Welcome

On behalf of our school community, I welcome you to Loganholme State School. We hope you will enjoy your time with us and that your child will benefit greatly from the quality opportunities provided at our school.

Your child's settling in period will be made easier by spending some time reading through the information contained in the following pages. I also ask that you, as parents and carers, keep in constant touch with the school by becoming involved in its activities.

Our school community values a supportive school environment by resourcing its members with the skills for effective communication, self-confidence, conflict resolution and personal development. We value the unique worth of each person, support their personal and spiritual development and foster self-esteem by respecting individual differences, recognising and celebrating achievements and creating opportunities for participation and contribution in the life of the school.

The educational development of your child is a joint venture between our school and you as parents and carers. We ask that you assist us and work with us in that partnership.

I look forward to sharing the primary school experience with you and your child.

Susan Cowley
Principal
**School Motto**  
Believe and achieve

**Statement of Purpose**
Loganholme State School aims to provide a balanced education for your children in a supportive environment. We aim to develop self-esteem, knowledge, skills, attitudes and values on an equitable basis, thus establishing a foundation for lifelong learning.

**Values and Beliefs**

<table>
<thead>
<tr>
<th>Value</th>
<th>Belief</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tolerance and Understanding</td>
<td>Responses to behaviour should consider both individual circumstances, actions of the students, and the needs and rights of the school community members.</td>
</tr>
<tr>
<td>Respect for Self and Others</td>
<td>Relationships are productive when they are respectful.</td>
</tr>
<tr>
<td></td>
<td>Everyone has the right to work to their potential free from disruption, abuse and threat.</td>
</tr>
<tr>
<td></td>
<td>Staff expertise is valuable and worth developing.</td>
</tr>
<tr>
<td>Responsibility</td>
<td>Appropriate behaviours need to be actively taught, modelled, encouraged and developed.</td>
</tr>
<tr>
<td></td>
<td>Every individual must be responsible for their actions and accept the consequences for their actions.</td>
</tr>
<tr>
<td>Excellence</td>
<td>A whole school approach, effective school organisation and leadership, result in high expectations of students.</td>
</tr>
<tr>
<td></td>
<td>High expectations for personal achievement and behaviour lead to personal best effort.</td>
</tr>
<tr>
<td></td>
<td>Effective teaching as well as inclusive and engaging curriculum minimise disengagement.</td>
</tr>
<tr>
<td>Honesty</td>
<td>Effective home-school partnerships involve parental consultation and mutual support.</td>
</tr>
<tr>
<td></td>
<td>Fairness is ensured through effective and equitable processes.</td>
</tr>
</tbody>
</table>

**Our School**
Loganholme State School has provided a long and distinguished service to the Loganholme community. The school was officially opened on May 28, 1873 with an enrolment of 37 students. In 1988, the school campus and traffic access were altered when the Logan Motorway was constructed. While the original buildings have been relocated to the Beenleigh Historical Centre, the school remains on its original site.

Enrolments are currently around 500 students from Prep to Year 7. Our school enjoys strong community support and our P&C Association is very active in supporting the school financially and strategically.
Contact Details

Administration

Principal : Mrs Susan Cowley
Deputy Principal : Mrs Renee Austin
Acting Business Manager : Miss Kylie Muldeary
Acting A02 : Mrs Jodie Eldridge

School Address
Wandilla Crescent, Loganholme 4129

Postal Address
PO BOX 3055, Loganholme 4129

Contact Numbers
Ph: (07) 3801 9333
Fax: (07) 3801 9300

Email
the.principal@loganholss.eq.edu.au

Website
www.loganholmess.eq.edu.au

Office Hours
7:30am – 3:30pm Monday to Friday

Term Dates

<table>
<thead>
<tr>
<th>Term</th>
<th>Dates</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td>Tuesday 29 January – Thursday 28 March</td>
<td>9 weeks</td>
</tr>
<tr>
<td>Term 2</td>
<td>Monday 15 April - Friday 21 June</td>
<td>10 weeks</td>
</tr>
<tr>
<td>Term 3</td>
<td>Monday 8 July - Friday 20 September</td>
<td>11 weeks</td>
</tr>
<tr>
<td>Term 4</td>
<td>Tuesday 8 October - Friday 13 December</td>
<td>10 weeks</td>
</tr>
</tbody>
</table>

