

Birdsville State School



STAFF DIRECTORY FOR 2017

Birdsville State School is a band 5 teaching principal school. The school employs a number of staff, including a teaching principal, school support teacher who is shared with Bedourie State School, teacher aide, administration officer, cleaner and grounds person. The school has access to a variety of support personnel from the Longreach area, such as guidance officers, speech therapists and occupational therapists. We are also supported in our delivery of languages other than English (LOTE). French is delivered by iconnect lessons every week for upper primary students.

PRINCIPAL	Mrs Sarah Warner
TEACHING STAFF	Miss Sarah Wickstead
TEACHER AIDES	Mrs Nadine Lorenz Mrs Sharon Pursell
ADMINISTRATION OFFICER	Mrs Lyn Rowlands
GROUNDSMAN	Mr Dean Warner
CLEANERS	
ITINERANT STAFF	
Head of Special Education Guidance Officer/Behaviour Support Religious Education Pedagogical Coach	Mrs Sharon Morris Mrs Janelle Dickson Steve Cavill Pam Gargett

SCHOOL UNIFORM

All students must wear the correct Birdsville State School uniform. Students considered by the Principal to be inappropriately attired will be sent home to change. If a student is out of uniform a note or phone call must be made to the Teacher or Principal. Enclosed shoes **MUST** be worn at all times
THE UNIFORM IS:-

Boys & Girls (Primary)

Birdsville State School Polo Shirt

Royal Blue Shorts

Netball Skirt/Skort

Shoes (White Sneakers)

Socks (White)

Tracksuit (royal blue)

Wide brimmed Hat

School Jacket

School Uniforms are available for purchase from the P&C. The P&C Uniform Co-Ordinator will advertise in the school newsletter when orders are being put together. Please contact the P&C Uniform Co-Ordinator or the school if you would like information about school uniforms.

PLEASE LABEL ALL CLOTHING

S7 Smart Food Choices

Birdsville State School is supportive of the Smart Food Policy on healthy eating. This policy categorises foods as green, amber & red. Green foods are those that can be eaten all the time, amber foods are those that are 'sometimes' foods and red are those for special occasions. The school is able to provide students with 2 red food days per term at which they are able to enjoy food items from the red food list. This usually occurs in conjunction with our Positive Behaviour Party or similar celebrations. Students and parents are encouraged to pack lunch boxes with food items from the amber and green food lists, ensuring that all students are enjoying healthy lunch options. All students are not permitted to have iced coffee, soft drinks, energy drinks (including Mother, red bull etc) or powerade drinks at school. Birdsville State School recommends that students are sent to school with 'nude' food - those that are unwrapped. This is both a healthy and environmentally friendly choice. It is recommended students are not sent to school with roll ups, artificial fruit sticks, lollies and chocolates.

S8 Sustainability (SEMP)

Birdsville State School is committed to making choices that ensure sustainability of resources now and for the future. The school's 'Sustainable Environment Management Plan' is focussed specifically on reducing our environmental footprint by reducing our power of consumption.

V1 Visitors

We welcome visitors from the local community or from far afield to our school. We would be pleased to take interested persons for a look around the school at a mutually convenient time. On occasion, we invite a special community guest to our whole school assembly to speak with our students.

V2 Voluntary Teacher Aides

Most teachers welcome the opportunity of having extra assistance from parents as teacher aides. It can be a very rewarding experience, so please feel free to help if you are available. A wide variety of activities are open to you and you don't have to be experienced. Parents with particular skills (eg: art, pottery, weaving etc) are especially welcome to share these with the children.

W2 Wet Day Routine

Internal arrangements will be made on extremely wet days. Children will be allowed to eat lunches in rooms. During the recess, teachers will supervise children as they undertake quiet recreational activities or follow normal school work. Groups of children will be dismissed to visit toilets in turn.

