

*Dear Parents and Carers,*

Welcome to Coolum State School! We are delighted that you have chosen to join us for your child's learning journey!

Coolum State School continues to play a vital role in providing high quality public education within the Coolum community. Building confidence within the school community is a direct result of continually focusing upon the students. All our energy, passion and commitment go into providing the best possible opportunities for the students.

Ensuring our students are receiving quality teaching and learning within a positive fun-filled school and learning environment is reflected in the positive messages about their experiences that are passed to their parents and carers. Our weekly Parades are a shining example of this positive message.

In a recent survey our parents made many positive comments about Coolum State School. Some of the highlights identified were:

- *community feel to the school, oozing community spirit*
- *friendly staff and atmosphere, fantastic teachers and happy environment*
- *the fun that students have*
- *positive school reputation in the community*
- *the school is very accepting of all children*
- *welcoming persona of staff and administrators*
- *all the wonderful types of celebrations*
- *the school has fun as well as being serious*
- *the staff are the school's best assets – professional, approachable, caring and happy in their working environment, a remarkable group*

Coolum State School has a very positive school climate with a caring and supportive feel to it. Our continual increase in school enrolments (1042 at mid 2008) indicates that the parents and community are very supportive and that they have great confidence in their local school.

The information contained in this booklet is designed to assist you and your child to settle into school life as smoothly as possible. Please do not hesitate to contact the school if further clarification is required.

Once again, a very warm welcome to our school and the Coolum Community. We trust all students, parents and staff will have an enjoyable year.

Pat Cavanagh  
Principal

**General Aim:**

To give all our students the best possible opportunities to achieve their potential.

Coolum State Primary School provides education for students from Prep to Year 7 and has an enrolment of over 1000 students. Coolum State School has the services of the following people:

- Principal
- Three Deputy Principals
- Forty Classroom Teachers including Prep
- Physical Education Teacher
- Music Teacher
- Resource Teacher
- Learning Technology Teacher
- LOTE Teacher (Japanese)
- Special Education Unit
- Two Learning Support Teachers
- Student Welfare / Behaviour Support Teacher
- Guidance Officer
- Visiting Instrumental Teachers
- Visiting Speech Language Pathologist
- Teacher Aides
- Business Office Manager
- Two Administrative Officers
- Janitor / Groundsperson
- Cleaners
- Tuckshop Convenor
- P&C Manager
- OSHC Coordinator

**Office Hours:**

7:30am - 3:30pm

**School Times:**

8:30am - 2:40pm for ALL year levels

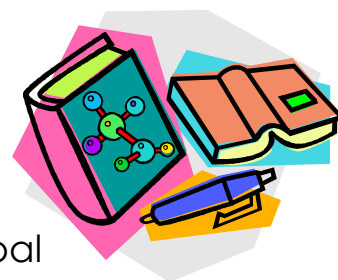
Students have the roll marked at 8:30 when instruction begins.

**Uniform Shop:**

2:00pm - 3:15pm Tuesday, Wednesday & Thursday – Uniform Shop in P&C Centre.

## SCHOOL INFORMATION

*This information Booklet is placed in alphabetical order for ease of reference.*



### APPOINTMENTS

Parents wishing to speak to the Principal, Deputy Principal or Guidance Officer are advised to phone and make an appointment. This will avoid any disappointment.

Each classroom teacher offers a parent information session at the start of the school year. During these sessions you are invited to hear about the wonderful opportunities Coolum has on offer. You also have a chance to ask questions and meet other parents.

In addition to this, parents are also encouraged to visit the school and arrange a time to discuss their child's progress or any problems that may arise.

### ABSENCES

In the event of your child being absent it is essential that the school be notified as to the reason. This may be done by...

- contacting the school by email ([admin@coolumss.eq.edu.au](mailto:admin@coolumss.eq.edu.au)) or phone (5471 9300)
- sending a note with the child on the day he/she returns to school.

Unexplained absences of greater than 2 days will be investigated by the school's administration team.

### ACCIDENTS

Children who have an accident at school will be given basic first aid.

In the event of your child sustaining an injury which we feel necessitates expert attention, the ambulance will be called and your child will be taken to Nambour General Hospital or Noosa Hospital. Wherever possible, parents will be contacted immediately.

It is **VITAL** that emergency contact details are kept up to date. Please notify the office of any changes to address, phone or mobile phone numbers.

