



Dallarnil State School



School Prospectus

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SCHOOL AIMS



The aims of Dallarnil State School are:

- To cater for individual differences and develop each to the maximum of his/her potential.
- To develop the child as a whole, recognising his/her needs in a multicultural society.
- To teach children how to learn.
- To make learning stimulating and enjoyable.
- To foster the attitude of justice and empathy for others, that all may live together happily.
- To give children knowledge they can use and apply.
- To develop reading competency in all children.
- To develop basic skills in all subject areas.
- To prepare all students for life in a technological world and develop skills accordingly.
- To develop desirable social interaction.
- To encourage community involvement.

Dallarnil State School's Mission Statement & Behaviour Code

"Our mission at Dallarnil State School is to provide a quality, holistic and lasting education in an engaging and supportive environment."

Be Safe - entering and exiting our classrooms safely;

Be Respectful - respect all members of our school community;

Be Learners - morning organisation for the school day.

SCHOOL RULES

1. Treat others as you would like them to treat you.
2. Always sit while eating your food.
3. No sporting material used during morning tea break.
4. Always wear a hat when playing outside.
5. No one is allowed in the classroom or the library unless there is an adult present or special permission has been given.
6. Toilets are not play areas.
7. Never mark or write on school property.
8. Concrete areas are 'walk and talk' areas, as are all school buildings.
9. After class dismissal, children not under the control of the teacher must have left the school grounds by 3.30pm. The only exception to this will be children waiting for parents or buses and these will wait quietly at the front gate, or under staff supervision in the classroom.
10. It is recommended that toys are not brought to school, except for use in morning talks or projects.
11. Fighting at school and when travelling to and from school is not allowed.
12. Throwing objects (of any nature) is not allowed.
13. Chewing gum and bubble gum are not allowed in the school grounds.
14. Once children have entered the school grounds, it is expected that they remain in the grounds until dismissal or when given permission by a parent or teacher to leave the grounds.

SCHOOL AND DISTRICT HISTORY

Our Dallarnil township was founded at the turn of the century. A self sufficient community was well established by the time the Dallarnil School opened on 26 February, 1901.

The first teacher at Dallarnil was Miss Cleary and the first pupil enrolled was Mr George Crowe.

The original school building was low on the ground and was later raised to allow for a play area during wet weather. At one stage, under the school was also used as a classroom.

A few years later, in 1903, a residence was built for the Principal.

Our township prospered and many houses were built. The student population increased to around 100 and so the school was enlarged upon. Churches, community halls and business houses were also built.

Our district's farmers established many rural industries, particularly dairying and beef cattle. Small crops and sugar cane were also grown. Our township grew due to the income from these farms and support industries. The opening of the railway line and commencement of cattle sales further added to Dallarnil's prosperity.

In 1927, the Dallarnil Sports Association was formed. Each year our district holds a 'Sports Event' which is famous throughout the Wide Bay.

The ceasing of cattle sales in Dallarnil and then the end of the rail service in 1953, signalled the end of the town's former prosperity.

Our town and district have since experienced much quieter times. The school population dropped to 13 in 1987 but rose to 28 in 1992, as new families moved to our town. This has been reflected by the steady increase in the number of new dwellings erected in Dallarnil in recent times. In 2005, Dallarnil State School gained a second teacher again, after many years as a one teacher school.

The enrolment has fluctuated between 26 and 34 over the past few years. With several houses and new blocks listed for sale in the township, our enrolment will possibly continue to increase.

ADMISSION

Children must be 5 by 30 June in the year they enrol to start Prep. Prep is the first year of school and provides the foundation for your child's education. From 2017, it is compulsory for Queensland children to undertake Prep prior to Year 1. Prep is a full-time program in primary schools. Children attend Monday-Friday, generally from 9am-3pm.

All enrolments will be carried out by the Principal. A birth certificate or proof of birthdate will need to be sighted, as well as a certificate of transfer, if coming from another school.

