

This Booklet is designed to assist parents  
enrolling students at

VICTORIA POINT STATE SCHOOL  
School Road  
Victoria Point Qld 4165

P O Box 3227  
Victoria Point West Qld 4165

Telephone:	3820 5666
Fax:	3820 5600
Preschool Telephone:	3820 5667
E-mail:	<a href="mailto:the.principal@vicpointss.eq.edu.au">the.principal@vicpointss.eq.edu.au</a>
Web Page:	<a href="http://www.vicpointss.eq.edu.au">www.vicpointss.eq.edu.au</a>

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FROM THE PRINCIPAL'S DESK

*Dear Parents*

*Welcome to the Victoria Point State School community. Our school has a proud history of achievement for all students and strong community involvement.*

*This handbook is designed to assist you and your child to become familiar with school routines and policies. Teachers have high expectations of every student and your co-operation and support of school procedures is essential to maintain these standards. These high expectations relate to all aspects of school life: academic studies, behaviour, interpersonal relationships and citizenship.*

*Parental involvement in school life is a major contributor to the effectiveness of our school. The Parents and Citizens Association is vital to ensure wider community input into varied aspects of school life. Your participation and input would be welcomed.*

*Let us work together to give your children the best educational opportunities possible.*

*Yours sincerely*

*Lex Bowden  
Principal*



## STATEMENT OF PURPOSE

The mission of Education Queensland is to provide quality education appropriate to the needs of our students and of society.

## SCHOOL MOTTO

"ALWAYS OUR BEST"

Our school encourages and relies on close involvement of children, parents, teachers and community members in fostering a caring and supportive environment, as it prepares students for a positive and responsible role in Australian Society.

## STATEMENT OF VALUES

This school is committed to the following values:

- practices which enable effective learning and teaching to take place
- respect and recognition for students, staff, parents and community members
- participation and consultation with all stakeholders
- professional services which respond to the needs of all stakeholders
- accountability for our actions and outcomes
- quality and continuous improvement in programs and delivery
- effective and efficient management of available resources

## HISTORY OF THE SCHOOL

Prior to the establishment of Victoria Point State School, a provisional school was held at the house of Mr James Raff. The first school day of Victoria Point School was on the 09 May 1916.

Miss Grealy was the first pupil teacher appointed to the school. In 1916 classes were held at the public hall (now the Girl Guides hut) with 13 students enrolled.

Later that year Mr James Raff and Mr James Nutall donated 2.5 acres of land the present site of the school, on the corner of School Road and Colburn Avenue to the Government. A school building was erected, in June 1916 at a cost of 173 pounds.

In 1923, the original school building was removed and re-erected at the Mater Hospital. Classes were again transferred to the public hall for a period while a new school building was built. The two-room building completed in 1923, is still standing as part of the present school.



## **ABOUT THE STAFF**

- Principal
- 2 Deputy Principals
- Classroom Teachers, Preschool Teachers, Special Education Teachers, Teacher Librarian, Music Teacher, Physical Education Teacher, Support Teachers Learning Difficulties, Reading Recovery Teachers, Languages Other Than English Teacher (Japanese), Registrar, Administrative Officers, Teacher Aides, Janitor/Groundsmen, Cleaning Staff.
- Part Time Staff: Guidance Officer, Instrumental Music Teachers, Advisory Visiting Teachers, Teacher Aides and Computer Technician.

**OFFICE HOURS:** 8.00 a.m. to 3.30 p.m. Monday to Friday

**SCHOOL HOURS:** 8.45 a.m. to 3.00 p.m.  
The same timetable is adhered to on wet days.

**PRESCHOOL HOURS:** Group 1 – Monday & Tuesday (full days) and Wednesday morning  
Group 2 – Wednesday afternoon and Thursday & Friday (full days)

**BELL TIMES:** 8.45 a.m., 10.50 a.m., 11.00 a.m., 11.25 a.m.,  
1.00 p.m., 1.10 p.m., 1.35 p.m.,  
3.00 p.m.

**PARADE:** 2.30 p.m. Monday Years 4 to 7  
Tuesday Years 1 to 3

**VACATION DATES:**  
(Christmas Vacation 2005) 12 December 2005 – school recommences Mon 23 January 2006  
(Easter Vacation) 10 April – 17 April  
(Winter Vacation) 26 June – 7 July  
(Spring Vacation) 25 September – 6 October  
(Christmas Vacation 2005/2006) 12 December 2005 – 20 January 2006

