Welcome

Welcome to our school and community. Each one of our families are an integral thread in the tapestry of our school community. We hope this booklet will provide some information about Currumbin Valley State School.

Currumbin Valley State School is situated in the beautiful Currumbin Valley, 18km inland from Currumbin Beach. The school was established in 1908 and continues to thrive through a celebration of quality education.

The school is committed to providing an education program that challenges students to meet their full potential and prides itself on the delivery of strong curriculum offerings and excellent academic results.

Currumbin Valley State School is developing a positive reputation for its evolving Culture and Arts Program, which includes the staging of a whole school musical production.

Many school families, from outside the Currumbin Valley catchment area, have chosen to send their child/ren to the school because it offers a unique small school environment, with a range of academic, sporting, cultural and arts programs. 2015 saw the population reach a record 162 enrolments, staffing the school with 7 straight year level classes. Enrolment numbers saw the school enact the Enrolment Management Plan, accepting students only within the official boundary or under specific conditions.

The school can and does provide more individualized care and support for all students. Currumbin Valley State School offers a wide range of positive school programs and activities to cater for the great diversity within the school community. The school responsible behavior plan is based on the 5 C's: consideration; care; cooperation common-sense and courtesy.

Every staff member knows every child, and all the children know each other. The school provides a safe, secure, caring and loving environment for each child.

School Vision

At Currumbin Valley State School individual goals drive personalised learning pathways, for students and staff alike, utilising a wide range of 21st century resources. At Currumbin Valley State School our students achieve academic success while working creatively as part of a high quality culture and arts program.

Through a rich and resonant partnership within the school community there is a strong commitment to foster the development of the whole child. Our wellbeing framework focuses on developing each child’s resilience and self-confidence, utilising the You Can Do It! program. The students will portray the confidence to deal with the moments that test their courage.

Our teachers have a shared sense of purpose and practice; building on and learning from the strengths of each other.
Students will graduate having developed the self-confidence to recognise their potential to achieve success and happiness. The students of Currumbin Valley State School will move forward with a lasting sense of self and others.

**Distinctive offerings**

Our experienced staff members continue to refine and develop curriculum offerings which will meet both systemic and student needs.

Our distinctive *curriculum* offerings include:

- Life Education: Family Planning Queensland (every 2\textsuperscript{nd} year); Bravehearts; Basic First Aid for students
- Somerset Festival of Literature
- NAIDOC week learning and engagement rotations and celebrations
- Prep Father’s Day breakfast
- Prep Mother’s Day afternoon tea
- School camps, from Prep through to Year 6
- Project Club: life and social skills development for senior students
- Senior debating competition
- Speechmakers competition; from Prep to Year 6
- Book week learning and engagement rotations
- Whole school musical production (every 2\textsuperscript{nd} year)
- Instrumental music – department (from Year 4)
- Instrumental music – private tuition (from Year 1)
- Gross motor development in the early years – gymnastics
- Specialist lessons in HPE, Music and LOTE (Japanese for Years 5/6)
- Reading: Gold Coast Mobile library visits
- Bike Safety (Year 4)
- Learn to swim (Prep-Year 4)
- Surf awareness and safety (Years 5/6)
- Sporting opportunities
  - School Athletics Day
  - Hinterland Small Schools Athletics Carnival
  - Hinterland Small Schools Soccer/Netball Carnival
  - Hinterland Small Schools Swimming Carnival (Year 3-6)
  - Interschool sport – soccer
  - Interschool sport – netball
  - District athletics carnivals – nominations and trials
  - District and Regional sport team nominations and trials

Our participation in and offerings of *extra-curricular activities* are extensive and inclusive of all students.
Calendar of Events

Holidays

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resume</td>
<td>23 January</td>
<td>22 January</td>
</tr>
<tr>
<td>Easter</td>
<td>Sat 1 April – Mon 17 April</td>
<td>Fri 30 March – Sun 15 April</td>
</tr>
<tr>
<td>Winter</td>
<td>Sat 24 June – Sun 9 July</td>
<td>Sat 30 Jun – Sun 15 Jul</td>
</tr>
<tr>
<td>Spring</td>
<td>Sat 16 Sept – Mon 2 Oct</td>
<td>Sat 22 Sept – Sun 7 Oct</td>
</tr>
<tr>
<td>Summer</td>
<td>Sat 9 Dec – Sun 21 Jan 2018</td>
<td>Sat 15 Dec -</td>
</tr>
</tbody>
</table>

Term dates

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td>23 January - 31 March (10wks)</td>
<td>22 January - 29 March (10wks)</td>
</tr>
<tr>
<td>Term 2</td>
<td>18 April - 23 June (10wks)</td>
<td>16 April - 29 June (11wks)</td>
</tr>
<tr>
<td>Term 3</td>
<td>10 July - 15 September (10wks)</td>
<td>16 July - 21 September (10wks)</td>
</tr>
<tr>
<td>Term 4</td>
<td>3 October - 8 December (10wks)</td>
<td>8 October - 14 December (10wks)</td>
</tr>
</tbody>
</table>

Pupil Free Days for 2017

19, 20 January; 3, 4, 5 April ; 16 October

Please note these are professional development days for staff and no students should be sent to school on these dates.

