Welcome to Kallangur
Welcome to Kallangur State School.
We look forward to working with you and your family to meet your child’s educational needs.
This can be achieved by attending assemblies, parent-teacher interviews, school functions and events and through general communication.
We love to keep you informed through fortnightly newsletters and our website.

General Information
Daily School Routine

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 – 8:30am</td>
<td>Children to sit in covered games area prior to the bell and then move directly to classrooms to prepare for the day.</td>
</tr>
<tr>
<td>8.40am</td>
<td>First bell - all children to be in classrooms preparing for the day’s lessons.</td>
</tr>
<tr>
<td>8.45am</td>
<td>Session 1</td>
</tr>
<tr>
<td>11.15am</td>
<td>Session 2</td>
</tr>
<tr>
<td>1.25pm</td>
<td>Session 3</td>
</tr>
<tr>
<td>2.55pm</td>
<td>Classes dismissed</td>
</tr>
</tbody>
</table>

If students are collected prior to end of day they must be collected and signed out from the office. Students arriving late to school must report to the office before proceeding to classroom. Prep students must be signed in and out from their prep room.

Contact Details
Please ensure that all contact details are current. It is essential that contact can be made at all times.

Sporting Houses
Upon enrolment all students are placed in a house. The sports houses are:

- Blue
- Red
- Green
- Purple

Finance

- Booklists will be provided on enrolment
- The Student Resource Scheme covers essential resources and will be advised on enrolment. Fees can be paid at office by cash, eftpos or direct debit from Centrelink
- Voluntary Contribution funds go to the P & C to improve targeted school resources and services
- Refund policy is available on request
- School banking – student banking is available through the Commonwealth Bank

Community Involvement
Community involvement is encouraged at our school. See your child’s teacher if you would like to volunteer at school.

Complaints Management – ‘Make it Right’
Concerns relating to your child may be discussed with school staff. Please make contact with the school.

Valuables at School
Money brought to the school should be carried in a secure pocket. It is not to be left in desks or school bags. Property of significant value should not be brought to school unless essential for the learning program e.g. spectacles, sporting equipment. The school cannot accept responsibility for damage or loss, and no insurance scheme covers this equipment.
**Curriculum**

At Kallangur State School our curriculum covers eight key learning areas with a strong emphasis on developing literacy and numeracy skills.

Our school is organised into an Early Phase (Prep - 3) and Middle Phase (4 – 7).

**School Swim Program**

All students from Prep – Year 7 receive one 40 minute lesson per week for six weeks in Term 1 and Term 4.

A swimming levy is applicable.

Students swimming in our program require:
- Swimming togs - boys may wear togs or shorts (shorts must be above the knee)
- NO bikinis or jewellery are permitted
- All students must wear caps and a sunshirt (T-shirt)
- The use of goggles is optional
- A towel and suitable swim bag is expected
- Students are not to wear togs to or from school under their uniform.

**Extra Curricula Activities include:**
- Excursions
- Instrumental Music
- Interschool sport (Yr 5 – 7)
- Keyboard lessons
- Student council
- Choir
- Swimming
- Religious Education

**Homework**

Homework is set to provide practice for the student and to inform parents about school learning.

Please see your child’s class teacher if you have any concerns.

**Student Support Services**

A broad range of student services are offered by Kallangur State School including:
- Special Education Program
- Guidance Officer
- Chaplaincy
- Support Teacher Literacy and Numeracy
- Speech Language Pathologist
- Indigenous Support Services

**P & C Services**

- Tuckshop
- School shop (books and uniforms)
- Book club
- Klub Kallangur – out of hours school and vacation care

**Health, Safety and Wellbeing**

**Medication**

We accept responsibility for administering medication under the following conditions:
- Where prescribed medication is required to be administered whilst the student is at school or involved in school related activities, a caregiver must, in the first instance, make a written request to the Principal. If dosage changes please inform in writing.
- Where medication is to be administered, the instructions must be provided in writing by the medical practitioner or by a pharmacist at the medical practitioner’s direction. Such instructions must indicate specific times at which the medication is to be administered, as well as the quantity of medication to be given. Pharmacist’s instructions should be written on the medication containers and must specify the student concerned.
- Students who are asthmatic must have a completed Student Asthma Record on file which details the First Aid Plan most suited to them.
- Medication may be held at the school for use during a particular emergency e.g. bee sting, asthma attack.
- School personnel will not administer non-prescribed oral medications (such as analgesics and over the counter medications) unless supported by medical practitioner’s instructions.
- Medication will be kept in a secure place with all medication administered recorded.
### Health, Safety and Wellbeing

