



# 2024 Prospectus



## **DUTTON PARK STATE SCHOOL**

112 Annerley Rd, Dutton Park Qld 4102

**T:** 3010 8333

**E:** [admin@duttonparkss.eq.edu.au](mailto:admin@duttonparkss.eq.edu.au)

**W:** [www.duttonparkss.qld.edu.au](http://www.duttonparkss.qld.edu.au)

Dear Parents and Carers,

I would like to warmly welcome your child and your family, to our wonderful school here at Dutton Park.

Our Prospectus will provide you with essential information, whether your child is entering their first year of formal schooling, or you are joining us later in your child's school life.

You are able to assist your child's transition to Dutton Park State School by:

- supporting our school expectations of **Be Safe, Be Respectful and Be a Learner**
- regularly engage with your child with their homework activities
- encourage your child to wear full school uniform
- keep up to date with school communications through newsletters and email.

Our Parents and Citizens Association meets on the third Tuesday of each month from 6:30pm- 8:30pm. By attending these meetings, you are able to share ideas, meet other parents and assist in enhancing your child's education at Dutton Park State School. Our P&C also have a Facebook site.

I look forward to meeting you and your family.

Principal  
Philomena Downey



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## Our Mission Statement

We strive to provide supportive educational opportunities for children from diverse backgrounds to enable active participation in an ever-changing world.

### School Expectations

Our school follows Positive Behaviour for Learning (PBL) practices. We focus on three school-wide expectations:

- Be safe
- Be Respectful
- Be a Learner

## 1. COMMUNICATION and MANAGEMENT

### 1.1 Office Details

#### School Address:

Dutton Park State School  
112 Annerley Road  
DUTTON PARK QLD 4102



#### Telephone Contacts:

Primary School: 3010 8333

Jabiru – (Before and After-School Care) 3255 0733

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

**Website:** [www.duttonparkss.qld.edu.au](http://www.duttonparkss.qld.edu.au)



### Administrative Staff

**Principal:** Philomena Downey

**Business Manager:** Donna Marriott

**HOD Curriculum –** Janice Wolf

**Administration Officers:**

Effie Kleoudis

### 1.2 School Calendar 2024



#### Semester 1 - 2024

##### Term 1

Monday 22 January – Thursday 28 March  
(10 weeks)

##### **Autumn Vacation:**

Friday 29 March - Friday 12 April

##### Term 2

Monday 15 April – Friday 21 June  
(10 weeks)

##### **Winter Vacation:**

Monday 24 June - Friday 5 July

## **Semester 2 - 2024**

### **Term 3**

Monday 8 July – Friday 13 September  
(10 weeks)

### ***Spring Vacation:***

Monday 16 September – Monday 27  
September

### **Term 4**

Monday 30 September – Friday 13 December  
(11 weeks)

### ***Christmas Vacation:***

Monday 16 December – Monday 27 January  
2025

## **Public Holidays 2024**

Friday 26 January	Australia Day
Friday 29 March	Good Friday
Monday 1 April	Easter Monday
Thursday 25 April	Anzac Day Holiday
Monday 6 May	Labour Day
Wednesday 14 August	Exhibition Holiday
Monday 7 <sup>th</sup> October	King's Birthday

