Whitfield State School

Parent Information Book 2013

Whitfield State School
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INTRODUCTION
This booklet will inform you of facilities, procedures and organisations which are functional parts of our school. It is also hoped that it will give you a clear idea of the goals and objectives of our school. If any parents have any ideas or further information which could be placed in the book, please contact the Principal.

STATEMENT OF PURPOSE
Our school is committed to facilitating high quality educational outcomes for all students, in a caring inclusive environment, preparing them through productive partnerships, for and to contribute positively to an ever changing world.

SHORT HISTORY
Whitfield State School opened its doors for the first time in January 1989. The school was built to cater for the growing areas of Whitfield, Manoora, Kanimbla, Brinsmead Valley and Brinsmead Glen.
The school cost over two million dollars and was built to initially cater for four hundred and fifty students. Special Education facilities are integrated into our school campus.
The school was built on old cane land. There were no trees. Since the school opening, hundreds of trees have been planted by students, teachers, parents and community members.
Parents and teachers have also raised money to provide playground and sports equipment.
In the first six years our school community concentrated on putting together a set of policies and a development plan with a focus on the individual child. The school is managed through a School Principal.
Since 2003, a Preparatory Class has been operating at Whitfield. Our school was the only Cairns school participating in Education Queensland’s first Prep Trial. In 2007 Prep was “rolled out” for all Queensland Schools. We now have six Prep classes.

VALUES AND BELIEFS
Our school is committed to:-
- Providing a responsive, respected curriculum that enhances growth and learning for students and staff;
- Maintaining a safe, supportive and equitable environment;
- Continuing productive partnerships through cooperative efforts within the school community and beyond;
- Empowering students, staff and the school community by fostering self worth, responsibility and accountability;
- Encouraging the practice of shared values in our school community;
- Preparing learners to be active participants, locally and globally, in a changing world.

VALUES FOR AUSTRALIAN SCHOOLING
Values for Australian Schooling underpin our school’s statement of purpose and values and beliefs. These include:
* Fair Go   * Care and Compassion   * Doing Your Best
* Freedom   * Honesty and Trustworthiness  * Integrity
* Respect   * Responsibility   * Understanding, Tolerance and Inclusion

These “values” have been translated into our ‘TRIPLE R’ Framework.
MESSAGE TO PARENTS

Our school community welcomes all new parents and children to our school. To those parents who have children starting school for the first time, there would be realisation that this will be one of the biggest ventures of your child’s life. It is a recognised fact that parents have just as big a part to play as teachers in the attitude a child takes to school. Many parents realise that school is not regarded as a place where a child goes for six hours “just to get out of Mum or Dad’s hair.” It is a place where a child’s formal schooling happens, and it is much appreciated by all concerned when both places work together.

Please encourage, praise and be interested in your child’s first year of school. Your attitude has a big influence on the attitude your child will have towards school. Much emphasis will be placed on reading and language development in Prep and Year One/Two. Parents can help by hearing their children read every night as soon as books are sent home by teachers or by reading to children themselves from home books. Home co-operation is essential as it has been observed that generally, children who are helped and encouraged at home usually progress and further themselves more than those who are not. Of course, any interest and encouragement should not be to the extent that it becomes pressure on a child, and causes home/classroom/school tension.

To the parents of children in all year levels, I would like to stress that “education” is in some ways to do with “experiences”. A person is not educated simply because he/she is efficient at mathematics, communications (reading, writing, speaking) and science. These provide a very important base for the educated person, but we also need to allow children to have the opportunity of new experiences in art, physical education, camps, excursions, music and sport. The more worthwhile experiences our school can present to children the more “educated” our children are likely to become. It is the policy of this school to present some balanced variety in the child’s school life, but at the same time ensuring that BASIC SKILLS AND ESSENTIAL KNOWLEDGE are effectively learnt. To achieve this, we need to teach not only the major academic subjects, but also to give children other physical, cultural, social and intellectual experiences as well.

We are a state school which is attempting to use effective teaching techniques to bring out the best in each child.

I can assure parents we will be doing our best to make your child’s life at this school both enjoyable and rewarding. Our school is one this community can be proud of and with your cooperation we can make it a place where your children will become well equipped to take their place in society as responsible future citizens.

