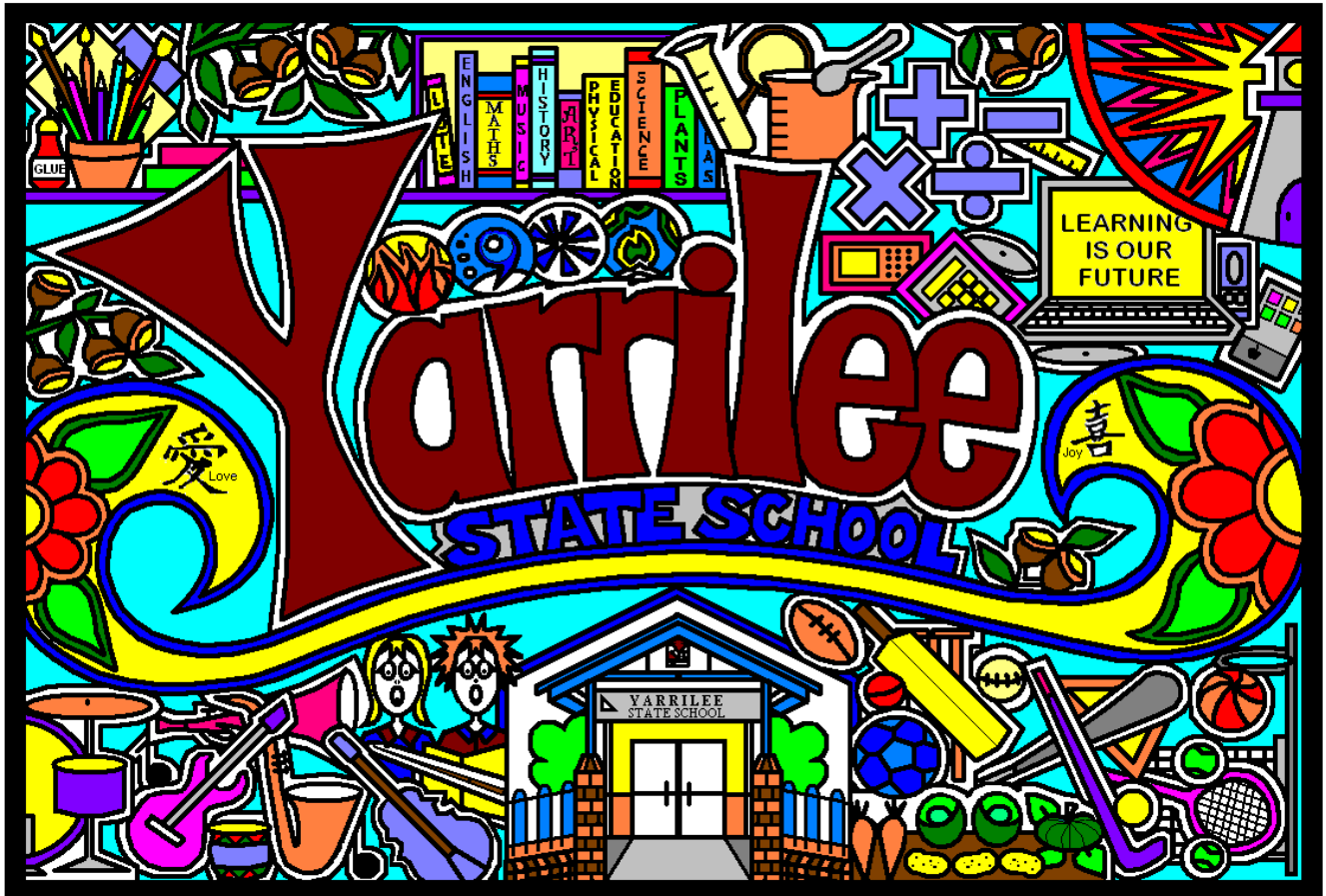




Yarrilee State School



Proud to be an Independent Public School



Debbie Neale - www.clickncolour.com

KEYS TO SUCCESS - PERSISTENCE; RESILIENCE; CONFIDENCE; GETTING ALONG AND ORGANISATION

Parent Handbook

Principal's Message

Thank you for choosing Yarrilee State School as the provider for your child's education. Located in stunning Hervey Bay, Yarrilee provides a world class education to students ranging from Prep to Year 6.

As principal of Yarrilee State School, I am very proud to be part of a committed school community that constantly strives to make our school the great school that it is. We continue to grow in enrolments as we excel at providing quality public education in a safe and supportive learning environment.

In 2016, Yarrilee State School became an Independent Public School in recognition of the high quality educational opportunities offered to students in the areas of academia, sport, music and citizenship.

We focus on our motto "Learning is our Future" as we aim to develop each and every student to be literate, numerate, active, healthy and engaged citizens of Yarrilee and the global community. As a large primary school in the Hervey Bay cluster of schools, we offer first class, innovative curriculum programs in a range of classroom settings. Our programs differentiate for the diverse range of learners with these programs reviewed each term from a whole school perspective. A range of extra curricula programs offer some excellent extension opportunities. These include: Yarrilee Voices (an auditioned choir), Instrumental Music tuition, Yarrilee Eagles Golf Enrichment, South Wind Spirits Cheer Leading and Pom, Hervey Bay Zone, Wide Bay and Queensland level sport representation.

Students with disabilities are supported in their learning within the classroom setting with a range of programs to support all students to reach their full potential.

In our classrooms, students work with the Australian Curriculum in English, Mathematics, Science, HASS (Humanities and Social Sciences) Technologies, The Arts, Health & Physical Education and LOTE (Chinese – Senior School). We have a strong focus on the development of Literacy and Numeracy skills in preparing our learners for their future. Our classrooms have digital cameras and devices, data projectors, laptops and pods of iPads that students can access to enhance their learning. Two additional classroom computer labs are also located in the school resource centre.