Student Free Dates for 2013

- Thursday 24 January
- Friday 25 January
- Monday 21 October
Literacy and Numeracy

Literacy and numeracy are essential components of the curriculum at Loganholme State School. Literacy and numeracy skills are vital to ensuring your child has the best chance to succeed in their schooling and later life.

Literacy allows us to make sense of a range of written, visual and spoken texts including books, newspapers, magazines, timetables, DVDs, television and radio programs, signs, maps, conversations and instructions. Literacy allows us to effectively communicate and make sense of the world.

Numeracy enables you to develop logical thinking and reasoning strategies in your daily life. We need numeracy to solve problems and make sense of time, numbers, patterns and shapes for activities like cooking, reading a map or bill, reading instructions and even playing sport. Numeracy is confidently and effectively using mathematics to do what you need to at home, work and in the community.

Our literacy and numeracy programs are in line with the current National Curriculum documents. Information about the National Curriculum can be found on the school website www.loganhols.eq.edu.au.

Prep

Prep is a full-time, non-compulsory program and offers amazing learning opportunities to give your child the best possible start to their education. The Prep Year can go a long way to preparing children for Year 1, and recent research into the Queensland Prep Year trial supported this belief. You only have to look at our Prep students to see how much progress they have made.

In 2012, our Prep teachers will be educating the children from the National Curriculum. This will ensure that each child has the best possible learning opportunities in their first year at school.

Language Other Than English (Japanese)

Language Other Than English (LOTE) is identified as one of the Key Learning Areas, which form the core curriculum for students. Our specialist teacher visits each class in Years 5, 6 and 7 for one lesson per week. In the classroom, students explore Japanese as a system of communication. Students will develop:

- A sense of purpose and enjoyment in using the language
- The skills to comprehend and compose language in a given range of contexts
- An awareness of the role and nature of language and of culture

Physical Education

Physical Education is an integral part of a child’s development. Opportunities are provided for all students to be taught skills to actively participate in games appropriate for their age. The students engage in one Physical Education lesson per week.

Instrumental Music

Tuition is available through our Instrumental Program for selected children in Years 3-7 by part-time teachers of brass, woodwind and string, who visit the school each week. Parents who wish their child/children to participate in these programs should contact Glen Court, our Instrumental Music Teacher. There is a small fee for being part of this program and for hiring school instruments.
IMPORTANT INFORMATION

Accidents and Illness

Unfortunately accidents do happen, no matter how many precautions we take. If your child is involved in a minor accident, he or she will be given first aid at the school. If we have any concerns, you will be contacted by phone. 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 when they change). In an emergency situation, when parents cannot be contacted immediately, an ambulance will be called.

Assemblies

During assembly, staff and students are involved in communicating information to members of the school community, awards and presentations are made, visitors are welcomed and classes share their work and perform items. Assemblies are an important part of school life, playing a key role in developing school identity and spirit. Parents are most welcome to attend assemblies.

- Whole School Assembly – every Monday starting at 2:00pm in the hall
- P-2 Celebrations – every Friday starting at 2:00pm in the hall

Attendance

The Education Act states, “Every parent/guardian of a student being of the age of compulsory attendance shall, unless some reasonable excuse exists, cause such student to attend a school on each school day.” Examples of a reasonable excuse as defined by the Education Act are:

- sickness
- temporary or permanent infirmity
- unavoidable cause
- fear of infection from disease.

In the case of absence from school, we request written advice from a parent/guardian or a phone call to our administration. Parents should contact the school by 10:30am on 3801 9333. It is a legal requirement to monitor and track each student’s attendance in line with the Education Queensland expectations. Parents wishing to collect a child prior to the end of the school day must visit the office to sign out the child PRIOR to collecting them from the classroom.