Tony Constance
Principal
1989 - 2011
ABSENTEES
When students are absent from school a note from parents/caregivers is required, or a phone call to the school informing of the absence. This requirement is in the best interests of pupils and parents.

No child is allowed to leave the school grounds during school hours (8.00am to 3.00pm) without a note or telephone call from parents. Children should be collected from school if they have to leave at any time during the day. Parents / Carers need to sign out their children at the administration office.

ACCIDENTS
Where accidents occur which might result in serious injury or need for medical attention, the school will contact parents and if indicated by information supplied on the Admission Forms by parents, the school will contact Queensland Ambulance Service (QAS). In some cases (as indicated by parents) children will be transported to the family doctor. In all cases, we would wish to comply with your wishes wherever and whenever possible, although the seriousness of an accident sometimes prevents this.

ADMISSIONS
Admissions of Year One pupils who have not already enrolled the previous year through attendance in our Prep Program will take place on the first day of the school year. A separate Enrolment Form needs to be completed for each student.

The revised regulations of the Education Act state:
1. A Principal may enrol a child in Year One only if that child has turned five years of age before 30 June of the previous year.
2. For the purpose of enrolment of a child, a principal may require a parent to produce to him/her, documentary evidence of the date of birth of the child.

BANKING
Volunteers from the Parents & Citizens Association conduct school banking each Tuesday. Children ‘post’ their banking in the P&C box located in the office before the commencement of the school day. We always need parent volunteers to process the school banking. The P & C Association receives commission for doing this job...a handy fundraiser.

BICYCLES
Parents of children riding bikes to school are asked to encourage their child to observe the rules of road safety and, on arriving at school, to store the bike in racks provided. All bicycles need to be secured by chains and locks. Bicycle racks are in proximity to McManus Street and Prep gates. The school reminds parents and students that wearing helmets is compulsory for bicycle riders. Bicycles are not to be ridden in the school grounds.

BOOK CLUB
The school participates in the activities of the Ashton Scholastic Book Club which makes quality books available regularly during the year. Children are supplied with order forms for their appropriate levels and encouraged to make their own selections for the purpose of acquiring their own collections. This activity is highly recommended to all students. Forward orders and correct money (or cheque made payable to Scholastic Australia Pty Ltd) to the LRC in an envelope marked with “BOOK CLUB” and your child’s name and class.

BUS STUDENTS
Students who travel by bus must wait at the McManus Street bus shelter after school. Students board the buses with the supervision of a teacher. It is expected students of this school conduct themselves in a polite and safe manner when travelling to and from school. I ask parents to continue to encourage excellent behaviour.

- BUS SERVICE
  Please contact Loves Bus Service on 4052 4500 for all information in regard to this service.

COLOURS
Our school colours are red, white and green. These colours are incorporated into our uniform. Our flag and banners are also designed around these colours.
CONSENT FORMS
Often students need to have consent forms signed by parents/caregivers before they can participate in swimming lessons, educational trips and other activities. These forms should be signed and returned if you want your child to take part in the particular activity.

CONTRIBUTION SCHEME
This school’s P&C Association has a voluntary contribution scheme. The Parents & Citizens Association decides on the amount at the beginning of the year, taking into account funds in reserve, equipment and resources needed, and the willingness of all parents to help with the fundraising activities.

Parents of the school, past and present, have started a tradition of untiring fundraising efforts to supplement the funding provided by the Government, but extra funds are needed to help support the quality education provided at school. Our school contributions are lower than most. We use the funds for the provision of many items needed ie. upgrading technology, improvements to school grounds etc.

EMERGENCY CONTACTS
On enrolling students, parents/caregivers are encouraged to ensure completion of the Emergency Contacts section on the admission form, giving details of preferably three emergency contacts in case of accident or illness at school. Parents are also asked to provide us with information of any physical disabilities, allergies etc. that their children have which are likely to affect their schooling. Please keep the school up to date on these matters.

ENTERING AND LEAVING SCHOOL GROUNDS
Parents are asked to take note of the following requirements when entering or leaving the school grounds on foot (with or without children).

- Please only use pedestrian gates
- Please only use footpaths
- Please walk bicycles inside school grounds

I am sure all parents can understand the reasons for these requirements. Parents entering or leaving the school grounds by the large vehicle gate are putting lives at risk. As Principal, I am responsible for those lives while they are on the school grounds.