Through a multi-tiered, whole of school approach to supporting "all students" through trauma informed and inclusive practice, we want our students to flourish as caring and respectful individuals who display compassion and empathy to develop authentic relationships. There is a consistent focus across the school with the use of daily circle time meetings, mindfulness meditations, brain breaks and predictable routines.

The Yarrilee staff is committed to excellence and constantly engages in professional learning to ensure curriculum and pedagogy meets the needs of today's learners.

Yarrilee is a great school in a great location!

Sharon McMorrow

Principal

WHY CHOOSE YARRILEE FOR YOUR CHILD?

Yarrilee State School is a community of learners who feel a strong bond with each other. The school has a safe, warm and welcoming atmosphere where difference is accepted and making a difference is expected. Our values and beliefs will be obvious in our respectful interaction with peers and with others.

Here, the students and staff see themselves not only as Hervey Bay, Queensland and Australian citizens but, more importantly, as global citizens. Leadership qualities will be developed and encouraged from a young age.

There is a sense of purpose evident in the classrooms, where challenging tasks are undertaken in a supportive and nurturing learning environment. There is a culture of praise for effort and achievement.

Information and communication technology including robotics and coding is used as a tool to enhance learning outcomes. Students have an appreciation for the skills and attributes necessary to survive and prosper in modern times.

Our whole school community embraces a collective effort to optimise the social, emotional and academic outcomes of all young people promoting lifelong learning.

LEARNING IS OUR FUTURE.

ENRICHMENT AND EXTENSION PROGRAMS

Yarrilee State School prides itself on “Developing the Whole Child” and we have some very exciting Enrichment and Extension Programs aimed at taking our students learning above and beyond the classroom.

Throughout the school year there are a range of specialised programs in which selected and identified students will have the opportunity to be immersed in workshops and ongoing training, working with both our talented staff and industry professionals.

Enrichment and Extension programs currently underway at Yarrilee include:

- Cheerleading/ Pom
- Golf Excellence Program
- Music Keyboard Program
- AFL/ NRL Development Teams
- OZtag All Schools State Cup Teams

SCHOOL DIRECTORY

Address: 15 Scrub Hill Road, Urraween, Hervey Bay, Qld 4655

School Telephone: 41977111

School Fax: 41977100

Student Absence Line: 41977179 (24 hour message bank/ absentee line)

Email: admin@yarrileess.eq.edu.au

School website: www.yarrileess.eq.edu.au

School Facebook Page: <https://www.facebook.com/YarrileeSS/>

Office Hours: Monday- Friday 8.00am – 3.15pm

(an answering machine is in place for messages outside of office hours)

SCHOOL ROUTINE

Time	Routine
8.00am	School administration office opens
8.45am	First bell rings. Students prepare for school, visit toilet
8.50 am- 10.50am	Morning Session
10.50- 11.30am	First Break
11.30- 1.30pm	Middle Session
1.30- 2.10pm	Second Break
2.10- 3.00.pm	Afternoon Session
3.00pm	School bell to close day
3.15pm	School administration office closes

SCHOOL STRUCTURE

Yarrilee is structured into three Mini Schools.

- Junior School Mini School caters for children in Prep, Years 1 and 2
- Middle School Mini School caters for children in Years 3 and 4
- Senior School Mini School caters for children in Years 5 and 6

Within each Mini School, students are organised into age based groups of mixed ability and gender. There may, at times, be a situation where multi age groups are formed because of student numbers.

INDEPENDENT PUBLIC SCHOOL STATUS

Yarrilee State School was named as an Independent Public school in 2016. This status is recognition of the success of our high performing school which offers quality curriculum and co-curriculum programs.

Being an IPS school allows for more flexibility in curriculum delivery, staffing and funding models to ensure the best outcomes for all students.



Community groups and businesses are welcome to sponsor targeted areas of Yarrilee's programs. If you wish to be involved in this, please contact the school office for more information.

HOW TO ENROL YOUR CHILD AT YARRILEE SS

To enquire about enrolling your child at Yarrilee State School, please contact our school office on (07) 41977111, email the Principal at principal@yarrileess.eq.edu.au or visit the school to collect an enrolment information pack and to arrange an enrolment interview. Application for Enrolment Forms can also be downloaded from the school website.

Yarrilee State School operates under an Enrolment Management Plan. For information about our Enrolment Management Plan, please visit the Yarrilee State School page on the Department of Education and Training's website.

ENROLMENT INTERVIEWS

An enrolment interview will take approximately 30 minutes to an hour. At this interview we would like to take the time to:

- meet with you and your child
- discuss your child's individual needs and past school experiences
- discuss the enrolment agreement and other related items as outlined in the enrolment package
- take you and your child on a tour of the school and facilities

FORMS TO BE COMPLETED FOR ENROLMENT

- Application for student enrolment form
- Enrolment agreement form
- Internet agreement form
- Media consent form
- Enrolment health form

FORMS TO BE PRESENTED FOR ENROLMENT

- Birth Certificate (proof of age) and Proof of Residency (rates notice/rental agreement/ electricity bill)

ABSENTEEISM – STUDENT ATTENDANCE

Section 176 of Education (General Provisions) Act 2006 requires parents of a child of compulsory school age to ensure that their child attends school on every school day.

An explanation must be provided whenever a student is absent, or plans to be absent, from their educational program. Parents will be notified by SMS of any unexplained absences. Unexplained absences greater than 3 days will be followed up by the Administration Team.

Parents/Caregivers are responsible for:

- Advising school of the reason for any absence, if not before the absence, then within 2 days of the student's return to school

Absences from school that can be recorded as satisfactory may include such factors as:

- Medical or dental treatments and procedures
- Sporting events other than those associated with the school
- Funerals
- Cultural reasons

The Principal will advise parents/caregivers if the reason for a student absence is considered unsatisfactory.

