

CHANGE OF ADDRESS		
STUDENT / S		
NEW HOME ADDRESS		
NEW MAIL ADDRESS		
NEW PHONE NO		
NEW MOBILE NO		
CHANGE OF EMERGENCY CONTACT		
NAME		
RELATIONSHIP		
PHONE NOS		
CHANGE OF DOCTOR		
NAME		

Mission Statement

**Our Efforts
at
Silkwood State School
are directed towards
providing each child
with the opportunity
to acquire skills
they need
to be productive members
of a changing society**

PARENTS AND CITIZENS ASSOCIATION:

Meetings of the P & C Association are held in the school on a monthly basis. Dates are set at the Annual General Meeting and except for vacation periods do not vary. They are held on the second Monday of each month.

- ALL PARENTS ARE WELCOME AND ENCOURAGED TO PARTICIPATE AND BECOME MEMBERS.

LEVIES:

All parents are asked to contribute \$15-00 per year per child to cover stationery cost as well as usage of class sets of materials. These class sets include text books as well as art and paper materials.

- Levy is revised annually by P & C.

All families are asked to contribute \$2-00 per year levy to cover costs of hosting sporting events for school in the Silkwood/Mena Creek District Sports.

GOVERNMENT REGULATION

“There is no smoking allowed on School Premises.”

Visiting Specialist Teachers:

- : Physical Education
- : Library
- : Music
- : Learning support
- : LOTE Italian
- : Instrumental Music
- : Guidance Officer
- : Speech Pathologist

Present Enrolment: Prep – to – Year 7 100

SCHOOL UNIFORMS:

• BOYS

School polo-neck t-shirt (ordered from school)

Black shorts (available in town)

Hat – preferably wide brimmed (available at school)

Shoes/Joggers

• GIRLS

School polo-neck t-shirt (ordered from school)

Black skirt (available in town)

Black shorts (available in town)

Dress(ordered from school)

- Dress Material (available in town)

- Hat –wide brimmed (available at school)

- Shoes/Joggers

- School Badges can be purchased from the school for \$2

- School t-shirts are \$20.00 each.

- Dresses can be ordered made up, cut out or material only.

- **Sports uniform – are available at the school**

Barnard House – Sky Blue

Ellison House - Gold

GENERAL:

- Children are expected to behave in accordance with the student behaviour program.
- **Children are not allowed in rooms without teacher's permission.**
- **Chewing gum and cigarettes are not permitted at school.**
- **Teams participate in the more common sports during the year. Some travelling away from school is required and will be by bus whenever possible.**
- Participation of pupils in swimming instruction during Term 4 is compulsory except for medical reasons.
- Parents should refrain from the dangerous practice of parking within the "No Parking" areas adjacent to the Japoon Road pedestrian crossing and bus pick up area on Lever Estate Road.
- Designated student drop-off and pick-up is from the front of the school on Japoon Road.
- Students who travel by bus to school are dropped off and picked up at designated bus stops on Lever Estate Road.
- Parents must have children restrained by seat belts to and from school.
- Permission to use the school grounds for sporting practice or other activities is negotiable with the Principal. Responsible adults must be present to supervise and the areas where buildings are situated remains school property and out of bounds. Other persons present on school property will be treated as trespassers and action taken accordingly.

LADIES AUXILIARY:

Aims-

- To provide nutritional tuckshop foods for students;
- To provide a forum for parents to be actively involved in the school organisation, through working sub-committees.
- To be responsible for the setting up and running of parent groups as sub-committees for the advantage of the school.
- To provide funds for desirable education activities and equipment determined by consultation with staff and P&C.
- To organise and conduct stalls and other money raising ventures at school or in the community.
- To liaise with teachers on developmental projects.

TUCKSHOP SUB-COMMITTEES:

Aims-

- To provide for sales in the Tuckshop, a variety of foods of satisfactory nutritional value.
- To encourage dietary knowledge through identification of food groups and balanced meal combinations.
- To cook foods on selected occasions from other nations.
- To encourage school use of the Tuckshop for cooking and money handling experience.

TUCKSHOP OPERATIONS: (Day to day running)

The Tuckshop is the responsibility of the Ladies Auxiliary.

Depending on parental assistance Tuckshop facilities are available one day per week.

At the beginning of each year volunteers are sought to help run the Tuckshop.

Price lists of food and drink items available at the Tuckshop are sent home at the beginning of each term.

BOOK FAIR:

A Book Fair is held once a year to enable parents to choose and buy books suitable for their children and help raise funds for the library.

BOOK CLUB:

Annually our school subscribes to Scholastic Australia Book Club. Approximately twice per term brochures are given to students to purchase books if they so wish. Books take about 10 days from the closing date to be delivered to school.

MUSIC:

The school has a comprehensive Instrumental Music Program with teachers in Strings, Percussion, and Woodwind. Lessons are once a week, Strings are available for Years 4 – 7 and Percussion and Woodwind from Years 5-7.

PHYSICAL EDUCATION:

The school has a PE Teacher who instructs students in various health and physical education skills.

