Mt Tyson State School Handbook - 2020



School Motto: "Nothing but the best"

School Mission: Establish a culture of teaching and learning excellence that strives to provide every student, every day with the best opportunity to achieve **'Nothing but their best'**.

School Values: Safety, thinking, responsibility and respect.

School Vision: At Mount Tyson State School we are focused on providing an inclusive, safe, supportive, challenging and connected learning environment to educate the 'whole child' to be a successful and engaged citizen of the future global world. We recognise and value individual differences and support all students to develop lifelong learning skills to enable them to become confident and successful adults.

MOUNT TYSON STATE SCHOOL

Main Street MOUNT TYSON Q 4356

the.principal @mttysonss.qld.edu.au

Telephone (07) 4693 7287 Fax: (07) 4693 7061



WELCOME FROM THE PRINCIPAL

On behalf of the Mount Tyson State School community and Education Queensland, I welcome you to our school. Mount Tyson State School has a long standing history of providing quality educational outcomes for all students. Our school began its service to the community in 1904 and boasts many outstanding achievements across a broad range of academic and extra-curricular endeavours. We aim to ensure all students receive a quality education individually tailored to meet their needs with an emphasis on developing learning environments that are age appropriate, innovative and enriching.

In particular, we extend a special welcome to the parents of all new students and trust your association with this school be both happy and educationally fulfilling. We are excited that you have chosen to join our Mount Tyson school community.

We pride ourselves on the following:

- Ensuring every child has access to great teaching and learning, not by luck but by design.
- Being a public school that provides a high quality and inclusive education
- Ensuring that all students are given the best possible opportunity to succeed
- Teachers who understand the need for a range of teaching strategies to ensure students 'get the basics right'
- Being part of a community that values education
- Being proactive in managing the behaviour of students
- Nurturing a friendly atmosphere based on strong communication
- Maintaining a safe and supportive environment
- Fostering pride in the school and in oneself

At Mount Tyson we believe learning should be engaging, purposeful and differentiated to meet individual learner's needs. We have a caring and committed teaching and support staff that will assist your child from Prep to Year 6. We work together to ensure that your children experience school as a happy and safe sanctuary for learning. We look forward to working with you as your child grows and develops throughout the years.

To all parents and students, it is my hope that you find this booklet an informative one, giving an insight into most day to day operations of the school. I urge you to keep this booklet handy, as it will answer many of the questions that may arise throughout the year. As a parent you can play an important role in the education of your child. Take an active interest in your child's school life. It is only when the three main factors in education, the student, the parent and the educator are working in harmony that effective and lifelong learning can take place. Education today is a shared responsibility, if we are to achieve what is best for the individual child we must work together as a collaborative partnership.

We look forward to meeting and getting to know you and your child/ children.

Yours in Learning

Sally Pirie | Principal

The Role of the PARENTS' and CITIZENS' ASSOCIATION

The objective of our school P & C, as outlined in its constitution, is to ... "promote the interest of our school by endeavouring to bring about closer co-operation between the parents of the children attending the school, other citizens, the teachers; and generally to foster community interest in educational matters."

In promoting the development of our school, parents are involved in - a variety of fundraising activities which enrich their developing children and parent in-service sessions where new and current curriculum matters, teaching strategies, educational developments and the school's development are discussed and introduced.

The P & C calls on ALL parents and interested citizens to become involved and active in the promotion of our school and the education of our children.

P & C President Ross Jordan

SCHOOL DIRECTORY

Address:

Mt Tyson State School Main Street Mt Tyson Q. 4356

Telephone: Absence SMS Text: 07 46937287 0418 164 912

Email:

the.principal@mttysonss.eq.edu.au

Staff:

Ms Sally Pirie Ms Stephanie Graham-Smith Mr Shane Goswell Mrs Kerry McIntyre Mrs Terri Neale Mrs Danielle Lorenz Mrs Lynda Smith Mrs Rosalen Cameron Mrs Amanda Pollock Ms Krissi Parke Mrs Leanne Darr Mr Craig Cornford Principal / Teacher Years 2-3 Teacher: Prep-Year 1 Teacher: Year 4-6 Teacher: Years 2-3 Teacher: Support & Prep – Year 1 Business Services Manager Teacher Aide Teacher Aide Teacher Aide Teacher Aide Cleaner Cleaner Cleaner -Hall Grounds person

Mount Tyson's Values & Beliefs about Teaching and Learning

Our Pedagogical Framework promotes our values and beliefs and is organised around the Dimensions of Teaching and Learning and incorporates Explicit Instruction. This document describes how our teachers build their planning, conduct their teaching and learning, carry out assessment, make judgements and provide feedback.

The learning environment

Each teacher will:

- 1. Set a positive classroom learning tone.
- 2. Establish an atmosphere of high expectations.
- 3. Focus on high standards of student presentation and handwriting.
- 4. Correct all student work and provide constructive feedback to each student.
- 5. Maintain a very high standard of classroom display that is relevant and educationally stimulating.
- 6. Embed learning walls for English
- 7. Embed use of the 5 questions for students (Lynn Sharrat & Michael Fullen)

Student Engagement

Each teacher will:

- 1. Ensure that each child feels safe, valued and respected.
- 2. Provide differentiated learning experiences and work for students at their instructional ability level.
- 3. Engage each student in their progress towards their short and long term learning goals.
- 4. Embed inclusive teaching and learning practices.

Our Core Staff Values

- Feel valued, supported and respected in their role by their colleagues.
- Show care and compassion for how each other are feeling.
- Collaboratively work together in a team approach to achieve excellence.
- Deal with differences and complaints respectfully, through the correct channels.
- Show integrity towards each other.
- Understand their specific role, work within it and respect others' roles.
- Are challenged to always improve.
- Respect each other's working spaces and take an active responsibility to ensure our school and your personal working space is clean, organised and free of rubbish/clutter to maintain a professional learning environment.

