

Charleville State High School

Cnr Hunter & Partridge Sts, Charleville

PO Box 314, Charleville, 4470

Ph: 4656 8888      [www.charlevilleshs.eq.edu.au](http://www.charlevilleshs.eq.edu.au)



# INFORMATION for PARENTS / CARERS



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# Enrolling at Charleville State High School

Thank you for choosing Charleville State High School to enrol your child.

Enrolment Packages are available from the school's administration office, our school website, or phone 4656 8888 to request a package to be emailed or posted.

## Proof of identity

One of the following is required to complete enrolment:

- Certified copy of birth certificate
- Copy of passport
- Australian citizenship, permanent residence status or eligibility under a Visa category (for international students, in addition to above residence criteria)

## Submit forms

Completed forms to be returned to the administration office of Charleville SHS or by mailing them to:

The Enrolment Officer  
Charleville State High School  
Corner Partridge and Hunter Streets  
Charleville Qld 4470

## The enrolment interview

The school will contact you with an interview time after we have assessed your enrolment application.

Please bring with you:

- A certificated copy of your student's Birth Certificate/Passport/ Australian citizenship, permanent residence status or eligibility under a Visa category
- School Reports and NAPLAN results, if your child was enrolled in a non-government school
- Any details of the student's disabilities and administration of medication.

Enrolment is welcome at any time throughout the year.

Please note that completion of student timetables and preparation of classes will usually mean a delay of at least one working day before a student can begin classes.

# Communication Channels

**Telephone:** 07 4656 8888

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

**Updating your details:** Please send updated details in writing/email ([admin@charlevilleshs.eq.edu.au](mailto:admin@charlevilleshs.eq.edu.au)). It is vital that your contact details are up to date. *Change of Details* form and *Student Leaving* form are available from administration office.

**Charleville SHS Facebook:** [www.facebook.com/CharlevilleSHS/](https://www.facebook.com/CharlevilleSHS/) For all news, events etc.

**Website:** [charlevilleshs.eq.edu.au](http://charlevilleshs.eq.edu.au) To check on news, policies, documents and contacts.

**Newsletter:** [charlevilleshs.schoolzineplus.com/subscribe](http://charlevilleshs.schoolzineplus.com/subscribe)

**Absence line: 0428 220 673:** Text only to advise of student absences before 9am.

## School Bell Times

First Bell	8.45
P1	8.50-10.00
Form Class	10.00-10.10
P2	10.15-11.25
Break 1	11.25-12.00
P3	12.00-1.10
Break 2	1.10-1.45
P4	1.45-2.55

Students to be on time and ready to learn for all lessons.

## Getting to and from school

**Buses:** Augathella, Morven and Wyandra have school bus runs to Charleville. For details, contact Eckel Bus Service on 4654 2585.

Quilpie Road provides a community bus run – contact Alex Whip on 0488 037 716.

There is also a local bus run for our first nations students. Contact CWAATSICH on 4654 3277.

**Students driving to school** – Senior students will need to complete a form available from administration office.

**Scooter/bike** racks are situated near Partridge Street entrance. Students are to secure their scooter/bike in this area only. They are not to be ridden within school grounds.

## Leaving school grounds during school hours

Parents must contact school before student can leave school grounds, student must sign in and out through main office. If your child is going to be absent from school, you must let the school know why the absence has occurred. If possible, it is best to advise the school beforehand.

Avoid keeping your child away from school for reasons such as: birthdays, shopping, visiting family and friends, if they sleep in, looking after other children, minor check-ups or care, such as haircuts.

If you are experiencing difficulty in sending your child to school, contact the school principal for advice and support.

## Curriculum Student Resource Scheme (SRS)

### SRS Participation

The objective of the scheme is to provide a convenient and cost-effective way for students to access the educational resources necessary to enhance their learning experience at school. The Department encourages parents to participate in the scheme. Participation in the SRS is optional, and no obligation is placed on a parent to participate. Participation is for the duration of your child's enrolment at the school.