Bell Times

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:25am</td>
<td>First Session</td>
</tr>
<tr>
<td>10:35am</td>
<td>First play break</td>
</tr>
<tr>
<td>10:55am</td>
<td>Eating Time</td>
</tr>
<tr>
<td>11:15am</td>
<td>Middle Session</td>
</tr>
<tr>
<td>12:45pm</td>
<td>Second Play Break</td>
</tr>
<tr>
<td>1:10pm</td>
<td>Eating Time</td>
</tr>
<tr>
<td>1:25pm</td>
<td>Last Session</td>
</tr>
<tr>
<td>2:35pm</td>
<td>End of day</td>
</tr>
</tbody>
</table>
**Behaviour Management**

Our school has developed a plan to support student behaviour. This plan is called the ‘Responsible Behaviour Plan for Students’. It details the strategies and mechanisms our school employs to teach, encourage and support positive behaviour. Additionally, it details the possible consequences for breaches to this plan. Parents should access a copy and become familiar with it. It is available from the school office or via the school website [www.loganholmess.eq.edu.au](http://www.loganholmess.eq.edu.au)

**Book Club**

Several times a year, children will receive brochures from Scholastic Book Club offering age appropriate books. Purchases made through the office also benefit the teachers and students in earning resources for the school.

**Booklists**

Class booklists for Prep – Year 7 are available from the office. Parents are required to provide their children with the materials necessary for full participation in class activities.

**Car Park**

Parents are not permitted to drive into the main school car park unless collecting children from the sick room. Wheelchair access is provided in an especially reserved section of the parent’s car park. No pedestrians should enter the grounds through the double gates leading into car parks within the grounds.

A pickup/set down area in Wandilla Crescent has been clearly marked. If the children use this area correctly their safety is ensured. Parents have the choice of;

- stopping their car to collect children from the pickup/set down zone. Drivers are not permitted to leave their vehicle; or
- parking their cars in the parent’s car park and walking up to escort children from the school grounds.

**Crossing Supervisors**

Our crossing supervisors ensure the safety of our children on the marked pedestrian crossings around the school. This supervision operates both before and after school.

**Custody**

The school is required to uphold any court order with regard to Custody/Access arrangements. If this applies, please ensure the relevant information and a copy of the latest court orders are provided at enrolment. Should custody/access arrangements change after enrolment, please ensure the school office is advised and documentation is provided.

**Dental Service**

Free Dental treatment is available providing the consent form has been completed by parents. Parents/Caregivers will be contacted by letter when a visit from the Dental van is imminent.

**Enrolment**

To enrol your child in our school, you will need to contact the office to collect the appropriate forms and book a time for the enrolment interview. All new enrolments MUST have an enrolment interview before the enrolment can be processed.
When coming to the interview, you will need to bring the following documents for the Administration Team to sight.

- Each child’s birth certificate or passport.
- Your proof of residency.
- A current passport and visa is required for any child born overseas.
- Each child’s most recent student report card.
- Information about any medical conditions or medication your child has to take whilst at school.

At the enrolment meeting we will:

- discuss the details of your enrolment application
- organise uniforms
- organise a book list
- complete an enrolment agreement

**Enrolling your child in Prep**

The Prep year is the first year of school for your child. It is a full-time program and children attend each day from Monday to Friday during the normal school hours of 8:25am to 2:35pm. It is a non-compulsory program, however we expect your child to attend full time in order to get the most from their Prep year.

Your child must be 5 by 30 June in the year they enrol in Prep. To find out when your child is eligible to enrol in the Prep year, see the table below.