Upon entering the school premises, parents and visitors are required to report to the Administration Office to “Sign In”. This system was devised for the safety of the students at our school. It is also a requirement that upon leaving the school grounds that all visitors “Sign Out”. In case of an emergency and evacuations, it is important for our Administration staff to know how many extra people are on the campus.

I encourage parents to present as models to our students and I thank you for your consideration on this safety matter.

FOOD STORAGE
Many of the students at Whitfield bring their lunch in a small esky or cooler bag with ice bricks to keep their lunches cool. These need to be clearly labelled with the child’s name and class. Esks are kept on the port racks outside the classrooms.

FOOTWEAR POLICY – March 2005:
Students are required to wear closed-in shoes to school each day.

Students without correct footwear will remain at the “No Hat, No Shoes, No Play Area”, and will not be allowed to play in the playground until appropriate footwear is worn. (This is for the safety of students – broken glass, syringes, diseases, pins and staples are some of the things that students may be exposed to and need to be treated with the greatest of caution. Footwear helps to minimize the effects of these potentially hazardous situations.)

FUNDRAISING
Our school Fundraising Committee is a sub committee of the Parents & Citizens Association. The office bearers of this committee are nominated at the Annual General Meeting of the P & C Association. We encourage all parents, including new parents, to become involved with this committee to help raise valuable funds for the school. Voluntary parent and citizen help is needed for such activities and enterprises as the Uniform and Book Shop, Family Nights, PACE Day, Sausage Sizzles, Cake Stalls.

HATS – “NO HATS, NO PLAY”
It is endorsed policy at Whitfield State School (by the P & C Association and staff) that all students are required to wear sun safe hats when playing in the playground. Before 9.00am, teachers will direct students
not wearing hats in the playground to move to a sheltered play area. Between 9.00am and 3.00pm, students not wearing hats will be directed to sit in our sheltered “NO HAT ZONE”. This policy has arisen out of our concern for the damage caused by the sun to skin, and Queensland Government policy.

Caps and visors will **NOT** be acceptable. Students are required to wear wide brimmed hats or legionnaire caps (caps with cloth protection at the back of the neck and over the ears). Preferred colour is our school’s ‘bottle green’ for Students in Years 1-7 and ‘red.’ for Prep

HEALTH & WELL BEING
To safeguard children with allergies, the sharing of food and water bottles is discouraged.

HOME STUDY
No formal homework is set for children in **Prep Year**. Teachers will suggest how you can support individual students when necessary. Of course it is expected that all children will be encouraged to **read books** every night, but this should not be treated as a chore. **We want students to love reading!**

In **Year One/Two/Year Three**, students are required to learn spelling, read ‘reading books’ and learn some tables. Some small amounts of written work might occasionally be given.

In the **Upper School Years 4-7**, homework tasks may vary. Most of it will be learning work. It is expected that all children at these levels will learn mathematics facts and spelling every night. Some written work will be set, at the discretion of the teachers. In Year Seven, the homework load is increased as an orientation for high school the following year.

Parents are asked to check regularly to see if homework is being done. As a general rule, students should not have homework which requires lengthy amounts of time on the busy parent’s part. Parents need to give encouragement with homework activities, but should not do it themselves for children or become involved to a frustration level. Please contact your child’s teacher if you or your child are having problems with homework.

HOURS OF INSTRUCTION

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.50am - 9.00am</td>
<td>Prepare for first lesson</td>
</tr>
<tr>
<td>9.00am - 11.00am</td>
<td>First school session</td>
</tr>
<tr>
<td>11.00am - 11.30am</td>
<td>Morning recess</td>
</tr>
<tr>
<td>11.30am - 1.10pm</td>
<td>Second school session</td>
</tr>
<tr>
<td>1.10pm - 2.00pm</td>
<td>Lunch</td>
</tr>
<tr>
<td>2.00pm - 3.00pm</td>
<td>Afternoon session</td>
</tr>
</tbody>
</table>

**ARRIVAL AT SCHOOL**
School commences each day at 9.00am. The first bell rings at 8.50am. Pupils should be at school by 8.45am to allow them to prepare for the day’s lessons. **Parents are kindly asked not to deliver any student to school before 8.00am.** No responsibility can be accepted by the school for students who arrive before this time as there will be no supervision.

