A proud Independent Public School which inspires students to achieve excellence in academia, sport, music and citizenship through the values of Respect, Pride, Excellence and Unity.

Phone: (07) 3408 5333
Fax: (07) 3408 5300

Website: www.banksiabeachss.eq.edu.au

Office Hours
Monday–Thursday: 8:00am-3:45pm
Friday: 8:00am-3:30pm
WELCOME TO OUR SCHOOL

Welcome to Banksia Beach State School. Banksia Beach State School provides education for primary ages students from Prep to Year 7. The school was established on January 28, 1992 and has a current enrolment of 1150 students. Banksia Beach State School is located on beautiful Bribie Island and is just a 50 minute drive to Brisbane.

In 2013, Banksia Beach State School was named as an Independent Public School in recognition of the high quality educational opportunities offered to students in the areas of academia, sport, music and citizenship. Banksia Beach State School offers Programs of Excellence in Academia, Sport and Music. We lead the way in offering educational experiences to promote the growth and development of well-balanced, confident young students.

The sense of community at Banksia Beach State School is nurtured through our values of respect, pride, unity and excellence. Every student counts at Banksia and everyone is valued.

Thank you for making the decision to be a part of our dynamic Team Banksia – I trust you will enjoy the wonderful experiences provided every day at our great school.

Kind Regards
Jacqui King
Principal
**Our Purpose:**

Banksia Beach state School is a school focussed on achieving excellence - where high expectations are embedded in curriculum teaching and learning.

Our purpose is to ensure

- our students achieve their highest potential in all areas
- our parents support and encourage their child/children to achieve his/her highest potential
- our teachers motivate, engage and enable students to achieve success

**Our Mission is to:**

- Provide every child with the opportunities to attain his/her full potential within a supportive and caring environment which recognises effort and perseverance.

- To celebrate the successes of all children in all areas of their lives and to encourage risk taking and initiative to ensure growth and improvement.

**Our Vision is to:**

- Develop a culture in the school where high expectations and aspiring to excellence is the norm for all.

- Develop shared commitment to achieving Brand Banksia – Excellence.

- Provide quality educational experiences in a safe and supportive environment.

- Provide a strong academic, sporting and performing arts culture.

- Provide exceptional teaching for all students ensuring all children can perform to the best of their abilities.
The Banksia Beach State School staff and community agree that we will work together to ensure:

**Quality Curriculum Programs for all Students**
- All students are offered a variety of high standard educational programs which reflect ACARA and the Curriculum Framework for Banksia Beach State School
- Opportunities in sport, music and citizenship offer interested students a forum in which to achieve and grow
- Students and staff promote mutual respect and support

**Effective Teaching Using a Skilled, Confident and Responsible Workforce**
- Adoption of ACARA and use of quality resources - human, digital and physical – to assist with effective delivery of all curriculum areas and the highest quality learning outcomes for every student
- All students are catered for as individuals through personal goal setting, SMART targets and differentiated curriculum
- All staff at Banksia Beach State School utilise teaching methods which promote negotiated learning outcomes
- Professional Development opportunities are available to ensure that our teaching professionals are provided with quality pedagogical practice

**Improved Learning Outcomes for all Students**
- All children achieve a high level of competency in literacy and numeracy
- All teaching staff develop a differentiated curriculum to ensure the highest quality outcomes for every child
- Banksia Beach State School promotes community support and interaction through volunteer programs, citizenship involvement and community sponsorships.
- Assessment tasks moderated in every year level

**Adoption of ICT’S to enhance Teaching, Learning and Management**
- Interactive White Boards in every classroom and related digital resources ensure effective teaching is available for every student, every day
- Information Technology enhances teaching/learning processes in all areas of the curriculum for all students
- Parents understand how technology complements their child’s education

**A Safe, Supportive and Productive Learning Environment**
- All students have a high level of self-esteem, self-confidence, self-discipline and demonstrate positive interactions and co-operation through adopting the values of our school
- The school community has excellent, well-managed resources and facilities
- Behaviour of all individuals at Banksia Beach State School is of the highest standard at all times
- Everyone at Banksia Beach State School is a valued team member
At Banksia Beach State School we value pride.

What have you done today that you are proud of?
How do we build pride?
Yes, this is happening at Banksia Beach State School because:

Students are:
- Wearing full school, sport or band uniform on the appropriate days
- Showing a positive attitude to being part of Team Banksia
- Praising each other and celebrating each success with genuine enthusiasm
- Encouraging pride in each other by reminding each other about our values of Unity, Respect and Excellence

Staff are:
- Wearing Banksia colours or staff shirt to outside events e.g. Triathlons, Gala Days, Touch Football
- Praising and encouraging students to always “Do the Do-Bees’” - doing, being and looking their best!
- Speaking positively about all aspects of our school in all forums, including digital
- Ensuring all students feel part of our Team Banksia
- Recognising and encouraging all high level performances
- Publicly acknowledging all achievements and celebrating progress and success
- Recognising and encouraging each child’s progress and success, regardless of starting point

Parents are:
- Providing students with correct uniform and all equipment required to participate fully in school activities
- Speaking positively about all aspects of our school in all forums, including digital
- Positively supporting all outside school activities
- Publicly acknowledging all achievements
Banksia Beach State School
VALUE - UNITY

At Banksia Beach State School we value unity.