#### Accidents
School staff hold Senior First Aid and CPR Certificates and perform Sick Bay duties. A Register is kept to record when students attend sick bay. Parents are contacted immediately when deemed necessary. Parents are contacted when children sustain a hit to the head. Correct contact numbers are essential. If an ambulance is called and parents cannot be contacted, a staff member will travel with the child to the hospital.

#### Infectious Diseases
Some common childhood diseases necessitate exclusion of the child from school until the risk of infecting others has passed. The Health Department has produced a recommended exclusion list for infectious diseases. Please contact the school office for details. The school should be advised of any infectious disease contracted by your child.

#### Head Lice
All parents have an obligation to check children’s hair regularly for lice and/or eggs and treat as necessary. Regular checks and follow-up treatment are necessary. We will send home notes to the whole class if there has been an outbreak. Current information tells us that there is a need to change treatment products regularly due to the lice’ ability to become immune to the base chemical used to make the product.

### Health, Safety and Wellbeing

#### Road Safety and Parking
Parking around our school is limited and parents are asked to consider all road safety rules when dropping off and collecting students. Due to management requests, parents are not to park in the shopping centre in Storey Road. Cars may be towed away if you park there.

#### Dental Care
The oral health team provide dental care at the school dental clinic - **Phone 1300 365 997**

### SCHOOL POLICIES

#### Enrolments
- Student enrolment is carried out by a member of the school’s Leadership Team, once the enrolment form is completed.
- The original Birth Certificate must be sighted for students enrolling in Prep or Year 1.
- A copy of any Custody Orders, Protection Orders or Family Law agreements etc must be given to the school at the time of enrolment.
- Please ensure that information given at enrolment time is as complete and as accurate as possible.

#### Transfers
- When students are transferring to another school the office must be notified of the last day of attendance.
- All school equipment (library books, Instrumental Music books, Band Uniforms etc) must be returned and any outstanding accounts finalised.
- Transfers to other State Schools within Queensland will be forwarded to the school.

#### Uniform
We have a P & C endorsed school uniform. The uniform policy is available from the office or the school website.

#### Behaviour Expectations
All students are expected to follow our School Code of Behaviour. The Code of Behaviour is available from the office or the school website.
SCHOOL POLICIES

Mobile Phones and other Electronic Devices

Mobile phones and other electronic devices (e.g., iPods) have become popular items in our modern technological society. We understand that parents may provide their children with phones for security and transportation reasons outside of school time. In line with EQ recommendations this school’s policy on mobile phones is:

- Device is handed into the office staff before school starts and collected at 2:55 pm.

If there is a need to contact your child during the day contact must be made via the school office on 3491 5333. Messages will be passed on to your child. If the matter is urgent, we will ensure immediate contact with the child. Where students do not follow this policy, parents will be contacted.

Lost Property

All possessions brought to school, including stationery and clothing must be named and are the responsibility of the owner. Parents should assist children to develop the skills necessary to care for property.

Lost property is displayed at the rear of the office.

SCHOOL POLICIES

No Smoking

Our school observes a strict no smoking policy in and around our school site.

Absences

If your child is to be absent for any reason, please phone our School Absence Line on 3491 5360 at any time and leave a message (child’s name, class and reason for absence). Messages will be passed on to class teachers each morning.

A message via the child’s sister or brother is an acceptable alternative. If unable to comply with the above, send an explanatory note to the class teacher on your child’s return. All absences must be explained under the Education Act.

Frequent absences will be followed up as student learning will be adversely affected.

Contact Details

Kallangur State School
139 School Road
Kallangur  Q 4503

Phone: 07 3491 5333
Fax: 07 3491 5300

Student Absences 07 3491 5360

Tuckshop – 3491 5345
School Shop – 3491 5346
School Watch 13 17 88

Dental Clinic – 1300 365 997
Klub Kallangur 3886 2144

Email the.principal@kallangurss.eq.edu.au
Web site www.kallangurss.eq.edu.au

Cyber Safety – www.cybersmart.gov.au