



PARENT HANDBOOK

The staff, students and parents of Osborne State School welcome you to our community. At Osborne we strive to create a safe, supportive and disciplined environment within which our children can prepare for success in life's future challenges.

To enhance learning outcomes for your child we encourage you to support your children as they strive for excellence in the variety of learning experiences that will be offered across all curriculum areas.

Principal

Hayley Laidlow

LOCATION

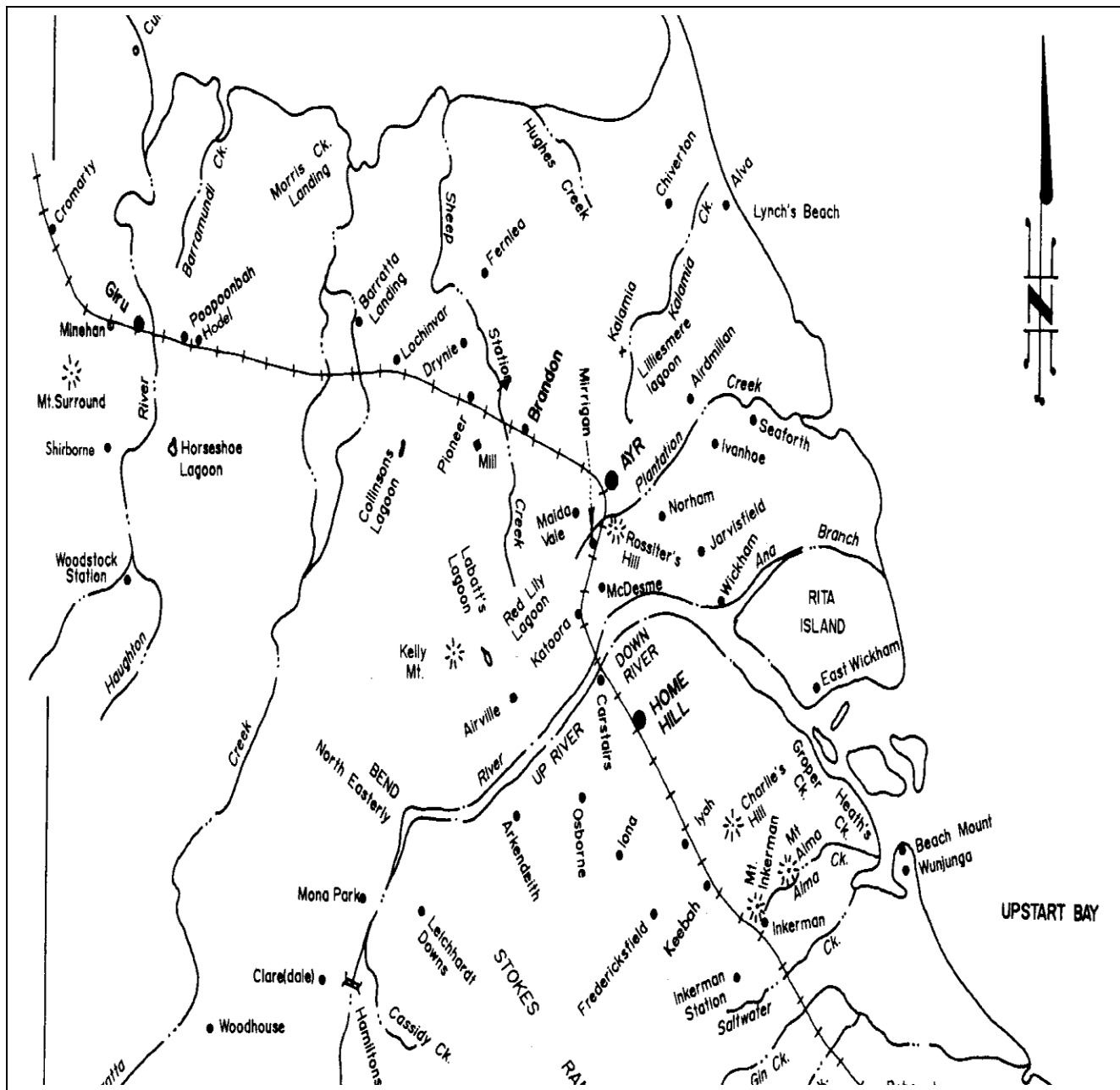
School Details Osborne State School
P.O. Box 217
Home Hill QLD 4806
Ph: 47826254
Email: principal@osborness.eq.edu.au