If a parent has opted out of the scheme the parent is required to provide the educational resources listed in the following Inclusions for their child by the start of the school year.

If you wish to change your decision about joining or withdrawing from the SRS complete a new participation agreement form and return it to the school.

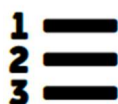
# Positive Behaviour for Learning (PBL)

## What is PBL?

PBL is short for Positive Behaviour for Learning. This framework is a positive, preventative and proactive approach to managing behaviour. PBL is a plan for schools to:



Be a positive place to learn



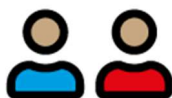
Teach students how to behave at school



Tell students when they do the right thing



Help students when they make mistakes



Work together with parents

Schools using PBL use knowledge of evidence-based practices for:

- teaching expected behaviours
- setting consistent expectations
- working as a team to support all students
- monitoring progress, accuracy and outcomes
- providing extra help when needed.

## Student Dress Code

### Dress Code:

At Charleville SHS, it is a requirement for all students to wear their full school uniform on all school days. Wearing a uniform fosters a sense of pride, belonging, and consistency within our school community.

This policy has been developed in accordance with the Education (General Provisions) Act 2006 (Sections 360-363) and the Department of Education policy Student Dress Code SMS-PR-022 in relation to implementing student dress codes in Queensland State schools. The policy clearly outlines the school's response to non-compliance regarding the Student Dress Code at Charleville State High School. The Dress Code is endorsed by the P & C Association.



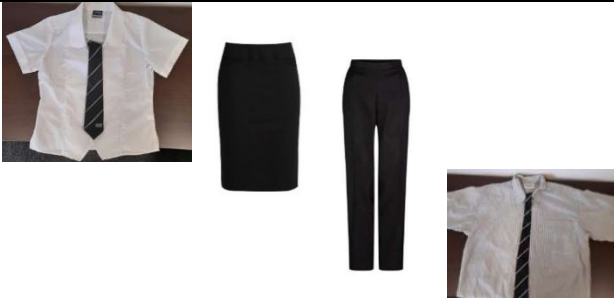



### Uniform Expectations:

Students are to wear the full school uniform when attending school, whilst travelling to and from school or when engaging in out of school activities. Consistent with this policy students are required to always present themselves in a neat and tidy manner when attending school. By adhering to the Uniform Policy our students continue to promote a positive image of the school to our local community and demonstrate that the school has high expectations of its students.

### What happens when a student is out of uniform?

- Prior to the commencement of the school day any student out of uniform is required to report to their Year Level Coordinator (YLC). If the student has a note from the parent/caregiver, the YLC may excuse a temporary inability to comply with the Uniform Policy.
- The school will maintain a small bank of uniform items for students who present without the full uniform, so the student can change into the uniform supplied by the school for the day and return in the afternoon to collect their items of clothing.

- Families experiencing financial hardship should make an appointment to meet with the principal to discuss options.
- If a teacher considers that a student is inappropriately dressed, including wearing restricted items, the student may be sent to the office to resolve the issue with a member of administration.

<b>Junior School Uniform:</b> <ul style="list-style-type: none"> <li>Charleville State High school unisex polo shirt.</li> <li>Black Shorts</li> <li>Closed in shoes</li> <li>Socks</li> </ul>	
<b>Senior School Uniform:</b> <ul style="list-style-type: none"> <li>Charleville State High school unisex polo shirt.</li> <li>Black Shorts</li> <li>Closed in shoes</li> <li>Socks</li> </ul>	
<b>Formal School Uniform:</b> Girls: <ul style="list-style-type: none"> <li>White shirt and tie</li> <li>Black knee length skirt/pants, white socks</li> </ul> Boys: <ul style="list-style-type: none"> <li>Green &amp; White striped shirt and tie</li> <li>Black long pants</li> </ul> <p>Black shoes required for both uniforms.</p>	
<b>Footwear:</b>  Due to Workplace Health and Safety regulations, footwear must provide adequate protection and cover the entire foot.	
<b>Hats:</b> <ul style="list-style-type: none"> <li>School bucket hat (given to all Year 7 students)</li> <li>Caps</li> </ul> <p>Must be worn when participating in outdoor activities.</p>	
<b>Winter Uniform:</b> <ul style="list-style-type: none"> <li>Black jumper/jacket</li> <li>Long black pants/trackpants</li> </ul>	
<b>Non-uniform Days</b> <ul style="list-style-type: none"> <li>Clothing that carries offensive or suggestive designs is unacceptable and must not be worn. Outfits which expose bare midriffs or revealing/inappropriate clothing must not be worn. Safety procedures cannot be compromised, and the wearing of thongs, sandals and singlets will not be permitted</li> </ul>	

