School Details

ADDRESS
WARABURRA STATE SCHOOL
55 JOHNSON ROAD
GRACEMERE QLD 4702

POSTAL ADDRESS
P O BOX 160
GRACEMERE QLD 4702

TELEPHONE
(07) 4931 7888

STUDENT ABSENCE LINE
(07) 4931 7860

FAX
(07) 4931 7800

EMAIL ADDRESS
the.principal@waraburrss.eq.edu.au

SCHOOL WEBPAGE
www.waraburrss.eq.edu.au

Q SCHOOL APP
deta.qld.gov.au/about/app/qschools-app.html

SCHOOL HOURS
Monday – Friday
8:50am Morning Bell
11:00am – 11:45am First Lunch
1:30pm – 2:00pm Second Lunch
3:00pm School day ends

OFFICE HOURS
8:00am – 4:00pm

SCHOOL MOTTO
“Learning for Life”

SCHOOL COLOURS
GREEN AND GOLD
School Origins & Emblem

The school is named after a clan of the Darumbal aborigines who lived south of the Fitzroy River around the present location of Gracemere and Kabra. The name is taken from the WARA or wild guava historically found growing in the area. BURRA is the suffix meaning "clan" or people thus WARABURRA is translated to mean "people of the wild guava".

Our school emblem is so designed to represent the partnership involved in 'Learning for Life'. The four figures holding hands in a circle are representative of the four sections of our school community - students, teachers, parents and wider community. The linked hands are symbolic of the need for all sections to work harmoniously together to achieve our goals.

The four figures create four distinctive W's for Waraburra.

The central star formed by the figures represents the life given by the flowering guava plant. This reference to the guava and the simplistic figures tie the school in with the origins of WARABURRA.

The Y's formed by the legs of each figure indicates the hope we have in the future for our youth.

Motto & Mission

At Waraburra we are working at delivering learning experiences for our students in new ways that creates “Learning for Life”

We believe our job is to provide an education that will:
- Instil a love of learning that is life long,
- Prepare students for a future that is largely unknown,
- Develop academic skills and knowledge,
- Build social skills and relationships,
- Enhance life skills that allow citizens to participate fully,
- Be relevant beyond school both now and in the future
- Be engaging for the many individuals at our school, and
- Reflect the complex global community in which we live
Enrolment Policy

Students within catchment:
Any student, whose principal place of residence is with the school’s catchment area/s, is (subject to the Education (General Provisions) Act 2006) entitled to enrol at the school. The school Principal will reserve places for students who move into the catchment area throughout the school year.

Parents or legal guardians who wish to enrol their child at the school will need to demonstrate that the student’s principal place of residence is within our catchment area. Current proof of residency at the address indicated can be provided by way of one of each of the following:

- One primary source – a current lease agreement, or rates notice, or unconditional sale agreement, and
- One secondary source – a utility bill (e.g. Electricity, gas) showing this same address and parent’s/legal guardian’s name.

If the Principal is not satisfied that the documentation provided by an applicant demonstrates adequately that the address stated is the student’s principal place of residence, then the Principal may request further sources of proof of residence, such as an additional utility bill (e.g. Water), showing the same address.

The Principal may also request a properly sworn Statutory Declaration from the enrolling parent or legal guardian attesting that the student’s principal place of residence is the place nominated in the enrolment application.

Applicants should note that a false statement/assertion about the student’s principal place of residence may amount to an offence and may be reported to police. The school Principal may repeal a decision to enrol a student in such circumstances.

Other students who are entitled to enrol as if in catchment:
The following groups of students will be entitled to enrol, even though they may reside outside the school’s catchment area:

- Children and young people who are subject to child protection orders that grant guardianship or custody to the Chief Executive Officer of the Department of Communities, Child Safety and Disability Services (Child Safety Services).
- Siblings of current students at the school (excluding siblings of Program of Excellence students). Where a school has both a primary and secondary campus, siblings are only entitled to enrol in the same campus as the currently enrolled student.
- Students whose parent of legal guardian is employed by the school.
• Students who live outside the catchment area and are verified with a disability can enrol in the school to attend the specialised disability program if it is the closest program to their home and meets their individualised needs.
• Students who have been excluded from another school, dependent upon the conditions related to the exclusion, subject to agreement of the Regional Director.