SCHOOL INFORMATION

Office Hours	Monday—Friday 7.30am—8.30am and 3.30pm-5pm
Telephone	07- 4656 3233
Fax	07- 4656 3213
Website	http://www.birdsvilss.eq.edu.au
Email	principal@birdsvilss.eq.edu.au

In 2017 the school terms will be as follows:-

TERM 1	Monday 23rd January to Friday 31st March
TERM 2	Monday 18th April to Friday 23rd June
TERM 3	Monday 10th July to Friday 15th September
TERM 4	Monday 3rd October to Friday 1st December

Student Free Days 2017

Term 4	16th October
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Public Holidays 2017

Australia Day	26th January
Good Friday	14th April
Easter Monday	17th April
Anzac Day	25th April
Labour Day	1st of May
Show day (Race day)	2nd September
Queens Birthday	2nd October

Messages for staff and/or students may be left with office staff or on the answering machine, and then details will be conveyed at a suitable time. Unless an emergency, teaching staff will not be asked to leave classrooms to answer a telephone call.

If you have a concern you would like to discuss or any other matter which needs to be communicated to us, you may:-

- write a note to the student's teacher or the Principal, or
- phone 4656 3233 and make an appointment.

Parents need to provide the school with an update of information if there are any changes to phone numbers, addresses, health details, custody rights etc.

We endeavor to send out newsletters. This is our main form of communication to the home and general community. Other notices and permission forms will be sent home throughout the year.

SCHOOL PROFILE

Birdsville State School is a small remote school situated in the Diamantina Shire, eleven kilometers north of the South Australian Border. Established in 1899, our school, now a multi grade co-educational school from Prep to Grade 6, builds on our uniqueness, celebrates our accomplishments and provides our students with a wide range of opportunities. As one of 10 small schools committed to the Longreach District Outback Advantage Network we believe there are many potential advantages to being educated in a small, rural, multiage school. Together as a network, we are implementing a successful curriculum, with a central focus of high levels of literacy and numeracy, with the remaining syllabi implemented primarily as integrated units of study. Through individual learning plans, mapping, recording, moderating and reporting every student's progress we are preparing our students as lifelong learners. All parents are encouraged to become actively involved in the school through school events and our Parents and Citizens Association, which provides advice and additional resources critical to our success.

VISION

Our school and community are committed to successful learning for every student through 'engaging minds, empowering futures'. Our purpose is the provision of high quality learning and skilling focused on preparing Queenslanders with the knowledge, skills and confidence to participate effectively in the community and economy.

MOTTO

Strive to succeed

SCHOOL VALUES AND BELIEFS

Our school community values and strives to provide:

1. QUALITY LEARNING OPPORTUNITIES that:

- are planned, purposeful and practical and relate to real life experiences that are stimulating, relevant and enjoyable
- recognise and cater for student's diverse backgrounds, prior experiences and learning needs
- prepare students for success in their lives both now and in the future

2. EFFECTIVE TEACHING through:

Structured curriculum planning that reflects current and future educational trends and allows flexibility for teachers to use both proven and modern teaching strategies, approaches, resources and topics to meet the different learning needs of students

The effective use of information technology in teaching, learning and management

The teacher acting as the facilitator of guided learning experiences structured around the

- gradual release of responsibility, through the Explicit Instruction methodology
- effective school and educational leadership and management, and,
- a positive and committed approach to achieving the best outcomes for every child

P3 Photographs

School photos are taken every year, usually in Term 2. Class photos, individual photos and family photos are offered to parents.

R1 Reporting to Parents (Student's Progress)

Written semester reports are completed twice each year at the end of June and at the start of December. All parents are given an interview time in April and September. Parents may request an interview, if necessary, at any time.

R2 Religious Education

Religious education classes are held for all students in Year P-6 by a visiting Religious educator approximately once per term. Staff are required to attend and supervise students during these classes. Parents not wanting their children to participate in these classes must provide a note requesting this.