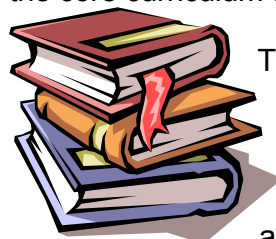
**STUDENT FREE DAYS:** 19 & 20 January 2006  
18 April 2006  
10 July 2006  
23 October 2006

## ABSENCES

When a child is absent from school a note is required detailing the reason/s for the absence. If you know your child is going to be absent for an extended period, longer than three days, please contact the office as soon as possible. Children between 6 and 15 years of age are required by the Education Act of 1989 to attend school every school day unless they are ill.

## ACADEMIC

Teachers encourage all students to attain an optimum level in the basic skills in reading, writing, speaking, listening and numeracy. School programs developed from departmental curriculum stipulate a basic core of knowledge. Provision is made to extend the more able students beyond the core curriculum and to provide work at a suitable level for less able students.



The school curriculum includes English, Mathematics, Studies of Society and Environment, Science, Art, Music, Instrumental Music, Human Relationships Education, Health and Physical Education, Technology and Religious Education. Extension activities are an important part of the school's program. These utilise the Multiple Intelligence theory. Years 6 and 7 students study Japanese as a Language Other Than English.

Victoria Point State School students are involved in the Metropolitan East Maths Team Challenge, the Westpac Mathematics Competition, the Mathematics Olympiad, Mapping, University of NSW English, Maths, Science and Computer Competitions, Optiminds and other worthwhile activities.

## ANIMALS ON SCHOOL PREMISES

Regulations forbid the presence of animals, leashed or unleashed, on school premises.

## ARRIVING AT AND LEAVING SCHOOL

We recommend that children enter the school grounds before school in sufficient time to:

- (a) attend any supervised practices
- (b) talk or play with friends

If they arrive earlier than 8.15 a.m., they are to remain under or near the undercover parade area until dismissed by the Staff.

Once children arrive at school in the morning they are not permitted to leave the grounds without permission and must report to the office before leaving.

In the afternoon children must leave the grounds immediately after dismissal by the class teacher unless they are undertaking an activity under the supervision of a teacher, waiting with the bus group or at Out of School Hours Care. Staff supervise children at the bus stop until the bus departs. Children not collected by 3.30 p.m. must report to the Office.

If it is necessary for a child/children to leave before 3.00 p.m., parents must first report to the office for the register to be completed and a form completed to give to the class teacher.

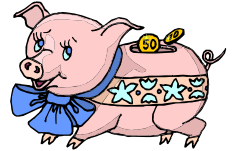
## BANKING

Banking is conducted electronically at the school each THURSDAY MORNING by volunteer parents.

New accounts may be opened anytime. Deposit books are collected weekly by the class teacher and sent to the Office for processing.

The school receives commission from the Commonwealth Bank for each new Dollarmite account opened.

All enquiries regarding banking matters once account is opened, should be directed to the Commonwealth Bank (Cleveland Branch).



## BEHAVIOUR MANAGEMENT POLICY (Refer to Code of Conduct)

### Aim

**All teachers and children have:**

- The right to expect a safe, caring school environment.

### Target Behaviours

**Children will be expected to behave in a manner which is:**

- Respectful
- Responsible
- Safe
- Lawful

Reasonable consequences - both positive and negative  
- are the result of the behaviour which students

## CHOOSE

### Appropriate Choices

When children choose to act appropriately, they may be positively reinforced. Intermittent, random reinforcement is more powerful

Congratulations Cards

Class Teacher writes name on slips

Slips placed in box in Office

Names randomly drawn at weekly Parades. Ice-cream vouchers issued

### Inappropriate Choices

When children choose to act inappropriately, they must be immediately confronted with what is unacceptable in their behaviour

Time Out Ticket

"Time-out" room... signals to students that their inappropriate behaviour will be met with the immediate consequence of reduced participation in the playground.