Are you part of our team?
Do you value all members of our team?
Yes, this is happening at Banksia Beach State School because:

Students are:
- Displaying school spirit by working together to achieve great results in all areas of school life *(All for one and one for all)*
- Getting along with everyone and supporting each other in all endeavours
- Daring to do their best, taking risks and striving for excellence
- Setting and achieving SMART goals
- Acknowledging and praising others who achieve excellence
- Wearing the Banksia Beach State School uniform with pride and loyalty - maintaining our high standards

Staff are:
- Working as a member of *Team Banksia* by showing flexibility, co-operation, respect and commitment to every school student, staff member, program and activity
- Setting high expectations for every child
- Providing a supportive learning environment where students feel comfortable taking risks to achieve higher outcomes
- Facilitating, motivating and rewarding the achievement of high goals and targets
- Always striving to have children understand that high standards are everyone’s responsibility
- Focusing on the individual potential of each student and supporting his/her achievements
- Organising, planning and modeling informed goal setting
- Delivering the highest quality educational service through continuing professional growth and improvement

Parents are:
- Supporting and speaking positively about all staff and students and their endeavours to reach high standards and full potential of every student
- Resourcing children adequately to ensure they are ready and organized for school life.
- Collaboratively celebrating success
- Involved and informed with all school events and activities
At Banksia Beach State School we value respect.

**Are you showing respect to everyone in the community?**

**Are your relationships professional but friendly?**

Yes, this is happening at Banksia Beach State School because:

**Students are:**
- Following school rules, routines and directions by all staff members
- Well-mannered and courteous at all times
- Interacting positively with each other
- Showing respect through appropriate behaviour in all situations and occasions
- Listening, appreciating and encouraging others’ points of view
- When in Banksia Beach State School uniform, displaying appropriate behaviour at all times
- Caring for the environment
- Caring for property belonging to the school, other people and themselves

**Staff are:**
- Demonstrating positive interactions with others in all situations by being well-mannered and courteous
- Listening, appreciating and encouraging alternate points of view
- Speaking positively about all aspects of our school in all forums, including digital
- Understanding and appreciating student diversity and ensuring equity for all students
- Caring for the environment
- Caring for property belonging to the school, other people and themselves

**Parents are:**
- Demonstrating positive interactions with others in all situations by being well-mannered and courteous
- Speaking positively about all aspects of our school in all forums, including digital
- Caring for the environment
- Caring for property belonging to the school, other people and themselves
- Listening, appreciating and encouraging alternate points of view
At Banksia Beach State School we value excellence.

**Am I doing my best?**

**How can I help someone achieve his/her best?**

Yes, this is happening at Banksia Beach State School because:

**Students are:**

- Striving to achieve their highest potential in all areas
- Asking for feedback and acting on that feedback to improve outcomes
- Daring to do their best, taking risks and striving for excellence
- Setting and achieving SMART goals
- Aiming for continued improvement in all endeavours, never becoming complacent
- Acknowledging and praising others who achieve excellence

**Staff are:**

- Setting high expectations for every child
- Facilitating, motivating and rewarding the achievement of high goals and targets
- Never settling for mediocrity in any area
- Focusing on the individual potential of each student and supporting his/her achievements
- Organising, planning, informing and modeling goal setting
- Delivering the highest quality curriculum and curriculum delivery

**Parents are:**

- Supporting all staff and students in their endeavours to achieve the highest standards and potential
- Collaboratively celebrating success
- Ensuring they are involved and informed
STAFFING:

Our Principal, Mrs King is supported by our three deputies. Mrs King oversees the entire school and manages Years 6 and 7, Mr Hartshorn is responsible for Years 4 and 5, Mrs Hooper looks after Years 2 and 3 and Mrs Weaver cares for Prep and Year 1.

Banksia Beach State School has over 40 classes and is also supported by a Special Education Unit which caters for children with special needs.

Our administration team, our dedicated classroom teaching staff and support staff all work together to ensure that our values are enacted and evident every day.

ABSENCES:

If a child is absent from school for any reason a parental or carer explanation is necessary. Advice may be by letter upon the child’s return to school, a call to the office absence line (PH 3408 5366) or via email (info@banksiabeachss.eq.edu.au).

For extended absences, please advise the school at the earliest opportunity.

We are required by law to contact a family if a student is absent from school for three (3) consecutive days without explanation.

ADOPT-A-COP:

The school is involved in the Adopt-a-Cop program. The program endeavours to create a close friendship between students and the Police. Our Adopt-a-Cop speaks to the children on stranger danger, road safety and bicycle safety and is available through the Bribie Island Police Station on (07) 3408 8200.

ASSEMBLIES:

Year 4-7 Assembly is held each Tuesday at 2:30pm.

Prep-Year 1 assembly is held each Wednesday afternoon at 2.15pm.

Year 2 – 3 Assembly is held each Thursday afternoon at 2:30pm.

Assembly may include a concert item from a different class each week. Certificates and Awards are given out for personal achievements. Parents and community members are most welcome to attend.

BEHAVIOUR:

The highest standard of student behaviour is expected at all times whilst your child is at school, representing our school or travelling to and from school. Our aim is for all Banksia Beach State School students to develop self-disciplinary habits which will improve and develop throughout their school, adolescent and adult lives.