Public holidays in Queensland in 2017

New Year’s Day                      Monday   2 January
Australia Day                       Thursday 26 January
Good Friday                         Friday   14 April
Easter Saturday                     Saturday 15 April
Easter Monday                       Monday   17 April
ANZAC Day                           Tuesday  25 April
Labour Day                          Monday   1 May
Queen’s birthday                    Monday   2 October
Gold Coast Show Day                 Friday   29 August
Christmas Day                       Monday   25 December
Boxing Day                          Tuesday  26 December

Bell times

Prior to 8:30am                      Students must sit in the undercover area
8:30am                               Students can play under cover and around the buildings in appropriate areas.
8:55am                               First bell: assemble for parade
9:00 – 11:00am                       Morning session
11:00 – 11:15am                      Morning tea: eating time
11:15 – 11:30am                      Morning tea: play time
11:30 – 1:00pm                       Middle session
1:00 – 1:15pm                        Lunch: eating time
1:15 – 1:45pm                        Lunch: play time
1:45 – 3:00pm                        Afternoon session
3:00pm                               End of school day

NOTE: Students should not be at school prior to 8:00am.
School practice

Absences

Parents are requested to supply a note explaining a child’s absence or to contact the school by phone or email. This is a courtesy to the class teacher and potentially important for your child’s welfare.

The school has an answering machine for calls made outside of office hours. When you call, please leave the following information:
- Your name
- Your child’s name and class
- The reason for absence e.g. sick with an ear infection
- The length of absence

It is important to remember that it is a legal requirement that schools maintain accurate attendance records.

Regular attendance is compulsory by law.

By law we are required to instigate a formal follow up and notify the appropriate authorities if a child is absent for more than two days and we have not received any information from parents/carers.

Children who are to be absent for more than 10 consecutive school days (for a family holiday outside school vacation times, for example) need to apply to the Principal for an exemption from compulsory schooling. This exemption needs to be applied for and approved before the absence.

Accidents and/or sickness

When illness occurs at school, or when accidents other than those of a minor nature occur at school, every endeavour will be made to contact one or other of the parents concerned. Where the parent cannot be contacted, however, the school will act in the best interests of the child and arrange for necessary medical information.

An emergency contact register is maintained in the school operating system and entries will be adjusted as advised. The importance of maintaining current information in this register cannot be over-emphasised.

After school activities/Sporting Schools

The Australian Government’s Active After-school Communities (AASC) program is a national initiative that provides primary school children with access to free sport and other structured physical activity programs in the after-school time slot of 3.00pm to 4:00pm, for nominated 7 weeks of term.

The program aims to engage children in sport and other structured physical activities and through a positive and fun experience, develop a love of sport that inspires them to join a local sporting club.
Currumbin Valley State School offers the program each Tuesday and Wednesday afternoon for seven (7) weeks of the term.

Parents must take note of the school calendar for participating weeks. All students must have a current permission form completed.

**Animals, Pets**

Schools engage in a wide variety of activities involving interactions with animals. Whilst these activities are invaluable for student learning, there are potential health risks associated with animal interactions which require appropriate precautionary measures to reduce risks.

Family pets and animals are not to be brought to school unless by prior arrangement with the class teacher for Show and Share. Dogs on leashes or held are still not permitted within the school grounds.

**Arrivals and departures**

School commences each day at 9:00am. The first bell, however, rings at 8:55am to remind children to organize themselves for the first lesson and be seated for a brief assembly for the day’s reminders.

Except in exceptional circumstances, there should be no need for children to be at school before 8:30am. Children who arrive before this time are required to sit in the defined area of the undercover shelter.

School ends at 3:00pm. Children not involved in specific activities are required to wait in the undercover area on the seating facing the road. The staff member on duty will assist in locating students for their parent/caregiver. Parents/Caregivers are asked to remain patient and courteous during the peak times.

If there are extenuating circumstances and you are unable to collect your child within the above timeframes, please make contact about arrangements as soon as possible, otherwise we begin to actively try to contact you.

Parents should contact the school in person or by phone in the event of extraordinary circumstances and we may be able to accommodate extended supervision outside the time frames outlined above.

**To use the Kiss and Go Zone correctly**

<table>
<thead>
<tr>
<th>Do</th>
<th>Do not</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Plan your trip to avoid arrival at peak times (8:45 am and 3:00-3:10pm)</td>
<td>• Leave your car</td>
</tr>
<tr>
<td>• Pull in slowly</td>
<td>• Double park</td>
</tr>
<tr>
<td>• Move up to the head of the queue</td>
<td>• Stay more than 2 minutes</td>
</tr>
<tr>
<td>• Pick-up or drop off children via the car’s curb doors</td>
<td>• Beep or honk your horn</td>
</tr>
<tr>
<td>• Move out safely</td>
<td></td>
</tr>
<tr>
<td>• If your child/children do not come to the vehicle in an appropriate time, move out of queue</td>
<td></td>
</tr>
</tbody>
</table>
Parents requiring their children to arrive late or depart school early, are required by law to sign their child/children in and out at the school office. This record is made directly into the OneSchool attendance system.

Assembly

Assembly is held every Friday in the undercover area for Prep-Year 6 to distribute class awards and school awards for recognition of good work. Assembly is hosted by representatives of the senior school. Whole school discussions may take place or notices given. Parents are encouraged to attend.

A brief parade is held each school day at 9:00am to share messages and reminders to the student population.