## **Pupil Free Days 2024**

### **Term 1**

Thursday 18 January  
Friday 19 January

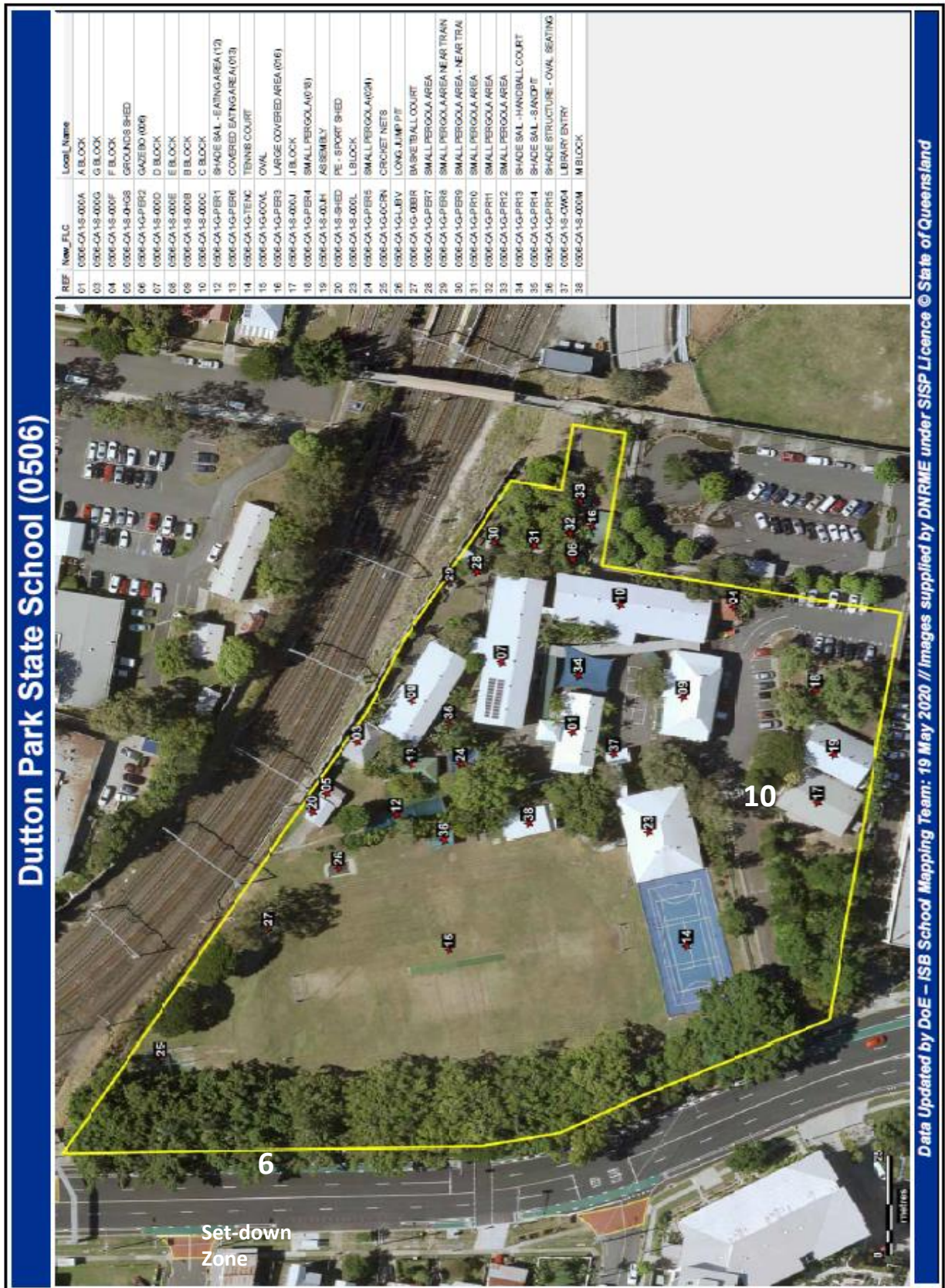
### **Term 2**

Thursday 11 April  
Friday 12 April

### **Term 3**

Friday 30 August

### 1.3 School Plan



## 1.4 Driveway Safety and Parking



There is a set-down zone at the back of the school which can be accessed from the lights on Annerley Road, near the police station. There are also 20 minute designated parking bays. Please attend to parking signs and restrictions. This area is monitored regularly by BCC parking officers.

### Procedure

The drop off and pick up area will be supervised from 3:00pm to 3:15pm.

Students will SIT in the shelter area until their car pulls up in the red zone (area in front of the shelter).

Students will only get into cars from the red zone.

Students will get into the car from the curb side and NOT the road side.

Cars MUST NOT stay more than 2 minutes. Drivers must not get out and leave their car at any time.

If students are not ready to be picked up, **the car must go around and line up again**, allowing for other cars to move into the pickup area.



After 3:15pm students will be asked to return to the office.

There is NO supervision in this pickup / drop off zone in the morning.

The school is adjacent to the Park Road Railway Station, where an overhead pedestrian bridge leads you to the southern entrance to the school.

NO PARKING OR ACCESS into our school grounds this is for the safety of our students

## 1.5 Staff

In 2024, the school will be staffed by:

- Principal
- Head of Department Curriculum (HODC)
- Classroom Teachers (Prep to Year 6)
- Teacher Librarian
- Music Teacher
- Inclusion Teachers
- Physical Education Teacher
- Guidance Officer
- Teacher Aides
- Administration Officers
- Cleaners
- Schools Officer

## 1.6 School Routine

**Start of School:** 8:40am      **In Class:** 8:45am  
(Roll Call)

### First Break:

**Eating:** 11:00am      **Play:** 11:15am

**End of Play:** 11:25am

### Second Break:

**Eating:** 1:00pm      **Play:** 1:15pm

**End of Play:** 1:40pm      **In Class:** 1:45pm

**End of School:** 3:00pm

## 1.7 Arrival at School

Children should not arrive at school before **8:30am** unless enrolled in a specially organised activity. Please ensure your child is at school by the time the first bell rings at 8:45am. There is a preparation time of 5 minutes for children before school commences at 8:50am.