ENROLLING PREP / YEAR ONE STUDENTS

Prep/Year One students may be enrolled by you during the school pupil free days or on the first day of school.

Dallarnil State School runs a 6-8 week Transition Program for new Prep students in Term 4 of the year prior to their enrolment. These dates are advised by the Principal each year. Parent information sessions are held on each of these transition days for the parents of new students and parents with children in the lower grades. These dates are also announced by the Principal each year via the school newsletter and through the Biggenden Kindergarten.

WHAT YOU CAN DO TO PREPARE YOUR CHILD FOR SCHOOL:

Ensure that your child knows the following:

1. Name
2. Date of birth
3. Residential address
4. Is able to do up shoes; can go to the toilet by themselves; can open their lunch box; and knows what to eat at morning tea and lunch breaks.

All property should be clearly labelled to reduce losses. Road hazards, road crossing and route to be taken to and from school, should be thoroughly familiar.

YOUR CONCERN* should ensure that your child does not loiter on the way home, visit friends without your approval or **TALK TO STRANGERS.*

STUDENT ENROLMENT

When enrolling your child/ren at any State School, you will be asked to complete a STUDENT ENROLMENT FORM. This creates a student profile on the Education Department's computer system and will be treated as confidential. It will also help the school staff meet your child's needs while he/she is in our care. Please ensure that the school is advised of any new relevant information, for your child's health and safety while at this school.

TRANSFER OF STUDENTS

Parents whose children are to be enrolled at another state school in Queensland, should notify their school of the future transfer for their children, before leaving the school. The new school will issue transfer statements once the student/s has presented on their first day of their new school.

Requests for transfers must be made personally by the parents or guardian, or by letter. A verbal message via the child is not sufficient.

COMPULSORY ATTENDANCE

Every parent of a child being of the age of compulsory attendance shall, unless some reasonable excuse exists, cause such child to attend school on each school day.

Examples of a reasonable excuse as defined by the Education Act are:

- Sickness
- Temporary or permanent infirmity
- An unavoidable cause (accident, etc.)
- Fear of an infection with disease

When children are absent from school, for any reason, parents are required to explain this absence by letter or phone. School Office, ph 4127 7133.

This may seem a trivial request, but it must be remembered that for teachers to exercise maximum supervision over the children in their care, they should know where they are on all school days. **Same day absence notification** for any student is now an Education Queensland requirement for all schools and parents/guardians.

DAILY ROUTINE:

8.50am	Bell - students move to class & ensure self-organisation for day
11.00-11.30am	Morning recess – Play / Eat
1.00-1.50pm	Midday recess – Eat / Play
3.00pm	General dismissal

Occasionally, it may happen that the dismissal time of the class is delayed until after the scheduled time owing, to the necessity to complete some important activity. Children required to catch early transport will be dismissed on time. If a parent with an appointment to fulfil is inconvenienced by the late dismissal, please proceed to the classroom and advise the teacher of that appointment and your child will then be dismissed.

SPECIALIST LESSONS

The school has the services of a specialist **Physical Education** teacher once a week, for an hour's duration. She will cover skills throughout the year involving athletics, ball skills, dance, gymnastics, various team sports and general fitness activities. Health theory is also included.

The program is geared towards developing good sportsmanship, and to develop exercises and activities which will facilitate good health and physical fitness.

A **Music** specialist also visits our school for an hour each week/class. The children experience activities in song, beat, rhythm, written music and various percussion instruments.

Children in Years 5 and 6 take part in **L.O.T.E.** (*Languages Other Than English*) lessons once a week, for 90 minutes duration. The school studies German and all lessons with the LOTE teacher are face-to-face.

RELIGIOUS EDUCATION

Religious instruction classes are currently not available at Dallarnil State School. The faith groups who have previously provided approved instructors to deliver religious instruction are Anglican, Apostolic, COC, Gospel Chapel, Lutheran, Roman Catholic, Uniting and Wesleyan Methodist in a cooperative program. The program of instruction authorised by the faith group was "Exploring Christian Beliefs and Values".