**SCHOOL DISMISSAL**
Students are dismissed at 3.00pm. Some students walk home; others travel on the school bus which departs at approximately 3.15pm; other students are picked up by parents. We ask that all care be taken with vehicles in the pick-up area at the front of the school. (Refer PARKING OF VEHICLES.) It is expected that all students will be picked up by parents by 3:20pm. After 3:20pm parents/caregivers need to collect students from foyer of Administration Block, students will need to be signed out.

INCLUSION
The Whitfield State School community believes that there are very few disabilities or social factors that prevent students from participating in regular school activities. All students, regardless of disability, are catered for by the school in the least restrictive setting possible. All staff work together to ensure all students can have access to, participate in and achieve in all school programs.

INFECTIOUS DISEASES
Most students at some stage suffer from various infectious diseases such as chicken pox, school sores, head lice etc. Education Queensland has an exclusion policy for many infections and parents should contact the school for details as necessary.
INSURANCE COVERAGE IN SCHOOL SPORT
Parents are advised that the Department of Education does not have Personal Accident Insurance cover for students. Physical education, particularly contact sports, carries inherent risks of injury. It is a personal decision for parents as to the type and level of private insurance they arrange to cover students for any accidental injury that may occur.

INTERVIEWS WITH TEACHERS OR PRINCIPAL
It would be appreciated if parents who would like an interview with the principal, to please contact the office to make a convenient appointment time.

We encourage parents to discuss their child’s progress with his/her teacher/s. The most suitable time for doing this would be before or after school. Making an appointment with teachers helps them give parents quality time and does not disrupt classes or preparation for learning programs.

JEWELLERY
To comply with safety guidelines only the following pieces of jewellery are permissible at school:
1) Sleeper type earrings
2) Watch

For your child’s safety, please ensure that extra pieces of jewellery are not worn at school.

LEARNING RESOURCE CENTRE
Money is constantly being spent by both Education Queensland and the P & C Association to improve our selection of books, library resources, computers, software and the students’ access thereto.

Please encourage your child to use the LRC wisely, to treat the books and other resources with respect, and to return borrowed books on time for exchange or renewal.

A library bag (any bag large enough) helps the child to care for library books and carry them to and from school. A sewn material bag is best and one is available from the Uniform Shop incorporating the school’s emblem.

LOST PROPERTY
Lost property is kept in the administration block in the lost property box. Students and parents should check there first when searching for lost property. At the end of each term, all unclaimed lost property items are donated to charity ie. Lifeline. Parents should ensure that all articles of clothing and equipment are clearly marked with their child’s name and class.

MEDICATION
The following is Education Queensland’s policy regarding administration of medication to students by teachers. Please use it as a guideline.

If a teacher or other officer of the school staff must give medication to a student, the following guidelines should be observed.

GENERAL
a) A teacher or other officer of the school staff should accept responsibility to give medication at a school.
b) Where a teacher is to administer long-term medication, the instructions provided should be written by a pharmacist at the doctor’s direction. The teacher should not accept the instruction solely from a parent. The medication container needs to indicate specific times at which medication is to be administered as well as the quantity.
c) Medication provided for one student will never be administered to another student.
d) Unused medication is always returned to the parent/caregiver.

ORAL MEDICATION
a) Teachers may give oral medication provided it is given strictly in accordance with the instructions by the student’s medical practitioner and it is requested by the parents in writing (medication consent form).
b) Non-prescribed oral medication ie. analgesics, should not be given by teachers.
ASTHMA MEDICATION
Asthmatic students who are now responsible for taking their own medication at home are allowed access to their medication during school hours, provided that written permission from a parent or legal guardian is initially presented to the school. A supplementary Asthma Questionnaire is available from the Administration for parents to complete. Please contact the school for further details.

MOBILE PHONES
To comply with safety guidelines, mobile phones are not permitted at school. If parents require their child to have a mobile phone at school, the phone is to be left at the office during the day and a special letter of request is to be directed to the principal. All necessary and emergency phone calls can be made at the school office.

MONEY COLLECTION
Occasionally, it will be necessary for students to bring money to school for various purposes ie. Excursions etc. Please enclose the correct amount in an envelope marked with child’s name, class and purpose for which the money has been forwarded. Please return invoices, where applicable, with payment to the office between 8am and 1pm.

