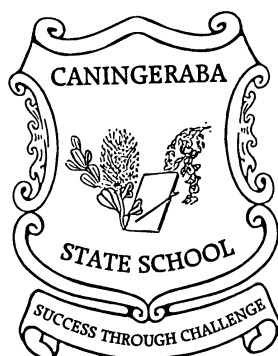


CANINGERABA STATE SCHOOL

Independent Public School



"Through students' eyes"



Looking from their perspective

PARENT INFORMATION BOOKLET 2025

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Welcome to Caningeraba State School

Principal's Welcome

Welcome to Caningeraba State School, a very special place located in the heart of the Gold Coast. Our school was founded in 1987 and celebrated its 25th Anniversary in 2012. Caningeraba State School educates, nurtures and cares for around 1100 students and has been a highly sought after school through "word of mouth" over many years, now with second and third generation students attending from prep to year six.

Caningeraba State School boasts an excellent reputation throughout the wider community, upholding strong traditions and a wonderful culture based on the original motto, *"Success through Challenge"*. Our school is a respectful, happy, friendly and safe place for our students to become lifelong learners in an ever changing world. We pride ourselves on going above and beyond for every student each and every day to allow them to reach their true potential. Our staff and parents are passionate about our school and all work very hard to provide the very best of opportunities for your child.

Caningeraba State School provides excellent opportunities for individualised programs for our students, including our dedicated Gifted and Talented Program, Learning Support Program, Special Education Program for students with disabilities, Instrumental Music Program, Interschool Sport Program and the vast range of extracurricular activities available to students throughout the year.

At our school, we understand the importance of the partnership that we share with you and your child. We encourage our parents and caregivers to become involved in our great school as this reaps enormous rewards, especially for your child in these formative years. Caningeraba hosts many celebratory events and rich opportunities to allow you to be involved in your child's education. Further to this we have a large family of community volunteers who support our students in Support a Reader, Support a Talker, Religious Education and Phonological Awareness programs, to name a few.

Our vision is the outcome of extensive collaboration among parents, staff and students. It represents our preferred future for our school community and aims to provide opportunities for our children to allow them to survive and thrive as successful adults in the 21st century. ***"Caningeraba is a community committed to educating happy, healthy, confident 21st century learners"*** is our vision and our driving force. It underpins our four year strategic plan, a plan for whole school improvement which is outlined over the page.

We are passionate about the quality of teaching and learning in our school and inform student learning with our core values and beliefs and what it means to be an active, responsible and informed citizen. We teach our students to be creative, critical and independent thinkers and to learn to collaborate with others and work as part of a team - essential skills for the 21st century. Importantly, we will always respect, nurture, encourage and inspire your child towards being the very best they can be as a confident and resilient young person who is well prepared for their life's journey that lies ahead.

Caningeraba State School is truly a great school and we thank you for the privilege of supporting you in your child's pursuit of attaining their life's hopes and dreams.

Kind regards

Michelle Flynn
Principal

GENERAL INFORMATION

Principal	Mrs Michelle Flynn
Deputy Principal (Prep)	Mrs Margaret Heiser
Deputy Principal (Yrs 1 & 2)	Mrs Siany Daley
Deputy Principal (Yrs 3 & 4)	Mrs Lucinda Lambert
Deputy Principal (Yrs 5 & 6)	Ms Maria Mott
Head of Department Curriculum	Mrs Helen Davidson
Pedagogy Coach	Mrs Belinda Josey
Business Manager	Mrs Mary-Anne Packer
Administration Officers	Mrs Carmel Cassidy Mrs Grechen Garrett Ms Shazi Smith Mrs Mel Wheaton Mrs Alicia Tilton
Postal Address	Caningeraba State School 4-20 Whistler Drive, Burleigh Waters Qld 4220
Telephone Number	(07) 5568 6333
Email Address	admin@caningerabass.eq.edu.au
Student Absence Hotline	(07) 5568 6377
Events Hotline	(07) 5568 6388
Tuckshop	(07) 5568 6339
Outside Hours School Care	0439 161 685
Uniform/Stationery Shop	(07) 5568 6356
School Office Hours	8:00am – 3:30pm

SCHOOL CALENDAR FOR 2025

School Resumes – Term 1	Tuesday 28 January
Australia Day Holiday	Monday 27 January
Term 1 Concludes	Friday 4 April
Term 1 Holidays	Monday 7 April to Monday 21 April
Easter Public Holidays	Good Friday 18 April, Easter Monday 21 April
School Resumes – Term 2	Tuesday 22 April
ANZAC Day Holiday	Friday 25 April
Labour Day Public Holiday	Monday 5 May
Term 2 Concludes	Friday 27 June
Term 2 Holidays	Monday 30 June to Friday 11 July
School Resumes – Term 3	Monday 14 July
Gold Coast Show Public Holiday	Friday 29 August (proposed date)
Student Free Day	Friday 5 September
Term 3 Concludes	Friday 19 September
Term 3 Holidays	Monday 22 September to Monday 6 October
School Resumes – Term 4	Tuesday 7 October
School Year Concludes	Friday 12 December

SCHOOL TIMETABLE

8:40am	Students report to classroom
8:50am	School commences
10:50am to 11:20am	First break
1:30pm to 2:10pm	Second Break
2:50pm	School concludes



Caningeraba State School Strategic Plan 2022 - 2025

Success through Challenge

Our Beliefs

- The health and well-being of our school community is key.
- Literacy is the foundation for success in the 21st century.
- Students come first in all that we do.
- Every child deserves the opportunity to improve and succeed.
- Every community member is a learner and can improve and succeed.
- Parents and community play a vital role.
- 21st century learning requires a renewed focus on pedagogy and a movement from teaching to learning where we teach the way children learn.