## ADDRESS

The school's address is School Road, Coolum Beach or P.O. Box 374, Coolum Beach QLD 4573

Our telephone numbers are:

- School (07) 5471 9300
- OSHC (07) 5446 2026
- Tuckshop (07) 5471 9339
- P&C (07) 5471 9300 ext. 371

School Fax: (07) 5471 9307

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

## ARRIVAL AND DEPARTURES

Students are asked not to arrive at school prior to **8:00am**. Once children arrive at school they **must not** leave the school grounds without approval from Principal/Deputy Principal.

It is expected that all students will depart the school grounds by 3.00pm, unless they are involved in an after school activity.

**Parents of students arriving late or collected early** are required to sign their children in or out at the school office.

If a person other than the parents / carers is to collect a child from school, authority to do so will be required by letter or phone.

## ASSEMBLIES

Assemblies are held each Friday in the Covered Play Area. A Senior Parade followed by a Junior Parade are held soon after school commencement. Parents are welcome to attend these assemblies whenever possible.

## BANKING

Banking is conducted each Wednesday by P&C volunteer parents through the Commonwealth Bank. Please check your child's passbook after each deposit and contact the office if there is any discrepancy.

## BEHAVIOUR

Children are expected to behave appropriately at all times on the way to school, at school and going home from school. The "*Responsible Behaviour Plan for Students*" applies to all of our students. Our teachers are skilled at understanding and developing appropriate behaviours with children at school. With your help, we work together to enable your child to learn about appropriate social behaviours in the school setting.

## **BICYCLES**

Children must walk their bicycles and scooters whilst on the school grounds, along footpaths in front of the school and across pedestrian crossings. Bike racks are provided inside an enclosure near the all purpose courts, and near the assembly hall. It is strongly recommended that bikes be made secure by using some form of safety chain. The bike racks are out of bounds during school hours.

**BIKE SAFETY** – It is vital that students know the road rules and follow them when riding to and from school. Please ensure that your child wears a **helmet at all times** when riding.



## **BOOKS AND STATIONERY**

Book lists are compiled co-operatively by the teachers and Administration personnel. A list of books required for the year is available from the office or our website [www.coolumss.eq.edu.au](http://www.coolumss.eq.edu.au) at any time. Students are issued with their book lists at the end of the school year for the following year. Book packs are available from Mt Coolum News Agency, and the Coolum Park Newsagent.

## **BUS INFORMATION**

For all enquires regarding bus timetables etc.

North of Coolum phone Buslink on 5474 4733

South of Coolum to Suncoast Beach Drive phone Buslink on 5474 4733

South of Suncoast Beach Drive phone Buslink on 5476 6622

West of Coolum phone Coolum Coaches 5437 7172

The buses are the responsibility of Queensland Transport. Our teachers are rostered on bus duty to supervise children until their bus leaves.

## **CALENDAR**

### **Term Dates 2009:**

<b>Term 1:</b>	<i>Tuesday 27 January ~ Thursday 9 April</i>
<b>Term 2:</b>	<i>Tuesday 21 April ~ Friday 26 June</i>
<b>Term 3:</b>	<i>Tuesday 14 July ~ Friday 18 September</i>
<b>Term 4:</b>	<i>Monday 5 October ~ Friday 11 December</i>

### **Pupil Free Days for 2009**

*Thursday 22 January, Friday 23 January, Monday 20 April,  
Monday 13 July, Monday 19 October*

### **Public Holidays 2009**

*Australia Day 26 January; Good Friday 10 April; Easter Monday 13 April;  
Labour Day 4 May; Queen's Birthday 8 June;  
Nambour Show Holiday 12 June*

## **CLOTHING AND EQUIPMENT**

All clothing and equipment including lunch boxes and drink bottles, should be marked clearly with the child's name and class. Lost property is located under C Block, near the Activities Hall.

## **CLASSROOM ENHANCEMENT PROGRAM**

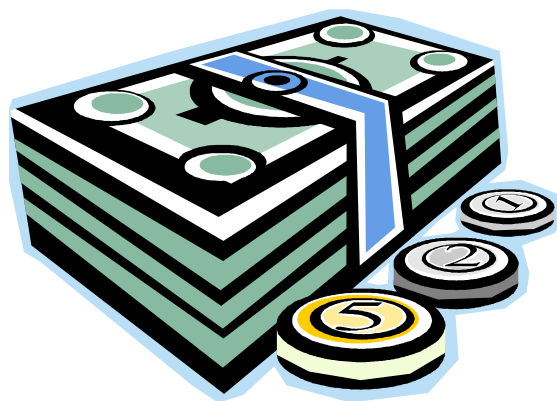
Education Queensland provides the majority of the funding for the day to day operations of the school. These funds are supplemented by the P & C Association and the Classroom Enhancement Program.