Our Culture that Promotes Learning

Our Mount Tyson State School belief, is that our staff and students are working together to ensure that every day, in every classroom, every student is learning and achieving, not by luck but by design. This is what our school beliefs looks, sounds and feels like:

Looks Like:	Sounds Like:	Feels Like:
2 93% attendance staff and students Explicit Teaching Happy faces Stimulating and organised environments Students enthusiastic about their learning Whole school consistency of programs and delivery Focused and attentive Collaborative planning & teaching (co-plan, co-teach Established routines Learning walls High expectations Strong extra-curricular programs Recognition of diversity and cultures Ail staff positively interacting with each other and students Support networks Team work - staff, parents, community and students Goal setting and improvement Sudents engaged in learning Assessment Liferate learners	 * Fun, Laughter, Rapport * Explicit Teaching * Strong, meaningful questioning * Positive interactions sharing constructive feedback, discussion * Chanting * Manners are used * Peer encouragement and feedback 	Feels Like: *safe and valued * Risk taking is okay * Nurtured * Sense of community and belonging * Calm and peaceful * Caring for each other * Motivated classrooms * Focused and active learning environments

6 Pillars of School-wide Pedagogy

Pillar 1: Strong Relationships - Respect, collegiality, professionalism, partnerships

Pillar 2: Accept accountability for each student's learning and commit to improve each student's performance Professionalism, responsibility, accountability

Pillar 3: Use data to drive teaching practices and monitor student performance - Plan, Do, Check, Adjust

Pillar 4: Use differentiation strategies to cater for every student - Plan, cater, differentiate, Success

Pillar 5: Plan, teach and assess using the school's pedagogical framework

Pillar 6: Use the warm-up strategy to move student knowledge from short term to long term memory - Respect, collegiality, professionalism, partnerships

Charter of Expectations from Parents/Caregivers

You are an important part of your child's education and your support will make a positive difference to your child's formal education. You can assist in this role by:

- setting aside quality time each day to talk to your child about school, friends, likes /dislikes, etc
- encouraging, praising and supporting your child's activities at school
- displaying an interest in what your child is doing at school
- keeping in contact with the school
- promoting 100% attendance
- setting a routine for homework daily to support your child in learning
- reading with your child on a daily basis

Mount Tyson SS encourages you to be involved in our school and if you have time or skills to share this would be wonderful to support learning in our classroom.

Mount Tyson State School's Commitment to Learning and Wellbeing

Learning Environment

A positive school ethos and rich learning environment that is open, respectful, caring and safe optimises learning through a commitment to wellbeing.

Mount Tyson State School does this by:

- Maintaining our strong team ethos across the school
- Being committed to providing a safe, respectful and disciplined learning environment for students and staff, where students have opportunities to engage in quality learning experiences and acquire values supportive of their lifelong wellbeing.
- One of the unique qualities of our small school is the caring, sharing attitude that students, staff and parents have towards each other.

Curriculum and Pedagogy

Curriculum that enhances wellbeing equips students with the knowledge, skills, attitudes and strategies to understand and manage themselves and their relationships.

Pedagogy that enhances wellbeing builds positive relationships.

Mount Tyson State School does this by:

- Strengthening the teaching and learning across the curriculum through appropriate professional development and practical support, including:
 - Encouraging and supporting staff in the development of new skills;
 The development of assessment for learning as central to high-quality teaching and learning; and the development of students' thinking skills and ability to use these skills in all areas.
- We believe that the key drivers to quality teaching and effective curriculum delivery are:
 - High Expectations
 - Teacher Accountable Learning
 - Explicit Instruction
 - Knowledge Retention
 - Effective Relationships
 - Consistent Approaches

Partnerships

Productive partnerships expand the knowledge, skills and resources available in the school

Mount Tyson State School does this by:

- Recognising the importance of the family in each child's continued learning. Every effort is made to involve, inform and include parents in a supportive and effective manner.
- Positive relationships with students
- Professional development programs that support these partnerships.

Policies and Procedures

Policy intentions are transformed into action by school staff, students and the wider community.

Mount Tyson State School does this by:

- · Utilising our annual School Opinion Survey to gain feedback on our policies and procedures
- Maintaining transparency and collaboration with all policies.

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Mount Tyson State School does this by:

- Recognising the importance of the family in each child's continued learning. Every effort is made to involve, inform and include parents in a supportive and effective manner.
- Positive relationships with students
- Professional development programs that support these partnerships.

ENROLMENT & ATTENDANCE

Children of eligible age may attend a full-time Preparatory Year of education before starting Year 1. Children must turn five by 30 June in the year they intend to commence Prep. When enrolling a child in Prep, a birth certificate must be sighted as proof of age.

An enrolment package will be given to parents / guardians when enrolling their child.

The packages will include:-

- Essential Enrolment documents (that need to be completed and returned to the school)
- Information documents (parents to retain)
 - 1. Mount Tyson SS Handbook
 - 2. Responsible Behaviour Plan
 - 3. Homework & Bookwork Policy
 - 4. Booklist

SCHOOL HOURS

Commencement	9.00am
Finish	3.00pm
First Break (Lunch)	11.00am - 11.45am

Second Break 1.15pm - 1.45pm

SCHOOL TERMS 2020

Please see attached School calendar

BOOK LIST/SCHOOL REQUISITES

All textbooks and school requisites required by the students are purchased by the Parent/Caregiver. Books lists are sent to parents before the end of the last school term.

We recommend that parents label all equipment and monitor this equipment during the year.

SCHOOL UNIFORM

Mt Tyson State School believes a student dress code promotes the objectives as outlined in the Education (General Provisions) Act 2006, and in particular that it:

- Promotes a safe environment for learning by enabling identification of students and non-students of the school.
- Promotes an effective teaching and learning environment by eliminating the distraction of competition in dress and fashion at the school.
- Promotes a supportive environment by fostering a sense of belonging and assists

our anti-bullying strategies.

- Assists in elimination of discrimination based on class, culture and social circumstances
- Provides a long term lower cost to families.
- Assists the school to comply with the requirements of the Workplace Health and Safety Act.

STUDENT RESPONSIBILITIES

It is the responsibility of every student to:

- Wear the full school uniform correctly to, from and during school each day.
- Always wear the school uniform in its intended manner.
- Uphold the reputation of Mt Tyson State School when wearing the uniform out of school time and on excursions.

PERSONAL APPEARANCE

It is expected that students will take pride in their appearance and modestly dress in a style that is suitable for a school learning environment.

