

Jimbour State School

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Teaching Staff: Mr. Dallas Irvine (Principal & 5/6/7)
Mrs. Helen McLaren (Yrs 5/6/7)
Miss Angela Rauh (Yrs 2/3/4)
Mrs. Linda Heitkonig (P/1/2)

Teacher Aides: Miss Georgina Pedler
Mrs. Vanessa Gleeson

Admin Assistant: Ms. Edna McLean

Cleaner: Mrs. Fran Harman

Groundsman: Mr. Steven Donovan

P&C Association 2004:

President: Mr. Glenn Milne
Secretary: Mr. Richard Dowsett
Treasurer: Mrs. Elizabeth Sage/Mrs. Karen McVeigh

Meetings are held on the third Monday of each month and commence at 7.30p.m. These meetings are an integral part of the school and all parents and interested citizens are urged to attend. The 2005 Executive Committee will be elected at the Annual General Meeting which will be held on Friday, 4 February, 2005.

ABOUT THIS BOOKLET

This booklet has been compiled as a guide for parents regarding the general philosophy that we as educators uphold, the expectations we have concerning the children and their attitudes, behaviours and the day to day running of the school.

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SCHOOL POLICY

1. GENERAL AIM AND PHILOSOPHY

To assist the child to acquire basic skills and develop socially, emotionally, mentally and physically in order for him/her to become a well balanced, mature and co-operative citizen. They will be able to adjust to changing environment and circumstances so that they might enjoy a full, happy and useful life.

Children are different and learn in different ways and at different rates. This learning process takes place through a continuous process of interaction between the learner and their total environment which includes the classroom and the community.

The teacher's role is to be that of a partner, giving guidance, offering suggestions and corrections in the learning process. In doing so, the teacher must have respect for and trust in the child. The environment the teacher provides will give the necessary motivation for a child to tackle tasks that are sufficiently challenging, but not so difficult as to be out of reach.

A GOOD SCHOOL WILL EXHIBIT

- IN TERMS OF ATTITUDE -

- (a) Happy children who find satisfaction in learning, have the pride in achievement and pay adequate attention to neatness and accuracy.
- (b) Children who feel they are persons of worth, who are understood and appreciated by their teachers and parents.
- (c) Children who think creatively, independently and constructively.
- (d) Self-disciplined children who have a wholesome attitude to life and living.
- (e) Children with well balanced personalities, showing traits of humility, initiative and enthusiasm.

- SOCIALLY -

- (a) Children who have learned to live with their fellows appreciating and respecting their differences and sympathising with their feelings.
- (b) Children who have learned to co-operate with others and accept responsibility.
- (c) Children with a critical awareness of their moral responsibilities as individuals and members of a group.
- (d) Children who are courteous, showing the necessary social graces and applying good habits of speech.
- (e) Children who have respect for authority and for the laws of the land.

- ACADEMICALLY -

- (a) Children who read fluently and enjoy reading and who can express themselves well both orally and in writing.
- (b) Competent children who are able to cope with fundamental mathematics, social studies and science with the ability to apply their knowledge to more complex situations and everyday problems.
- (c) Children who have a sense of responsibility for the conservation of nature.
- (d) Children who have an appreciation of art and music.
- (e) Healthy children who willingly participate in sports and who can accept victory or defeat graciously.
- (f) Children who have learned to use their leisure time profitably by taking a lively interest in literature, drama, music, arts and crafts, sports and hobbies.

2. SCHOOL TONE

School tone is a reflection of the attitudes and behaviour of the pupils, staff and parents at the school and is an atmosphere which can be developed. It depends on a firm yet friendly attitude of teachers to pupils and the contribution which the school makes towards building up the self respect of each child.

A healthy school tone ensures that pupils approach school life with confidence and interest.

Tone may be fostered by attention to the following:

- (a) Pupils should be given a broad concept of the responsibility they have to society, so that they realise that pride in themselves and their school leads to pride in the community and their country.
- (b) Make meaningful to the pupils the true moral values of honesty, courtesy and self-control.
- (c) Place educational emphasis on understanding and foster and nurture a spirit of enquiry.
- (d) Make available a variety of activities so that
 - (i) each pupil, regardless of intellect, is given a chance to feel and sense achievement and
 - (ii) there is an opportunity for the development of individual talent.
- (e) Encourage complete participation in all school activities, both in sporting and cultural areas.
- (f) Encourage the self regulation of conduct with school rules seen to be formulated for the protection of people and property.
- (g) Endeavour to make the Australian flag and school uniform articles of pride and respect.

