



Geebung State School

School Handbook



Geebung State School

Each and every member of our school community, believes that each and every child can and will achieve.

250 Newman Road, Geebung QLD 4034
P: 3623 8777
E: admin@geebungss.eq.edu.au

Dear Parents/Carers

Welcome to Geebung State School. We are proud of our school and are pleased to have you as new members of our community.

Geebung State School provides education for students from Prep to Year 6. Our programs aim to develop enthusiasm and motivation to be a life-long learner. We focus on academic, social, emotional and physical development. Students are encouraged to be responsible and active members of the school community, learning skills which they can transfer to the next stages in their lives as responsible and active members of society. We encourage each child to be proud of their efforts and to reflect on their learning, behaviour, efforts and future goals.

Parents have provided feedback that highly commends our staff and school in the following areas:

- their child works well at this school
- our school develops their child's literacy skills
- their child is learning at this school
- what their child is learning at school is useful
- our school keeps them well informed about how their child is progressing
- our teachers take interest in their child
- behaviour of students is commendable
- their child feels safe at school
- school staff are approachable when parents want to talk about their child
- parents have the opportunity to participate in school decision making
- this is a good school.

Our quality education programs include integration with Information and Communication Technologies. Students have access to Technology in their classrooms, in the Computer Lab, and in the library.

Opportunities for students to learn outside the classroom environment are also included in the educational experiences offered. Excursions and Camps are organised to support and enhance learning activities, and students also have the opportunity to be involved in extra-curricular activities such as:

- | | |
|--|-----------------------------|
| • Year 5 and 6 Camp | • Outside School Hours Care |
| • Choir | • Playgroup |
| • Instrumental Music Program | • Prep Connect |
| • Sports Skill Development Programs | • STEAM lab |
| • Swimming Club | • Chappy activities |
| • Learn to Swim classes | • Reader's Cup |
| • Interschool Math Challenges and competitions | |

The 'Geebung State School Student Code of Conduct strengthens our beliefs that social skilling is an integral part of a child's development. We encourage all members of our school community – students, parents and staff to show respect and tolerance for one another.

We encourage the involvement of parents and carers in school life and are fortunate in that we have a very supportive P and C Association and community, whose assistance is greatly appreciated.

Thank you for choosing to send your child to Geebung State School. We look forward to working with you to achieve the best possible learning outcomes for your child.

Please contact me if you have any further queries.

Tracey Douglas
Principal

IMPORTANT INFORMATION & CONTACT NUMBERS

Geebung State School

Administration Office:	3623 8777
Student Absence Line:	3623 8760
School Hours:	8:50am – 3:00pm
Apps :	QParents
School Email address:	admin@geebungss.eq.edu.au
School Webpage:	http://www.geebungss.ed.edu.au
Tuckshop & Uniform ordering link:	http://quickcliq.com.au
GSS Facebook page	https://www.facebook.com/GeebungSS/

Geebung State School P&C Association

P&C Office:
3623 8750 or 0417 497 775
Monday: 9am – 12pm, Wednesday: 11:30am – 2:30pm, Friday 9am – 12pm
pandc@geebungss.eq.edu.au

Uniform Shop:
0417 497 775
Wednesday: 8:15am to 9:15am, or by appointment

Tuckshop:
3623 8755 or 0409 391 822
Monday – Tuesday (meal deals) & Wednesday – Friday: 8:15am - 2pm

OSHC:
3623 8755 or 0451 143 308
Before School Care: 7am – 8:45am, After School Care: 3pm – 6pm
Vacation Care: 7am – 6pm

ABSENCES

Regular attendance at school is essential so your child can reach their potential. If there is a change in the child's routine that impacts attendance at school, please notify us.

If your child is unable to attend, please phone the office on 3623 8777 or the Student Absence Line number 3623 8760. Please explain a child's absence as a reason must be recorded. You can also report an absence through the QParents App or email the school on admin@geebungss.eq.edu.au.

Arriving on time each morning is important. Lateness can stress children and can disrupt the learning that has already begun. If you do arrive after 9am please report to the school office for a late slip.

Please ensure your child is collected at 3pm. Should you be delayed please ring 3623 8777.

