

# KENMORE SOUTH STATE SCHOOL



## HANDBOOK

Prep-Year 6

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## **PRINCIPAL'S WELCOME**

Welcome to Kenmore South State School, a school that prides itself on an excellent reputation in both the local and broader community as a school of high academic achievement, in a friendly and inclusive environment.

I know that you and your child will find your time at Kenmore South rewarding and highly successful.

Our aim is to provide a dynamic and rich school environment which develops individuality and strength of character, while fostering a love of learning and enjoyment of school. Students at Kenmore South are encouraged to work towards their “new best” by taking a risk, being innovative, reflecting, and performing.

On offer is an extensive range of co-curricular programs, consisting of sporting, creative, academic, artistic, and leadership experiences. Students are encouraged to broaden their horizons through a range of experiences, activities, competitions, and through volunteering and working in the wider community. Kenmore South State School staff are committed to knowing each student as an individual. We pride ourselves on knowing the whole child, rather than just the student. We believe every child is unique and has something to contribute to our school and community.

Our academic results are continually excellent and we look for ways to enhance the learning opportunities for our students through innovative teaching practice.

Our staff acknowledge that education is as much about building character as it is about equipping students with specific skills to be a well-rounded citizen.

Teachers, parents and students work in partnership to ensure that the education received by every student at Kenmore South is of exceptional quality. Parent assistance and involvement is welcomed. We have an active Parents and Citizens Association and School Council which aim to forge links between parents and the school. I would encourage all parents to support our Parents and Citizens Association. Together we promote the attributes of a Positive Agile Community.

We look forward to welcoming your family to Kenmore South.

Georgina Allardice

Principal



## **SCHOOL PROFILE**

Kenmore South State School is located in the western suburbs of Brisbane, approximately 15km from the CBD.

The school was established in 1967 and is situated in a delightful 4.5-hectare bush setting and has an attractive outdoor learning environment for all students. Our school has an active Parents and Citizens Association which operates the tuckshop and uniform shop.

Our school provides dedicated space for Technologies, Media, Visual Arts, Dance, Drama and Music studies for all classes, as well as members of the broader community.

Sporting facilities include an oval, tennis courts, netball and basketball courts and practice cricket nets. A Tiger Turf allows for activities such as handball and hopscotch. There is also a Nature Play area and other playgrounds for the students to enjoy.

The school hall is the venue for assemblies and indoor games, as well as theatre and musical presentations.

## **SCHOOL CAMPUS**

Kenmore South State School offers a range of educational programs to support a diverse student population. Our campus consists of:

- Primary School - Providing a core curriculum as well as specialist teaching and support in: classroom music and The Arts, Instrumental Music, Physical Education, Japanese, Technologies, Library, Learning Support, Guidance and Extension.
- Outside School Hours Care Program - run by PCYC.
- Other Service Providers - Our school is centrally located for many community groups to use our facilities outside of regular school hours. These include: Cricket, Chess, Soccer, Tennis, Speech and Drama, Multi-Sports programs, Irish Dancing, and the Kenmore Presbyterian Church.



## **OUR VISION**

Developing young minds for understanding and success.

## **VALUES AND BELIEFS**

We are committed to:

- promoting the best interests of students
- providing a range of opportunities for all students
- accepting personal accountability

We will know we have fulfilled our purpose when our students are:

- broadly educated with high levels of literacy and numeracy
- able to think logically, critically and creatively, with inquiring minds
- considerate, well-mannered and respectful of others

Our school seeks to develop in students the traits of being:

- self-disciplined and able to respond to challenges
- confident, independent and responsible
- a valuable member of the community
- prepared and motivated to pursue a healthy lifestyle

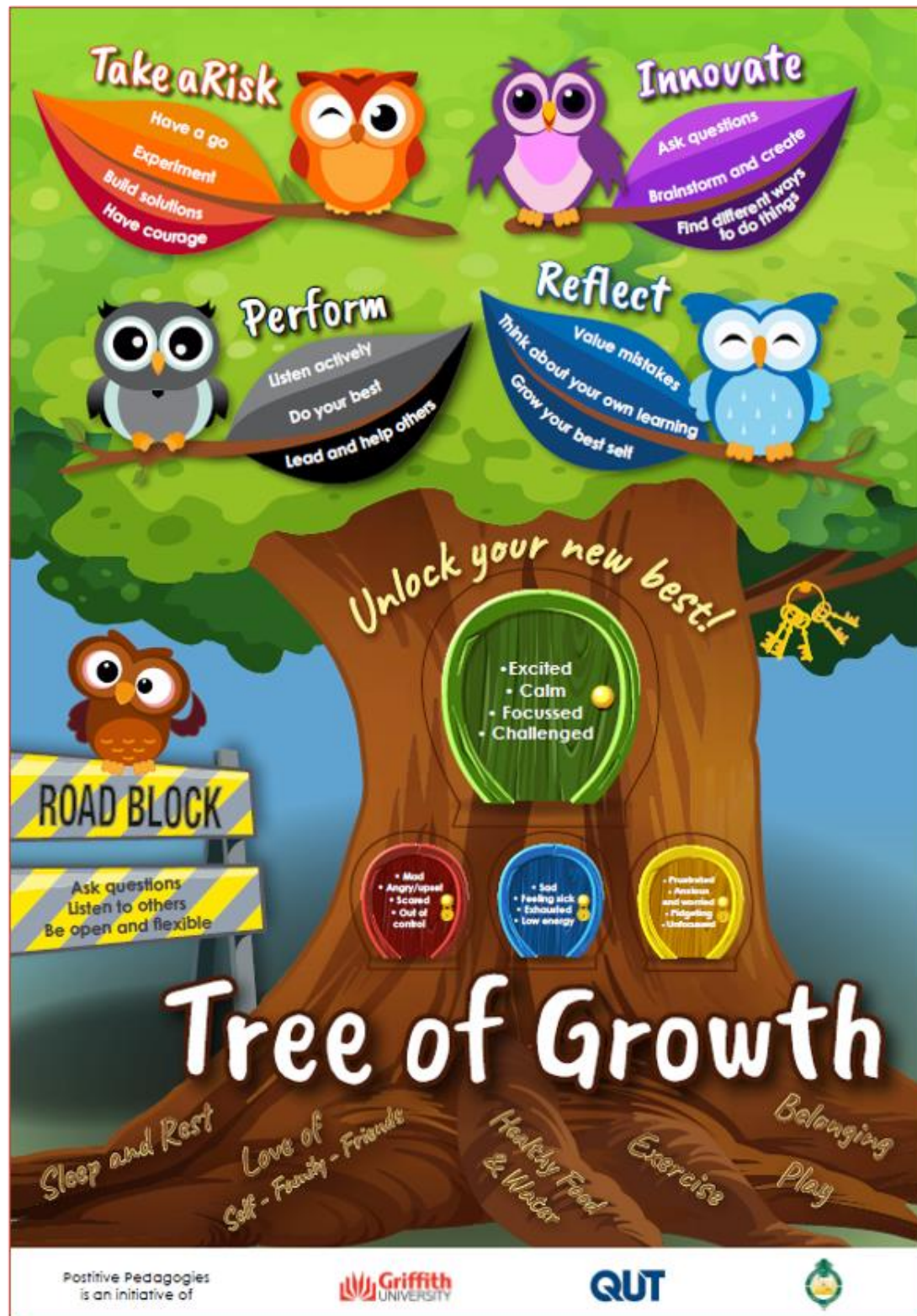
The school values and seeks a reputation for:

- fostering self esteem
- acknowledging and valuing individual differences
- educating the 'whole child' intellectually, emotionally, socially and physically
- providing a caring, supportive environment where students are happy and safe
- developing an appreciation of the wider community and the environment

We strive to:

- respond to and value the participation of all members of the school community
- nurture the partnership with school, home and community
- have high expectations for each student
- pursue and reward excellence.

## TREE OF GROWTH – POSITIVE AGILE LEARNER (PAL)



Positive Pedagogies is a program that encompasses:

- PALs – Positive Agile Learners
- PATs – Positive Agile Teachers
- PACs – Positive Agile Community

Positive Pedagogies started as a study by Griffith University. It was trialled in schools and found to be effective in engaging and improving student outcomes.

Kenmore South has worked with Griffith & QUT to further this program, and adapt it to our school.