"Through students' eyes"



Looking from their perspective

Our Vision

Caningeraba is a community committed to educating happy, healthy, confident 21st century learners.



Our Values

Caningeraba State School fosters the National Program "Nine Values of Australian Schooling"

- Care and compassion
- Doing Your Best
- Fair Go
- Freedom
- Honesty and Trustworthiness
- Integrity
- Respect
- Responsibility
- Understanding, Tolerance and Inclusion

Our Culture

A whole school community culture that through high expectations "lives and breathes":

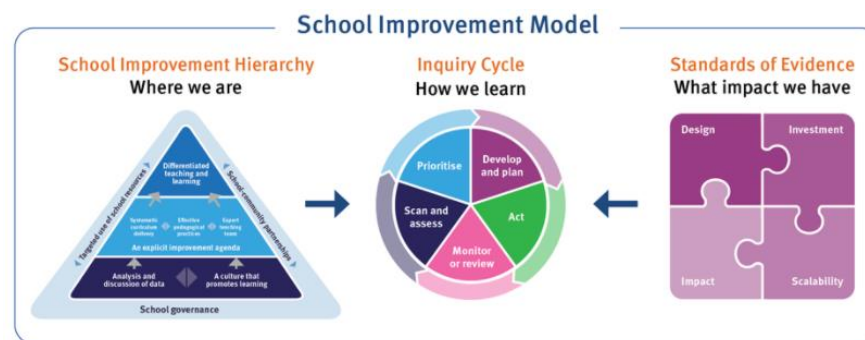
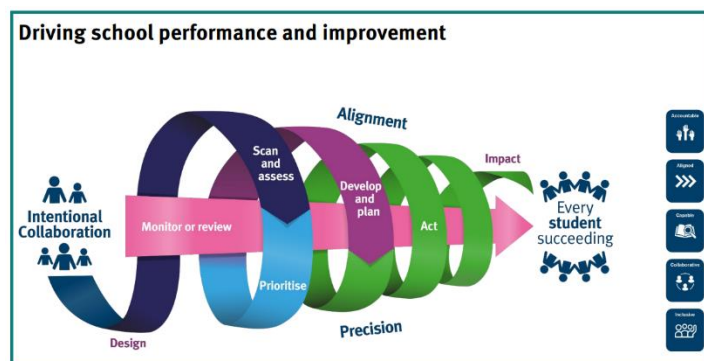
- Continuous improvement
- Consistency
- Clarity
- Celebration of success

Supported through:

- A Safe and Collaborative Culture
- Effective Teaching in Every Classroom
- A Guaranteed and Viable Curriculum



Caningeraba State School Strategic Plan 2022 - 2025



School Improvement Agenda 2022- 2025

1. Enhance teacher efficacy and capability through a continued commitment to delivering **effective teaching in every classroom** while responding to the needs of 21st century learners, based on consistent and deliberate **research based pedagogical practices**. This will be supported through a **professional learning community** and a **coaching and mentoring framework** designed to move beyond theory into authentic practice.
2. Familiarise, implement and embed the revised **Australian Curriculum** through Prep to Year 6. Ensuring a **Guaranteed and Viable Curriculum** across the learning areas and promoting **STEM** strategies will be key improvement agendas.
3. Build teacher capacity in a systematic collection and **analysis of data** including **formative, summative and diagnostic assessment** to inform teaching and learning through timely and effective **feedback** and student owned **SMARTgoals**. Ensure **every student is succeeding** through whole school **inclusive practices**.
4. Improve student outcomes in English and Mathematics with an explicit focus on **Reading, Writing and Number** by embedding *Strive to Achieve Reading Success (STARS)*, *Caningeraba State School's Writing Framework*, *Crack the Code* and *SMARTmaths* as key improvement strategies.
5. Positively influence the health and wellbeing of staff, student, parent and community through the implementation of the **Caningeraba Wellbeing Framework** designed to actively promote, educate and support the attainment of balance in all aspects of life. This will be enriched by an authentic **Parent and Community Engagement Framework** to foster communication, learning partnerships, community collaboration, decision making and participation. *Caningeraba Community Connects (CCC)* and *MidCoast Community of Schools* will be key partnership frameworks.
6. Partner with the P&C, School Council and Education Queensland through *Direct to Market* to provide high quality, value for money and sustainable enhancements to **school facilities, infrastructure** and **resources** to directly benefit the school community.

ACCESS BY ANYONE OTHER THAN THE PARENT OR CARER

Access to students in our school will be denied to anyone, other than a parent/legal guardian, who has not been authorised to have access by a parent/legal guardian. A written authority from a parent/legal guardian or carer will be considered by the principal.

ACCIDENT POLICY

During the school day your child will be under the supervision of the teachers, but basic accidents still may happen. First Aid Room personnel attend students who have accidents. Minor injuries are treated. For more serious injuries the procedure we follow is that, if possible, the parent/carers are notified immediately so that the parent can determine what course of action is to be taken. If injuries appear too severe to allow this procedure, or if we are unable to contact a parent, the student will be taken by ambulance to the public hospital of their choice to accommodate emergency times at the public hospital. The school however does not assume any responsibility for costs incurred.

ACTIVE SCHOOL TRAVEL

Caningeraba State School is part of the Active School Travel program. The goals of the program are to reduce traffic congestion around the school and to have our students travelling actively to school and home from school each day.