## School Houses & Sport

### Charleville SHS has three School Houses

#### Alamein:

This house is named after the series of battles in El Alamein Northern Africa during World War 2. Their colours are yellow and green.



#### Kokoda:

House colours are blue and white and is named after the Kokoda Track Campaign.



#### Tobruk:

This house is named after the siege of Tobruk which occurred during World War 2. Their colours are red and black.



Charleville SHS holds an annual Swimming Carnival, Cross Country and Athletics Carnival with points awarded towards a Champion House Trophy.

### Representative Sport

Charleville district school sport is centred around Charleville, the largest town in the southwest of the outback region - to provide quality sport education programs to all students. The sport structure, from intra-school through to national level, provides all students with a goal at which to aim. Students must attend District trials to be considered for selection to Regional teams.

For more information contact the school HPE Department or website: [southwestschoolsport.eq.edu.au](http://southwestschoolsport.eq.edu.au)

## Mobile Phones / Electronic Devices in School

### Rationale

Charleville State High School takes a pro-active approach to ensuring students are taught about appropriate and safe use of personal technologies through curriculum programs, our policies and procedures. The focus on personal responsibility around appropriate and safe use of technologies is central to embracing our sense of community while at school.

Our school has a policy of no mobile phones/electronic devices (including headphones). This does not include laptop/tablet computers, and these come under the Acceptable Use Policy. If a parent needs to contact a student during the school day, they can contact the office, and a message will be forwarded to the student. It is understood that students may need a mobile phone before or after school for safety reasons. For this purpose, they will be able to use their phone once they are unlocked as they exit the school.

### School Expectations:

- All students will be provided with a Yondr pouch for the duration of their enrolment.
- The school issued pouch is seen to be part of the school uniform, and students are expected to have their Yondr pouch at school every day. This pouch remains the property of the school.



- Loss or destruction of pouch will result in you being charged for a replacement pouch. The number assigned to the pouch must be always kept visible for identification purposes.
- **On entry to school all devices are to be disabled and placed in the Yondr pouch.**
- Earphones are not part of the school uniform and are to be stored in the Yondr pouch.
- Students are to place smart watches in their Yondr pouch when undertaking assessment.
- Students found accessing smart watches to engage in social media and texting during school time will be required to submit their Yondr pouch to the administration each day.
- Students with medical reasons may have, as part of their Health Plan, access to these devices to support their health. When accessing the device/s they must respect the rules and conditions discussed when creating the plan.

### Procedure for not following school procedure in relation to electronic devices:

#### First Offence:

If a student is found using a device without permission or refuses to secure their device in a Yondr pouch, the student will be referred to the relevant Year Level Coordinator and the device will be confiscated. The student will be required to submit their device in the secure pouch to office at the start of each day for the following **four-week** period. This will be recorded as 'technology violation' on the student's behaviour record.

#### Second Offence:

The item will be confiscated, and the student referred to the Year Level Coordinator and dealt with as above. This will be recorded as a 'repeated technology violation' on the student's behaviour record. The student will be required to submit their device in the secure pouch to the office at the start of each day for the length **ten weeks**.