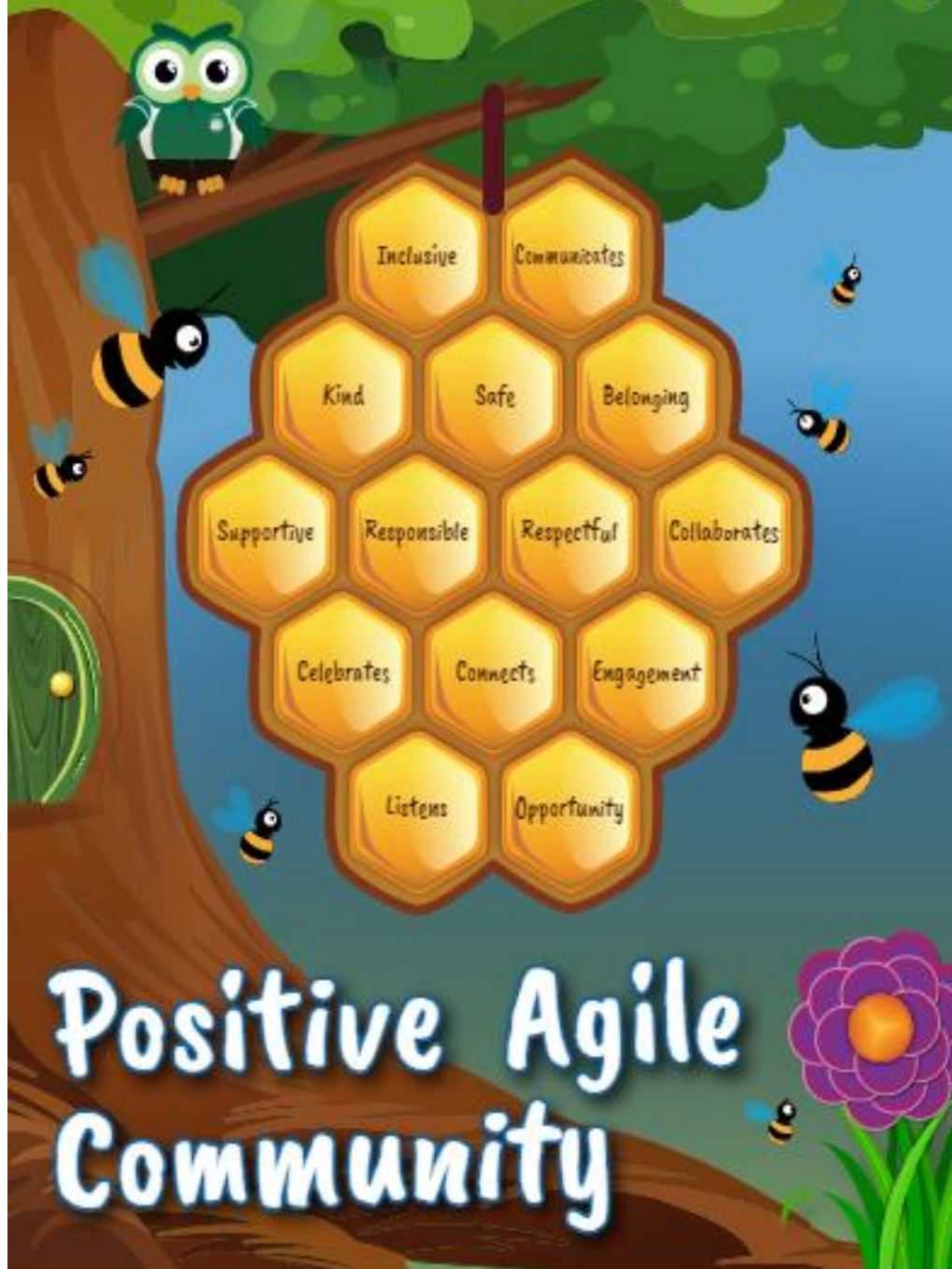




Positive Pedagogies  
is an initiative of



## Kenmore South State School – Connecting Our Community



Positive Pedagogies  
is an initiative of

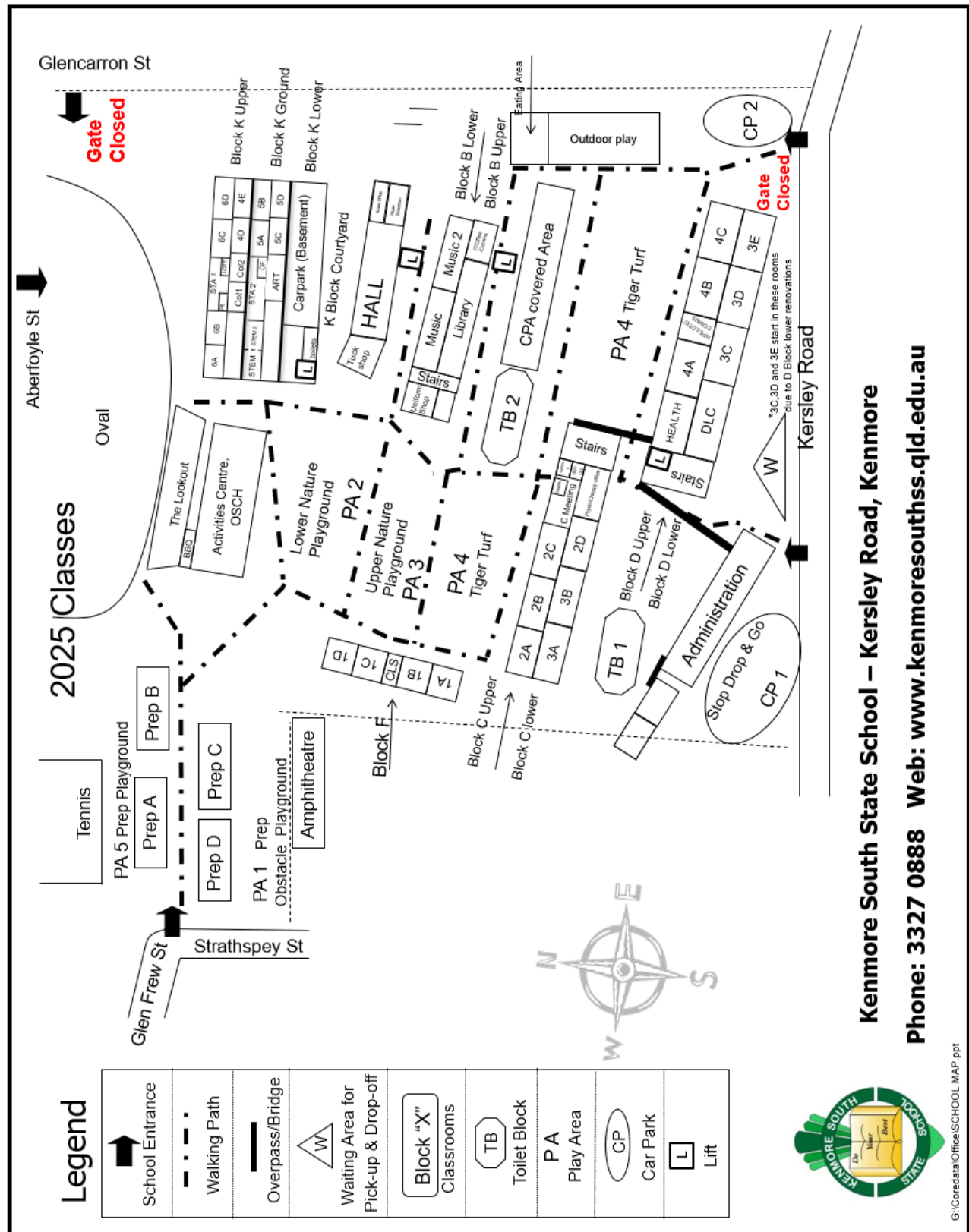


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# PLAN OF KENMORE SOUTH STATE SCHOOL



# ORGANISATION

## NEW ENROLMENT

Enrolments for the school can be made at any time. Kenmore South has an enrolment management plan so please check the link below to ensure you are in our catchment area:

<http://www.qgso.qld.gov.au/maps/edmap/>

## AGES OF ENTRY

**Prep** – To be eligible, a child must have turned five years of age by **30 June** in the year they start Prep. A copy of the birth certificate will need to be sighted. Please contact the school to confirm Prep placement according to year of birth. Children must turn six years of age or older during Year 1 at school. Sighting of a birth certificate or similar evidence of birth date is required for those who did not attend our Prep.

## EXITING

When a parent wishes to withdraw a child from Kenmore South State School, please contact the office via email or complete the Student Exit Form.

All school resources are to be returned, any outstanding fees should be addressed and all belongings collected.

## ABSENCES

If your student is absent, you can notify us of any absences via the QParents App or via the following email address: [attendance@kenmoresouthss.eq.edu.au](mailto:attendance@kenmoresouthss.eq.edu.au). Alternatively, please call our absentee line on 07 3327 0860 stating your child's name, class, reason for absence and your name when leaving a message.

If a student is late or needs to leave early, they must be signed in or out by an adult and collect a slip for their classroom teacher at the school office.

### ***Same Day Absence Notifications - SMS***

Each school in Queensland is required to implement an SMS alert system to ensure the safety of all students. All parents will be notified by text message when their child is absent from school and there has been no prior explanation provided. Texts will be sent to nominated parent mobile contact numbers by 10am on the day of absence. If you receive a text absence notification, you will be able to reply directly with an explanation for our records. You will not receive text notifications if you have already advised the school of the absence.

If a student is absent for three or more consecutive days without notification, the school will contact you directly.

## CHANGE OF PERSONAL DETAILS

Parents are asked to inform the school of changes to personal details as soon as practical so that our records remain up-to-date. In an emergency, it is vital to have these details. To alert the school of a change of address/details please complete a student record update form (found in the office) or email: [admin@kenmoresouthss.eq.edu.au](mailto:admin@kenmoresouthss.eq.edu.au). Alternatively, this can be completed via QParents.