Reflection sheet sent home to be signed by Parent/Caregiver

#### Minor Infringements

Minor infringements of Playground Behaviour rules and minor infringements of school rules will have logical consequences applied. (Eg. running on concrete, not wearing a hat)

*"A wide variety of behaviour management strategies, both proactive and reactive, should be adopted by schools to ensure that unacceptable student behaviour is not disruptive to others in the school community. All strategies should ensure also that students are given support to overcome problems with their behaviour*

*The use of student suspension and exclusion procedures is one strategy used by Education Queensland to address unacceptable student behaviour in schools" - Education Queensland Guidelines.*

### **BEHAVIOUR ON THE WAY TO AND FROM SCHOOL**

The School accepts the responsibility of students' behaviour at school. This duty of care is transferred to the care of other people (ie. bus driver and/or parents) after students have left the school grounds.

All children should be familiar with the route between home and school and aware of road hazards, road crossings, and simple rules for safety. Cyclists are expected to follow all road rules and traffic laws. Designated bikeways have been marked on local roads for the benefit of cyclists. Bicycles must be walked across the pedestrian crossings and in the school grounds. It is unlawful for any person in Qld to ride a bicycle while not wearing a helmet. Students must wear a helmet when riding to and from school.

### **BOOK CLUB & BOOK FAIRS**

Book club is organised regularly through the Library in terms 1 and 3.

Children are required to present the order form with the correct money in an envelope to Office. Cheques should be made payable to "Scholastic". The Library usually holds a Book Fair in alternate terms.



### **CAMPS**

Our camping and excursion programs provide opportunities for students in all year levels to experience 'real world' learning activities away from their classrooms. The excursions support the learning activities children are undertaking in their classrooms. Camps are held at the school and established campsites, while Year 7 undertake an adventure tour, this year to Canberra. Children are supervised at camp by their class teachers, other school personnel and on some occasions, volunteer parents. Camps are by invitation only. Invitations are only extended to those children who have demonstrated co-operation with the school's standards and a positive attitude throughout the year.

### **CARE OF PERSONAL PROPERTY**

**Naming of all items of clothing is essential.** Lost property is stored outside the small amenities block near the Snack Shack. Parents are encouraged to frequently check the lost property storage trolley for missing articles. Children should be encouraged to be responsible for their own belongings. Children should not bring their personal sporting equipment or toys to school.

### **CLASSROOM BEHAVIOUR MANAGEMENT PLANS**

The school has an overall behaviour management plan and each class has its own procedures, which support the school's plan. These are discussed at the Parent/Teacher Evening held early in Term 1. Members of the class are required to behave in a manner consistent with the procedures.

### **CLASS ORGANISATION**

The school is flexibly organised. Classes are arranged in single and double teaching spaces, cooperative and multi-age groups.

### **CODE OF CONDUCT**

For the school to function effectively and happily, all children are expected to comply with the guidelines set, to ensure the safety, welfare and good health of all children in the school.

All members of the school community are expected to conduct themselves in a manner which is:

- respectful
- responsible
- safe
- lawful

What is expected of a V.P.S.S. student?

- be courteous and considerate at all times to school personnel, adults and fellow students
- show respect for the property of others and for school property
- show a high degree of self respect and practise good health and safety habits
- be willing to assist other children at times of need and be an active participant in activities
- take a pride in their uniform, in their school and in all school work
- strive to achieve their best in all activities
- be friendly and cheerful

#### For Health Protection:

(a) All food is to be eaten in class areas. Do not leave areas until dismissed by the teacher on duty.

(b) Place scraps and papers in the bin.



(c) Do not play in or around the toilets. Behave in the proper manner when using the toilets. Wash your hands after going to the toilet.

(d) Hats must be worn outside the buildings.

#### For the Safety of the Individual:

(a) Running is permitted only on grassed areas.

(b) Students are not permitted to climb in trees or swing from branches.

- (c) Students are not permitted to throw objects, which could cause injuries.
- (d) Only play games that are safe.
- (e) Take turns on the playground equipment.
- (f) Walk up and down all stairways.
- (g) Play all games in your correct class areas.
- (h) Students are NOT permitted in or near the Administration car park.

For the Protection and Care of Property:

- (a) Wheel bicycles in the school grounds.
- (b) Do not touch other people's property.
- (c) Return all sporting equipment to its correct storeroom.

For the Consideration of Others:

- (a) Greet those around you in a friendly manner.
- (b) Welcome visitors and be helpful.
- (c) Invite others to play in your games.
- (d) Take turns fairly when playing games.



If you are NOT SURE - USE YOUR COMMON SENSE AND THINK OF OTHERS.

