and supporters of the school are most welcome to attend these meetings. For further information regarding the P&C contact the school. Free child care is provided through a booking service with our Outside Hours Care Provider when P&C meetings take place.

The P&C Association is a great way to become involved in the school. The group focuses on running special events and fundraising to support learning in the school. New policies and directions are often discussed at this forum and parent input is sought.

Parent and Teacher Contact

Our school believes that if positive parent/teacher partnerships are formed, the education progress of our students is greatly enhanced. The school holds "Meet the Teacher" events at the start of the year and parent/teacher/student conferences at various times throughout the year. This provides the opportunity for parents and teachers to meet each other and ask questions concerning their child's education.

A parent may however make an appointment with the class teacher at a mutually convenient time to discuss their child's progress at any time of the year. Please do not hesitate to contact your child's teacher if you have a question or a concern.

Due to Covid restrictions, parent interviews and contact is via email please.

Parent Contact Details

From time to time personal contact details may change. Families are asked to update details when this occurs. Up to date and current school records enable us to send you messages, contact you when your student has something to celebrate or discuss.

If you are moving house, changing jobs, emails or mobile phone numbers, please inform the school office via

Email to admin@noosavilless.edu.au





Prep Information

The Prep year is designed to give all young students the very best start to school by providing a smooth transition to Year 1 and setting them on the path to lifelong learning. It provides the foundation children need by developing:

- ✿ A positive approach to learning;
- ✿ Independence and confidence;
- ✿ Thinking and problem solving skills;
- ✿ Language skills;
- ✿ Early literacy and numeracy;
- ✿ Physical abilities, including gross and fine motor skills.

A key feature of Prep is that it makes connections between children's prior experiences at home, kindy or day care and what they do at school. Children are involved in an active learning program with opportunities to learn in a variety of different ways such as through play, investigation, routines and transitions and focused learning. The Prep teachers use the Australian Curriculum as the Foundation year of learning.

Pre-Prep

A Pre Prep transition early years co-ordinator works within the school and liaises with child care centres for transition of Preps to our school. A playgroup for before school age children also operates in our school on Friday mornings, providing weekly fun and educational opportunities for these young children. Contact the school on 54403222 for inquiries.

Reading

Reading to your child and allowing your child to read to you is a very important sharing time. We encourage this activity on a daily basis. If you would like any tips on how to support your child with reading, please contact the school and speak to our learning support teacher or head of curriculum.

Religion Classes

Religious Instruction is undertaken by visiting volunteers from a variety of religious groups, for 30 minutes per week. This is an optional lesson and parents may request to withdraw their child at any time. The school offers only a co-operative program. Students in Year 1 to 6 are offered this program depending on the volunteers in any given year.

School Assembly

Assembly is held most Fridays starting at 8:45am and usually concluding by 9:20am. (Currently parents are not able to attend). A whole school assembly is held at the end of each term to celebrate student achievements





and showcase talent. Year 5&6 students can become members of a Technology club, who help to co-ordinate the assembly sound systems and other related technology activities.

School Resource Centre (Library)

The Resource Centre is a key learning place within the school. Students are encouraged to use this facility as often as possible and to borrow books on a regular basis. Children in Prep to year 4 must use a library bag for borrowing. While we encourage children to borrow books, we also expect children to take care of these books. Books misplaced or not returned may incur a standard replacement fee to families.

Sickroom and First Aid

As a general rule, if a student is not well enough to do lessons, they should not be at school. This is not to say that students should stay away for minor reasons.

If a student becomes ill at school, they will be cared for and every effort will be made to contact parents with a view to having the student taken home. Students may also be admitted to the sickroom for minor injuries or illness by their class or supervising teacher. In cases of emergency, the ambulance and/or family doctor or the outpatients department of the hospital may be contacted.

It will be the responsibility of the family to arrange for the child to be collected from school. School staff cannot drive students home. Parents should inform the school of serious allergies or physical limitations or disabilities, both temporary and permanent, so children can be cared for in the best possible way.

Also, it is very important to inform the office of any changes to addresses, emergency contacts and phone details so that we have up-to-date contact details at all times.

Students with Disabilities

Programs for school-aged children are designed to assist students who have a verified diagnosis.

Support for students with disabilities is provided through an inclusion model. All students are fully integrated into our regular classrooms. Eligible students are supported with an Individual Education Plan may have support from a case manager teacher. Ongoing parent involvement is an important aspect of our support.

The school seeks to support local students so parents can be actively involved in their child's school. Other local schools, Tewantin, Sunshine Beach, Eumundi and Cooroy State schools also provide these support services.