#### Repeated Offences:

Repeated offences will be referred to the administration and will be recorded as **failure to comply with school rules**, repeated technology violation and for behaviour which impacts on the good order and management of the school. Repeated offences may result in suspension at the Principal's discretion and possibly recommendation for exclusion.

### How Yondr Works



#### POUCH

Students will unlock their personally allocated pouch at the contact stations located at the entrance areas of the school



#### SECURE

Place mobile phone in pouch and close. Mobile phone will remain locked in pouch and in the student's possession for the day



#### EXIT

Students tap contact station as they exit the school to unlock and access mobile phone



## Frequently Asked Questions

### **What if I want to reach my child during the school day?**

For urgent matters contact the main office at 4656 8888 to reach your child.

### **Will my student's phone be safe?**

Students are in possession of their phone - in their Yondr pouch - for the entire school day.

### **What if the pouch gets damaged?**

The Yondr pouch belongs to the school. If a student damages a Yondr pouch, they will be held responsible. The student's phone will be confiscated, and a parent must come to school to retrieve it.

### **What if my child requires their phone for medical reasons?**

The school policy will allow for an exemption for those students that require the use of phones for medical purposes e.g. students with Type 1 Diabetes measuring blood sugar levels.

### **What if classroom teachers want to complete research tasks using phones as a tool?**

Mobile phones are not required at school and students have access to more suitable technology such as laptop banks and computer rooms for most tasks.

## School Laptop Scheme

Charleville State High School provides devices for all students from Year 7 to Year 12.

The laptop remains the property of the school. Devices will be loaned to students to ensure they are able to access quality learning materials. Devices will be required to be returned to the school at the end of the school year and/or if the student ceases enrolment at Charleville State High School. Damages to the device may result in individuals being invoiced for the cost of the repair/replacement.

The school will ensure that the device has the latest software installed to allow your child to engage in the curriculum at school and at home. Students must comply with the Department of Education Internet Agreement, included in Enrolment Pack, which outlines the requirements that students must ensure they are using the device and associated internet access to enhance learning and education.

## Third Party Website Consent

### **Overview**

The use of web based educational resources has risen steadily over the last decade and are increasingly being used by teachers across Queensland to improve student learning outcomes. Our school and teachers make decisions about the best technology to meet the needs of our students. Sometimes it is beneficial for students to utilise services provided by third party web-based providers. Charleville SHS wishes to utilise a range of third-party web-based service providers to aid students learning. For your student to use the services the teacher will need to register them as a user.

**You will be asked to complete the Online Services Consent Form where you nominate which (of any) services you consent your student to be registered for.**

Registering with these providers requires student personal information to be disclosed to the provider of the service. In the case of the services outlined below they are private companies that are hosted onshore in Australia and/or outside of Australia. Outside of Australia means that data that is entered to register for these

sites will be stored on servers that are not based in Australia and therefore are not bound by Queensland's privacy laws. Registration may include disclosing the following information about your student:

- Student name
- Student ID
- Age
- Year group
- Class teacher
- Student email

*Note: it is not compulsory for you to provide this consent – if you decide not to, this will not adversely affect academic achievement.*

It is important that you understand the reasons that these websites collect this information, what will be done with it, who else may have access to it and where the data is stored. This information can be found in the form referring to each website's terms and conditions and/or privacy policy. Please read these and ensure that you understand the implications of using this service before giving your consent.

**EXAMPLE – Third party web-based service providers:**

**GROK Learning**

**Data Hosting:** Onshore

**URL:** <https://groklearning.com/>

**Purpose of use:** The purpose of this website is to provide fun and challenging problems for students to solve through the use of code

**Terms of use:** <https://groklearning.com/policies/terms/>

**Privacy policy:** <https://groklearning.com/policies/privacy/>

**Please answer:**

☐ I give consent

☐ I do not give consent

If you have any queries around the storage of student's information, please contact the school on 4656 8888 or [admin@charlevilleshs.eq.edu.au](mailto:admin@charlevilleshs.eq.edu.au)

## VR Learning & Design Hub

### Our Vision:

To support young people to reach their potential in a global technological world.