School website: <https://osborness.eq.edu.au>

Find us on Facebook: Search 'Osborne State School' and click 'Like' to follow our school

Osborne State School is located on the corner of Kirknie Road and Osborne Road, approximately 8.5km up-river of Home Hill. The surrounding environment supports cane growing areas, small crops and cattle. Cane fields dominate the scenery.

Home Hill, to the southeast and Ayr to the northeast, are the nearest centres to the school. The Burdekin River separates these two towns.



FACILITIES

Indoor curriculum delivery is within the two air-conditioned learning areas. The original high-set building is our Senior classroom. The newer low set building houses the Junior classroom. All year levels from Prep – Yr 6 are catered for at our school with our current class groupings being Prep-2 and Yr3-6. We have a wide variety of print and digital resources for students to access. Students also have access to a variety of ICT equipment including desktop computers, laptops, iPads, digital microscopes and a variety of robotics equipment. All resources are of high quality and up to date. The children work in multi-age groups. The office, staff room and reception areas are located in the original high-set building.

An open – air hall is used as a play area during the day and a function area on special occasions. The school also has a well cared for tennis court, oval, cricket pitch, netball court, junior and senior playgrounds. Shady trees and covered play areas provide welcome relief from the sun.

THE COMMUNITY

Membership to the P & C is open to all parents and interested community members over 18 years. Meetings are held once a month. If you wish to join the P & C you need to fill out a Membership form available at the office or from the P & C. Fundraising activities held throughout the year enhance the school's resources and support the children's educational experiences e.g. excursions, camps.

Parents are welcome in the classroom as volunteers to assist across the Key Learning Areas. Parents also transport the children to and from many venues providing the children with opportunities to participate in a wide range of learning opportunities.

STAFFING ALLOCATION

- Teaching Principal (7 days teaching / 3 days administration per fortnight)
- Classroom Teacher (Full time)
- Admin support teacher (1 day per fortnight)
- Support Teacher Literacy and Numeracy – 1 day per fortnight
- Guidance Officer – ½ day per fortnight
- Students with Disabilities Support Teacher – 4 days per term
- 3 Teacher Aides
- 1 Business Services Manager
- 1 Cleaner
- 1 Casual Grounds Officer

The school has access, on request, to other specialist services such as Behaviour Support Teachers, Speech and Occupational Therapists etc.



CURRICULUM PROGRAMS AND DELIVERY

A whole school approach to program design and delivery ensures consistency of assessment and monitoring of student outcomes. In 2020, all curriculum areas will be taught from the Australian Curriculum. Teaching strategies aim to maximize learning outcomes for all students and are designed to cater for the variety of learning styles and individual differences within the school / class groups. Intervention programs are designed for children “at risk”. All programs and student outcomes are continually monitored to ensure the effectiveness and appropriateness of teaching strategies.

Participation in extra-curricular activities e.g. interschool sport, competitions, and eisteddfods are supported and encouraged.

* *LOTE – Japanese (for Yr 5 and 6 via flexible online delivery).*

REPORTING



SCHOOL REPORTS

Term 1: Oral reporting.

Term 2: Written report.

Term 3: Oral reporting.

Term 4: Written report.

At other times reports / interviews will be given on request.

OTHER ACADEMIC REPORTS

National Testing/NAPLAN (Literacy & Numeracy) Yr 3 & 5.