Early Childhood Development Program (ECDP)

The role of the ECDP is to provide early intervention programs for children with significant educational support needs, from birth to Prep age. The ECDP is a district resource and as such, supports children from surrounding areas, as well as those who live locally. It is staffed by teachers and teacher aides. Our ECDP staff offer a comprehensive range of individualised programs for these children with special needs.





Special Needs

If you have concerns about your child's learning or behaviour at any time, please see your child's teacher in the first instance. They may be referred for attention. In this case a referral form is submitted to the Student Support Committee for prioritisation and support that best meets the student's needs. e.g. Learning Support Teacher, Guidance Officer, Speech/Communication Teacher, etc.

For further information phone: 5440 3222 and ask to speak to the Head of Inclusion.

Sun Safety

Noosaville State School is a Sun Smart School. Students are required to wear their broad brimmed hat for all outdoor activities and to and from school. There is a "No hat, no play" policy.

Hats are available for purchase from the canteen and are an integral part of the school uniform. Hats are also reversible in the colour of each student's sports house.

Surf Skills

Students in Year 6 have the opportunity to participate in the Surf Skills program. This program is designed to promote surf awareness.

Surf skills are held at Noosa Main Beach and students participate in a series of activities overseen by lifeguards. Further information about the program will be sent home with your child, closer to term 4 each year.

Swimming

Prep to Year 5 participate in the school's swimming program. Students must bring bathers, sunscreen, towel and swimming caps (for long hair). Students will change into their swimming gear before they leave the school to go to the pool.

Permission and medical forms need to be handed into the class teacher before swimming starts. Payment must also be made before the swimming program starts.

Students are required to bring a note if they are unable to swim. As there is no extra school supervision, students not swimming will need to be supervised at the pool by their class teacher.

Further information will appear in the newsletter and permission notes will be sent home.





Tuckshop

The Tuckshop is open each day of the week at morning tea and lunch. Volunteer helpers are most welcome and we encourage your participation. Menus and lunch orders are available at the Tuckshop or on our [school website](#).

A price list and procedures for ordering are available from the Tuckshop and [website](#).

Lunches must be ordered through the bag system or online via [School24](#). Drinks, ice blocks and healthy snack food are available over the counter at lunchtime only.

Tuckshop Helpers

The tuckshop is a very busy place and is always looking for volunteer helpers.

If you are interested and are able to help, please contact the tuckshop on 5440 3264.

Uniform Policy

Valuing Personal Appearance

Noosaville State School is a 'Uniform School'. All students are required to wear the full school uniform each day. The P&C has designed a uniform that is practical, economical and attractive. We seek the co-operation of all parents in ensuring that their children always wear the school uniform and in a manner which reflects pride in the school and in one's own appearance.

The tone of the school is enhanced considerably when all students wear the uniform. It engenders school spirit and gives individuals a feeling of identity and belonging to our school community.

Pride in appearance is a must! Students will wear their school uniform EVERY SCHOOL DAY. Students are not to wear make up. For safety and security reasons the wearing of jewellery is limited to one sleeper or stud per ear and one wristwatch on the arm. No other jewellery is permitted.

Children may be asked to remove studs or a wrist watch for some sport and other activities. Hair longer than shoulder length needs to be tied back. Adding coloured dyes to hair is not permitted except for specified special events eg. Pink Fun Run. No responsibility will be taken should jewellery or other valuables be lost, stolen or damaged. Underwear (including boxer shorts and t-shirts or singlets worn under school shirt) must not be visible.

The wearing of the school's bucket hat for outdoor activities is compulsory. For daily use, the hat is worn navy blue side out and for sporting events is reversed to show the house sport colours.





Valuing School Dress Code

Girls and Boys: Jade polo shirt contrasted by navy blue front button panel and collar and school emblem at top left hand side of shirt.

Enclosed sports shoes and white ankle length socks

School navy reversible house coloured bucket hat.

Boys: Navy blue shorts

Girls: Navy blue shorts or skirt.

Wearing of Sports Shirts, School Representatives or Music Performance Shirts

Coloured sports shirts, school sport representative shirts and music performance shirts are only to be worn on Wednesdays or for specific performance days/events (eg. District sports day) relevant to the representative sport or music performance event (Choir/band performance on assembly or Eisteddfod).

WINTER UNIFORMS (Worn in winter. Other jackets are not acceptable.)

Boys and Girls: Navy fleecy lined jacket with school emblem and navy blue track pants.

Shoes and socks are to be worn at all times. Covered shoes of a sporting type (joggers) with tie up laces or velcro.