Out of catchment application
Applications from any other person, not meeting the criteria outlined above, is an out-of-catchment application. Enrolments of students from outside the local catchment area is restricted to ensure that the total current and forecast enrolments do not exceed the Student Enrolment Capacity. This school can only enrol out-of-catchment students:
  1. If there is sufficient spare capacity after reserving places for students who move into the catchment during the year; and
  2. After taking into account the school’s projected future enrolment growth.
Out-of-catchment students applying for enrolment at this school are placed on a waiting list, assessed in order of receipt and prioritised.

Curriculum
Our Waraburra State School curriculum program is the sum of the learning experiences students receive from the school, both in and outside the classroom.

Subject
Teaching and learning at Waraburra State School incorporates:
• English (a minimum of seven hours instruction per week, with an expected ten hours in prep to year five).
• Mathematics (a minimum of five hours instruction per week).
• Science (a minimum of one hour instruction per week in prep to year 2, 1.75 hours in years 3,4,5 and 6 and 2.5 hours a week in Year 7).
• History (a minimum of half an hour in prep to year 2, 1 hour in years 3 to 6 and 1.25 hours in Year 7).

These subjects are treated as discrete, focused key learning areas and are taught according to the Australian National Curriculum using the Queensland Curriculum into Classroom (C2C) materials as a base.

The arts, technology and health are a feature of every classroom program of instruction at Waraburra State School. Specialist lessons are taught by qualified staff in Music, Japanese LOTE (year six and seven only) and Physical Education.
Co-curricular Programs

Choirs
Waraburra proudly promotes our singing choir (Junior and Senior combined). Students are encouraged to join the Choir. We also have an enthusiastic Signing Choir. Both Choirs perform at various events throughout the school year.

Instrumental Music
Instrumental music is offered to children in years 4 to 7. Qualified instrumental teachers offer programs in strings, percussion and woodwind. Students can commence in the strings program from Year 4. Students wishing to learn woodwind instruments or percussion commence in Year 5. The Program offers the following instruments:

- Strings-violin, viola and cello
- Woodwind-flute, clarinet, saxophone, trumpet, French horn
- Percussion-students learn various instruments including drums, xylophone, maraca, marimbas and glockenspiels

Students can borrow an instrument from the school for their first of instruction (for a fee), with an expectation that they purchase their own instruments in consequent years. A cost is incurred per student for the Music library and copyright costs.

Students participating in the instrumental music program are expected to consistently attend lessons, rehearsals and organised performances.

Religious Instruction
Religious Instruction is offered to students of all religious groups and work is undertaken from an agreed upon text. Information is available on enrolment. The program is conducted by visiting ministers and accredited catechists once a week. The religious lesson is based on a workbook that children are supplied.

Participation in Religion Instruction is non compulsory by completing a form to withdraw your child from Religious Instruction. Students not participating in Religious Instruction will be given school work under the instruction of their class teacher.

Sport
The school sport program involves at school games, interschool sport competition, as well as inter house competition. Major sports include – netball, tee-ball, softball, athletics and rugby league. The emphasis in sport is participation. Interschool sport operates for students in Years 5-7 on Friday afternoons.

House Teams are Archer (red), Kelly (green), Leichhardt (white) and Mackinlay (gold). House colours are worn at our inter house athletics carnivals and on Thursdays.

Swimming classes are held in the first and last terms of the school year. Swimming is a compulsory curriculum activity for children from Prep to year 7. There is a fee for the cost of transport to and from the pool. Permission to withdraw a child from this activity may be obtained by medical certificate from your Doctor or by writing a letter to the principal stating reasons for the withdrawal. Valid excuses include health, physical disability or other medical conditions.
The school supports Safe Sun practices and students are encouraged to wear a sun shirt when swimming. Parents are reminded that jewellery is to be removed before entering the pool.

**Student Management**

**Access to Grounds**

Students and other members of the public are only allowed on school grounds after hours with **authorisation from the principal**. This is provided with written confirmation outlining times and areas of access and supervision arrangements. It is expected that students with authorised access will be supervised by an adult at all time.

Members of the public who witness unusual behaviour within our grounds after hours are encouraged to report any incidents to the police. You may call School Watch on PH. 13 17 88 to report suspicious activity in the grounds.

**Arrival/Dismissal**

It is advisable that children arrive at school no earlier than 8:30 am. At this time students will be involved in physical activity (walking on oval etc) until 8:45am, where they return to class and begin learning by 9:00am. ALL children arriving before 8:30 am are NOT under direct supervision so are required to assemble in Covered Games Area 1 (near Tuckshop) for safety reasons and remain seated quietly until the 8:30 am bell sounds.

Non-bus children, unless involved in extracurricular activities such as sport, are encouraged to leave the school grounds as soon as possible after being dismissed by the teacher at 3:00 pm.

