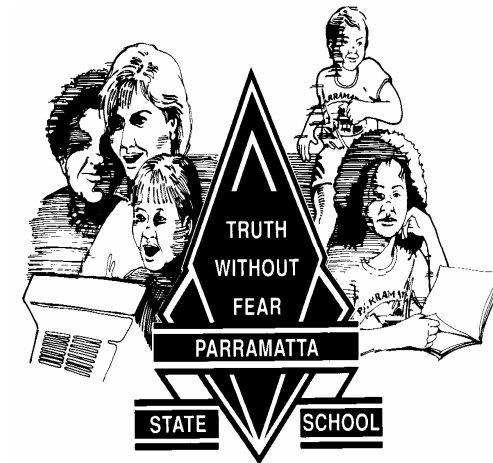


# PARRAMATTA STATE SCHOOL

## PROSPECTUS

2009



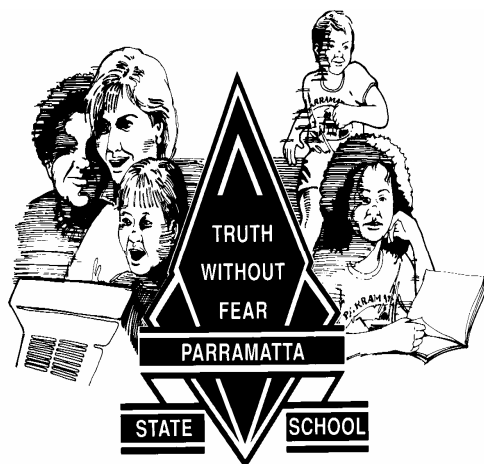
*(est. 1927)*

*A proud tradition of academic, cultural and sporting achievements.*

*A fine school for the future.*

*Our school aims to provide opportunities for children, parents, families and staff to work together in a friendly, supportive learning environment in which every child has the opportunity to achieve his or her potential.*





## Welcome to Parramatta State School

Welcome, parents and children, to our school community. We extend an invitation to you, as parents, to actively participate as partners in your child's education. We recognise the individuality of the child and try to cater for each child. We strive to provide a caring environment where every child is respected and helped to develop to his or her potential.

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### Curriculum, Programmes and Delivery

The principles of effective teaching and learning underpin Parramatta State School's educational programmes which follow the syllabi and teaching and assessment guidelines prepared by Education Queensland. Where applicable, content is adapted by teachers to meet the unique abilities and needs of the individual child.

Class structures are either single year levels or composite. The development of teaching teams throughout the school is very strong and provides an excellent support network.

### Educational initiatives include:

- ⇒ A Technology Centre within the school involving computers, word processing, publishing of children's work and communication technology.
- ⇒ Self Esteem Programme involving opportunities in real life skills and recreational activities based on success experiences.
- ⇒ Aboriginal and Torres Strait Islander Dance Teams for all students.
- ⇒ An extensive Literacy and Numeracy Support Programme using trained parents as tutors.
- ⇒ Participation in national Maths and Science competitions.
- ⇒ Challenge Days for gifted and talented students.
- ⇒ Human Relationships Education.
- ⇒ Environmental Education.

Special activities include Student Council, Computer Studies, Choir, School Sport and Public Speaking, Tournament of Minds.

A Home School Liaison Officer, Learning Support Teacher, Child Guidance and Family Support Worker personnel are available to assist as necessary. The Parramatta Annex supports childcare needs for healthy breakfast and lunches, and functions as a meeting place for parents.

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## Communication With Parents

Regular and effective communication is promoted by:

- ⇒ Weekly Newsletter. The Newsletter is produced every Tuesday. Parents should remind their child if they don't receive a copy of this Newsletter.
- ⇒ Reporting procedures. Written reports are issued twice yearly and interviews are held twice yearly or on other occasions as requested.
- ⇒ Parent representation on School Council, P&C and on various sub-committees.
- ⇒ School functions. We look forward to meeting parents at open nights, sports days, fancy dress ball, etc.
- ⇒ Parent participation is encouraged in all facets of school life and we would be pleased to welcome parent helpers.

## Behaviour

Children are expected to maintain a high standard of behaviour and self discipline. Parents are expected to participate in managing student behaviour. A Code of Behaviour is given to families when entering the school.

A Behaviour Policy is available for advice/information.  
Parramatta is now a 'You Can Do It' school.

## School Rules

Rules have been formulated to focus on the safety of each child at work or play, care for property, self responsibility and self discipline, honesty, courtesy and respect for others. We are a 'sun safe school' and encourage the wearing of footwear. No hat, no shoes, no play!

## School Uniforms

**Girls:** Royal blue skirt or long shorts/Parramatta T-shirt

**Boys:** Royal blue shorts/Parramatta T-shirt

**School hat :** is available from school office for \$5

A hat is required to be worn at all appropriate times and the use of a sunscreen is encouraged. Footwear is also required for the protection of children's feet from injury. The wearing of a school uniform is promoted to enhance the child's self image and sense of identity within our school community. In the interest of safety, children are requested not to wear jewellery. Dress should be appropriate and suitable for school learning environments.

## Religious Education

Lessons are conducted weekly by volunteer instructors. Written notification from the parent is required to change Religious Education classes.

## Facilities

Parramatta State School consists of both traditional "Old Queensland" buildings and new (1995) open plan buildings. All classrooms (grade 1 - 7) are fully air conditioned and very well resourced. The grounds are always presented very well with many large shady trees, undercover areas and shaded play structures.