S2 School Leader

Students completing their senior year at Birdsville State School will be eligible to nominate for School Leader. If multiple students apply, a process will require students to write and recite a speech and votes will be completed by all students. The person who is successful will be the School Leader for the year, this person will place the flag out each morning and bring it in, conduct speeches on parade, participate in community events as a representative of the school and always conduct themselves in the appropriate way.

S5 Sport

Participation in sport is encouraged. We participate in a variety of sports and as part of the Health and Physical Education Program. We always require assistance from parents for coaching, supervision and transportation. If you have an interest or special talent with any sport, please offer your assistance.

All students are required to participate in physical education and sport unless there is a medical condition that prevents this. If a student is sick, injured or unable to participate, a note explaining this must be presented to the teacher.

S6 Swimming

Swimming and Lifesaving instruction is held during each year at the special swim camp held in Bedourie. Classes HPE lessons are timetabled to visit the Birdsville Pool for lessons, which are conducted by our Physical Education Teacher/class teacher and voluntary helpers. Swimming is an integral part of the Physical Education Program and all children are expected to participate unless medical or physical problems prevent them doing so. Written advice is required should you not wish your child to participate.

L2 Library

Students are encouraged to make use of our school Library. Primary students visit the Library during class time to borrow and return books. Students are required to return books by the due dates. If books are lost, damaged, misplaced or not returned, parents will be invoiced for the replacement cost of the book.

L3 Lost Property

Items of lost property are stored in a basket in the Staff Room. Items are stored for approximately two months and then donated to local charities. When items of clothing bear your child's name, many problems may be avoided.

M1 Medication

It is not permitted for staff to administer medication to students without WRITTEN permission from a student's parent or guardian. Such written permission MUST include dosage, quantity and regularity instructions. The School keeps a register of medication administration. Under NO circumstances can staff administer non-prescribed medication, e.g. Panadol, cough mixtures.

M2 Meeting Times (Regular Meetings)

At the end of term 1 and end of term 3 teachers will have a parent meeting to discuss the major topics and covered, as well as academic, social concepts being and emotional progress of students. Staff meetings are conducted monthly.

N1 Newsletter

Newsletters containing information about the School and P & C Association, as well as local news will be sent home at least once per term. Newsletters will be given to the youngest in the family who attends our school. It is your child's responsibility to deliver your newsletter to you, however this will be available online also at www.birdsvilss.eq.edu.au

P1 Parents and Citizens' Association

The P & C Association promotes the interests of the Birdsville State School by endeavouring to bring closer co-operation among the children attending our school, their parents, other citizens and the teachers of our school. It also fosters community interest in educational matters. Parents are strongly encouraged to become members of the P & C. P & C Meetings are advertised in the school newsletter. A directory of office bearers will be put on the newsletter following the Annual General Meeting. If you require a copy of the constitution of our P & C Association, please contact the school or the P & C secretary.

P2 Parking Area

Parking is available outside the front entrance of the school on Adelaide Street.

SUPPORTIVE ENVIRONMENTS where all people:

- feel safe, welcome, supported and encouraged to achieve success in a variety of ways
- are recognised for commitment, success and improvement
- are treated fairly, individually and with respect

EFFECTIVE COMMUNITY PARTNERSHIPS where teachers, students, parents and the community:

- recognise education as an essential part of a child's development
- demonstrate interest and encouragement, committing time and energy to students and their learning
- communicate, work together and support each other to maximise student learning
- make decisions and undertake actions that are in the best interests of students, the school and the Birdsville community

Effective learning in school will only take place if positive attitudes and enthusiasm towards education are fostered by both parents and staff.

It is the school's responsibility to:

- develop each individual students' talent as fully as possible.
- teach effectively and to set the highest standards in work and behaviour.
- care for each child when at school.
- help students to leave school willingly and able to make the best possible contribution to the community at large.
- encourage regular communication with parents as a basis for close co-operation between home and school.