MULTI-AGE GROUPING
Students in our school are placed in multi-age classes. Classes are organised this way because of the benefits to children’s learning. To obtain further information about multi-age grouping, please talk with class teachers, make an appointment with the principal or obtain an information book from the office.

NEWSLETTER
A school newsletter is published each Wednesday to keep you informed of school news and events. Special notices, articles of interest etc. are welcomed for publication. All articles about P&C Association activities need to be handed in and endorsed by P&C Executive (before 3pm on the Tuesday before Wednesday’s publication).

OPEN DAYS
It is this school’s policy to have occasional open days during the year. We anticipate that some of these days will be held in conjunction with such days as Queensland Day and such weeks as Children’s Book Week and Education Week. All parents/caregivers and interested citizens are invited to these days. We will inform you of details via the school newsletter.

OUT OF SCHOOL HOURS CARE (OSHC)
This service is available to all students from 7.00am to 8.30am and 3.00pm to 6.00pm each school day. Students are fully supervised, a nourishing afternoon tea is provided and a range of arts/crafts, sports, games, cooking and video days is on offer. If you require further information concerning this program, contact should be made direct with the PCYC on the following numbers 4053 1532 or 4034 2268.

PARENTS AND CITIZENS ASSOCIATION
Meetings are held in the LRC on the second Tuesday of every month commencing at 6.00pm. All parents/caregivers (and citizens) are welcome to attend the meetings of this Association, which does excellent work in providing many amenities and improvements at the school and developing school policy. For the sake of your children and the quality of their education, please support this Association. Child minding is available at school for the duration of these meetings if parents advise the Secretary it is needed.

PARENT/CAREGIVER NIGHTS
Parent/caregiver nights are held for each class as early as possible each year. These allow parents to ask questions about teaching methods, classroom organisation and learning content. They also allow teachers and parents to get to know each other. Other nights will occasionally be held to help parents/caregivers get to know about specific areas.

PARKING OF VEHICLES
Apart from staff and official vehicles, no vehicles are permitted to enter the school grounds for any reason unless granted exemption in writing by the Principal. In cases of immobility or accidents with students, parents/caregivers are asked to phone the school so suitable arrangements can be made. Please always keep the Disabled Persons Loading Zone clear.

Vehicles can be parked at any time of the day on the other side of Marino Street, except of course in the Bus Zone as indicated between the ‘No Standing’ signs.
Please co-operate with the Crossing Supervisors and obey all ‘NO PARKING’, ‘STOP/DROP/GO’ and ‘NO STANDING ANYTIME’ signs and time limits. These are placed there in the interests of everyone’s safety. Police will be called if these signs are disregarded. Please make use of our set-down/pick-up road. Some guidelines for its use are:-

- Parents must stay in vehicles before 9.00am and after 2.30pm.
- Parents can park vehicles on the road and leave them between 9.00am and 2.30pm (ie. Tuckshop Roster).
- Parents are encouraged not to “jump the queue” in the Chevron area.
- The whole idea of the set-down/pick-up road is to keep the flow of traffic moving, so please move forward if there is space to assist in this regard. Please educate children to come out of school via the front gate and to move to where the family car is situated.

Refer to the diagram below for more detailed information.

**PREP SIGNING IN/OUT FOR TERM 1**
During Term 1, all Prep students must be signed in/out each day by their parent/carer. Each Prep class has their own book in the classroom.

**RELIGIOUS EDUCATION**
Half hourly lessons each Wednesday are conducted by the clergy or their assistants. Children attend the religious denomination indicated on the Admission Form. A child is not permitted to attend a different class unless written approval from parents is received. Children whose parents indicated that they do not want them to attend religious education will be supervised by classroom teachers.

**REPORTING**
Our policy for reporting student progress is based on the idea that teachers and parents/caregivers need to share information about students and to work together to help students’ progress with their learning. We therefore use a comprehensive range of reporting techniques to ensure this does happen.

A formal parent/caregiver/teacher conference is held for each child at the end of Semester One. A written report is sent home at the end of Semester One and Two. All students who transfer receive a detailed written report.

Parents/caregivers can make appointments to meet their child’s teacher at any time during the year if they have a need for information on their child’s progress.