The following specific guidelines apply:

IEWELLERY

- Expensive and fashionable jewellery items are more suited for wearing outside of school. Jewellery worn at school must be limited. Acceptable items include:
- One watch;
- One set of small sleepers or studs in each ear.
- Medi-alert bracelet or necklace.

MAKE-UP

Visible make-up or coloured nail polish is not permitted.

<u>HAIR</u>

Hair must be:

- Clean and kept in a neat and tidy manner;
- Worn in a non-extreme style; and
- In natural colourings.

SUN PROTECTION

In line with Education Queensland's sun safety policy, students are required to wear a broad brimmed hat at lunch breaks, when out on the oval, or participating in an activity outdoors. A hat is part of the school uniform and must be worn.

A **NO HAT— NO PLAY** expectation exists at this school.

<u>UNIFORM</u>

Mt Tyson School T-shirt's, shorts & hats may be purchased from the P & C uniform convener.



BOYS & GIRLS Bottle green, shirt, shorts and hat. Bottle green tracksuit

Sport: same as school uniform

Shoes: white socks to be worn with joggers or 'closed in' suitable footwear. Thongs are not acceptable.

Hats: wide-brimmed hat or bucket hat

PREP:

Prep is recognised as the first year of school in Queensland and with the Australian Curriculum, full-time attendance in Prep is highly recommended.

To be eligible for Prep a child must turn 5 years old by 30 June in the year they start Prep. Prep is a fulltime, five day a week program.

Most children commence Prep in the year they become eligible, however should parents be concerned their child is not ready to start school at this time, they can commence Prep a year later when they are of compulsory school age (6 years and 6 months).

With the Australian Curriculum, full-time attendance in Prep gives students important learning's that they will need for successful learning.

For more information visit

www.qld.gov.au/flying start

GENERAL ATTENDANCE

Parents of compulsory school age children have a legal obligation to ensure that their children are enrolled in school and attend for every day of the educational program in which they are enrolled. Enrolment in, and full-time attendance at Prep fulfills this obligation.

STUDENT ABSENCE

Regular attendance is encouraged to enhance the organized learning programs in each classroom. Our school promotes attendance with our 'Every Day Counts" strategy.

REASONABLE ABSENCE

The school follows the relevant policy, Education Provisions Act 2006 when ensuring there are reasonable grounds for student absenteeism. Please see the Principal for further clarification.

PROCEDURES FOR NOTIFYING OF ILLNESS/ NON-ATTENDANCE

When your child is absent please phone the school prior to 9.00am or SMS to 0418 164 912. A note may also be sent to the classroom teacher.

EARLY COLLECTION OF STUDENTS FROM SCHOOL

Please inform classroom teachers and sign out your child/children at the office.

EXEMPTION

Exemption forms can be obtained from the office should a student's absence be greater than two weeks.

LEAVING SCHOOL GROUNDS

Students are not permitted to leave the school grounds once they have arrived at school unless written authority is provided by their parent. In the interest of safety, if you wish a person not known to us to collect your child, please inform the school of this, otherwise the child/children cannot be released.

TRANSFERS

If your child is being transferred to another school in Queensland, he or she will require an official transfer. All Qld State Schools exchange this transfer information. Parents should notify the Principal prior to transferring their student/s.

LEGAL CUSTODY

In some instances the custody of a child enrolling at the school has been in dispute before the courts. It is necessary for a parent to advise the Principal if there is a custody order currently covering access to the child. A copy of the Court Order must be supplied to the school.

EMERGENCY CONTACT

Please supply the school with two **alternative** contact names and telephone numbers. If we need to contact you and you are unavailable, this will be

the next point of call. Information can be updated when circumstances change.

LOST PROPERTY

We recommend that items be marked clearly with the owner's name. Students are encouraged to be responsible for their own personal possessions. Students who have a large sum of money or valuables in their possession are requested to hand THESE ITEMS into the office for Safekeeping. We have a lost property box should items go missing.

COMMUNICATION

Mt Tyson State School is committed to a partnership with parents in the education of their children. The core values at Mt Tyson State School underpin our learning strategies. These values underpin our responsible behavior plan and are explicitly taught on a regular basis. These are communicated fortnightly in the newsletter.

All learners at Mt Tyson State School are guided by the following values that are easy to remember and are applied to all situations:

- RESPECT
- RESPONSIBILITY
- SAFETY
- THINKING

Mt Tyson State School is committed to open, honest and timely communication with parents. We believe that communication from both the school and parents should be respectful, measured, amicable and sensitive.

In adhering to these principles, we aim to strengthen the goodwill and positive partnership between parents and the school, to enhance the well-being of students and to provide quality educational outcomes.

A teacher may ask parents to attend a meeting with the student and the Principal to seek clarification or resolution or establish a plan of support for the student.

When a concern or query arises, parents may communicate with the classroom teacher. Parents are requested to seek a mutually convenient meeting time with the staff member involved to discuss concerns.

If the matter remains unresolved, parents may advise the teacher that they would like a further

meeting with the Principal.

Parents are encouraged to gain information from the established channels of communication:

- The Mt Tyson State School Website
- The School Newsletter.
- Parent/Teacher Interviews (Terms 1 and 4)
- Contact teaching staff in non-teaching time
- Contact BSM between 8.30am and 3pm on Mon, Tues, Wed or Thurs.

Telephone/Fax

School Telephone

07 46937287

REPORTING

Student reports are provided at the end of each Semester and contain information regarding achievements in each Subject. Parent teacher interviews occur following these reports.

Other reports include:-

- Naplan (Yr 3,5)
- Goal setting
- Short-term Data Cycles for PM, PROBE & high frequency words
- PAT Diagnostics
- Ongoing feedback between parents and teachers

WEBPAGE

The School webpage address is:

<u>www.mttysonss.eq.edu.au</u> and contains up-to date information on upcoming school events, class information and key school teaching and learning documents.

SCHOOL NEWSLETTER

Our newsletter hosts current information, P&C News, celebrations and achievements occurring at the School. This is sent home fortnightly as an email or paper copy via the student and can be accessed on our webpage.