All members of our school community – teachers, students, parents and volunteers are all expected to display behaviour which reflects the school values of Respect, Pride, Excellence and Unity. These values are explained and displayed in every classroom and a copy of the Behaviour Management Plan is available from the Office upon request.
**BICYCLES, SKATEBOARDS and SCOOTERS:**

All bicycles, skateboards and scooters must be left in the bike racks all day. Bike racks are located in the lockable cage at the front of the school, at the back of the Year 2 block and beside the Year 1 classrooms. Pupils must walk their bicycles in and out of the grounds. It is advisable for bikes to be locked whilst at school if not in the cage. Thefts are rare but not unknown. It is a Queensland State Government law that all children riding bicycles wear approved helmets. It is expected that children who ride bicycles to school have been instructed well in bicycle safety by their parents and can ride safely on the roads.

**BOOKS AND MATERIALS:**

Year level lists of books and equipment are produced and handed out to parents during Term 4. At this time "Book Packs" may be ordered through the P&C Association for the following year. If required, there is a payment plan available to pay for the Book Pack over time.

Please ensure all books and materials are clearly labelled. Please check with your child and your child’s teacher throughout the year regarding their stocks of books, pencils, erasers, glue, etc.

To cover the costs of new interactive licences and materials, a Resource Kit is invoiced to each child. This includes two folders for resources which are used throughout the year related to the digital resources used in each classroom. To reduce ongoing costs, the folders are passed up to the next year level as your child progresses through the school.

**BOOK FAIR:**

Book Fairs are held twice each year. A large range of books is offered for sale and is on display for a week in the Library. All purchases help the school raise funds for the purchase of new books for the Library.

**BUSES:**

Buses depart each afternoon to Banksia Beach, Whitepatch, Bellara, Bongaree, Woorim and Ningi students. Telephone Bribie Island Coaches on 3408 2562 for further information.

**Code of Behaviour for Bus Travel:**

Administration members are rostered to supervise children waiting for and boarding buses.

Queensland Transport has issued a “Code of Conduct for School Children Travelling by Bus”. It includes procedures for bus drivers to follow when managing behaviour on buses. Should parents wish to view a full copy of the code, our school holds one copy for reference.

Students of Banksia Beach State School are expected to observe Queensland Transport Code of Conduct and conduct themselves in an orderly manner while waiting for, boarding or alighting from buses.
CAMP POLICY:

Year 6 Camp:
Each year the Year 6 students are involved in a school camp which focuses on leadership skills, team work and risk taking in a safe and supportive learning environment. These skills are vital for the children as they take on leadership roles such as school captains and Sports house captains.

It is expected that as a result of attending this camp, children will have
- developed communication skills
- identified personal strengths and competencies
- set goals for themselves
- developed leadership skills
- formed and enhanced friendships
- worked within a team (and developed co-operation, trust and respect)
- resolved conflicts in a fair manner
- learned a little about group dynamics and developed decision making skills

The camp is held at Tallebudgera Camp School.

CANTEEN:

A full canteen facility operates from the school on a daily basis from 8:30am until 2.00pm. Our canteen opens on the first day of school. A menu will be sent home early in the year and or each term.

A bag system operates in the canteen where all children are requested to place Lunch orders and Afternoon Tea orders on separate bags directly.

We also offer an online ordering system for lunches, uniforms, sporting and music requirements – www.munchmonitors.com.
For further information, or if you wish to be included on the canteen roster, please contact the Canteen (Ph 3408 9044)

CASH COLLECTION:

Payment for all school activities and charges is available Monday, Wednesday and Friday mornings between 8.30 am and 9.30am at the cash collection window located in the office. The cash collection window accepts cash, cheques & Eftpos. Payments may also be made online.

CHANGE OF ADDRESS:

Parents are requested to notify the school as soon as possible with any change of address, phone number or emergency contact person.

COMPLAINTS:

In the first instance, parents should see the classroom teacher directly. Parents wishing to discuss further any issues with a member of administration and/or teachers are requested to make an appointment through the school's Administration Officer.
CULTURAL ACTIVITIES:
Apart from the normal cultural activities inherent in the school program, the Queensland Arts Council offers, from
time to time, excellent productions for primary school students. A charge is payable for these performances which
are given in school time. These performances are recommended and we encourage you to permit your child to
attend. You will be given plenty of prior notice as to when performances are to take place.

CROSSING SUPERVISORS:
Crossing supervisors are positioned at the pedestrian crossing located on Sunderland Drive from 8.00-9.00am and
2.50-3.20pm Monday to Friday.

DISMISSALS:
On dismissal at 3:00 pm each day, children are to leave the school grounds promptly. Children catching the school
bus are to sit quietly in designated bus lines and wait for the teacher on duty to direct them to the bus. Children
waiting to be picked up by parents must wait inside the school gate.

Out of school hours care is available from Helping Hands located in the school hall. Please contact them for further
Information on 0448 080 489.

DOGS
Due to health, safety and hygiene concerns, dogs are not permitted on the school grounds. Service dogs are an
exception to this rule.

