



Maroon State School
2772 Boonah Rathdowney Road
Maroon Qld 4310
Phone : 07 5463 6144
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Nestled at the base of the majestic Mount Maroon sits the hub of a vibrant and active community, rich in history and pride – **Maroon State School**. This small school inspires and nurtures all of our learners to be proud, successful and productive citizens of the future.

Maroon State School Handbook

School Procedures

Times

- 8:30am Arrival time
- 9.00am Start of Morning Session
- 11.00am Lunch
- 11.40am Middle Session
- 1.15pm Afternoon Break
- 1.45pm Afternoon Session
- 3.00pm End of School Day

Arrival/Departure

As school commences each day at 9.00am, children should not arrive any earlier than 8:00am and no later than 8:50am. This enables the students' adequate time to prepare themselves for the day's lessons. School concludes at 3.00pm each day and students should proceed directly under the school and wait for a teacher to dismiss them from this area.

Car Parking

To minimise the risk of students being injured by a motor vehicle, parents/caregivers should reverse park in the carpark when entering the school. Please always be mindful of other students when dropping-off and collecting children in the car park. Please note the school car park and driveway is out of bounds for ALL STUDENTS.

Admissions

New parents are asked to fill out an enrolment form when enrolling their children at this school. Parents are asked to notify the school if details on the enrolment form change.

Attendance/Absences

School Matters!



It is important that students attend school regularly. The school has a mandatory obligation for the safety of all students. That is why we ask that parents please inform the school if your child is going to be away. A phone call before school would be appreciated. If we do not receive an explanation for a child's absence then we are obliged to call the parent or caregiver by 9:30am.

Prep/Year One Pupils

By departmental regulations, a child who was born on or after 1 July of 2019 will be eligible for Prep 2025. Students attending prep are five by the 30th June, 2025. Children must be six, by 30 June in the year they enrol in Year 1 and will be eligible to attend school in that grade in 2025.

Departmental guidelines state that an enrolling parent must supply evidence supporting the child's date of birth.

Please provide a birth certificate on the day the child is enrolled.

Contact Information

Please make sure that you have provided personal and work phone numbers in case of emergency. It is important to have another family member or close friend listed as an additional contact in case we cannot reach you.

Valuables at School

Students are discouraged from bringing to school any family or personal items of value; this includes jewellery, expensive toys/models and electronic games and equipment.

Accidents

During the school day your child will be under the supervision of a school staff member, however, accidents may still occur. If staff believe the nature of the accident is serious enough that it requires immediate attention, an Ambulance will be called and parents will be notified. You will be notified if a head injury occurs.

Illness/Medication

Staff can only administer medication to students if parents have signed a medication form and the dosage is on a label with the dosage attached. Please ensure medication to be administered has medical authorisation e.g. a pharmacy label attached to the original container. The medication logbook shall be completed with the administration details and will be followed strictly.

Please notify the school if the student requires medication at school or when attending school-based activities including camps and excursions. Please provide a copy of any letters or medical health plans on enrolment. The school can provide a request to administer medication at school permission form. Please complete this form including the prescribing health practitioner, if the student has a chronic (long term) medical condition and requires routine or emergency medications. (Forms can also be obtained from the school website <https://maroonss.eq.edu.au>).

We ask that parents

- . consult with the school to develop an Emergency Health Plan if emergency medication is required for the student.
- . notify the school in writing (with an accompanying letter from the prescribing health practitioner) when changes occur to the students' routine or emergency medication.

- . notify the school in advance (in writing) if medication is being transported with the student for purposes other than administration at school (respice, shared parental arrangements)
- . advise the school in writing and collect medication when it is no longer required at school.