### Digital Innovation:

The Learning & Design Hub functions through a synergetic partnership of curriculum and software design that enhances student engagement and achievement through the effective embedding of Immersive Technology in Learning and Teaching.

### VR Curriculum-Aligned Modules

All modules offer fully flexible learning opportunities that allow for movement, student-centred decision-making and student management of their learning. They have been designed to account for differences in class size, individual abilities, class culture, student capabilities, behavioural challenges, differences in learning needs and student interest.

There is a strong emphasis on the building of cross-curriculum skills perspectives.



## Medication During School

If your child requires staff to administer medication to your child at school, please contact the school office in the first instance to discuss your child's requirements and to collect a form to be completed by parent/carer.

School staff will not administer medication that you can buy over-the-counter at chemists and supermarkets (e.g. paracetamol, eye drops, cough syrup) unless it has been prescribed by a qualified health practitioner.

For medication to be administered at school or during school-related activities, there must be medical authorisation for the student to have that medication, the medication must be in its original container with intact packaging, has an attached pharmacy label and is current/in date.

Examples of medical authorisation include:

- a pharmacy label with both the student's and doctor's name on it
- a signed letter from a doctor
- a medication order from a dentist
- an Action Plan signed by a doctor or nurse practitioner.

## Medical Action Plans

Schools are required to provide reasonable adjustments that ensure students with health support needs are included in the full range of school life with their peers.

**Parents/carers are to:**

- provide information to the school administration about their child's health condition/s, including up-to-date action plans and other written advice from health professionals (e.g. doctor)
- consult with the school on ways to minimise risks to their child at school
- provide and maintain equipment, medication and consumables, ensuring these are well maintained, in-date and clearly labelled with the student's name, relevant instructions and dosage of medication
- provide medical alert apparel when appropriate

**School staff are to:**

- take reasonable measures to reduce the risk of students being exposed to their triggers and known allergens, which should be reasonably foreseen
- help ensure that a student receives appropriate medical attention including emergency first aid when required
- support the implementation of students' action plans
- complete appropriate training, as required

## QParents

**What is QParents?**

The QParents web and mobile application provides a more convenient, easier way for parents and legal guardians of Queensland state school students to interact with their child's school. Parents will have secure, online access to their child's student information, anytime, anywhere, through a smartphone, tablet or computer.

QParents allows parents to connect instantly with their child's school to access and manage their child's student information, including:

- Attendance and absence details, as well as the ability to notify the school of an absence
- Academic report cards
- Class timetables
- Viewing unpaid invoice details, payment history, and making payments online
- Viewing and updating personal student details, including medical conditions and address
- Enrolment details

QParents will assist both staff and parents in sharing and responding to information in an efficient and effective way.

### Registering and using QParents

Details about the registration process is contained in the letter/email from the school with subsequent rounds sent after enrolments are finalised or by request.

You can also access the QParents Help Site - <https://qparents.qld.edu.au/#/landing>

## Charleville State High School P&C

Our P&C Association meets on the second Wednesday evening every month, at 5:30pm, except during school holidays. A reminder text will be sent to all families when meetings are scheduled.

### What is a P&C?

The Parents and Citizens Association (P&C) is a group of community-minded people, parents and citizens who take on a more formal role to assist the school by providing:

- feedback on school policies and activities
- additional resources to enhance student learning
- parents with opportunities to be involved in their child's education.

Research has shown that parent involvement in a child's education makes a significant contribution to the child's success at school.

### Objectives

The objectives of the P&C are to promote interests and facilitate the development and further improvement of the school.

CSHS P&C also operate a Uniform Shop and Tuckshop to assist families. Uniform Price List and Tuckshop menu can be found on our school website or contact administration office.