## MEDICATION

Should it be necessary for a child to take medication at school, trained staff will administer this medication only in accordance with the Department of Education's protocols found in the Guidelines for the Administration of Medication in Schools document. This includes:

1. Prescription medication (short term, given for up to 10 days): must be supplied to the school office via a parent, in its original container, labelled by a pharmacist with the child's name, medication type, dosage and time that the medication is to be taken, along with the doctor's name. One dose of medication should be administered at home before given at school to ensure your child has no allergic reactions. The parent then needs to complete the Consent to Administer Medication form (routine/short term).
2. Prescription medication (long term): must be supplied to the school office via a parent, in its original container, labelled by a pharmacist with the child's name, medication type, dosage and time that the medication will be taken, along with the doctor's name. The parent then needs to complete the Consent to Administer Medication form (routine/short term). If the dosage changes, this must be reflected in filling out a new medication form and either on the medication packaging or through a doctor's letter until the current supply of the medication is exhausted. Supply of the replacement medication must then reflect the change in dosage on the packaging. Asthma medication may be retained by the student after consultation with the school administration. **Students must have their own spacer and Ventolin.**
3. Emergency medications with written emergency or medical plans written by a GP or Medical Specialist: these plans must describe the condition, have the student's name, medication, dosage, symptoms and the doctor's name and signature. The parent then needs to complete the Consent to Administer Medication form (emergency medication). These need to be handed to the school office where it will be determined with consultation to where the medication will be held. Asthma medication may be retained by the student after consultation with the school administration. Storage places of other emergency medications e.g. epipens and epilepsy medications will be decided on, case by case, by administration.
4. Medications that can be purchased without prescription (this includes Ventolin and paracetamol bought without script): you will need to fill in the Consent to Administer Medication form (routine/short term) as well as supply a doctor's medical certificate. This letter must supply the child's name, medication type, dosage and time for taking.

**All medication must be supplied in its original container or be in a correctly labelled blister pack prepared by a pharmacist.**

Additionally: school supplies of emergency medications for asthma and anaphylaxis are located in the First Aid station at the School Office.

## AMBULANCE

In the event of your child sustaining a serious injury or falling ill suddenly or seriously for which we feel necessitates immediate expert medical attention, an ambulance (in accordance with the first aid guidelines for Qld) will be called and your child transported to hospital. The school will attempt to contact a parent as soon as practical in the event an ambulance is called for your child. Your child's well-being will be our priority in these instances.

To ensure we are able to give an accurate picture of your child's health and medical needs in the event an ambulance is called, it is necessary to ensure that the school is notified of any medical conditions. This includes cardiac and respiratory conditions, asthma, possibility of seizures or convulsions, and allergies - especially anaphylaxis reactions, including those to medications and any other serious or potentially serious medical conditions.

It is equally important that an up-to-date emergency contact, in addition to the parents, be on our records in case parents are not available. (See Change of Address/Details).

## COMMUNICABLE DISEASES: EXCLUSION GUIDE

A number of childhood illnesses and ailments require students to remain away from school. Below are the most common. Parents are invited to visit the school office for a comprehensive list. For further information please go to <http://www.health.qld.gov.au/cdcg> or phone 07 3624 1111. Please note, the presence of **headlice** is not considered a reason for exclusion.

- **Diarrhoea and/or vomiting** - Exclude until 24 hours after last vomit or loose bowel motion and the person is well.
- **Chicken Pox** - Exclude for at least 5 days and until all blisters have dried.
- **Measles** - Exclude for at least 4 days from the appearance of the rash.
- **Rubella (German Measles)** - Exclude until fully recovered.
- **Impetigo (School Sores)** - Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.



# COMMUNICATION

## Kenmore South State School Communication Plan 2025

**Goal:** At Kenmore South, we are committed to improving our standard of communication across all areas of the school community.

**Strategies:** The table below outlines a range of strategies Kenmore South State School staff employ when communicating to parents and the wider community.

HOW	WHAT	WHEN	WHO
Whole-school emails	<ul style="list-style-type: none"> <li>Key school documents</li> <li>School and community calendars</li> <li>Upcoming events</li> <li>When we want all parents in the school to receive the same information at the same time</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>Principal</li> <li>Deputy Principals</li> </ul>
Class emails	<ul style="list-style-type: none"> <li>Upcoming events</li> <li>Teaching and learning focus</li> <li>Excursion and incursion details</li> <li>Class routines and procedures</li> <li>When we want all parents of students in the same class to receive the same information at the same time</li> </ul>	As required	<ul style="list-style-type: none"> <li>Class Teachers</li> </ul>
School Website	<ul style="list-style-type: none"> <li>A snapshot of our school to the wider community, current and prospective families</li> <li>Includes: our vision, policies, staff, facilities, curriculum offerings, extra-curricular offerings, calendar and news, our community and key documents</li> <li>School newsletters, the annual report, annual plans and agreements relating to targeted funding</li> </ul>	Updated regularly	<ul style="list-style-type: none"> <li>Admin Officer</li> </ul>
SMS System	<ul style="list-style-type: none"> <li>Inform parents of student absences</li> <li>Used by the school to communicate up-to-the-minute notifications such as emergencies, school closures, late buses for excursions, cancellation of sport etc. to your device</li> </ul>	As required	<ul style="list-style-type: none"> <li>Admin Officer</li> <li>Principal</li> </ul>
QParents	<ul style="list-style-type: none"> <li>Excursion consent management</li> <li>Parents notifying school of absences</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>Admin Officer</li> </ul>
School Newsletter	<ul style="list-style-type: none"> <li>Electronic newsletter containing upcoming events, news and information from the school, P&amp;C and community groups</li> <li>Register to receive our newsletter using the link  <a href="http://kenmoresouthss.schoolzineplus.com/newsletter/archive">http://kenmoresouthss.schoolzineplus.com/newsletter/archive</a> </li> </ul>	One issue each even week fortnight, usually on a Thursday	<ul style="list-style-type: none"> <li>Admin Officer</li> <li>Deputy Principal</li> </ul>
Class Newsletter	<ul style="list-style-type: none"> <li>Teachers provide a fortnightly class newsletter via email with learning updates and key information</li> </ul>	Odd weeks fortnightly	<ul style="list-style-type: none"> <li>Classroom Teacher</li> </ul>



HOW	WHAT	WHEN	WHO
Parent Teacher Interviews	<ul style="list-style-type: none"> <li>Face to face meeting with class teacher to discuss your child's progress</li> </ul>	Twice a year (Term 1 and Term 3)	<ul style="list-style-type: none"> <li>Class Teachers</li> </ul>
Discretionary Meetings with Class Teacher	<ul style="list-style-type: none"> <li>To discuss your child's learning needs</li> </ul>	As required	<ul style="list-style-type: none"> <li>Classroom Teachers</li> <li>Specialists</li> </ul>
Student Reporting	<ul style="list-style-type: none"> <li>Each student receives report at the end of Term 2 and Term 4</li> <li>Student achievement in each learning area is assessed against achievement standards and reported to parents. Student behaviour and effort is also reported</li> </ul>	Twice a year (Term 2 and Term 4)	<ul style="list-style-type: none"> <li>HOD - Curriculum</li> </ul>
School Assemblies	<ul style="list-style-type: none"> <li>School student leaders and a member of the leadership team host school assemblies</li> <li>Student awards, general messages to students and community notices</li> </ul>	4 times a term	<ul style="list-style-type: none"> <li>Deputy Principal</li> </ul>
Class Information Sessions	<ul style="list-style-type: none"> <li>Teachers host a class information session for parents detailing important processes and routines for the year</li> </ul>	Term 1	<ul style="list-style-type: none"> <li>Classroom Teachers -all</li> </ul>
Prep Information Night	<ul style="list-style-type: none"> <li>Kenmore South provides a Prep Information Night for prospective Prep students and parents in Term 2</li> </ul>	Term 2	<ul style="list-style-type: none"> <li>Leadership Team</li> <li>Prep Teachers</li> </ul>
School Tour & Talk	<ul style="list-style-type: none"> <li>One Open Morning is offered per term for prospective families wishing to have a tour of the school</li> </ul>	Termly – Week 7 9:30-10:30am	<ul style="list-style-type: none"> <li>Leadership Team</li> </ul>
School Information Flyer	<ul style="list-style-type: none"> <li>School Information Flyer distributed to child care centres, real estate agents and businesses in the local area, to raise awareness of Kenmore South State School</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>Admin</li> </ul>
Local Newspaper articles	<ul style="list-style-type: none"> <li>School provides information on key events to the local newspapers</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>Deputy Principal</li> <li>Admin Officer</li> </ul>

**When responding to parent correspondence the staff at Kenmore South State School have agreed to the following:**

- Teaching staff will respond via e-mail, phone or in person within 48hrs of parent contact, or the next working day if a part-time teacher is not at work within 48hrs
- The Leadership team will respond via e-mail, phone or in person within 48hrs of parent contact (or 24hrs if emergency)
- The above timeframes exclude weekends and holidays

#### **ASSEMBLY**

Assemblies are held 4 times per term on Wednesday afternoons in the Hall at 2:10pm.

Notices from special groups are made on a regular basis. They may be about work done during the past few weeks, or an upcoming event. Students also share general school notices and reports.

In assembly, Aussie of the Month Awards are presented.

Parents are most welcome at all assemblies and your attendance is greatly appreciated by the students.

## DISCRETIONARY MEETINGS WITH TEACHERS

Parents wanting a meeting with the teacher concerning their child's progress, should make an appointment, by email, note or phone, for a mutually convenient time. We strongly encourage parents to discuss their children's work and talk over any matters that might arise, as the interest of parents most often strengthens the child's progress. Interviews with class teachers should be made outside of class instruction time to prevent disruption to others.