SCHOOL CHAPLAINCY PROGRAM

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 schools at the invitation of the Principal, in consultation with the local community and with the support of the P&C Association.

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.

Our appointed School Chaplain is in the school on Wednesdays and can be contacted on 41277133, through the school office.

HOMEWORK

It is important that children spend time each week night doing some homework. Apart from establishing good study habits, a bond between home and school is reinforced. Homework, as well as the home reading, is sent home each Monday and expected to be returned, completed, by the Friday. No child is expected to do either of the above on weekends.

All children are expected to take time each night to read. The school's Home Reading system requires a parent/guardian signature in your child's reading folder each night, as per our Homework Policy.

MEDICATION

Schools require medical authorisation to administer any medication to students, including over-the-counter medications such as paracetamol or antihistamines.

Before any medication can be administered to their child at school, parents/guardians will need to complete the appropriate record sheet:

- **Administration of medication at school record sheet (routine/short-term)** *eg routine medication for ADD diagnosis;*
- **Administration of medication at school record sheet (emergency)** *eg over-the-counter medication to treat a current but temporary need.*

The **record sheet should accompany medication** as provided by the students' prescribing health practitioner or pharmacist, with the appropriate **pharmacy label** to include the student's details and administration requirements. When the medication is no longer required, the parent should collect unused medication, as well as **inform the school of any changes or health updates.**

For those students with an on-going Asthma or Anaphylaxis diagnosis, we require a copy of your **Asthma Plan / Anaphylaxis Plan** or any other specific **Health Plan.**

as determined by the students' health practitioner, which may impact on the student's well being whilst attending school.

EMERGENCY FIRST AID CARE

As part of this school's policy of caring for the development and safety of all our school children, parents and guardians are advised that staff at this school are responsible for the care of all children.

Children who are injured or become sick will be treated by school staff to ensure that the injury or illness is attended to.

The procedure for severe injury or illness at this school is:

1. Teacher/Teacher Aide assesses the nature and severity of the injury or illness.
2. He/She then contacts the Ambulance and the Biggenden Hospital.
3. Treats the patient to alleviate danger.
4. Contacts parents/guardians to advise of the action taken and proposed further action.
5. A staff member is to accompany the child to the hospital.
6. Staff member is to remain with the child until his/her condition is stabilised or parents/guardians arrive.
7. Fill out the accident report for perusal by parents or guardians before posting to Regional Office.

Parents are advised that while every effort will be made to treat severe injury to your child in accordance to your wishes, the attending first aider has the responsibility to treat the patient as he/she would his/her own children while ensuring that he/she

- a) works within the limits of his/her training;
- b) acts in good faith; and
- c) uses acceptable current first aid techniques.

Where possible, it would help greatly if a parent, when notified that an ambulance has been called, would come to the school and await its arrival. If parents are not able to be contacted, the decisions on necessary medical treatment will be taken by a staff member after consultation with medical staff.

All decisions made are to ensure the safety of your child. Therefore, you should inform this school of any medical condition which may aggravate an illness or injury which he/she may suffer while in our care.

STUDENTS' CODE OF BEHAVIOUR

At Dallarnil State School, we believe that we are important members of this school community and we should try to make this a happy, safe place for all who come here.

Our Behaviour Code, simply is:

S – Safe

R – Respectful

L – Learners

This will happen if-

- a) *we treat everyone fairly, courteously and respectfully;*
- b) *we try to make this a happy and safe learning place;*
- c) *we treat all people's property fairly and respectfully;*
- d) *we look after our school and our school grounds; and*
- e) *we dress neatly, respectfully and safely during school activities.*

If students misbehave repeatedly in a minor way, we think they should

- 1) *have detention in the classroom during student's own time, i.e. playtime, or*
- 2) *lose a fun activity - i.e. sports, or*
- 3) *do groundscare work.*

When students misbehave in a serious way, causing us harm or affecting our school or playground, we think that -

- i) *the student and his/her parent/s must talk to the Principal to make sure these problems don't happen again.*
- ii) *the student must agree to take responsibility for his/her actions, realise that there will be consequences, and to really try to be better and to co-operate with all students and staff.*
- iii) *if this is not successful, we believe the student should be suspended from school until he/she intends to act fairly in our school.*

REPORTING TO PARENTS

A report will be issued for the information of the parents in June and December. The reports are to be signed by the parents and returned to the school for sighting.