They can travel to and from school actively by:

- Walking
- Riding
- Scootering
- Bus
- Carpooling
- Park a block away and walk

ARRIVAL AND DEPARTURE

Parents are asked to direct children to use one route only and to ensure that they are aware of road hazards, crossings and road safety rules.

If you drive to drop off and/or pick up your children at the Kiss and Go zone, please drive carefully near the school. There will be many students about at 2:50pm and we need everybody to take care and keep our students safe. To assist the school in keeping students safe, parents/carers are to abide by all road safety rules when driving and parking their car, riding or crossing the roads.

Students who ride bikes or scooters to school **must wear** a bike helmet. Failure to wear a helmet could result in a phone call to a parent to come and collect the student from school. Bikes and scooters **must be walked through the school grounds** except across the oval. Skateboards are not allowed at school.

Parents who drop off or pick up their children each day (particularly in the early childhood classes) are **asked not to wait near classroom doors and windows while work is in progress**. This upsets the attention of students and teachers. All students are to wait in their designated year level area before school and not outside the classrooms with parents.

Late arrivals (after 8:50am) **must** be accompanied to the office by the parent or caregiver. Similarly, we **must** have a note/phone call from a parent/carers to release a student before 2:50pm. Students leaving early must be picked up at the school office, **not** find their own way home.

ATTENDANCE

It is important that students, staff and parents/carers have a shared understanding of the importance of attending school. Caningeraba State School:

- Is committed to promoting the key messages of Every Day Counts.
- Believes all children should be enrolled at school and attend school all day, every school day.
- Monitors, communicates and implements strategies to improve regular school attendance.
- Believes truanting can place a student in unsafe situations and impact on their future employability and life choices.
- Believes attendance at school is the responsibility of everyone in the community.

Same Day Unexplained Absence Text Messaging:

Our school will be alerting parents/carers of same day student unexplained absences by text message.

Please remember to phone the school on our **absence phone line 5568 6377** as soon as you are aware your child will be away or arriving late, so your child's absence can be recorded correctly.

Students **arriving late must report to the school office** before going to their classroom, to obtain a late pass.

The school will contact parents/carers as soon as practicable (approximately 9:30am) via text message, if a student is not at school and we don't have a reason recorded. If you are advised by our school that your child is away without a reason, please contact us as soon as possible by reply text or phone call to let us know the reason your child is absent.

Late to school procedures:

If your child is late to school and you have not previously notified the office, you need to accompany them and report to the office to obtain a late pass or if you are unable to attend, a letter is to be provided outlining the reason why your child is late to school.

Parents/carers need to be aware that if your child arrives later than 10:50am they are marked as being absent for a half day.

Early Departure Procedure

Generally, students should be at school all day, every day.

If your child needs to leave early from school you need to go through the office to sign them out. **Please call ahead and avoid break time which are 10.50am – 11.20am and 1.30pm – 2.10pm as your child could be in any of our various play areas and therefore unreachable.**

You need to avoid taking your child/ren away from school for birthdays, shopping, visiting family or friends, minor check ups or care such as hair cuts.

You need to be aware that if your child leaves before 12:50pm it is recorded as a half day absence.

Student responsibilities include:

- To be at school on time every day and remain at school all day every day.
- To bring in notes outlining reasons for non-attendance and hand in to teacher.

ATTENDANCE - *continued*

Parent/carers responsibilities include:

- Ensuring the young person is participating full-time in an eligible option, unless the parent has a reasonable excuse.
- Avoiding keeping their children away from school for birthdays, shopping, visiting family or friends, if they sleep in, minor check ups or care such as hair cuts.
- Ensuring that the child is enrolled and attends school on every school day for the educational programs in which the child is enrolled unless the parent has a reasonable excuse having their children at school all day, every day.
- Letting the school know within two days of the child's return to school, the reason for their absence.
- Only allowing children to be away for acceptable reasons such as they are ill or competing in a sporting event.

Please see Late to School Procedures and Early Departure Procedures in this handbook for more detailed information with regards to attendance.

School responsibilities include:

- Promoting high expectations of student attendance.
- Sending clear messages to students and parents / carers that attendance is vital.
- Communicating consistently to students and the school community through the website, newsletters and in the school's enrolment package.
- Identifying absences quickly.
- Following up on absences promptly.
- Having consistent and effective follow-up processes for unexplained student absences.
- Ensuring timely follow-up as a main preventative strategy in reducing absenteeism.
- Analysing school attendance data to identify absenteeism trends and individual students with high levels of absenteeism.
- Investigating absentee rates and their relationship to factors such as the day of the week, the class/year level and particular gender/cultural groups.
- Developing a safe and supportive school environment that promotes positive relationships and includes the implementation of programs which develop social and emotional skills, peer tutoring and mentoring and anti-bullying strategies.
- Establishing positive home-school relationships to assist parents to support their child's attendance at school.
- Collaborating with other agencies and implementing appropriate strategies/support mechanisms, including Queensland Police and local non-government organisations, to address the trends or support individual students and their families to encourage attendance.

BUS SERVICES

School bus services are operated by Surfside Buslines. Normal passenger services exist. From time to time, Surfside Buslines alter times or routes. Parents who wish their children to travel to school by bus can obtain further information by contacting Kinetic Bus lines, or visit: www.translink.com.au - School bus services.

Should there be any problems with buses, parents need to contact kinetic Bus lines. The school also appreciates a call from parents to tell us about any problems.

CHANGING STUDENT NAMES

All official student records will be in the child's legal name, unless both parents (whether they live together or not) inform the school that a "known by" name is acceptable to them.