In the event of a student contracting any diseases, the following exclusion periods or treatments must be adhered to:

- CHICKEN POX -Exclude until all blisters have dried. This is usually at least five days after the rash first appeared.
- MUMPS - Exclude for five days after onset of swelling.
- MEASLES - Exclude for four days after the onset of the rash.
- SCHOOL SORES - Exclude until the child has taken appropriate antibiotics for at least 24 hours. Sores must be covered at all times.
- RING WORMS - Exclude until the day after appropriate treatment has commenced.
- HEAD LICE - Until treated.

Excursions

During the course of the year, the school participates in a number of excursions, from periodical swimming to whole day trips. Before a student can participate in any school orientated excursions, a form signed by the parent granting general consent must be given to the school.

Students can sometimes require transportation to and from events by private staff vehicles. Please make sure this form is signed and returned to school at the beginning of each year.

Assessment/Reporting

The assessment of students occurs continuously across all key-learning areas. The main aim is to let the student know his/her progress as well as reporting directly to parents.

The format for reporting to parents is as follows:

- Semester 1 Progress Report
- Semester 2 Progress Report

Languages Other Than English (LOTE)

Years 4 to 6 students may study another language for 60 minutes each week. Years Prep, 1 to 3 students may study another language for up to 30 minutes each week.

Swimming Lessons

Swimming lessons are held at either the Boonah State High School or Rathdowney State School pool in first (1st) and ot fourth (4th) term.

Homework

Students are asked to read every night. Books are changed each morning. Prep to Year 2 students are also given sight words to learn each week. Investment in reading in the Early Years is a great predictor of future success.

Religious Instruction

Queensland state schools embrace a multitude of cultural, religious and non-religious beliefs. Under the *Education (General Provisions) Act 2006*, schools are to provide Religious Instruction (RI) if approached by a faith group seeking to provide RI and students of that faith attend the school. RI informs students about the beliefs and values of a particular religion. It is delivered by volunteers of a faith group using instructional materials approved by that faith group. RI is required to be consistent with legislation and Department of Education policies and procedures.

All RI instructors must hold a blue card and participate in compulsory Student Protection and Code of Conduct training. RI instructors are only entitled to deliver the RI program outlined below. A school staff member will be present during the delivery of RI.

Participation in RI is not compulsory. Students (except Prep students) may participate in RI if a parent has provided written instructions to the school. Students are allocated to RI based on information provided by parents on the completed [Application for student enrolment](#) unless other written instructions have been provided to the school.

Note: This consent remains in effect unless the parent informs the school otherwise in writing.

A description of the RI available is provided below.

Christian Faith Group Religious Instruction

Participating faith groups: Church of Christ and Salvation Army.

Authorised program: GodSpace.

Aims and goals: For the students to learn and understand the basics of the Christian faith in a Non-denominational way. To allow and see the students grow in and deepen their faith and have a personal relationship with God.

Lesson structure: Religious Instruction is available at this school for years 1-6. These classes are conducted on Wednesday afternoons from 1.30pm-2.00pm for years 3-6 and 2.30pm-3.00pm for years 1-2.

For further information, including module and/or lesson descriptors visit: <https://godspace.org.au/>

Parents of students participating in these programs will be advised if a faith group requires funds to cover the expense of materials used in RI.

Other Instruction

Students who are not participating in RI will be provided with other instruction in a separate supervised location. Other instruction must relate to part of a subject area already covered in class and may include:

- personal research and/or assignments
- revision of class work such as creative writing or literacy and/or numeracy activities which could include online programs currently accessed by the students of the school (i.e. [Mathletics](#))
- wider reading such as independent reading appropriate to the student

Parents will be advised of any changes to the RI and other instruction programs to ensure they are able to make an informed decision on their child's participation.

Library

Library books are changed every week. Days will be advised through the newsletter. Children are encouraged to select three (3) books a week. The community are also welcome to borrow books from the school library.

Newsletter

We provide a calendar at the back of the newsletter and key dates on the front of the newsletter each fortnight. Please check the newsletter for key school events and student success.