Parents may arrange to meet the teacher at suitable times during the year for reports on their child's progress. Such meetings are encouraged as it is found that all three parties - the parents, the child and the teacher - benefit from such contact. Parents are welcome at any time. However, so that maximum benefit may result from such conferences, please make an appointment prior.

RULES

Like any other establishment where people are brought together we have a set of rules to allow all to work together harmoniously, and to help our pupils to become helpful, law abiding citizens in our society. We consider it important that each child knows, respects and adheres to the school rules. A set has been included in this document (p2) for discussion with your child.

School rules are based on the assumption that students are capable of self discipline, that students respect the school, the teachers and their fellow students, and their property, and that students display a desirable school spirit.

DISCIPLINE

For effective education to take place in our school it is necessary that each child possesses suitable measures of discipline and self control. A well mannered, considerate child, who is able to accept directions with a good attitude to authority, will fit into this school community with ease.

Unacceptable social tendencies form a barrier to learning.

Parents are asked to be quick to observe the development of any undesirable habits, or attitudes in their child, and to take whatever action is regarded as desirable to rectify the matter.

DETENTION OF STUDENTS

Pupils may be detained for a period of not more than one half hour after the period allocated for the school day routine as a punishment for disobedience, misconduct, or wilful neglect to prepare home tasks and for other breaches of school discipline.

WRITTEN WORK

It is expected that a high standard of work be maintained, as per our school Bookwork Policy. If work is unsatisfactory a child may be required to redo the work. Parents can assist by seeing that their children's work books are covered

with protective covers, that the children have good pencils and children's ports are large enough for the books.

SCHOOL UNIFORM

Dallarnil State School is a uniform school and the formal uniform is to be worn each day. Our sports uniform is able to worn on PE and Sports days. The Dallarnil State School uniform consists of:

For All Students:

Printed polo shirt, pale blue with royal blue v-neck collar and royal blue bands around bottom of short sleeves; royal blue bucket hat; white socks. (Various Dallarnil SS uniform items are available for purchase via the 'Qkr' App).

For Girls: Royal blue skort, shorts or bike pants.

For Boys: Royal blue shorts.

The wearing of jewellery is not encouraged and no responsibility will be taken if it is lost or damaged. It is important for all children to wear closed shoes for protection.

All items of clothing should be clearly named and maintained in a clean condition at all times.

It is compulsory for all children to wear hats when outside. At Dallarnil, we have a policy of "NO HAT, NO PLAY".

P&C ASSOCIATION

The membership of the Dallarnil SS P&C Assn is open to all parents and citizens of the district. The P&C has been most active in the past and has provided the school and students with many excellent and modern teaching aids, additional library resources, groundscare equipment, photocopier, electronic whiteboards, and in recent years, substantial contributions to the biannual School Camp.

It is hoped that all parents will give active, constructive support to this worthwhile organisation and its numerous fundraising activities throughout the school year. All are welcome to attend monthly meetings.

I would like to welcome all those parents of children who are commencing school and those who have just come into the area. I encourage both your attendance at these meetings and an active participation in the school's affairs.

The monthly meeting is held at the school on the first Wednesday of each month.

SWIMMING (Terms 1 & 4)

Swimming lessons are funded by the Qld Government for a 10 week period, at the end of each year. We also elect to swim at the beginning of each year for a 10 week period, thanks to financing by the School and the P&C Assn. Families are asked to also contribute to this vital program via a School Swim Levy paid per Family, per 'swimming' term.