COURT ORDERS

In the best interest of our students, the school requires a copy of any current court orders issued by the Family Court regarding students at our school. Confidentiality is assured. (The principal will refer to conditions as set down in current court orders in all matters pertaining to a student.)

CURRICULUM AND PEDAGOGY

Curriculum:

Caningeraba State School's Curriculum and Assessment Framework is informed by the Department of Education and Training's P – 12 Curriculum, Assessment and Reporting Framework which specifies the requirements for each Queensland state school in delivering the curriculum from Prep to Year 12.

The Australian Curriculum sets consistent national standards to improve learning outcomes for all young Australians. At Caningeraba, we implement all eight learning areas of the Australian Curriculum: English, Mathematics, Science, Health and Physical Education, Humanities and Social Sciences, The Arts, Technologies and Languages.

There is a strong focus on embedding the general capabilities in teaching and learning (particularly Critical and Creative Thinking, Personal and Social Capability and Ethical Understanding), aligning with the '6C's of our vision (Collaborate, Communicate, Contribute, Challenge, Create, Critique). Teachers differentiate learning so that every student's needs are met in ways appropriate to their age and our context.

Caningeraba State School implements a mindfulness-based social and emotional learning curriculum program. MindUP Curriculum resources are used to inform teaching in every classroom from Prep to Year 6.

Pedagogy:

A key determinant of student achievement is the quality of teaching. At our school, 'The New Art and Science of Teaching' (Marzano, 2017) has been adopted as our comprehensive framework for effective instruction. This current educational research base informs our consistent pedagogical practices across our classrooms. It provides us with a framework to develop a deep understanding of the characteristics of effective schools and effective teachers within schools. Individual classroom teachers determine which strategies to employ with the right students at the right time. In effect, a good part of effective teaching is an art.

CURRICULUM AND PEDAGOGY – *continued*

At our school, teachers engage in effective, ongoing professional learning and reflect on their own professional practice to develop progressively higher levels of expertise. Professional learning teams contribute significantly to our school as a learning community by fostering a culture of collaboration and collective responsibility.

Our implementation of The New Art and Science of Teaching has been enriched and enhanced by a body of broader body research driven practices from the research of John Hattie: Visible Learning, Anita Archer & Charles Hughes: Explicit Instruction – Effective and Efficient Teaching, Dylan William: Embedded Formative Assessment and Jim Knight: High Impact Instruction.

REPORTING SCHEDULE

Term One February April	<i>Orientation sessions to meet the teachers and hear details about your child's new year level.</i> <i>Face to face interview with teachers to discuss your child's strengths and/or challenges or needs in Literacy, Numeracy and social development.</i>
Term Two May June	<i>NAPLAN National testing Literacy and Numeracy. All students in year 3 & 5.</i> <i>Formal written report distributed - interview requested if required.</i>
Term Three	<i>Informal interviews when / if requested.</i> <i>All students in years 3 & 5 receive NAPLAN results</i>
Term Four December	<i>Formal written report distributed.</i>

DRESS CODE UNIFORM

In setting a school dress standard, careful consideration has been given to costs, durability and having a choice of items to suit the daily routine of both boys and girls. The following points need to be made:

- As the school is covered by Workplace, Health and Safety regulations, students must wear enclosed shoes. Bare feet or thongs are totally unacceptable.
- Given the incidence of skin cancer, Education Queensland has a 'sun safe' policy. Children must wear a Caningeraba school hat. **'NO HAT NO OUTDOOR PLAY'**.
- Conforming to the school Dress Code is essential to participate in interschool sport, educational excursions and related activities.
- Clothing (e.g. T-shirts) that display inappropriate messages through image or words is not permitted. Such messages are considered detrimental to maintaining a supportive school environment.
- Sometimes, through economic circumstances, a small number of families may anticipate some difficulty in conforming to the dress code. Where this is so, it should be raised with a member of the school's administration team who will make every effort to support bona fide families who are experiencing financial hardship.

CANINGERABA STATE SCHOOL UNIFORM AND DRESS CODE

GIRL'S UNIFORM	BOY'S UNIFORM		
<ul style="list-style-type: none"> • All-black polishable leather lace-up school shoes or lace up sport shoes with appropriate arch support (Prep to Year 2 students may wear velcro) • Plain white ankle socks • Caningeraba bucket hat with house colour • Caningeraba checked dress • Caningeraba striped shirt • Caningeraba shorts or skorts, with logo • Caningeraba school jumper/jacket or plain jumper of a royal blue colour • Hair ties – royal blue, white • Under skirt or dress, Leggings/tights – plain (no lace) and navy blue in colour (winter uniform) • Royal blue trackpants (winter uniform) <p style="text-align: center;">Canvas shoes, skate shoes and slip on shoes are not permitted.</p>	<ul style="list-style-type: none"> • All-black polishable leather lace-up school shoes or lace up sport shoes with appropriate arch support (Prep to Year 2 students may wear velcro) • Plain white ankle socks • Caningeraba bucket hat with house colour • Caningeraba striped shirt • Caningeraba shorts with logo • Caningeraba school jumper/jacket or plain jumper of a royal blue colour • Royal blue trackpants (winter uniform) <p style="text-align: center;">Canvas shoes, skate shoes and slip on shoes are not permitted.</p>		
HOUSE COLOURS ON SPORTS DAY			
BANKSIA – RED	EUCALYPT – GREEN	BLUEGUM – BLUE	ACACIA - YELLOW
HAIR AND MAKE UP			
<ul style="list-style-type: none"> ➤ Hair is to be of a neat and tidy appearance and to be of natural toning. ➤ Long hair is to be tied back and is not to cover the face. ➤ Extreme hairstyles (e.g. mohawks, shaved sections or tracks, extreme colours, rat's tails etc) are not permitted. ➤ Make up is not permitted. (This includes nail polish, eyeliner, tinted moisturiser, foundation etc.) ➤ Fake tattoos are not to be visible. 			
JEWELLERY			
<ul style="list-style-type: none"> ➤ Watches are permitted, however watches with technology including messaging, gaming and cameras will need to be handed in at the office. ➤ A maximum of two plain studs or sleepers per ear are permitted. ➤ Hoop and costume earrings, necklaces, bracelets and rings are not permitted. ➤ Facial piercings and other visible body piercings are not permitted. 			