Children are required legally to regularly attend school. If your child is to be absent for a length of time, please advise the teacher and Administration Office in advance.

Refer ALSO: Early Departures & Medical Exclusions.

ACTIVITY RISK AND INSURANCE

Some school activities and physical education, particularly contact sports, carry inherent risks of injury.

Parents are advised that the Department of Education and Training does not have Student Accident Insurance cover for students. Therefore, if your child is injured at school as a result of an accident or activity, all costs associated with the injury, including medical costs, are the responsibility of the parent or caregiver. Some incidental medical costs may be covered by Medicare. If you have private health insurance, some costs may also be covered through the private health insurance.

Any other costs must be covered by the parents/carers. Please take this into account when you give consent to participate in activities at school and off campus.

ACCIDENTS

In case of accident, every effort will be made to contact parents and carers or your nominated 'emergency contact'. Staff will administer First Aid for minor injuries. In more serious cases an Ambulance will be called to administer urgent treatment or provide transport. The school reserves the right to seek immediate medical aid for a child if this is considered necessary.

Please ensure you share up to date contact details with us.

ACTIVE SCHOOL TRAVEL

Geebung State School encourages children and their families to exercise, save fuel and pollution and reduce traffic by:

- Car pooling
- Walking
- Riding a bike or scooter
- Park and stride (park a couple of blocks away).

Bikes and scooters can be stored during school under E Block.

ARRIVAL AT SCHOOL

Children should arrive at school at 8:30 am at the earliest, unless they have an organised specialist lesson or activity.

Please note: There is no playground supervision before school.

Parents and Carers of students required to arrive before 8:30am are encouraged to organise attendance at our **Outside School Hours Care**.

On arrival each morning at school students are required to sit quietly in their class waiting area until the first bell sounds. Teachers meet students in these areas and walk them to their classrooms by the second bell.

To help develop a sense of independence, Students are encouraged to walk from the school gate to their class waiting area. This could be commenced when your child is ready. There are staff stationed at our front gate to welcome our students

Late arrivals must report to Administration for a late slip.

ALSO REFER DAILY ROUTINES.

ASSEMBLY

School assemblies are held each **Tuesday commencing at 2:15pm**. Prep – Year 2 held on even weeks. Years 3-6 are held on odd weeks. We welcome the attendance of Parents and Carers, relatives and school community friends.

The school Assembly is lead by the Student Leaders. We endeavour to create a close, friendly atmosphere among students and teachers to help build school spirit and morale. Individual classes may prepare Assembly Items to present at different times during the year.

ASSESSMENT & REPORTING

We encourage regular contact between teachers and Parents / Carers regarding the progress of each student.

Annually we offer:

- Parent and Community Events and Information sessions
- Written Student Progress Reports, twice yearly
- Parent/Teacher interviews, twice yearly

Outside of these times, parents may request to meet with their child's teacher. We ask that you book an appointment.

AWARDS & INCENTIVES

Students are encouraged to develop personal habits to monitor their own efforts and achievements. Staff informally acknowledge students as they work and play appropriately in the school and record their names on raffle tickets, called 'Strong Decision' awards. Student names are selected weekly during Assembly for acknowledgement.

Weekly 'Student Achievement Awards' are presented to students during Assembly.

At the end of Term 4, the School Annual Awards Assembly for students in Years 4 – 6 is held where the successes and achievements of particular students are acknowledged.

- Academic Achievement – students who have demonstrated outstanding performance in the key learning areas.
- Personal Achievement – students who have an excellent record of behaviour, exemplary social and work habits, are

self-motivated, self-disciplined and cooperative, and contribute to the goals of the school.

BICYCLES & BIKE SAFETY

It is compulsory for all bicycle riders in Queensland to wear an approved helmet.

All students riding or pushing a bicycle to and from the school must wear an approved helmet in the correct manner.

Bicycles are to be walked within the school grounds and on footpaths in and around the school grounds, at all times.

Students are asked to securely lock their bicycle when parking it in the bike racks provided. (Bike racks are situated under E Block).

BUS TRAVEL & SAFETY

Students catching Council or private buses to or from school are not supervised by school staff.

Students are expected to follow safety practices as expected by the providers.