<table>
<thead>
<tr>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 July 2005 to 30 June 2006</td>
<td>Prep</td>
<td>Year 1</td>
<td>Year 2</td>
<td>Year 3</td>
<td>Year 4</td>
</tr>
<tr>
<td>1 July 2006 to 30 June 2007</td>
<td>Prep</td>
<td>Year 1</td>
<td>Year 2</td>
<td>Year 3</td>
<td></td>
</tr>
<tr>
<td>1 July 2007 to 30 June 2008</td>
<td>Prep</td>
<td>Year 1</td>
<td>Year 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 July 2008 to 30 June 2009</td>
<td>Prep</td>
<td>Year 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 July 2009 to 30 June 2010</td>
<td>Prep</td>
<td></td>
<td></td>
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</tbody>
</table>

**Emergency Procedures**

Emergency Evacuation drills & lock downs are held regularly during the year. Procedures are taught to students during these drills. In case of a fire, our primary concern is for the safety of the students. No attempt will be made to save equipment of any sort nor will any attempt be made to fight the fire. The students will be evacuated in an orderly but swift fashion. Lockdown practices are also required in State schools to prepare for emergencies in which it is unsafe to go outside. No attempt should be made to come and collect students during evacuations unless requested to do so.

**Excursions & Incursions**

From time to time educational excursions, incursions (events held at school) and performances are organised to reinforce work being undertaken at school. Students who wish to go on an excursion must meet the school’s requirements concerning appropriate dress and standard of conduct. Parents are required to meet costs associated with excursions, incursions and performance where applicable. In some cases medical information forms are required for excursions. Detailed information about an excursion, incursion and/or performance will be forwarded home at appropriate times throughout the year.
**Guidance Services**

Guidance officers work with students, parents, school personnel and other agencies to assist the school to best meet the social, emotional and educational needs of students. They may assess or counsel students, or refer to other agencies on a range of issues. Referrals to the guidance officer may be from students, parents or school personnel and are prioritised by the Student Action Committee.

**Head Lice**

Parents are asked to check their child’s hair regularly. Our school has a policy on managing students with head lice. Infested hair is not a sign of poor personal hygiene nor is it an illness. Consult your chemist for advice regarding treatment. Information is available from the school and will be sent home to families when necessary.

**Homework**

The interest that is shown by parents in the work that students bring home is a great help in ensuring successful learning at school. Teachers at school will set some homework to be completed each week. The homework type will vary and may not always be written. You can be assured that teachers carefully consider the amount and content of home tasks before students receive them.

Please show an interest in your child’s home studies and in other work they do at school. Talk about school work and encourage efforts made. Your participation is of great importance and will certainly help to develop positive and confident study habits.

**Home Reading Program**

All students from Prep – Year 3 actively participate in the Home Reading Program as a part of their homework. Students are given a selection of home readers at the beginning of the week and are encouraged to read to their parents each night. Help your child and encourage them to use their reading hand to practice the reading strategies that are being developed in class. It is important that the students are reading EVERY day. To ensure this, students need to bring their home reading folders to school regularly to be checked.

For this program to run successfully, we need parent volunteers in the classrooms to support teachers by changing the home readers. If you are able to volunteer in your child’s classroom, please speak to their class teacher to discuss times.

**Illness**

_Sick children should not be sent to school._ They are usually unable to participate fully in educational programs. If your child becomes ill at school, our decision will be determined by the apparent seriousness of the signs and symptoms. Usually, a child will be sent to the sick room where recovery often occurs after a short rest. If the illness is more serious, we will try to contact you. If you child requires urgent medical attention, it will be sought immediately. First aid will be provided by trained staff and we will attempt to contact parents where necessary. If you collect your child from the sick room, please sign the sign out book to confirm you have taken the child.

Some illnesses are infectious and require some periods of exclusion from school. Below is a list of recommended minimum periods of exclusion from school and child care centres for cases of and contact with infectious diseases. (Taken from the National Health & Medical Research Council)
The NHMRC recommends that children who are physically unwell should be excluded from attending school and child care centres.