## PHONE AND WEARABLE DEVICE USE

All students are required to sign in their phones and wearable devices, such as smartwatches and fitness trackers, with the Administration Staff at the beginning of the school day. It is then their responsibility to collect their device at the end of the day.

## WEB PAGE

Parents can access our web page at [kenmoresouthss.eq.edu.au](http://kenmoresouthss.eq.edu.au).

It provides access to school information, calendar of events, latest newsletter, details and photos of class and school activities and links to educational sites.

We take the safety of our students and the internet seriously. Our practice includes ensuring permissions have been obtained, and students' initials used for groups of students where easy identification cannot be made. This way, students are still able to have the thrill of being able to identify themselves and friends and are safe from inappropriate identification.



# PARENT PARTICIPATION

Parent participation in our school is valuable in providing a positive, collaborative approach to the education of our children. It enables the teacher to more efficiently deploy teaching time and resources, invigorates learning and creates a sense of teamwork in the classroom. Together we are committed to providing enhanced opportunities for learning and improved educational outcomes for all students.

## PARENT CLASS REPRESENTATIVES

The role of representatives will be:

- Assisting teachers to gain parental support for class activities
- Establishing a channel of communication between parents, the P&C, and the Leadership Team and teachers
- Promoting involvement of parents in class activities and increasing parent knowledge of the school
- At times used as a working party by the Principal to reflect upon ideas, conduct surveys, collect data and provide input for the wider community perspective
- To seek volunteers to assist with school and class events

## CHARACTERISTICS OF CLASS REPRESENTATIVES

A class representative is:

- Supportive of your child's teacher, co-operative and interested in school activities
- Available, though not necessarily to do everything yourself, but to delegate where possible
- Able to keep matters confidential
- Reliable, friendly and non-judgmental

## TASKS OF CLASS REPRESENTATIVES

These will differ for each class and will be determined by consultation between you and your class teacher.

These may include:

- Helping to co-ordinate special events - eg. setting up for events, fundraiser support, etc
- A contact for new families
- Communicating items of interest between parents and teachers
- Supporting the events of our P&C
- To help parents get to know each other, and help the class teacher to become more familiar with parent skills and interests. Talk to your teacher about how they feel about a social event early in the year. Being able to 'put names to faces' should be of help to both you and the teacher. Events such as; classroom morning tea, playground play after school, weekend events and parents dinner outing

Specific issues that parents may have concerning their child should be addressed directly with the teacher.  
A teacher is unable to talk about other students or families with a parent class representative.

## SPECIAL EVENTS

Each school has a schedule of regular special events, which at Kenmore South State School includes discos, ceremonies such as ANZAC Day, NAIDOC Week, Senior Graduation, World Teacher's Day and Teacher Aide Appreciation Week. There are also regional and district sports events. All these rely on a small but very dedicated band of volunteers to assist and enrich the school community. As Class Rep, you may be able to garner small bands of helpers to ease the load carried by this small group.

### **WELCOMING NEW PARENTS**

New families may join our school throughout the year. As Parent Reps, it would be appreciated if you could warmly welcome these families into our community.

### **CLASSROOM VOLUNTEERS**

Please inform all classroom volunteers that they must report to the office to sign in and collect a **Visitor Badge** to wear while they are at the school that day or part of it. Volunteers must then sign out and return the badge at the office. Education Queensland requires all volunteers to complete training every calendar year. This training must be completed before allowed onsite, this is available at the office.

### **CONFIDENTIALITY**

As a Class Rep, it is important to acknowledge that you may have access to the parents' email contacts list. Please ensure that these email addresses are BCC when issuing group emails. The class email list is used only for school matters. Disseminating this information to promote business matters, sharing personal values or religious matters should not be done through this forum.

### **VOLUNTEER INDUCTION TRAINING**

There is a yearly volunteer induction and mandatory training meeting for all people wishing to work in our school. This involves the expectations of our school and the Department of Education around mandatory training. If unable to attend on the set date, the information will be forwarded to you for completion.

# CURRICULUM

## PROGRESS REPORTS

Students are assessed continuously throughout the year. Progress reports are issued at the end of each semester (June and December). Parent interviews are arranged at the end of Term One and Three. Parent interviews can also be conducted by mutual arrangement between the class teacher and parent at any time.

Parents are encouraged to consult with class teachers throughout the year, especially if there are concerns in some areas. (See *Interviews*.) Support and supervision of work at home will often solve small problems or concerns.

## E-Learning

In the Australian Curriculum, students develop digital literacy as they learn to use ICT effectively and appropriately to access, create and communicate information and ideas, solve problems and work collaboratively in all learning areas at school and in their lives beyond school. Digital literacy involves students learning to make the most of the digital technologies available to them, adapting to new ways of doing things as technologies evolve and limiting the risks to themselves and others in a digital environment.

Students develop capability in using ICT for tasks associated with information access and management, information creation and presentation, problem-solving, decision-making, communication, creative expression and empirical reasoning. This includes conducting research, creating multimedia information products, analysing data, designing solutions to problems, controlling processes and devices, and supporting computation while working independently and in collaboration with others. At Kenmore South students have access to laptops and iPads.

## iLEARN

iLearn is an initiative that allows students in Year 2-6, who have personal technology devices, to bring them to school to use them for educational purposes, to meet their learning needs under the direction of a teacher or administrator.

With digital learning, every student can access high quality and rigorous instruction, thereby maximising their opportunity for success in school and beyond. Please see the KSSS website for further information and links.

## EXCURSIONS AND INCURSIONS

Classes are encouraged to be involved in educational excursions, or participate in visits from outside groups that are invited into the school, also known as incursions. Newsletters will explain details and seek parental permission to involve your children.

We are aware that the costs for these excursions can add up each year. Every excursion is scrutinised for its educational value.

A timetable of planned excursions is provided by each class at the beginning of the year. Updates can be found in the Newsletter and on the electronic calendar, found on our school website.

Permission is sought from parents/carers via Consent Management and payment is via QParents.



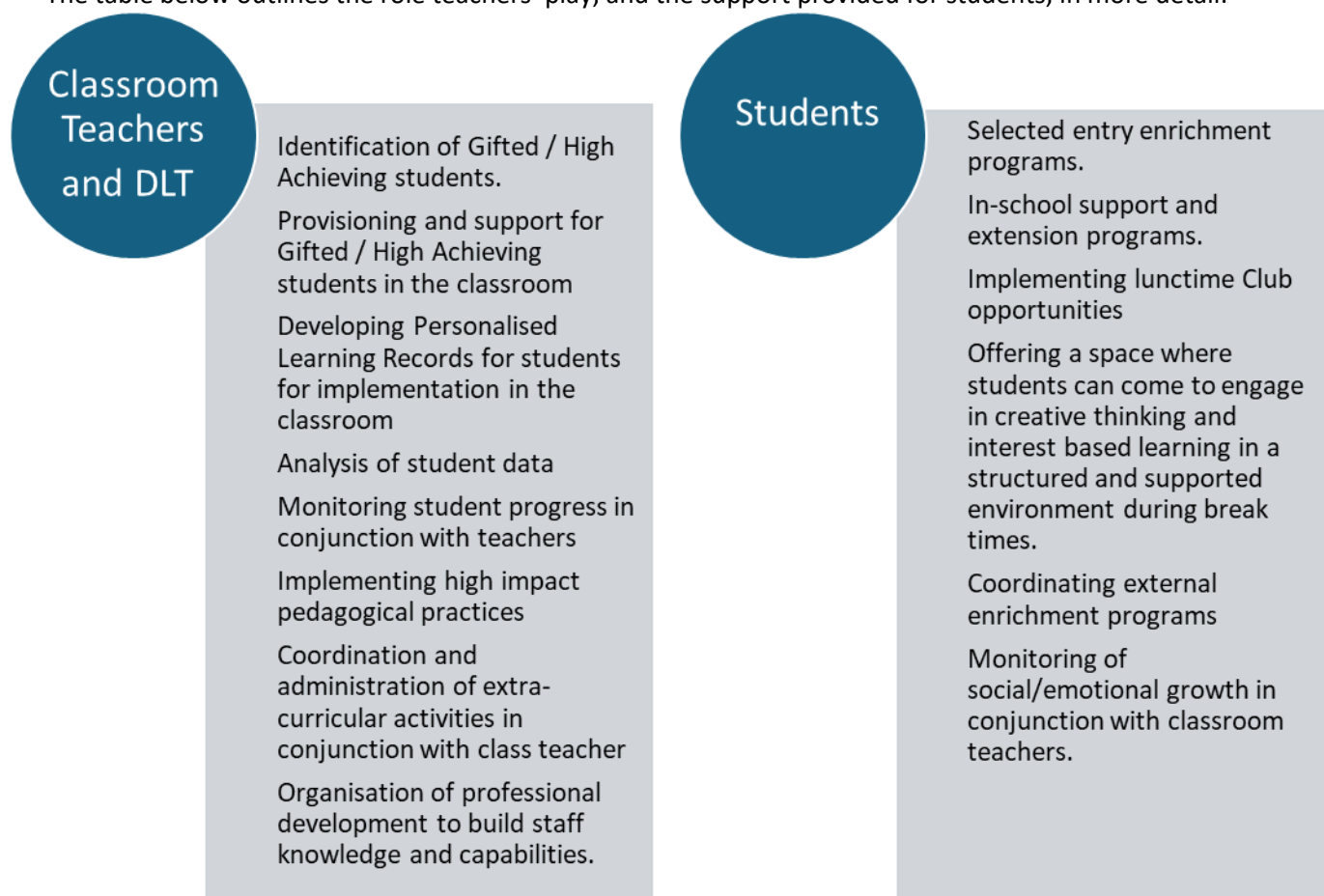
## ENRICHMENT AND EXTENSION

At Kenmore South State School, we are committed to providing challenging and wide-ranging Extension and Enrichment opportunities for all students. Extension opportunities are primarily provided by classroom teachers, within the classroom, to extend students' learning in a particular area. Enrichment opportunities are provided to interested students through the provision and engagement in extra-curricular activities and competitions. Selection of students for enrichment activities is usually based on academic, diagnostic and observational data.