SCHOOL RULES

We believe that it is important that members of Osborne State School conduct themselves in a manner, which enables all school members to work. Essential to learning are:

- The rights of all students to learn
- The rights of all teachers to teach
- The rights of all to be safe.

Our school follows the 4Bs:

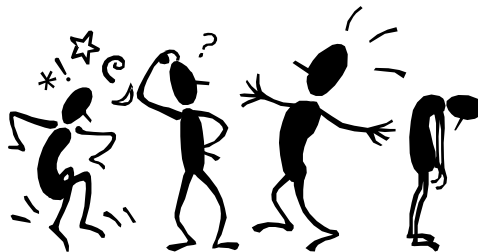
1. Be Respectful
2. Be Responsible
3. Be Safe
4. Be Brave!

Code of Conduct

1. I will take responsibility and care for people's feelings and belongings.
2. I will be courteous towards others.
3. I will cooperate with all other people in the school community.
4. I will make sure my behaviour respects and considers others.
5. I will give all school activities my best effort and use common sense at all times.
6. I will show, in my behaviour, that I am proud of Osborne State School.

Rules cannot cover the whole spectrum of possibilities. Any activities or actions, not covered by the above rules and code, which adversely affect the 'good order', safety and wellbeing of others, are unacceptable.

A Responsible Behaviour Plan for students is available on request and is also available on our school website.



SCHOOL UNIFORMS

The wearing of the school uniform is strongly encouraged.

HATS: Broad Brimmed - **NO CAPS!** All children will be provided with a school bucket hat on enrolment.

SHOES: Must be closed-in variety with ankle length socks.

CLOTHING: School Polo Shirt with black shorts (girls can wear black skirts or skorts if they wish). Students with long hair (shoulder length and longer) must have their hair tied back at school.

The School Polo Shirts are available for purchase through the school. Shirts are kept at the school office and can be purchased on Thursdays or Fridays during the school year between 9:00am and 3:00pm.

GENERAL NOTICES

School Lesson Times	First Session	8:45am - 11.00am
	<i>(Healthy Snack</i>	<i>9:50am – 10:00am)</i>
	First Session	10:00am – 11:05am
	<i>First Break</i>	<i>11.05am - 11.45am</i>
	Middle Session	11.45am -1.30pm
	<i>Second Break</i>	<i>1.30pm - 2.00pm</i>
	Last Session	2.00pm - 3.00pm

Please note: No students are not to arrive at school before 8.00am

Forms to be filled in on enrolment.

- 1. Education Queensland Application for Student Enrolment:** Allows the student to be enrolled and registered with Education Queensland (only completed on enrolment or if transferring from another school).
- 2. Enrolment Agreement:** This outlines student, parent and school responsibilities (only completed on enrolment or if transferring from another school).
- 3. Internet Agreement:** This gives permission for your child to access the computers and the internet for learning activities (only done on enrolment or if transferring from another school).
- 4. Media Release:** This gives the school permission to publish your child's name or photo in school newsletters and on the school website (only completed on enrolment or if transferring from another school).
- 5. Excursion and private transport permission:** completed yearly, this form gives permission for your child to participate in all school excursions throughout the year.
- 6. Resource Scheme Agreement:** completed yearly, this agreement means that your child will be provided with all stationary and books needed to complete their schooling throughout the year, providing the fee is paid.

Sign In All visitors / volunteers at the school must sign the registration book located in the reception area.

Absences must be explained. A written note, SMS, e-mail message or telephone call is sufficient.

Newsletters will be given monthly on a FRIDAY to the eldest child in the family.

Healthy Snack is at 9:50am daily, students are provided with fruit and are also involved a variety of physical activities during this time.

Swimming occurs in Terms 1&4 (eight weeks per term) at the Home Hill pool under the guidance of a qualified swimming instructor.

First aid assistance will be administered to your child in the event of injury and if deemed to need further treatment you will be contacted to make arrangements.