Any student arriving after the first bell **must** be signed in at the office by an **adult**.

## 1.8 Dismissal

Children should be collected promptly at 3:00pm. Students for pick-up should go to the pick-up zone immediately they are released from class. There is no supervision of students provided after 3:15pm. If, in an emergency, you are going to be late please contact the school office and OSHC immediately.

Children are able to attend the After School Care Program (3:00pm–6:00pm). For Booking enquiries contact the OSHC on 3255 0733.

## 1.9 Compulsory Attendance

According to the Education (General Provisions) Act 2006, each parent of a child who is of compulsory school age must:

- (a) ensure the child is enrolled at a State school or non-State school; and
- (b) ensure the child attends the State school or non-State school, on every school day, for the educational program in which the child is enrolled;

unless the parent has a reasonable excuse.

Examples of a reasonable excuse would be:

- Illness
- Infectious or contagious disease
- Medical or dental treatments or procedures
- Holiday
- Religious Observance / Cultural Activities
- Sport – Non-representative
- Suspension

- Funeral
- Law of the Commonwealth
- Legal

When children are absent from school, we request a phone call before 9:30am through – Phone Call, email or QParents. For teachers to exercise maximum supervision over the children in their care, they need to know where children are on all school days. For children who are going away on holidays, prior permission needs to be gained. A form 'Exemptions from Compulsory Schooling' needs to be completed. Please keep your contact details up-to-date, as we are required to contact families for unexplained absences.

## 1.10 School/Home Communication – The Newsletter

At DPSS we use a range of communication tools to keep our community well-connected with the happenings at our school.

Our first point of communication is our fortnightly newsletter.



It usually contains a message from the principal, details of upcoming events, an events calendar, updates from the P&C and photos of 'student of the Week/Month'. Our newsletter is emailed to parents every second Thursday, and is also available on our website or from the QSchool app. Please ensure you have included your email address when enrolling.



### 1.11 Other Communication Forms

We use a number of other communication forms, both formal and informal throughout the term. These include:

- ***Class Newsletter Each Term***

Each class will send their own newsletter with relevant information for their class at the start of the term.

- ***E-Flash Messages/Emails/SMS***

These are sent out in between newsletters as reminders of events or to highlight important information. They may be sent to class/year or whole school groups.

- ***Informal Discussion/Emails Between Parents/Teachers/Admin***

During the term, parents may be contacted by the school for emerging issues or news sharing. Parents may also need to make an appointment to discuss concerns. If you need to do so, please email your child's teacher or admin. We will endeavour to respond in a timely manner. Please note that teaching staff are discouraged from checking emails during teaching blocks and staff meetings, so they may need 24 hours to respond. Any emergencies can be directed to admin.

- ***Formal Parent Teacher Interviews and Report Cards***

The school holds formal parent-teacher interviews in Term One and Term Three through an electronic booking system. These occur outside of school hours. Parents/Carers also receive an academic report emailed home in Term Two and Term Four.

- ***Facebook***

We primarily use Facebook to share events including camps and special events with the DPSS community. It is a "one-way" form of communication so please do not direct questions to Facebook.

Advice from parents about any of the following is requested to ensure that our records are always up-to-date and that any difficulties are addressed as they arise:

- change in family circumstances
- change of address, phone number, emergency contacts and email address
- information about persistent difficulties or concerns your child may be experiencing
- concerns about any aspects of your child's progress
- reasons for absences.

### 1.12 Enrolment Procedures

Dutton Park State School caters for children from Prep to Year 6.



For a child to be eligible for admission to the Prep year, the child must have reached the age of five years on or before 30 June, 2024

(born between 1 July 2018 and 30 June 2019). It will be necessary for some form of documentary evidence (eg: Birth Certificate or Passport, confirming Date of Birth) to be sighted by the office staff at the time of enrolment. A copy will be kept with the child's file.

### 1.13 Reporting to Parents

Assessment monitoring of students and providing feedback to students and parents is a vital aspect of our work. Assessment at this school is of the cumulative type, that is, it goes on throughout the semester. Your child's progress will be assessed against the Standards of the Australian Curriculum.