GUIDELINES FOR PARENTS

ABSENCES

Regular attendance is compulsory by law. All parents of children who have been absent from school are requested to notify either the Principal or the class teacher by note (preferably) or telephone. When a child is to be absent from school for any lengthy period of time, it is advisable to give some prior warning to the school.

The general rule to remember is that the place for a genuinely sick child is at home.

Occasionally, parents have to collect children at school, during school hours, for medical or urgent reasons. Please call at the office on each of these occasions.

ACCIDENTS

If your child should meet with an accident of a serious nature or become ill, every effort will be made to contact parents. If, however, this cannot be done, the Principal (or in their absence, the teacher in charge) will take any necessary action to ensure the well being of your child, including the use of the Ambulance Service for emergency transport.

For this reason, all families are required to have on office file their emergency accident details.

As per departmental instructions, aspirin and other analgesics will **NOT** be dispensed by the school for illnesses, nor are they (or any other drugs) permitted in the school unless the parent notifies the Principal, whereby appropriate action will be taken.

ARTS COUNCIL

The Queensland Arts Council visits four times a year and all children are encouraged to attend these performances designed especially for school children. This is particularly important for country children who are often unable to attend performances of this nature. The cost for 2005 will be \$5.00 per show.

The performances are held in the Jimbour Hall and parents are welcome to attend.

ASSESSMENT

Formal school reports are issued twice a year - prior to the mid semester break and prior to the end of year Christmas break. Parent teacher interviews are encouraged following issue of formal report cards at the conclusion of Terms 2 & 4.

Students in Years 1, 2 and 3 will have Reading, Writing and Numeracy competency plotted on the Year 2 Developmental Continuum. All Year 2 student performance is validated and moderated in late May. All Years 3, 5 and 7 students sit for an external standardised test in late August.

All teachers strongly welcome a two-way communication between home and school, not only at "official" parent-teacher interviews, but also at frequent opportunities throughout the year. Such communication strengthens the partnership of home and school, and helps clarify educational issues as they arise.

BANKING

School banking is conducted every Friday. Children wishing to open an account should contact Miss Georgina Pedler. Banking is with the Commonwealth Savings Bank in Dalby.

BICYCLES

Children may ride their bicycles to school and racks are provided for them. It is hoped that parents reinforce the traffic code taught at school by both the teachers and the police.

BOOK CLUB / BOOK FAIRS

The school participates in the Ashton Scholastic Book Club. Twice each term, children are given leaflets with a purchase order included. Most items are very reasonable, however there is no compulsion to purchase. If you wish to order, simply fill in the form and return it to the school by the prescribed date. The school receives free books as commission on sales. These books are put into the school library or used as classroom reading books.

There is one Book Fair each year, usually in November. Books are on display during which time parents are welcome to browse and buy. Commission from the sale of books is spent on school library books.

Mrs Gleeson is responsible for Book Clubs and Miss Pedler for Book Fairs.

BOOK LISTS

A list of books and equipment is attached to the rear of this booklet.

BUSES

The school bus operators are John and Merv. Williams and they operate two bus runs. One run covers the Bell/Cooranga side of Jimbour, while the other covers the Macalister side of Jimbour and connects with the Dalby-Warra bus run.

Buses arrive at school at approximately 8.50a.m. and depart at 3.05p.m. Supervision of children by staff concludes when the bus departs.

CARS IN THE SCHOOL GROUNDS

For safety reasons, no cars are to be driven into the school grounds unless the specific permission of the Principal has been sought. **Under no circumstances** is reversing allowed in the school grounds. The Department accepts no liability whatsoever for damage to vehicles in school grounds.

CHANGE OF ADDRESS

If you change your address or telephone number during the school year, please let the Principal know so that records can be kept up to date.

CONVEYANCE ALLOWANCE

Financial assistance is available to parents of students travelling to school by private arrangements provided that:

1. Conveyance is to the nearest Primary School
2. The student lives at least 4.8km (3.2km if under 10 years) from the nearest primary school.

Application forms are available at the school.

DENTAL CLINIC

The school dental services provide free dental care to all primary aged children. (Preschool children who are five or older may also attend). A qualified dentist and nurses attend to the school every second year to provide this care which is provided in a well equipped, mobile caravan. They also lecture to all children on correct dental care.

No treatment is provided without parental consent.

EXCLUSIONS

The Principal has to exercise due care and attention to all pupils of the school and this may necessitate his use of the right to exclude children with infections. It is also a responsibility to report to the relevant authorities any cases of malnutrition, neglect or maltreatment.

Children suffering from the following diseases should be excluded for a minimum of seven (7) days:

Chicken Pox	Viral Hepatitis	Whooping Cough	Measles
Mumps	German Measles	Scarlet Fever	

EXCURSIONS

The school community has decided upon a policy of attending camps every two years with camp years being the even numbered years. These camps are not compulsory; however, parents are encouraged to send their children to give them the benefit of travelling and mixing with others from the school in a new environment.