The P&C of Charleville State High School consists of a group of parents who are keen to be part of their children's education. We are friendly and welcoming - so come along and get involved too.

**Contact:** charlevilleshpandc@outlook.com

We look forward to seeing you, so come along to the next meeting!

## School Tuckshop & Uniform Shop

Charleville State High School P&C Association employs a full-time convenor for the tuckshop. Parent and student volunteers also contribute to ensuring that the staff and students at Charleville State High School have access to healthy and delicious food. New volunteers are always appreciated. If you are interested, please contact the P&C Association.

The school tuckshop is open 5 days a week from Monday to Friday. It is located under B block and opens for first break at 11.25am.

Uniforms can be purchased between 8.15 am and 8.40 am Tuesdays at the school office.

All students are expected to always wear the full uniform. Students who for some legitimate reason are unable to wear full school uniform on any day are required to bring a note from their parent/carer to get an approved Uniform Pass from the office. Detentions will be given for continued breaches.

## Support Staff

At Charleville State High School students and families have access to a range of many supports.

### Guidance Officer

Guidance Officers are employed by the Department of Education to assist students and their families.

Guidance Officers are registered teachers with appropriate post-graduate qualifications.

Guidance Officers can help students in several different areas:

- Personal: friends, family, personal relationships
- Academic: subject selection, applying for tertiary courses, improving study skills, managing time, exam preparation and career pathways
- Work: characteristics of jobs, opportunities available, developing a suitable career path, applying for jobs, apprenticeships and traineeships.

### School-Based Youth Health Nurse

School-Based Youth Health Nurses are employed by Queensland Health to promote health and wellbeing within state high schools.

School-Based Youth Health Nurses provide class-based education and individual consultations with support, health information and referral options related to:

- healthy eating, sleep and exercise
- relationships
- personal and family problems
- mental health
- sexual and reproductive health
- smoking, alcohol and other drugs – including vaping
- growth and development.

The school-based youth health nurse does not provide medical treatments, first aid, medications, physical examinations, or ongoing counselling.

### Chaplain

Chaplaincy Services provide spiritual, ethical, and personal support to school communities. Scripture Union Qld Chaplains provide positive adult role models for students. Chaplains are present in schools at the invitation of the Principal, in consultation with the local community, and with the support of the P&C Association.

A School Chaplain is a safe person for young people to connect with at school and provides a listening ear, caring presence, and a message of hope. Chaplains assist in fostering supportive, caring school communities.

Working with other members of the school's support team, the Chaplain cares for students struggling with issues such as difficult relationships with other children or family members, poor self-esteem, family breakdown, and depression.

The Chaplaincy Service is available to everyone in the school community regardless of their religious beliefs. Involvement with the Chaplain is entirely voluntary, and students choose whether they want to be a part of the activities that are offered. Parents will be consulted if their child wishes to be involved in ongoing one-to-one meetings with the Chaplain or in any programme or group involving spiritual or ethical content. Parents have the right to refuse permission for their child to be involved in any Chaplaincy activity or event.

### **Industry Liaison Officer**

Covers work experience, apprenticeships, traineeships and training. Meets with employers, Registered Training Organisations (RTO's) and students. They help students setting up their USI numbers, career pathways, getting Resume's organised and helping skill kids for their upcoming interviews. They aim to help the student put their best foot forward when approaching employers and work situations for their long-term success.

### **Community Education Counsellor**

Our Community Education Counsellor (CEC) is responsible for providing educational counselling and support services to ensure the best possible assistance services are available to Aboriginal and/or Torres Strait Islander students and families.

Our CEC works hand in hand with our Student Support Team to provide cross cultural awareness training to the broader school community and facilitate activities that develop productive partnerships. Further to this, our CEC is also responsible for the development and promotion of support service programs that are designed to encourage the educational participation of Aboriginal and/or Torres Strait Islander students and their families.