<table>
<thead>
<tr>
<th>Condition</th>
<th>The person with the infectious disease</th>
<th>Other people in contact this person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amoebiasis (Entamoeba histolytica)</td>
<td>Exclude until diarrhoea ceases</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Campylobacter</td>
<td>Exclude until diarrhoea ceases</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Chicken pox</td>
<td>Exclude for at least 5 days AND until all blisters have dried</td>
<td>Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded</td>
</tr>
<tr>
<td>Cytomegalovirus Infection</td>
<td>Exclusion not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until the discharge from the eyes has stopped unless a doctor has diagnosed a non-infectious conjunctivitis</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Diarrhoea</td>
<td>Exclude until diarrhoea ceases</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Diphtheria</td>
<td>Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later.</td>
<td>Exclude family/household contacts until cleared to return by an appropriate health authority.</td>
</tr>
<tr>
<td>Glandular Fever (Mononucleosis)</td>
<td>Exclusion is not necessary</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hand, Foot and Mouth disease</td>
<td>Until all blisters have dried</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Haemophilus Type B (Hib)</td>
<td>Exclude until medical certificate of recovery is received.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td>Exclude until a medical certificate of recovery is received, but not before seven days after the onset of jaundice or illness.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hepatitis B</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hepatitis C</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Herpes (Cold Sores)</td>
<td>Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hookworm</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Human immun.-deficiency virus infection (HIV AIDS virus)</td>
<td>Exclusion is not necessary unless the child has a secondary infection</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Impetigo (School sores)</td>
<td>Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Influenza and influenza like illnesses</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Leprosy</td>
<td>Exclude until approval to return has been given by an appropriate health authority.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least four days after onset of rash.</td>
<td>Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school.</td>
</tr>
<tr>
<td>Meningitis (Bacterial)</td>
<td>Exclude until well</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Meningococcal Infection</td>
<td>Exclude until adequate carrier eradication therapy has been completed.</td>
<td>Not excluded if receiving rifampicin.</td>
</tr>
<tr>
<td>Molluscum Contagiosum</td>
<td>Exclusion not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Mumps</td>
<td>Exclude for nine days or until swelling goes down (whichever is sooner).</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Condition</td>
<td>Exclusion Required</td>
<td></td>
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<tr>
<td>---------------------------------------------</td>
<td>------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Parvovirus (Erythema Infectiosum Fifth Disease or Slapped Cheek Syndrome)</td>
<td>Exclusion not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Poliomyelitis</td>
<td>Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Ringworm, scabies, pediculosis (lice), trachoma</td>
<td>Re-admit the day after appropriate treatment has commenced.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Roseola</td>
<td>Exclusion not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Rubella (German Measles)</td>
<td>Exclude until fully recovered or for at least four days after the onset of rash.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Salmonella, Shigella</td>
<td>Exclude until diarrhoea ceases</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Scabies</td>
<td>Exclude until the day after appropriate treatment has commenced</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Staphylococcal infection (including scarlet fever)</td>
<td>Exclude until the child has received antibiotic treatment for at least 24 hours and the person feels well.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Tuberculosis</td>
<td>Exclude until a medical certificate from an appropriate health authority is received.</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Typhoid fever (including Paratyphoid Fever)</td>
<td>Exclude until approval to return has been given by an appropriate health authority.</td>
<td>Not excluded unless considered necessary by public health authorities</td>
</tr>
<tr>
<td>Viral gastroenteritis</td>
<td>Children are to be excluded until the diarrhoea has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Whooping Cough</td>
<td>Exclude the child for five days after starting antibiotic treatment.</td>
<td>Exclude unimmunised household contacts aged less than 7 years for 14 days after the last exposure to infection or until they have taken five days of a 10-day course of antibiotics. (Exclude close child care contacts until they have commenced antibiotics).</td>
</tr>
<tr>
<td>Worms (Intestinal)</td>
<td>Exclude if diarrhoea present</td>
<td>Not excluded</td>
</tr>
</tbody>
</table>

**Library**

Children from all classes may borrow books and are encouraged to do so. Library lessons encourage children’s knowledge and enjoyment of literature, as well as teaching them the skills for accessing information. To help us preserve our collection, we ask that Prep-Year 3 students use a library bag to borrow. Without a library bag, the students will be unable to borrow from the library that week. Library bags can be the sturdy shopping bags or material bags purchased from stores such as K-Mart and BIG W.