Year Two Diagnostic Net, Year Three, Five and Seven NAPLAN and Year 4 & 6 QCAT test results are included in the reporting process.

DO NOT leave your vehicle during these hours
DO NOT leave your vehicle. You may only stop if your children are awaiting collec-

The pick-up/set-down area is designed to enable traffic to flow through quickly and safely.

PARKING ILLEGALLY ENDANGERS YOUR CHILDREN’S LIVES.
RESPONSIBLE BEHAVIOUR PLAN FOR STUDENTS
A Responsible Behaviour Plan for Students, based on the Code of School Behaviour, is in place at Whitfield State School to provide a safe, respectful and disciplined learning environment for students and staff. A copy of the Responsible Behaviour Plan is available from the Office.

SCHOOL CROSSING SUPERVISORS
School Crossing Supervisors are employed by Queensland Transport to help students and parents/caregivers safely cross Marino and McManus Streets. The school ensures that all children are well versed in correct crossing procedures. It would be appreciated if all parents/caregivers could encourage students to respect these procedures and we ask parents/caregivers to set an example by using the pedestrian crossing in the correct manner.

SCHOOL DENTAL SERVICE
The Queensland Government provides free preventative dental treatment every year to school students. The dental therapists operate from a mobile dental van and are in residence for several weeks. Contact the school for further details.

SCHOOL POLICIES
Our school policies are endorsed by parents of the school at the Annual General Meeting of the P & C Association. Copies are available from the office.

SCHOOL REQUIREMENTS
Parents/carers are directly responsible for providing textbooks and other personal resources for their children while attending school.

- **Prep and Years One to Three (Junior School)** — The option of participating in a Student Resource Scheme is available for parents of children in Prep and Years 1-3. The purpose of the Student Resource Scheme is to provide the parent/carer with a cost effective way of their child being provided with requirements for the year. This includes pencils, books, glue, scissors, writing paper, exercise pads, art consumables and a variety of other items. The participation fee is $60 per year for Prep/Year 1/Year 2/Year 3 students and is payable in Term 1 as soon as your child brings home an invoice. Payment can be made at the main office ‘paying window’. Eftpos is available. Should the child leave the school, a refund will be available by written request only, at time of transfer. The refund will be for full terms not completed.

Children will still be responsible for their articles both individually and collectively. Class teachers are responsible for managing these valuable requirements, ensuring equitable and efficient distribution to students throughout the school year.

- **Years Four to Seven (Upper School)** — As school resources tend to change occasionally, a full Booklist is distributed at the end of each year. All these items are available from P&C Bookshop in pack form only.

SHOES: “NO SHOES, NO PLAY”
Closed in shoes are to be worn at all time whilst at school as an endorsed policy by our P&C Association. This is for the safety of all students.

SPORTS HOUSES
Whitfield State School has three sports houses – Gillies – Red, Cook – Yellow and Kennedy – Blue. These names come from the major highways entering Cairns. Students are placed into Sports Houses upon enrolment. On sports Carnival Days, students are required to wear their sports house colour. Students receive a note home from classroom teachers prior to carnivals to let new students know what house they are in.

SWIMMING INSTRUCTION
The swimming program is an integral part of our Physical Education Program and all students are expected to participate. All levels are catered for from learners to competitive swimmers. This is an ongoing program from one year to the next (depending on costs and pool availability). Swimming sessions are usually held in Term 4 at a suitable pool in Cairns. Students are transported from our school to the pool by bus. Education Queensland provides partial subsidy towards total costs only for Year Five students. Students are invoiced for the balance.

Strict guidelines as to discipline, health and safety are set out and can be obtained from the school. Other guidelines are as follows:

1. Each student must bring their own costume, bathing cap and towel. It is preferable for girls to wear a one-piece costume.
2. Children are not to swim wearing hair pins, ribbons, bangles or other ornaments that may become loose in the water.