Formal written reports will be electronically issued at the conclusion of each semester (end of June and early December).

It is essential that the school has your current email address.

Your child's report can also be accessed through QParents.

Formal Parent/Teacher Interviews are held in Terms 1 and 3. Informal interviews may be requested at any time of the year by contacting your child's teacher to arrange a mutually convenient time.

### **1.14 School Visits**

Parents wishing to contact teachers should pre-arrange for this to take place before or after school and give teachers prior notice of the visit to enable them to gather necessary information.

Teachers have a planned program and a class to care for and cannot conduct interviews during teaching and learning time.

Please phone the school office or email the class teacher to arrange an appointment.

### **1.15 Student Safety**

All parents/adults must report to the Office to sign **in** and **out** when entering the school premises. This includes parent volunteers, helping in the classroom and tuckshop. Volunteers must wear a volunteer's badge/sticker whilst on school premises.

### **1.16 How Parents Can Help**

1. Talk to your child's teacher and volunteer to help in the classroom. You could listen to children read, help with art activities or games, assist with word processing and computer activities. Your skills and assistance would be highly valued.
2. Help in the tuckshop or uniform shop. See updates in the school newsletter.
3. Attend the 'Parents and Citizens' meetings held every third Tuesday of the month.

If you can help in any of the ways outlined or have other suggestions, please contact your child's teacher or the school principal. We will be

grateful for your assistance. All volunteers are asked to **sign in** and **out** at the Office.

### **1.17 Family Contributions**

Each family is asked to make a small voluntary donation to the school to help with the purchase of resources that further enrich your children's education. A contribution form is sent out early in the year.

### **1.18 P&C Association**

*Dutton Park State School P&C:* We aim to provide leadership, as well as volunteers and funding resources, to support the students, staff and broader school and local community of Dutton Park State School.

There are many ways in which parents can get involved in the school community through volunteering in your class, or getting involved in the P&C, and volunteering in other activities such as the parent hub, uniform shop and numerous events throughout the year.

The P&C committee meets every 3rd Tuesday of the month at 6:30pm – 8:30pm in the school library. If you would like to learn more about the P&C please feel free to email the Secretary on [pandcsecretary@duttonparkss.eq.edu.au](mailto:pandcsecretary@duttonparkss.eq.edu.au).

Find us on the internet at

[www.duttonparksspandc.org.au/](http://www.duttonparksspandc.org.au/)

and follow our Facebook page for updates

[www.facebook.com/duttonparkschoolcommunity/](https://www.facebook.com/duttonparkschoolcommunity/).

## 2. STUDENTS

### 2.1 Preparation for School

Following is a list of suggestions for parents to help children prepare for school.



- Bring your child to see the school.
- Read stories at home. Talk about pictures, programs etc.
- Answer questions.
- Encourage your child to dress and undress themselves.
- Put on own socks and shoes and try to tie own laces.
- Do/undo buttons etc.
- Go to toilet by themselves.
- Wash hands after going to the toilet. Wash hands before handling food.
- Recognise their own name when written. Know address and full name.
- Encourage your child to listen when spoken to, and to respond first time to a request or instruction.
- Encourage good manners, caring for others, and caring for toys, books, etc.

The use of 'baby talk' with children is not recommended.

### 2.2 Medications

To administer medication to students during school or school-related activities, schools require the medication to be prescribed, which constitutes medical authorisation.

- Medication **must** be in the original packaging and is labelled "Prescription

only' or 'Controlled drug'(as these medications can only be sold by pharmacists on medical practitioner's prescription) and/or

- The pharmacy label on the student's medication includes the medical practitioner's name.

**ALL over-the-counter** medication, must be labelled and have authorisation by a medical practitioner.

Schools CAN NOT administer medication without medical authorisation, a pharmacist is NOT acceptable.



**Queensland Government**  
Queensland Health

### 2.3 Infectious Diseases

The following are suggested absences of children who are suffering from any of the listed common diseases.

Earlier return to school may be appropriate, but a Doctor's Certificate should be obtained in such cases to protect your child and the school against any claims of negligence or irresponsibility.