As well as camps, the school makes a number of excursions each year to a variety of interesting places. These excursions are advertised well before the event as children must have the written permission of parents or guardians.

FIRE DRILL

The design of our school allows for speedy evacuation in cases of emergency. Regular drills are given to familiarise pupils with procedures to be adopted. These drills are carried out usually once a term with the warning being a prolonged ringing of the school bell.

Sometimes exits are blocked in order to ensure that a back up route is viable.

HATS

The importance of hats is stressed to the children at the school due to the climate that Jimbour encounters in the summer months. The risks associated with skin cancer are very high and your assistance is asked in ensuring that every child has a hat to wear in the playground. A school policy of "no hat, no play" applies. Broad brimmed hats are recommended.

HOMEWORK

Children in all grades are set homework on a regular basis. The homework is an extension of the day's work and new work is never set for homework. Parents are encouraged to take an active interest in their child's work. One way to show an interest is to monitor homework and discuss the day with the children.

All work standards are expected to be of a high standard and sloppy work will not be accepted.

Don't leave it all up to the teacher to appraise children's work. Show your child that you are taking an active interest in them. Check their work and praise them if you think they have performed well, but also tell them if you think their work is not to their best standard.

You are a role model for your children - aim high and so shall they.

INTERVIEWS

See Assessment

JEWELLERY AND VALUABLES

Jewellery is not regarded as suitable school attire and should not be worn to school. The exception is that girls who have pierced ears may wear 'sleepers' (preferably studs). Dangling earrings can cause injury during school activities.

Make-up is not allowed at school except for medical reasons.

Watches are permitted but should be able to be identified.

Parents are asked to monitor carefully any items allowed to be taken to school. Generally speaking, expensive items such as cameras, watches, transistor radios and large amounts of money would be best left at home, particularly if these items are easily damaged. Whilst toys are not banned, it is preferable that children make use of the equipment and games available at school.

LIBRARY

Our school has a growing, well stocked selection of books. Your child is encouraged to make use of the library for study, leisure and borrowing. Parents are also invited to use the library as arrangements can easily be made for borrowing.

Students may borrow two books per week. Children from Preschool to Year 3 must have a library bag for their books. During most vacations, extra books may be borrowed although lost books must be replaced and costs borne by the parents (as per Departmental Regulations).

Miss Pedler and Mrs Gleeson are responsible for the library.

MONEY

Periodically, money needs to be brought to the school for such things as swimming, book club, music books and excursions. Please ensure that all money is brought to the school in an envelope with the child's NAME, AMOUNT and PURPOSE clearly printed on the envelope. All money is placed in a locked box in the Admin. Room.

Unless otherwise advised, please make CHEQUES payable to JIMBOUR STATE SCHOOL. The reason for this is that normally all cheques and cash received at the school (for Excursions, Book Club, Book Fair etc.) are banked into the Jimbour State School General Account, then one cheque is drawn to pay the account.

PRESCHOOL

(See separate Preschool Handbook)

MEDICAL PROBLEMS/MEDICINE

The school asks to be notified of any medical problems from which your child might suffer. Pupils are also required to report to their teacher any accident they suffer or any other reasons which may cause them distress, as well as any medication that they are required to take for that day. This allows the proper steps to be taken in checking safety aspects and administering the medicine (e.g. taking the incorrect dosage or taking the wrong person's medicine).

No medical treatment is permitted in the school except First Aid which is given by teachers as the immediate, temporary treatment in case of accident. In the case of emergencies, the responsibility of the child's welfare rests with parents and medical staff (upon their relieving the teacher of care of the child). The school's obligation extends to placing the injured person in the care of the correct people. A register is kept in the school to record each accident and the steps taken to administer First Aid.

NEWSLETTERS

One method of communication between the school and parents is the school newsletter. Our school newsletter is written fortnightly on Wednesday and sent home with the students that afternoon.

The newsletter contains information about what has happened at the school during the week as well as forthcoming events. The children are encouraged to read the newsletter at school and then take it home that same afternoon.

P&C ASSOCIATION

The Parents and Citizens Association is made up of dedicated parents who are concerned about the progress of their children and their school. By attending these meetings, they have a much greater say in what happens at their school. Membership is open to anyone. Meetings are on the third Monday night of each month starting at 7.30p.m. unless otherwise stated.

PROJECT CLUB

The school children operate a Project Club which normally has several functions during the school year.