**Lost Property**

All property belonging to students should be clearly marked with their names. This includes books, lunch boxes and clothing which are often taken off at school (e.g. hats, raincoats, jumpers and cardigans, shoes and socks). Lost property is available for checking outside the Administration Block. Property which is unclaimed for a full term is given to a charitable organization.

**Medication**

Education Queensland has ruled that medication may only be given to children at school – ‘Strictly in accordance with instructions by the pupil’s medical practitioner and at the written request of the parents’. Medication must be in the original container. Forms requesting administration of medication at school are available from the school office.

Non-prescription medications may NOT be given to children by members of school staff. Please do not send them with children.
These include

- cough medicines
- Panadol
- Lollies
- Lozenges
- Syrups
- Vitamins
- Other medications which have not been prescribed by a doctor.

**Mobile Phones & Electronic Equipment**

The use of mobile phones, MP3 players and other electronic devices in class is disruptive to the learning environment of other students. Electronic equipment is not necessary at for learning activities at school. If parents allow their children to bring these items to school, the following steps need to be taken.

- All electronic equipment (including mobile phones and MP3 players) must be taken to the office when the child arrives at school and be clearly named. Students can collect their property at the end of the day after the last bell.

- If a student has a mobile phone at school, in class or on the playground, the teacher will have the student immediately deliver it to the office and complete the register.

- It is the student’s responsibility to collect their equipment from the office AFTER 2:30pm.

- Mobile phones and other electronic equipment are brought to school at their owner’s risk. No liability will be accepted by the school in the event of the loss, theft or damage of any device.

- This policy also applies to students during school excursions, camps and extra-curricular activities.

**Money Collection**

At various times throughout the year, students bring money to school to pay for camps, excursions and sport. It is important that all students hand over correct money to the office collection box. A receipt will be issued for all payments. The office accepts cash payments through the office ONLY on Wednesdays and Fridays.

**Newsletters**

Our newsletter is used to inform parents of school information and activities, including those of the P&C and community. It is distributed to the eldest child in the family. It is important to check your child’s bag regularly for this communication. Extra copies are available from the school office upon request.

Our school has also started emailing parents electronic newsletters. You can subscribe to this service by contacting the office. The newsletter is also posted on the school’s website each week – [www.loganholmess.eq.edu.au](http://www.loganholmess.eq.edu.au)

**Parents and Citizens Association**

The Parents and Citizens Association (P&C) is a group of community minded people, parents and citizens, who take on a more formal role to assist the school. The school P&C Association currently meets in the school each month.

The major aim of the Association is to work cooperatively with staff, students and other parents assisting with the ongoing development of the school.
Functions:

- To foster general community interest in educational matters
- Encourage closer cooperation between the parents of students attending the school, other members of the community, staff and students of the school
- To provide advice and recommendations to the Principal of the school on issues and concerns in respect of students and the general operation and management of the school
- To provide or assist in the provision of financial or other resources or services for the benefit of students of the school

Parent Helpers

Our school is supportive by an active Parent and Citizen Association and many volunteer parents who assist in classrooms, the tuckshop, home reading programs and with various other school activities. If you are able to participate in these activities, your contribution to our school would be most welcome. We also hope that you will be to take advantage of the many opportunities provided, to visit the school and the classrooms to actively share in your child’s education.

Religious Education

A Co-operative Religious Education Program is run by a group of volunteer instructors. These instructors come along to school on a weekly basis to run a Religious Education Program. All students participate in the Co-Operative Religious Education Program, which runs for 30 minutes every Friday. If you do not wish your child to participate, a note must be sent to school.

Reporting to Parents

School assessment is an ongoing aspect of curriculum implementation and written reports on school assessment will be distributed at the end of Semester 1 and Semester 2. Parent teacher interviews are also conducted at the end of Term 1 and Term 3 to discuss your child’s progress. This is a formal process and letters will be sent home to arrange appropriate meeting times. However parents are always encouraged to contact your child’s teacher outside of these interview times to keep up to date with your child’s academic and social progress at school.