BIRTHDAYS

We are more than happy to celebrate your child's birthday. Small, individual cupcakes would be greatly appreciated, as they are easier for staff and children.

Please check with the class teacher before providing cakes, as a number of our students have severe allergies to particular foods and additives. The Tuckshop also offers Healthy Choice options for birthday celebrations.

BOOK CLUB

The Scholastic Book Club aims to encourage students to read and to foster a love of literature. The Library coordinates Book Club.

Brochures are distributed to classes several times every year. Please encourage students to read the brochure and discuss the range of materials available.

If you wish to order books please complete the order form, place in an envelope and return with payment to the school office by the due date. Please ensure full name and class is included.

BOOK LISTS

An order form for a year level pack of stationery, activity books and materials, is distributed to students in Term 4 each year to order equipment necessary for the next school year.

Order forms can also be downloaded from the school website.

Completed orders and payment can be returned to the school office by the advised due date.

Parents are provided with a choice of options for payment, collection and or delivery of goods.

At other times orders can be made directly to the school supplier:

Edsco
12B Windorah Street, Stafford QLD 4031
Telephone: 3552 0700.

CHAPLAIN

Our Chaplain provides a range of support for our students, staff and families. Her three day a week position is part funded by P&C and Federal Government. Join the facebook group – Geebung State School Chaplaincy.

BREAKS

We have two eating and two play breaks each day. Students may purchase treats from the tuckshop, at second play break, on tuckshop days.

TUCKSHOP

Orders can be placed via Schools24 app. Students may purchase other items at both breaks after eating time has ended and the teacher on duty has let the class leave their eating area.

Payment can be made online, by cash or eftpos. Our eftpos facility has a \$10 minimum.

END OF DAY

Staff dismiss students at 3:00pm.

Teachers supervise students packing up, cleaning up class areas, packing of bags, wearing of hats and moving off verandas from classrooms.

Children must be sensible and safe whilst waiting for parents to collect them. There is no official playground supervision in the grounds after school. Children who are not

collected by 3:15 should come to the school office.

See also **Stop - Drop & Go**.

SCHOOL HOURS

Entry to class:	8:50 am
End of school day:	3:00 pm

EARLY DEPARTURES

Parents and Carers who need their children to leave school early should make prior arrangements either personally or in writing. The authorised collecting adult must sign the Early Departures Register at the school office.

ENROLMENTS

The Preparatory Year is the first year of school for a child. Children enrolling in Prep must turn 5 by June 30 of the year they start in Prep.

Education Queensland requires parents / carers to complete a detailed enrolment form before the student can attend school and when enrolling in prep a Birth Certificate must be provided before enrolment is accepted.

Please telephone the school administration to arrange an enrolment interview.

Details of parents and carers and emergency contact personnel (three names if possible) are required e.g. address, telephone, mobile numbers.

International enrolments – when the student is not an Australian citizen a copy of the visa and passport is required.

Please visit our website for enrolment procedures.

EXCURSIONS & EXTRA CURRICULAR ACTIVITIES

All students will be invited to participate in excursions and extra-curricular activities at various times throughout the year.

Excursions are part of school life enhance student's learning experiences. Appropriate behaviour is a pre-requisite for students to be invited to participate in these activities.

Parents and Carers are given early notification in writing, of upcoming excursions and activities.

FOOD

We encourage all Parents and Carers to support our school's healthy eating philosophy by sending appropriate food for morning tea and lunch. All foods should be able to be managed and opened by your child. For example, morning tea could consist of a piece of fruit, cheese stick, cracker biscuits, yoghurt pouches, fruit / muesli bars. Lunch could be a simple one of sandwiches and fruit. Many students prefer to eat their main meal at first break and their snacks at second break.

All students need a water bottle, with water only.

Tuckshop is available each week. Tuckshop volunteers are greatly appreciated. If you are available, please telephone our Tuckshop Convenor on 0409 391 822.

FREE DRESS DAYS

Free Dress Days are held as advertised. Students are able to wear free dress and bring a gold coin donation. Clothing must be appropriate and sun safe i.e. no strappy or singlet tops, tank tops or controversially illustrated t-shirts. Fully enclosed shoes must be worn.