**Chicken Pox** — at least one week or until the last lesions have healed.

**Measles** — at least one week from the appearance of the rash.

**Mumps** — at least two weeks from the onset of symptoms.

**Rubella (German Measles)** — at least one week from the appearance of the rash.

**Head Lice** — until treatment has been used.

**Scabies** — until medical clearance is obtained.

**School Sores (Impetigo)** — may attend school as long as the lesions are covered.

**Ring Worm** — may attend school as long as the lesions are covered and appropriate treatment started.

**Other Diseases** (hepatitis, meningitis, whooping cough, conjunctivitis, vomiting, diarrhoea etc.) — as directed by a medical practitioner.

For more information visit:

[https://www.health.qld.gov.au/\\_data/assets/pdf\\_file/0022/426820/timeout\\_poster.pdf](https://www.health.qld.gov.au/_data/assets/pdf_file/0022/426820/timeout_poster.pdf)

These are guides only and a medical certificate should be provided if earlier return to school is intended.

***This policy is designed to protect the patient against further infection and allegations of spreading the disease, as well as to protect other children.***

## 2.4 Exemption from Activities

Should a parent desire that a child be made exempt from school activities that may seriously affect the child's health, a note must be forwarded to the child's teacher, stating the length of time that this exemption is to be effective.

Application for exemption for holiday must be filled in with the itinerary attached for more than 11 days (as the office for an Exemption form).

## 2.5 School Expectations

Our school follows Positive Behaviour for Learning (PBL) practices. We focus on three school-wide expectations:

- Be safe
- Be Respectful
- Be a Learner

Students are recognised for their efforts to follow these expectations through receipt of 'tickets' and classroom awards.

Students save points awarded through the tickets to 'cash in' for prizes.

## Responsible Behaviour Plan for students

Our Responsible Behaviour Plan for students clearly sets out behaviour expectation for everyone at Dutton Park State School. This includes students, staff, parents and visitors to our school. Some of these expectations include.

### *In the Classroom*

Students are expected to:

- Cooperate with and follow the directions of their teachers.
- Cooperate and work with other students.
- Be attentive in the classroom.
- Work independently as appropriate.
- Be tolerant of others and display good manners.
- Be punctual in attending classes.
- Be punctual in handing in assignments.
- Seek assistance from a teacher if they have a problem.

### *In the School Grounds*

Students are expected to:

- Play safely and sensibly.
- Walk between the buildings — running on the concrete and bitumen areas between and around buildings is strictly prohibited.
- Wear wide brim hats when outdoors.
- Eat seated, in the appropriate areas.
- Keep all areas clean and tidy.
- Use good manners.
- Display good sportsmanship.
- Respect all school property, own property, and that of others.

- Cooperate with and follow the directions of all school staff.

***When Away from the School (swimming, sports, excursions, camps)***



Students are expected to:

- Show the behaviour expectations respecting themselves and others.
- Behave appropriately, bringing credit to themselves as well as to the school.
- Students unable to consistently maintain behaviour expectations will not be invited to represent the school in off campus activities.
- Obey the rules and expectations of the venue attended.

Remember safety rules at all times and do nothing to endanger themselves or others. Dutton Park State School is a Positive Behaviour for Learning (PBL).

All behaviour expectations, rewards and consequences will be explicitly taught and explained to our school committee.

## **2.6 Leaving School Grounds**

Children must not leave school grounds without supervision.

If there are circumstances where you have to take your child out of school during the day or if you arrive after the bell, please ensure you report to the office **first** and **sign the Late/Leaving Early Register**.

## **2.7 Lost Property**

All personal possessions should be clearly marked so that they can be returned to the owner. Lost property is kept under the Administration Block. If your child has lost something, please ask him/her to check in this area. Unclaimed lost property will be donated to the Uniform shop or discarded at the end of every semester.

## **2.8 School Uniform Policy**

All children are required to wear the school uniform on regular school days and when representing the school. All uniform items are unisex. Students can choose from the following items:

- Royal blue polo shirt with school logo
- Royal blue/white stripe shirt
- Royal blue/white stripe dress
- Royal blue shorts
- Royal blue culottes
- Royal blue pants
- Royal blue jacket with school logo

All students must wear the royal blue wide brimmed hat with school logo when outdoors.

For safety reasons, shoes must be a closed in style, long hair should be tied back, and earrings should be studs or sleepers.

Students are encouraged to wear team colours for school sports carnivals, cross country and swimming carnivals.

Under certain circumstances the Principal may allow a student to not wear all items of school uniform, for example upon initial enrolment at our school, as a PBL prize, or during a special event.

### **Jewellery**

- Pierced ears – plain studs or sleepers
- Medic Alert jewellery
- Jewellery of Religious significance

## **Hair**

Hair should be neat and tidy. Hair that is shoulder length or longer, hair should be tied back.