A full record of student attendance is maintained and reported on the student report card each semester.

In the event of your child being absent please contact the school with the student's name, teacher and reason for absence by:

- Dialing the Student Absence line 41977179 the morning of your child's absence
- Emailing admin@yarrileess.eq.edu.au, or
- QParents

Parents/caregivers of students who are going to be absent for more than 10 consecutive school days must apply for an exemption from compulsory schooling via the school administration.

ACCIDENTS

Unfortunately, accidents do happen, no matter how many precautions we take. If your child is involved in a minor accident, he/she will be given first aid at the school. If the accident is more serious and we feel further medical attention is needed, we will make every endeavour to contact you regarding the situation (hence, the need to update emergency contact numbers immediately they change). In an emergency situation, the ambulance will be called.

ADMINISTRATION OF MEDICATION

All medication, including over-the-counter medication such as paracetamol and alternative medicines, treatments or supplements, must be authorised by a medical practitioner before it can be administered to students.

Short Term and Long Term Conditions/Medication: A 'Request to Administer Medication at School' form needs to be completed by the parent or their child's medical practitioner for students with chronic (long term) and short term medical conditions who require *routine, short term or emergency medications* i.e. anaphylaxis, diabetes, epilepsy or asthma medication and general medication. This form can be downloaded from the school website or obtained at the office.

ADHD - If your child is medicated for this condition your paediatrician is to supply a letter stating your child's name, Date Of Birth, medication type and strength, dosage and time to be administered.

Regulations of the Education Act, amended in 2013, require that before medication is administered:

** a parent has completed and returned relevant documentation i.e. letter/'request to administer form'

** the prescription label on the medication clearly states:

- (a) the name of the child
- (b) the dosage and times for it
- (c) the doctors name

Please note: All medication is to be stored at the office and signed in using the appropriate form, unless prior approval has been given by admin.

Under no circumstances (other than those listed below) are students to hold medication in their school bag or desk for self-administration.

ASTHMA/EPIPEN MEDICATION

Asthma medication and Epipens are to be held in the office and administered by staff, except in the following situations -

Asthma medication – A written letter has been produced from a doctor stating that the relevant student is competent enough and at an acceptable age where they are able to self-administer.

Epipen – Student has a life threatening condition which requires them to carry a second Epipen, (secured in a personal bum bag) at all times.

ARRIVAL/DEPARTURE

There is NO formal supervision of students before school as teachers are preparing for the day's teaching. Under no circumstances should children arrive at school prior to 8.00am.

Students arriving at school between 8.00 am and 8.15am are required to proceed to the area between Admin office and resource centre. At 8.15am students are dismissed and moved to the supervised Junior, Middle and Senior school areas. There is no access to playground equipment after school.

If a child has to leave the school before the end of the day, he/she must be collected **from the office** by a parent/guardian and signed out. All pedestrians must enter/leave the grounds via small pedestrian gates (**NOT VEHICLE ACCESS GATES**). To minimize vehicle movement within the school grounds there is no parent parking, drop off or pick up zones within the school grounds. The safety of your child is our main priority.

ASSEMBLIES

Parents are most welcome to attend. Assemblies are an important avenue for dissemination of information to school students. Parents will be advised as to when assemblies will occur.

BEHAVIOUR MANAGEMENT

Children are expected to display appropriate behaviour all times at school and on the way to and from school.

At Yarrilee we have developed The Student Code of Conduct. Our emphasis is on a problem-solving approach to behaviour that focuses on helping students to restore relationships that have been affected through poor choices. Behaviour is explicitly taught using our behaviour expectations that have been developed around our School Values of 'Caring for Learning', 'Caring for Others', 'Caring for Ourselves' and 'Caring for our Environment'.

Behaviour is positively recognised through our I Care Card system where students receive tokens for displaying our 4 School Values. Students can trade these cards in at our prize shop called Care Central.

Please refer to the Student Code of Conduct for further information about Behaviour Management at Yarrilee, which can be located on the school website for more information.

BICYCLES AND SCOOTERS

Bicycles and scooters are to be parked in the racks provided. Children should not ride their bikes or scooters in the school grounds. All scooters and bikes are to be secured by a safety lock or chain to avoid theft. Bike helmets should be worn by all students riding bikes and scooters.

BUS TRAVEL

Many of our students will be travelling to school by bus. This service is co-ordinated by Queensland Transport. It is the parents' responsibility to contact the relevant bus company to organise appropriate bus routes and then inform the office of their child's intended bus number. Parents also need to advise both the school and bus company of any change of address - failure to do so will result in your child's name being taken off the bus list.

Any enquiries should be directed to:

Wide Bay Transit: 41213719
Bay Bus & Coach: 41286411

Students are reminded to be courteous and well-behaved while travelling on bus transport. Students are supervised by teaching staff while waiting for their bus to arrive and normal school rules apply to their behaviour.

RESOURCE SCHEME/BOOKLISTS

Our school currently has a Resource Scheme endorsed by our P&C which covers all books and stationery requirements. This is an economical method of ensuring your child has all materials necessary for their educational program. Approximately 98% of families use this facility.

Please note: No cash refunds of the Resource Scheme are given. Students leaving Yarrilee SS will be issued with their year's entitlement of resources on a pro rata basis (as per resource list), providing full payment has been made.

A list of books and other requirements is also prepared each year. Parents not wishing to participate in the Resource Scheme should request a booklist and purchase all items relevant to the year level.

Please refer to our school website or contact our school office for information about the current Resource Scheme.

CLASS DOJO

ClassDojo enables teachers to share messages, updates, events and photos with the families of their students. It's simple, secure, and gives parents a window into their child's school day. The app can be used on any device: it's a simple, free mobile app for iOS and Android, and can also be accessed from your computer. It also provides a platform for parents to be able to communicate quickly with their child's class teacher. Your child's teacher will send you an invitation to join ClassDojo on your child's enrolment.