Donations collected often go to a specific purpose such as Steve Irwin's Wildlife Warriors, Premiers Flood Appeal, or other current local or world wide appeals as decided by the Student Council.

GUIDANCE OFFICER

The school Guidance Officer visits on Thursday and Friday. The Guidance Officer can assess children who are experiencing educational difficulties. The Guidance Officer meets with teaching staff and arranges appointments with parents and carers. If you require assistance or wish to make contact, please see your child's teacher, the Principal or telephone the school Administration Office to make an appointment. Our Guidance officer helps students access the school environment and does not provide regular ongoing counselling sessions. For this type of support, we encourage you to seek advice from your family GP.

HOMEWORK

Teachers will discuss homework procedures with students early in Term 1.

Please show an interest in your child's home studies and in other work done at school. Talk about your child's school work and encourage efforts made. Your participation is of great importance and will assist in the development of positive and confident study habits and attitudes.

INCLUSIVE EDUCATION

From the time your child starts at school, their class teacher will closely monitor their learning and development. At times children may need support with their learning, behaviour or social emotional needs. We have access to a number of specialist teachers to assist with this.

If you have any concerns or questions about your child's progress at school please contact your class teacher. We are an inclusive state school, meaning, we accept all enrolments from our catchment area, We are diverse, with a student population representing different cultural, religious and family background as well as, disability and varied abilities.

INTERNET ACCESS FOR STUDENTS

The use of school computers and internet access is for educational purposes.

Students and their Parents/Carers sign an **Internet Access Agreement Form** stating when at school, devices and technology be used appropriately.

Students also agree:

- they will notify their teacher immediately if they come across offensive pictures or information
- not use the internet or email to harass or offend anyone else.
- to not reveal email or home addresses or phone numbers - personal and those of others.

School office staff provide teachers annually with a list of students whose parents and carers have granted permission for internet access at school.

LIBRARY

The Library is located in an air-conditioned, purpose-built centre. The centre includes a large area for classes, a reading corner, a hub of computers for student use, two interactive whiteboard areas, a room for

teacher resources and a planning/meeting room.

The Library is open daily for student borrowing.

Staff liaise with the Teacher-Librarian to arrange class time and use of the library for class borrowing, cooperative teaching, and resource access.

Students in Years 6 can volunteer to work as a Library Monitor. The students volunteer to work one day per week during lunchtimes. They assist with the lunchtime activities, shelving and processing loans.

Parents and Carers are welcome to visit the library to assist their children in selecting resources.

Please ensure your child brings a clearly labelled library bag to protect their library books.

LOST PROPERTY

Please mark all items of clothing, including hats, and student equipment with your child's name and family name.

Lost property is put out outside the bottom of stairs under C Block near the P&C Office.

MEDICAL EXCLUSIONS FROM SCHOOL

Education Queensland outlines regulations regarding student exclusion from attendance at school because of infectious/ contagious diseases. See below link to the timeout poster from Queensland Health.

https://www.health.qld.gov.au/__data/assets/pdf_file/0022/426820/timeout_poster.pdf

Chicken Pox: Exclude until all blisters have dried. For non-immunised children, this is usually 5 days after the rash first appears.

Conjunctivitis: Exclude until discharge from eyes has ceased.

Covid-19: Students can return after testing positive when symptom free.

Diarrhoea: Exclude for 24 hours after diarrhoea has ceased.

Rubella (German measles): Exclude for four days after the onset of rash or until fully recovered, whichever is longer.

Impetigo (School Sores): Exclude until 24 hours of appropriate antibiotics have been completed. Cover sores on exposed areas with a waterproof dressing until sores and dry, and encourage handwashing.

Scabies: Exclude until the day after treatment has commenced.

Measles: Exclude for four days after onset of the rash.

Mumps: Exclude for five days after onset of swelling.

Streptococcal Infection (including Scarlet Fever): Exclude until 24 hours of appropriate antibiotics have been completed.

Whooping Cough: Exclude until five days after starting appropriate antibiotics or for 21 days from onset of cough.

ADMINISTERING MEDICATION AT SCHOOL

The following information has been taken from Education Queensland's Policy and Procedures for the Administration of Routine and Emergency Medication.