More information about the Department Policy and Procedures with respect to School Dress Code can be found at:

<http://ppr.det.qld.gov.au/education/management/Pages/Student-Dress-Code.aspx>.

This policy has been endorsed by the Principal and the P&C President.

## **Uniform Shop**

View the uniform, pricelist, opening hours and ordering information at:

<https://www.duttonparksspandc.org.au/uniform-shop>

The Uniform Shop sells:

- hat, polos, shirts, dresses, shorts, culottes, track pants and jackets as listed in the Uniform Policy,
- t-shirts in team colours
- school bag with school logo
- library bag with school logo
- tights
- hijab
- second hand uniform

**New to school?** Start with the hat, polo, and shorts or culottes. The stripe shirt and stripe dress may be referred to as the formal uniform, and the polo as the sports uniform, however any of these can be worn on any day. Younger girls tend to like the dress, some children like the stripe shirt as it can be cooler to wear than the polo in summer.

For sports events at school children are encouraged to wear t-shirts in team colours. The school will tell new students which team they are in as soon as possible after term commences, and

before any events requiring team colours. Siblings will be in the same team.

School bags are encouraged but are not compulsory. If children do not elect to use a school bag, then they should use a backpack that is appropriate for their size and approximately the same size as the school bag.

A library bag is compulsory for transporting library books between school and home. If the school library bag is not purchased, a similar item may be used.

Shoes and socks are not sold through the uniform shop. Most children wear trainers or school shoes.

Uniform Shop is run by volunteers of the DPSS P&C Association on behalf of the school.

### **There are two ways to purchase uniform:**

#### 1. Attend the Uniform Shop

Uniform Shop and Parent Hub are located under C block. At the Uniform Shop you can browse and try on new and second-hand uniform, and purchase using cash or card. Opening hours depend on availability of our volunteers; check the website for details. Additional opening times will occur in the week leading up to the start of term 1 and during prep transition days.

#### 2. Order online

Orders placed online ([www.duttonparksspandc.org.au/uniform-shop](http://www.duttonparksspandc.org.au/uniform-shop)) will be processed as soon as possible after it is received and delivered to your child's classroom during term. All deliveries are made by our parent volunteers, and so depend on their availability.

You can contact the Uniform Shop at [uniformshop@duttonparkss.eq.edu.au](mailto:uniformshop@duttonparkss.eq.edu.au).

## Inter-house Sports Shirts

### Kangaroo

- Green T-shirt

### Dingo

- Red T-shirt

### Emu

- Gold T-shirt

### **Our school takes workplace Health and safety issues seriously:**

- Tied back hair prevents lice.
- Our no jewellery policy prevents scratches, accidents or injuries.
- SunSmart Sunglasses can be worn for outdoor activities.

**Respect for others and self is also paramount**, therefore any apparel or haircut that is offensive, likely to disrupt, negatively influence normal school operations or is likely to result in a risk to the health and safety of themselves or others is strictly unacceptable.

## 2.9 Wearing of Hat

All children must wear the royal blue wide brimmed hat when outdoors. Children who do not bring a hat will be directed to play under a building during morning tea and lunch.

You will be required to stitch a white ribbon (available from the Uniform Shop) around the centre of hats for Prep children. This allows all staff and students to quickly identify Prep students, enabling us to provide immediate support and assistance.

## 2.10 Mobile Phone Policy



Students are not to bring mobile phones or smart watches to school. **Urgent** phone messages to or from your children can be made through the school office. If there is a particular occasion when you feel it is essential for your child to bring a mobile phone to school it must be **handed to the office upon arrival** and picked up at the end of the school day.

## 2.11 Sharing of food

Children should bring enough food for two breaks. There is a strict **NO SHARING** of food policy as some of the children might have food allergies. Food allergies must be recorded on the student medication details.

## 3. CURRICULUM

### 3.1 What do we teach at Dutton Park State School?

Dutton Park State School teaches the Australian Curriculum, which is designed to teach students what it takes to be confident and creative individuals and become active and informed citizens. It sets the goal for what all students should learn as they progress through their school life – wherever they live in Australia.

We use Education Queensland's *Curriculum into the Classroom* resources to deliver a comprehensive Whole School Curriculum Plan and classroom teaching and learning experiences for every student. In the early years, priority is

given to literacy and numeracy development as foundations for further learning. As students make their way through the primary years, they focus more on the knowledge and understanding of the eight key learning areas.