RETURN OF NOTES

Permission notes are often attached to newsletters and can be returned and placed in mailing boxes outside the office.

MONEY COLLECTION

All money sent to the school should be placed in an envelope clearly marked with child's name, purpose of collection and the amount. All money should be placed in either the **P&C Box (**P & C ACTIVITIES) or the **School Box** (SCHOOL ACTIVITIES) located outside the office. Invoices will be sent home with each child for all events where there is a cost involved. Accounts can be paid by cash, cheque or BPoint.

MOBILE PHONE AND ELECTRONIC DEVICES

The use of mobile telephones and electronic devices is prohibited during school hours. All students hand their devices to the office before school.

MEDIA COVERAGE

During the school year, there will be times in which representatives from the media will want to share the success of our students and staff with the public. All media coverage of the school is through and approved by the Principal. This is to ensure procedures are in line with Education Queensland policy and are adhered to. As a parent, your requests about your child's involvement in media productions will be followed. Media release forms are included in the enrolment package.

USE OF SCHOOL GROUNDS/ FACILITIES

The community is encouraged to make use of the school grounds. However, in the interests of school property, safety and security, persons must obtain permission at all times. Permission must be sought by the Principal prior to entering the premises out of school hours.

HEALTH AND SAFETY

ACCIDENTS

Our procedures are as follows:

- Superficial wounds, will be treated by one of the school's First Aid Officers
- Parents will be contacted for injuries requiring expert medical attention.
- If no contacts can be reached then an ambulance will be called
- An ambulance and parents will be called immediately when urgent treatment is required.

FIRST AID AND ILLNESS

We will contact parents and the necessary arrangements will be made if a student becomes sick or is involved in an accident during the day.

STUDENTS REQUIRING MEDICATION

For pupils requiring medication during school hours, a doctor's prescription **must** be sighted so that office staff can administer medication as per doctor's directions. Parents are also required to complete a form for us to administer medicine to their child. **Staff are not to administer any overthe-counter medications (including paracetamol or similar medications) without the correct authorisation from a medical**

practitioner.

HEAD LICE

If these directions are followed carefully Head Lice can be contained.

Head Lice Detection:

- By finding eggs this is the easiest way are the eggs hatched or still alive?
- By finding climbers these are more difficult to detect without the conditioner, comb and tissue test
- From scalp itching or scratching unreliable -Head lice do not always cause an itch

Treatment Application Technique

- Product must be applied from roots to the tip.
- All of the hair must have product on it.
- Must be left on for the correct length of time at the right concentration

Tips for applying products:

- Apply to all hairs: Avoid the eyes: Wear gloves: Use a comb to distribute the product through the hair
- **Treatment must be every 7 days** until no more evidence of eggs or lice
- Keep the hair well-conditioned the eggs cannot stick to slippery hair - with conditioner you can fool them.

Why treat every 7 days?

Because the treatment cannot penetrate the eggs, they are encased in a very waterproof substance. Eggs hatch every 7 days... An adult is mature 10 days after hatching; Females lay 3-8 eggs per day Adult Lice live 30 days... By treating every 7 days, you are sure to kill the lice as they hatch from the eggs before they breed. Keep the treatment up for a couple of weeks and you have got the lot!!

Why do treatments fail?

Inadequate use of product - Failure to retreat -Reinfection - keep up the conditioner - one that you leave on.

Conditioner, comb and tissue test:

By the use of conditioner, a head lice comb and a tissue you can see all the head lice and eggs. Apply a liberal amount of conditioner, comb through with head lice comb - very fine toothcomb - and wipe onto tissue - you can see what lurks in the hair.

CHILD PROTECTION POLICY

Staff follow the Child Protection procedures at all times to ensure that members of the school community are able to learn and work in a safe and supportive environment. Child Protection procedures involve the 'passing on' of information about the welfare of our students to the Principal. The Child protection Policy requires:

• That all staff **must** report information in relation to suspected physical/sexual/emotional harm of a student to the Principal **immediately**.

- The Principal to report the information to the appropriate child protection agency.
- The Principal to report all allegations against or about any employee suspected of the physical or sexual harm or harassment of a student to Education Queensland's Liaison Officer at the Criminal Justice Commission.

SCHOOL EMERGENCY PROCEDURES

The School has an emergency procedure (Critical Incident Plan) to manage a number of contingencies which include:

- Lock down procedure
- Fire Drills

Drills occur each term, evacuation maps are located in each room and occasionally Queensland Fire and Rescue and review our operations.

TRAUMA

In the event of a traumatic incident involving students or staff from our school, resources from District Office are made available. These resources may include Senior Guidance Officers, Chaplains and Medical Personnel.

SCHOOL HEALTH SERVICES

A Community Health Nurse visits the school annually. School Dental Services visit the school every 2 years. Parental/Caregiver permission allows students free access to these services. Emergency Dental care is available by contacting:-

> Dental Service Access – Toowoomba Oral Health Clinic Darling Downs Hospital and Health Service PMB 2 Phone 4616 5497 Fax 4616 6108

BULLYING AND HARRASSMENT

Mt Tyson State School does not tolerate bullying or harassment in any form.

Mt Tyson State School is committed to ensuring that individual differences are recognised, understood and accepted by students and staff. Our community promotes a supportive and safe environment for all members of the community. Further information is contained in our Responsible Behaviour Plan.

LEARNING SUPPORT

Consultation between parents and staff will occur if intervention is required. The following services are available for:-

Early Childhood Intellectual Impairment Hearing Impairment Visual Impairment Physical Impairment Autistic Spectrum Disorder Speech Language Impairment Learning Support Teacher Behaviour Management Guidance Officer

A Speech Language Pathologist also visits the school at regular intervals.

EXTRA CURRICULA

Pre-prep playgroup is offered every second Friday and involves a range of activities and an excellent social setting for parents. Information is placed in the newsletter.

HOMEWORK

Staff has collaboratively developed a homework plan. Procedures will be communicated at the start of each term. This plan will be issued as requested.

RELIGIOUS INSTRUCTION

Non-denominational religious instruction is provided each Friday morning. Permission is required for students to attend. Written permission/ exemption forms are included in the enrolment package and further information can be obtained on our web page.