'This procedure applies to medication prescribed by a medical practitioner, and which is considered essential to be administered at school for a student to achieve optimum health and to participate fully in school life.'

'School staff can assist a student with medication under the carer provisions of the Health Regulation (1996) provided that a written request is received from the student's parent/caregiver and that the medication includes an original pharmacy label detailing the name of the person authorised to take the medication, dosage, time to be taken and medical practitioner's name. Staff must follow the directions on the original label attached to the medication container.'

'The administration of over-the-counter medications, including analgesics and homeopathic medications, are subject to the same accountabilities as prescription medications. However, as many over-the-

counter medications will not have an original pharmacy label detailing the name of the person authorised to take the medication, dosage, time to be taken and medical practitioner's name, a letter from a medical practitioner will need to be provided to authorise administration of this medication.'

If staff members are required to administer medication a form giving us permission to do so will need to be completed at the office. Medication is to be kept in the office.

MOBILE PHONES & ELECTRONIC DEVICES

Following Education Queensland guidelines the school does not encourage nor take responsibility for mobile phones, tablets, smart watches or any other smart device.

Should a student bring a personal device to school it must be turned off and stored at the school office on arrival at school. An application form is to be completed by parents and carers if there is a valid reason for a student to have a device at school.

Students must not use phones to take or transmit pictures of other students or to send offensive text messages to other students. Appropriate action will be taken against any student who photographs or films other individuals without their consent or who sends harassing or threatening messages.

It is the student's responsibility to collect his/her mobile phone from the office at the end of the school day.

MONEY COLLECTIONS

Your child will, at various times during the year, bring money for payments to school. Correct money should be placed in an envelope, or the school's pre-printed envelope, and taken to the locked collections box in the school office before the commencement of the school day.

Once money has been processed a receipt is sent home with your child.

Families will be invoiced when money is owed. Families can pay via cash or eftpos.

Payments by EFTPOS can be made in person at the school office.

No money is left on school property overnight.

Invoices are emailed out to parents and can be paid using BPoint.

MUSIC (INSTRUMENTAL AND CHORAL)

Our school is involved in instrumental and class music programs. Students apply to be part of the Instrumental Music program and successful applicants can receive instruction in Strings from Year 3, and Brass, Woodwind and Percussion from Years 4 or 5.

Year Prep to year 6 students are able to participate in choir. Rehearsals are held once a week at second break in the music room. Parents will give signed consent for choir participation.

NEWSLETTER

A school newsletter is forwarded fortnightly by email. The newsletter is also placed on the school website:

www.geebungss.eq.edu.au and on the QSchools app.

Please download the free app called QSchools where parents can access information such as school events, news items, and copies of letters and documents that have been sent home.

OUTSIDE SCHOOL HOURS CARE

Telephone: 3865 8971 or 0451 143 308

During the school term Outside School Hours Care operates at the following times:

Before School Care:

Monday to Friday 7:00am – 8:45am

After School Care:

Monday to Friday 3.00pm – 6:00pm.

Vacation Care:

Monday to Friday from 7:00am – 6:00pm during each vacation period.

The services are closed on weekends, public holidays, Show Holiday, and for two weeks during the Christmas/ New Year period.

The School office or OSHC staff provide a "Family Handbook" that outlines fees, procedures and information.

P & C ASSOCIATION

Our school is most fortunate in having a very active P & C Association providing support for the many needs of the school. We are proud of the work which has been done by many

people in a number of sub-committees of the P & C Association.

The P & C Association meets on the second Tuesday of each month from 7:00 pm. We encourage your support of the P & C during the school year.

PARENTS AND CARERS IN THE SCHOOL

Parents and Carers and relatives play an important and valued role in the education of their child. We welcome your involvement.

Ways you can assist:

- Volunteering to support learning programs.
- Reading the noticeboards and newsletters.
- Offering to share any hobbies, interests or expertise
- Supporting excursions and special events.
- Supporting us at home by talking about your child's day.
- Reading and talking to your child daily.
- Use positive language when speaking about school
- Be inclusive and welcoming to all in our community
- Supporting the Geebung State School Community Student Code of Conduct and any consequences involved.
- Informing us of any concerns or suggestions you have.
- Join the P&C.
- Attend Assembly.
- Volunteer in the Tuckshop.
- Attend Information Sessions.
- Ask how to be a reading helper in our Reading Army program.