DRESS AND UNIFORM:
The school and sporting uniforms are available through the Uniform Shop at Banksia Beach State School
Opening Hours: MONDAY 8:00-10:30am
TUESDAY 8:00-9:30am
WEDNESDAY 2:00-3:15pm
THURSDAY 8:00-10:30am
FRIDAY 8:00-10:30am
Eftpos is available.

Girl's Uniform: Grey Pleated Skirt/Skort
              Maroon Polo Shirt
              Shirt (Maroon/White/Grey Check) – Formal uniform
              Dress (Maroon/White/Grey Check) – Formal uniform
              Black Shoes/Grey Socks
              Maroon broad-brimmed hat

Boy's Uniform: Grey Shorts
               Maroon Polo Shirt
              Shirt (Maroon/White/Grey Check) – Formal uniform
               Black Shoes/Grey Socks
               Maroon broad-brimmed hat

Children are expected to wear uniforms to school every day. Formal uniforms are required on assembly days,
however may also be worn on any day.
A policy of **No Hat No Play** exists. Children also require a hat to participate in PE lessons. Please see our Sunsmart Policy.

Please name all clothing. Closed in black shoes are required for safety reasons and are also endorsed as part of the P & C uniform standard.

**Free Dress Day:**

Usually held once per term. These days are held as a Fundraising Event for Student Council projects. Please ensure that students are dressed in an appropriate sun-safe manner with closed-in shoes.

**JEWELLERY:**

For safety reasons, a watch and sleeper or stud earrings in pierced ears are the only forms of jewellery which may be worn in the primary school. Religious medallions etc. may be worn beneath the uniform. All earrings are to be removed for swimming lessons and inter-school sport.

**EARLY ARRIVALS:**

Parents are requested not to send their children to school before 8.30am. Should the need arise to be at school before that time, Out of School Hours Care is available. All other children are requested to wait outside the canteen until 8.30am. Children and parents are not to be at classrooms before this time as it is used for meetings and preparation.

**ENRICHMENT PROGRAM:**

Academically able students and those with identified talents are catered for in various ways at Banksia Beach State School. Various groups in the school are taken by Banksia staff and parents for different enrichment and extension activities including science, sporting teams and Instrumental Music are offered throughout the year. Every year there is either a full school musical or a performance evening featuring the Year 7 cohort. All learning experiences are planned to cater for student differences and talents.

Students are encouraged to enter academic testing programs including English, Maths and Science from the University of NSW. Students are nominated by class teachers, however if you wish your child to be included in this program you may nominate them at the beginning of the year and make payment for each test you wish your child to take. Entry fees are approximately $7.00 per test. An invitation to participate will be included in a newsletter early in the year.

The performance choir and bands represent our school at both competitions and community events. Sporting teams provide opportunities for children to reach representative level in several sports. Please also refer to *Programs of Excellence*.

**ENROLMENTS:**

Children must be 6 by 30 June in the year they enrol in Year 1. **A birth certificate must be sighted for all enrolments.** All new enrolments may be made through the administration.

Banksia Beach State School is governed by an Enrolment Management Plan. For further information please contact the school office.
EXCURSIONS:

Occasionally, educational excursions are planned for the purpose of studying some aspect of the educational program at first hand. Such excursions are valued educational experiences and when undertaken, provide children with valuable educational outcomes. Parents will be given as much notice as possible and prices will be kept to a minimum. Parent permission is always required.

FIRE/LOCKDOWN DRILL:

An emergency evacuation and evasive action plan for fire and lockdown operates at school. All staff and children are aware of procedures to be followed in such an emergency. A fire and lockdown drill is performed each term as a constant reminder of these procedures.

Parents, in the event of a real fire or lockdown at school, please do not rush in to take your child away without first informing the teacher of your intentions. Children will be evacuated to a central location and parents are requested to pick up children from that location.

GUIDANCE OFFICER:

As an Independent Public School, Banksia Beach State School has access to the services of an Education Queensland appointed full-time Guidance Officer to provide support for students where academic concerns, or other issues relating to personal or family matters arise. Parents may contact the school at any time to make contact with the Guidance Officer.

HOMEWORK:

Homework plays three major roles in a child’s education. Firstly, it is used to reinforce work that has been covered recently at school. Secondly, it encourages the child to develop positive study habits, which are vital to success in higher education. Thirdly, and arguably most importantly, homework provides an avenue where school and home may be linked; parents can share in work that children are experiencing at school.

Homework quantities will vary for each year level and will involve some writing, reading, skill development and for the older year levels some assignment and project work.

Parents and caregivers can help their children with homework by

- being interested in the tasks
- providing a suitable place for the homework to be undertaken
- reading with their children
- talking with them and involving them in tasks at home including shopping, playing games and physical activities
- encouraging them to organise their time and take responsibility for their learning
- encouraging them to read and to take an interest in and discuss current local, national and international events
- helping them to balance the amount of time spent completing homework, watching television, playing computer games, playing sport and engaging in other recreational activities
- contacting the relevant teacher to discuss any issues regarding homework
Students may take responsibility for their own learning by:

- being aware of the school’s homework requirements and discussing with their parents or caregivers
- accepting responsibility for the completion of homework tasks within set time frames
- following up on feedback from teachers to improve future homework
- negotiating with the class teacher if homework is too difficult or time constraints are too short
- organising time to ensure that all obligations – homework, family, sport, cultural and leisure – are met