## COMMUNICATION

School newsletters and other correspondence are issued every Wednesday to keep parents informed of events and activities. The newsletter will be issued to the youngest member of each family.

## CONFLICT RESOLUTION

There may be times you may have concerns or questions regarding situations which have arisen. Approach the teacher initially. If further action is required contact the office.

## CROSSING SUPERVISORS

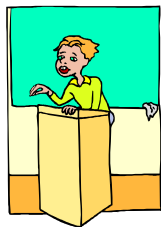
There are Crossing Supervisors in Colburn Avenue, Link Road and School Road between 8:00 a.m. - 9:00 a.m. and 2:55 p.m. - 3:25 p.m. Children MUST use the crossing and obey the instructions of the supervisors on duty.

## CULTURAL

The aim of the school is to encourage an interest in Literature, Music, Languages Other Than English and Art. Students are given opportunities to learn a musical instrument. Instructors visit the school on a regular basis to teach children of Years Five to Seven, brass, woodwind or

percussion and Years Three to Seven strings. The school has a Junior and Senior Band, which perform at school and community functions. The school has 2 choirs and a string ensemble, which feature prominently in the annual school Gala Nights.

## CULTURAL ACTIVITIES



Bands - Years 5 to 7  
Instrumental Music - (Strings, Woodwind, Brass, Percussion) Years 3 to 7  
Choir – Junior Choir Yrs 3 & 4  
Senior Choir Yrs 5 to 7



## DENTAL VAN

Facilities for dental care are available at the Dental Van, which is at the school at least once a year. Treatment is free. No treatment will be provided without parental consent on a prescribed form. No specialist treatment is undertaken but referrals to specialists are made. The Base Clinic is at Alexandra Hills - Phone **3824 2280** or **0412 680 634** for inquiries or emergency treatment.

## EMERGENCY INFORMATION

In case of injury or illness of students it is important that we have up to date contact numbers. These usually consist of parents or guardians and three (3) other contacts per family. Parents are requested to notify the school of changes to phone numbers to enable emergency information to be kept up to date. An information update form is available from the office.

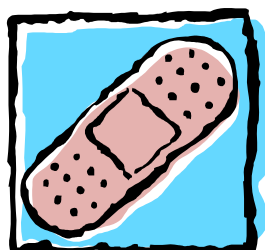


## ENROLMENTS

Current regulations require a child to be five (5) years of age before the end of December, the year prior to enrolment into Year One. Parents will be required to produce evidence of date of birth before enrolments can be finalised.

For Preschool Enrolments please contact the Preschool Teachers: Phone: **3820 5667**

## FIRST AID



The school has a First Aid Room located in the Administration Building next to the main office.

The First Aid Room is attended by a staff member with a First Aid Certificate. In the case of an accident we will act, or attempt to act, in accordance with the emergency procedure set down on the student's personal details. If the Queensland Ambulance Service is deemed essential this will be sought immediately. If possible, the parents or contact people listed will be notified by phone. Should this be impossible, the school will take whatever further action is required for the child's health and safety.

Any minor injuries or illnesses are dealt with using First Aid procedures and parents are notified if the First Aid Officer feels it is necessary.

When students are feeling unwell during class time they are able to rest in the First Aid Room until they feel well enough to return to class or a staff member feels it is necessary for them to be sent home.

## **EXCURSIONS**

To enhance the academic curriculum, classes undertake excursions that reinforce aspects of the program being studied. Children are required to pay the cost of each excursion. Attendance at excursions is also by invitation.

## **HELPING YOUR CHILD TO BENEFIT FROM SCHOOL**

Parents should look through their child's books regularly to see what they are learning at school

1. Show an interest in what your child does at school. Praise good work. Be understanding when something is wrong.
2. Talk to your child.
3. Listen to what your child has to say.
4. Ask questions of your child that encourages thinking.
5. Encourage your child to ask questions.
6. Provide opportunities for your child to listen to music, do art activities, play sport.
7. Read to your child.
8. Encourage your child to read to you.
9. Provide books that interest your child.
10. Share reading a book with your child.
11. Encourage your child to write - letters to relations, stories, poems, and books.
12. Don't over-correct mistakes. Making mistakes is one way we learn.
13. Encourage your child to work out sums at the shop, count objects, group things.
14. Let your child use measurement devices - scales, rulers, tapes, thermometers, rain gauges and talk about what they find out.
15. Regularly hear your child's spelling and number facts.
16. Check homework and provide a quiet place for it to be done.