PARENTAL ROLES AND RESPONSIBILITIES

It is the Parent / Caregiver's responsibility to:

- Read all the information relating to our policies, routines and practices
- Comply with relevant health and hygiene policies
- Participate in and support our programs. All volunteers will need to complete a volunteer induction at school prior to assisting the students in class.
- Discuss problems and grievances with the teacher and then Principal or Deputy Principal if necessary.

- Notify the staff of any changes relating to address, phone numbers and emergency contact phone numbers.

southern side of the Assembly hall. Parking is not available in the Staff Car Park on the northern end of the school grounds, the

PERSONAL POSSESSIONS

Students are requested to leave personal possessions e.g. toys, including trading cards, sporting equipment, electronic equipment etc, at home please. This request safeguards against personal possessions being lost, stolen or broken. Please note, sporting equipment is assigned to classes for students to borrow at break times.

PHOTOGRAPHS

Parents / Carers are asked to provide permission for their child to participate in photographic, audio visual and recording activities associated with class teaching and learning activities and school activities which may be published in school and class newsletters, school photos, local papers, school promotion or on the school website. Parents / Carers are informed of the purpose for which the photographs are being taken.

Parents / Carers grant or do not grant permission for the child's work to be published and the child's name to be used in conjunction with photographs taken by the school and with media coverage of school events.

Please note the following photographs which are taken annually:

- Class photos.
- A group photo of all Year 6 students with their class teachers.
- A group photo of student leaders with the Principal and Deputy Principal.

Parents / Carers may request that their child / children are not included in or photographed during school activities eg class photos, sporting activities or other school related activities. Parents are requested to refrain from taking photographs of students during these activities.

This request ensures we show respect to our Geebung community.

PLAYGROUP

Every Monday playgroup is held in the school hall. The group is registered with Playgroup QLD and are well resourced. Families and friends are encouraged to attend from 9.30am – 11am.

SAFETY PROCEDURES

Staff, visitors to the school and volunteers are asked to sign in at the office and wear an identification badge or sticker at all times.

Students are not released to anyone during the school day unless authority has been received from the Parents and Carers by the office. Identification can be requested if the person collecting a child is not known to office or teaching staff.

SCHOOL WATCH

Our school encourages parents and members of the community to keep an eye on the school. If you notice any suspicious activity that is likely to result in damage to our school please telephone:

SCHOOL WATCH 13 1788

SMOKE FREE ENVIRONMENT

As with all government premises it is policy that there is **No Smoking** within the school grounds.

SPECIALIST TEACHERS

Our school has the services of the following Specialist Teachers who conduct lessons for students each week – Physical Education, Music, Drama and Japanese. Currently Japanese is assessed in Years 5 and 6 but accessed from Year 3.

SPORTS HOUSES

House teams for sports and general competitions are organised. Once enrolled, your child is placed in one of these three houses:

- Mulgumpin - Moreton - Yellow
- Minjerribah - Stradbroke - Red
- Boorabee - Bribie – Blue

STOP DROP GO ZONE

In front of the school hall is a turning circle where students can be dropped off and collected.

This is a 'Stop! Drop! Go!' zone at all times. Parents are requested to not leave their car unattended or park in this area at any time (as indicated by the yellow lines). Remain in your car for dropping off and picking up. Disembarking students need to be able to unclick and have their school bags on hand when they get out of the car.

To maintain the flow of traffic, if a student has not arrived, please continue out of the school grounds and enter again. For safety reasons there is no right hand turn out of the school grounds from this entrance.

STUDENT CODE OF CONDUCT

'The Geebung State School Student Code of Conduct' outlines the expectations for staff, student and parent behaviour when on the school premises, or involved in school related activities, and the processes for managing behaviour throughout the school community.

We explicitly teach expected behaviour at Geebung State School.



STUDENT LEADERS PROGRAM

Students in Year 5 are invited to participate in a Leadership Program designed to prepare them to be School Leaders while in Year 6.