SUN/SKIN PROTECTION

Children need the protection of a hat, sensible clothing and sun screen during the heat of our summer to protect them from skin damage. All students and adults are encouraged to take precautions against sunburn by staying under cover where possible, wearing a hat and using sunscreen.

Sunscreen is provided by the school through the Education Department's annual Sunsmart Allocation.

SCHOOL TRANSPORT

School transport services operate to this school. Transport is free to all students, beyond a certain distance from the school.

Any problems concerning the school transport services should be addressed to the school Principal and the Bus Owner / Operator. Students whose behaviour is considered to jeopardise the safety of others may be denied the use of the transport.

SCHOOL PHOTOGRAPHS (Annual)

Formal School Photos are taken every year at the discretion of the Principal and the photography company. Time of year is determined by the Principal. Full school uniform is encouraged on the day.

VOLUNTARY AIDES

All parents are welcome to involve themselves in the school's activities. Please contact the Principal if you are available to assist in any way.

Think about what type of work you would like to be involved in and suitable times and days that will be available. A Volunteer Code of Conduct is available for viewing and signing if interested.

TUCKSHOP (Once-a-week)

The students, through their Project Club, decide each term which food they wish to prepare (and eat!). A menu is selected for the term and is offered to students once-a-week. Costs are kept to a minimum, with the Club making a small profit. To assist in defraying costs, families may be asked to donate an item per roster, per term. Parents are also requested to consider volunteering for tuckshop preparation. Menu and rosters are sent home each term with the newsletter. All orders can be placed and paid for via the 'Qkr' App.

SCHOOL NEWSLETTER (Weekly)

This is published each Friday and distributed to school families and staff as a paper copy. It can also be accessed via our school Website and Facebook page. Please read it carefully as this provides essential information on the happenings within the school. I ask you to respond promptly on all matters requiring your attention.

SCHOOL BOOK PACK (Annual)

Families have the option of purchasing an annual School Book Pack which covers items such as a dictionary, stationery and writing materials for school commencement only. Information regarding the School Book Pack comes out in the Newsletter in Term 4 each year and is ordered and packed by the school. The pack is then issued to participating families, at the end of that school year, in preparation for the start of the new year.

CBA STUDENT BANKING PROGRAM

Established in 1931, School Student Banking with the Commonwealth Bank has been teaching money-management skills to generations of primary school Australians.

Children who participate are rewarded with Dollarmites tokens that they can redeem for exciting rewards when they deposit regularly into their savings account. The program is supported with a range of fun and engaging materials to help them learn about money – and encourage them to save.

Our school supports the CBA Student Banking Program and our banking day is Tuesday. Student application forms are available online at commbank.com.au/schoolbanking or through the school office.

SCHOOL CAMP (Bi-annual) / EXCURSIONS

At Dallarnil 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 camps and excursions 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. Dallarnil school camps are a biannual event. All planned school camps/excursions are approved by the Principal and endorsed by the P&C Association.

SCHOOL REFUND POLICY

State Schools are able to charge a fee for:

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

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

School fees for extra-curricular activities are calculated on a cost recovery only basis, i.e. according to the number of students who have indicated their attendance.

Participation of students in an extra-curricular activity is indicated through payment of the fee and provision of a permission form completed by the parent.

As our school budget cannot meet any shortfalls in funding for an extra-curricular activity due to the subsequent non-participation of a student who had previously indicated attendance of the activity, fees already paid for 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 wishes to apply for a refund due to their child's non-participation in an extra-curricular 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 to offset any future charges.

CASHLESS PAYMENTS via 'Qkr' App

In order to move forward with current 'cashless' payment systems, the school has adopted the **'Qkr' App** which provides a secure and easy way to pay and order school items on your iPhone or Android phone. Payments are direct deposited into the school account via a Commonwealth Bank Mastercard platform.

Families will be able to purchase and process payments for School Uniforms, BookClub, Tuckshop and any other items that become relevant to our current school activities – details of these updates will be communicated via the school newsletter.

Additional information or assistance with the **Qkr App**, is available through the school office.

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