



# **GLENMORE STATE SCHOOL**

## **INFORMATION BOOK**

### **2020**



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# GLENMORE STATE SCHOOL STANDARDS

## AT ALL TIMES

*I follow teachers/staff instructions immediately*

*I keep my hands, feet and objects to myself*

*I wear my school uniform with pride*

*I am well mannered*

*I respect the environment*



# GLENMORE STATE SCHOOL

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**Address:** 241-259 Farm Street, NORTH ROCKHAMPTON QLD  
4701

**Postal Address:** Box 5323  
RED HILL MC  
NORTH ROCKHAMPTON QLD 4701

**Telephone:** (07) 4923 0666

**Fax:** (07) 4923 0600

**Email:** [admin@glenmoress.eq.edu.au](mailto:admin@glenmoress.eq.edu.au)

**School Website:** [www.glenmoress.eq.edu.au](http://www.glenmoress.eq.edu.au)

**School Hours:** Monday - Friday  
8.50am - Warning Bell  
8.55am - Start of class  
11.00am - 11.45am First Lunch  
1.15pm - 1.45pm Second Lunch  
3.00pm - End of school day

**Office Hours:** 8:00am - 3:45pm Monday - Friday

**School Motto:** Quality Learning in a Caring Environment

**School Expectations:** I am RESPECTFUL  
I am RESPONSIBLE  
I am a LEARNER

**School Rules:** I follow the teacher's instructions immediately  
I keep hands, feet and objects to myself

**School Colours:** Green, Grey and White

**Sport House Colours:** Acacia - Yellow  
Banksia - Blue  
Eucalyptus - Purple  
Callistemon - Red

# PRINCIPAL'S WELCOME

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## **Welcome to Glenmore State School.**

Glenmore was established in 1889 and we are very proud of the part it has played in the education of thousands of children in Rockhampton.

We continue on in the spirit of providing "Quality Learning in a Caring Environment".

## **QUALITY LEARNING**

Glenmore State School is committed to using research based teaching methods to ensure that children have developed the skills they need to succeed beyond primary school.

Since 2013, staff at Glenmore have been mentored by Mr John Fleming of Haileybury College in Melbourne. The Fleming model of Explicit Instruction provides students with opportunities to know, practise and master the skills and knowledge they need to move through school with success.

At Glenmore State School, we are committed to ensuring that your children are skilled in reading, writing and numeracy. Clear benchmarks of achievement have been set and each child is monitored against these regularly.

Students have opportunities to participate in a range of other learning experiences which enhance their learning. These include: instrumental music, ICAS Maths Competition, ICAS Science Competition, Maths Team Challenge, the Premier's Reading Challenge, Book Week, Reader's Cup, IT Club, Technology Boot Camp and Extended Learning Programs in association with Glenmore State High School.

## **A CARING ENVIRONMENT**

At Glenmore, we want students to be Respectful, Responsible and a Learner. We have a Responsible Behaviour plan which supports students in their growth and emphasises the notion of acknowledging good behaviour. We see the results of this each week on parade where every student has the opportunity to be acknowledged for doing the right thing.

We have a research backed Anti Bullying Policy which clearly lays out a structure for children to follow so that they are confident when dealing with any issues that may arise in the playground.

We have programs designed to support the learning of all groups in our school, including the Playgroup, Step into Prep, breakfast club, an English as an Additional Dialect/Language hub, a school chaplain, Kids Hope mentors and a staff dedicated to providing extra support for students with disabilities.

Glenmore State School continues on its journey of providing a Quality Education in a Caring Environment and we invite you to join us.

Principal

# OUR PHILOSOPHY

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Quality learning and teaching is enhanced when schools promote positive relationships with parents, students and school staff to work towards the development of an environment where a student feels happy, safe and valued. We will never lose sight of our key role: teaching the whole student – academically, emotionally and socially and to promote the skills of responsible self management.

The Glenmore State School community values:

- effective learning and teaching
- co-operation in a climate of respect, tolerance and understanding
- commitment to effort and pride in one's work
- taking responsibility for one's own actions and behaviour.

Our school community promotes:

**RESPECT RESPONSIBILITY BEING THE BEST LEARNER YOU CAN BE**

When students, staff and parents together embrace these values of "learning and caring", our school is able to maximise educational opportunities and outcomes for all students.

# OUR SCHOOL

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## Location and Characteristics

Glenmore State School is located in Farm Street, North Rockhampton approximately 1km from Central Queensland University and is adjacent to both the Capricornia School of Distance Education and Glenmore State High School. Glenmore State School was constructed on its present site in 1971 (but has been in existence since 1889). The school is staffed with a Principal, Deputy Principal, Head of Curriculum, a Master Teacher as well as primary teachers. Teaching staff are supported by specialist teachers in LOTE, HPE and Music as well a Support teacher for Literacy and Numeracy. Instrumental Music teachers provide instruction in woodwind, brass, percussion and string instruments.

Our associated Special Education Program supports a large range of students with disabilities, staffed with two Special Education teachers and the Head of Special Education Services.