MUSIC PROGRAM

Children participate in Music lessons with a qualified Music Teacher for 45mins each week. Throughout the year children will be involved in Musical performances and productions. Dates and relevant costs will be published in the school newsletter.

L.O.T.E.

(LANGUAGE OTHER THAN ENGLISH)

Indonesian is taught at Mt Tyson State School. Students in year 2-6 participate in a 1 hour lesson with a qualified LOTE Teacher.

PHYSICAL EDUCATION

Mt Tyson State School students participate in a Health and Physical Education Program for 45mins each week with a qualified PE Teacher.

INFORMATION AND COMMUNICATION TECHNOLOGY

At Mt Tyson State School we believe that a strong and effective use of Information and Communication Technology (ICT) engages and assist students in their learning and prepares them for a future with ever-expanding technology applications and opportunities.

Currently in the school we have computer numbers that surpass the EQ standard of one computer for every five students. We have full internet access and regularly update equipment and have a range of interactive white boards, laptops and iPads.

CAMPS AND EXCURSIONS

Camps and school excursions will be offered as part of our educational program. Every effort is made to keep excursion expenses to a minimum. Yearly excursions include:

- Leadership camp for Year 5/6 students (odd year)
- Sydney/Canberra Excursion for Year 5/6 students (odd year)
- Marine Environment Camp for Year 5/6 students (even years)
- Full day excursion for P-4 students every year
- Excursions organized by classroom teachers to support curriculum learning.

STUDENT LEADERS

Elections will be held at the beginning of each year for students in Year 6 and include School Captains, House Captains and Project Club Executive.

GALA NIGHT / AWARDS NIGHT

- Gala Night will include classroom displays, class presentations and evening meal (end of Semester 1)
- Awards night includes presentations of awards, activities by children & food. (end of Semester 2)

YEAR 6 GRADUATION DINNER

A Graduation ceremony will occur for leaving year 6 students at the end of Semester 2.

STUDENT PROJECT CLUB

The Student Project Club is operated by years 5-6. Many of the activities will involve pupils in all classes. A Chairperson, Secretary, Treasurer are elected annually to conduct meetings. The Student Council allows the children to learn meeting procedures and generally encourages self-reliance. The Student Council assists with many school events and runs functions to raise funds for charity.

WEEKLY PARADE

Every Friday morning, a whole school parade celebrates student achievement. Student of the Week awards and "Gotcha" prizes are presented and parents are invited. Parents will be notified by text message if their child is receiving an award.

SCHOOL SPORT

At Mt Tyson State School we actively encourage students in a wide range of sporting activities with other schools. This may include sport days with other schools or clinics. Dates and relevant costs for all sporting events are published in the School Newsletter.

ATHLETICS CARNIVALS

The purpose of our Carnivals is to encourage maximum participation of students, develop healthy sporting attitudes and promote the enjoyment of sport and recreation generally.

Russell House and **Fletcher House** compete in our Annual School Carnival on the Mt Tyson School Oval. All students compete in activities on this day. Teams will be chosen for the Rossvale Sports Day

The Rossvale District Athletics Carnival (Biddeston, Southbrook, Brookstead and Mount Tyson) is held annually at the Bridgeman Oval in Pittsworth.

Those qualifying at Rossvale Sports then compete in the Bunya District Sports Carnival held in Dalby annually. For ages: 9—13 years

CROSS COUNTRY CARNIVALS

Mt Tyson State School holds an annual FUN DAY Cross Country event for all students.

Rossvale District Cross Country is held annually at Biddeston. Qualifying Ages are 9—13

Those qualifying at Rossvale Cross Country then compete at Bunya District Cross Country.

SWIMMING

Swimming will be held in a week long block in T4. Children travel to the Pittsworth pool by bus. Travel costs and entry to the pool are subsidized by the government Learn to Swim Program so cost to the families is kept to a minimum.

LIBRARY

Considerable funds have been spent to ensure our school library is of the high standard that it is today. Children are encouraged to use the library and each child is given a library bag.

We also have a "Toowoomba City Council Library Van" that services our community on a fortnightly basis. This is a free service by the council on the second and fourth Tuesday of each month.

TRANSPORT

BUS SERVICES -

Two bus services operate from Mt Tyson State School. For details please contact the office for details or by phoning these bus companies direct.

BICYCLES

Children may ride their bicycle to school if parents wish. The wearing of bicycle safety helmets is compulsory in Queensland. The following safety expectations have been established within the school:

- Bicycles are not ridden at any time within the school grounds.
- Children dismount their bicycles once they reach the fence at the front of the school.
- All bicycles to be stored in the racks provided.

PARKING

Parents are asked to park in the areas designated at the car park on Jondaryan Road, or in Main Street at the front of the school.

The principal should be contacted before car entry into the school grounds.

PARENT INFORMATION

P & C ASSOCIATION

The Mt Tyson State School P & C Association recognizes that parents and caregivers have an important role to play in enhancing and enriching the educational and social environment that will shape the lives of our students. P&C activities provide our parents with a forum to voice their opinions and exercise their rights and responsibilities for supporting staff, students and other parents to create a centre for educational excellence. Parents and other interested community members are warmly welcomed to become active members of the Mt Tyson State School P & C Association.

Monthly meetings are currently held at the school on the 2nd Monday of each month at 7.00pm (winter months) and 7:30pm (summer months) Contact details are in the School Newsletter.

FUNDRAISING

Since the school's commencement, parents have taken an active role in supporting the school and with the help of the P & C Association; many additional facilities have been provided.

The P & C Association works in close liaison with the Principal to provide educational equipment and aids for the classrooms as well as replenish sporting equipment and fostering the efforts for better facilities for the students and staff.

The school, in partnership with the P & C Association holds annual fundraising activities, and raises funds through the voluntary efforts of the parents interested in the well-being of the school.

TUCKSHOP FACILITIES

Tuckshop is operated on one day each week for both breaks. Families will be asked to place their name on the voluntary work roster which is sent home at the beginning of each term. Tuckshop menus, rosters and date of commencement will be sent home with the school newsletter at the beginning of each term.

ORDERING: Our tuckshop uses a brown paper bag system. Orders for each break must be written on a separate bag. Money is to be placed in the bag. Baskets are provided in each classroom for students to place their orders. These are then collected before school commences and returned to the classroom at breaks.