DRESS CODE UNIFORM - *continued*

The full school uniform is available from the Uniform / Book shop where purchases can be made by eftpos or cash and layby is also available. On-line orders can be made through Flexischools www.flexischools.com.au

The Uniform / Book shop hours are: Monday 8am – 10am, Wednesday 8am-9am then 2.30pm-3.30pm and Friday 8:00am – 10:00am during school terms.

Second hand uniforms are also available.

EMERGENCY EVACUATION AND LOCK DOWN

Our school practises these procedures every term to ensure smooth efficiency in the event of any potential disasters.

If parents hear that an emergency situation is occurring at the school, they should **under no circumstances** come into the school grounds.

ENROLMENT

All interstate and overseas students are required to provide a birth certificate, and/ or a passport or citizenship papers. Students from independent schools are also required to provide a birth certificate.

EXCURSIONS

All in-school presentations and performances and out of school excursions are integral components of our school curriculum.

In this sense all students will participate. Some excursions are core based and occur regularly.

Prep	Currumbin Farm
Year 1	Gold Coast Hinterland Heritage Museum
Year 2	Jellurgal Aboriginal Cultural Centre
Year 3	Jacobs Well field study
Year 4	Bike Safety, Ashmore
Year 5	Kindalin, Redcliffe
Year 6	Mt Tamborine

All students must wear full school uniform on excursions, UNLESS OTHERWISE ADVISED.

FORBIDDEN ARTICLES

Water pistols, gun and caps, gel guns, matches, pocket knives, butterfly knives, chains and other objects considered dangerous are not permitted. Bubble gum and chewing gum are not permitted at school. Pull ring metal/aluminium food cans i.e. of baked beans, fruit, tuna, are extremely dangerous to children's hands and we ask that parents/carers place these in suitable safe containers.

GUIDANCE AND INCLUSIVE EDUCATION SUPPORT

Caningeraba State School has the services of Support Teachers (Literacy and Numeracy) to support students with learning difficulties. The school also has an Inclusion to support students with diagnosed disabilities (physical impairment, visual impairment, hearing impairment, intellectual impairment, speech/language impairment and autistic spectrum disorder).

The following personnel also provide additional support services:

- Head of Inclusion
- Guidance Officer
- Speech/Language Pathologist
- Advisory Visiting Teacher – English as an additional language or dialect (EAL/D)
- Chaplain

Support in providing for students' special needs can be sought through communication with class teachers, associate principals and the principal.

HEADLICE

This complaint is very common with school children and should not cause embarrassment. The frequency of the complaint can be reduced if parents make regular checks of children's heads.

When evidence of infestation is observed, children should be treated immediately. Once treatment is complete children should return to school. A follow-up treatment should be carried out 7-10 days later.

If a student in a class has headlice, parents/carers of all students in the class will be notified of the presence of headlice in the class via a note sent home.

HOMEWORK

Caningeraba recognises the importance for students to have a **balanced** lifestyle. This includes sufficient time for family, recreation, cultural pursuits and a good night's sleep.

There is no better homework especially in the **early years (prep to year two)** than:

- Reading good literature to or with your child
- Talking to and with your child about the **good things** that happen in a school day
- Involving them in tasks at home including shopping, playing games and physical activities
- Encouraging them to organise their time and take responsibility for things at home
- Helping them balance their time spent completing homework, watching television, playing computer games, playing sport and other recreational activities

HOMEWORK – continued

Formal homework procedures will be introduced according to individual student needs, interest and readiness in these 'Early Years'.

In the middle years, years 3 to 6, students' homework will be independent learning to complement work undertaken in class through:

- Revision to consolidate learning
- Undertaking a topic of interest for further study
- Pursuing a topic creatively by designing and making
- Preparing for forthcoming classroom learning by collecting relevant materials, items or information.

Caningeraba employs the independent interactive resources of Mathletics, Spellodrome, Reading Eggs and Reading Eggspress. These interactive programs allow students from prep to year 6 to independently progress through development, learning episodes as their teachers set tasks and monitor their outcomes.

HOUSE SYSTEM

On enrolment, all students are allocated one of four houses:

ACACIA (yellow)	BANKSIA (red)	EUCALYPT (green)	BLUEGUM (blue)
----------------------------------	--------------------------------	-----------------------------------	---------------------------------

Athletics and other sporting activities are conducted on an inter-house basis. Students remain permanently in their allocated house until they leave the school.

Students are requested to wear house colours on sports day where possible.

INFECTIOUS DISEASE EXCLUSION TABLE

Please refer to the "Time Out" exclusion table on the Queensland Health Government website www.health.gov.au

INSTRUMENTAL MUSIC PROGRAM

Instrumental Music Teachers visit our school each week and provide free tuition to the students wishing to learn woodwind, brass or string instruments. Instruments are either provided by parents, or can be hired from the school.