Unacceptable shoes include - Skate shoes or similar (loose fitting shoes); slip-on or ballet style shoes or sandals or open shoes.

Shorts are to be no longer than knee length. Board shorts and cargo shorts are not acceptable. The standard of colour and material must also be adhered to.

Sports Coloured Shirts

Orders are taken at set times in the year for house sport shirt purchases. Sports shirts are only to be worn on Wednesdays or specific whole school sporting events such as swimming carnival, cross country and athletics days.

Vehicle Access and Parking Policy

Noosaville State School is committed to providing a safe environment for students, staff and community members. As part of this commitment, there is a school policy to manage vehicle access and parking within the school grounds and the carparks surrounding the school.

Below please find a summary of our Vehicle Access and Parking Policy. This policy outlines who can and cannot use each of our carparks. Your adherence to this policy is appreciated to keep our students safe.





ADMINISTRATON CARPARK	
<p>YES can use this carpark</p> <ul style="list-style-type: none"> School administration Department of Education Visitors Staff/Parents requiring disabled parking bays Parents of disabled students in Prep (drop-off and pick-up only) Delivery trucks 	<p>NO cannot use this carpark</p> <ul style="list-style-type: none"> Parents Other staff members
STAFF CARPARK (Boom Gate) Back of school	
<p>YES can use this carpark</p> <ul style="list-style-type: none"> All Noosaville State School Staff 	<p>NO cannot use this carpark</p> <ul style="list-style-type: none"> Parents wishing to pick up or drop off students or park
ECDC CARPARK	
<p>YES can use this carpark</p> <ul style="list-style-type: none"> Itinerant Noosaville Specialist Staff based in ECDP Parents of ECDP students (must request access) Parents picking up or dropping off disabled students in Year 1, 2 and 3. Authorisation must be given by the Principal. Other Parents of students with a disability with Principal permission. 	<p>NO cannot use this carpark</p> <ul style="list-style-type: none"> Parents other than ECDP parents wishing to pick up or drop off students or park
PARENT CARPARK WEST - Top of School (Off Beckmans Rd)	
<p>YES can use this carpark</p> <ul style="list-style-type: none"> Prep Parents, Visitors 	<p>NO cannot use this carpark</p> <ul style="list-style-type: none"> Noosaville school staff must not park here.
PARENT CARPARK NORTH – Road between Sea Eagle Drive and Noosaville State School	
<p>YES can use this carpark</p> <ul style="list-style-type: none"> Parents picking up/ dropping off students Parent volunteers/ visitors Parents picking up/ dropping off disabled students Yr 4 - 6 Staff and parents requiring disabled parking. 	<p>NO cannot use this carpark</p> <ul style="list-style-type: none"> Noosaville school staff must not park here.





TEDFORD DRIVE

There are no "school carparks" on Tedford Drive. The usual rules of the road dictate parking in this street. Parents are asked to adhere to these and not park on footpaths, across driveways and in gardens.

PICK-UP POINT – Road between Noosaville State School and Sea Eagle Drive

If being picked up by car in the 2 minute drop off/pick up zone, students wait at the bus shelter then move to their car (on the teacher's instruction) waiting for their car to stop then walking between grass verge via the school side of the concrete walkway when the parent car is in the drop-off/pick-up bay. Students are supervised at the bus shelter from 2:35pm until 3:00pm, and should be picked up before 3:00pm. If not picked up by 3:00pm children are taken to the office for supervision until they are picked up. If you time your arrival until after 2:45pm, you will find that traffic has cleared and you will have a smooth and easy pick-up.

Visitors

Visitors to our school must report to the Administration Office so that your presence is recorded at our school. You will be issued with a "Visitor's Badge".

This is a security measure and students have been made aware to notify a staff member if there is anyone on the school grounds who is not wearing identification.

Volunteers

Noosaville State School values and acknowledges the work undertaken, by its many volunteers who support and extend our students learning and development.

Their roles are many and varied and may include, but not be limited to:-:

- 🌸 Classroom helpers;
- 🌸 Tutors of reading, writing and numbers;
- 🌸 Accompanying classes on excursions;
- 🌸 Sharing skills and talents in curriculum areas e.g. arts and crafts;
- 🌸 Working at fund raising events;
- 🌸 Supporting the Tuckshop;
- 🌸 Committees e.g. P&C;
- 🌸 Assisting with the special events or days.





Complaints Management for Positive Outcomes

Complaint Management

We believe that positive relationships with home are fundamental to the effective performance of our students. From time to time you may have a concern about a school related matter or there may be a decision you may not understand.