### **Youth Support Coordinator**

Can be accessed on Monday and Tuesday to support students to improve levels of engagement and wellbeing. They refer at-risk students to appropriate agencies and support services that will assist students to overcome barriers to education and training and provides individual support, case management and, where appropriate, group support to students to maximise their engagement with education and training. The YSC is currently running Girls Group and a Boys Group.

### **Social Worker**

Operates in an advisory and advocacy role, providing case management and counselling to students, their families and carers for the purpose of assisting student's wellbeing and educational outcomes.

### **Beyond the Broncos**

We value the vital role that young Aboriginal and Torres Strait Islander women play in influencing the next generation. The Girls Academy program provides mentoring and support from Years 7 – 12 and into young adulthood to help these young leaders succeed.

### **The features of the program include:**

- In-school mentoring and support from our school-based Brisbane Broncos support staff
- Semester challenges and rewards for attendance and behaviour
- Group presentations on topics including culture, lifestyle and careers
- Support in completing Year 12 and developing career pathway plans
- Exclusive access to Brisbane Broncos staff, players, facilities and events.



# GPs in State Schools Program



## Participating in the GPs in State Schools Program

Providing students with access to free, confidential health and mental health support at school.



### Helping you get the health care you need

Charleville State High School is proud to be participating the Queensland Government's GPs in State Schools Program which aims to improve secondary students' access to healthcare and wellbeing. Our school's GP clinic has operating since June 2023.

Dr's Katie and Dr Paul Chang, General Practitioners (GP) from Acacia Country Practice provide the service.

### How can I make an appointment for the GP?

Our school's GP clinic is open every Tuesday during school terms between 8:30am and 2:30pm. You can make an appointment to see the GP before school, during class times, as well as at break times.

To make an appointment to see the school GP:

- Go to [www.acaciacp.com.au](http://www.acaciacp.com.au) and book online through Hot Docs link
- Phone Clinic on 4599 7658
- Phone School Office on 4656 8888 or
- Do a walk-in on the day.

### Do I see the GP by myself?

It's up to you. You can see the school-based GP by yourself, or you can choose to go with a parent/carer.

### Can I consent (agree) to my own medical treatment?

Yes, if the GP thinks you understand what the treatment means, how it will help you and what the risks are, you will be considered a 'mature minor' and be able to make your own decision about treatment. In making their decision, the GP will consider age and maturity, independence, seriousness of treatment and treatment required or recommended. If the GP doesn't consider you to be a 'mature minor', then they can still give you support, but will need to get permission from your parent/carer first.

Any student at Charleville State High School who wants to make an appointment with the school GP can do so. The GP will then determine if the student is a mature minor for the health issue for which they are seeking treatment. It is important to understand that this is the same process that would occur if your child were to see a doctor in any GP clinic in the community.

### Can the GP refer (send) my child to other health services if needed?

Yes. In most instances, Dr Katie and Dr Paul will encourage your child to include you in these referrals.

### How much will it cost to see the GP?

Seeing the GP at school is free. You will need to remember to bring your Medicare card (or your Medicare number) with you to your appointment.



**What is a Medicare card and how do I get my own?**

A Medicare card allows people to get medical services/medicines at low cost or for free. Usually, young people are named on their parents'/carers' Medicare card. If you are 15yrs or older, you can get your own Medicare card by completing an application with Medicare Australia. The GP can help you with this process.

**Will my parent/carer know that I went to the GP?**

If the GP thinks you can see them by yourself and make your own decisions about treatment, they will not share information with your parents/carers, unless you say they can, there is an immediate risk to your or other's safety and wellbeing, or they are required to by law. This is called confidentiality. However, if you are under 15 years of age and are still on your parents' Medicare card, your parents will generally have access to information about your appointment via their Medicare account. This means they will be able to see the date of your appointments and the name of the GP you have seen. If you are worried about this, talk to the GP.

**Will the school GP tell anyone at school about my appointment?**

Your conversation with the GP will be confidential and not shared with anyone else, unless you agree, there is an immediate risk to your or other's safety and wellbeing, or the GP is permitted or required by law to tell someone. In some situations, the GP may think your parents/carers (or teachers) should know about your visit and treatment. The GP will tell you why this is and will help you to talk with them if needed.