17. If you can't understand what the teacher is doing in class, arrange a time to ask the teacher.
18. Have a family policy on TV watching.
19. Don't stress marks and comparisons with others in the class or family.
20. Don't criticise the teacher or school in front of your child. If there's a problem do something positive - SEE THE TEACHER.

## **HOMEWORK**

Homework varies from year level to year level and will be discussed at the Parent-Teacher Evening which will be held early in Term One. Parents should play a supervisory/helping role with their child's homework. Problems should be brought to the teacher's attention as they arise. Rationale of homework is to inform parents of work being covered in class, independent practice of skills eg reading, English and Maths exercises and research.

## **HUMAN RELATIONSHIPS EDUCATION**

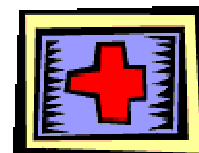
H.R.E. is important to assist young people to develop a positive self-concept, and confidence in their relationships with others.

The School supports the important goals of Human Relationships Education eg.

- (i) To create a caring, considerate and cooperative atmosphere in which all members may develop intellectually, emotionally, physically and morally and achieve a positive self-concept.
- (ii) To develop the capacity for communication between individuals and encourage open communication within and between the school and the community.

## **INFECTIOUS DISEASES**

A list of Infectious Diseases and the required action is listed below. Whenever in doubt please contact the school.



Chicken Pox and Shingles	Exclude until fully recovered or at least five days after the eruption first appeared. (Some remaining scabs are not a reason for continued exclusion)
Conjunctivitis	Exclude until discharge from eyes has ceased.
Diarrhoea	Exclude until diarrhoea has ceased for 24 hours.
Glandular Fever	Exclusion not necessary.
Hepatitis A	Exclude until a medical certificate or recovery is received, but not before seven days after the jaundice or illness started.

Hepatitis B & C	Exclusion not necessary
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)
(HIV AIDS virus) Human immune -deficiency virus	Exclusion is not necessary unless the child has a secondary infection
Impetigo (School Sores)	Exclude until treatment has started. Sores on exposed skin should be covered
Measles	Exclude for at least four days from the appearance of rash
Bacterial Meningitis and Meningococcal infection	Exclude until well
Mumps	Exclude for nine days or until swelling goes down.
Parvovirus (slapped cheek or "Fifth Disease")	Exclusion not necessary
Ringworm, Scabies, and Headlice	Exclude until day after approved treatment started
Rubella (German Measles)	Exclude until fully recovered or for at least four days after the rash started.
Streptococcal infection	Exclude until child has received antibiotic treatment for at least 24 hours
Tuberculosis	Exclude until well and approval to return has been given by a Public Health Unit Physician or delegate
Typhoid fever	Exclude until well and approval to return has been given by a Public Health Unit Physician or delegate
Whooping Cough	Exclude for 14 days from onset of coughing or until child has taken 5 days of a 7 day course of antibiotics.

## LATE DEPARTURES

It is important that children be picked up by 3.15p.m. Children who are not picked up by 3.30p.m. are expected to come to the Office to enable us to call parents. If a parent is going to be delayed, ring the Office to enable a message to be given to the child/children. In some cases if the Office is closed children may need to be sent to Out of School Hours Care and parents billed.

## LIBRARY

To encourage use of the Library and its facilities, children are able to borrow books and equipment during the following hours:  
Before school from 8.15 a.m. to 8.45 a.m.  
Morning break between 11.00 a.m. to 11.20 a.m.  
Lunch time between 1.10 p.m. and 1.30 p.m.



After school between 3.00 p.m. and 3.15 p.m.

During the set class lesson times.

Parents are welcome at any time to visit the library. Students will require a library bag (cloth or plastic) to protect the books they borrow.

## **MEDICATION**

A written parental request, accompanied by a Doctor's authorisation, must be received by the class teacher for the administration of medication. This is an Education Queensland requirement. The medication container should be the original issued to the student by a pharmacist indicating specific times at which the medication is to be administered and exact quantity. At no time are teachers allowed to administer non-prescribed medication (eg. analgesics). Asthma sprays are to be permanently labelled. Education Queensland regulations allow children to keep asthma sprays in their possession on most occasions.