### Facilities include:

Preschool  
Special Education Development Unit  
12 General Learning Areas  
2 Special Education Learning Areas  
1 Administration Block  
1 Resource Centre  
1 Music Room  
1 Computer Lab  
1 Tuckshop  
1 Covered Play Area  
2 Performance Areas  
2 Basketball/Netball Courts  
2 Ovals  
2 Adventure Playgrounds  
1 Dental Clinic  
1 Community Annex  
1 After /Before School Care Centre  
Parramatta State School grounds also house the Indigenous Education Training Alliance.

## Staff

### Permanent:

1 Principal  
12 Classroom Teachers  
5 Special Education Teachers (with HOSSES)  
1 Prep. Teacher  
1 Prep. Aide  
1 Teacher/Librarian  
1 Library Aide  
1 Home School Liaison Officer  
1 Registrar  
1 Administrative Officer  
3 Teacher Aides  
3 Special Ed Teacher Aides  
3 Cultural Teacher Aides  
1 Tuckshop Convener  
1 Janitor/Groundsperson  
4 Cleaners  
4 Crossing Supervisors  
16 Outside School Hours Carers  
DEST Tutors (Nos. vary)

### Visiting:

1 Learning Support Teacher  
1 Music Specialist  
1 Physical Education Specialist  
1 Guidance Officer  
1 Key Teacher  
1 Family Support Worker  
1 Japanese Language Teacher  
1 Technology Support Officer  
1 Speech Therapist  
1 Occupational Therapist  
1 Physio  
1 ESEAT

## School Routine

The school day begins at 8:50am and finishes at 3:00pm. Breaks occur during the day at 11:00 - 11:45am and 1:30 - 2:00pm. All breaks are supervised.

### School Calendar

#### Semester 1

27 January - 26 June

#### Term 1

27 January - 9 April

#### Term 2

21 April – 26 June

#### Semester 2

14 July - 11 December

#### Term 3

14 July - 18 September

#### Term 4

5 October - 11 December

**Student Free Days:** Thursday 22nd & 23rd January, Monday 20 April, Monday 13 July, Monday 19 October.

Education at Parramatta State School is a partnership. Your involvement is encouraged and valued. Please feel free to contact the school at any time. The Principal and teachers will be happy to arrange appointments to discuss your child's progress at school.

*Welcome to your school*

Parramatta State School  
122 Mulgrave Road  
Cairns Q 4870

Phone: 07 40428111 Fax: 07 40428100  
Email - the.principal@parramatss.eq.edu.au

## Tuckshop

The Tuckshop, operated by parent helpers and overseen by a Tuckshop Convener, operates daily for lunch and afternoon tea. The Tuckshop offers a range of nutritious food at reasonable prices. Lunches must be ordered in advance by 9.30am. Write the child's name, year level and items required on a paper bag. Your help at the Tuckshop is greatly needed, please see the Tuckshop Convener for times.

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### Before/ After School and Holiday Care

A fully supervised programme is offered. Contact the After School Care Coordinator on 40516 864 between 3:00 and 6:00pm. Before School Care commences each morning from 6.45am.

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### Parents and Citizens Association and the School Council

The Parents and Citizens Association is the body which allows for formal parent participation in the school. A School Council which consists of a P & C representative, an ASSPA representative, staff representatives and Principal meets regularly. All parents are invited to become registered members of the P & C and to participate in decision making within the school.

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### Family Contribution Scheme

The P & C has a Family Contribution Scheme to help provide sporting and other equipment.

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### Bookclub

At various times during the year Bookclub is offered. Children may purchase good quality books at reasonable prices.

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### Library

Children are encouraged to use the Library to the fullest extent. Parents are asked to ensure children look after their books responsibly and return the books (in a waterproof bag) by the due date.

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### Sport

A full programme of Physical Education and sport is offered. Swimming lessons are offered each year. Families are responsible for the cost of transport and admission to the pool. Children in the upper years participate in Interschool Sport.

# PROCEDURES

## Money

When money is required to be sent to school it should be placed in an envelope, sealed and the child's name, year level and purpose of the money written on the front of the envelope. The envelope should be handed to the class teacher.

All excursion information will be sent home with a letter and envelope attached. Return this envelope to the office with correct change and child's name and class clearly marked.

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## Absences

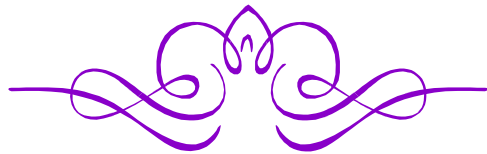
When your child is ill or has been away from school you are required to notify the school. A note should always be provided on the child's return to school or phone the school office.

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## Late Arrival

If your child arrives late for school at any time, they should be accompanied by a note which states the reason why and this is to be given to class teacher. Late arrivals must proceed to the office for a Late Slip for the class teacher.

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## Early Collection

If at any stage during the day you intend to collect your child early from class, students **MUST** be signed out in administration before they leave the school grounds.

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## Health and Hygiene

Children who are unwell should not be sent to school. Information is available from the school office on infectious diseases and exclusion periods.

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## Medication

Before any medication can be administered at school it is necessary that the appropriate Medication Form be filled in and signed by the child's parent (a note from home is not acceptable). Children are not permitted to have medication in their possession at school. Children who suffer from Asthma and require the use of an inhaler need to notify the office. Education Queensland policy does not allow staff to administer any medication (this includes aspirin/panadol) to students without the appropriate procedures being followed.

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## Illness or Accidents

It is important that you notify the school of changes in personal details, address, contact numbers, etc. In case of illness or accidents we need to be able to contact you as quickly as possible.