The Maroon Newsletter will be issued fortnightly to the eldest child in each family. It will contain important information and reminders. The newsletter can also be viewed on our website <https://maroonss.eq.edu.au>.

School Chaplain

The National School Chaplaincy Programme supports schools and communities to establish school chaplaincy services.

It is a voluntary program that assists schools and their communities to support the spiritual wellbeing of their students. This might include support and guidance about ethics, values, relationships and enhancing engagement with the broader community. We are lucky to have Tyrell Colyn supporting our students, guiding them through social situations, modelling appropriate behaviour, and coping strategies.

Parents & Citizens Association

Our P&C Association plays an important role in maintaining high quality resources and experiences for our students. Through their support we have been able to offer fully subsidised excursions and camps for our students each year. We have an important connection with our community and welcome members of the broader community to join our P&C. The P&C Association convenes an Annual General Meeting in February each year. All parents are encouraged to attend P&C meetings.

Activity Risks and Insurance

Please note that the Department of Education does not have personal accident insurance cover for children/students. If your child is injured as a result of an accident or incident while participating in an activity, all costs associated with the injury, including medical costs are the responsibility of the parent/carer. Some incidental medical costs may be covered by Medicare. If you have private health insurance, some costs may also be covered by your provider. Any other costs must be covered by parents/carers. It is up to all parents/carers to decide what types and what level of private insurance they wish to arrange to cover their child.

Sun Safety

Maroon State School is a Sun Safe School. Our school has a NO HAT/NO PLAY policy, which is strictly adhered to. A hat is given to all students entering Prep. If students require another hat during their primary years they will be required to purchase it from the school.

Student Dress Code

Our school has a set uniform, which is unisex. It consists of a blue broad brimmed hat, a maroon shirt with navy blue inserts and navy blue shorts. These items can be purchased from the P & C Association at the school. We have a special sports shirt sponsored by Boulder Wall and the P&C which can be worn once per week or when we attend excursions or off campus activities.

Socks should be worn with comfortable running shoes. Students wearing inappropriate footwear may be excluded from practical classes due to safety guidelines.

By enrolling your child at the school, you are indicating that you accept the dress code. Extenuating and/or unforeseen circumstances are treated on an individual basis with the final decision resting with the Principal.

Jewellery is not recognised as part of the school uniform and should not be worn by girls or boys. It is considered a safety issue with the potential to endanger the student, especially during sport and play. The exception is that students with pierced ears may wear small plain sleeper or stud type earrings. Watches are permitted. Nail polish and make up is not to be worn.

The school supports a **sun-safe policy** and students are required to protect themselves by wearing the school hat and sunscreen when participating in any curriculum related or outdoor activity.

On free dress days, students should wear sun-safe clothing and dress in a neat and tidy fashion. Extremes of dress are not appropriate. Appropriate footwear must be worn.

Booklists and Requirements

Booklists can be obtained from the office prior to the commencement of school. Booklists are generally available last week of school to enable parents enough time to purchase items before commencement of the school year.

School Rules

Be Safe, Be Respectful, Be Responsible

The school rules are to be obeyed by all students, as they are made for the safety and welfare of students, staff and visitors. Our Student Code of Conduct policy is available online. If you have any questions, just ask.

Staff in 2024

The school staff comprises of: Teaching Principal – Mr Grayham Tyler, Teacher – Mrs Samantha Chalk, Miss Bethany Edwards; Music – Mr Jarrod Robinson; Teacher Aides - Miss Sharna Morrow, Miss Kacey Newlove, Mrs Amanda Witt and Mrs Sharyn Atherden ; Business Manager – Mrs Roseanne Griffiths; Cleaners – Mrs Deborah. Harvey and Mrs Karen Fearby. Chaplain – Mrs Alana Wilcox

The office is attended on Wednesdays and Thursdays. If you need to contact us please phone using the landline as we are attending to the children's needs. If we are on an excursion, please use the mobile phone number.



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