Students from Year 3 upwards are eligible to be included in the strings program, and children from Year 4 upwards are eligible to be included in the brass and woodwind programs. Senior and Junior Bands and the String Orchestra perform each year.

This is an extension program and can be entered only by invitation after broad student assessment. There are costs and conditions associated with inclusion in the program (see Instrumental Program Booklet).

Negotiations can be made if a family is in difficult financial circumstances.

The Senior Band and Senior String Orchestra have been competing in an annual eisteddfod since 1990.

JEWELLERY

For safety reasons, the only jewellery a student is permitted to wear is a watch, studs or sleepers (for students with pierced ears), and a bracelet or medallion on a chain bearing medical information. No other jewellery will be allowed.

LABELLING

Please label clearly your child's clothing, books etc. with the child's name. This applies to such items as school bag, hat, sweater, raincoat, shoes and purses. All lost property is held at the office. All named items will be returned to the child's class and anything unclaimed by the end of each term will be recycled.

MEDICATION

Guidelines for Schools

Strict procedures have been developed by the Queensland government regarding prescription and over-the-counter medication in schools. Our school is committed to working closely with parents and students to highlight the risk of students misusing these medications.

All parents/caregivers must:

- Notify our school in writing of a health condition requiring medication at school.
- Request a "Consent to administer medication" form if school staff are to administer Prescription medication or assist in the management of a health condition.
- Notify our school in writing of any requests and/or guidelines from medical practitioners, including potential side effects or adverse reactions.
- Provide the prescription medication in the original labelled container to the nominated staff member.
- Ensure the prescription medication is not out of date and has an original pharmacy label with the student's name, dosage and time to be taken as prescribed by the doctor.
- Notify our school in writing when a change of dosage is required. This instruction must be accompanied by a letter from a medical practitioner.
- Advise our school in writing and collect the prescription medication when it is no longer required at school.

Our school policy also includes the following:

School staff **must not administer over-the-counter medication**, including analgesics, homeopathic or prescribed medications unless they meet the accountability of a written request from a parent/caregiver accompanied by written advice from a medical practitioner and with the medication in the original labelled container. The exception is the reliever puffer, such as Ventolin, that is included for the emergency treatment of asthma under the guidelines.

In schools, self-administration of medication may apply to students who are assessed by their medical practitioner and parents/caregivers and approved by the principal as capable of administering their own medication while participating in school activities.

MEDICATION – *continued*

Self-administration of medication may include:-

- Monitoring blood sugar levels and the injection of insulin for diabetes;
- Inhaling medication such as ‘Ventolin’ for asthma;
- Orally administering anti-convulsant medication for epilepsy; and
- Orally administering enzyme replacements for cystic fibrosis.

Please contact the school if you require advice on health-related issues for your child.

MOBILE PHONES/TECHNOLOGY

Mobile phones, watches and other technology with phone, wi-fi, camera capabilities, etc, **must not be kept in school bags or with a student**. The technology must be handed into the school office on the student’s arrival every day and picked up at 2:50pm. Students should be contacted via the school office on 5568 6333 for urgent messages.

NEWSLETTERS

Our weekly electronic newsletter is emailed each Thursday to those families who have registered their email address with us. Paper copies of the newsletter are sent home with the youngest child upon request and copies are also available at the office. This is to keep you informed of the latest happenings at the school, P&C Association activities, and other items of general interest.

Please obtain them from your child, as at times they are left in school bags, and parents are not aware of messages. The newsletter is also available for perusal on the school website:

www.caningerabass.eq.edu.au

OTHER EXPENSES

Items for which parents may be asked to contribute through the year include:

- School photographs (optional)
- Special class activities (such as cooking)
- Book Club orders (optional)
- Instrumental Music (if in program)

OUTSIDE SCHOOL HOURS CARE CENTRE

Out of school hours care is provided by PCYC. For more information, please contact PCYC direct on 0439 161 685 or caningerabaoshc@pcyc.org.au. or www.pcyc.org.au.

PARENT INTERVIEWS AND REPORTING

Early in the year, teachers schedule a parent afternoon or evening for parent-teacher introductions. This provides teachers an opportunity to meet parents and allows them to outline classroom policy, specific curriculum and subject information, arrangements for homework and proposals for the year.

At the end of Term 1, parents / carers are encouraged to attend a parent / teacher interview to discuss their child’s progress.

At the end of Semester One student reports are generated and emailed. At this time, parents may request a parent/teacher interview to discuss their child’s progress.

PARENT INTERVIEWS AND REPORTING - *continued*

At the end of the year written reports are again prepared and forwarded. Parents may seek interviews in regard to these if they wish.

If you have a concern about your child, first contact the class teacher and then if required, talk with a member of the administration team, address your concern to the administrator who is the direct supervisor of your child's year level. More serious concerns may then be passed on to the Principal.

PARENTS AND CITIZENS' ASSOCIATION

P&C meetings are held on the fourth Monday of each month at 6:30 PM in the Administration building, and all parents and carers are warmly invited to join us. It's a fantastic way to meet other parents, get involved, and have a say in shaping the future of our school.

The P&C plays a key role in Caningeraba's decision-making process, and we love hearing fresh ideas and perspectives from parents and carers who want to contribute to our school's continued growth and success. We also proudly manage the Tuckshop and Uniform Room, providing vital services for our students and community.