TUCKSHOP SIGN-IN

Please ensure you sign the "Visitors to School" register in the office before you commence work in the tuckshop. This is a Fire & Safety requirement of Education Queensland.

HEALTHY FOOD AND DRINK

Schools have an important role in promoting healthy eating and physical activity to students and providing an environment that supports a healthy lifestyle. A healthy diet can improve behaviours critical to educational success.

We encourage all Parents / Caregivers to support the school healthy eating philosophy by sending appropriate food for, lunch and afternoon tea. The school operates under the "Healthy Food and Drink Supply Strategy for Qld. Schools" –Smart Choices.

Our tuckshop is an important part of the school environment as they model healthy food and drink choices that are tasty and interesting. The Smart Choices strategy outlines, foods and drinks and they have been classified into three categories according to their nutritional value: **GREEN**, **AMBER** and **RED**.

GREEN "Have plenty" - foods and drinks should be encouraged and promoted,

AMBER "Select carefully" - foods and drinks should be selected carefully

RED "Occasional" foods and drinks should be limited in their supply across the whole school environment.

Infectious Diseases

Time Out

Condition Exclusion of Case (person with Infection) Exclusion of Contacts (person exposed to the case with the infection) Messles1 Exclude until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itselfs until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days since the onset of patch itself until at least 4 days into the other patch heatt and patch itself until at least 4 days into the other patch heatt and patch itself until at least 4 days into the other patch heatt and patch itself until at least 4 days into the other patch heatt and patch itself until at least 4 days into the othelast patch itself until dift	THIC		Ch Queensiand Government	
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Some medical conditions require exclusion from school or child care to prevent the spread of infectious diseases among staff and children. This poster provides information on the recommended minimum exclusion periods for infectious conditions and will assist medical practitioners, schools, pre-schools and child care centres to meet the requirements of the Public Health Act 2005.



otnotes

Queensland Government

- The definition of 'contact' will vary between diseases and is sometimes complex. If unsure, contact your local public health unit.
- Diarrhoea: the definition is 2 or more consecutive bowel motions that are looser and more frequent than normal or escapes a child's nappy.
- Doctors should notify the local public health unit as soon as possible if children or staff are diagnosed with these conditions.
- Appropriate antibiotic treatment: the definition will vary between diseases. If unsure, contact your local public health unit.
- Observing the exclusion period meets the intent of the Public Health Act 2005 for a person to be not infectious.
- For meningococcal infection, appropriate treatment is the use of rifampicin, ciprofloxacin or ceftriaxone and this will meet the intent of the Public Health Act for a person to be not infectious.

For additional information please refer to the NHMRC publication

Staving Heatity in Child Care⁴ at http://www.nhmrc.gov.au/publications/ index.htm or the Queensland Health website at http://access.health.gd.gov.au/hd/ for fact sheets about various communicable diseases.

ee www.health.qld.gov.au/immunisation for an electronic copy of this poster.

or further advice and information on any of these conditions contact your nearest public health unit.

public health units		
	Southern	
Brisbane Southside	3000 9148	
Gold Coast	5509 7222	
Darling Downs	4631 9888	
Logan	3412 2989	
West Moreton	3413 1200	
	Central	
Brisbane Northside	3624 1111	
Rockhampton	4920 6989	
Sunshine Coast	5409 6600	
Moreton Bay	3142 1800	
Hervey Bay	4184 1800	
	Tropical	
Cairns	4226 5501	
Townsville	4753 9000	
Mackay	4885 6611	
Mount Isa	4744 9100	
	October 2010	

Time Out



			exclusion periods for infectious conditions and will assist medica
Condition	Exclusion of Case (person with infection)	Exclusion of Contacts ¹ (person exposed to the case with the infection)	practitioners, schools, pre- schools and child care centres to meet the requirements of the <i>Public Health Act 200</i> 5.
Chickenpox (varicella)	Exclude until all blisters have dried. This is usually at least 5 days after the rash first appeared in unimmunised people and less in immunised people.	Pregnant women and anyone with an immune deficiency (eg. leukaemia) or receiving chemotherapy or immunosuppressive therapy may require preventive immunoglobulin and/or exclusion for their own protection. Contact local public health unit for advice. Otherwise not excluded.	
Cold sores (herpes simplex)	Exclude young children unable to comply with good hygiene practices while sores are weeping (sores should be covered with a dressing where possible).	Exclude young children unable to comply with good hygiene practices while sores are weeping (sores should be covered with a dressing where possible).	
Conjunctivitis	Exclude until discharge from eyes has ceased unless non-infectious conjunctivitis.	Not excluded.	Footnotes 1. The definition of 'contact' will vary
Cytomegalovirus (CMV)	Exclusion not necessary.	Not excluded.	between diseases and is sometimes complex. If unsure, contact your local public health unit.
Diarrhoea ² and/or Vomiting (including amoebiasis, campylobacter, cryptosporidium, giardia, rotavirus, salamoella and viral gastroenteritis, but not norovirus or shigella – see separate section)	Exclude until there has not been a loose bowel motion for 24 hours. Exclude staff whose work involves food handling until they have not had any diarrhoea or vomiting for 48 hours. If there are more than 2 cases with loose bowel motions in the same centre or a single case in a food handler notify your nearest public health unit.	Not excluded.	 Diarrhoea: the definition is 2 or more consecutive bowel motions that are looser and more frequent than normal or escapes a child's nappy. Doctors should notify the local public health unit as soon as possible if childre staff are diagnosed with these condition Appropriate antibiotic treatment: the definition will vary between diseases. If unsure, contact your local public health unit.
Diphtheria ³	Exclude according to public health unit requirements.	Exclude according to public health unit requirements.	 Observing the exclusion period meets the intent of the Public Health Act 200 for a person to be not infectious.
Enterovirus 71 (EV71) Neurological Disease	Written medical clearance is required confirming the virus is no longer present in the child's bowel motions.	Not excluded.	 For meningococcal infection, appropriat treatment is the use of rifampicin, ciprofloxacin or ceftriaxone and this wi meet the intent of the Public Health Act for a person to be not infectious.
Glandular fever (Epstein Barr virus (EBV), mononucleosis)	Exclusion not necessary.	Not excluded.	For additional information please refer to the NHMRC publicatio "Staying Healthy in Child Care" at http://www.nhmrc.gov.au/publication index.htm or the Queensland Health website at http://access.health.qld.gov.au/hid/
Haemophilus influenza type b (Hib)	Exclude until child has received appropriate antibiotic treatment ⁴ for at least 4 days. Written medical clearance from doctor or public health unit is required to return to child care/school, confirming child is not infectious ⁵ .	Not excluded.	for fact sheets about various communicable diseases. See www.health.qld.gov.au/immunisati for an electronic copy of this poster. For further advice and information on ar
Hand, foot and mouth disease	Exclude until all blisters have dried.	Not excluded.	these conditions contact your nearest public health uni
Head lice	Exclusion is not necessary if effective treatment is commenced prior to the next attendance day (i.e. the child does not need to be sent home immediately if head lice are detected).	Not excluded.	public health units South Brisbane Southside 3000 9148
Hepatitis A ³	Exclude until at least 7 days after the onset of jaundice or illness. Written medical clearance from doctor or public health unit is required to return to child care/ school, confirming child is not infectious ⁵ .	Not excluded.	Gold Coast 5509 7222 Darling Downs 4631 9888 Logan 3412 2989 West Moreton 3413 1200
Hepatitis B	Exclusion not necessary.	Not excluded.	Cen Brisbane Northside 3624 1111
Hepatitis C	Exclusion not necessary.	Not excluded.	Rockhampton 4920 6989 Sunshine Coast 5409 6600
Human immunodeficiency virus (HIV/AIDS)	Exclusion not necessary.	Not excluded.	Moreton Bay 3142 1800 Hervey Bay 4184 1800 Trop
Influenza and influenza- like illness	Exclude until well.	Not excluded.	Cairns 4226 5501 Townsville 4753 9000 Mackay 4885 6611 Mount Isa 4744 9100
			October

