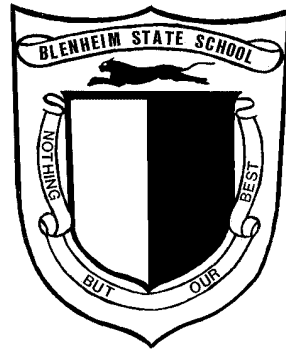


Blenheim State School

Parent Handbook



Climbing high - in quest of success



Strength

Persistence

Achievement

2009

Blenheim State School Handbook

School Procedures

Times

- 8.15am. Only students travelling by bus should arrive before this time.
- 9.00 am Start of Morning Session
- 10.45am Lunch and 30 min. play
- 11.30am Start of Middle Session
- 1.00 pm Snack and 15 min. play
- 1.30 pm Start of Afternoon Session
- 3.00 pm End of School Day

Arrival/Departure

As school commences each day at 9.00 am, children should not arrive any earlier than 8:15 am and no later than 8:55am. This provides adequate time for students to prepare themselves for the day's lessons. School concludes at 3.00 pm each day and students should proceed directly to the school pedestrian gate area to await collection by a parent. Children should not leave this area unless accompanied by an adult.

Car Parking

To minimise the risk of students being injured by a motor vehicle, parents/caregivers should park on the road in front of the school. The designated car park area is not to be used to drop off or pick up students. Please note the school car park is out of bounds for ALL STUDENTS.

Admissions

New parents are asked to fill out an enrolment form when enrolling their children at this school. Parents are asked to notify the school if details on the enrolment form change. Children being enrolled for their first year of schooling at a state school need to have their date of birth verified by a Birth Certificate. This evidence must be presented on the day the child is enrolled.

Attendance

Regular and punctual attendance at school is essential for each student's development. If a student is absent from school a note or telephone call of explanation must be forthcoming for accountability purposes.

Contact Information

It is important that we have contact numbers for parents at all times. If you or your partner work, please advise us of these work numbers in case of emergencies.

Valuables at School

Students are discouraged from bringing to school any family or personal items of value; this includes jewellery, expensive toys/models and electronic games and equipment. The only jewellery permitted to be worn at school are sleepers or stud earrings and a wrist watch.

Accidents

During the school day your child will be under the supervision of a school staff member, however, accidents may still occur. The procedure we follow for serious injuries is that, if possible, the parents are immediately notified. If we (the staff) feel the nature of the accident is such that it requires immediate attention, an Ambulance will be called. You will be called if a head injury occurs.

Illness/Medication

Students are only allowed to bring prescription medication (labelled with Pharmacy label) to school with adequate directions from a Doctor for its administration. The medication register shall be completed with the administration details and will be followed strictly. In the event of a student contracting any diseases, the following exclusion periods or treatments must be adhered to:

- CHICKEN POX 14 days from the onset or doctor's certificate
- MUMPS As for Chicken Pox
- MEASLES As for Chicken Pox
- SCHOOL SORES Must be covered at all times
- RING WORMS Must be covered at all times
- HEAD LICE Until head is cleared

Excursions

During the course of the year, the school participates in a number of excursions, from periodical swimming to whole day trips. Before a student can participate in any school orientated excursions, a form signed by the parent granting general consent must be given to the school.

Assessment/Reporting

The assessment of students occurs continuously across all key-learning areas. The main aim is to let the student know his/her progress as well as reporting directly to parents.

The format for reporting to parents is as follows:

- Semester 1 Progress Report
- Semester 2 Progress Report

Swimming Lessons

Swimming lessons are held at Dal Ryan War Memorial Swimming Pool in Laidley in 1st and 4th term.

Homework

It is important that students consolidate their day's work by doing regular homework and revision. Homework will be given to students in years 1 to 7 Monday - Thursday. Parents who do not wish their children to do homework must send written notification to the school.

Library

Library books are changed weekly. Children are encouraged to select two books a week. The community are also welcome to borrow books from the school library.

Newsletter

Open and regular communication between the school and its families is an essential element of education in all schools. To this end, the school newsletter will be issued to the eldest child in each family every second Wednesday. It will contain important information and reminders.

Parents & Citizens Association

Our P&C Association meets every third (3rd) Monday of the month. The Association convenes an Annual General Meeting in February each year. All parents are welcome and encouraged to attend P&C meetings.

Uniform

Our school has a set uniform, which is unisex. It consists of a green broad brimmed hat, a green polo shirt with a black collar (available from the school) and black shorts. Girls may choose to wear a black skirt or skort. The shirt can be purchased from the P & C Association at the school.

Hats

Our school has a NO HAT/NO PLAY policy, which is strictly adhered to.

Booklists and Requirements

Booklists can be obtained from the Office prior to the commencement of school. Booklists are available at the end of each year before school breaks up for Christmas Vacation.

Calendar: Term Dates for 2009

1st Semester

- Term 1 - Tuesday 27th January-Friday 9th April
- Term 2 - Tuesday 21st April-Friday 26th June

2nd Semester

- Term 3 - Tuesday 14th July-Friday 18th September
- Term 4 - Monday 5th October-Friday 11th December

Pupil Free Days

- Term 1 - Thursday 22nd & Friday 23rd January
- Term 2 - Monday 20th April
- Term 3 - Monday 13th July Wednesday 12th August
- Term 4 - Monday 19th October

Public Holidays affecting school routines

- Australia Day - 26th January
- Good Friday - Friday 10th April
- Easter Monday - Monday 13th April
- Anzac Day - Saturday 25th April
- Labour Day - Monday 4th May

- Queen's Birthday – Monday 8th June
- Show Day - Monday 10th^h August (Lockyer Valley)

Staff in 2009

The school staff comprises of: Teaching Principal (Years 5-7) – Mrs Sandra Duncalfe; Teacher Ms Annette Schulz (P-4); Teacher Ms Kathy Foster (Wednesdays and alternate Mondays); Teacher Aides - Mrs Pauline Pitkin, Mrs Pam Green and Mrs Pippa Bonson; Administrative Officer- Mrs Pippa Bonson; Music – Ms Cherie Treloar; PE - Mr. Andrew Pickwell; Chaplain – Mr Phil Bryce (alternate Wednesdays); Cleaner – Mrs Maree Newlands; Schools Officer (Groundsman) – Mr Lyndsay Rowland.

The office is not attended full time. If you need to contact us and no one is available to answer your call, please leave a message.

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