3. Children suffering from any kind of infection or from sores and skin complaints, will be excluded.

4. All pupils are to visit the toilet before swimming lessons.

5. Spitting and nose blowing whilst in the water is prohibited.

UNIFORM INFORMATION 2011

- GIRLS UNIFORM
  Whitfield State School polo shirt
  with bottle green shorts, culottes or netball skirt;
  Bottle green legionnaire hat or bottle green slouch hat—Years 1-7
  Red legionnaire hat or red slouch hat—Prep

- BOYS UNIFORM
  Whitfield State School polo shirt
  with bottle green shorts/ruggers
  Bottle green legionnaire hat or bottle green slouch hat—Years 1-7
  Red legionnaire hat or red slouch hat—Prep

THE FOLLOWING ITEMS ARE AVAILABLE FROM THE WHITFIELD STATE SCHOOL UNIFORM SHOP LOCATED IN THE AMENITIES BLOCK OPPOSITE THE TUCKSHOP. OPENING TIMES ARE ADVERTISED IN THE SCHOOL NEWSLETTER – ORDER FORMS ARE AVAILABLE FROM THE OFFICE, AND THEY ALSO APPEAR PERIODICALLY IN THE NEWSLETTER.

Whitfield State School polo shirts, available in poly cotton and cotton fabrics, sizes 6-22;
Bottle green shorts, sizes 6-16 (basketball shorts);
Bottle green legionnaire hats, adjustable with velcro strap (NO HATS-NO PLAY);
Bottle green slouch hats, small, medium and large (NO HATS-NO PLAY);
Bottle green culottes, sizes 6-22. *NB: Larger sizes in shirts & culottes can be ordered on request.
Library bags;
Second Hand items: Our Uniform Shop has a limited supply of donated second hand items.

- LIBRARY BAGS
  Children need a library bag to be able to take a library book home. Whitfield State School library bags are available from the Uniform Shop at the school.

SUPPORT YOUR SCHOOL UNIFORM SHOP!! CHEAPEST IN TOWN!!

USE OF SCHOOL FACILITIES
Parents or community members wishing to use school facilities out of school hours should contact the Principal, preferably in writing, to make suitable arrangements. Our school is in a Neighbourhood Watch area and observant community members have sometimes called Police when they have noticed people on the school grounds out of school hours. Because of this, we have short term and long term facility hire agreements available at no charge. Please contact the Principal to organise this facility.

VALUABLES
Students are not to bring valuable items to school (see also sections on Jewellery/Mobile Phones). If a student wishes to bring a valuable item for “show and tell” the item is to be given to the child’s teacher for safekeeping

YEAR SEVEN END-OF-YEAR FUNCTION
Year Seven students participate in an annual traditional function celebrating them successfully completing primary schooling. This takes the form of a luncheon at a restaurant. The students are accompanied by their teachers and the principal. The function has always been very successful. In the past, much praise has been given to the Year Sevens for their behaviour and presentation at the function.

HOW CAN WE HELP?
Parents have helped before their child has started school and during school years when they have:-
- Shown patience and waited for him/her to finish speaking.
- Read a goodnight story (especially to young children)
- Answered annoying questions (gladly, promptly and honestly)
- Explained current happenings
- Posed problems
- Encouraged and insisted upon a daily routine (going to bed, waking, washing, eating etc.)
- Allowed him/her to do large paintings and drawings
* Provided dressing-up clothes for preschoolers and younger students
* Spoken clearly and carefully
* Corrected speech errors (without nagging)
* Used the correct names of things
* Listened to his/her comments
* Explained desirable behaviour
* Helped him/her to understand that there are usually two sides to any argument, dispute or discussion
* Given him/her the opportunity to play with other children
* Taken their children on trips, holidays and excursions
* Shown that ordered and co-operative family living is necessary and that certain rules and regulations are necessary
* Refrained from criticising others in front of him/her
* Respected his/her property and encouraged likewise from him/her
* Taught him/her healthy attitudes to competition and to be a good loser
* Let the child know constantly that he or she is loved
* Developed the questioning mind – by word of comment that challenged his/her thinking, ie. don’t always give a simple answer
* Arranged suitable study facilities
* Encouraged an interest in books – if no home supply, at least the use of libraries
* Talked about school and classroom activities with him/her
* Made direct efforts to communicate with the school so as to develop some understanding of current methods and materials to give confidence in helping with home studies
* Worked with a teacher in carrying out recommendations for home help
* Actively involved themselves in community activities ie. school committees, working bees
* Attempted to encourage a wholesome educational program (selection of books, comics, TV programs etc.)
* Given positive praise wherever possible
* Set good examples for future life expectations (ie. getting to school on time)