## **MONEY COLLECTION**

Money for excursions, camps, etc. may be paid on **TUESDAY and FRIDAY mornings** directly at the office window. Students are issued with a specially marked envelope for this purpose. Payment for sports activities are to be made directly to the activity coordinator. Sausage Sizzle money will be collected by the classroom teacher. Special collection days may be advertised if necessary. Information about activities will be sent out **TWO** money days prior to the activity.

## **OUT OF SCHOOL HOURS CARE (SCHOOL AGE CARE)**

Out of School Hours Care is available at Victoria Point State School. It is staffed and organised by the Redland Shire Council. For details please contact the Oaklands Street Child and Day Care Centre, 11 Oaklands Street, Alexandra Hills 4161 Phone: **0407 574 308 or 3383 7090**.

## **PARENTS' AND CITIZENS' ASSOCIATION**

The P. & C. Association is a vital component of the school and its' management. It raises funds to purchase resources for the school, plays an integral part in school activities and decision making. Please accept our invitation to join with other Parents, the Principal and Teachers at these meetings to discuss matters relative to your children. Positions on the P & C Executive are filled at the Annual General Meeting in November each year.

Over the years, the P & C has provided for our children by purchasing teaching aids and materials for the school, purchasing and improving sporting facilities and improving the school grounds.

It is important that parents make an effort to attend the meetings of the P & C and give support at activities.



Meetings of the P & C are held in the school staff room on the second Wednesday of the month, commencing at 7.00 p.m.

## **PARENT HELPERS**

Teachers welcome the opportunity of having parent helpers. A wide variety of activities are open to you. Experience is not necessary. Parents with particular skills are especially welcome to share these with the children. For insurance purposes parents are required to sign the Voluntary Helper's Register in the Office Foyer and all classrooms.

## **PARKING**

Car parks designated for parent use are available on School Road and Colburn Avenue near the ovals. For the safety of children, please park (rear end in) in one of the parking bays before allowing your children to enter your car. These car parks are **NOT** drop off zones. For the safety of all, you must park the car before allowing the children to leave the car. **DO NOT PARK IN THE STAFF CAR PARK.**

## **PHYSICAL EDUCATION**

Part of the school curriculum is to develop in children an optimum level of fitness through a range of physical skills. Sportsmanship is expected in all activities to support the learning of social and physical skills. Children are expected to participate and will only be excused by a written request, which states a valid reason. The school's Physical Education teacher is responsible for a program including gross and fine motor skills, gymnastics, dance, cross country, athletics, swimming, games programs and fitness training. To increase students' participation in sport and to give children the opportunity to reach their potential - Years 5 to 7 participate in a number of interschool sports and Pre-School to Year 4 motor sensory and ball skills program.



Students participate in Track & Field, Swimming, Softball, Cross-country, Cricket, Netball, Volleyball, Australian Rules and Touch Football. The emphasis is on participation by all students and many Victoria Point children represent the school in District, Regional and State teams.

## **RELIGIOUS EDUCATION**

Every second Wednesday Religious Education is given to children in their class groups by visiting teachers. This is on a non-denominational basis. For exemption from lessons children will need to bring written permission from parents. This note needs to be renewed each year.

## **REPORTING TO PARENTS**

Processes of continuous assessment and evaluation are carried out to give teachers a basis for reporting to parents and diagnose student difficulties and strengths. Written reports are issued at the end of each Semester. Parent/Teacher interviews will be conducted during the first part of the year.

Parents are asked to maintain close contact with their child's teacher and are encouraged to

discuss any aspect of their child's progress. Making an appointment with the class teacher ensures a time suitable to both parties.

## SAFETY HOUSE

The Victoria Point Safety House Committee meets the 1<sup>st</sup> Monday of the Month in the school staffroom. When notification of a Safety House ALERT is received a Safety House Committee Member places ALERT flags above the Safety House Signs, near the school entrances :-

- **RED** if the incident happened at the Victoria Point area **OR**
- **YELLOW** if the incident happened within the Redlands District

This action alerts Parents/Carers and encourages them to talk to their children about their safety. Students are educated at school about the purpose of the Safety House Programme and the location of Safety Houses.

## SCHOOL HEALTH SERVICE

A nursing sister makes annual assessments of the health of students in Years One and Seven. Children from other year levels referred by a teacher or parent can also be assessed.