Our teaching staff are supported by a Business Services Manager, Administration Support Staff and Teacher Aides.

Currently 400 children from Years Prep to 6 are enrolled at Glenmore State School. Glenmore State School adjoins Glenmore State High School and there are excellent opportunities for sharing resources and facilities. Prep to Year 12 curriculum initiatives are currently being implemented together with other Prep to Year 12 opportunities. We utilise the swimming pool and the Mike Maher Centre at Glenmore State High School.

## Facilities

Glenmore State School has a range of flexible teaching spaces providing access for students with physical disabilities. Flexibility and progressive educational philosophy guided the design and construction of the present school. The school campus incorporates:

- |  |  |
|--|--|
| <input type="checkbox"/> Preparatory Year learning spaces        | <input type="checkbox"/> Specialised Music facilities  |
| <input type="checkbox"/> Library with 23000 items                | <input type="checkbox"/> Two covered play areas  |
| <input type="checkbox"/> A technology centre                     | <input type="checkbox"/> Three ovals with in ground irrigation                                     |
| <input type="checkbox"/> All airconditioned classrooms           | <input type="checkbox"/> Adventure playgrounds   |
| <input type="checkbox"/> Learning resources and preparation area | <input type="checkbox"/> Sports facilities including tennis, netball and covered basketball courts |
| <input type="checkbox"/> Tuckshop                                |  |

# THE KOALA LEARNING HUB

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Glenmore State School has a long documented history of working with students with disabilities and their families. Over the past 50 years the SEP has continually evolved to reflect evidence-based best practice and the changing expectations of communities. We now have a more inclusive education system where diversity is valued and ALL students can access and participate in all aspects of school life. To better reflect this approach the Special Education Program (SEP) has been renamed KOALA Learning Hub. In this context, the word KOALA stands for **K**ids **O**f **A**ll **L**earning **A**bilities which we believe represents the changing nature of support in today's schools. You will see and hear this change reflected in our communication with you and displayed around the school.



The KOALA Hub is currently staffed with a Head of Special Education Services, two Special Education Teachers and five Teacher Aides.

The KOALA Hub caters for students with hearing impairment, physical impairment, vision impairment, intellectual disability, speech language impairment, Autistic Spectrum Disorder or a combination of these.

All students are enrolled and included in a class at Glenmore State School with support being supplied through a variety of methods including in-class teacher or teacher aide support and small group or individual support. Individual Curriculum Plans (ICPs) can be developed for students with disabilities. Parents, class teachers, KOALA Hub teachers, advisory visiting teachers and therapists, depending on who is involved in the student's program, collaboratively develop these ICPs.

A speech language pathologist visits the school to support identified students from Glenmore State School. Occupational therapists and physiotherapists from Department of Education, Training & Employment and the Cerebral Palsy League are also consulted and visit when necessary. Glenmore currently has access to two Guidance officers over four days a week.

## OUR CURRICULUM

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Glenmore State School provides quality education centred around the Australian Curriculum. Classroom teachers cater for all subject areas except Music, L.O.T.E. and Physical Education which are taught by specialist teachers.

Developing Higher Order Thinking Skills (HOTS) is integral to the education of the whole child. Programs are designed to encourage critical and creative thinkers who can effectively synthesise and analyse their learning.

Quality resources are continually being purchased and upgraded to complement the curriculum. Computers are upgraded as part of a five-year cycle and networked to provide access to the Internet and email. Glenmore is committed to increasing student and teacher access to information technology in an effort to provide skills for the future. Computer software, printed and hands-on resources are relevant and motivating and allow students to gain understanding in a variety of ways.

Glenmore State School is also committed to promoting Active and Informed Citizenship through environmental education. Glenmore is registered as a Reef Guardian School.

Excursions and outdoor education enhance learning received in the classroom allowing children to experience real life application of classroom learning.

From 2016 Glenmore State School has embraced the *Technologies* Learning Area within the Australian Curriculum.

Technologies comprises two subjects:

- Design and Technologies
- Digital Technologies

It is within Digital Technologies that our students will be introduced to coding and robotics. As we are aware, Technologies enrich the lives of people and societies globally. Current jobs will change through technology, requiring skills in coding and robotics. By learning to code and applying it to real work challenges we will help our students to be:

- Critical thinkers
- Team players
- Designers of creative answers
- Innovators



## CO-CURRICULAR EXPERIENCES

### Extended Learning

Children are encouraged to attain their potential through skilling in problem solving, thinking strategies and a variety of opportunities that include Maths, English, Spelling and Science Competitions and subject specific extended learning programs. This prepares students well for entry into accelerated learning of the SCOPE Program at Glenmore State High School commencing in Year 7. Here students have the chance to work with and relate to other students of like minds and interests to enhance their knowledge, experiences and creativity.

### Instrumental Music Program

Strings are taught from Year 3 and brass, woodwind and percussion students are generally recruited at the Year 4 level. We have a thriving instrumental music program in which a large number of students participate. At present, we have a school string orchestra, a string ensemble and a school concert band. As students gain confidence and competence they are integrated into bands from the Glenmore High Campus.