**Attendance & Absences**

**Regular attendance is required by law.** Parents and school must assume the responsibility for regular attendance. Parents are asked to advise the school in the event of an absence.

In the event of an absence, the parent must provide the school with a reasonable explanation for the absence either by phone call to the office, student absence line or written explanation (signed and dated by the parent or guardian) on the day the student returns to school.

All late arrivals or early departures must all go through the office. They will be recorded electronically by administration staff.

**Bicycles/Pedestrians**

Students are not to ride their bicycles, scooters or skateboards within the school grounds. It is a requirement that students dismount their bicycle and walk it to the bike racks. **Bicycles and scooters must be locked to the bike racks and or scooter bay for security.**

Children walking to school must use the pedestrian crossings at all times when accessing the school via Johnson Road and Middle Road.

**Enrolments**

Documentary evidence of date of birth is required for students enrolling for the first time in the State education system:

a) Birth Certificate (Extract) or
b) Statutory Declaration
Enrolment meeting with the Principal can be organised with the enrolment officer. We recommend you bring along books and school items your child has used at the previous school.

Emergency Evacuation & Lockdown Procedure

The school practices two emergency procedures – evacuation and lockdown. Both of these procedures have distinctive alarm signals within the school for all personnel.

An evacuation procedure is followed when it is necessary to have all personnel leave the buildings and grounds (e.g. fire). In this situation students must follow teacher instruction and walk calmly/quietly to the assembly area (multi-purpose courts).

A lockdown procedure is applied when it is necessary for all personnel to remain within the building in a secured environment (e.g. server weather warning, chemical spill). In this situation all students and staff remain in classrooms. When safe, communication with the office is used to ascertain everyone’s whereabouts. In the situation of a lockdown it is likely that access to the school and potentially the adjoining roads will be denied to all “outsiders” including parents.

Leaving School Grounds
Students are not permitted to leave the grounds unless the school has been notified by the child’s parent/guardian. ALL students being collected during school hours must be signed out through the office. An Early Departure slip with explanation for the departure can then be handed to the child’s teacher.

Transfers
Students enrolled in the state sector can seek transfer at any time to other schools across the state. This process is enabled electronically through our transfer policy. Data and student records will be forwarded on notification of arrival to the forwarding school.

Updating School Records
Please advise the office of any changes to address, phone numbers, medical conditions, family circumstances or contact numbers as soon as possible. These changes are often overlooked and mean that in an emergency valuable time can be lost due to records being out of date.

Student Services

Lost Property

Please ensure all your child’s belongings are clearly marked. Lost property is placed inside the Sports Room in the Amenities Block 1. All lost property is periodically checked for names and where possible returned to the owners. Parents are welcome to go through these items at any time to look for lost belongings. Lost property is placed out in the Covered Games Area at the end of the term for parents to check. Any lost property remaining is then given to charity.

Tuckshop
Our tuckshop currently operates on Monday, Wednesday and Friday for 1st and 2nd lunches. Orders are to be printed clearly on paper bags with student’s name, class, chosen order, the
price with the total amount enclosed. Orders are placed in the green tin box at the tuckshop before school. Parent helpers are always welcome.

Prep –Year 3 are to order all requirements through the paper bag system. They do not need to bring money to purchase across the counter. A limited range of items are available for purchase over the counter by older grades. Special arrangements can be made through the office in emergency cases when lunches have been left at home. Volunteers always welcome.

Information Communication Technology

Networks
A network links all computers to each other through a server and enables external access to the internet for the purpose of learning and communicating. This network includes an administration network which also enables administration computers to share data and link to external systems with Education Queensland.

Anti-virus programs and monitoring of websites and emails is also a feature of our network systems. Inappropriate websites are alerted and blocked by the Managed Internet Service.

The school hosts its own website at [www.waraburss.eq.edu.au](http://www.waraburss.eq.edu.au) (note: spelling) General school information about curriculum, teaching and learning can be found at our website together with stories of events and learning initiatives from the classrooms.

All staff and students have access to email. Students in preschool to year 3 have a class email address. Students in years 4 to 7 have individual addresses.

Governance

Parents & Citizens Association
The Parents & Citizens’ Association meets in the staff administration room on the third Tuesday of each month at 3:15pm. We encourage all parents and interested community members to attend the meetings. The P & C Association is a vital organisation for our school. As well as fundraising it provides a vehicle to discuss issues of concern relating to our school, students and community. Your support and attendance is vital.