Banking, school

The Commonwealth Bank has a service for children to encourage them to begin the habit of saving. School banking day is Wednesday. Children can hand in their bank books to the library for money to be deposited into their account.

New accounts may be opened by approaching the office for more information.

Behaviour

The school’s Responsible Behaviour Plan was reviewed and rewritten in 2013 in collaboration with the school community. A copy of the plan is available to all parents. It is based around the 5C’s – courtesy, common sense, caring, cooperation and consideration – and has a focus on positive behaviour.

At Currumbin Valley State School, we believe children are entitled to learn in a safe, disciplined and supportive environment where relationships which promote mutual respect are fostered. Such relationships also provide the best possible conditions for effective teaching and learning to occur, positively influencing students so that they not only achieve to the best of their ability, but also experience social, emotional and behavioural well-being. Rules are developed with a conscious concern for safety, tolerance and consideration of others.

Through consistent modelling and teaching, we continue to nurture the foundations of respect, the use of manners and the skills and attitudes associated with becoming successful problem solvers in life.

To support the social and emotional development of the students Currumbin Valley State School has adopted a whole school approach through the implementation of the You Can Do It! Program. YCDI’s main purpose is to support communities, schools, and homes in a collective effort to optimise the social, emotional, and academic outcomes of all young people.

Its unique contribution is in identifying the social and emotional capabilities that all young people need to acquire in order to be successful in school, experience wellbeing, and have positive relationships including making contributions to others and the community (good citizenship).
Bicycles, scooters and skateboards

Children may ride their bicycles or other to school and racks are provided for these. It is suggested that parents reinforce the traffic code taught at school by both the teachers and the police, through discussions with their children about road safety and outlining your own expectations of your children.

Bicycle safety helmets are compulsory when riding bicycles. Bicycles and other wheeled items are not to be ridden anywhere within the school grounds.

Book packs

For Year 1 to Year 6 students a list of books and equipment for the year will be given to parents during Term 4. Stationery items will need to be replenished during the year and a note will be sent home from the class teacher as the need arises.

A standing offer arrangement exists with Network Educational Australia. Parents have the option to fill their own students booklist/s or place an order with Network.

Prep students are invoiced a Resource Levy. An agreement is entered into by the parents on enrolment of their child/children into the Prep year. For students entering school part way through the year a pro-rata amount is calculated. The Resource Levy ensures that students in Prep have access to all of the required resources at all times throughout the school year, without impacting on parents to replenish the ever diminishing stocks.

Camps and Excursions

School excursions and camps enhance a student’s learning by providing opportunities for the student to participate in activities, not curriculum-related and recreational, outside the normal school routine. All planned school excursions are approved by the Principal and endorsed by the P&C Association.

A school camp program is offered throughout the students’ primary schooling, beginning with an overnight sleepover for the Prep students.

Each camp is aimed at giving the children a variety of adventure and social experiences.

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 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.

The school budget cannot meet any shortfalls in funding for an excursion or camp due to the subsequent non-participation of a student. (see Refund guidelines)
If parents or caregivers are having difficulty with payment, they must approach the Principal, either in writing, by phone or personally, so that appropriate arrangements can be made. Unless the approach is made, the school cannot guess at the situation that a need exists. Parents/Carers will be received respectfully and in confidence.

**Chaplaincy**

A Chaplaincy program is an optional service introduced into a state school to give support to students. The program deals mainly with core school values and supports the teaching of the school You Can Do It! Program.

There are various models of chaplaincy services, which contribute to students’ educational and spiritual welfare, provide student mentoring and allow the chaplain to be an additional adult role model in schools.

A school’s chaplaincy program complements other welfare services in the school such as those offered by the Guidance Officer, and is not a counselling service. Local community support is required for the introduction and ongoing review of a chaplaincy program to a school.

Please see your child’s teacher if you would like for them to see the Chaplain.

**Communications**

The school utilises several methods of communication, all of which rely on parents remaining in contact with the school by keeping their details up to date.

The services include:
- Newsletter (published online)
- Term calendar: published online and paper copy sent home
- Text message service: used as required
- Website: managed internally and updated as required
- Parades: held each week with important upcoming events and celebrating achievements
- P&C meetings: monthly
- Class representatives
- Emails: sent regularly

**Community Club**

In collaboration with the P&C, the school offers a weekly lunchtime program for students to engage in a variety of activities to broaden their skill and knowledge base. The program is run and supervised by a school and a P&C rep but is reliant on parents and community members to share their skills and passions. Anything from mechanics, music, horse care, arts and crafts and dog grooming have been offered.

If you have a skill or a passion that you could share with a group of students, make contact with Mrs. Lia Howard (ahowa117@eq.edu.au).
Dental Clinic

The Gold Coast Health Service District provides a quality, free dental program for eligible children.

The students of Currumbin Valley State School have access to a qualified and skilled team in a fixed dental clinic.

Access to the school dental service can be made by contacting: 5576 3822

Dress Code

A high standard of uniform and presentation has been identified as being important to our community and we appreciate your support.

The P&C of Currumbin Valley State School resolves that it does support a student dress code for Currumbin Valley State School because it believes that a student dress code at Currumbin Valley State School promotes objectives of Education (General Provisions) Bill 2006.

In particular, the P&C of Currumbin Valley supports the intention of a student dress code in providing a safe and supportive teaching and learning environment.

School uniforms are available from school on Fridays.