CLASSROOM ISSUES/CONCERNS

Yarrilee aims to provide a supportive environment for every student. Concerns related to student's work and classroom issues or procedures need to be taken to your student's teacher. This is the person who best knows and understands your child at school. Non-urgent matters can best be addressed if a mutually convenient time is organised. Should it be necessary an appointment may then be organised with the Year Level Deputy Principals or Principal.

CLASSROOM TEACHER INTERVIEWS

The most important time teachers have during the day is the half hour or so before school when they are preparing daily tasks. It cannot be stated strongly enough how important parent/teacher contact is, but it is equally important that appointments are made, so that teachers are free of other matters, to give you their full attention. To arrange for an appointment, please write a note or send an email to your child's teacher, or contact the school office, indicating times you are available, so that a satisfactory arrangement can be made.

CUSTODY ORDERS/ PARENTING AGREEMENTS

If your child becomes the subject of either of the above documents, it is imperative that you provide a copy of these documents to the administration and make an appointment to share the implications for your child. We keep a copy of these documents on file and inform the class teacher of the arrangements. We work with you and the relevant authorities including Child Safety and Qld Police to ensure these orders are followed. However, we can only do this effectively if documents on file are kept current and any changes are shared immediately with us.

CHAPLAINCY

This school community provides a chaplaincy program endorsed by the school's Parents and Citizens' Association. Detailed information about the school's chaplaincy program is on the school's website. The chaplain is involved in a range of activities at Yarrilee SS.

DENTIST

The School Dental Van visits our school on a biennial basis. If your child has a toothache or requires urgent dental work please contact the Oral Health call line on 41228670.

DISEASES - EXCLUSION TABLE FOR COMMUNICABLE DISEASES

CONDITION	CHILD WITH INFECTION	PERSONS EXPOSED TO THE CHILD WITH THE INFECTION
CHICKEN POX and SHINGLES	Exclude for at least 5 days AND until all blisters have dried	Any child with an immune deficiency (eg leukemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded
CONJUNCTIVITIS	Exclude until discharge from eyes has ceased	Do not exclude
CYTOMEGALOVIRUS	Exclusion not necessary	Not excluded
DIARRHOEA	Exclude until diarrhea has ceased for 24 hours	Not excluded
GLANDULAR FEVER	Exclusion not necessary	Not excluded
HAND, FOOT & MOUTH DISEASE	Exclude until all blisters have dried	Not excluded
HEPATITIS A	Exclude until a medical certificate of recovery is received. But not before seven days after the onset of jaundice or illness	Not excluded
HEPATITIS B	Exclusion not necessary	Not excluded
HEPATITIS C	Exclusion not necessary	Not excluded
HERPES (COLD SORES)	Young children unable to comply with good hygiene practices should be excluded while sores are weeping (Sores should be covered with a dressing where possible)	Not excluded
HUMAN IMMUNE-DEFICIENCY VIRUS (HIV AIDS Virus)	Exclusion is not necessary unless the child has a secondary infection	Not excluded
IMPETIGO (School Sores)	Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.	Not exclude
INFLUENZA	Exclude until well.	Not excluded
MEASLES	Exclude for at least four days after rash has started	Immunised and immune contacts not excluded. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school.
MENINGOCOCCAL INFECTION	Exclude until adequate carrier eradication therapy has been completed.	Not excluded if receiving rifampicin.

MENINGITIS (Bacterial)	Exclude until well.	Do not exclude
MUMPS	Exclude for 9 days or until swelling goes down.	Do not exclude
PARVOVIRUS (Erythema infectious, slapped cheek or "Fifth Disease")	Exclusion not necessary	Not excluded
RINGWORM, SCABIES, HEADLICE	Exclude until day after proper treatment has started	Do not exclude
RUBELLA (German Measles)	Exclude until fully recovered or for at least four days after the rash has started.	Not excluded. (Female staff of childbearing age should check their immunity to rubella with their GP.)
STREPTOCOCCAL INFECTION INCLUDING SCARLET FEVER	Exclude until the child has received antibiotic treatment for at least 24 hours and the person feels well.	Do not exclude
TUBERCULOSIS	Exclude until well and approval to return has been given by a Public Health Unit Physician or delegate.	Not excluded.
TYPHOID FEVER AND PARATYPHOID fever	Exclude until well and approval to return has been given by a Public Health Unit Physician or delegate.	Not excluded unless advised by public health.
WHOOPIING COUGH	Exclude for 14 days from onset of coughing or until child has taken 5 days of an appropriate course of antibiotics.	Household contacts who have received < 3 doses of pertussis vaccine should be excluded from childcare until they have taken 5 days of an appropriate course of antibiotics, or from 14 days after their last exposure to the infection.

- As these conditions are spread by the gastrointestinal route, care with hand washing is important, particularly, where food handling is involved.

EXCURSIONS/INCURSIONS

During the year, excursions and incursions are planned around curriculum activities. Notes are sent home prior to these excursions/incursions. Permission notes and medical forms must be signed by parents/caregivers before students can attend. Please abide by due dates, as we are often required to organise buses or catering and therefore cannot accept payment after due dates. Money is to be handed into the office.

FAMILY RECORDS AND UPDATED CONTACT INFORMATION

On enrolment of your child, you will be asked to fill in your family details for our school records. These become very important when there is an accident at school and we need to get professional medical attention for your child. Please fill in all the details.

Please notify the school, in writing, of any changes to details provided at time of enrolment - address, contact phone numbers, marital status, custody arrangements, occupation, doctor etc. This information is confidential and accuracy is required, particularly in an emergency.

FOOD ALLERGIES

It is imperative that the office be advised of any allergies that your child may suffer.