This is a timely reminder that, if you have a concern about any matter, for example your child's performance, our performance, school decisions or procedures - we invite you to make an appointment to come and talk the matter over with us. In this way issues can be resolved quickly.

We are committed to listening to you positively and to working with you to resolve matters in a way that all parties can resolve, so that we can improve our school and enhance our students' learning.




How to make a complaint

We want to hear your concerns. We aim to provide a service that can be improved through your feedback.

You can raise a concern with any member of our staff. Contact the school to make an appointment to see the teacher or staff member that the issue relates to in the first instance. Issues you think are serious should be raised with the administration (ask to see the Principal or the Deputy).



Our staff is encouraged to deal positively and sincerely with your concerns. They will listen. They will ask questions to make sure they understand. They may take notes to help in following up your concern. They will help you to take your concern to the right place.

Process

-  Try to state your concern calmly, clearly and courteously. Someone will listen to your concern and make sure they understand it. The teacher/administrator will summarise the main points. He or she will usually explain the school policy or procedure on the issue.
-  The staff member will work out an action plan with you: what he or she will do, what you should do, what your child should do if applicable when you will talk again. The staff member may deal with the complaint or refer it to another person.
-  In many cases they should be able to resolve your concern in the first instance.

Other matters will need further investigation. In this phase a decision will be made about how a complaint will be handled.

In all instances our focus will be on a positive resolution of the matter. Your information will be treated confidentially, unless an external agency is involved come to a resolution.

-  The person who is handling your complaint will use the facts that have been gathered to make a decision and that is fair to all concerned.
-  He or she will work to put things right for you and would appreciate support in this regard.





- Our school's commitment to parents and families is that we will deal with concerns.
- We will try to make sure that your complaint is resolved quickly. Sometimes a complex matter will take time and your patience with this is appreciated. We will always make sure you know what we are doing and why.