To be eligible to apply for a leadership position in Year 6 students are required to nominate themselves for the Leadership positions they are interested in. Students are then supported in their nomination by a staff member and their Parents / Carers. Teachers report on the student's demonstration of leadership skills which includes:

- adherence to school rules
- responsibility and initiative
- communication and people skills
- personal presentation

- commitment and participation in school activities
- attendance at school
- community service.

Towards the end of each year Years 4 - 5 students vote to short list the School Leader nominations for the following year. The short listed students are then interviewed by a panel comprising the Principal, Deputy Principal, a Teacher Representative and the P and C President. The selection of student leaders is made by the panel with the Principal having a casting vote if necessary.

School, Sport, Cultural Captains and School Vice Captains are presented with their Student Leader badges during Assembly early in the school year.

The Principal or Deputy Principal may cease a student's role as a student leader at any time where a student fails to carry out the leadership and school responsibilities in a satisfactory manner.

SWIMMING

Swimming instruction in our swimming pool is undertaken in Terms 1 and 4 annually with the exception of Prep who only swim in Term 4. Classes are timetabled for lessons which are conducted by our Specialist Physical Education Teacher.

Swimming is part of the curriculum and therefore all students are expected to participate.

Please ensure that swimming togs, sun-safe shirt, towels and swimming caps are all named. All children must wear a swimming cap. Please send all of the above in a separate waterproof bag.

PLEASE NOTE: From 2008 it is mandatory for students attending Education Queensland schools to wear a sun shirt / T shirt when swimming for school activities.

To protect your child against skin cancer, sunscreen should be applied before school (preferably at home) and again during the day.

SWIMMING CLUB

Geebung State School Amateur Swimming Club is a sub-committee of our P & C Association. The Club conducts swimming lessons, ranging from beginners to squad.

Further information can be obtained from our school office.

Club nights are held each Friday night during the season.

SUN SAFETY

Children must wear a broad brimmed hat, bucket hat or a legionnaires hat when outside at school. Caps are not permitted.

Parents / Carers are responsible for providing a hat/s for their child/ren.

The school endorses and reinforces the '**No Hat! No Play!**' rule.

Students without a hat may access the school library or play quiet games under the buildings at break times.

It is recommended that sunscreen is applied before students leave home each day. Staff advise students to reapply sunscreen before going outside. Sunscreen is to be provided by parents / carers.

MULTI PURPOSE COURT HIRE

School multi-purpose courts are available for hire. Please contact 3623 8777 for information and bookings.

TRAIN TRAVEL

Some students travel by train to school each day. Class excursions may also involve students travelling by train to venues.

We remind students of the following information from Queensland Rail:

- Trains travel very fast and take a long time to stop.
- Do not go onto tracks.
- Do not play on station platforms.
- Stand behind the yellow line when waiting for a train. **Remember: Behind the line is fine!**

UNIFORMS

Students are to wear the school uniform on a daily basis. Our school uniforms are available from the Geebung State School Uniform Shop (open on Wednesdays 8:15am to 9:15am). The formal check uniform is also available from:

- www.QuickCliq.com.au

The School Dress Code is supported by the P&C. A copy of the code can be obtained from the office or on the school's website.

Second Hand Uniforms

Second hand uniforms are sold through the Geebung State School Uniform Shop on a commission basis, located under A Block and beside the P&C Office.

Opening hours are 8:15am to 9:15am every Wednesday.

Footwear

Students are encouraged to wear black enclosed shoes or joggers. For safety reasons sandals are not recommended and thongs are not permitted.

The school endorses and reinforces the '**No Shoes! No Play!**' rule.

Jewellery

Students are not permitted to wear certain jewellery to school. Students may choose to wear a watch. Students are able to wear a medical alert bracelet or necklace if appropriate.

Sleeper earrings, rings, necklaces and bangles should not be worn. Stud earrings are recommended for pierced ears.

Please note that we endorse a no jewellery rule in the interests of safety. The school will not accept responsibility for lost jewellery or injury caused by jewellery.

Make Up and Hair

It is unnecessary for students to wear make-up of any kind at school, while in school uniform or involved in any school related activity. Shoulder length hair needs to be tied up. Coloured hair dye is also not permitted.

WEBSITE

The Geebung State School website is:
www.geebungss.eq.edu.au.