School Rules

Our school community has identified the following school rules to teach and promote our high standards of responsible behaviour:

1. We follow instructions
2. We keep our hands and feet to ourselves
3. We respect the property of others
4. We do not say things that hurt others
5. We listen when others are talking
**School Dress Code**

Our Student Dress Code consists of an agreed standard of dress for students who attend our school. The uniform for students is developed by the Parents & Citizens Association following consultation with parents, staff and students. The dress code also covers other aspects of personal presentation of students.

**Statement of intent:**

The Student Dress Code applies to students when:

- Attending or representing our school
- Travelling to and from school
- Engaging in school activities out of school hours

**Aims of the code:**

Our uniform aims to contribute to a safe and supportive learning environment through:

- Ready identification of students and non-students at school
- Fostering a sense of belonging
- Developing a mutual respect among students by minimising visible evidence of economic or social differences

**Responsibilities:**

**Parents** are responsible for ensuring their children wear correct and presentable uniform to school each day. On the rare occasion that this is not possible a written explanation must be provided.

The **P&C Association** is responsible for consulting with the school community regarding uniform information and managing the uniform shop.

The **Principal** is responsible for enforcing the code, providing the Student Dress Code to families at the time of enrolment and ensuring that the Student Dress Code and its application comply with both EQ policy and the Education (General Provisions) Act 2006. Once a student has received three breach notices within a term, the Principal will issue consequences as set out in the Code of School behaviour.

**Teachers** are responsible for expecting all students to wear their correct uniform each day and requesting a note from home explaining why students are not in uniform. If students are out of uniform they are to report this to administration. At this point parents will be issued with a breach notice which outlines a date to rectify the exact dress code breach.

**Uniforms for Formal Occasions**

Boys and girls are required to wear complete school (not sports) uniforms for all formal occasions such as special visits outside the school and other public functions.

**Girl’s Summer Uniform:**

- **Either** - School Dress
- or - Maroon shorts/skort with School Polo
- Socks - White (short)
- Shoes - Predominately black lace up (or Velcro) or predominately black or white joggers/sneakers
- Hat - Maroon school hat (no caps allowed)

**Boy’s Summer Uniform:**

- Shorts - Maroon
- Shirt - School Polo
- Socks - White (short)
- Shoes - Predominately black lace up (or Velcro) or predominately black or white joggers/sneakers
- Hat - Maroon school hat (no caps allowed)
Girl’s Winter Uniform:
School Dress with maroon tights (optional) and maroon Windcheater or Zip Jacket (no writing or pictures);
OR
Maroon Track Pants with School Polo and maroon Windcheater or Zip Jacket (no writing or pictures)

Boy’s Winter Uniform:
Maroon Track Pants with School Polo and maroon Windcheater or Zip Jacket (no writing or pictures)

Sports Uniform (Boys and Girls)
- Shorts: Maroon
- Shirt: House Polo or School Polo
- Socks: White (short)
- Shoes: Predominately black or white joggers/sneakers
- Hat: Maroon school hat (no caps allowed)

General Appearance
- Plain stud earrings and plain sleepers worn in the ears.
- Neck chains for religious purposes must be worn out of sight. Parents must understand that in accordance with Workplace, Health and Safety standards any student wearing a neck chain will be removed from any physical activity that could place them in danger.
- Wrist watches are the only acceptable jewellery.
- Hair must be neat and tidy. If long, hair must be tied or pinned away from the face for male and female students.
  - Extreme hair colours (eg: green, pink or purple rinses) and/or extreme hairstyles (eg: spikes, rats tails or mohawks) are not permitted.
- Other than clear nail polish, cosmetics may not be worn at school.
- False nails are not acceptable.
- Maroon bike pants may be worn under school dresses as long as they are not so long as to be visible.
- The only headwear that is acceptable is a Sunsmart hat consistent with our Sunsmart policy.
- Shirts worn underneath school shirts must not be visible. If the shirt is visible the student will be asked to remove it.
- Due to Workplace, Health and Safety standards, no canvas skate shoes e.g. Vans/Converse etc. are permitted or acceptable footwear.
- Students who arrive at school unsuitably dressed may either be sent home or supplied with correct items of uniform, on loan only.
- Payment plans can be made for families experiencing economic hardship.
- Parents seeking exemptions to the Code due to religious beliefs, ethnic or cultural background, student disability, health condition or economic hardship must apply in writing to the principal for consideration.

