

# Woongoolba State School

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# School Information & Enrolment Pack

*Woongoolba State School is a small 'country-like' school near the city. We are very family orientated and consider our students, staff and parents as all part of that family.*

*Our teaching and learning is based on the Australian Curriculum, and uses evidence based pedagogy to enable all students to succeed.*



## Welcome to Woongoolba State School

We believe that learning is a partnership. We look forward to working with you in providing a quality educational experience for your child. We aim to create a harmonious environment where all in the school community work together towards each child's educational development.

Our vision encompasses the following:

- **Innovation**: to teach the Australian Curriculum through creative and engaging teaching and learning experiences using modern pedagogy (strategies) and resources.
- **Participation**: to include all students, parents and staff in the development of the school and the many activities and events we offer.
- **Excellence**: to be the best we can be at everything we do. To maintain high expectations for all.



## The way we teach and learn.

At Woongoolba State School our teaching and learning directly derives from the Australian Curriculum. We focus on:

- Student engagement
- Identification of each student's learning needs
- Differentiated teaching and learning
- Assessment that is in context and is on-going
- Feedback to students on their learning progress

At Woongoolba State School, **Literacy targeting Writing** is our explicit improvement agenda. We have developed effective, research proven, teaching and learning programs in literacy as well as all key learning areas, to ensure all students succeed.

We believe in the importance of a delivering the Australian Curriculum in a manner that engages students, encourages innovation and creativity and meets the needs of individuals.

## Extra-Curricular Activities

Woongoolba also provides a range of sporting activities, swimming, instrumental music and choral singing, technology as well as leadership development.



## Keeping in Touch

Parents can keep in contact with our school through the School Facebook group, weekly newsletter (emailed and posted on the FB group), e-mail, telephone, school sign and through our Website.



# Student support and management

Our school is a **Positive Behaviour for Learning (PBL) School**.

Our school rules are: **Be Safe, Be Respectful and Be a Learner**.

They are displayed in all learning areas and promote the school's safe and supportive learning environment. Positive Behaviours for learning are explicitly taught, with a specific behaviour focus each week.

## Our Rules

1. Be Safe



2. Be Respectful



3. Be a Learner



## Vivo Points

We use **Vivo Points**, an online reward system, to encourage students to display Positive Behaviour for Learning by following the school rules. Students earn Vivo points for following the school rules which enables them to purchase prizes from the online shop. The highest Vivo earner in each class each term also receives an invitation to join the admin team for afternoon tea.

## Anti-Bullying Strategy

Bullying is consistent, targeted harassment of another, which can be physical, verbal, emotional or digital. Bullying is usually based on a power imbalance where the perpetrator feels he/she has power over another. This is **different** to students being mean to others as they are still learning to socialize appropriately. We feel it is important to teach students how to respond to bullying behaviours and how to develop resilience when someone is behaving inappropriately.

We use the **High Five strategy** which teaches students to take a breath before responding, tell the person to stop because you don't like it, try to ignore and walk away from the person. If this fails, then report to an adult.

## High Five



## Student Well Being

At Woongoolba our school community is committed to caring for the wellbeing of our students. We promote protective behaviours and our driving beliefs are:

- **everyone has the right to feel safe**
- **nothing is so bad that you cannot tell anyone**

Staff members are always available for students if they are feeling troubled or unhappy. If staff are concerned about students academically, socially or emotionally, they will contact parents and may suggest a referral to our Special Needs Action Committee, Guidance Officer or the services of our Chaplain whom we are trialling in 2020.

## Behaviour Steps

The school has a 5 step system for breaches of the school rules which are followed by ALL staff members.

	Classroom Breaches	Playground Breaches
1	Warning	Warning
2	Final Warning	Final Warning
3	Time out in classroom	Time out on red seat
4	Buddy Class	Prolonged time out on red seat
5	Office Referral	Office Referral

## Reflection

An office referral may lead to students participating in a Reflection activity, which is held for 20 minutes after eating time at first break. During Reflection, students are re-taught appropriate behaviours to encourage Positive Behaviour for Learning. Parents/carers are notified by email if students receive a Reflection.

## **Isolation/Suspension**

The following behaviours are considered to be serious breaches of our behaviour code. Disrespect for teachers or other adults, theft, damage, and/or vandalism, fighting, intimidation, bullying, continual teasing that constitutes harassment (sexual, physical, racial, verbal), dangerous play, possession of dangerous or banned objects and illegal substances, leaving school grounds without permission and severe disruption to others' learning. Offenders involved in these behaviours will be given consequences deemed appropriate by the principal which may include isolation from others or suspension.

## **Student Dress Code:**

This school is a **UNIFORM SCHOOL** and as such, it is expected that the school uniform be worn.

### **UNIFORM:**

- Green and yellow polo shirt with school logo and bottle green shorts/skorts
- Black shoes and white socks. Shoes must be worn outside at all times.
- Winter Uniform: zip front fleecy jumper (with logo), Bottle Green track pants
- A wide brimmed or bucket hat is essential (a stencilled broad brimmed hat is available at the school). Hats must be worn when outside.
  - Uniforms can be ordered through Flexischools

### **NOT Permitted due to safety risk or distraction**

- Sun visors and caps
- Accessories such as necklaces, rings, bracelets and extreme piercings
- Excessive hair
- Tank tops, board shorts and other casual attire

A complete Dress Standards for Students Policy is available on request.