### Music

At Glenmore State School all children from Prep to Year 6 have regular music lessons with the music specialist each week. From Years 2 to 6 children learn to play the recorder during this specialist lesson.



## Religious Instruction

Religious Instruction is offered at this school and is conducted once per week with a 30 minute lesson. The faith group provides religious instructors to deliver an authorised program listed below.

<i>Arrangements for programs</i>	<i>Participating faith groups</i>	<i>Name of authorised program</i>
Co-operative program	Interdenominational	Connect – Yr 1, 2, 3 Godspace – Yr 4, 5, 6

Students are allocated to RI based on information provided by parents on the completed Application for Student Enrolment unless other written instructions have been provided to the school.

**Note:** *This information remains operational unless the parent informs the school otherwise in writing.*

Students who are not participating in RI will be provided with other instruction in a separate supervised location. Other instruction must relate to part of a subject area already covered in class and may include, but is not restricted to:

- Personal research and/or assignments
- Revision of class work such as creative writing or literacy and/or numeracy activities which could include online programs currently accessed by the students of that school
- Wider reading such as independent reading appropriate to the student

Parents will be advised of any changes to the RI and other instruction programs to ensure they are able to make an informed decision on their child's participation.

## Sport (depending on numbers)

<b>TERM A</b>	<ul style="list-style-type: none"> <li>• Football (Soccer)</li> <li>• Australian Rules Football (AFL)</li> <li>• Oztag</li> </ul>
<b>TERM B</b>	<ul style="list-style-type: none"> <li>• Rugby League</li> <li>• Netball</li> <li>• Hockey</li> <li>• Tennis</li> </ul>
<b>TERM C</b>	<ul style="list-style-type: none"> <li>• Cricket</li> <li>• Basketball</li> <li>• Softball/Tee Ball</li> </ul>

Children in Years 4 to 6 can participate in Friday afternoon interschool sporting competitions. Parents are required to pay a fee to cover bus and registration costs. While participating in school sport students are expected to wear the Glenmore State School uniform. Glenmore State School also participates in the Interschool competitions for Athletics (Track and Field) and Cross Country. These competitions are age based by year of birth for students turning 10, 11 or 12 years of age.



## Swimming Years 4-5

Department of Education, Training & Employment's funded swimming consists of a learn-to-swim program over years 4 and 5. This is held in Term Four.

All costs are covered by Department of Education, Training & Employment.

As swimming is considered an important part of our school curriculum, all students are expected to attend unless a letter from the child's doctor outlining a child's inability to participate is presented to the school. Incidental absences from swimming must be accompanied by a note.



## EXTRA-CURRICULAR ACTIVITIES

Staff at Glenmore State School, not only provide quality education in the eight key learning areas, we also provide a range of opportunities outside the regular curriculum.

Listed below is an example of the extra-curricular activities.

ACTIVITY	NOTES
<b>Australian Mathematics Trust Maths Competition</b>	Years 3 to 6
<b>Choir Program</b>	Junior Choir - Year 3 Senior Choir - Years 4 to 6 <ul style="list-style-type: none"><li>Admission by audition</li><li>Practices are before school or in school time</li></ul>
<b>Instrumental Music</b>	Twilight performances for families: <ul style="list-style-type: none"><li>Eisteddfod</li><li>Combined Schools Orchestra</li></ul>
<b>District Sporting Trials</b>	All students from Years 4 to 6. Opportunities to trial for a variety of sports (eg Rugby League, Softball, Soccer, Cricket, Netball, Hockey, etc.) are provided throughout the year.
<b>Premier's Reading Challenge</b>	Each year all children at Glenmore State School have the opportunity to enter the Premier's Reading Challenge. Over a set period of time, children must read (or listen to books being read to them) at least twenty books and rate these books. It is an excellent way to develop a love of reading in children. All successful participants receive a certificate from the Premier's office.
<b>Reef Guardian Schools Future Leaders Eco Challenge</b>	Selected students with a keen interest in science and the environment participate in a day of environmental activities organised by the Great Barrier Reef Marine Park Authority.