Noosaville State School Expectation Matrix

	Whole School	Classroom	Entering/ leaving school	Play Areas	Eating Areas	Toilets	Transition / Lining Up	Tuckshop	Bus	Excursions /Off Campus	Library	Assembly
Care for yourself	<ul style="list-style-type: none"> * I keep my hands and feet to myself * I walk when moving around the school * I wait at the bus shelter before 8.00am * I solve problems with my words & actions * I use Stop, Think, Do/Plan strategies * I report any concerns * I model sensible behaviour * I use positive self-talk 	<ul style="list-style-type: none"> * I walk around the room * I use scissors and equipment safely * I use furniture & equipment properly * I ask permission to leave the room * I am only in the classroom when a teacher is present 	<ul style="list-style-type: none"> * I use the gates * I use the crossing * I obey crossing supervisors * I follow Road Rules * I follow Bus Code of Conduct * I walk * I have written permission when leaving the school grounds early 	<ul style="list-style-type: none"> * I wear shoes and a broad brimmed hat * I use equipment safely * I play school approved games * I stay in bounds * I walk on concrete 	<ul style="list-style-type: none"> * I sit while eating * I eat my own food * I use my own drink bottle * I follow eating etiquette 	<ul style="list-style-type: none"> * I wash hands * I use toilets properly * I walk * I take a buddy during class time * I return to class promptly 	<ul style="list-style-type: none"> * I walk when moving around school * I sit quietly in lines * I visit the toilet and have a drink before lining up * I stay with the group 	<ul style="list-style-type: none"> * I wait my turn * I hand money to the volunteer * I am honest * I return to my eating area after purchasing 	<ul style="list-style-type: none"> * I will listen to the teacher. * I will stay in line * I will meet and greet the bus driver with manners * I will walk in an orderly fashion to my bus * I use the crossing at all times 	<ul style="list-style-type: none"> * I follow adult directions * I follow Bus Code of Conduct * I stay with the group * I look after my buddy * I stay alert 	<ul style="list-style-type: none"> * I walk around the room * I use an 'O' voice level * I come prepared 	<ul style="list-style-type: none"> * I wait quietly, still and patiently * I use a 0 level voice * I use good audience manners – eyes, ears, lips, body and mind * I wear full uniform
Care for others	<ul style="list-style-type: none"> * I follow adult directions * I use polite language * I use manners when entering other classes & speaking to others * I treat others the way I want to be treated * I am a good friend * I encourage and support others 	<ul style="list-style-type: none"> * I follow adult directions * I raise my hand to speak * I listen to others when they speak * I use positive language 	<ul style="list-style-type: none"> * I keep noise to a minimum * I walk my bike, scooter, skateboard or other such items in the school grounds 	<ul style="list-style-type: none"> * I invite others to join in * I share equipment * I use positive language * I consider others * I report injuries 	<ul style="list-style-type: none"> * I ask for permission to leave * I keep eating areas clean & tidy 	<ul style="list-style-type: none"> * I respect privacy of others * I clean up after myself * I ask for permission during class time 	<ul style="list-style-type: none"> * I walk quietly and appropriately * I follow instructions 	<ul style="list-style-type: none"> * I use manners * I line up quietly * I follow instructions 	<ul style="list-style-type: none"> * I will be prompt and line up quietly * I will use polite language 	<ul style="list-style-type: none"> * I use polite language * I treat others the way I want to be treated 	<ul style="list-style-type: none"> * I wait my turn * I sit quietly & read * I am polite & helpful 	<ul style="list-style-type: none"> * I listen to assembly presenters * I sit quietly and wait in my class line before and during assembly
Care for your school	<ul style="list-style-type: none"> * I am honest * I am responsible for my behaviour * I follow the 4 Cs * I wear my school uniform * I am a positive role model * I take responsibility for solving my own problems 	<ul style="list-style-type: none"> * I keep the classroom tidy * I have my equipment ready * I care for property 	<ul style="list-style-type: none"> * I sign in if arriving late & tell the teacher * I sign out if leaving early & tell teacher 	<ul style="list-style-type: none"> * I look after equipment * I clean up after myself * I am a problem solver 	<ul style="list-style-type: none"> * I put rubbish in the bins * I follow routines 	<ul style="list-style-type: none"> * I use water responsibly * I use the toilet correctly * I report damages 	<ul style="list-style-type: none"> * I return tuckshop boxes * I walk on the pathways 	<ul style="list-style-type: none"> * I order lunch before School * I put rubbish in the bins 	<ul style="list-style-type: none"> * I take responsibility for my behaviour * I show pride in self and school 	<ul style="list-style-type: none"> * I look after equipment & my own belongings * I take responsibility for my behaviour * I show pride in self and school 	<ul style="list-style-type: none"> * I look after books * I re-shelf books * I respect equipment * I use shelf markers 	<ul style="list-style-type: none"> * I come into assembly quietly and respectfully * I am a positive role model to others * I show pride in myself and the school * I stand still and respectfully for the National Anthem
Care for your learning	<ul style="list-style-type: none"> * I am a listener * I know the 4 Cs * I am on time * I ask for help * I try my best * I am the best participant that I can be * I use the S(say the problem), T (think of solutions), E (explore consequences), P (pick the best solution) plan to solve my problems 	<ul style="list-style-type: none"> * I participate fully * I look after my own belongings * I am responsible for my learning * I am organized 	<ul style="list-style-type: none"> * I learn road rules * I learn bus rules * I learn bike safety 	<ul style="list-style-type: none"> * I learn approved new games and activities * I develop social skills 	<ul style="list-style-type: none"> * I make healthy choices * I use hygienic practices 	<ul style="list-style-type: none"> * I dress myself appropriately * I use the toilet before school and at break times 	<ul style="list-style-type: none"> * I am on time * I look after my belongings 	<ul style="list-style-type: none"> * I make healthy choices 	<ul style="list-style-type: none"> * I make good choices * I am organised 	<ul style="list-style-type: none"> * I am a listener * I am a reflective thinker * I am organised * I involve myself in the learning experience 	<ul style="list-style-type: none"> * I return my books on time * I read for information & enjoyment 	<ul style="list-style-type: none"> * I am a listener * I follow the 4Cs * I follow all teacher instructions





2023

School calendar

Queensland state schools

DECEMBER 2022 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	JANUARY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	FEBRUARY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	MARCH S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	APRIL S M T W T F S 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29
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- School terms
- School holidays
- Public holidays
- Staff professional development/student free days
- Part public holiday after 6 pm

There are 195 school days in 2023.

Semester 1, 2023 commences for teachers on 19 January and for students on 23 January 2023.

STAFF PROFESSIONAL DEVELOPMENT DAYS

Staff professional development days for teachers are 19 and 20 January, 13 and 14 April and 1 September 2023. Schools are able to decide when they undertake the required hours for professional development for the flexible days, as long as they are on the flexible days, in the school holidays or out of school hours.

PUBLIC HOLIDAYS

Queensland public holidays are set by the Industrial Relations Minister.

Public holidays for local show days are not shown due to diversity of dates across the state.

FINAL DATES FOR STUDENT ATTENDANCE

17 November is the final date for Year 12 attendance for receipt of a Senior Statement. 24 November 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 1 December.

The information in this calendar was correct at the time of publication but may be subject to change.

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

www.education.qld.gov.au











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