For more information about the school's GP clinic please contact: Acacia Country Practice on 4599 7658.

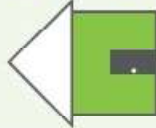
# Every day counts

## MOST STUDENTS ATTEND SCHOOL EVERY DAY

It's important that children are at school all day, every day



OK reasons to stay home from school



sick



natural disasters



It's **NOT OK** to skip school to shop, sleep in, finish an assignment, go on holidays

## EVERY DAY AT SCHOOL COUNTS

Missing even 1 day can make a difference



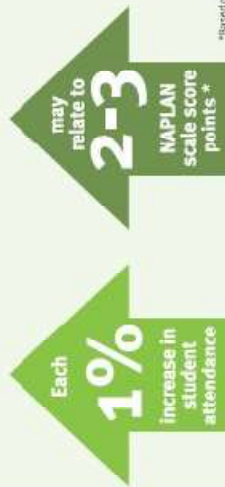
Each day's learning builds on what has been learnt before

Good attendance begins in Prep

It's where good habits begin



## ATTEND ALL DAY, EVERY DAY



What parents can do



Get involved in your child's school

For more information

Go to the **Every day counts** website: <https://education.qld.gov.au/initiatives-and-strategies/initiatives/every-day-counts>



# Parent and Community Code of Conduct

## Supporting learning, wellbeing and safety in every Queensland state school

We welcome parents' and other members of our diverse community into schools across Queensland.

Working together with their school community<sup>2</sup>, school staff support the learning and wellbeing of every student, and are entitled to a safe work environment.

Parents and other visitors to schools support safety by ensuring their communications and conduct at the school and school activities is respectful.

Elements of engagement	It is expected that parents and visitors to our school communities will:	Parents and visitors to our school communities demonstrate this by:
<b>Communication</b> 	<ul style="list-style-type: none"> <li>• be polite to others</li> <li>• act as positive role models</li> <li>• recognise and respect personal differences</li> <li>• use the school's communication process to address concerns</li> </ul>	<ul style="list-style-type: none"> <li>• using polite spoken and written language</li> <li>• speaking and behaving respectfully at all times</li> <li>• being compassionate when interacting with others</li> <li>• informing staff if the behaviour of others is negatively impacting them or their family</li> <li>• respecting staff time by accepting they will respond to appropriate communication when they are able</li> <li>• requesting a meeting to discuss any concerns about their child's education — allowing staff time to prepare and appreciating their time may be limited</li> </ul>
<b>Collaboration</b> 	<ul style="list-style-type: none"> <li>• (parents) ensure their child attends school ready to learn</li> <li>• support the Student Code of Conduct</li> </ul>	<ul style="list-style-type: none"> <li>• taking responsibility for their child arriving and departing school safely on time every day</li> <li>• reading and encouraging their child to understand and follow the Student Code of Conduct</li> </ul>
<b>School Culture</b> 	<ul style="list-style-type: none"> <li>• recognise every student is important to us</li> <li>• contribute to a positive school culture</li> <li>• work together with staff to resolve issues or concerns</li> <li>• respect people's privacy</li> </ul>	<ul style="list-style-type: none"> <li>• valuing each child's education</li> <li>• acknowledging staff are responsible for supporting the whole school community</li> <li>• speaking positively about the school and its staff</li> <li>• not making negative comments or gossiping about other school community members, including students — in person, in writing or on social media</li> <li>• understanding, at times, compromises may be necessary</li> <li>• considering the privacy of all school community members at all times, and understanding that the school cannot share confidential information.</li> </ul>

<sup>1</sup>The term 'parent' refers to parents, carers, guardians and people who exercise parental responsibility for a child.

<sup>2</sup>The term 'school community' refers to staff, students, parents, local business and community organisations and visitors to the school.