- Polo Shirts with embroidered logo $25.00
- Cargos $18.00
- Skorts $18.00
- Dress $45.00
- Bucket Hats $12.00

Package of 2xpolos and 2x cargos /skorts $78.00 (save $8)
Package of 1 x dress and 1 x polo and 1 x skort $80.00 (save $8)

The school uniform for Prep to Year 6 is as follows:

**Boys**
- Currumbin Valley State School red and blue polo shirt
- plain navy blue bottoms (eg. shorts)
- Currumbin Valley State School hat

**Girls**
- Currumbin Valley State School red and blue polo shirt
- Plain navy blue bottoms (eg. shorts, skirts or skorts)
- Formal CVSS checked dress
- Currumbin Valley State School hat

**Winter – both boys and girls**
- A plain red or navy jumper
- Plain navy tracksuit/pants
- Blue tights/leggings
Additional items

- White or sport socks (short/ ankle length) and fully enclosed sand shoes (ankle height) (Scuffs or sandals are not acceptable)
- Year 6 students are permitted to wear their senior shirt on school days during which they are not representing the school at internal or external events (such as sports days and excursions)
- Plain red (Cougals) or plain blue (Talganda) shirt to represent sporting houses to be worn on school and interschool sports days only

Jewellery – The wearing of jewellery at Currumbin Valley State School is limited to the following items:

- A watch
- Earrings—one pair of studs or sleepers (other face/body piercings are not acceptable for school)
- A religious symbol, on a necklace, worn under the collar
- One signet ring
- Medical Alert bracelet

Performance/Formal uniform:

- Students selected to represent the school will be loaned the appropriate uniform shirt (singlet or dress/shirt)
- Students are requested to wear plain black shoes if representing the school at official events.

Emergency contacts

Ensure you notify the office if you change your contact details.

As part of our ongoing commitment to strengthen communication channels between school and home we have implemented a text messaging service. This forms part of our School Incident Plan.

If you change your address or telephone number, during the year please let the Administration Office know so that the school records can be kept up to date.

Lack of current information can cause delays in an emergency.

Emergency procedures

Drills are carried out a least once per term to familiarise staff and students with procedures to be followed for evacuation or lock down of the school premises.

Enrolments

Prep – Ages of Entry

<table>
<thead>
<tr>
<th>Birth date</th>
<th>Child will be eligible to attend prep year</th>
<th>Child will progress to year one</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/07/10 – 30/06/11</td>
<td>2016</td>
<td>2017</td>
</tr>
<tr>
<td>1/07/11 - 30/06/12</td>
<td>2017</td>
<td>2018</td>
</tr>
<tr>
<td>1/07/12 – 30/06/13</td>
<td>2018</td>
<td>2019</td>
</tr>
</tbody>
</table>
The enrolling parent or caregiver must complete an enrolment pack. This enrolment form also requests instructions relating to custody arrangement and emergency conditions.

For all enrolments into the school, proof of age is necessary. The birth certificate is sighted and the birth certificate number is recorded on the enrolment form if it is the first time the child has enrolled in a state school. An alternative to birth certificate will be considered where it is not possible to obtain a birth certificate (e.g. child born in country without birth registration system - passport or visa documents will suffice).

The legal name (on birth certificate) is recorded as well as the preferred name if requested. The preferred name can appear on semester reports (instead of legal name) if requested but the preferred name only will be used on internal school documents such as class rolls.

Currumbin Valley State School currently operates under an Enrolment Management Plan. A School Enrolment Management Plan (School EMP) is implemented in a state school which is nearing its Student Enrolment Capacity in order to maximise the use of facilities provided for enrolled in-catchment students, and restrict the enrolment of out-of-catchment students. Please contact the office to enquire about eligibility for automatic entry or to add names to the waiting list.

**First Aid and sickness**

See also **Medication for additional information**

If your child should meet with an accident of a serious nature or becomes ill, every effort will be made to contact the parents.

If first aid becomes necessary, temporary treatment will be given by a first aid officer. The school will take any necessary action to ensure the wellbeing of your child, including the use of the Ambulance service for emergency transport. If parents cannot be contacted, the child will be sent to hospital in the company of a teacher.

If your child becomes too sick at school to continue with lessons, the school will try to contact you by phone to get you to collect your child and take him/her home.

It is essential that, if you change your address or place of work or any other contact detail, you notify the school.

**Guidance Officer**

See **Learning support services – Guidance Officer**

**Hats – Currumbin Valley State School is a SUNSAFE school**

See also **Sun Safety**

Because of the high temperatures and resulting heat radiation extremes in Queensland, the risks associated with contracting skin cancer through over-exposure to the sun are very high. The wearing of hats is compulsory at school for outdoor activities. Sunscreen is also freely available at the school for added protection.

In consultation with the P&C the school has an endorsed Dress Code, including the wearing of the school bucket hat.
No hat = no play; no exceptions. This includes all outdoors activities, including before and after school.

**Head lice**

Head lice infestation is an unfortunate fact of life. Whilst lice pose no significant health risks, they are most uncomfortable for the ‘host’ and are readily transmitted to others, principally by head to head contact.

Children’s hair should be checked regularly for lice and treated before attending school if infestation has occurred.