Some medical conditions require exclusion from school or child care to prevent the spread of infectious diseases among staff and children. This poster provides information on the recommended minimum exclusion periods for infectious conditions and will assist medical practitioners, schools, pre-schools and child care centres to meet the requirements of the Public Health Act 2005.

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- hoea: the definition is 2 or more ecutive bowel motions that ooser and more frequent than nal or escapes a child's nappy.
- ors should notify the local public th unit as soon as possible if children or are diagnosed with these conditions.
- opriate antibiotic treatment: lefinition will vary between ses. If unsure, contact your public health unit.
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For additional information refer to the NHMRC publication

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ww.health.qld.gov.au/immunisation an electronic copy of this poster.

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October 2010

ATTENDANCE POLICY

Absences

The *Education Act* requires that a reason be given if children have been absent from, or late for school. We request that absences be reported to the office by 9:30am on the day of absence – **phone 07 46937287 or SMS text 0418 164 912.**

Schools are now required to make daily contact with parents of students with unexplained absences, so, if we have not heard from you by 9:30am on the day of the absence we will attempt to make contact with you. If a child is absent due to illness for more than two days a medical certificate is required from a medical practitioner. Please also advise if your child has a contagious illness so we may notify the school community of precautionary action. All student absences are recorded in OneSchool as either explained or unexplained (an absence for which no explanation has been received]. I would impress upon parents the importance of a regular attendance at school. The syllabus is a very full one and children who miss new work when it is being taught, have great difficulty in 'picking up' later. **Every day counts and therefore 100% attendance should be every student's goal.**

Rationale

All schools in Queensland are committed to providing safe and supportive learning environments for all students which address their educational needs. Research shows that regular attendance is integral to successful academic, employment and social outcomes. Accordingly, it is important that students, staff and parents/carers have a shared understanding of the importance of regular student attendance. Mount Tyson State School expects that every student will attend school every day of the school year unless prevented by reasonable circumstances from doing so. Mount Tyson State School's attendance policy aims to maximise participation in learning programs by all students to ensure all children can access equitable educational outcomes. At Mount Tyson State School we are committed to achieving a target attendance rate of 93% in 2020.

The importance of attending school

At Mount Tyson State School we believe that students need to attend school regularly in order to participate fully and gain maximum benefit from schooling. Regular attendance enables children to access a full education and assists them to reach their full potential. School staff set an example for students by encouraging and emphasising attendance and punctuality.

A child between the ages of six and sixteen years is of compulsory school age, irrespective of distance from the school or whether the student has a disability. All students are required to be enrolled at a registered government or non-government school and must attend on every day instruction is provided, unless the minister has granted an exemption from school attendance.

The responsibility for enforcing school attendance is with the Department of Education and Children's Services. The Department therefore has a legal responsibility to record and monitor attendance and take appropriate action to rectify problems of non-attendance. It is important that students, staff and parents/carers have a shared understanding of the importance of attending school. Mount Tyson State School is committed to promoting the key messages of the Queensland State-wide initiative

Every Day Counts which promotes four key messages:

- ⇒ All children be enrolled at school and attend on every school day
- ⇒ Schools monitor, communicate and implement strategies to improve regular school attendance
- ⇒ Truanting can place a student in unsafe situations and impact on their future employability and life choices
- ⇒ Attendance at school is the responsibility of everyone in the community

Responsibilities

Parents/Carers Responsibilities:

- Ensure that their child attends school on every school day
- Provide a satisfactory explanation for all absences, lateness or early departure
- Contact the school prior to any planned absence. Where this is not possible, parents must provide the reason for any absences prior to 9:30a.m. on the day of absence. This may take the form of a phone call with a satisfactory explanation for the absence or a medical certificate.
- Contact the Principal if student absence is to be for an extended period of time (e.g. family reasons or illness) and request school work at least 2 days' notice should be given to prepare work
- Contact the Principal if a student is refusing to attend school. Initiate or attend meetings to seek support and discuss their child's attendance or participation in their educational program.
- Provide a written note (signed and dated) to the teacher, if their child is required to leave school early.
- Provide a written note (signed and dated) from parents/carers explaining their lateness.
- Advise the school of any change of address or phone numbers to ensure school records are accurate. Up to date data is essential in an emergency.