The eight key learning areas are:

- English
- Mathematics
- Science
- Health and Physical Education
- Humanities and Social Sciences
- The Arts
- Technologies
- Languages.

Each learning area contains content descriptors that detail knowledge, understanding and skills to be taught each year or across a band of years. These content descriptions are accompanied by achievement standards that describe what students will know and will be able to do as a result of teaching and learning in the classroom.

The Australian Curriculum also includes general capabilities. These are the skills and abilities intended to help prepare our students to learn, live and work in the 21<sup>st</sup> century.

The seven general capabilities are:

- Literacy
- Numeracy
- Information and Communication
- Technology Capability
- Critical and Creative Thinking
- Personal and Social Capability
- Ethical Understanding
- Intercultural Understanding.

In a similar way, there are three cross-curriculum priorities critical to Australia's future. They build across the curriculum and allow students to connect the content of learning areas.

These priorities are:

- Aboriginal and Torres Strait Islanders Histories and Culture
- Asia and Australia's Engagement with Asia
- Sustainability

Every student is unique, with different needs and interests. Our teachers use the Australian Curriculum, Curriculum into the Classroom resources and our Whole School Curriculum Plan to respond to our students' needs and interests.

For more information about the Australian Curriculum go to:

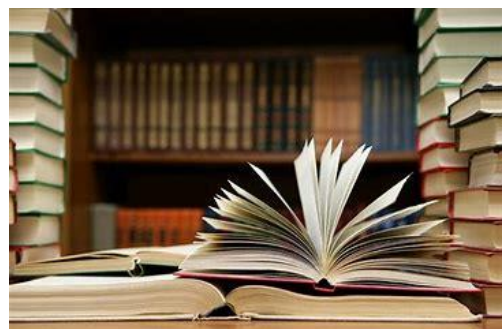
<https://www.australiancurriculum.edu.au/parent-information/>

### 3.2 Philosophy in the Classroom

At Dutton Park State School, we teach Philosophy to all students, from Prep to Year 6. The teaching of Philosophy promotes deep and analytical thinking, viewing situations from different perspectives, having empathy and questioning. We are a **thinking community**.

### 3.3 Library

Students visit the Library each week for a **technology** lesson and to **borrow books**.



Technology lessons enable students to use design thinking and technologies to generate and produce solutions for authentic needs and opportunities.



This will enable students to become confident and creative developers of digital solutions through the use of information systems.

Students can borrow books to support research and a love of reading. We provide a wide selection of picture books, fiction books, non-fiction books and magazines. In addition, students in Prep to Year 2 borrow their home readers weekly during library lessons. The library is open 3 days a week during the lunch break (2<sup>nd</sup> break) for a range of activities including: borrowing, research, computer access, reading and games.

Students in Years Prep to 3 borrow 1-2 books at a time while students in Years 3 to 6 may borrow up to 3 books at a time.

All students are expected to use a library bag to protect their library books. You can purchase this at the Uniform shop.

Should a book be destroyed, damaged or lost, parents are asked to inform the school. Parents will be invoiced for the cost of replacing the book.

The school now uses a new web based library management system called Concord Infiniti. Students can now access the library catalogue (OPAC) from home. They can also access other important and relevant sites from this system such as Encyclopedia Britannica. In addition, students can also access Ed Qld eBook collection.

A number of special events which celebrate reading and books will take place in the library/school throughout the year.

### 3.4 Music



An engaging sequential Music program incorporating performing, composing, and responding to music is taught to students from Prep to Year 6. Students will participate in a variety of learning activities to help them develop an appreciation for the different aspects of music during their 30-minute Music lesson which is delivered weekly by our Specialist Music teacher.

The opportunity is provided to children in Years 2-3 to join the Junior Choir and students in Years 4-6 to join the Senior Choir and/or Ukulele Ensemble. Each group rehearses weekly and performs on school assemblies and at other school events throughout the year.

Our school also offers an Instrumental Music program for students in Years 4-6. Students involved in the program receive weekly lessons from our visiting Instrumental Music teacher and must attend weekly band rehearsals. During Term 4 students in Year 3 are invited to express interest in joining the Instrumental Music program for the following year. Instruments offered at our school are:

- Woodwind (flute, clarinet, bass clarinet, alto & tenor saxophone)
- Brass (trumpet, trombone, euphonium, tuba)
- Percussion (orchestral; not drum kit)

although places are limited and there are several factors that determine which instrument successful applicants are allocated.