**Health exclusion**

Most children, at some time in their schooling, experience one or more infectious illness. To clarify the position as regards attendance at school, the following is included for your information but does not represent an exhaustive list:

<table>
<thead>
<tr>
<th>Disease</th>
<th>Exclusion of case (person with infection)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken pox</td>
<td>Exclude until all blisters have dried. This is usually at least five days after the rash first appeared in non-immunized children and less in immunized children.</td>
</tr>
<tr>
<td>Cold sores</td>
<td>Not excluded if the person can maintain hygiene practices to minimize the risk of transmission. Sores should be covered with a dressing, where possible.</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until discharge from eyes has ceased unless non-infectious conjunctivitis.</td>
</tr>
<tr>
<td>Diarrhoea and/or vomiting</td>
<td>Exclude until there has not been a loose bowel motion for 24 hours.</td>
</tr>
<tr>
<td>Hand, foot and mouth disease</td>
<td>Exclude until all blisters have dried.</td>
</tr>
<tr>
<td>Head lice</td>
<td>Exclusion is not necessary if effective treatment is commenced prior to the next attendance day.</td>
</tr>
<tr>
<td>Influenza and influenza like illness</td>
<td>Exclude until well.</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for four days after the onset of the rash.</td>
</tr>
<tr>
<td>Mumps</td>
<td>Exclude for nine days after the onset of swelling.</td>
</tr>
<tr>
<td>Pertussis (Whooping Cough)</td>
<td>Exclude until five days after starting appropriate antibiotic treatment, or for 21 days from the onset of coughing.</td>
</tr>
<tr>
<td>Ringworm, tinea, scabies</td>
<td>Exclude until the day after appropriate treatment has commenced.</td>
</tr>
<tr>
<td>School sores</td>
<td>Exclude case until has received appropriate antibiotics for at least 24 hours. Sores are not contagious if covered, or after the child has taken antibiotics for 24 hours. Weeping or crusted sores on exposed areas should always be covered with a watertight dressing until at least 24 hours past antibiotics commenced.</td>
</tr>
</tbody>
</table>

Further information pertaining to exclusions can be found at:

**Homework**

The staff and P&C voted to introduce the following homework guidelines. These guidelines recognise the need for children to have a balanced lifestyle that allows time for activities with family and friends. The homework guidelines for different age groups are as follows:
In the Prep year, generally students will not be set homework.
- Homework in Years 1, 2, 3 could be up to, but generally not more than one hour each week
- Homework in Years 4 and 5 could be up to, but generally not more than 2-3 hours each week
- Homework in years 6 and 7 could be up to, but generally not more than 3-4 hours each week
For our younger students, it is important to read books and other literature to them and encouraging your child in a range of activities, promoting early literacy skills.

For the older students, parents can help them balance the amount of time spent completing homework, watching television and playing sport.

Good communication between teachers, students and parents is also very important to ensure students reach their full potential.

**House System/Sporting teams**

There are two sports houses within the school, these being Cougals (Red) and Talganda (Blue). Both Cougals and Talganda are named after mountains within the local area.

Children in Prep will be placed in the same house as their older brothers and sisters. When they are the only child in their family at school, they will be allocated to houses in such a way that keep house numbers balanced.

Annual inter-house competitions in athletics and swimming are hosted each year. The school is a part of the Hinterland Small Schools Alliance, participating in a range of sporting activities with our fellow small schools throughout the year.

**Information and communication technology**

Currumbin Valley State School is committed to enhancing the teaching and learning of all students to prepare them for work and life in our ever changing world.

All classrooms in the school are networked with email and internet access.

The school, in conjunction with the P&C, has purchased numerous laptops, secure storage and iPads for use by the students as part of their learning journey.

A school Internet Use Policy is issued to students when they enroll. It contains an Internet Contract to be signed by students and parents allowing students to access the internet, and giving permission for students’ work samples and photographs to be published on the intranet and/or the internet.

**Interviews and meetings**

Teachers are always willing to discuss a child’s progress or any special issue or problem and parents should not hesitate to contact the child’s teacher if such an issue arises. You are also most welcome to let us know when your child is involved in something positive, outside school.

Parents are encouraged to contact the school to arrange an interview at any time during the year. They can keep regularly informed by contacting the appropriate teacher to find a mutually satisfactory time to discuss their child’s progress.

On most occasions, staff members are at school well before 9.00am and well after 3.00pm; however staff members often have other duties other than supervision of your child/ren.
outside school hours. Making an appointment will ensure that the member of staff you wish to speak to is available and prepared, with any required information, to meet with you.

A current, at the time of printing, staff list and contact emails is listed as an appendix.

An informal whole class Parent/Teacher meeting is held early in Term 1, where teachers outline their programs and homework and behavior expectations for the year. Parents are not encouraged to discuss their children’s progress at this meeting, but should request a separate interview time if any issue has arisen or you have information about your child that would assist the teacher in better knowing your child.

Formal interviews are organised for the end of Semester 1 (Term 2) and at the end of Semester 2 (Term 4).

**Jewelry**

In accordance with the Student Dress Code, and for safety reasons, jewelry is not regarded as suitable school attire and therefore should not be worn.

The exception is that children who have pierced ears may wear a choice of studs or sleepers (preferably studs). Dangling earrings, rings, necklaces, etc., can cause injury during school activities. Watches are permitted, but should be identifiable.

**Make Up**

Make up, including nail polish, is not to be worn to school.