Student Responsibilities:

- Under the Education (General Provisions) Act 2006, students must attend school each day. They must be on time and have all necessary equipment.
- Never leave school during school hours without permission from parents/carers or the school
- Provide a note from parents/carers explaining their lateness if arriving after 9:00am
- Ensure all missed school work is completed.
- Ensure absence records are accurate and all absences have been explained by parents/carers.

School Responsibilities:

- Regularly inform students, staff and parents/carers about the Mount Tyson State School *Attendance Policy and Procedures* (including the Policy and Procedures for *late arrival, early departure* and *truanting*) and make this publicly available through the school's website, newsletters and enrolment package.
- Monitor student attendance daily through marking the roll at the beginning of each day.
- Notify parents/carers of any unexplained absence, requesting a satisfactory explanation for their child's absence.
- Discuss individual attendance with students and offer support and help to parents and students when school attendance has become a problem.
- Principal and staff will refer to a Student Attendance Officer on an ED171 (Report of Unsatisfactory Attendance) form if attendance issues are not resolved.
- Provide students with school work when they are absent for legitimate extended periods of time.
- Notify the relevant authorities if non-attendance persists.

Strategies

At Mount Tyson State School, we are committed to achieving our attendance target and continually improving and promoting attendance and achievement by:

- Ensuring consistent follow up of absences with parents/caregivers
- Working with students and families to reduce absenteeism.
- Recognising and rewarding students who are on target and maintain attendance of >95%
- Monitoring attendance
- Ensuring work that is missed due to absence is completed during play breaks and in some cases for homework

Responses to absences

Absences for which a satisfactory reason has been provided are considered *explained absences*, and the student's enrolment is viewed as continuous. Undertaking a leisure activity such as shopping, visiting friends and relatives, fishing or camping, is not considered a satisfactory explanation for an absence.

An absence for which a satisfactory reason has not been provided is considered an *unexplained absence and be recorded as an unauthorised absence.*

If there is no explanation from the Parent/Caregiver regarding a student's absence or lateness for that day the teacher will:

- Complete Roll as 'unexplained'
- On the third day of an unexplained absence, lateness or if a regular pattern of non-attendance is observed the Principal will contact home by phone
- Where there is a continuation of unexplained absences, or absences without satisfactory reasons, parents will be required to attend a meeting with the Principal to address issues contributing to these absences and to discuss implementation of appropriate strategies and support mechanisms.
- Where unsatisfactory attendance still continues, the Principal may commence formal processes associated with *Enforcement of Compulsory Schooling and Compulsory Participation* as per Education Queensland policy up to and including referral by the Director General for prosecution under the Education (General Provisions) Act.

Reporting and monitoring attendance

At Mount Tyson reports of absence or truanting are taken seriously. Parents, members of community and school staff may report an absence in the following ways:

- Telephone / email to the school office the.principal@mttysonss.eq.edu.au)
- Signed/dated note sent with the student
- In person to the office or class teacher

Some related resources

Every Day Counts <u>http://education.qld.gov.au/everydaycounts/index.html</u> Departmental Policies and Procedures <u>Managing Student Absences and Enforcing Enrolment and Attendance at State Schools</u> Roll Marking in State Schools

what chance has your child got of being successful?

1 or 2 days a week doesn't seem much but ...

If your child misses	That equals	Which is	and over 13 years of schooling that's	Which means the best your child might perform is
1 day per fortnight	20 days per year	4 weeks per year	Nearly 1.5 years	Equal to finishing in grade 11
1 day per week	40 days per year	8 weeks per year	Over 2.5 years	Equal to finishing in grade 10
2 days per week	80 days per year	16 weeks per year	Over 5 years	Equal to finishing in grade 7
3 days per week	120 Days per year	24 weeks per year	Nearly 8 years	Equal to finishing in grade 4

Regular school attendance

Information for parents and carers

Did you know? Research shows that in Queensland, higher student attendance at school is associated, on average, with higher student achievement.

Why is regular attendance at school important?

Regular school attendance will mean that your child has a better chance in life. Your child will achieve better when they go to school all day, every school day.

- they learn better
- they make friends
- they are happier
- · they have a brighter future.

Why must I send my child to school?

Under Queensland law, you must make sure your child of school age is enrolled and attends school all day, every school day unless they have an acceptable reason. Illness, doing work experience or competing in a school sporting event are acceptable reasons for being absent from school.

Principals decide if the reason given for your child's absence is acceptable.

Avoid keeping your child away from school for:

 birthdays, shopping, visiting family and friends, if they sleep in, looking after other children, minor check ups or care such as hair cuts.

Routine medical or other health appointments should be made either before or after school or during the school holidays.

What should I do if our family is going on a holiday in school time?

You are encouraged not to schedule holidays during school time. If your family holiday is during school time, let the school know in advance and talk about what arrangements can be made for your child. Depending on the circumstances the school may be able to provide tasks for your child to complete while they are absent or assist you to organise an exemption from schooling.

Do I need to let the school know if my child has been away from school?

Yes, you must let the school know the reason why your child has been absent from school within two school days of their return. If possible, advise the school beforehand.

Are you having problems getting your child to school for some of these reasons?

- · won't get out of bed in the morning
- · won't go to bed at night
- · can't find their uniform, books, school bag ...
- slow to eat breakfast
- · haven't done their homework
- watching TV
- have a test or presentation to do, have an assignment to hand in
- · it's their birthday.

If so, a set routine can help

- · have a set time to go to bed
- · have a set time to get out of bed
- have uniform and school bag ready the night before
- have a set time for starting and finishing breakfast
- set a time for daily homework activities
- · speak about school positively
- be firm, send your child to school every school day including their birthday and the last day of term!

What should I do if my child won't go to school?

You should contact the school as soon as possible for advice and support. Please Advise the School Immediately

- If you change your address.
- If there is a change in your emergency contact.
- If there are changes in your child's parent/guardian status.
- If any significant change occurs regarding the health of your child.
- If there are any changes that may affect your child's progress.

We look forward to working with you and your children and ensuring they have the best opportunities possible to be successful at school.

Welcome Aboard!