### 3.5 LOTE - FRENCH



The Language Other Than English (LOTE) at Dutton Park State School is French. It is part of the school program from Year 5 to Year 6.

The language program for students learning French at Dutton Park State School involves an intercultural language learning orientation to enable students to participate meaningfully in intercultural experiences, to develop new ways of seeing and being in the world, and to understand more about themselves in the process.

Students in Year 5 and 6 receive two forty-five-minute French lessons a week for the whole year. They complete summative tasks and are reported on.

Each year in Term Three we celebrate Bastille Day. Students dress in French colours and don the 'blue, white and red' French theme to add some colour and atmosphere to our day as well as participate in French cultural activities.

### 3.6 Swimming

Throughout 2024, different class levels will participate in a swimming program at Yeronga. This starts in Term 1 & Term 4.

Times, costs and requirements are sent home prior to classes beginning.

As swimming is part of the Physical Education Program, children must attend and will only be excluded by a note by the parent, if there is a sound medical reason.

### 3.7 Sport

Physical Education and sport form part of the child's development. All children have the opportunity to learn game skills to take part in team games appropriate to their age.

We have a wide range of sports that Years 4 to 6, can nominate for District Sport.

All children take part in the intra-school athletics and swimming carnivals. Children are placed in two team houses, Kangaroo (Green), Emu (Gold) and Dingo (Red).



In terms 2, 3 and 4 students also have the opportunity to compete against three other local schools in soccer, touch football and modified cricket. Training sessions are held for these competitions before and after school. This competition is referred to as the Budgie Cup. The Budgie Cup is available for Years 4 - 6.

### 3.8 Homework

It is most important that students consolidate the day's work by regular homework. Good study habits should be established early. Home study does not consist of written work only. It includes home readings, revision of work from that day, use of specific internet based educational support sites and regular revision of past work including the learning of spelling and number facts (tables). It may also consist of research projects for the older children.

Class teachers will provide more detailed information to families through their class newsletters.

Prescribed Levels of Homework for Different Age Groups	
<b>Prep Year</b>	Generally children will have home reading and sight words.
<b>Years 1, 2, 3</b>	Could be up to, but generally not more than, an hour each week.
<b>Years 4 and 5</b>	Could be up to, but generally not more than, 2 to 3 hours each week.
<b>Year 6</b>	Could be up to, but generally not more than, 3 to 4 hours each week.

## 4. SPECIAL SERVICES

### 4.1 Before and After School Care

Before and After School Care Program operates each school morning (6:30am – 9:00am) and each school afternoon (3:00pm – 6:00pm) in the Hall and Activity Centre.

Contact OSHC directly on 3255 0733 or 0409 542 843 or drop in one morning or afternoon, to enquire regarding vacancies.

### 4.2 Religious Instruction

Religious Instruction (RI) is offered at the school for Years 1-6. The faith groups that provide Religious Instructors to deliver authorized programs are: Ecumenical, Catholic and Orthodox.

Students not participating in RI will be included in supervised reading opportunities. Please see our website for further information.

### 4.3 Invoices and Payments

Invoices are sent out via emails. Preferred method of payment is by BPOINT and these details can be found on the bottom left hand corner of the invoice. EFTPOS payments can be made at the Administration Office

## 4.4 Qparents



Our school has a convenient, online parent portal called **QParents**.

QParents is a secure portal that meets strict industry standards. The Department of Education and Training considers student information to be confidential (it is classified as PROTECTED by the Department)

You are able to pay invoices, update your details, add leave types, download report cards etc.

#### ***State schools are able to charge a fee for:***

Camps, excursions and special activities.

School excursions, camps and extra-curricular activities enhance a student's learning by providing opportunities for the student to participate in activities, both curriculum-related and recreational, outside the normal school routine. All planned school excursions are approved by the Principal and endorsed by the Parents and Citizens Association. These activities usual incur a fee and information will be distributed prior to the event.

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

- A school fee is directed to the purpose for which it is charged.
- School fees for excursions and camps are calculated on a cost recovery only basis, according to the number of students who have indicated their attendance.

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

#### **4.5 Refund Policy**

The school budget cannot meet any shortfalls in funding for an excursion or camp.

**Excursions / Camp** – If fees have already been paid for an excursion or Camp and the student has not attended due to illness or other family related issues, monies will be refunded (excluding Bus Fees), as they have been allocated and paid for in advance.

#### **4.6 Value Added Activities**

During the course of the year, students have the opportunity to participate in ICAS academic testing, Readers Cup and on-line extension learning programs.