It is the parents' responsibility to:

- show by their own example that they support the school in setting the highest standards in all we try to do.
- make sure that their children come to school regularly, on time, refreshed, alert, correctly dressed and ready to work.
- take an active and supportive interest in their children's work and progress.
- support the authority and discipline of the school, helping their children to achieve maturity, self-discipline and self-control.
- ensure their children's use of leisure time activities and part-time work does not impact negatively on their attendance or performance at school.

It is the students' responsibility to:

- attend school regularly, on time, ready to learn and take part in school activities.
- aim for the highest standards in all aspects of school life.
- co-operate with the staff and to accept the authority and rules of conduct of the school.
- consider and respect the feelings and property of other people both in school and in the wider community.

ENROLMENT PROCEDURES FOR 2016

School will commence for all students including Prep students at 8.45 am on Monday 23rd of January 2017.

New students who have not completed enrolment forms should report to the office accompanied by their parents or guardians. The school will be open for enrolments and interviews on Friday 20th January 2017.

AGE OF ADMISSION

Prep

Children entering full-time non-compulsory Prep must be turning 5 in 2017.

Kindy

Children entering Kindy Program must be turning 4 by the 30th of June 2017.

EVIDENCE OF DATE OF BIRTH

Education Queensland requires evidence of the date of birth of the child. This evidence may take the form of any of the following:

- (1) An official Birth Certificate or Extract.
- (2) A certificate from a doctor or clergyman - provided the date of birth and the year are clearly stated.
- (3) A newspaper cutting announcing the birth.
- (4) A Statutory Declaration made by the parent/guardian and signed by a Justice of the Peace. The evidence should be available at the time of enrolment.

H2 Head Lice

It is recognised that outbreaks of head lice occur from time to time at schools. Part of our health program includes education about, and a general awareness of head lice. To aid the reduction of the occurrence of head lice, we encourage all girls to wear their hair plaited, or up on their heads, once it becomes shoulder length. Regular weekly checks should be conducted at home for all children. You will be advised if there is a current outbreak.

H3 Homework

All teachers at our school will set regular homework. The type of homework may vary from time to time but you are assured that teachers carefully consider the amount and content of home tasks. Of course, we understand that some children may experience genuine difficulty with homework.

Some benefits of homework include:

- Consolidation of work taught
- Development of good study habits
- A sense of satisfaction
- To develop responsibility.

Please show an interest in your child's home studies and in other work he/she does at school. Talk about the school work being completed to encourage your child's efforts. Your participation is of great importance and will certainly develop positive and confident study habits and attitudes.

I1 Infectious Diseases

The National Health and Medical Research Council has determined the periods of exclusion in relation to infectious diseases. The Council recommends that we observe its instructions and it gives advice on the following infectious diseases: Chicken Pox, Mumps, Diphtheria, Encephalitis, Viral Hepatitis, Measles, Poliomyelitis, Rubella, Smallpox, Scarlet Fever and Whooping Cough. We have no doubt that your doctor will advise you in these matters, but if you require information, we can inform you of the Council's recommendations.

I2 Interviews

Please refer to Section "Appointments" for procedures when requesting an interview with Administrative Staff or Teachers. Interviews are conducted by class teachers at the beginning of term 2 and end of Term 3. Information sessions may be held during the year and parents will be notified.

L1 Leaving School Grounds

Students are not permitted to leave the school grounds for any purposes other than the following - Medical treatment, Dental treatment or Specialised instruction (Specialised instruction means instruction or training in a subject or activity that is not part of the student's normal school routine)

Other than in the circumstances listed above (called the Principals' discretionary granting of leave) students are not legally permitted to leave the school at any time during the school day. This regulation allows the principal to grant a student leave of absence in very limited circumstances. It allows the principal the discretion to grant leave of absence for only the above 4 reasons.