Teachers may assist students establish a routine of regular independent homework by:

- setting homework on a regular basis
- clearly explaining all homework expectations
- differentiating homework to reflect individual learning needs for both the academically challenged and the academically able children
- providing feedback in a timely manner to improve the quality and understanding of all tasks
- scaffolding organisational and time-management skills to assist children deal effectively with all commitments, both school and home
- negotiating with students who experience difficulty with homework requirements

Further information may be obtained by accessing DETE’s website on homework: http://education.qld.gov.au/parents/pdf/homeworkpolicy.pdf

HOME READING:

All children in Prep and Years 1, 2 and 3 will be provided with levelled home reading books. We ask that parents take the opportunity to hear their children read every day. Parents will be asked to sign and make comments on the reading that students do at home. The class teacher will constantly assess reading and decide when a new reading level is appropriate. Home reading for years 4 – 7 will be done through normal borrowing at the Shared Learning Centre each fortnight.

Some digital resources are now available to children and parents and this information will be sent home as appropriate.

INDEPENDENT PUBLIC SCHOOL STATUS:

Banksia Beach State School was named as an IPS in 2013. This status is recognition of the success of our high-performing school which offers quality curriculum and co-curriculum programs.

Being an IPS school allows for more flexibility in curriculum delivery, staffing and funding models to ensure the best outcomes for all students.

Community groups and businesses are welcome to sponsor targeted areas of Banksia’s programs. If you wish to be involved in this, please contact the school office for more information.

LATE ARRIVALS:

Any student arriving late to school (after the 9.00am bell) will need to report to the office and be signed in. Students will then be issued with a late receipt which is then given to the teacher. Any student/parent who arrives at the classroom without a pass will be redirected to the office.
LOTE:

Indonesian is the LOTE (Language Other Than English) studied at this school.

At present Year 6 & 7 students have 1 hour of LOTE per week and Year 5 is offered an introductory program. Bribie Island State High School offers Indonesian from Year 8.

LOST PROPERTY:

Any items of clothing etc. that are found in the school grounds are returned to their owner if the item is clearly named. A lost property box is located near the canteen and all items with no name are held in the lost property bin until claimed.

If your child does misplace some personal item please check in lost property. Periodically, unclaimed lost property is given to a charitable organisation.

MOBILE PHONE POLICY:

Mobile phones may be carried to school, however should be turned off and safely stored in a backpack or with the class teacher. Phones may be used after school to facilitate family communication. All phones brought to school are the responsibility of the student and his/her parent. No liability will be accepted by the school in the event of loss, theft or damage to any mobile phone.

MUSIC:

Our school is serviced by a qualified full time Music Teacher who conducts lessons each week at varying year levels. Year 1-7 children participate in this music program.

A Performance Choir and Junior Choir are trained under the guidance of the Music Teacher and perform within the school, at competitions and various functions within the community. An annual levy applies to the Performance Choir.

INSTRUMENTAL MUSIC:

A program of brass ( trumpet, trombone, tuba, euphonium), woodwind (clarinet, flute and saxophone), strings (violin & cello) and percussion (drums, xylophone, cymbals) is offered as an extra-curricular activity. Contact the school office for further information or to obtain an Expression of Interest Form. An annual levy applies to this activity.

OFFICE HOURS:

The school administration office will be attended during the hours of:

Monday – Thursday 8.00am to 3.45pm
Friday 8.00am to 3.30pm
PHONE: 3408 5333
FAX: 3408 5300
EMAIL: info@banksiabeachss.eq.edu.au
WEB: banksiabeachss.eq.edu.au
**PARENT CIRCULARS:**

The school newsletter can be accessed via the school website on [www.bankbeachss.eq.edu.au](http://www.bankbeachss.eq.edu.au) and on the DETE app “QSchools”.

Newsletters can be sent home each fortnight on a Wednesday/Thursday, if requested. Please advise our office staff if you require a printed newsletter.

Extra copies of the newsletter are also available from the school office.

**PARENTS & CITIZENS’ ASSOCIATION:**

The Parents and Citizens' Association is an active group which meets on the third Wednesday of each month in the staffroom. Meetings are held at 5:30pm. Election of office bearers takes place in January each year.

Our P&C Association depends upon your involvement and support. The main aim of the Association is to do all things possible for the enhancement of student learning. The P&C have been involved in extensive fundraising and have completed or supported many initiatives around the school, including IWB for every classroom.

The P&C has various fundraising projects throughout the year which parents are encouraged to support e.g., raffles, Lap-a-thon, Mothers’ and Fathers’ Day Stalls

**PARENT-TEACHER REPORTING:**

Parents receive a formal report each semester.

Parent interviews are offered early in Term 3 and may also be organised in consultation with the teacher at any time if you have a concern.

A Parent Information Evening is held early in Term 1 to explain the program which your child will be offered in that year.

**PARKING:**

Parking spaces have been provided outside the front of the school for parents and visitors. People using this carpark are asked to reverse park for the safety of the children. Please obey the designated signs located in the carpark.

*No unauthorised parking, picking up or dropping off of children is allowed inside the school grounds.* This policy is for the protection of all children.