P&C FUNDRAISING

We have an active group of parents who help our school acquire resources through fundraising activities. They would love to hear from any parents who are willing to lend a hand. Please contact the Fundraising Committee through the P&C or the school office.

GUIDANCE OFFICER

Yarrilee SS has a Guidance Officer based at the school from Monday to Thursday. The role involves working with students and their parents or caregivers, often in conjunction with teachers, specialist support personnel and other community agencies, to identify factors that can be barriers to learning, school engagement and development.

HEADLICE

In our subtropical climate, head lice have a perfect breeding environment. If head lice are detected in your child's hair, you will be advised and asked to treat your child's hair before they return to school. A note will be sent to all parents/caregivers in the group informing them of the incident. **ALL** parents are asked to treat their child's hair.

HEALTHY SCHOOLS

At Yarrilee we actively promote Healthy Eating, Nutrition Knowledge and Physical Activity. When students enter Prep, a Healthy Eating program is introduced and, in subsequent years, these practices are reinforced through many different aspects of Class Programs.

Below is an outline of our Healthy Eating Program.

Aim:

To develop healthy and nutritional practices which in turn will improve society's lifestyles and environment.

Goal:

To develop healthy and nutritional practices at home and school.

To broaden knowledge of healthy foods and effects of eating unhealthy foods.

To promote critical reflection on eating practices.

Objectives:

To develop a supportive partnership between home and school in relation to healthy eating.

To increase parents' knowledge of healthy foods and practices.

To promote better eating practices in the home and at school.

To provide integrated meaningful experiences relevant to healthy eating practices.

To encourage critical reflection and action with regards to healthy eating within the children's learning experiences.

Outcomes

Parents support the program by providing healthy choices of food in the children's lunchboxes.

The staff members promote healthy eating through integrated activities—in role play, language activities, literature, guidance at meal times, cooking.

The staff members encourage critical reflection of their eating practices at home and school within these activities.

Why promote healthy eating?

Poor nutrition can contribute to adolescent and adult obesity, cardiovascular disease and osteoporosis. Children often have small appetites, so when they fill up on less nutritious foods, they may not have room for the nutritious foods they need.

Many less nutritious foods can contribute to tooth decay.

Children may not learn which foods are better choices.

Lifetime eating habits are formed in the early years of life.

A child's early years are important for physical and mental development

Food eaten by children in the school setting often equals a large proportion of the food they eat over the whole day.

Poor food choices contribute to poor concentration and mental functioning.

The drinking of water will be highly encouraged.

Healthy eating practices are integrated into the children's learning activities—cooking, literature, role-play, and conversations.

Fruit & Vege Break is encouraged and promoted throughout the school.

HELPING HANDS YARRILEE

The Helping Hands Network manages and operates the Outside School Hours Care (OSHC) Program at the school.



The Helping Hands Network is committed to building stronger, happier and healthier school communities through the provision of quality childcare in partnership with children, parents and schools. Our service meets all National and State Quality Assurance and licensing requirements and is convenient to use. We work with government departments to ensure parents receive the maximum financial contribution available for the cost of care.

The Helping Hands Network employ staff that have the appropriate qualifications and who are passionate about providing a program for your child that will meet their specific needs with regard to age, skill, interest and ability.

All of our programs are developed in consultation with the children, parents, school community and staff. A weekly program and menu is displayed at the service. Our programs are tailored to cater to the children's age, skills, interests and abilities through a variety of challenging and recreational activities. We provide a broad range of activities, e.g. cooking, music, sporting activities, homework club, free play, water activities, dance, construction, art and craft, outdoor activities. The development of life skills is an important part of our program and we recognize the importance of understanding middle childhood and play in the development of children. Through observation and evaluation, we are constantly ensuring our programs meet our desired outcomes.

Operational times -

Monday to Friday

Before School Care

6.30am to 9.00am

After School Care

3.00pm to 6.00pm

School Holidays / Student Free Days

6.30am to 6.00pm

The Helping Hands is an approved Child Care provider and families may be eligible to claim rebates on their fees.

Please contact the Coordinator on 0459 131 552 for any information on the program, rebates, enrolment information or to obtain a quote. On school days staff can be contacted from 2.30pm onwards.

For more information on the Helping Hands Network, please see our website

www.helpinghandsnetwork.com.au

HOMEWORK

Homework provides students with the opportunity to consolidate their classroom learning, pattern behaviour for lifelong learning and involve family members in their learning. Homework consists of Home Reading and may also involve the completion of unfinished class tasks or assignments.

Homework for Prep to Year 2 students now necessitates parents to access the Decodable Readers Australia online reading library using an individual login that will be supplied by your child's class teacher. Students in Prep and Year 1 will also bring home sight words. Selected Year 2 students may also have sight word recognition as part of their homework.

ILLNESS

Children should not be sent to school sick, as we have limited sick room space and supervision.

If your child becomes ill at school, our response will be determined by the apparent seriousness of the signs and symptoms. Often, a child will be sent to the sick room where recovery sometimes occurs after a short rest. If the illness is more serious, we will try to contact you at your home or place of work, with a view to sending the child home. If, in our opinion, the child requires urgent medical attention, this will be sought immediately, if attempts to contact parents are unsuccessful.

IT IS EXTREMELY IMPORTANT TO KEEP THE EMERGENCY CONTACT PERSON, PERSONAL PHONE NUMBERS, EMAIL ADDRESS AND HOME ADDRESS UP TO DATE AT ALL TIMES

INTERHOUSE SPORT

We have four sporting houses at Yarrilee. They are:

Water = Blue

Earth = Green

Wind = Yellow

Fire = Red

When your child enrolls they will be placed in a house. School Sport Uniform shirts that correspond with the house colour can be worn on your child's PE days, sports carnival and Walk to School days. Families are always placed in the same house. House shirts are available for purchase from the school's Uniform Shop.