<b>International Competitions and Assessment for Schools (ICAS)</b>	<p>Nationwide competition for students in Years 3 to 6.</p> <ul style="list-style-type: none"> <li>• Individuals nominate in Science, Digital Technologies, English, Spelling, Mathematics and Writing</li> <li>• Students in Year 2</li> <li>• English, Maths, Science</li> </ul>
<b>Interschool Athletics Program</b>	<p>Whole School</p> <ul style="list-style-type: none"> <li>• Skills taught through Physical Education</li> <li>• Students compete for their house in various areas of athletics against other students of the same age and similar ability</li> </ul> <p>Winners of Division 1 and Field Events are given the opportunity to compete at an Interschool Level and if successful, at Regional or State Levels. This is also open to students with a disability.</p>
<b>Pet-PEP</b>	<p>Pet-PEP is a program organised by the Australian Veterinary Association to provide children of Years 1 and 2 with information and experiences in the care of pets, safe handling and behaviour around dogs and the role of community workers such as veterinarians, RSPCA officers and the local council.</p> <p>Years 3 and 4 are visited by RSPCA and EMU Van.</p>
<b>Primary Research Project</b>	<p>Australia and New Zealand competition addressing researching, thinking and investigating across all Key Learning Areas.</p> <ul style="list-style-type: none"> <li>• Accessible to students in Years 5 to 6</li> </ul>
<b>Queensland Association of Mathematics Teachers (Rockhampton) Maths Team Challenge</b>	<p>Creative and co-operative mathematics problem solving competition accessible to students in Years 5 and 6.</p> <ul style="list-style-type: none"> <li>• Individuals are nominated by their teacher/s</li> </ul>
<b>Recorder Band</b>	<p>Accessible to students from Years 2 to 6. Some aptitude with a recorder is necessary.</p>
<b>Glenmore Celebrates</b>	<p>End of year celebration involving all class groups</p>

## PARENT INVOLVEMENT

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Glenmore is proud of its parents helping children in classrooms, on excursions and on sporting fields. Parents contribute to the tuckshop, assist in the library and at working bees. Other parents process the student banking and operate the uniform shop. The Parents and Citizens' Association contributes to the ongoing direction of the school.

### **Tuckshop and Uniform Helpers**

The Tuckshop is a major fundraiser for the school and the Uniform Shop stocks and sells the school uniform. We endeavour to provide a healthy menu for our students and a clean and friendly environment for our volunteers. Being a tuckshop volunteer is a great way to meet parents from our school community and we encourage you to approach our convenor for more information.

We have introduced online ordering and payment via flexischools.com.au for tuckshop orders as well as uniforms. Please visit the website to discover the fast and convenient way to order and pay for lunches and uniforms.

Catering for school events like sports day and our school concert is also provided and we also conduct many fundraising activities throughout the school year such as: Mothers' Day Stall, Raffles, etc.

## P&C PRESIDENT'S MESSAGE

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Welcome!

The Parents and Citizen's (P & C) Association is a group of parents, grandparents, carers and teachers who are interested in their child's educational opportunities through volunteering to help the Glenmore school community.

Joining the P & C offers you the opportunity to be involved in:

- The development of school policy
- Having your say and offer support towards building and developing the school and its infrastructure
- Fundraising
- Meeting like-minded people within the Glenmore community

Anyone is welcome to join the P&C and we certainly encourage those with new ideas to come along and get involved. Meetings are held at 6pm in the staffroom of the Administration building on the second Monday of each month.

There are many ways you can help the P & C, including:

- Joining the executive committee
- Volunteering at our tuckshop – even one morning once a month will make a difference
- Assisting with fundraising ideas and activities
- Making a tax deductible donation to the school
- Coming along to meetings with fresh ideas and suggestions



The Glenmore State School P&C Association have a Family Voluntary Contribution Scheme of \$40.00 per family.

So, thank you for choosing Glenmore for your child's educational journey and get involved! - join the P&C.



## STUDENT HEALTH

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### Accidents

In the event of a serious accident involving a student, the school will make every effort to contact the parent/s immediately and an ambulance will be called.

## Headlice

At times, you may receive a text message from your child's teacher notifying you that a case of headlice has been reported in the class. Please check your child's hair and treat if headlice or eggs (nits) are present. It is important that the class is informed of any discovery of headlice as they are easily spread if all those infected are not treated.

## School Dentist

The school dental service conducted by the Queensland Department of Health offers, without charge, routine dental treatment for all children of primary school age in Queensland. Your child can, if it is your wish, receive this treatment.

Permanent dental clinics are stationed at Frenchville, Berserker Street and Allenstown Schools if your child needs treatment between visits. Glenmore State School is serviced by the Berserker Street State School clinic and a mobile dental van.

A great deal of the therapist's work is preventative as he/she emphasises oral hygiene with the children.

## Infectious Diseases

Following is the exclusion table for some of the common childhood infectious diseases.

CHICKEN POX	Exclude for at least five days AND until all blisters have dried.
GLANDULAR FEVER	Exclusion is not necessary. Student should return on doctor's advice
MEASLES	Exclude for at least four days from the appearance of the rash. All immunocompromised students should be excluded until fourteen days after the first day of appearance of rash in the last case.
MUMPS	Exclude for nine days or until swelling goes down.
RUBELLA	Exclude until fully recovered or at least four days after the (German Measles) rash has started.
CONJUNCTIVITIS	Exclude until discharge from eyes has ceased.
HEPATITIS B	Re-admit on production of medical certificate. Exclusion not necessary.
IMPETIGO (School sores)	Exclude until appropriate antibiotic treatment has commenced. Exposed sores must be covered with a watertight dressing.
RINGWORM, SCABIES, HEADLICE	Re-admit the day after appropriate treatment has commenced.