The principal must only exercise this discretion:

If a parent advises the principal of the student's requirement to leave the school grounds for such purposes it is advisable that the request is received in writing

In instances where the principal specifically requires that the request be made in writing, the parent must provide it in writing.

F1 Fire Drill (Emergency Evacuation)

The school has developed an Emergency Evacuation policy to respond to fire and other emergency situations. We conduct regular fire drills to ensure familiarity and confidence with these emergency procedures. The policy is adopted to ensure safety for your children.

F2 Fundraising

Our P & C Association conduct fundraising activities during the year for a variety of purposes including camp, to purchase equipment and provide amenities for our students.

G1 Guidance Officer

A Guidance Officer based in Mount Isa is available to our school throughout the year. This officer assesses children who are experiencing educational, social and emotional difficulties. The Guidance Officer meets with teaching staff and arranges appointments with parents if necessary. If you require assistance or further information, please contact the Principal.

G2 Grievance Procedure

This is a basic plan to follow if you have an issue that you would like to discuss with any staff member or parent. Remember that they cannot help solve a problem if they are unaware of its existence, so please communicate with the person involved as soon as possible after you become aware of the issue.

- Make an appointment during school hours to see the staff member at a time that is appropriate to you both. The supervising teacher should be contacted regarding any issues relating to Teacher Aides.
- Approach each other in a friendly and open manner as discussions between parents and staff can result in defensiveness on both sides. Remember the reason for the meeting is to clarify an issue and develop a plan of action that will result in improved outcomes for the student/s.
- Listen to each other carefully and keep an open mind. Be prepared to discuss in a positive manner ways to achieve the desired outcomes for everyone involved.
- Before finishing the meeting, make sure that all parties understand the issues, the action to be taken and who is to do what. If another meeting is required set a date and time then and there. All discussions are confidential.
- End the meeting on a positive note.
- If you are happy with the outcomes, contact the other person and let them know.

If difficulties continue, approach the Principal in the same way as outlined above. Before then, do everything you can to communicate with the parent or staff member in a friendly and open manner in a continued effort to solve the problem.

H1 Hats

Children are required to wear school hats at all times when outside at school. These school hats can be purchased through the school. Where hats are lost, damaged or no longer fit, students will be issued a new hat and parents contacted and invoiced for the cost of a new one. Small caps are not suitable or permitted. Students not wearing their school hat are required to stay under the buildings.

A1 Absences

Parents are asked to notify the school that they are aware of their children's absences. This should be done by telephoning the school office. A note should also be sent on the day of absence or when the child returns. This procedure is sought in the interests and safety of your child. Unexplained absences are reported to EQ through One School and the Enforcement of Compulsory Schooling and Compulsory Participation policy procedures will be exercised. This can include reporting to the police or Child Safety for prosecution or investigation.

A2 Accidents

Minor accidents will be treated at school – First Aid Kits are on hand to deal with minor bumps, abrasions and cuts. In the case of more serious accidents or illness, a parent will be notified as soon as possible. (or in your absence, another person as indicated on the enrolment form) In an emergency situation, the nurse will be contacted in the best interests of your child. Schools are required to complete an Accident Report for any student or staff member injured.

A3 Address (Change)

Please advise of any changes in address, telephone numbers or other information which you feel we should know. This information is entered into the school's computer system at the time of enrolment, and it is essential that necessary changes be recorded.

A4 Ambulance Transport

All Queensland residents are members of the Queensland Ambulance Service and are provided with free access to Ambulance service in the event of an injury or accident. The school will endeavour to contact parents prior to arranging ambulance transport wherever possible.

A5 Appointments (Interviews)

Parents seeking interviews with members of the teaching staff should contact the office for an appointment, and give a brief description as to what the matter is regarding. This process allows us to plan a time suitable for both parties. Parents should not approach teaching staff during teaching sessions unless the matter is of an urgent nature. Please refer to G2 – Grievance Procedures if you have a grievance you wish to discuss with school staff.