The Classroom Enhancement Program is designed to enhance the educational opportunities for the children across the school. The money is vital in covering extra Teacher/Classroom resources such as: CD's, DVD's, batteries, photocopying, laminating, cooking ingredients, additional stationery items, additional Arts and Crafts items, computer/printing ink and much more.

Every year the classroom enhancement fee is revised at the October P & C meeting. The classroom enhancement money is distributed evenly across the school.

We ask that the money is paid at the start of the school year so that the children can benefit from the extra resources for the entire year.

While participation in this program is voluntary, there are obvious benefits for your child's education from this program.



## **CURRICULUM**

Our student centred curriculum comprises of the eight key learning areas including:

1. English
2. Maths
3. Science
4. SOSE
5. Technology
6. LOTE (Japanese)
7. The Arts
8. Health and Physical Education  
Queensland



We boast a range of extra-curricular activities to ensure all students have the opportunity to develop quality learning outcomes. Students have been involved in:

- Sporting teams
- Rock Bands
- Maths Tournaments
- Wakakarri Dance Dramatization Performances
- Optiminds Challenge
- Concert Band Performances
- Eisteddfod Verse Speaking and Choirs
- Swimming / Surfing programs
- Inter-school and Alternative Sporting program

## **CUSTODY**

If there has been a change in the custodial care of your children, please report this to the office. The school holds confidential information on known custody cases and a copy of the “Court Order” is required.

## EXCURSIONS

School excursions and camps are offered as part of our educational program. They are designed to support and enhance curriculum programs. Therefore, your child will be participating in relevant classroom activities before and/or after the event. All excursions require written permission from parents/caregivers for students to attend.

## HEALTH

If your child is sick, it is best to keep him/her at home. Please consider your child's well-being, as the school has limited facilities and personnel to care for sick children. If your child becomes sick at school, the parent or emergency contact will be contacted to collect the child.

The school is governed by Education Queensland regulations. Under these regulations children may be excluded from school if they contract a number of illnesses. A list of infectious diseases and exclusion periods is available for your information at the school office.

The Dental Van usually visits our school once a year. All pupils are entitled to free dental treatment. Emergencies can be attended to by phoning 0408 008 154.

## Medication

It is occasionally necessary for a child to have **prescribed medication** while at school. Medication will only be administered under the following conditions:

- only doctor prescribed medication can be administered. (This means that we can administer Panadol only if it has been prescribed by a doctor)
- the medication must be sent to school in the original container with pharmacist's label intact
- the parent will be asked to sign a Medication Permission form stating time and dosage for medication
- no out-of-date medication will be administered
- Asthma puffers including ventolin are the only exception to these rules. Puffers can be carried by students and administered by themselves.



### **Medication Management Plans**

Students with complex medical requirements (such as anaphylactic reactions), or more than one condition may require individual management plans. These plans are reviewed annually, signed by a parent/caregiver and revised when medication and/or health status change. Please notify the office if your child has any significant medical requirements.

### **HEADLICE**

This issue can be a problem throughout the year if all parents are not diligent. Head lice must be treated before children may return to school. Please notify your teacher if your child has head lice, so that other parents can be reminded to check their children's hair. If your child has head lice it will be dealt with using the utmost of confidentiality. Keeping long hair tied back helps reduce the chance of becoming infected.

### **HOMEWORK**

Homework provides students with opportunities to consolidate their classroom learning, pattern behaviour for lifelong learning beyond the classroom and involve family members in their learning.

In determining homework, Coolum School acknowledges that students engage in many different activities outside of school including sport, recreational and cultural pursuits.

In the Prep Year, generally students will not be set homework. During Semester 2 home reading books will be sent home to encourage shared reading.

In Years 1, 2 and 3, set homework could be up to but generally not more than 1 hour per week.

Homework in Years 4-7 could be up to, but generally not more than 2 hours per week. Concerns regarding homework requirements should be discussed with the classroom teacher.