## Regulations for Medication

To comply with Department of Education, Training & Employment's rulings the following procedures must be adhered to with regard to the giving of medicine to children at this school.

1. Only medication prescribed by a doctor can be given to a student.
2. A request form must be completed by parents before any medication will be given. This form is available at the school office.
3. All request forms must be handed in at the office with the medication.
4. NON-PRESCRIBED MEDICATIONS CANNOT BE GIVEN TO CHILDREN.
5. Medication must be labelled with the prescription details from the Chemist.
6. All medication will be given at the office only.
7. Tablets such as panadol, aspirin, cough mixtures and creams which can be purchased over the counter cannot and will not be administered under any circumstances to any child unless prescribed by a doctor and authorised in writing to the office.

8. Children on Asthma puffers are permitted to have their puffers on their person however, this needs to be indicated in writing to the office.
9. Prescription medications should be brought to the school office by a responsible adult.



## STUDENT LEADERSHIP

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Various levels of leadership are promoted and encouraged, ranging from classroom duties, sporting teams, sporting houses to student forum and school captains.

This involvement in leadership builds and enhances in students the necessary citizenship skills to ensure a worthwhile contribution to the Glenmore State School community. Accountability and responsibility are inherent in this trust.

### **School Captains**

In term four of each year school captains and vice captains are elected from Year 5 children by students in Years 4 and 5. The leadership opportunities for the children selected help the children develop their own potential while enhancing the welfare of the school. A process for appointing captains involves staff and students. All appointments have to be ratified by the school administration.

### **Student Forum**

Student Forum members are elected from Years 4, 5 and 6. Student Forum undertakes many activities throughout the year to promote the Glenmore State School values.

### **House Captains**

House captains from Year 6 are elected early in the year for sports houses - Acacia, Banksia, Callistemon and Eucalyptus. These captains are elected to these positions by students from Years 4, 5 and 6.

## STUDENT MANAGEMENT

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### **Absences**

When children are absent from school, parents are required to send a signed note or contact administration explaining the reason for absence. Prior warning for planned absence from school is appreciated.

Any absences without parental notification will be followed up with a text message, letter or telephone call following two days of non-attendance.

### **Assemblies**

School Assembly is held at 8.55am on a Friday in the Covered Games Area. Prep to Year 2 and Years 3 to 6 assemblies may be held during the week to discuss school matters.

## Collecting students from school

All parents/adults visiting the school outside of 'normal' hours MUST sign in at the school office. You will be provided with a slip by the office staff to give to the class teacher to release your child from the class.

## Enrolment

Children born between 1 July 2014 and 30 June 2015 will be eligible for Prep in 2020. (1 July 2015 and 30 June 2016 will be eligible for Prep 2021) **A birth certificate is required to confirm proof of age at the time of enrolment.**

Comprehensive family details are stored on a central computerised database for easy retrieval. Your assistance in completing details accurately at the time of enrolment and keeping the school updated of any changes as they occur would be greatly appreciated. It is important that telephone numbers, contact names and addresses remain current.

## Homework

Teachers may set homework for children. It will be given to reinforce work already covered and should lead to a better understanding of what has been taught. Prep and Year One children usually have reading to do at home that will be heard the following day.

Homework also includes the sharpening of pencils ready for the next day. It is each child's responsibility to make sure all homework is completed and at school on time. Parents with concerns about homework should contact the class teacher.

## Mobile Phones & Electronic Devices

The school policy on students with electronic devices is that:

- Mobile phones are not a necessary item for the teaching and learning of students
- No student is required to have a mobile phone at school
- There are occasions where for security reasons parents want their child to have access to a mobile phone on their way to and from school. In this situation the following applies:
  - Upon arriving at school the student is to switch the mobile phone off and hand it in to the office
  - The student is to collect the mobile phone from the office at the end of the school day
- Similarly, other non-learning items should be handed to the office staff for storage throughout the day

Where students do not follow these guidelines, school staff, are not in a position to ensure the safety of a valuable piece of equipment. However, we would prefer that mobile phones, MP3s, etc., are not brought to school in the first instance.

## Before School Procedures -

- **Please remember that students are not supervised at school before 8.30am. We can have a number of students arriving as early as 7.25am in the morning. This is unacceptable as the students can be on the school grounds without any adult present as well as being at school 90 minutes before the official school day begins.**
- **Students who arrive before 8.30am MUST SIT QUIETLY IN THE SENIOR UNDERCOVERED AREA – no playing, no running around, no silly noises.** This is to ensure the safety of these children. If staff members are on site, they are busy with lesson preparation and other necessary duties needed to be ready for the day.
- At the 8.30am bell, early arrivals may quietly take their bags to their room. Prep to year 2 students enter classrooms and complete reading. Year 3 to 6 students enter the room and get ready for the day. Each class teacher has spoken to their class about before school requirements. If they are not required to stay in the room, the students have four options – library, handball in the senior covered area, playing basketball under supervision OR sitting in the under covered area.
- *Please discuss these requirements with your child if he or she arrives before 8.30am.*

### **Supervision after school -**

- The green bus shelter near J block (facing Farm Street) is supervised by staff until 3.15pm. Children wait in this area for day care buses, siblings from High School and parents. If at 3.15pm, there are any students still waiting (exception, students with High School siblings), the students are taken to the office. This relates to our duty of care and ensures the safety of your children.
- **All other areas are not supervised and parents are encouraged to collect their children as soon as possible after the 3pm bell.** Playgrounds are out of bounds – if parents choose to allow their child to use these after school, ***it is the parents' responsibility to supervise and be responsible for any interaction that occurs.***

### **Sports Houses**

All children are assigned to one of the four school athletic houses. Children from the one family are placed in the same house. The houses are named after Australian native flora.