**Learning support services**

The school’s Student Support Committee oversees the provision of specialist support for those children identified as requiring extra assistance with some aspect of their learning. The Support Teacher: Literacy and Numeracy works with children requiring extra assistance, and in doing so, liaises closely with classroom teachers and parents.

**Learning support services – Guidance Officer**

The Guidance Officer visits Currumbin Valley State School on a part-time basis to work with children referred by the Student Support Committee. Among the services offered by the Guidance Officer, are:

- Assessment (psycho-educational, psycho-social)
- Counselling (personal, behavioural, trauma and grief)
- Consultation with and referral to other agencies e.g. medical, universities, educational and behavioural if necessary

**Library (Resource Centre)**

The school provides an excellent library facility with computerised access to its collection. Funding is provided each year to ensure that the library collection is contemporary.
Children may borrow books from the library in accordance with their age and interests. A reasonable number of resources (up to 3) may be borrowed at once. Children may return resources before and after school; at break times as well as during school time.

It is necessary that all resources be well looked after when being borrowed. A special library bag is recommended to carry resources to and from school. A replacement cost for lost or irreparably damaged library books may be charged.

**Library, Mobile**

The Gold Coast City Council Mobile Library attends the school every second Thursday and is visited by children from Prep to Year 6. Library card can be issued through the Mobile Library or any branch of the Gold Coast City Council Libraries.

Applications are available from the school office.

**Lost Property**

All property should be named in a prominent place. Lost property is stored in the undercover area and is available for inspection at any time. Lost property not claimed by the end of each term will be donated to a charity.

**L.O.T.E (Languages Other Than English)**

All Department of Education, Training and Employment schools participate in the Languages Other Than English (L.O.T.E) program and at Currrumbin Valley State School we offer Japanese.

Continued in 2017, students in years 5 and 6 will participate in the program. Our program prepares students for meaningful, productive lives in a culturally and linguistically diverse society and helps them relate positively to the richness of human diversity. Students in Year 4 will engage in LOTE immersion, preparing them for formal education lessons and assessment in LOTE.

Time allocations for LOTE are one and a half hours per week.

**Lunch/Food**

All children are supervised during the eating time of both morning tea and lunchtime. This is a quiet, social time.

If a child cannot eat all of their lunch we encourage them to take the remainder home so you can gauge the amount of lunch to give your child. Individual children are not monitored however all children are encouraged to remain seated to finish eating before going to play.

Sharing of food is absolutely not encouraged.

Bubble gum and chewing gum are not permitted at school.

Tuckshop is held each Tuesday. The current menu is available on our website.
Medication

At times, it is necessary for children under doctor’s instructions to take medication during school hours. We are aware of this need and are willing to assist you in this situation. All medication is administered through the Office and a medication form must be completed. This is necessary for the safety of the child.

Schools require medical authorisation from a prescribing health practitioner to administer any medication to students (including over-the-counter medications such as paracetamol or alternative medicines).

1. The parent or guardian must in the first instance make a written request to the Principal of the school. Authority forms must be completed at the school office.
2. The student’s medication, with the pharmacist’s written instruction on the container must be lodged with the school for security purposes.
3. Administration of that medication will be carried out by an adult staff member designated by the Principal. Non-prescribed medications should not be brought to school and will not be administered by school staff.

Money

Payments for excursions, resource fees etc can be paid by cash, eftpos or cheque at the office on Monday, Thursday and Friday between 8:30 and 9:30am. Online payments can be made at any time from the comfort of your home, using your student’s name as reference.

Account statements will be issued to families at the end of each term, so you are aware of what monies are owed. Families are asked to settle their account at the end of each school term to enable the school to balance its finances.

Music - classroom

All children have one lesson per week with our music specialist to develop their musical skills in singing, musicianship and musical appreciation.

Selected students are offered a position in the instrumental music program as an extension of the music education.

Interested students are able to enrol in private instrumental lessons from Year 1.

Music – Instrumental: Education Queensland

Currumbin Valley State School is very fortunate to have the instruction of a Department Instrumental Music Teacher. We are the only small school within the South-East region to be allocated this specialist program.

Students in Year 4 – 6 are eligible to enter the program for instruction. There is a reasonable administration cost involved in being a part of the program.
Currumbin Valley State School is a strong advocate for participation in the Arts, therefore in collaboration with the P&C, have purchased a limited number of hire instruments. These will be offered, at a small cost, to students once ranked in order of aptitude. If invited, students who do not receive a school instrument are still welcome to provide their own instrument to be a part of the program.

Children are withdrawn from class for one half-hour per week for a lesson on their instrument in small groups. Instrumental music program participation commitments include availability for all out of school hours’ rehearsals and performances throughout the year.

Music – Instrumental: Independent

The school also supports the provision of an independent music teacher who provides instrumental music instruction to students from Year 1. While this program occurs during school time, the teacher is an independent, fully qualified specialist. Further information and contact details can be collected from the office.

Children are withdrawn from class for one half-hour per week for a lesson on their instrument in small groups or individually, depending on the families’ financial commitment.

National testing in Literacy and Numeracy (NAPLAN) – Years 3 & 5

Annually in May, students across Australia take part in the national literacy and numeracy tests (NAPLAN). The tests see all students in years 3, 5, 7 and 9 sitting the same tests as their interstate counterparts, replacing the previous state-based tests. The test results provide useful information about how all state and non-state school students are performing in literacy and numeracy at their year level in comparison to their peers across Australia.