The Diverse Learning Team (DLT) work with teachers to develop and implement adjustments to the curriculum that challenge high achieving students within the classroom context. It is the role of the DLT to support classroom teachers in differentiating for their students.

**How?** This is achieved through providing various pathways to learning that incorporate universal design principals, allowing students to conduct their own research into areas of interest related to their learning and presenting the information in various formats and language modes. While content knowledge is important, students are also taught 21<sup>st</sup> century skills through the general capabilities, which aid in executive functioning and strong ways of working.

The table below outlines the role teachers' play, and the support provided for students, in more detail:



### **Extension and Enrichment Programs:**

**BRAINways Days of Excellence** – Year 1 to 6. Programs generally focus on a particular topic (e.g. persuasive journalism, coding in nature) Cost \$150 (approx.). Students are identified and invited to attend based on school academic data. This program requires parents to transport to/from the event.  
<http://brainways.com.au/>

**Queensland Academies – STEM Scholars** – Year 3 to 5. Afternoon workshops that are teacher/school nominated. This program requires parents to register and transport students to/from the workshop venues. <https://qa.eq.edu.au/>

**Queensland Virtual STEM Academy (QVSA)** – Year 5 and 6. A state schooling initiative which delivers courses to expand and enhance STEM opportunities for highly capable students in grades 5-9 through enriching and challenging courses. The program brings together likeminded, highly capable or high potential students who would benefit from and contribute to a motivated virtual STEM learning community with students across Queensland.

**ICAS** – Year 2 to 6. ICAS is aimed at high achieving, independent students. The questions are complex with sophisticated language that some children may not have been exposed to. It is designed to identify very high achieving students. Whilst it is good practice to expose children to test conditions and practise their 'test stamina', ICAS can cause angst and anxiety for some students. Meet with your child's classroom teacher to see if ICAS is appropriate for your child's wellbeing. ICAS tests are for the learning areas of Digital Technologies, Mathematics, Science, English, Writing, and Spelling.  
<https://www.eaa.unsw.edu.au/icas/about>

**The Quest BRAINways** – Year 3 to 6. The Quest is an internationally offered competition which focuses on a different overarching theme each year, that incorporates the main disciplines of Mathematics, Sciences and Humanities. The Quest Preliminary Challenge is offered over two days. The first day will prepare the teams for the challenge, rotating through the three learning areas as they are introduced to their focus topics. On the second day, in a similar rotation system, the challenge itself is provided. The Quest provides opportunities for creativity, problem solving and team work, offering the level of challenge that fosters outstanding achievement, as well as demonstrating school pride.

**Chess Club** – Prep to Year 6. Facilitated by Chess People. There is a cost associated that will be communicated to parents at the first lesson. Chess Club takes place in the Library. Students may be invited to participate in regular tournaments that are held each term. Parents are responsible for transporting to/from venues and supervising students at these tournaments.

### **STEM Club opportunities at lunchtimes -**

Prep to Year 6. Coding

Year 3 to 6. Lego Robots and BEBRAS programming opportunities.

**QDU Debating** – Year 5 and 6. A very rigorous activity that requires lots of commitment and preparation outside of school hours. Debating is targeted at students who are very high achieving in English, quick thinkers and confident public speakers. This program requires parents to transport students to/from various venues at night.

**RoboCup**- Year 4 to 6. The aim of RoboCup is to encourage students to think creatively to develop solutions, mostly as members of a team of 2 or more, to the RoboCup Junior Challenges in Dance, Rescue, and Soccer. Robocup takes place in the STEAM room. The Robocup Comp takes place in August.

**Junior Coding Club** - Prep to Year 3. Students in the junior grades have the opportunity to engage in a coding club using Blue-Bots designed to challenge and engage students. This includes: Computational Thinking Algorithm- creating a set of instructions to achieve an outcome or solve a problem and Algorithmic Evaluation- developing then exploring how we look at algorithms and determine how effective they are. Trialling a variety of algorithmic solutions to problem solve, evaluating code and determining which code was best and why.

**Art Club** – Prep to Year 6. Art Club provides an opportunity for all students to come together at lunch time and take part in a range of guided art activities which are adaptable across all age groups. Activities aim to develop students understanding and practice with different visual art mediums such as acrylic and watercolour paints, using both led and coloured pencils as well as pastels. In Art Club, we combine a variety of these mediums with different techniques and art styles to introduce or reinforce student's familiarity

and confidence in the Arts, while also providing students with opportunities to make some new faces along the way.

**Environmental Club** – Prep to Year 6. Our aim is to improve our school environment and this has traditionally been through getting into the gardens to weed and plant, but we are also involved in events such as 'Clean up Australia day'.

**Reader's Cup** – Year 6. Readers Cup is organised by the Qld Branch of the Children's Book Council of Australia. It is a state-wide competition for young readers. Teams of four students read a set of books together, and then compete with other school-based or public library teams to answer quiz questions from the books.

Readers Cup competitions challenge students to read widely, work collaboratively in a team and continue developing a love of reading. It allows readers to compete at a regional and state level similar to sporting competitions and to meet other students with an equal passion for books. Books are selected from different Australian authors to reflect a range of genres and interests and a guest author adjudicates the event.

**Premier's Reading Challenge** – Prep to Year 6. An annual statewide initiative for Queensland students, as well as children (aged up to 5 years) enrolled in an early childhood centre. The program aims to improve literacy and encourage children to read for pleasure and learning.

**Maths Tournament** – Years 5 and 6. The aim of the Maths Tournament is to stimulate students' interest in mathematics, to provide an activity of intellectual fun in a scholarly atmosphere and to foster interest in creative problem solving. Selected students participate in a team event and a relay event.

**Rotary Junior Community Award** – Year 6. Students are invited to apply for this program sponsored by the Rotary Club of Toowong. This program gives students an opportunity to be challenged to develop new skills while, at the same time, obtaining a greater appreciation of community values. There are four aspects to the Award – Community services, skills, physical recreation, and social experience. This program is supervised by Mrs Nat Thomas.

**Singfest** – Year 5 and 6. Each year, KSSS joins with over 1,000 students from around Brisbane in participating in Singfest, a four-day event with different schools from the Metropolitan Region performing on each of the days. Each year the students are led by a different guest conductor, teaching the schools a variety of songs. Parents are invited to view the performance at the end of the day.

**Brisbane School's Music Festival** – Year 4 to 6. This festival provides an opportunity for school bands and strings groups to perform and compete with other schools across the region. It is usually held in Term 4 each year.

All extra-curricular programs require students who can work independently and/or collaboratively when required. It is essential that students are independent learners who can self-regulate their own behaviour, as inappropriate behaviour is not tolerated.

Participating students are representing Kenmore South State School and therefore must uphold the rules of Be Safe, Be Responsible, Be Respectful and Do Your Best.

For any further information, please contact your child's class teacher or the school office.

## **HOMEWORK**

Students will be provided with homework on a weekly basis. Homework at Kenmore South State School comprises of regular reading using appropriate levels and text types, high frequency words or spelling, and number facts and operations appropriate to the year level. Optional online tasks may be given. There will be no weekly homework sheet or grid. Occasionally, research, practice of oral presentations or unit-based tasks may be required. Whilst students are encouraged to complete homework, it is not compulsory, and parents and carers may determine what best suits their family.

## **LANGUAGES – JAPANESE**

This program began in Queensland primary schools, and at our school, in 1991. Presently, Year 5 and 6 have a one-hour Japanese lesson each week with a language teacher. This is compulsory instruction with assessment and reporting provided to parents. The teaching of Japanese involves not only the learning of language and written scripts, but also the study of Japanese culture.

## **LIBRARY**

The use of our library and its resources is encouraged. Students are encouraged to borrow books for research or leisure as often as they wish. The classes are also able to change books. Our library is inviting and well equipped, playing an important role in the education of our pupils. Voluntary help in maintaining our collection is also welcomed. All books can be borrowed for a period of two weeks, which can be extended if more time is required.

## **INSTRUMENTAL MUSIC AND CHOIR**

Our school offers a music program with music specialists based at the school, co-ordinating a wide variety of opportunities for our students.