**N.B.** Facilities have been provided for the arrival and departure of special needs children. Only cars with a school parking permit are allowed to park in this area.

**PERMISSION TO LEAVE THE SCHOOL GROUNDS:**

Children will not be permitted to leave the school grounds during the school day without parental permission. If children are to be collected during the school day, please call into the front desk at the office to sign your child/ren out through OneSchool. Upon signing out you will be given a slip for the classroom teacher.
PHYSICAL EDUCATION:

Banksia Beach has a Physical Education Specialist teacher and Years 1-7 have one lesson per week. These are designed to develop skills, fitness, strength, coordination and agility.
A Perceptual Motor Program is undertaken for two hours each week by Prep Year students to develop gross motor skills.
Older students have the opportunity to compete in interschool teams in various sports in Term 3. A school athletics carnival is held in Term 2. Swimming lessons for years 1-7 are conducted in Terms 1 and 4 and a Swimming Carnival is held in Term 1.

PLAYGROUND SUPERVISION:

During school hours, children are fully supervised. Recess and lunch breaks are supervised either by teachers or teacher aides. Administration staff are usually also in the playgrounds on a daily basis. Trained First-Aid officers deal with all injuries. For more serious accidents parents or caregivers are contacted as soon as possible.

PREP SCHOOLING:

Prep is a full-time early education program offered in schools from Monday to Friday during normal school hours 9.00am to 3.00pm.

Prep is integrated fully into the rest of the school. Classrooms and other facilities are located in school grounds. All Prep children wear the Banksia Beach State School uniform.

Prep provides the foundation for your child's success at school by developing:

- a positive approach to learning
- independence and confidence
- thinking and problem-solving skills
- language skills
- early literacy and numeracy foundations
- physical abilities including gross and fine motor skills

Children will need to be 5 by 30 June in the year they start in the prep class.

<table>
<thead>
<tr>
<th>BIRTHDATE</th>
<th>Eligible for Prep Year in:</th>
<th>Eligible for Year 1 in:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Born 01 July 2007 to 30 June 2008</td>
<td>2013</td>
<td>2014</td>
</tr>
<tr>
<td>Born 01 July 2008 to 30 June 2009</td>
<td>2014</td>
<td>2015</td>
</tr>
<tr>
<td>Born 01 July 2009 to 30 June 2010</td>
<td>2015</td>
<td>2016</td>
</tr>
</tbody>
</table>

Community kindergartens and other children care providers will offer programs for children prior to the Prep Year.
Inclusion on the waiting list for enrolment in the Prep Year is offered from March 31 of the year prior to enrolment. Both parents or caregivers and Pre-Prep students attend an interview in Terms 3 and 4 and a Pre-Prep program is also offered in Term 4 to ensure a smooth transition into school life. Parent information sessions are also conducted during this time so all questions and concerns may be addressed.

PROGRAMS OF EXCELLENCE:

Banksia Beach State School offers Programs of Excellence in the areas of Academia, Performing Arts and Sport. Limited vacancies exist in Years 5 to 7 for students who wish to apply for enrolment under a Program of Excellence. Please contact the school office for further information and application forms.

ACADEMIC PROGRAM OF EXCELLENCE:

• Every class at Banksia Beach State School offers a differentiated curriculum catering for a variety of learning styles and ability levels.
• Academically able students are involved in both year level and school based challenges in the areas of Literacy and Numeracy.
• Extension classes are offered in Science to children demonstrating academic abilities above year level standards. These groups participate and are assessed in Spectra Science activities.
• Co-curricular and extra-curricular activities are offered to academically able students from Years 1 to 7, including instrumental music for orchestral instruments, public speaking and debating.
• All teaching staff receive Continuing Professional Development to extend their pedagogical practice in relation to identifying and extending gifted and talented students.
• Reading groups are offered at lunch times to encourage children of all ages to read, share reading experiences, effectively critique books and extend their reading repertoire to include a wide variety of genres.

PERFORMING ARTS PROGRAM OF EXCELLENCE:

• Banksia Beach State School offers Instrumental Music instruction in orchestral instruments to students from Years 1 to 7 with identified aptitude in music.
• Several bands, including a String Ensemble, Concert Band, Big Band and Marching Band, provide opportunities in a variety of genres for those students with advanced skills on their chosen instrument/s.
• Annual musicals cater for a variety of talents and help to develop the potential of students in the areas of dramatisation and musical ability.
• Membership of the Banksia Beach State School Speech Choir develops confidence and oratory expression.
• Speaking and debating skills are enhanced through a partnership with the QDU and Year 7 students enjoy weekly sessions of skill development.

SPORTING PROGRAM OF EXCELLENCE:

There is a strong emphasis on physical activity and involvement in sporting teams and competitions throughout the school curriculum.

• An intense program of Perceptual Motor Skills is offered throughout the Prep year to develop dexterity and co-ordination.
• Gross and fine motor skills are taught and developed in alignment with the EYCM Phase Descriptors to ensure students have the opportunity to develop in accordance with their physical growth.
• A highly engaging and sequential HPE program is co-ordinated and taught by a skilled specialist teacher across Years 1 to 7.
• Staff and community members coach competitive teams in Touch, AFL, Rugby League, Cricket, Netball, Basketball for both boys and girls as part of the Friday sporting competitions and interest groups.