## SCHOOL TRANSPORT

Primary school aged children may be eligible for free transport. Inquiries regarding transport allowances should be made to Queensland Transport on **3862 9399**. National Bus Service runs the service for this school. Their telephone number is **3245 3333**.

## SMOKING

Departmental Regulations state that smoking is banned in school buildings and surrounds.

## SNACK SHACK

The Snack Shack opens for morning tea and lunch on Monday, Wednesday and Friday. The Snack Shack menu is handed out at the beginning of each year. Money should be enclosed in a paper bag with your order listed clearly. The orders are collected by monitors and taken to the classroom.



(Below is a sample order and does not use current prices. Please refer to price list for year 2006 when available.)

Sample order:	MORNING TEA		BIG LUNCH	
<b>PLEASE INCLUDE</b>	Mary Smith		Mary Smith	
<b>ADDITIONAL</b>	Class 1C		Class 1C	
<b>5c IF YOU</b>	1 Apple slice	<u>\$1.90</u>	1 egg & lettuce sandwich	\$1.75
<b>REQUIRE</b>	TOTAL	<u>\$1.90</u>	1 popper	<u>\$0.90</u>
<b>A BAG</b>			TOTAL	\$2.65

NB: Drink orders must also be written out on a separate piece of paper, approximately 5 cm x 5 cm. This is to allow the order to be placed in the fridge.

For the Snack Shack to operate effectively, your help is needed. A Snack Shack duty roster is

prepared by the Convenor to enable a regular Snack Shack service to be provided. Join the roster and assist in providing a valuable service for the children.

We have an arrangement with the shop adjacent to the school to deliver any ordered lunches on non-Snack Shack days. Children must place an order at the shop in the morning **before entering the school grounds** and the lunches are delivered to school and handed out to children.

## **SOCIAL**

The aim is to develop skills, which will assist students in becoming productive class, school and community members. They will be encouraged to work in a range of situations and accept responsibility and perform duties outside normal class work to assist fellow students and teachers.

## **SPECIAL EDUCATION UNIT**

The school operates a Special Education Unit. The children who attend this unit have been diagnosed with a special impairment. Our classes are coded for Intellectual Impairment, Speech Language Impairment and Autistic Spectrum Disorder. They spend some time in the special education class and time in their host class.

## **SPECIAL NEEDS**

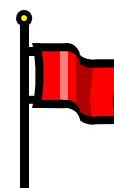
There are two learning support teachers who assist children experiencing difficulty with aspects of their work. The Support Teachers work closely with the Principal, Deputy Principals, Class Teacher, Parents and Guidance Officer and are members of the school's Special Needs Committee.

Appraisalment is a process designed to determine the level of support required by students, particularly those with disabilities or learning difficulties.

## **SPORTS HOUSES**

All children in the same family are placed in the same House Teams

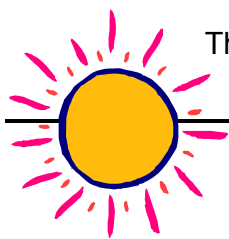
Wattle (yellow)  
Waratah (blue)  
Banksia (red)  
Melaleuca (green)



## **STUDENT COUNCIL**

A Student Council comprising of Year 7 students represents the student body. The Council meets on a regular basis. Funds raised by the members are spent on improving resources and facilities of the school as listed in the school's Annual Operational Plan. Each year the Student Council undertakes a major project. Office bearers and other members, gain experience in meeting procedures, etc.

## **SUNSAFE**



The purpose of the program is to ensure that all children, staff and members of

the community attending our school are protected from the harmful effects of the sun throughout the whole year. All members of our school community share the responsibility in promoting and practising skin protective behaviours. Whilst in the sun children are encouraged to wear a sun safe hat as recommended for our school uniform.

## SWIMMING

Swimming is an integral part of the Education Queensland's Physical Education program and it is an expectation that all students will take part. Any child unable to do so must bring a note stating the reason why they are unable to participate. Children with long term medical reasons (eg. grommets) may bring a note to cover the whole period of absence.

Children should bring bathers, swimming cap, towel and a shirt suitable for swimming, in an appropriate bag each swimming day. The wearing of "sun safety" shirts (Lycra shirts) and sunscreen (SPF15+) is strongly recommended. All clothing (including swimming gear and underwear) should be clearly named.