The purpose of instrumental music at Kenmore South is to provide opportunities for students to experience the joy of making and understanding music. Through participation in the Instrumental Music Program, students have the opportunity to develop:

- An enjoyment of making music
- Self-esteem
- A sense of commitment and purpose
- Teamwork and life skills
- A realisation of their potential as musicians

Tuition is provided in school hours for:

- **Band program:** flute, clarinet, bass clarinet, alto and tenor saxophones, trumpet, french horn, trombone, baritone horn, euphonium, tuba and percussion including drums, melodic percussion and auxiliary percussion (Year 4, 5 & 6)
- **Strings program:** violin, viola, cello and double bass (Beginner Strings: Year 3, Intermediate Strings: Years 4, 5 & 6)

A wind and percussion band and various string ensembles are formed in which instrumental students can develop their skills in a fun atmosphere under the guidance of their teachers. These ensembles prepare the children for various public performance opportunities.

**Junior, Intermediate and Senior Choirs** rehearse each week throughout the year and participate in various music competitions, assemblies and festivals.

## **THE ARTS**

Every year level receives a forty-minute Music, Dance, Drama, Visual Arts or Media Arts lesson in their class group each week. The program taught in the lesson follows the Australian Curriculum Version 9. Vocal training is one of the primary skills developed through a selected repertoire of songs. The children are taught the melodic, rhythmic and dynamic elements of music through singing. Sight singing is taught through time names (ta, ti-ti, etc.) and Solfege (doh, re, me, fa, so, la, ti, doh).

## **HPE AND SPORT**

All students have the opportunity to play various levels of sport. Students in Year 5 and 6 participate in Gala Day sports. Gala Days offer competition in netball, soccer, touch football and basketball. It is arranged with other local schools, who meet once per term. Various skills are practised and many modified games are played. These are communicated in notices and parent consent must be obtained.

Students in Year 1 to 4 develop sporting and movement through class activities and HPE lessons. Emphasis is on participation, enjoyment and physical skill development.

At various times of the year, inter-house sporting competitions are conducted with a swimming carnival, athletics sports day and cross country carnival. Children aged 9 years and above may be selected from these carnivals to compete at district and regional levels.

Our sport houses are Kama (blue), Keda (red) and Kutha (yellow). Students will be allocated to a house on enrolment.

Regular weekly Physical Education classes are conducted by our Physical Education teachers. This is an important part of the school curriculum. Should any student have a medical reason requiring adjustments to be made, please notify your class teacher in the first instance.

In the Term 4, students in Prep to Year 6 attend swimming lessons at a nearby pool. Lessons are conducted by qualified staff. Students are transported by bus to the venue. Although Education Queensland pays some transport costs and admission for the lessons, parents are required to make a financial contribution to the cost of swimming lessons for their child/ren.



## RELIGIOUS INSTRUCTION

Queensland state schools embrace a multitude of cultural, religious and non-religious beliefs. Under the Education (General Provisions) Act 2006, schools are to provide Religious Instruction (RI) if approached by a faith group seeking to provide RI and students of that faith attend the school.

RI informs students about the beliefs and values of a particular religion. It is delivered by volunteers of a faith group using instructional materials approved by that faith group. RI is required to be consistent with legislation and Department of Education policies and procedures.

All RI instructors must hold a blue card and participate in compulsory Student Protection and Code of Conduct training. RI instructors are only entitled to deliver the RI program outlined below. A school staff member will be present during the delivery of RI.

Participation in RI is not compulsory. Any student may participate in RI if a parent has provided written instructions to the school. 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.

**A description of the RI available is provided below.**

### Christian Religious Instruction

Participating faith groups: Local Christian Churches come together to offer Christian RI on a cooperative and non-denominational basis. These local churches may, amongst others, include Anglican, Australian Christian Churches, Baptist, Catholic, Presbyterian, Brisbane Chinese Alliance, Fellowship of Independent Evangelical Churches and Uniting Churches.

#### Authorised programs:

- Beginning with God
- Love Out Loud
- CEP Connect
- Big Questions

**Aims and goals:** The aim of Christian RI is to inform students about the basic beliefs of the Christian faith from a non-denominational perspective. Lessons are provided by volunteers from local churches, under the supervision of a teacher.

Lesson structure: Lessons will typically run for 25-40 minutes per week.

#### *Other Instruction*

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:

- 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 (i.e. [Mathletics](#), [Reading Eggs](#))
- wider reading such as independent reading appropriate to the student
- no new work/learning will occur during this time

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.

(This document is part of a suite of *Religious instruction policy statement* supporting documents provided by the Department of Education for use in Queensland state schools and available at <https://education.qld.gov.au/parents-and-carers/school-information/school-operations/policy-statement>)



# SCHOOL LIFE

## ARRIVAL AND DEPARTURE

Those students arriving before 8:30am and not booked into Outside School Hours Care must remain in the seated area in the CPA until 8:30am and then may play in the Tiger Turf area. All other areas are **out of bounds**. From 8:30am, there is supervision by staff. It is recommended that parents consider Outside School Hours Care if their child is to arrive early for school (See *Outside School Hours Care*).

Children are expected to move to their classroom immediately after the 8:55am bell (See School Routine/Bells).

Once children arrive at school, they must remain on school premises until afternoon dismissal. School is dismissed at 3:00pm. Once dismissed, students are to proceed home. For students awaiting collection, students are to wait in the area outside the administration building. If students need to leave school during the day for any reason, an adult **must** report to the office and obtain an early leave slip. The office will notify the Classroom Teacher and the student will then be sent up to the office. For parents who need to have children at school out of hours, arrangements for supervision can be made through PCYC - Outside School Hours Care Program. Students who haven't been collected by 3:15pm are brought to the administration building to be collected.

## QPARENTS

QParents is a secure, online portal that has been created by the Department of Education to provide parents of Queensland state school students with 24-hour access to their child's information. The portal allows parents to securely access information about their child including: attendance details, report cards, invoices and payment history. Through QParents, users can register their child's absence, update changes to their address and other contact details and make payments.



The office will email all families not already enrolled in the system, with the link to nominate to join QParents or you can follow the link to register. <https://qparents.qld.edu.au/>

Please contact the school office if you need further information.  
<https://education.qld.gov.au/parents-and-carers/school-information/qparents>

## PAYMENT OPTIONS

The Qparents App is the schools preferred method for consent and for payment of invoices. Payments can also be made via BPoint (see information below) or in person at the Administration Office via EFTPOS. Please note credit card information cannot be taken over the phone.

## QKR!

Qkr! App is available for fundraising events and certain other ticketed school events. Ordering of Tuckshop is also available through the Qkr! App.

## BPOINT ONLINE CARD PAYMENT

The following web address will provide you with a direct link into BPoint payment system.  
<https://www.bpoint.com.au/payment/dete>

Your CRN, Invoice and Student Name will be prepopulated into the payment screen.

You can choose to pay each invoice individually or you can choose one invoice and pay a lump sum for all. ie: you might have three children at the school and the total of all invoices is \$100.00. The school will offset the money accordingly.

If you have any queries please do not hesitate to contact the Office ph: 3327 0888. At any time, a confidential meeting can be sought with the Principal or Business Manager to make alternative payment arrangements.

### **PHOTOGRAPHS**

Class and special group photos are taken by professional photographers annually. Notices go out several weeks before the photographic session. Payment and orders are usually expected on the day photographs are taken. Late orders are usually possible.

### **SCHOOL LEADERS**

School captains and vice captains are elected by students and staff members in Term 4 each year. These students often make speeches and presentations and take a leadership role in assemblies.

House Captains and Vice School Captains are also elected by Years 4 to 6 students and take a leadership role in the three houses: Kama (blue), Keda (red) and Kutha (yellow).

### **STUDENT COUNCIL**

Students from Years 4 to 6 are elected to the Student Council. Each member represents a particular class and provides a ready avenue for suggestions and concerns to be passed on quickly to and from students and staff. The student council follows meeting procedures and has an active role in decision-making and fundraising.

### **SCHOOL ROUTINE / BELLS**

Bells are rung at the times shown below:

<b>8:55am</b>	First bell – move to classroom and get ready for the day (See <i>Arrival and Departure</i> .)
<b>9:00am</b>	Lessons commence
<b>11:00am</b>	Morning tea, sit in set areas
<b>11:15am</b>	Play, if finished eating
<b>11:35am</b>	Line up, wait for teacher
<b>11:40am</b>	Lessons resume
<b>1:40pm</b>	Lunch, sit in set areas
<b>1:50pm</b>	Play, if finished eating
<b>2:05pm</b>	Line up, wait for teacher
<b>2:10pm</b>	Lessons resume
<b>3:00pm</b>	Dismissal time

### **ADVERSE WEATHER PROCEDURES**

A public announcement will signal a wet or hot weather break.

Prep students are to stay in their classroom and teacher aides will supervise while teachers take a break.

In all other classes, students are to stay in their classrooms to eat and then supervised activities in the classroom. Teachers are to share the break time with their allocated colleague and the supervision of 2 classes.

### **STUDENT CODE OF CONDUCT**

You can find our full plan by going to: <https://kenmoresouthss.eq.edu.au/support-and-resources/forms-and-documents/documents> and selecting Student Code of Conduct 2024-2027.

### **COURTESY and CONSIDERATION**

Each student is expected to be courteous and considerate to all other students, staff members, voluntary helpers and visitors by:

- using language that is not considered offensive
- using good manners

- being punctual
- ensuring set tasks are adequately completed
- acknowledging that others have the right to go about their daily activities without being hindered
- co-operating with all school staff which includes: teachers, aides, administration staff, cleaners, janitor groundsman, outside school hours care personnel and voluntary workers.