KINDYLINQ AT YARRILEE STATE SCHOOL

Fun, free play and learn sessions for children aged from birth to 3 years old and their families

KindyLinQ is a play-based program that families can attend in the early years before their children start kindergarten.

The program provides a safe, welcoming space for families to stay with their children and participate in fun early learning experiences.

KindyLinQ is led by a qualified teacher and early years support coordinator for 3 hours a week every Friday from 8.45 to 11.45.

Benefits for children and families

KindyLinQ enables young children to play, explore, sing, create and socialise with their parents, other children and experienced staff in a safe space.

The program also offers guidance for families about how to support their child's learning and development at home.

Parents and carers play the most significant role in establishing the environment children need to support optimal development and learning, and they will attend each session with their child.

Learning through play

KindyLinQ is based on a facilitated playgroup model. It is about children learning through hands-on experiences with the support and guidance of a caring adult.

Children will learn skills that will support them now and in later learning, including socialising, managing their emotions and developing language skills to ensure they can effectively communicate their ideas and needs.

The program is informed by the Early Years Learning Framework and is separated from the curriculum expectations of school-age children.

KindyLinQ also assists in connecting families with approved kindergarten providers.

Please contact Kelli-Anne Cottle, Yarrilee State School's Early Years Support Co-ordinator, on 41977111 with any enquiries.

LEAVING THE SCHOOL GROUNDS

Once children arrive at school they are to remain in the school grounds unless permission is granted to leave. Children must be officially signed out through a register located in the school office.

LOST PROPERTY

Lost property which is valuable (jewellery, money etc) is kept at the office. Other lost property is kept in the lost property containers situated inside the school Resource Centre. It assists the school if all items of clothing are **clearly marked**.

MEDIA PERMISSION FORMS

Photographs of students are often taken by school staff on school excursions, during learning activities and at special events and may be published in school newsletters, on the school website, on the school Facebook page and in local newspapers and media. Parents NOT wishing for their child's photograph to be published are requested to advise the school in writing. A School Consent Form (for using images) is also completed and signed at the time of enrolment.

MESSAGES

We ask that you minimise messages to children via the office – especially in the afternoon as it disrupts learning and is sometimes difficult to pass them on by 3.00 pm.

MOBILE PHONES

Mobile phones are not an item necessary at school as students have access to a telephone at the office. In circumstances where it is necessary for a student to bring a phone to school, it will be stored in the office for collection after school finishes and **must be signed in and out by the student**. Other electronic equipment **should not** be brought to school.

MUSIC

We offer a diverse variety of Music at Yarrilee. We have a classroom music teacher as well as expert teachers in Band, Strings, Keyboard & Choir.

Students are invited to join the String Program when they reach Year 3 and the Band Program (Brass, Woodwind and Percussion) when they reach Year 4. Students can also join our auditioned choir, "Yarrilee Voices", from Years 4 to 6.

Weekly, half hour keyboard lessons are available to students (Yrs 3 to 6), for a small fee. Limited places are available for this program.

A nominal fee is charged for band and strings. This covers expenses such as purchasing new music, photocopying and maintenance of the Hervey Bay Area Music Library. A limited number of large instruments are available from the school to hire.

Beginning students have a half hour lesson during the school day. When reaching a certain level they will be asked to join the orchestra. Lessons for orchestra are before school once a week. Students need to keep this in mind when committing to this program.

NEWSLETTER

Our school E- Newsletter entitled "South Wind Whispers" is emailed to families each **Friday Fortnight**. We regard the Newsletter as an important means of communication with you and encourage students and parents to read it each fortnight. The newsletter can also be viewed online via our school website at

www.yarrileess.eq.edu.au

PARENT AND CITIZENS' ASSOCIATION

The P&C association meets at 3.15 pm on the 3rd Tuesday of each month in the Staff Room located inside the School Administration building. The annual general meeting of the P&C is conducted in late February each year. The Yarrilee State School P&C Association plays a very important role in our school community. The P&C provide an opportunity to contribute to school decision making as well as major fundraising projects that provide valuable resources and materials to support learning.

PARKING AND ROAD SAFETY

Student safety is most important in all aspects of our school environment. Parents are not permitted to drive or park inside the school grounds. The car park located outside the front of the school is a Council owned car park and is often monitored by Council Traffic Compliance Officers and Police. This car park contains a "Stop, Drop and Go" zone. Parents are not permitted to park or leave their vehicles while accessing this zone. Students are expected to exit the car and make their own way into the school. If you wish to walk your child into school please park your car in one of the other short term car parks.

RELIGIOUS INSTRUCTION

The service provided is non-denominational. When you enrol your child you are asked to indicate whether or not he/she is to attend. Please inform the school office if you no longer wish for your child to participate.

REPORTING

In order to provide more timely information to parents about student's progress we report in the following ways:

Term	Format	Focus
Term 1	Face to Face Parent Teacher Interviews are held at the end of Term 1 An online booking system is utilised book parent teacher interviews.	Progress to date throughout Term 1, areas of strength and areas to focus on.
Term 2	Meetings available with teachers on request	
Term 3	Electronic Semester 1 report cards emailed to parents Week 1 Face to Face Parent Interviews An online booking system is utilised book parent teacher interviews	Progress to date throughout Term 3, areas of strength and areas to focus on.
End of Term 4	Semester 2 Report Cards (Meetings available with teachers on request)	Electronic semester report cards emailed to parents

Parents should feel free to discuss the progress of their child at any time during the year with class teachers.

SCHOOL CURRICULUM PROVISIONS

Our curriculum plan is inclusive of all year levels from Prep through to Year 6 and is focused on developing the needs of the whole child.

Our curriculum plan encompasses all key learning areas:

- English
- Mathematics
- Science
- HASS (Humanities and Social Sciences)
- Technologies
- The Arts (Music, Dance, Drama and Visual Arts)
- Health and Physical Education (HPE)
- Languages other than English (LOTE) - Chinese in Senior School.