Acacia	Yellow
Banksia	Blue
Callistemon	Red
Eucalyptus	Purple

Polo shirts in house colours are available to be ordered prior to the Interschool Athletics Carnival from the Uniform Shop.

### **Sun Smart Program**

Glenmore State School is an Accredited Sun Smart school. When playing in the sun, a broad brimmed hat or legionnaire's cap must be worn. Students who do not have a hat are expected to play under the Covered Games Areas.

### **Supervised School Crossing**

There is a supervised school crossing outside the front gate in Farm Street. Crossing supervisors are on daily duty.

Mornings:	<b>7.50am - 8.50am</b>
Afternoons:	<b>2.50pm - 3.20pm</b>

Cars are not to be parked in the **No Standing** zones as this practice obstructs the view of the crossing and endangers children's lives.

### **Telephone Messages**

If your child needs to be contacted urgently at school a message may be left at the office. It is very difficult to get messages to children close to school finishing time. Teachers cannot be brought to the telephone during class time. Messages may be left at the office and your call returned.

### **Transfers**

When children are leaving our school to attend another, prior notification of transfer would be appreciated. Assessment folders will be forwarded to your child's new school.



# STUDENT BEHAVIOUR

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Student behaviour management programs are set in place when needed to help in developing personal skills, perceptions and attitudes regarding the rights and responsibilities of self and others. Where possible, staff, students and parents work in a supportive capacity in this program. When extra assistance is needed, guidance officers and support agencies provide additional expertise.

The discipline and behavioural standards of Glenmore State School are the result of positive reinforcement and the consistent application of consequences designed to ensure that the rights of students, teachers and parents are protected.



## STUDENT SERVICES

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### **Educational Excursions**

Throughout the year class groups may be taken on excursions which relate to the work being done in class. These excursions may be for a whole day or a half-day depending on the venue. A Variation to School Routine is submitted to the Principal for endorsement and approval by the P&C Association. At all times costs to parents are kept to a minimum and parent permission must be given in writing. When children are on an excursion they are expected to be in full school uniform as outlined in the uniform details in the back of this booklet. If for any reason a child cannot go on an excursion, they will be supervised at school.

### **Lost Property**

All clothing and food containers should be clearly labelled for easy identification. Items misplaced by children are usually returned to the owners if the items are clearly marked.

The lost property box is outside the sports room. Parents and children are invited to check the lost property box if property is missing. Unclaimed lost property is donated to a local charity.

### **Money Collection**

Collections for school events should be placed in envelopes and clearly labelled with the child's name, class, amount and purpose for the collection. All monies should be given to the Office and **NOT** left in ports or desks.

### **Student Banking**

Students are invited to bank regularly through the school's on-line banking facility with the Commonwealth Bank Banking day is Friday. A commission on each transaction is provided to the school Parents and Citizens' Association. Student Banking is to be handed in at the office.

### **Tuckshop**

Glenmore Primary has a daily tuckshop service. A wide range of hot and cold food is available. At the commencement of each semester a price list is distributed within the school newsletter. It is required that all students place lunch orders at the tuckshop before school. Separate paper bags for morning tea and lunch are required. Details required on tuckshop bags are:

- Name
- Class
- Teacher
- First Break/Second Break
- Order
- Amount enclosed

All orders are placed at the tuckshop before school. Class monitors are responsible for collecting orders. Parents can also order and pay online via flexischools.com.au.

Volunteer helpers are always being sought, so please contact the school or the tuckshop if you can help in any way.



## SUPPORTIVE SCHOOL ENVIRONMENT

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At Glenmore State School:

I am RESPECTFUL

I am RESPONSIBLE

I am a LEARNER

Glenmore State School community recognises that its members have the right to work and play without disruption or disturbance in a positive, safe, secure and accepting environment.

Establishing a supportive school environment to enhance student behaviour depends on the total school community establishing values and beliefs and applying these consistently, rewarding and acknowledging positive behaviour and supporting those students still developing these essential social skills.

Glenmore State School promotes the values of

**RESPECT RESPONSIBILITY HONESTY TRUST CARE**

### Awards

Our school attempts to acknowledge the achievements of all children and provides a system of awards to encourage children to reach their potential by improving their own achievement and efforts.