- Term 1 Netball and Soccer.
- Term 2 Softball and T-Ball.
- Term 3 Athletics and Cross Country.
- Term 4 Swimming and Cricket.

EDUCATION/TECHNOLOGY COMPUTERS:

Students will have access to a Computer Lab with Internet communication. Our ratio of computers to children at present is 1:4. Computer LAB and all classrooms are networked, and have access to Internet.

RELIGIOUS INSTRUCTION:

Instruction from the various faiths are allotted 1 x ½ hour per week at this school.

CONDUCT:

- Pupils are expected to conduct themselves in a manner which enhances the image of the school. Students Behaviour Management Program has been reviewed and implemented.

SCHOOL PARADE:

Every Wednesday morning all students and staff assemble for school parade.

Children's achievements in areas of curriculum, sport, behaviour and homework are recognised with the presentation of Certificates and Awards.

Parents are welcome to attend

TRUANCY:

- Very few pupils play truant and parents are advised that if they suspect any child is playing the "wag" to check with the school at once. The creek, dangerous roads, deep drains, cliffs, railway lines and cane fields could endanger a truant's life.
- **It is an offence not to have children under the age of 15 attend school on a regular basis.**

ILLNESSES:

It is the school's policy to send home sick children and if a telephone is available, parents will be called. At other times an Aide/Principal may transport a child home. It is advisable that a child can state the parent's whereabouts if they are away from home.

- **THE SCHOOL SHOULD BE ADVISED AS SOON AS POSSIBLE OF ANY CHANGE OF ADDRESS OR TELEPHONE NUMBER.**

INFECTIOUS DISEASES:

There is a set period of absence for certain infectious diseases (measles, chicken pox etc.)-(refer to Public Health Act information) Health Authorities are urging all parents to have children immunised against measles at an early age.

CHILDREN REQUIRING MEDICATION:

Should a child require medication during school hours parents should adopt one of the following procedures:-

- A parent should attend the school and administer the medication.
- A parent should have written confirmation from their doctor and provide this to the teacher before teachers are permitted to administer medication.
- As a general rule teachers DO NOT administer medication.

WEARING OF HATS

It is school policy that children must wear hats during outside lessons and whilst at play. Sunscreen is optional but recommended as well. Children are permitted to wear long sleeve shirts in the sun.

BICYCLE HELMETS:

By law children and adults must wear bicycle helmets. Please name them and ensure your child always wears their helmets whilst riding to and from school.

LOST PROPERTY:

A lost property box is kept at the school. All staff are advised to place any unmarked items of clothing in this box. The box is located outside the Aides' room. At the end of each semester the box is cleared and donations of clothing are made to charity.

REPORTING TO PARENTS:

Parents are invited to the school to discuss with teachers the progress being made by their children at any time and especially if they have any concerns.

- Parent / Teacher Interview will take place at the end of Semester 1
- Written reports will be issued at the end of Semester 1 and Semester 2.
- At the end of Term 3 a Parent / Teacher Interview is voluntary for parents.
- Parents should feel free to make an appointment at a mutually convenient time with any teacher to discuss any problems that may arise.

The services of a Learning Support Teacher (Tuesday and Wednesday) and Guidance Officer is available for children and parents.

LIBRARY:

The library is serviced by a Circuit Teacher-Librarian, 2 days per week Wednesday and Thursday.

- Borrowing:
Year 1-3: Children in these year levels are asked to have a library bag to protect the books they borrow. It should be about the size of a small pillowcase with a drawstring. Bags can be purchased from the school at a cost of \$8. Children may borrow 1 book for 1 week.
- Lost/Misplaced or Damaged Books
Parents are asked to replace books damaged or misplaced by their children. Average cost of a library book is \$20-00.

THE PROSPECTUS

The booklet has been designed to give parents a brief introduction to this school and its operations. It also contains brief expectations of students. Further information is included in the School Annual Operations Plan.

SCHOOL HOURS:

Monday to Friday 8.40am – 3.00pm

Little Lunch 10.30am – 11.00am

Lunch – Play 12.30pm – 1.30pm

• **OFFICE HOURS: 8.30AM – 3.00PM**

ADMISSIONS:

From 2007, all Queensland children will need to be five (5) years old by 30 June in the year they enrol in Prep.

Until 2008, the current age for children to enrol in Year 1 must turn six by 31 December they enrol in Year 1.

From 2008 the starting age of compulsory schooling will increase by six months so that children must turn six by 20 June in the year they enrol in Year 1. This means that Queensland children will be starting school at about the same age as children in other states.

STAFF 2008

- 1 Principal - Mr Jim Ferguson
- 5 Class Teachers
- 4 Part-Time Teacher Aides
- 1 Cleaner
- 1 Groundsman
- 1 Administration Officer

Silkwood State Primary School



**2008
Prospectus**

*Japoon Road Silkwood Q 4856
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FAX; 07 4065 2419*

PRINCIPAL: Mr Jim Ferguson