A swimming carnival is held at the end of term 4 and swimming lessons during Term 1 & Term 4.

Wet weather does not necessarily mean swimming is cancelled. If appropriate, lessons will still go ahead.

Our Learn to Swim Program operates only for Years 1 to 5, lessons are held at the YMCA Pool at Victoria Point.

## TRANSFERS

If you are transferring to another Queensland State School you must receive a Certificate of Transfer. Education Queensland's Regulations require that requests for transfers must be made personally by the parents or guardian, or by letter. A verbal message via the child is not sufficient. Please notify the name of the new school to enable our records to be updated.

## UNIFORM AND GENERAL APPEARANCE

Victoria Point State School is a designated Uniform School. It is expected that children attend school neatly dressed and well groomed each day. In 2006 the brown garments will be phased out for the blue garments as follows:

**Girls** : Navy Blue culottes with gold polo shirt *or* blue check peplum top **OR** blue check dress  
Closed in shoes and socks

**Boys** : Navy blue shorts with gold polo shirt *or* blue dress shirt  
Closed in shoes and socks

In Winter, navy blue track pants can be worn with matching navy blue school jumper.

The **Band Uniform** consists of a white and yellow polo shirt with musical notes and navy blue trousers.

No jewellery is allowed unless it has religious significance. Earrings can be worn but must be

sleepers or studs.

**Please clearly name all items of clothing.**

In line with the Education Queensland's Sun Safe Policy children must wear a hat when outside.  
**NO HAT NO PLAY** - (NAVY SCHOOL HATS AVAILABLE AT UNIFORM SHOP)

**UNIFORM SHOP**

The shop operates from the school Snack Shack on Tuesday afternoons from 2.15pm – 3.15pm for the sale of new uniforms, second-hand uniforms and school hats.

**WORKING WITH CHILDREN CHECK**

Any volunteer working with children must undergo a suitability check, if they are NOT a parent of a child at the school in which they are volunteering. Applications can be obtained from the Deputy Principal.

**OTHER LOCAL SCHOOLS**

Cleveland State School  
Queen Street  
CLEVELAND QLD 4163

(PO Box 194)

Phone : 3488 1333

Thornlands State School  
Panorama Drive  
THORNLANDS QLD 4164

Phone : 3821 8111

Redland Bay State School  
Gordon Road  
REDLAND BAY QLD 4165

Phone : 3206 7288

Mount Cotton State School  
Mount Cotton Road

MOUNT COTTON QLD 4165

Phone : 3206 6237

Macleay Island State School  
High Central Road  
MACLEAY ISLAND QLD 4184

Phone : 3409 5630

Russell Island State School  
38-64 High Street  
RUSSELL ISLAND QLD 4184

Phone



## **VICTORIA POINT SAFETY HOUSE**

Dear Parents/Carers

The Victoria Point **SAFETY HOUSE COMMITTEE**, which encompasses Victoria Point State School, St Rita's and Faith Lutheran schools, would like to introduce the Safety House concept to those unaware of how and why the program operates.

The Safety House Association liaises with the Queensland Police Service and Education Queensland to maintain community awareness of the problems faced by children and to increase the level of protection within the community.

Safety Houses are easily identified by a yellow plate placed on, or near the letterbox. This plate remains the property of the Safety House Association of Queensland Inc. The occupants of a Safety House are checked by the Police to avoid unsuitable people entering the program. Your local committee also monitors these households on a monthly basis.

The police are called every time a child goes to a Safety House for assistance. Children might use a Safety House because:-

- They are lost
- They are frightened or feel unsafe
- They are being bullied
- They are injured
- They believe they are being followed or watched
- They have been approached by a stranger
- They have been frightened / attacked by a dog

Should a SAFETY HOUSE ALERT be activated, ALERT FLAGS (RED if the incident happened in the Victoria Point area OR YELLOW if the incident happened within the Redlands district) will be displayed above the Safety House signs near the school entrances for a period of 2 – 3 days. If you notice the flags are up for a longer period of time, this indicates another incident has occurred. The flags are alerting families to the fact that a situation (as above) has occurred.

A notice detailing the alert is put on the School Community Notice Board found in the walkway of Block 2, the Notice Board Block 3, the Notice Boards at the two Preschool Units and a copy is given to the After School Care Co-Ordinator. Be 'ALERT' and help protect our children.