Awards may include:

- Glenmore Standards – gum leaf, gum nut, koala
- Gotcha Slips - at any time
- Student of the Week - each week
- Award for following school rules - at any time
- Glenmore Great Award – each week
- Class awards recognising progress, excellence and effort (presented on assemblies or within classes)
- Year 6 Citizenship and Environment Awards – annually
- Music Awards and Certificates - annually
- Year 6 Graduation Awards
- Sports Awards - annually
- The Holmes Award - In memory of the years of dedicated service given to the Glenmore Special Education Unit by Mrs Caroline Holmes and the involvement of her family in the school. This significant award recognises the student who best exemplifies the school motto of **“Learning and Caring”**
- Academic Achievement Awards : Green and White – annually

## Annual Awards

A variety of academic, sporting, citizenship and environment awards for individual students are presented to students across all year levels at the end of the year to recognise effort, achievement and commitment over a broad range of categories.

The Awards Ceremony also acknowledges the efforts of Year 6 students in their final year at Glenmore. Parents of all Award recipients are invited to attend.

Students from Prep to Year 3 are recognised where they have achieved outstanding success throughout the year. These lower school awards are also presented at the Awards Ceremony in the last week of the school year.

## Year 6 School Dance

The culmination of the Year 6 dance unit in Physical Education for term four is the annual Year 6 school dance. The children learn and practise several old time dances as well as the social skills associated with such an event. The dance is usually held in the second last week of term at the Glenmore Homestead. An admission is charged to cover the venue and meal.

# UNIFORM DETAILS

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## Dress Code

- Children are expected to wear the school uniform, including black shoes (not thongs) every day and the correct sports uniform for all sport.
- Children who participate in the school bands and choirs have uniforms specific to their group and must wear full uniform at concerts and competitions.
- Children attending excursions or representing the school must have the correct school uniform.
- Correct hats are necessary in this climate and must be worn every day.
- Glenmore State School has a formal uniform for School Leaders and Representatives. This uniform is kept at the school and supplied to the students when required.
- If a child is not wearing the uniform for some reason, parents are asked to show commonsense in their choice of clothing. Items such as singlet tops, bike shorts and brief shorts for girls, tank tops for boys and long board shorts are not desirable. Designer label tops, caps without flaps and expensive footwear are discouraged at all times.

The Glenmore State School community has decided that students should wear the correct designated school uniforms.

## Jewellery

A wrist watch and sleepers in pierced ears are acceptable for school wear. Other forms of jewellery can be extremely dangerous at school and we do not accept responsibility for accidents incurred because of jewellery worn. Unnecessary and outlandish jewellery, painted nails, makeup and coloured hair are not permitted. The school will not accept responsibility for any lost or missing jewellery.



## School Uniform & Representative Dress Code

	Girls	Boys
Panel Shirt (Available only at the School)	Green, Grey and White Striped Shirt worn tucked in	
Skorts (Available only at the School)	Green Short with Skirt Front	
Shorts		Grey
Footwear	Black Joggers (Full black shoes with black laces)	
Socks	White Ankle	Grey Ankle
Hat	Green Wide Brimmed Hat	

## Winter Uniform

	Girls	Boys
Glenmore Jacket (Available only at the School) or Jumper	Dark Green	
Stockings or tights	Dark Green	
Trackpants	Dark Green or Grey	

## School House Sports Shirts

Panel school shirts are to be worn for ALL interschool sport.



## Boys and Girls

Banksia (Blue)

Acacia (Yellow)

Callistemon (Red)

Eucalyptus (Purple)

**Uniform Sales** – orders and payments can be made via [flexischools.com.au](http://flexischools.com.au)

The Uniform Shop currently operates Monday, Wednesday and Friday mornings from 8.30 – 9.30am.

# OTHER THINGS TO KNOW

## Refund Guidelines for Excursions and Camps

At Glenmore State School we are committed to providing a safe and supportive learning environment for students, staff and volunteers. This commitment includes the health and safety of staff and students when conducting curriculum activities in the school or in other locations.

School excursions and camps enhance a student's learning by providing opportunities for the student to participate in activities, both curriculum-related and recreational, outside the normal school routine. All planned school excursions are approved by the Principal and endorsed by the Parents and Citizens' Association.

State schools are able to charge a fee for:

- An education service including materials and consumables not defined as instructions, administration and facilities for the education of the student;
- An education service purchased from a provider other than the school where the provider charges the school; and
- A specialised educational program.

A school fee is directed to the purpose for which it is charged.

School fees for excursions and camps are calculated on a cost recovery only basis according to the number of students who have indicated their attendance.

Participation of students in an excursion or camp is indicated through payment of the excursion or camp fee and provision of a permission form completed by the parent/carer.

As the school budget cannot meet any shortfalls in funding for an excursion or camp due to the subsequent non-participation of a student who had previously indicated attendance of the activity, fees already paid for an excursion or school camp may be refunded in full or in part or not at all, having regard to the associated expenses incurred and the circumstances of the non-participation.