The literacy assessment focuses on areas of reading, spelling, punctuation and grammar while the numeracy tests covers measurement, chance and data, space, working mathematically, algebra function and pattern.

Results from the tests are used for reports to parents, school reporting to their communities, and reporting by states and territories to form a national overview. The tests also help teachers identify key areas for learning during the rest of the school year.

Newsletters

Our newsletter is a great way to keep in touch with what’s happening in our school. We use it to inform parents of upcoming events and other important information – so it is vital that you take the time to read it each fortnight. We also use it to celebrate the work and achievements of our students, staff and community.

The Currumbin Valley State School newsletter is published every 2nd Wednesday of the school term. Our newsletter is emailed to parents and uploaded to the school website in an effort to reduce our environmental footprint. A paper copy can be requested from the office.

Community items are included where space exists. They must be emailed by the Monday prior to the newsletter being published and can be emailed directly to the office: admin@currvalss.eq.edu.au.
Parents & Citizens Association

The Parents & Citizens’ Association (P&C) has been created by Education Queensland to achieve the following objectives at each school:

- Foster community interest in educational matters;
- Bring about closer cooperation between the parents of children attending the school, staff members of the school, students of the school and other members of the community;
- Give advice and recommendations to the Principal about issues relating to students of the school, and the general operation of and management of the school;
- Give or assist in the giving of financial or other resources or services for the benefit of the students of the school.

The P&C Association meet monthly throughout the year on the third Wednesday of each month at 6:00pm in the staff resource room. All parents and friends of Prep to Year 6 are welcome to attend.

The Annual General Meeting for the election of office bearers is held before the first P&C meeting of the year.

At Currumbin Valley SS, the P&C is a group of parents and interested community members. We work in partnership with school staff to build a stronger school community – for the benefit of all students. The P&C is an active body within the school and provides a link between the school and the community. Each class nominates a parent representative to act as a liaison between the class and the P&C to ensure all important messages are passed on.

Some of the valuable events and activities run and organised by the P&C include our healthy Tuckshop, Trivia Night, Golf Day and other fundraisers throughout the year.

Parent representatives

A class parent program was commenced in 2014. The purpose of the program is to broaden the base of involved and informed parents and to provide assistance to class teachers.

All classes within the school have a parent representative. This person is responsible for developing a class contact list, assisting the classroom teacher with parent supervisors, establishing a class register of parent skills and interests etc.

Parents are very welcome in our school community and should make every effort to be involved in both the fundraising for the school but also classroom based activities. Parents are welcome and encouraged to make contact with their child/childrens’ class teacher to discuss how their contribution can make a difference.

Photos

School photos are taken once a year. Parents/carers are notified of date and order details.
Project Club

The Year 6 students, under the guidance of school staff, run their own activities and learn valuable skills such as: group work, co-operation, book work, handling of money, decision making and procedure, all for the benefit of the broader school and community. Projects the club have previously undertaken include: purchasing new school equipment; beautification of the school entrance; welcome sign.

The Project Club are responsible for and manage: sale of ice-blocks; free dress and fundraising days for community charities and discos.

All parents and community members are welcome to assist in any way. They also run a monthly Friday morning Coffee Shop, which is open to all parents and the general public.

Physical Education

Physical Education is an essential component of our teaching program in order to develop healthy bodies and positive attitudes to outdoor activities. We encourage all children to participate in a wide variety of activities based at school or interschool competitions.

Currumbin Valley State School also participates in Hinterland Small Schools Soccer and Netball Carnival; Swimming Carnival and Athletics Carnival. All of the teams and activities are mixed. The emphasis is on enjoyment and maximum participation. These events are held at more appropriately sized and equipped venues and it is the responsibility of parents to organise transport to and from each event.

These events are an integral part of our school curriculum and are therefore compulsory.

An optional Active After School Program is also run throughout each term.

Refund guidelines

The school budget cannot meet any shortfalls in funding for an excursion or camp due to the subsequent non-participation of a student.

If a parent/carer wishes to apply for a refund due to their child’s non-participation in an excursion or camp activity, they may do so by completing a Request for Refund form available from the school office.

Religious Instruction

Representatives of the Christian Combined Cooperative and Bahai denominations visit the school on Tuesdays from 9am – 9.30am. All religious education teachers have to be approved by the Education Department.

Records are kept of the religious denominations, or otherwise, of every child enrolled at the school. It is expected that children will attend their chosen Religious Education class each Tuesday.
Where a parent wishes to change religious denomination or withdraw from instruction, such a request must be made in writing.

**Reporting**

Formal school report cards are issued twice each year at the end of Semester 1 and Semester 2. These student reports are generated using a statewide reporting system call OneSchool. The assessment of your child is undertaken on a continual and progressive basis throughout the year.

Your child’s development and progress is of vital concern, the school believes in promoting the partnership between students, home and school. An opportunity to meet with the teachers to discuss your child’s achievements will be offered each semester and an open invitation stands throughout the year.

**School Facilities**

The school facilities are available for the use of individuals and groups subject to the approval of the Principal. The school accepts no liability for injury or accident to users of the facilities. Some facilities available are:

- rooms for meetings
- the school library and associated equipment
- tennis court & tennis clubhouse
- sporting grounds

Persons interested in using any of the school facilities should contact the Principal for relevant details. We encourage community use of the school in the interest of good neighborliness and less vandalism.