• Staff members coach individual students with demonstrated ability in a chosen sport or athletic activity including cross country running, sprints, long distance running, high jump, long jump, discus, swimming and tennis.

• Co-curricular activities such as Ball Game competitions, Lap-a-thons, Smart Travel “Ride to School” Days and year level competitions in volleyball, basketball and cricket ensure high level interest and whole of school involvement.

• Students who are accepted for Regional and State Representative teams are supported with whole school fund raising events (related to the sport or activity) to assist with costs and equipment.

PUBLIC SPEAKING:

Selected students from Years 6 and 7 are mentored by members of Toastmasters to develop confidence and speech preparation. Children from 2014 will be participating in the Queensland Debating Union Primary School Championships.

REPORTING:

Written reports are issued at the end of each semester.

A formal parent-teacher interview is offered for each child after the Semester 1 report. It is the school’s policy to maintain open communication with home at all times and either the parent or the teacher may request an interview at any mutually convenient time.

RESOURCE CENTRE:

The role of the Resource Centre is to manage the resources that support teachers and students. Classes may borrow weekly or fortnightly under the supervision of the class teacher. Students from Prep to Year 3 must have a library bag to borrow. The Resource Centre is open before school from 8:30am and during lunch times on Monday – Thursday. In the event of a book being lost, payment for a replacement may be requested. The number of books which your child may borrow depends on his/her year level. Encourage your child to participate in library borrowing as this is a positive way to foster a love of books and reading.

SCHOOL COUNCIL:

As an Independent Public School we have established a school council. The roles of the Council include assisting with formulation of the Annual Improvement Plan and ensuring that its aims and objectives are reflected in the total school budget. School Council meetings are held once a term. The membership is as follows:-

Principal
P&C President
3 x Parent Representatives
3 x Staff Representatives
2 x Community Representatives

SCHOOL GROUNDS – AFTER HOURS:

Unauthorised persons on the school premises will be regarded as trespassers, unless accompanied by a member of the school staff or by a person who has written authorisation from a member of the Administration of the school.
**SCHOOL ROUTINE:**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity or Note</th>
</tr>
</thead>
</table>
| 8:30am | First bell
Prior to 8:30am students are to wait quietly near the Canteen area – no play. Students move quietly to classrooms to prepare for the day. |
| 8:50am | Second bell
School begins – children should be in class and ready to commence work. |
| 9:00am | Bell rings to indicate all classes have begun – students arriving after this time must report to the office for a late receipt. |
| 11:00am| Lunch break eating time.                                                         |
| 11:15am| Playtime commences.                                                              |
| 11:40am| End of play, students should prepare for class (toilet, wash hands, drink) and return to line up area. |
| 11:45am| Classes resume.                                                                  |
| 1:15pm | Second break eating time.                                                        |
| 1:25pm | Playtime commences.                                                              |
| 1:40pm | End of play, students should prepare for class (toilet, wash hands, drink) and return to line up area. |
| 1:45pm | Classes resume.                                                                  |
| 3:00pm | School ceases.                                                                   |

**SCHOOL HEALTH:**

**ACCIDENTS AND SICKNESS**

If your child becomes ill at school, his/her condition will be watched closely by the staff. If we consider that your child is ill enough to warrant going home, you will be contacted immediately.

In the case of an accident the following procedures will be followed. If the accident is only minor, then first aid will be administered by staff. If the accident is serious enough to require medical attention, an ambulance will be called and you will be notified immediately. If we are unable to contact you, ambulance and medical attention will be sought on your behalf.

*It is essential that we know where to contact you in the above circumstances, please ensure that we have your current phone number and address as well as up-to-date emergency contacts listed at school.*

**SCHOOL DENTAL CLINIC**

A Department of Health school dental caravan visits the school at regular intervals. It is staffed by a dental therapist and dental aide.
Dental care and supervision is offered to those children whose parents have given their consent for this work. You are informed prior to any treatment being carried out. Please note - if you wish your child to be seen by the school dentist, you must first enrol him/her in this program.

**HEADLICE:**

If a student is identified as having headlice by either the class teacher or member of administration, all parents and caregivers in that class will be contacted and asked treat their child’s hair. Head lice treatment should be administered to every child in the class if it is to be eradicated successfully.

**HEALTH, HYGIENE & INFECTIOUS DISEASES:**

If your child is not well, please keep them at home to avoid infection. Certain infectious diseases such as chicken pox, mumps, measles and others require a child to remain at home until they have passed the infectious stage. If in doubt, consult your doctor or ring the school. You can also visit the Department of Health website: [www.health.qld.gov.au](http://www.health.qld.gov.au)

Please note times of exclusion for the most common ailments:

<table>
<thead>
<tr>
<th>Disease</th>
<th>Exclusion Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Pox, Mumps, Rubella (German Measles)</td>
<td>Exclude until fully recovered.</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least seven days from the appearance of the rash.</td>
</tr>
<tr>
<td>Impetigo (School Sores)</td>
<td>Exclude until sores have fully healed. The pupil may be allowed to return provided that appropriate treatment is being applied and that the sores on exposed areas (scalp, face, hand or legs) are properly covered.</td>
</tr>
<tr>
<td>Ringworm</td>
<td>Readmit when appropriate treatment has commenced.</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until discharge from eyes has ceased.</td>
</tr>
</tbody>
</table>

In all above diseases, contacts are not excluded from attendance.