RELIGIOUS EDUCATION

Religious Education is provided within the school program. Children are only permitted to attend those classes nominated by parents or guardians. Children will be expected to attend religious classes if there is one provided for their religious denomination, unless they have written parental permission to absent themselves.

At present, Carol Milne from the Dalby Presbyterian Church and Heather Gall from Dalby Catholic Church, each visit the school on alternating Monday mornings.

SCHOOL FACILITIES

Community use of the school facilities where such use will not disrupt school programs or organisation is encouraged. Audio-Visual, Library and Sporting Equipment are some of the resources which may be borrowed. Individuals wishing to use these facilities should direct their enquiries to the Principal who will consider each request.

SCHOOL FUNCTIONS

All parents and friends have a standing invitation to attend our school functions. You are always most welcome and your children benefit once again by your audience.

SCHOOL HEALTH SERVICE

Children in Years 1 and 7 are medically assessed by a school health sister. Other children may be examined if considered necessary. The screening includes visual testing, audiometry, orthopaedic conditions and general health. Parents are advised of any areas of concern.

SCHOOL LUNCH

All children eat their lunch at the same time (11.00 - 11.45a.m). If a child cannot eat all of his/her lunch, we encourage them to take the remainder home (so that you can gauge the amount of lunch to give your child), or eat it during afternoon tea (1.30 - 1.55p.m). Children must finish eating before they are allowed to play. Consideration should be given to providing a healthy, well-balanced diet. Bubblegum and excessive lollies are not appropriate at school.

SCHOOL ROUTINE

8.00a.m.	Children should not be in the grounds before this time
8.50a.m.	Buses arrive
8.55a.m.	First bell - prepare for lessons (Parade on Mondays)
9.00a.m.	School commences
11.00a.m.	Lunch - sit and eat for 15 minutes
11.15a.m.	Play bell
11.40a.m.	Prepare to go back to classes
11.45a.m.	School resumes after lunch
1.30p.m.	Afternoon Tea
1.50p.m.	Prepare to go back to classes
1.55p.m.	School resumes after afternoon tea
2.55p.m.	Children tidy desks etc.
3.00p.m.	School finishes
3.15p.m.	All children should have departed except for special circumstances.

SCHOOL RULES

(See Behaviour Management Policy)

SCHOOL UNIFORM

The P&C has chosen the following uniform :

BOYS Bamboo green poly/cotton shirt. Ready-made shirts and material available from Creative Embroidery, Patrick Street, Dalby.
Grey shorts

GIRLS Blouse - Green checked poly/cotton (Wilkinson Pattern 912 or 897 can be borrowed from school)
Or blouses can be ordered from Creative Embroidery.

Bottle green shorts, skirt or skorts – available from Creative Embroidery
White socks

SPORTS – To be worn on Wednesdays and Fridays

Unisex bottle green polo shirt, gold collar and sleeve trim. The school has a supply of these. Please ring Le-Anne Schelberg on 4663 5105 or they can be purchased from Creative Embroidery in Dalby. School badge to be sewn on left side front (available through the school at \$3.00 each or can be embroidered on by Creative Embroidery for \$5.50).
Green shorts or skort available from Creative Embroidery.

HAT Wide brimmed bottle green hat. (See Georgina Pedler at school, 4663 6120).

FOOTWEAR Suitable footwear to be worn. (Closed in shoes are recommended as they give protection from prickles and bites).

WINTER UNIFORM Plain Bottle Green or Green and Gold tracksuit with or without school logo.

A second-hand clothing pool operates on tuckshop days.

STAFF

The Staff at Jimbour State School are dedicated in their commitment to provide the best possible education for your children.

Parents who have a genuine concern regarding any matter relating to the school are more than welcome to discuss the problem with the Principal. So often what seems like a complex problem can be easily settled by discussion with the parties concerned.

SUBJECTS

Language
Science
Art and Craft
Mathematics
Health & Physical Education
L.O.T.E. (Japanese)
Study of Society and the Environment (S.O.S.E.)
Music

An explanation of the various components of each subject can be given on request. Please feel free to consult with the Principal regarding any matter concerning your child.

SWIMMING

All children from Preschool through to Year 7 attend swimming lessons at the Jandowae Pool. The Department of Education pays for the instruction and transport of all swimmers to a maximum of 10 lessons. As swimming is a compulsory part of the Physical Education Program, all children are expected to participate. If your child is unable to participate, please provide a note stating the reason. Hair must be kept away from the face, either with a net or a cap.

TRANSFERS

Parents should contact the Principal if they wish to transfer a pupil's enrolment from one school to another.

WORKING BEES

From time to time, it is necessary to ask for your assistance with odd jobs that arise throughout the year. These working bees occur about twice a year and are well advertised in advance. Your participation would be greatly appreciated.