Our teachers, led by our Head of Curriculum collaboratively develop programs for all Key Learning Areas that are responsive to student's needs, align with the Australian Curriculum requirements and reflect our whole school pedagogical framework so that effective instruction is happening in every classroom, every day. This promotes high expectations and positively influences the achievements of our students so that they develop a life-long love of learning.

SCHOOL PRIORITY FOCUS IN ENGLISH

Our major school improvement priority at the present time, is increasing the number of students achieving C or above in English.

The curriculum, planning, teaching and assessment cycle for English has been developed to provide multiple opportunities for our year level teams to collaborate and plan, review work samples and tailor feedback and targeted teaching to ensure that all children have the opportunity and support to achieve in English.

At regular junctures throughout the term (weeks 3,5,7) year level teams from Yrs 1 to Year 6 are released to collaborate and review student work samples together with the Head of Curriculum, Principal and Deputy Principal. The Prep year level team joins the CASW cycle in Semester 2. These meetings provide opportunities to identify targeted teaching strategies to support students achieve their next learning goal in English.

At regular junctures throughout the term (weeks 2,4,6) the leadership team check in with students across the year levels asking students 5 key questions regarding their learning in English:

1. What are you learning?
2. How are you going?
3. How do you know?
4. How can you improve?
5. Where can you go for help?

Student answers can make teachers aware of how teaching and learning is going and ensure that students receive the targeted teaching they require to achieve.

SCHOOL AND HOME COMMUNICATION

We believe in building strong partnerships between home and school in order to have quality outcomes for our students. There are a variety of communication forms that can be used by both the school personnel and parents/caregivers.

- ClassDojo
- Written notes – eg: permission forms, requests, information
- School Newsletter – fortnightly (youngest in family)
- School Facebook Page
- Class Newsletters/Term Overviews
- KIT Books (Keeping in Touch) – Early Learners, Junior School
- Telephone Calls
- E-mail usage
- School Website
- School Assemblies
- Interviews
- Parent Information Evenings/ Workshops
- Written Reports
- School Policy Process – eg: Behaviour Development letters

SCHOOL PHOTOS

School photos are taken in Term 3. Notes are sent home prior with costs. Please ensure your students are in full uniform on those days.

Please note, students are not to wear their sports shirt on photo day, however Year 6 students may wear their senior shirt, if desired.

SOCIAL AND EMOTIONAL LEARNING

Smiling Mind- Teaching Mindfulness

Imagine if every young person was taught the skills they need to be resilient, emotionally aware and mentally healthy as a standard part of their education? We think this is possible and important for the mental health of future generations.

From 2023 we are implementing the Smiling Mind Mental Health and Resilience Program across our school from Prep to Year 6.

Smiling Mind is an evidenced based approach to supporting mental health and wellbeing of children in the classroom, school and home environment. From Prep to Year 6 children will be taught the skills they need to be resilient, emotionally aware and mentally healthy.

As part of the program children are taught “Mindfulness”.



BUILDING RELATIONSHIPS

“Check and Connect” Morning Meeting Time

As part of our school wide focus teachers are implementing “Check and Connect” Morning Meetings in all year levels to start the day.

“Check and Connect” Morning Meetings provide a consistent, predictable routine that is about building connection and belonging.

During these meetings children and teachers participate in a number of activities including morning greetings and team building, ready to learn scales, positive primer games, discussions/ reflections around school values, expectations and routines.

Participating in “Check and Connect” Morning Meetings promotes positive connections between students and peers as well as students and staff. This routine helps to create a sense of safety and belonging that can support student engagement, build well being and create positive classroom communities . Students experience positive emotions that prime them for open, flexible and engaged thinking.

WHOLE SCHOOL INCLUSION MODEL FOR SUPPORTING DIVERSE LEARNERS

Students experience inclusive education when they can access and fully participate in learning, alongside their similar-aged peers, supported by reasonable adjustments and teaching strategies tailored to meet their individual needs. Inclusion is embedded in all aspects of school life, and is supported by culture, policies and every day practices.

Our Whole School Framework for Supporting Diverse Learners is a model which ensures all students receive the time and support they need to be successful.

This includes those in need of support with academic learning, communication, social emotional learning, behaviour learning; those who have educational support needs arising from disability and those learning English as an additional language or dialect (EAL/D). Cultural and linguistic background, socio- economic status and mental health and wellbeing contribute to the diversity and complexity of student learning needs.

A whole school approach to Diverse Learning directs support to different levels of student need. Three layers provide a continuum of support with increasingly focused and personalised teaching and intervention and behaviour, and involvement of support staff.

Our Wrap-Around Support Team consists of:

- **Head of Special Education Services-**
Supporting inclusive education for students with disabilities and diverse learning needs

- **Co-Teacher for Diverse Learning – in every year level with a range of support including:**
 - *Intensive intervention in Reading, Oral Language and Speech in Prep*
 - *Co teaching to support English and Maths in Years 1-6*
 - *Social/ Emotional Learning*
 - *Adjustments and intensive support for students accessing Individual Curriculum Programs (ICP’s)*

- **Speech Language Therapist- *Identification of speech language issues and formulation of speech intervention programs***

- **Teacher Aides Supporting Diverse Learners –**
 - *Full time Prep aides supporting the first year of schooling*
 - *A consistent team of teacher aides: Allocated to the year level team to support the range of learners across the cohort*
 - *In class support in every classroom for complex support needs*
 - *Individual Curriculum Plan support*
 - *Intensive Speech and Oral Language Programs*
 - *Social Emotional and Resilience Programs*
 - *Trauma and Anxiety Support*
 - *Children in Care intensive support*
 - *Complex health needs support.*



SWIMMING

All Year Levels participate in Swimming lessons.