A6 Arrival at School

Parents should note that playground supervision is not provided before 8.30am. This is a busy period due to classroom preparation by the teacher, and therefore no full time supervision is provided.

Parents of children who arrive very early at school are especially advised to be mindful of this situation.

Children should not arrive at school before 8.15 a.m. If there are days when your child has to be at school before 8.15am, the school should be contacted to make the necessary arrangements.

B1 Bicycles & Scooters

Children may ride their bicycles or scooters to school and park them in the bike racks provided. Bicycles must not be left outside the grounds on public footpaths or at the front of the school. It is hoped that parents reinforce the traffic code taught at school by both the teachers and the police. Bicycles are not to be ridden in the school grounds. Helmets must be worn at all times.

B2 Book Club & Book Fair

This school participates in the Scholastic Book Club. Students receive a book club brochure approximately once every 2 months. Most purchases are very reasonable; however there is no obligation to purchase. If you wish to order, simply fill in the form and return it to the school by the prescribed date.

B3 Book List

The school will supply books and other resources, however we do ask parents to purchase a pencil case with 2 lead pencils (2B preferably), a ruler, scissors, glue stick, colours (pencils, crayons or pens).

B4 Book Work Policy

Birdsville State School staff hold very high expectations of student's book work. The bookwork policy is visible in the classroom and all students are taught the required expectations. If students choose not to follow these expectations, appropriate consequences will be implemented and parents will be notified. Please see your child's teacher or the principal for further information.

C1 Camps

School Camps are offered according to the availability and generosity of staff. If staff volunteer, all students will be given the opportunity to attend a school camp. Camps form a valuable part of our overall school curriculum because they provide educational and social experiences not available during normal school. The venue for camps, if offered, will be negotiated by the Principal, teacher, students and parents, with the Principal and teaching staff making the final decision. .

D1 Daily Routine

Students must arrive at school between 8.15 a.m. and 8.30 a.m. Students should not arrive before 8.15 a.m.

8.30 a.m	Prepare for school. Smart moves
8.45 am -11.00 a.m	Morning session (Periods 1-2)
11:00 am – 11:45 pm	Lunch
11:45 pm – 1:15 pm	Middle Session (Period 3)
1:15 pm – 1:45 pm	Afternoon tea
1:45 pm - 2:45 pm	Afternoon Session (Period 4)

D3 Departure (Leaving School Early)

Parents, who want their children to leave school early, must make prior arrangements either personally or in writing. Teachers will not dismiss any child earlier than normal unless they receive authority from the Principal.

D4 Departure (Leaving School at conclusion of school)

Students whose parents collect them are asked to wait on the chair at the front of the school on Adelaide Street.

D5 Detentions

Students may be given detentions by staff as a consequence of inappropriate behavior choices. Detentions may occur during lunch breaks or after school. In the event of an after school detention parents will be contacted to arrange a suitable day. No child will be detained after 3.20 p.m.

E1 Emergency Record Cards

At time of enrolment, details such as parents' occupations, telephone numbers, emergency contact details, illnesses, family doctor etc are recorded on the school's computer. This information is extremely useful when we need to contact you and we refer to it often for other relevant details. If you know of any change, which affects your children, please advise us promptly so that alterations may be made. If you have a mobile phone - please advise the school.

E2 Assessment (Testing and Measuring Students Progress)

Pupil progress is measured continuously as students participate in the curriculum and learning programs. Homework, class work, formal assignments and tests are also used to judge student progress. Student progress is reported to parents at the end of each Semester on report cards, with appropriate comments. Year 3, 5, 7 & 9 NAPLAN Tests and other standardised testing instruments are used by the school to monitor student progress in comparison to State benchmarks.

E3 Excursions

As part of the learning program, students may undertake an excursion to places of interest which are associated with a current unit of study. Suitable transport will be arranged and you will be informed of full details before an excursion is undertaken. On excursions, children are expected to wear their school uniforms.