Medication cannot be administered if all medication details are not provided with a signed declaration from parents. Medication must be in the original container with all instructions clearly visible. You will need to fill in an Administration of Medication Form available at the Office. All non prescription medication cannot be administered without a pharmacy label. Children should, at no time, have medications in their possession at school with the exception of personal asthma puffers.

Head Lice can appear at any time on anyone. They are not a sign of bad hygiene but they are pests. Please check your child's hair regularly and treat appropriately. Your pharmacist will be able to give you advice on the variety of treatments available.

Jewelry Students are allowed to have ear piercings (studs / sleepers only) and they can wear a watch. All other jewelry is not allowed due to safety concerns.

Cosmetics Students are not allowed to wear makeup or nail polish / accessories.

Electronics All electronic devices (e.g. Ipods, mobile phones etc) are not allowed at school.

Lost property could be easily returned to owners if all items are clearly labeled with your child's name.

Osborne State School

ROLES AND RESPONSIBILITIES

ALL SCHOOL COMMUNITY MEMBERS

- conduct themselves in a lawful, ethical, safe and responsible manner that recognises and respects the rights of others.

STUDENTS

- behave in a responsible manner
- take responsibility for their own behaviour and learning
- learn to the best of their ability and actively participate in the school's education program
- cooperate with staff and others in authority
- strive for personal success
- value and respect all school community members including themselves
- value and respect all school community property

TEACHERS

- teach and evaluate students
- provide programs suitable to the needs of individual students
- provide a safe and supportive learning environment
- contribute to a supportive school environment
- value and respect all school community members
- strengthen self-confidence and self-worth amongst students
- reflect and implement the values and beliefs of the school community
- initiate and maintain constructive communication and relationships with students and parents/carers
- encourage parents to take an active interest in the progress of their child
- exchange ideas on quality teaching practices regularly and openly
- create exciting and active learning environments
- implement behaviour management strategies
- provide skills which assist students make responsible choices
- contribute positively to behaviour support plans which concern students in their care
- role model self-managing behaviours.

PRINCIPAL

- contribute to a supportive school environment
- role model self-managing behaviours
- value and respect all school community members
- strengthen self-confidence and self-worth amongst students
- reflect and implement the values and beliefs of the school community
- encourage parents to take an active interest in the progress of their child
- provide skills which assist students make responsible choices
- play a strong leadership role in implementing and communicating *The Code* in the school community
- ensure consistency and fairness in implementing the school's *Responsible Behaviour Plan for Students*

- communicate high expectations for individual achievement and behaviour
- review and monitor the effectiveness of school practices and their impact on student learning
- support staff in ensuring compliance with *The Code* and facilitate professional development to improve the skills of staff to promote responsible behaviour.

ADMINISTRATIVE SUPPORT STAFF

- support classroom teachers in the location and allocation of resources
- complete tasks as directed by the Principal
- contribute to a supportive school environment
- value and respect all school community members
- role model self-managing behaviours

TEACHER AIDES

- reflect and implement the values and beliefs of the school community
- value and respect all school community members
- role model self-managing behaviours
- contribute to a supportive school environment
- implement behaviour management strategies
- prepare and supervise student work areas, e.g. small group activities, playground duty
- support classroom teachers in the implementation of programs
- complete tasks as directed by classroom teachers or Principal e.g. record keeping, preparing resources

PARENTS/COMMUNITY

- value and respect all school community members
- role model self-managing behaviours
- ensure children are equipped for school, arrive and depart punctually
- ensure children attend school daily unless ill
- show an active interest in their child's schooling and progress
- cooperate with the school to achieve the best outcomes for their child
- support school staff in maintaining a safe and respectful learning environment for all students
- initiate and maintain constructive communication and relationships with school staff regarding their child's learning, wellbeing and behaviour
e.g. report any incidents to class teacher or Administration
- contribute positively to behaviour support plans that concern their child.