Health

Dental Services
The school dental van moves to various schools around the south and west of Rockhampton. When the van visits our school, forms will be sent home prior to the vans arrival. Emergency dental work can be provided through school dental services in Rockhampton. Alternatively, you can ring Waraburra State School office for the number of the dental van and we will happily pass it on for you.
Headlice
The control of head lice in a school community requires consistent effort from everyone with regular inspection, treatment and communication with the school. Once the school has been notified of a case of head lice a general note is sent home with all the students in that class. The note also reminds everyone to be virulent in checking their own child’s head and treat if necessary.

Infectious Diseases Exclusion Table
The National Health and Medical Research Council (NHMRC) provide 'Recommended minimum periods of exclusion from school, pre-school and child care centres for cases of and contact with infectious diseases'.

<table>
<thead>
<tr>
<th>Condition</th>
<th>Exclusion of cases</th>
<th>Exclusion of contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amoebiasis (Entamoeba histolytica)</td>
<td>Exclude until diarrhoea ceases.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Campylobacter</td>
<td>Exclude until diarrhoea has ceased.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Chicken pox</td>
<td>Exclude until fully recovered or for at least five days after the eruption first appears. Note that some remaining scabs are not a reason for continued exclusion.</td>
<td>Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded.</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until discharge from eyes has ceased.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Cytomegalovirus Infection</td>
<td>Exclusion not necessary.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Diarrhoea</td>
<td>Exclude until diarrhoea has ceased.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Diphtheria</td>
<td>Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later.</td>
<td>Exclude family/household contacts until cleared to return by an appropriate health authority.</td>
</tr>
<tr>
<td>Glandular fever (mononucleosis)</td>
<td>Exclusion is not necessary.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hand, Foot and Mouth disease</td>
<td>Until all blisters have dried.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Haemophilus type b (Hib)</td>
<td>Exclude until medical certificate of recovery is received.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Disease</td>
<td>Exclusion Details</td>
<td>Exclusion Required</td>
</tr>
<tr>
<td>-------------------------</td>
<td>-----------------------------------------------------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td>Exclude until a medical certificate of recovery is received, but not before seven days after the onset of jaundice or illness.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hepatitis B</td>
<td>Exclusion is not necessary.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hepatitis C</td>
<td>Exclusion is not necessary.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Herpes (&quot;cold sores&quot;)</td>
<td>Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hookworm</td>
<td>Exclusion not necessary.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Human immun.-deficiency virus infection (HIV AIDS virus)</td>
<td>Exclusion is not necessary unless the child has a secondary infection.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Impetigo</td>
<td>Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Influenza and influenza like illnesses</td>
<td>Exclude until well.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Leprosy</td>
<td>Exclude until approval to return has been given by an appropriate health authority.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least four days after onset of rash.</td>
<td>Immunised contacts not excluded. Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school.</td>
</tr>
<tr>
<td>Meningitis (bacterial)</td>
<td>Exclude until well.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Meningococcal infection</td>
<td>Exclude until adequate carrier eradication therapy has been completed.</td>
<td>Not excluded if receiving rifampicin.</td>
</tr>
<tr>
<td>Molluscum contagiosum</td>
<td>Exclusion not necessary.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Disease</td>
<td>Exclusion Duration</td>
<td>Medical Certificate Required</td>
</tr>
<tr>
<td>----------------------------</td>
<td>------------------------------------------------------------------------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>Mumps</td>
<td>Exclude for nine days or until swelling goes down (whichever is sooner).</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>arvo virus (erythematic infectiousum fifth disease)</td>
<td>Exclusion not necessary.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Poliomyelitis</td>
<td>Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Ringworm, scabies, pediculosis (lice), trachoma</td>
<td>Re-admit the day after appropriate treatment has commenced.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Rubella (German measles)</td>
<td>Exclude until fully recovered or for at least four days after the onset of rash.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Salmonella, Shigella</td>
<td>Exclude until diarrhoea ceases.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Streptococcal infection (including scarlet fever)</td>
<td>Exclude until the child has received antibiotic treatment for at least 24 hours and the person feels well.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Tuberculosis</td>
<td>Exclude until a medical certificate from an appropriate health authority is received.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Typhoid fever (including paratyphoid fever)</td>
<td>Exclude until approval to return has been given by an appropriate health authority.</td>
<td>Not excluded unless considered necessary by public health authorities.</td>
</tr>
<tr>
<td>Whooping cough</td>
<td>Exclude the child for five days after starting antibiotic treatment.</td>
<td>Exclude unimmunised household contacts aged less than 7 years for 14 days after the last exposure to infection or until they have taken five days of a 14-day course of antibiotics. (Exclude close child care contacts until they have commenced antibiotics).</td>
</tr>
<tr>
<td>Worms (intestinal)</td>
<td>Exclude if diarrhoea present.</td>
<td>Not excluded.</td>
</tr>
</tbody>
</table>