One of the P&C's most important roles is fundraising, helping us give our children the very best. We encourage everyone to take part in our fun and meaningful activities throughout the year. Whether you can pitch in now and then or more regularly, your contribution is always appreciated and makes a real difference. Thanks to the P&C's collective efforts, we've assisted in some fantastic improvements around the school - renovating the hall, upgrading junior facilities, and enhancing our playground, tennis courts, and basketball backboards. A brand-new adventure playground is set to be built in 2025! What's next? We are looking at improving our tuckshop.

We'd love to have you join us in creating something special for our school. Together, let's make a difference and build an even better community for our kids!

To get in touch with the P&C email pandc@caningerabass.eq.edu.au or follow us on Facebook <https://www.facebook.com/CaningerabaStateSchoolPandC>

PARKING - PARENTS'/CARERS' CARS

Parking facilities for parents'/carers' cars are not available within the school grounds. The most convenient place for parents/carers to park their cars is in the public council carpark in front of the school hall.

All parents should note and follow the 'No Standing' and 'No Parking' signs. Loading zones specifying 2 minutes are at the front of the school & in the Kiss & Go area during designated times.

Please refrain from driving motor vehicles into the school. Government regulations state that the vehicles used for transporting school students must not enter the grounds.

Kiss and Go operates each afternoon from 2:50 – 3:15pm. All drivers are to remain in their vehicle; 2 minute designated times; family surname needs to be displayed clearly on left hand visor.

Students will be taken to the school office in Administration after the 3:15pm finish of Kiss and Go. The presence of vehicles is an extra hazard for students and teachers. Also, it would be appreciated if parents would park clear of school gateways.

No-one is to enter or walk through the school staff car park.

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. Any student (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.

Participating faith groups: Non-Denominational Christian religious instruction provided through Burleigh and District Ministers Fellowship – Uniting, Catholic, Baptist, Contemporary Christian. Authorised program: 'Connect' Program

Aims and goals:

- Introduce children to the Christian faith through the use of the Christian-based 'Connect' program and the faithful witness of committed Christian teachers.
- Help children explore meaning and purpose in life.
- Help children explore Christian values.
- Encourage children to make wise life choices based on Christian principles.
- Promote and encourage children's spiritual development.

Lesson structure:

Volunteers from the above local church groups deliver 30 minute lessons to students once per week. These lessons come from the Christian-based 'Connect' program.

For further information, including module and/or lesson descriptors visit:

<https://cepconnect.com.au/curriculum>

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 that school (i.e. [Mathletics](#) [Reading Eggs](#)).
- 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.

SCHOOL HEALTH SERVICES

Community Child Health

Nurses from Community Child Health aim to visit the school each year to conduct vision, hearing and developmental assessments for children in year one.

Other services, including a hearing clinic, are available by phoning (07) 5532 6889.

School Dental Clinic

The school dental van visits the school periodically. Families will be advised by the school when the dental van arrives. Parents/carers must phone the clinic on 1300 300 850 to make an appointment for their child to visit the dentist.

SCHOOL RESOURCE CENTRE AND LIBRARY

Our Information Services Centre is committed to providing a friendly, dependable and supportive service to enhance quality teaching and learning. All students are encouraged to borrow and read on a weekly basis. Library bags are compulsory for care of books. Lost and damaged items must be paid for.

SCHOOL RECORDS

When you change your address, home or work telephone numbers etc., please notify the school office in writing as soon as possible to ensure that we have up-to-date and accurate details should an emergency arise.

SCHOOL PAYMENT OPTIONS

BPoint is the preferred on-line payment method for excursions, activities, school fees etc. Details on how to pay are included on the school generated invoices which families receive by email. **No cash can be accepted for payment.**

For any payment enquires please email admin@caningerabass.eq.edu.au.

STUDENT CODE OF CONDUCT

Education Queensland is committed to provisions that ensure all young Queenslanders have a right to and receive a quality education. The Caningeraba State School community is committed to achieving the best possible educational outcomes for our students through engaging them in a futures oriented curriculum, within a supportive learning environment. We believe a supportive school environment is characterised by positive interpersonal relationships and each individual having a sense of safety and belonging.

Using the nine core values of the 'National Framework for Values Education in Australian Schools'

- Care and Compassion.
- Doing Your Best.
- Fair Go.
- Freedom.
- Honesty and Trustworthiness.
- Integrity.
- Respect.
- Responsibility.
- Understanding, Tolerance and Inclusion.

As a guide, we aim to foster just such an environment in order to assist our learners to develop into confident, self-managing individuals who can become independent, happy, productive members of society.

To achieve this, we believe it is essential for our learners to develop the ability to exercise self-control. This ability must develop from within rather than be imposed from outside, so this plan aims to encourage responsibility, self-discipline and social competency. It is the responsibility of everyone in the school community to assist students to develop appropriate self-discipline. Therefore, parents/caregivers have a joint responsibility with the school to encourage students to be accountable for their actions.

This partnership between student, family and school is central to the maintenance of our core school values – Learning, Teamwork and Respect.

For the complete Responsible Behaviour Plan visit our website

<https://caningerabass.eq.edu.au/Ourschool/Rulesandpolicies/Pages/Rulesandpolicies.aspx>

STUDENT COUNCIL

Our Student Council is a very active group of students who take leadership roles in caring for people, caring for our environment and in providing good examples to other students.

STUDENT RESOURCE SCHEME and STATIONERY BOOK LISTS

A stationery booklist scheme is operated by the Parents & Citizens' Association for all year levels Prep to Year 6. If cost is a problem please talk to the class teacher or a member of the administration team.