The Student Code of Conduct encourages good behaviour and self-management.

### **CARE FOR THE ENVIRONMENT**

Children protect their property and the property of the school by:

- keeping their personal effects, classroom and school tidy
- caring for resources used in the classroom
- naming or labelling their own articles of clothing or classroom materials
- following guidelines for various dress codes

### **SAFETY**

All students are to ensure their safety and the safety of others by:

- Moving around the school in an orderly manner
- Staying away from classrooms and verandahs when teachers are not present
- Using playground equipment in the appropriate manner
- Engaging in games which will not endanger others (playing in their correct area)
- Leaving the grounds only after being signed out at the administration office
- Observing all safety rules when travelling to and from school
- Keeping away from out-of-bounds areas
- Reporting accidents

### **GOTCHAS**

Students who follow the code of behaviour may be given a 'gotcha'. The gotcha is an award that indicates a positive behaviour of one of the four Tree of Growth owls – Perform, Take a Risk, Innovate or Reflect. The award is placed in a special box in the office foyer. Several gotchas are drawn from the boxes in the office weekly and the student is offered a prize in the classroom by a member of the Leadership Team (See Assembly).

### **AUSSIE OF THE MONTH**

Aussie of the Month is presented on assembly to one student per class per year who demonstrates the following traits: Fair Go, Mateship, Respect and Inclusion.

### **STUDENT OF THE WEEK**

Student of the Week is presented in class by a member of the Leadership Team to one student per class from weeks 2 to 10 each term. The Student of the Week is awarded by the teacher to a student who has shown excellent academic achievement or modelled superior character.



## UNIFORM

Our school prides itself on its appearance and presentation to the community. Having a consistent approach to our appearance aids our students in displaying this pride for our school. Our school community supports a Student Dress Code as it promotes a safe and supportive teaching and learning environment by:

- Allowing ready identification of our students at school and in public
- Eliminating the distraction of competition in dress and fashion
- Fostering a sense of belonging
- Developing mutual respect amongst students by minimising visible evidence of economic or social differences

Our students are expected to attend and represent our school in correct uniform. We encourage our students to wear the uniform with pride as they are representing themselves, their school, their family and their community. We expect all adults to support and encourage our students to wear the full uniform.

### Uniform Details:

Dress: Checked dress

Skorts: Black

Shorts: Black

Long pants: Black

Track suit pants: Black (not available from the uniform shop)

Shirt: Checked or Polo

Tights/Leggings: black or green (these are to be worn underneath the dress, shorts or skorts, not with just the school polo shirt)

Socks: White, Black or Grey

### Shoes: Plain black closed in formal shoes or sport shoes (predominately white or black)

Hat: Prep: Yellow Legionnaires Years 1-6: Reversible bucket hat in house colour

Jumper: Green with school logo

Micro fibre Jacket: Green with school logo

House colour T-shirt (for sports days) – not available from the uniform shop

### Optional:

- Year 5 & 6 Sports shirt: worn on Gala days
- Year 6 senior shirts



## **MUSIC UNIFORM**

All students in the Choir, Band and Strings wear a KSSS Music shirt, black pants, black socks and black shoes.



## **Uniform Shop**

Our uniform shop has a full range of new uniforms all year round. The uniform shop is located in the hall and open Monday afternoons and Thursday mornings and items can be ordered through Qkr. There is also a range of quality second hand uniforms available.

## **Winter**

Students are encouraged to use the approved uniform items to layer up in the morning and remove during the day as temperatures rise. No coloured jackets or jumpers.

## **Sun Safety**

Our school enforces a No Hat No Play rule. All students are to wear the school hat. All students must wear sun safe shirts (e.g. a rashie) during outdoor water activities. It is recommended that sunscreen is applied. A white or black sun sleeve may be worn with the existing uniform.

## **Jewellery**

A watch and a pair of sleepers or studs (in ears only) are approved. No other necklaces, bracelets, anklets or rings are to be worn unless for religious or cultural reasons. Medical bracelets and necklaces are approved.

## **Hair**

Hair is to be neat and tidy. Only natural hair colour and minimal hair accessories in school colours are approved. Long hair should be tied back.

## **Cosmetics**

No make-up. Clear nail polish only.

## **Free Dress days**

Free dress day clothing must be sun safe – covered shoulders and midriff. There should be no inappropriate logos, images, slogans or wording. Footwear must be covered in – no thongs or sandals.

## **Lost Property**

All personal items should be clearly labelled with your child's name. All labelled items will be returned to the child's class. Any unlabelled items will be donated to charity or the uniform shop.

## **Uniform Reminders**

Regular uniform reminders will occur. Students will be reminded of appropriate dress code. Any students with inappropriate items (e.g. jewellery) will be asked to remove them.

## Diverse Learning Centre (DLC)

Our school is inclusive to all students. The Head of Inclusion, Diverse Learning Teachers and Teacher Aides work collaboratively with class teachers offering intervention, enrichment and extension for:

- Students with a disability (identified on NCCD)
- Students with English as an additional language or dialect (EAL/D)
- Students who are gifted and talented

With students who require reasonable adjustments to access, engage and participate in the school environment, Diverse Learning teachers work collaboratively and co-operatively with class teachers to develop personalised learning records in consultation with parents.

The DLC teachers discuss the students' progress with parents, teachers, external providers such as Speech Language Pathologist, Occupational Therapist, Physiotherapist, Psychologist Guidance Officer and Leadership Team to ensure continuing learning and development of all students with a disability.

The DLC teachers are responsible for planning and organising learning experiences and activities that are specific to each student's abilities and skills through small focused intervention or intensive individual support intervention.

To achieve a whole school approach to inclusiveness for all our students we have teachers who provide support and extension. The Support and Extension Teachers collaboratively with school teams and with students to improve student achievement. They work with the classroom teachers to effectively plan and implement support programs for identified students and to improve their learning outcomes, with a focus on Literacy and Numeracy.

The Support and Extension Teachers can assist class teachers by providing resources, working in the classroom alongside the class teacher, teach a small group or work with identified individuals and provide advice and support for teaching students with learning disabilities.

Productive partnerships are established by liaising with parents and being involved with team meetings to help establish and work collaboratively with other specialists such as Guidance Officers, Speech Language Pathologists, Advisory Visiting Teachers and other agencies outside the school to enhance the students' learning.

### **GUIDANCE OFFICER**

Our guidance officer is at school on Tuesdays and Wednesdays. The role of the Guidance Officer is broadly to support staff, parents and students in facilitating student access to curriculum engagement and participation.

This may be approached through psycho - educational and/ or developmental assessment, support for students with disabilities, learning difficulties or giftedness. Counselling support in relation to academic difficulties, anxiety, peer relationships, bullying, transition to new school and grief & loss is available.

The guidance officer also offers support with enrolment, delayed and early entry to school, repetition, acceleration, exclusion and entry to special school.

A major part of guidance work is liaison with the school's student support team, with community agencies, medical and allied health personnel and with Education Queensland support facilities including Early Childhood Development Programs and occupational, speech and physio therapy services.

Case management for students with complex histories and students in care, and response to critical incidents are also an integral part of the role.

### **Psychologist**

We have a Department of Education Psychologist attend Kenmore South State School weekly. This service can be accessed in a request to a Deputy Principal.

## **SPEECH LANGUAGE PATHOLOGIST (SLP)**

Speech Language Pathologists (SLP) hold a Bachelor or Masters degree in Speech Pathology. The role in a setting such as school involves 3 main areas:

### **Speech Sounds**

This refers to how the student pronounces words. Is the student clear and easy to understand when speaking, or difficult to understand? If there are concerns about speech development, the SLP will assess and then implement appropriate therapy to improve/develop speech sounds and overall clarity.

### **Oral Language development**

Students need to comprehend what is being said in the classroom and be able to express themselves in sentences using appropriate vocabulary and grammar. Where there are concerns that a student appears to have difficulty in these areas, the SLP will conduct thorough assessment to determine the nature and extent of the oral language difficulty, and implement appropriate programming to address the problem.

### **Phonological Awareness and Literacy Acquisition**

Students entering the educational system must develop the necessary listening skills to be ready to acquire reading and spelling. The SLP can screen for gaps in this area and set up programs to address deficits. SLPs are also involved in problem-solving higher-level literacy difficulties, such as students in upper grades who are significantly delayed in their decoding or reading comprehension and/or spelling and writing. We can assist such students to use assistive technology or provide other interventions to enable full access to the curriculum.

Our role also includes offering Professional Development to teachers and teacher-aides, advising parents, liaising with outside professionals, etc. Parents are encouraged to take an active role in their child's SLP program

## **CHAPLAINCY SERVICES**

Chaplaincy Services provide social, emotional and spiritual support to school communities. SU Qld Chaplains provide positive adult role models for students. Chaplains are present in schools at the invitation of the Principal, in consultation with the local community, and with the support of the P&C Association. Our Chaplain attends on Thursday and Friday each week.

What does a School Chaplain do? A School Chaplain is a safe person for young people to connect with at school and provides 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 anxiety. The Chaplaincy Service is available to everyone in the school community regardless of their religious beliefs.

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.