If a parent/carer wishes to apply for a refund due to their child's non-participation in an excursion or camp activity, they may do so by completing a Request for Refund form available from the school office. Where possible, the request should include the receipt relating to the payment for which a refund is being sought.

It is preferred that refunds be made as a credit against the student's account at the school and used for any cost in the future.

Department of Education and Training policy references:

Education (General Provisions) Act 2006  
SCM-PR-002: School Excursions  
FNM-PR-019: State Education Fees

## Newsletter

Each month our newsletter is available on our website, [www.glenmoress@eq.edu.au](http://www.glenmoress@eq.edu.au) or on the QSchools App. Printed copies are available from the office foyer.



## **Parking**

Parents collecting or dropping off students should not use the staff car park areas. McLaughlin Street is the preferred and recommended drop off area as there is a drop off/collection point and parking area established for parents. Please be aware that the parking areas near the Administration building are for staff and service vehicles only.

Vehicles must not be parked in the marked time zones which are specifically intended as drop off and collection points. When crossing Farm Street, all children must use the pedestrian crossing at the front of the school and bicycles must be wheeled across the crossing. When crossing Yaamba Road children must use the under-pass.

**GLENMORE STATE HIGH SCHOOL GROUNDS ARE OUT OF BOUNDS AT ALL TIMES. THIS INCLUDES THE DROPPING OFF AND COLLECTION OF CHILDREN FROM THE PRIMARY SCHOOL.**

## **Reporting**

Written reports are compiled at the conclusion of each semester and emailed to parents. Parents are always welcome to discuss their children's progress at any time. Face to face reporting is offered at the end of both semesters. Parents are cordially invited to contact class teachers to arrange a time to discuss the education of their children.

## **Insurance Cover**

Physical activity and physical education, particularly contact sports, carry inherent risks of injury.

Parents are advised that Department of Education, Training and the Arts does not have Personal Accident Insurance cover for students. Department of Education, Training & Employment has public liability cover for all approved school activities and provides compensation for students injured at school only when the Department is negligent. If this is not the case, then all costs associated with the injury are the responsibility of the parent or caregiver.

It is a personal decision for parents as to the type and level of private insurance they arrange to cover students for any accidental injury that may occur.





## **Glenmore State School's Chaplaincy Service**

Chaplaincy Services provide spiritual ethical and personal support to school communities. SU Qld Chaplains provide positive adult role models for students. Chaplains are present in school at the invitation of the Principal, in consultation with the local community, and with the support of the P&C Association.

### **What does a School Chaplain do?**

A School Chaplain is a safe person for young people to connect with at school and provide a listening ear, caring presence, and a message of hope. Chaplains run positive, fun activities for students and assist in fostering supportive, caring school communities.

Working with other members of the school's support team, the Chaplain cares for students struggling with issues such as difficult relationships with other children or family members, poor self esteem, family breakdown, and depression.

The partnership between the school and the Chaplaincy Service, supported by local churches, businesses and community organisations, provides a network of local support and assistance. These positive relationships help young people to face difficult issues, and provide hope, connection, meaning and purpose.

The Chaplaincy Service is available to everyone in the school community regardless of their religious beliefs.

### **Who is the Glenmore's School Chaplain**

The school chaplain for Glenmore State School is Brianna Wardill. Brianna is at the school on Mondays and Thursdays.

### **What does the Chaplaincy look like at Glenmore Sate School?**

As the Chaplain, Brianna will be part of school activities, be getting to know the children at the school and supporting the teachers, students and wider school community. He will assist in the classrooms, be involved in school camps, sporting and cultural programs, run lunchtime activities and help students with social and life skills.

Students may request to see the chaplain in an individual basis for support in personal matters. Parental consent forms will be needed for these support sessions.

### **Will my child be involved?**

Involvement with the Chaplain is entirely voluntary and students choose whether or not they want to be a part of the activities that are offered. Parents will be consulted if their child wishes to be involved in ongoing one-to-one meetings with the Chaplain or in any programme or group involving spiritual or ethical content. Parents have the right to refuse permission for their child to be involved in any Chaplaincy activity or event.

### **How can I contact the Chaplain**

Brianna Wardill is available on Mondays and Thursdays and can be contacted through the school office on 4923 0666.



# **UNIFORM SHOP**



## **PLEASE NOTE -**

**No EFTPOS available**

**ONLINE ORDERING** is available through [flexischools.com.au](http://flexischools.com.au)

### **Panel Shirts**

- Sizes 4 - 16+ **\$27**

### **Sports Shirts**

(Acacia, Banksia, Callistemon, Eucalyptus)

- Sizes 4 - 20 **\$20**

### **Skorts**

- Sizes 4 - 20 **\$27**

### **Grey Shorts**

- Sizes 4 - 16 **\$15**

### **Sports Jackets**

- Size 6 - Adult **\$35**

### **Hats**

- Wide Brim **\$10**

**Safety Wallets **\$10****

**Footy / Soccer Socks **\$9****

**Football Shorts **\$29****

**Football Shorts and Socks Combo **\$35****

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*Please note: prices may change without notice*