## **HOUSE SYSTEM/ TEAMS**

The school is divided into four house groups.

Cooloola	-	Red
Marutchi	-	Blue
Ninderry	-	Green
Peregian	-	Yellow



Houses compete in the Interhouse Athletics as well as organised sporting activities in the school. All pupils are asked to wear their sports uniform on sports days or scheduled Physical Education days. T-Shirts in each house colour can be purchased from the P&C uniform shop.

## **INSTRUMENTAL MUSIC PROGRAM**

Our school offers an Instrumental Music Program for strings (Years 3-7); Woodwind, brass and percussion (Years 5-7). Students may enter this program depending on vacancies. Further information is available from the office.

## **INTERNET / COMPUTER USAGE**

Before students can participate in computer activities involving the Internet, the "*Computer Guidelines for Student Use*" must be completed by both the student and a parent or guardian. Forms will be distributed by class teachers at the beginning of the year and should be returned to the teacher when completed.

## **PERMISSION TO PUBLISH**

From time to time children produce work or are involved in activities at school that we would like to share with a wider audience, either through school newsletters, magazines or through our web site. Parents are requested to sign the Consent Form on their child's behalf. These forms are provided on enrolment. Special projects or activities will require individual permission forms.

## **LEARNING SUPPORT / SPECIAL NEEDS**

Coolum School provides a range of services to support a student's learning. The Learning Support Teacher works with class teachers to provide the support required to meet an individual's need. This support may be the provision of strategies to classroom teachers, formalised testing and assessing, or face to face intervention over a long or short term.

We also have access to a range of other specialist teachers including a Guidance Officer and Speech Language Pathologist. All referrals must be made through the classroom teacher.

## **LIBRARY (RESOURCE CENTRE)**

Borrowing is encouraged for all students. A Library bag is necessary for Prep to Year 3 students to borrow books, these students will attend a weekly session to borrow books to share with you at home.

Our Library facility also houses our computer lab and our multi-media rooms, promoting effective learning with Information Communication Technologies.

## **MOBILE PHONES**

The use of mobile phones is prohibited. Students found in possession of a mobile phone will have it confiscated. Parents will then be required to collect the phone from the school office. If a parent requires their child to have a mobile phone for travel to and from school, the parent needs to notify the school in writing. The student is then required to hand the phone into the office on arrival at school for safe keeping and may collect it each afternoon once dismissed from class. The school can not accept responsibility for the loss or damage of any mobile phone or electronic device that are not stored in the office.

## **MONEY AND VALUABLES**

Students are discouraged from bringing valuables or toys to school. All money for excursions, camps etc is to be sent to school and given to the class teacher in an envelope with the student's name, class and the activity written on the front. Additional envelopes are available at the office.

## **NEWSLETTERS**

Our newsletter is produced each Thursday and sent home with the youngest child in the family. It contains information regarding school activities, items of interest from the classrooms and coming events. Please inform us if you wish to take the option to receive our newsletter electronically.

## **OUTSIDE SCHOOL HOURS & VACATION CARE**

We offer before and after school care, plus vacation care in our well appointed facility on the school grounds. Children may join in craft, cooking, sports, games, excursions, along with entertaining and educational activities provided by accredited childcare workers in a safe and secure recreational environment.

Our Outside School Hours Care is held each day before school from 6:30 am to 8:30am and after school from 2:40pm to 6:00pm.

Vacation care is offered during school holidays and pupil free days from 6:30 am - 6:00 pm for ALL school aged children. Bookings are essential.

For full details phone the coordinator on 5446 2026.

## **PARENTS AND CITIZENS ASSOCIATION**

This is an important component of our school community. All parents are entitled to membership. The P & C contributes to programs in a number of areas including:-

- Curriculum resources
- Sport and Physical Education Equipment
- Grounds and Facilities development
- Learning Technology resources
- Library resources
- Student Banking
- Uniform Shop

The Coolum Carnival, which is the major highlight of the Schools fundraising program, is held each year around October.

The P & C Association meets on the last Wednesday of each month, in the school staff room. The meeting commences at 7.30pm.

## **PARENT INVOLVEMENT**

We encourage parents to visit their child's class to assist with activities, or just to observe their children. We welcome the interactions because they can strengthen the bond between the school and home. For safety reasons, we ask all volunteers to register in the volunteer register kept in the school office and wear the volunteer badge provided.