Special Education
Loganholme State School’s Special Education Program operates through a continuum of support services in recognition and appreciation of individual needs and diversity. Special Education teachers and teacher aides work from within the classroom to provide the necessary programs and adjustments required to meet the individual needs of students. Regular support and information is shared between parents, family members and class teachers with the SEP staff. The collaboration, cooperation and communication amongst all people involved are critical for student success. Through knowledge and understanding comes acceptance and effective inclusion.

Specific tasks such as preparation of Educational Adjustment Plans, planning and assessment across the range of students in the class, behaviour management planning, development and implementation of
Individual Education Plans (IEPs), are undertaken cooperatively, with the Special Education teacher being the case manager for students with disabilities.

**Sport Houses**

There are 3 sport houses in our school. They are:

- Jagarra – green
- Yugumbeh – blue
- Turrbal - yellow

You will be allocated to a house for sports days.

**Sun Safety**

It is school policy that all students wear a sun safe school hat when engaged in outdoor activity. Teachers will direct students not wearing the school hat to remain under cover. Students are encouraged to apply sun screen daily, prior to coming school and as required throughout the day.

**Teacher Aides**

The school has the services of a number of teacher aides. As well, many teachers invite parents to assist in varying aspects of the learning program. Your involvement in this aspect of school life is most appreciated by the school.

**Teeth Brushing**

The Logan-Beaudesert District Health Service oversees a tooth brushing program in the school. This involves students brushing their teeth once a day under the supervision of their teachers. Participation in the program is encouraged due to the proven positive outcomes.

**Transport to and from School**

Parents are asked to monitor the route their child uses when travelling to school and to ensure that their child is aware of road hazards, crossings and general safety rules. The use of any recreational wheeled devices such as: roller blades, scooters, skates and skateboards when travelling to and from school is strictly prohibited.
**Children should be familiar with and obey the following rules when using supervised school crossings:-**

1. Approach crossing in an orderly way and wait at the red line - remember no pushing or shouting.

2. After the Supervisor has stopped the traffic, two blasts from the Supervisor’s whistle means you may proceed across the crossing at a brisk walk (do not run).

3. One sharp blast means **Stop** immediately.

4. Remember bicycles must not be ridden across crossings.

**Children Riding Bicycles**

In the interest of your child’s safety children riding bicycles to school should:-

1. Have a roadworthy bicycle.

2. Wear an approved helmet.

3. Obey all road rules.

4. Dismount bicycle at all crossings.

5. NOT ride in the school grounds (includes riding on pedal etc.) when entering or leaving.

6. Park and lock bicycle in the area designated.

**Tuckshop**

The tuckshop provides a variety of healthy items for sale Monday to Friday. Menu and tuckshop policies and procedures can be found on the school website [www.loganholmess.eq.edu.au](http://www.loganholmess.eq.edu.au)

Lunch orders, with money, should be placed in a paper bag with the child’s name, class and teacher’s name written on the outside and clearly marked 1<sup>st</sup> break or 2<sup>nd</sup> break.

**Visitors**

All visitors are required to sign in at the office. It is imperative to always know who is on the school grounds and the purpose for their visit.

**Voluntary Contribution Scheme**

In 2011, our school introduced the voluntary contribution scheme. Parents are asked to contribute to the payment for classroom consumables and other resources as deemed necessary by the teacher. The cost is $50 per student in Prep-Year 7.

The cost equates to $1 per week with all money going directly to your child’s classroom teacher to enhance the variety of resources available to the students for their learning in the classroom. While the scheme is voluntary, it can only benefit the students if all parents contribute to it. We ask parents to pay this money as soon as they are able.