**MEDICATION**

The office should receive notification of **ALL** medication coming to school (including self-administered Ventolin). Forms are available from the office. If your child is on medication and you require staff to administer this medication during school hours be sure to advise the school (using the prescribed form/s) as to the medication, the time, the dosage and the method to be used in administering it.
The medication must be in the original dispensed container marked with the prescribing doctor’s name, pharmacy, child’s name, dose and time to be administered. Medication other than that prescribed by a doctor cannot be administered by school staff. For hygienic reasons, students are asked to provide a drinking cup or medicine glass (named).

New forms should be completed at the commencement of each year or when the doctor prescribes a variation to the medication and/or dosage.

Student Support

Specialist services
A range of school based and visiting personnel provide specialist support to identified students. Personnel range from Guidance Officers, Speech Language Pathologists, Advisory Visiting Teachers.

Advisory Visiting Teachers
Advisory Visiting teachers provide advice and assistance to both staff and parent of students with disabilities.

Guidance Officer
Students can access guidance and counselling services with the permission of the parent/caregiver. The school guidance officer visits the school two days each week.

Speech Language Pathologist
A speech language pathologist visits the school on a regular basis to assist children who have speech and language problems. The pathologist also assists teachers and parents with programs for identified students.

Chaplaincy Services
We have a school Chaplain who visits the school 2 days per week. The chaplain plays an important role supporting students in our school. The Chaplain will assist with sporting and cultural programs, attend school camps, assist in classrooms, run programmes that help students develop social and life skills, and play games at lunchtime. Teachers, Parents and Students may request to see the Chaplain for support. Our Chaplin visits our school on a Tuesday and Wednesday.
Parent Services

School transport Assistance Scheme
Are you eligible for a conveyance allowance?
✓ Use private vehicle;
✓ Cannot travel to school by bus;
✓ Your home (front door) is over 3.2 km from nearest school (child under 10);
✓ Home is over 4.8 km from nearest school (children over 10). OR
✓ Use private vehicle to travel more than 3.2 km to school bus;
✓ Home over 4.8 km from nearest school.

Conveyance forms and applications for Bus Transport Assistance are available from the Department of Transport.

Nb. Distances wherever mentioned above are by the shortest trafficable route.

Newsletter
The newsletter is sent home each second Tuesday with the eldest child. Items of interest to the school community may be included in this publication by parents and citizens where space permits. The newsletter can also be downloaded from our school’s website. www.waraburrss.eq.edu.au

Parent Participations
Research shows that students achieve greater success when the significant adults in their life play a part in their formal education. As a parent we encourage and appreciate your involvement in education by responding to our parent opinion surveys, becoming active in the Parents and Citizens’ Association and where possible volunteering to around our school.

During the period since the school opened, a number of mothers, fathers and grandparents (with Blue Cards) have been providing voluntary help in the classrooms and library. Their help has been greatly appreciated.

Tasks in which parents have been involved have been varied and include assisting children with reading, maths, science activities, preparing materials, coaching sports, supervision on camps and excursions, working bees just to name a few.

You are encouraged to become involved in the school in this manner. Please discuss with your child’s teacher what you’d like to be involved in.

Vehicles in School Grounds
Only vehicles belonging to people on official business are allowed in the grounds. Parents collecting their children and all other vehicles are requested to park in the zones established off Johnson Road and Middle Road. Parking in the bus zone and Disabled Park is strictly prohibited.

Visitors
All visitors to the school campus MUST sign the Visitor’s Register at the office.
School Parade
Each Friday morning the school holds a parade to celebrate the students’ achievements. All members of the community are welcome to attend.

CHILDREN LEARN WHAT THEY LIVE

If children live with criticism, they learn to condemn.
If children live with hostility, they learn to fight.
If children live with ridicule, they learn to be shy.
If children live with shame, they learn to feel guilty.
If children live with tolerance, they learn to be patient.

If children live with encouragement, they learn confidence.
If children live with praise, they learn to appreciate.
If children live with fairness, they learn justice.
If children live with security, they learn to have faith.
If children live with approval, they learn to like themselves.
If children live with acceptance and friendship,
They learn to find love in the world.

by Dorothy Law Nolte