## **ADVISORY VISITING TEACHERS**

Students enrolled at Kenmore South with an identified disability (hearing impairment, physical impairment, vision impairment, intellectual impairment, speech language impairment, or autistic spectrum disorder) may receive additional teacher aide support and help from a specialist teacher in the disability, known as an advisory visiting teacher, or AVT. The AVT may co-ordinate a Personal Learning Plan or Individual Curriculum Plan (ICP) in consultation with teachers and parents.

# PARENTS & CITIZENS ASSOCIATION

The Parents and Citizens Association meet in the staffroom located in the Administration building on the second Tuesday of each month from February to December at 7:00pm and all parents are welcome to attend.

As parents, you all play an important role within our school community in a variety of ways. As part of that role, you are asked to **support** and **assist** P&C activities, which not only help with supplying extra funds to the school but also provide important services to the students and the school community.

We welcome you to our school and invite you to join our P&C. We have many sub-committees that support and organise activities for fundraising, and just as importantly, fostering school community spirit.

P&C executive positions are president, vice president, secretary and treasurer. General P&C enquiries should be directed to the President at [pandc@kenmoresouthss.eq.edu.au](mailto:pandc@kenmoresouthss.eq.edu.au)

## UNIFORM SHOP

The uniform shop is located next to the Arts Room. A wide range of good quality and recommended items are available for purchase. Our uniform shop has a full range of new uniforms all year round. The uniform shop is located in the hall and is open Monday 8 – 9:30am for over the counter orders. Cut off time for ordering is 7:30am on the day. There is also a range of quality second hand uniforms available. At the beginning and end of the year, additional hours will be available.

Please send an email to [pandc\\_uniform\\_shop@kenmoresouthss.eq.edu.au](mailto:pandc_uniform_shop@kenmoresouthss.eq.edu.au) if you have any questions or would like to volunteer at the Uniform Shop.

## THE LUNCHBOX

Kenmore South State School Tuckshop has an ethos of nutritious whole foods cooked and prepared in-house with a focus on minimising additives and providing an excellent example of good nutrition for our students.

The Tuckshop is located in the hall, to the left of the main entrance. Volunteers are always needed and welcome. Please download our current tuckshop menu from our school web page for a full list and prices of food available for purchase.

Volunteers for the Tuckshop can get in touch with the convenor through [pandc\\_lunchbox@kenmoresouthss.eq.edu.au](mailto:pandc_lunchbox@kenmoresouthss.eq.edu.au)



### How to Order

Ordering at The Lunchbox can be done online at Qkr.

For more information on Qkr online ordering system and how to set up an account to order online please find over the next page of this Handbook or download our information sheet from the school webpage.







masterpass

For quicker, hassle-free school payments, try Qkr! today

Introducing Qkr! (pronounced 'quicker') by Mastercard, the secure and easy way to order and pay for school items from your phone at a time and place that suits you.

With Qkr you can:

- Pay for a variety of school items;
- See your receipts on the app and get them sent by email if required.



## Getting started is easy - try it yourself today

### Step 1 Download Qkr!

on your Android phone or iPhone. iPad users can download iPhone app



### Step 2 Register

Select your Country of Residence as 'Australia' and follow the steps to register

### Step 3 Find our school

Our school will appear in 'Nearby Locations' if you're within 10kms of the school, or search for our school by name.

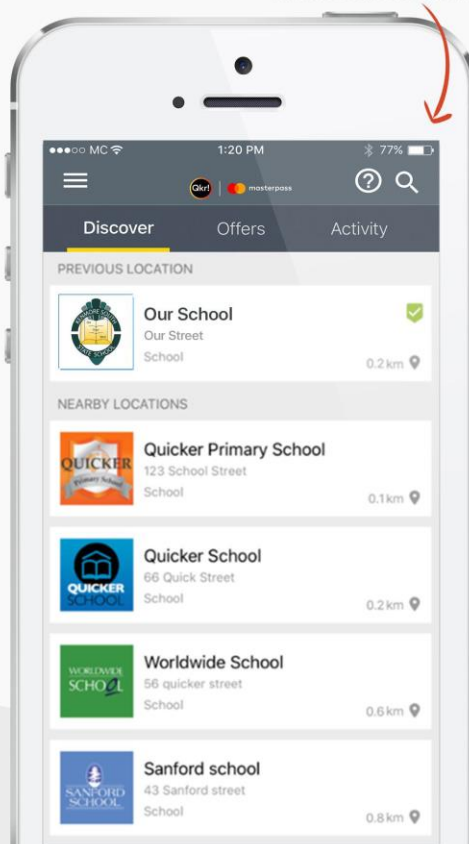
### Step 4 Register your children

When first accessing our school you will be prompted to add a student profile for your child. This allows you to make orders and payments for them.

If you have made a purchase you can select our school from 'Previous Location'

If you're within 10 kms of the school, you can select our school from 'Nearby Locations'

Search for our school name

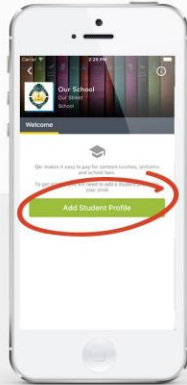




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## Add your children's details in Student Profiles

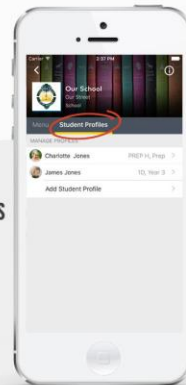
Select  
'Add student profile'



Add each  
child's details

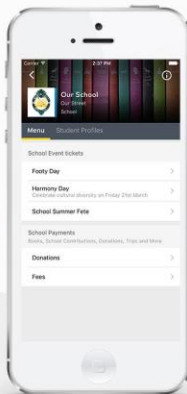


Manage each  
child's details in  
Student Profiles

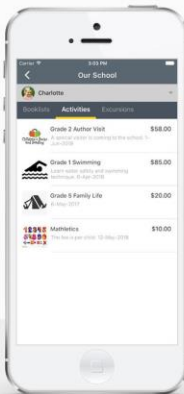


## Purchase school items

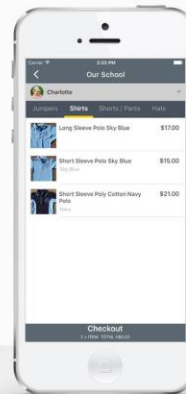
Select a menu  
from our school



Select child  
you are  
ordering for



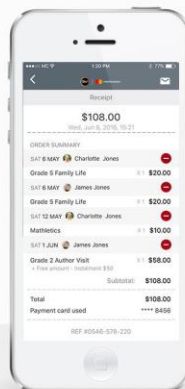
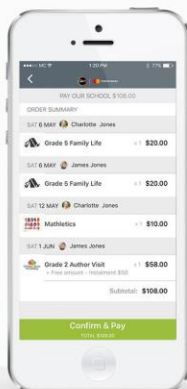
Select your items



Tap 'Checkout'  
then confirm and pay

## Making payments

Add up to 5 cards to your wallet



At checkout select which card to  
pay with.

Pay with any cards accepted  
by the school.

Once your payment is approved you  
can continue to the home page, or  
view your receipt.

# OUTSIDE SCHOOL HOURS CARE (OSHC)

**OUTSIDE SCHOOL HOURS CARE (OSHC):** Currently provides before and after school care and vacation care for children of Kenmore South State School. This service is run by an independent organisation – PCYC.

## **OSHC PURPOSE**

To give children enriching before and after school and pupil free day experiences. PCYC's dedicated approach provides a service that is tailored to Kenmore South State School, ensuring that the evolving requirements of your child, school and community are met.

The program operates on school days from 6:30am to 9:00am and 3:00pm to 6:00pm. During school holidays and pupil free days, the program operates from 6:30am to 6:00pm.

In every before and after school session, your coordinator designs a featured activity to engage the children. Complementing the feature activity are experience zones that give children the freedom of choice and guide them to learn through play.

## **VENUE**

Activities building and the school grounds are available for supervised use by children in the OSHC program.

## **PAYMENT TERMS**

Please refer to PCYC.

## **ENROLMENTS**

To make your OSHC booking, you need to register with PCYC first.

As a licensed childcare provider, PCYC need all parents or guardians to complete the mandatory registration for a child to attend care. This registration is a legal requirement for them to accept children into their care and gives them all the necessary information needed so they can provide the best care for your child.

Registration is free and can be completed online (see link below).

[pcyc.org.au](http://pcyc.org.au)

## **BOOKINGS**

All bookings and cancellations can be made by contacting Camp Australia – mobile: 0405 422 142, online or via the App.

## **STUDENT'S RESPONSIBILITIES**

Normal Kenmore South State School behaviour is expected at all OSHC programs. This includes RESPECT for self, RESPECT for others and RESPECT for property. The school code of conduct is enforced. The program reserves the right to exclude any child whose behaviour is unacceptable.

## **PARENT RESPONSIBILITIES**

Parents, or a nominated adult, must be responsible for collecting children from the OSHC Room by 6:00pm. A penalty will be incurred for lateness, to cover the cost of two salaries. It is essential for parents to report to a staff member when collecting children, and to sign the attendance book. No child can be accepted for care unless a CURRENT enrolment form, with relevant emergency contact information, is in the possession of staff. Please notify staff of any changes to information. Parent involvement in the service is always welcome.

## **VACATION CARE**

A vacation care program operates during the school holidays from 6:30am to 6:00pm. It is available to all children of school age. Bookings can be made direct with PCYC.