At the last P&C meeting held, the Student Resource Scheme participation fees for Prep to Year 6 in 2025 were supported and endorsed.

STUDENT RESOURCE SCHEME and STATIONERY BOOK LISTS - *continued*

Fees for 2025 are listed in the below table:

	Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Books				10.75	11.10	6.69	7.76
Software							
Mathletics (ex GST) 1-6		10.65	10.65	10.65	10.65	10.65	10.65
Typing Tournament			3.80	3.80	3.80	3.80	3.80
Reading Eggs (ex GST) Prep-6	9.17	9.17	9.17	9.17	9.17	9.17	9.17
DOE eBooks Digital Library							1.50
Class Workbooks/Worksheets	32.80	27.20	27.20	27.20	27.20	27.20	32.80
My Prep ABC Scrapbook	14.45						
Half Page Baseline Scrapbook	5.45						
SMART Maths	2.00	10.00	10.00	10.00	10.00	10.00	10.00
Art and Craft	-	17.00	17.00	8.70	8.70	8.70	8.70
Art and Craft/Cooking Materials	26.60	-	-	-	-	-	-
Administration Fee	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Total 2023 Student Resource Scheme	\$96	\$80	\$84	\$86	\$87	\$82	\$81
<i>*My Prep ABC & Half Page Baseline Scrapbooks included in SRS rather than booklist to provide significant cost savings for families.</i>							

Information, including the stationery/booklists, is available from the school office.

SWIMMING, SPORTS, EXCURSIONS and CAMPS

From time to time classes leave the school grounds to participate in swimming lessons, play in sporting teams and attend educational excursions. On these occasions, students will always be adequately supervised by teachers, and your written permission will be required. It is important that parents/carers let us know when there are any medical conditions we should be aware of at the time of these events.

TUCKSHOP

At Caningeraba State School, the P&C Association highly values the time and contributions of our parent volunteers. The funds raised through our tuckshop play a vital role in improving and upgrading our school facilities and resources, benefiting all students.

Our tuckshop is open every school day, offering a variety of meals and snacks for students. All orders must be placed via Flexischools, with orders closing at 8 AM each day.

The tuckshop is managed by a dedicated Convenor and Assistant, but we rely on the valuable help of parent volunteers to keep things running smoothly. We're always excited to welcome new faces to the team! Full training is provided by our Convenor, and as a thank you, lunch is complimentary on the day you volunteer. If you're unable to attend on your scheduled day, please call Martina, our Tuckshop Convenor, at 5568 6339 as soon as possible so we can arrange a replacement.

Forgotten Lunch

If your child forgets their lunch or lunch money, don't worry! You can order a Backup Lunch through Flexischools by 12:45 PM, which includes a sandwich, a piece of fruit, and a cookie. This will be delivered to your child at the 2nd break.

TUCKSHOP

Online Ordering:

To order online, simply visit www.flexischools.com.au, click 'Register,' and follow the prompts to set up your account.

We've also expanded our menu to include more vegetarian and a few vegan options. If you have any suggestions for new menu items or ways we can improve, feel free to visit the tuckshop and chat with us.

Volunteers Needed!

Our tuckshop always welcomes extra hands. If you're able to help, please contact Martina at 5568 6339. Your assistance is invaluable and greatly appreciated!

VALUABLES AT SCHOOL

Students **should NOT bring valuables** (jewellery, toys, i-pods, ferraris etc.) to school as we cannot guarantee their security. Students should not bring any more money than is necessary.

VISITORS TO SCHOOL

All visitors to the school are required to report to the Administration Office and sign the Visitors Register and obtain a visitor's badge. Unauthorised persons are not permitted in the school grounds. No one is permitted to look for children in the playground in the two lunch breaks. Office staff will assist if your child needs to be located.

VOLUNTEERING

We warmly encourage parents to volunteer some of their time to assist with various activities at school. Whether it's helping students with reading, preparing classroom materials, or assisting with sports and swimming, your involvement makes a real difference. Plus, it's a wonderful way to see firsthand what's happening in your child's education and to become more involved in their school experience.

Please note: Parents of Caningeraba State School students do not require a Blue Card to volunteer.

However, grandparents, stepparents, aunts, uncles, and other extended family members are welcome to volunteer as well, though they **will need a valid Blue Card**.

Don't worry—we can help with the application process, and it's completely free!

On the day when you arrive to volunteer, please remember to sign in at the school office.

We believe that small efforts lead to big results, which is why our "Just One Thing" campaign is so important. Whether you can spare an hour or more, every bit of help strengthens our school community. Every contribution, no matter how big or small, makes a difference.

VOLUNTEERING - *continued*

Here are just some of the ways you can get involved:

- Lend a hand in the tuckshop or uniform room.
- Help organize raffle prizes, sponsorships, or donations.
- Assist with setting up for fundraisers.
- Show off your BBQ skills!
- Help at our Mother's and Father's Day stalls.
- Provide food for fundraising events.
- Join our meetings or sub-committees.

We'd love to have you join us in making a meaningful impact for our school. Together, let's build something amazing for our kids and the wider community!

To learn more about volunteering please email the P&C on pandc@caningerabass.eq.edu.au or follow us on Facebook <https://www.facebook.com/CaningerabaStateSchoolPandC> as we will share on the page opportunities to volunteer.

YEARS 3 & 5 NAPLAN

Years 3 & 5 NAPLAN tests will be held in Term 2 each year. From 2024, NAPLAN tests will be conducted on-line. All state schools, including ours, will undertake the tests. Detailed reports are provided for parents and for the school. A summary of our school results appears in the School Annual Report each year.