## **Homework**

Children in all grades are set homework each week. This homework focuses on current work and will usually include both numeracy and literacy tasks. Students of all ages are strongly encouraged to read or be read to every night.

## **Absences**

Regular attendance is compulsory by law. Parents of children who have been absent from school are to notify the school on the day of the absence. If a child is ill, the best place for him/her is at home yet if students are fit for school it is expected they attend regularly and on time. Parents are contacted when children are absent without explanation.

## **Before & After School Care**

Helping Hands operates at Woongoolba State School providing parents with peace of mind of knowing their children are cared for in a safe environment by qualified staff. This service is available from 6:00am and concludes at 6:00pm each school day. Please contact Helping Hands directly to make any bookings or for further information.

## **Birthday Treats**

We know Birthdays are a special time for our students. If you would like to send in a birthday treat for your child to share with their class, please ensure that it is single serve, such as cupcakes rather than a whole cake, or individual items like ice blocks, lollipops, fruit sticks.

## Excursions and Incursions

Excursions and incursions are vital tools in engaging children in real-life, exciting learning experiences. These will always be undertaken after notice has been given to parents.

Participation of students in an excursion or incursion is subject to payment of the fee and provision of a permission form completed by the parent/carer, by the due date.

We aim to be cashless and our preferred method of payments is via Bpoint, Bank transfer, EFTPOS or Centrepay is also available. Invoices will be issued for all relevant activities. All excursions and incursions, require specific approval from the Principal and the P&C Association.

## Refund Guidelines

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

In general, the school budget is unable to meet any shortfalls in funding due to the subsequent non-participation of a student who had previously indicated attendance of the activity. Depending on the circumstances and associated expenses, fees already paid may be credited to the student for a future activity, refunded in full, part or not at all.

If a parent/carer wishes to apply for a refund due to their child's non-participation in an 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.

## Mobile Phones/Devices

Mobile Phones or devices are **not permitted** at school. It is acknowledged that, at times, students may need a mobile phone or device for security reasons **out of school hours**. In these circumstances, students are required to hand in their phone at the school office on arrival and collect them on departure.

Extraordinary circumstances that require a student to carry a phone/device on their person during school hours **must be approved by the Principal**.

## Complaints Management: *Getting the best for your child*

From time to time you may have concerns about your child at school or the operations of the school. These concerns may grow into bigger issues if you don't talk to the school staff about them. Queensland Department of Education is committed to ensuring that all parents have their concerns dealt with in a fair and equitable manner and there are processes and support structures in place to enable parents to work through any issues they may have.

Complaints process:

- 1) Any questions or concerns should initially be directed to the class teacher or teacher involved.
- 2) Direct your concerns to the principal if further support is required.

Communication is the solution to most conflict or confusion and we encourage parents to bring issues to us so that we can resolve them together.

## Student Code of Conduct

Queensland Department of Education has directed that every school develop a Student Code of Conduct.

The Student Code of Conduct defines the responsibilities that all members of the school community are expected to uphold and recognises the significance of appropriate and meaningful relationships.

### **All members of school communities are expected to:**

Conduct themselves in a lawful, ethical, safe and responsible manner that recognizes and respects the rights of others.

### **Students are expected to:**

- Participate actively in the school's education program
- Take responsibility for their own behaviour and learning
- Demonstrate respect for themselves, other members of the school community and the school environment
- Behave in a manner that respects the rights of others, including the right to learn
- Co-operate with staff and others in authority.

### **Parents/Carers are expected to:**

- Show an active interest in their child's schooling and progress
- Cooperate with the school to achieve the best outcomes for their child
- Support school staff in maintaining a safe and respectful learning environment for all students
- Initiate and maintain constructive communication and relationships with school staff regarding their child's learning, wellbeing and behaviour.
- Contribute positively to behaviour support plans that concern their child.

### **Schools are expected to:**

- Provide safe and supportive learning environments
- Provide inclusive and engaging curriculum and teaching
- Initiate and maintain constructive communication and relationships with students and parents/carers
- Promote the skills of responsible self-management





# From then to now...

In April 1875 a meeting of parents at Pimpama Island elected a school committee with the object of provisioning a school for the district. The school was known as the Pimpama Island Provisional School.



On 17th April 1876 the school was opened with 13 students. The first Teacher appointed was Joseph Schindler. The school room was 16 feet by 14 feet with a Teacher's sleeping room and kitchen attached. The 13 pupils who attended were young and of German parentage, by the end of the year, 23 students were enrolled.

In 1897 the school was to be moved across the road to a new site. In 1899 the school was completed and renamed The Pimpama Island State School.

In 1930 the name was changed to Woongoolba State School which reflected the locality. In 1941 the building was divided and eventually more classrooms and a library were built. The original building is now the upstairs section of the administration block.

In 1990 a full redevelopment plan was commenced. The first stage was the opening of new infants' classrooms in 1991. The second stage accommodated upper levels and was completed in 1997.



In 2010, the new resource centre and central covered area were completed. Woongoolba State School is now an exciting and innovative educational institution providing a blend of traditional community values and modern facilities.

The school serves the communities of Jacobs Well, Cabbage Tree Point, Steiglitz, Alberton, Woongoolba, Stapylton, Norwell, Yatala and Ormeau.