Permission notes will be sent home prior to this commencing. Children will be transported to and from the pool by bus. The swimming lessons are part of normal school instruction and therefore ALL students are expected to attend. If there is a valid reason for your child to NOT go, please send a note along to the school. Notes are sent home with a timetable prior to swimming commencing.

Please note: Refunds will not be given on missed swimming lessons unless a doctor's certificate is produced and presented to the office. All EQ students are required to wear a swim shirt for all water based activities including swimming. Students will not be able to attend without a swim shirt for protection.

STUDENT COUNCIL / LEADERSHIP

Yarrilee has an active Student Council. Students are nominated by their peers and then voted on. Each Learning Group in Junior, Middle and Senior School elects a Student Council Representative.

SCHOOL DRESS CODE – YARRILEE SS UNIFORM POLICY

Statement of Intent:

Our student dress code consists of an agreed standard and items of clothing, which include a school uniform that Yarrilee State School students wear when:

- attending or representing their school;
- travelling to and from school; and
- engaging in school activities out of school hours.

Our student dress code provides clothing that aims to contribute to a safe and supportive teaching and learning environment through:

- ready identification of students and non-students at school;
- fostering a sense of belonging; and
- developing mutual respect among students by minimising visible evidence of economic or social differences.

Our student dress code reflects school community standards and is consistent with occupational health and safety and anti-discrimination legislation and the Sun Safety Strategy.

The agreed upon uniform standard is as follows

DRESS:	Dress with sleeves and collar in Yarrilee checked fabric.
SKIRTS/SKORTS:	Grey pleated skirt with yoke or skort (combination shorts/skirt).
SHORTS:	1. Grey tailored shorts (or) 2. Grey Cargo shorts (or) 3. Grey sports shorts (above the knee)
SHIRTS:	1. Checked dress shirt in Yarrilee fabric. 2. Maroon polo shirt with royal blue collar and panels
SPORTS UNIFORM:	Polo Shirt in Red, Blue, Yellow or Green Grey Sports Shorts
SOCKS:	White ankle socks – may have maroon stripes Grey socks Maroon socks

- SHOES:** Joggers or black leather shoes.
They must be safe for PE lessons as students will not be removing them.
No thongs, bare feet or slip on shoes.
- HATS:** Prep: Royal blue broad brimmed or bucket hat
Yrs 1-6: Maroon broad brimmed or bucket hat
School bucket hats are available from the school office.
Please note: Caps are not allowed.
- JACKET:** For cooler weather a warm, zip front jacket in Yarrilee colours is available from Lowes Hervey Bay in Stocklands Shopping Centre.
- TRACKSUIT:** Maroon or grey fleecy.
- WINTER PANTS:** Girls – Maroon Boot Cut Pants. Black/grey leggings or tights are acceptable under skirts, skorts or dresses.
Boys – Grey Cargo Pants

*** Only the approved items (above) are to be worn by students as school uniform.**

The uniform standard refers to clothing or apparel that would be socially acceptable. Inappropriate dress refers to clothing or apparel worn by students that is deemed to be:

- Offensive;
- Likely to disrupt, or negatively influence normal school operations;
- Unsafe for student or others; and
- Likely to result in a risk to health and safety of student or others.

A student's non-compliance with our school's student dress code requirements is not grounds for suspension, exclusion, or cancellation of enrolment from school.

An exemption from the School's dress code may be granted upon receipt of written request from the parent/guardian. The Principal will also provide opportunities for a student to wear relevant items of dress code from a bank of items held at school where available.

Where a student is reasonably dressed, but does not conform to student dress code, the principal will:

- Offer appropriate item/s from bank of clothing/uniforms held at school;
- Inform parents or carers of incident and, if necessary, discuss further; and
- Use, together with representatives of school community, appropriate conflict-resolution or mediation if student persistently fails to observe student dress code.

Procedures:

Students who are out of uniform need to bring a note from their parents/caregivers explaining the reason for this. These notes are presented to their teacher in the morning and they will be issued with a uniform pass for one day only. They need to carry the uniform pass with them during that day.

Students who do not have a note need to report to the office where they will be issued with items from the school spare uniforms to wear for that day. These items will need to be washed and returned to school. Parents will receive a note.

Students will be asked to remove jewellery other than those items allowed. It will be stored in the office until collection date.

Uniform Supplies –

Lowes Hervey Bay, Stockland Shopping Centre (all uniform requirements – excluding hats & sports shirt).

Sports Shirt, hats and Library bags are available for purchase. Please enquire through the school office.

IMPORTANT INFORMATION

- All items of clothing need to be clearly labelled.
- Long hair should be tied back for safety and hygiene reasons.
- Plain hair accessories only are to be worn in school colours.
- Jewellery – watch, medical ID bracelet or necklace. Earrings in the form of plain studs or sleepers. Students will be asked to remove any other jewellery that is worn to school.
- Uniforms may be purchased from Lowes Hervey Bay or parents may wish to sew them (fabric is available locally).
- Students are encouraged at all times to dress with personal pride and attention to cleanliness. Rash shirts are compulsory for swimming lessons, preferably in school colours.

For the sake of school pride, economy and durability, we ask you to have your children wear the school uniform. If you are unsure of anything, please contact the school.

TUCKSHOP

The Tuckshop is managed by the school and our school based Tuckshop Convenor is employed on Thursdays and Fridays.

Our current Tuckshop Menu is available at the office, or on Qkr! our online ordering system, or from our school website. You will be notified if there are any changes to this menu as the year unfolds.

The Tuckshop relies on volunteers to help with the sale and preparation of lunches. If you are able to help, please let us know. Tuckshop is an excellent way for parents to get to know each other and also to provide a service for our students.

Qkr!, our online ordering system is available for Tuckshop orders. The Qkr! App can be downloaded through the App Store or Google Play.