Parent/Teacher sessions are arranged early in the year and throughout the year as part of the reporting process.

## **PREP**

Coolum Primary School's Prep program is a full time program. Children attend Prep from Monday to Friday during normal school hours.

The Preparatory year is a non-compulsory year of schooling. Children must turn five by 30 June in the year they commence Prep.

Our Prep classrooms are noted for the friendly atmosphere. Prep is play based and child centered. It clearly identifies inquiry based learning and investigations as key elements.

Teachers plan for children's learning using five learning areas.

These are:

- Social and Personal learning
- Health and Physical learning
- Language Learning and Communication
- Early Mathematical Understandings
- Active Learning Processes



These five learning areas are linked to the curriculum that is used in all the primary school year levels. These Key Learning areas include The Arts, English, Mathematics, Music, Science, Social Education, LOTE and Physical Education.

## **QUERIES / COMPLAINTS PROCESS**

During the course of your children's school years, you may have cause to query a decision or raise an issue relating to your child's education. Education Queensland is committed to ensuring all concerns are dealt with in a fair and equitable manner. In the first instance, the issue should be raised with the class teacher and, if resolution has not been achieved, then with the Deputy Principal or Principal.

## **RELIGIOUS EDUCATION**

Depending on the availability of Religious Education Teachers, a non-denominational religious education program operates for selected classes. The program is one agreed upon by the local church community and focuses on bible stories and being kind to others. A permission form to attend RE classes is completed during the enrolment process.

## REPORTS

Reporting to parents is designed to inform you of your child's progress. Your child's teacher gathers information via teacher observations, work samples, tests, check lists, anecdotal records, discussions, etc.

Parents are informed of such progress with a formal report at the end of each semester. Parent/Teacher interviews are offered at these times or as required throughout the year.

## SMART MOVES

Smart Moves is a physical activities program in Queensland State Schools that has been developed to increase the time students are engaged in physical activity at school and to improve the quality of that activity. Engaging in moderate intensity physical activity is one of the major components of a healthy lifestyle. All students at Coolum participate in Smart Moves on a daily basis.

## SWIMMING

Swimming lessons for Years 1 – 4 are conducted at the Coolum Peregian Aquatic Centre by trained instructors. There is a charge for lessons, pool entry and bus fares.

Under Education Queensland's "Developing A Sun Safety Strategy Policy" the following guidelines apply:

- Swim shirts must be worn by Prep-Year 7 students during all 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.
- If parents are unable to provide a sun shirt, students may wear a t-shirt instead.



## TUCKSHOP: SMART CHOICES MENU

Tuckshop operates daily. Lunch orders must be written on a paper bag with the child's name and class and the money securely enclosed inside. Morning tea may be ordered or purchased over the counter. Parents are invited to contact the Tuckshop Convenor on Phone (07) 5471 9339, if they are able to assist in any way.

The tuckshop carries a range of foods that have met the set criteria under the Smart Choices parameters. These foods and drinks served meet the nutritional values to help our children grow strong and healthy.



## UNIFORMS

Coolum is a uniform school. This means students wear a uniform to show they are part of a wonderful school. The uniform is comfortable and allows children the freedom to be actively involved in the daily task of being a learning child, exploring the world.

Boys wear navy shorts and school shirt or house shirt. Girls have the option of navy skirts or shorts, with either shirt or a school dress. Students wear covered shoes to school.

### **Please Note:**

- Broad brimmed hats are required for all outdoor activities
- Swim shirts are required for all water activities. If parents are unable to provide a swim shirt, we will allow students to wear a t-shirt instead.
- Board Shorts and denim clothing are not part of the school uniform and the wearing of such items is not permitted.
- Nail polish and make-up must not be worn
- Sleepers or studs may be worn in the ears only. Facial piercing, body piercing, oversized ear rings including "flesheys" or loose dangling jewellery eg. Bracelets, necklaces and rings are not permitted

## WEB PAGE

Coolum State School has a webpage that you can access from home. The web address is [www.coolumss.eq.edu.au](http://www.coolumss.eq.edu.au) . On this site you can access a multitude of information about the school. Some classroom teachers have set up learning links for students to use from home and web pages to



share photos taken at school. This is a fabulous way to share your child's schooling and we encourage you to take a look and talk with your child about the events listed. The school newsletter is also available online.

## Notes