In cases of Diphtheria, Hepatitis, Leprosy, Meningococcal Infection, Poliomyelitis, Streptococcal Infections, Tuberculosis, Typhoid and Whooping Cough, please contact the Principal for further information.

**MEDICATION:**

Strict procedures have been developed by the Queensland Government regarding prescription and over-the-counter medication in schools. Our school is committed to working closely with parents and students to highlight the risk of students misusing these medications.

All parents/caregivers must:

- notify our school in writing of a health condition requiring medication at school
- request in writing if school staff are to administer medication or assist in the management of a health condition
- notify our school in writing of any requests and/or guidelines from medical practitioners including potential side effects or adverse reactions
- provide the medication in the original labelled container to the nominated staff member
- ensure the medication is not out of date and has an original pharmacy label with the students name, dosage and time to be taken
- notify our school in writing when a change of dosage is required. This instruction must be accompanied by a letter from a medical practitioner
- advise our school in writing and collect the medication when it is no longer required at school.

Please note that analgesic, cough mixtures and all non-prescription medication will not be administered by school staff and should not be brought to school.

ASTHMA INHALERS:

Asthmatic children who are responsible for taking their own medication at home may be responsible for their own inhalers and treatment at school.
An inhaler for emergency situations is kept in the sick room.

SPECIAL EDUCATION UNIT:

The Banksia Beach Special Education Unit embraces the philosophy of Inclusive Education for students with Special Needs and caters for students with a diverse range of low incidence disabilities.

The Unit Staff comprises a Head of Special Education Services, Integration Support Teachers, full-time Teacher Aides, casual Teacher Aides and a part time Guidance Officer, working in co-operation with the Learning Support Teachers in a “Support Team” model. This team works under the direction of the Inclusive Services Committee.

The SEU also includes a program for children aged from birth to the beginning of Prep.

STUDENT COUNCIL:

Early each year the Student Council is formed from class representatives and the school captains. Students in the Years 5, 6 and 7 elect two representatives from each of their class groups. Meetings are held fortnightly to plan fund raising activities for our identified projects and to discuss improvements to the school as suggested by the student body. Councillors also cater for the class group from Year 1-4, by bringing their suggestions or complaints to the meetings. Student Council representatives may be called upon to assist at fund raising events (eg Disco).

SUNSMART POLICY:

Rationale

Queensland has the highest rate of skin cancer in the world. Of all new cancers diagnosed in Australia each year, 80% are skin cancers. Research indicates that childhood sun exposure is an important contributing factor to the development of skin cancer in later life. Given that students are at school during peak ultraviolet radiation (UVR) times throughout the day, between 10am and 3pm, schools play a major role in both minimising student’s UVR exposure and providing an environment where policies and procedures can positively influence student behaviour.

Ultraviolet radiation (UVR) levels are highest during the hours children are at school. As children will spend a portion of their day outdoors, we are committed to protecting them from harmful effects of the sun.
With this in mind, Banksia Beach State School realises the need to protect children’s skin and educate them about SunSmart behaviour, thus reducing the risk of skin damage from exposure to the sun.

Students will wear a broad school approved hat at all times when outdoors. Students will have access to 30+ broad spectrum sunscreen at all times. When participating in water-based activities all children are required to wear a sun shirt.

**SWIMMING PROGRAM:**

In Terms 1 and 4, students from Years 1 to 7 participate in a Learn to Swim/Water Familiarisation or Swim Skill Program appropriate to their level of water skill. The PE Specialist co-ordinates this program which takes place at the Bribie Island Aquatic Leisure Centre. Parents are notified by note of the cost and dates.

**TRANSFERS:**

Children transferring from our school to another, whether it be in Queensland or interstate, are required to advise the office of the destination school. Transfers are done between the previous school and destination school. All library books, reading books, etc borrowed by children must be returned to the school before leaving.

**VISITORS TO THE SCHOOL:**

*All visitors including volunteers must report to the main office on arrival to the school and sign in.*

Assembly - parents/caregivers are welcome to attend assemblies – there is no need to sign in at the office.

Signs are placed at the entrances to the school advising that visitors must report to the office.

**VOLUNTEERS:**

At school a myriad of curriculum activities occur in all classes. These activities are often enhanced by the assistance of volunteers. At our school, we value the work of volunteers and are very grateful to them for their contribution. If you are able to volunteer some time at the school, you would be made most welcome. Some activities in which volunteers participate include:

- listening to children read
- art activities
- craft activities
- physical education activities
- book covering in the Shared Learning Centre
- Support-a-Reader tutors
- Canteen

Please contact your child’s teacher or the office if you wish to be a volunteer. Volunteers who do not have a child at the school, must complete an application for suitability notice. Part 6 of the *Commission for Children and Young People Act 2000* requires a person (over the age of 18 years) seeking to work with children (under the 18 years of age) in a voluntary capacity, to undergo a screening process based on his or her criminal history, to determine the person’s suitability to work in child-related employment. Forms for completion are available from the administration.

All volunteers are asked to “sign in” at the book provided for the purpose in the Administration Block. Passes are issued for volunteers.