**School Routine**

- 8.50am - Prepare materials for school in classrooms.
- 8.55am - Assemble on parade and enter school.
- 11.00am - Morning Recess
- 11.30am - Recommence Lessons
- 1.00pm - Lunch
- 1.45pm - Recommence lessons
- 3.00pm - Dismissal

**Sport, Interschool**

See also Physical Education

Generally interschool sport is offered in the cooler months of the school year.

Students who are in Year 4 within the school calendar year are eligible to try out for their chosen sport. The school will aim to nominate both netball and soccer teams in the competition held during Semester 1.

We are reliant on parent support to train and transport the students each week. Without this support there would be an unreasonable cost associated. All games are played on Friday afternoon.
**Sport, Representative**

Higher representative honours are available in most sports. Students, following school nomination and district trials, can be selected at the District, Regional and State levels.

If parents are interested in their child being nominated for a particular sport and trials, they must discuss this with their class teacher who will then notify and provide the required information.

**Subjects/Key Learning Areas**

The curriculum, pedagogy and assessment at Currumbin Valley State School aligns with the Department of Education, Training and Employment strategic documents. The school curriculum is based on eight key learning areas (KLAs) that have been mandated. Information of all of the KLAs is available from ACARA (Australian Curriculum, Assessment and Reporting Authority).

The Australian Curriculum focuses on learning area content and achievement standards that describe what students will learn and teachers will teach. It also gives attention to seven general capabilities that are important for life and work in the 21st century.

The learning areas may include more than one subject: English; Mathematics; Science; Humanities (History, Geography, Economics and Business, Civics and Citizenship); The Arts (Drama, Dance, Media, Music and Visual Arts); Technologies; Health and Physical Education

**Sun Safety**

Students must have a Currumbin Valley State School hat at school each day. It is also recommended that students apply sunscreen to face, arms and legs before coming to school each morning. Students will not be permitted to play in uncovered areas unless they are wearing an appropriate hat.

In late 2007, Department of Education, Training and Employment introduced new policy for Swim Shirts (Rashies) in state schools. The new requirements are as follows:
- Swim shirts must be worn by all students during water-based activities including swimming lessons. The only exception will be that swim shirts do not need to be worn during races at school swimming carnivals. In these cases, spectators will be required to adopt a range of sun protection measures.

**Swimming/Surf safety**

In term 4, all children from Prep – Year 4 attend swimming classes at a local pool while the Years 5-6 attend Surf Lifesaving, Surfing and Water Sport Activities. There is a cost involved to cover transport/admission. This is subsidised by the Education Department.

Swimming is a compulsory part of the Physical Education program therefore all children are expected to participate. A note advising the reasons for non-participation should be handed to the teacher.
Telephone messages and interviews

Please arrange, in the first instance, for interviews and telephone messages to go through the school administration office – TELEPHONE 5507 1333. Teachers are not able to leave their classes to speak to parents during school time, so a mutually acceptable time will be arranged to speak about your child’s needs.

Please note that students may not be called to the phone at school. Urgent messages may be relayed to your child through the front office.

Text messaging/SMS

Currumbin Valley State School utilises a global messaging system to relay important messages and reminders to school families. It is important to ensure that you keep your details up to date.

The mobile number sending the message is randomly generated but can be replied to.

The school mobile number is 0477 347 087. A reminder that there is no mobile service in Currumbin Valley so messages will not be received until after school hours.

Toys (personal), valuables

Large amounts of money and valuables, including expensive toys and games, should not be brought to school.

In consultation with the class teacher, students may bring an item for Show and Share. Such items will be left in the classroom during breaks and collected after school.

Tuckshop

The P & C Association provide a quality and delicious Tuckshop each Tuesday, except for the first week of each term. The Currumbin Valley tuckshop caters for all dietary needs and offers a healthy and wholesome range of foods.

Orders need to be written on separate brown paper bags for both morning tea and lunch, labelled with name, class, morning tea or lunch, with money enclosed and placed into baskets provided before school on Tuesdays.

A list of available food and prices is sent home as the menu changes and is also pinned to the parent’s noticeboard outside the tuckshop. Keep your eyes open for tuckshop special events and themes throughout the year.

Tuckshop is run on a voluntary basis, so any parent helpers are most welcome. A baking roster and working roster is also on the parent noticeboard.

Tuckshop – home baking

If you are unable to assist in the tuckshop, you may like to contribute home baking. Parents and family members are invited to bake items for sale at the Tuesday tuckshop.
Please contact the tuckshop convenor if you are interested in helping out.

**Uniforms – see Dress Code**

**Visitors**

All visitors must report to the office on arrival to sign in. Visitors report back to the office to sign out upon departure.

**Voluntary Financial Contribution**

The Voluntary Student Resource Scheme is a scheme which aims to maintain, improve and further enhance the school’s resource management by utilising the funds collected. This will ensure that resources are used effectively to maximise student outcomes in a given year.

The scheme is voluntary and you are under no obligation to join. However, please be aware that books, materials and consumables required under the scheme are not funded by school grants.

A Voluntary Financial Contribution Fee of $80 per child, $75 per sibling for a family of 2 or $70 per sibling for a family of 3 or more children is charged to buy essential classroom resources to complement our curriculum.