

# BARALABA STATE SCHOOL



# Prospectus

**2016**

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Website: [www.baralabass.eq.edu.au](http://www.baralabass.eq.edu.au)  
Facebook: [www.facebook.com/BaralabaStateSchool](http://www.facebook.com/BaralabaStateSchool)  
Postal Address: Baralaba State School  
PO Box 24  
Baralaba QLD 4702

**All mentioned forms/documents in the Prospectus are available either at the school administration office or on the school's website.**

# PRINCIPAL'S WELCOME

Baralaba State School is a Band 7, Prep to Year 10 school, situated just under two hours' drive south west of Rockhampton. The school caters for the diverse individual learning needs of approximately one hundred and ten students, with sixty percent of these being of Indigenous background. Our families come from a diverse range of occupations, including agriculture, mining, trades, Public Servants and small business owners. This diversity is evident across a range of social, economic and cultural aspects as our families have a variety of attitudes towards the school and expectations regarding education.

Our vision of 'Every Day, Every Student Learning and Achieving' is realised and actioned through our school motto of "Success by Effort". Through this vision our students will develop skills to become life-long learners, independent, resilient, respected and confident members of society. Our focus values are embedded within our school which support the development of the social and emotional wellbeing of our students through the five 'You Can Do It' Keys to Success – Getting Along, Resilience, Organisation, Persistence and Confidence.

As a school community together we strive to develop academic, creative and physical excellence in a safe, supportive, inclusive learning environment. We endeavour to provide quality learning experiences for all students with diverse backgrounds, abilities and learning styles, whilst having high expectations of all students.

Multi-aged classes are taught by our dedicated and passionate teaching and support staff. The Australian Curriculum is implemented for all learning areas which embed literacy and numeracy skills, Aboriginal and Torres Strait Islander Perspectives and ICT competencies. Our school community is supported by a Chaplain, Guidance Officer, HOSES, Adopt-A-Cop, Red Cross Youth Support Workers, Anglicare You Worker and Specialist Advisory Teachers.

Our school grounds include a swimming pool, two ovals, netball court, cricket pitch and nets, two adventure playgrounds, a large undercover multipurpose court, an orchard, newly refurbished courtyard and beautiful gardens. Our facilities also include a modern resource centre, computer lab, home economics and manual arts buildings, drama and art rooms, science lab, tuckshop and numerous well-resourced classrooms.

Together we work with families, business owners and key stakeholders in both the Baralaba and Woorabinda communities to increase the learning outcomes for our students. These partnerships are valued as a means of supporting our students to become active citizens in the future. As a positive school community working together we will enable all students to achieve their utmost potential.

Melissa Austin  
Principal

I respectfully acknowledge the traditional owners of the land: the Gungalu People, on which I have the privilege to lead the education of our students. I pay my respects to the elders both past and present.

# HISTORY OF BARALABA STATE SCHOOL

In 1917, Mount Morgan Coal Mining Company in conjunction with the Mines Department commenced testing operations for coal. Developments led to an influx of miners and their families. The need for a school was evident. A committee was formed and plans made to seek Government support to promote the establishment of a school.

Because of the unsettled state of the coal mines at the time, the Department of Public Instruction could not approve a State School, but was willing to open a Provisional School. A tent was erected and the Department advised that a school was to be established and known as the Baralaba Provisional School.

The first Headmaster was Mr Edward C Asmus, who was appointed on the 19th of August 1918.

By 1921, the tent was totally inadequate for use by some 50 children. When the tent became badly torn, school was moved to a temporary building (which is believed to be the Railway Goods Shed).

In February 1922, the school from Mt Chalmers was moved to Baralaba. Additions and a teacher's residence were erected in 1924 and a new wing with two classrooms was built in 1926. Until this time, children had classes under the school.

The great flood in 1928 caused almost a ghost town effect, with miners and their families leaving town overnight. The enrolment dropped alarmingly and the new two-classroom wing was moved to Theodore in 1930-1931. Since this time, enrolments have fluctuated.

The Primary Wing now boasts four modern classrooms and a Tuckshop. The original school building now contains the Principal's Office, Administration, Staff Room and Sick Bay. The Secondary Department was approved on 30 October, 1963 and building commenced in February 1964. This section was completed and handed over to the Principal on 2 November 1964. In 1964, the first Grade Eight class did their lessons under the school buildings as those primary children did in the 1920s and continued to do so until the original secondary buildings were completed and officially opened on 17 July 1965. Extensions were ongoing up to and including 1987 with the Manual Arts Building.

James R Cutler was the first Principal to oversee both Primary and Secondary Departments. First teachers in the 1965 Secondary Department, offering classes in Years 8/9/10 were: Peter Christiansen - Mathematics/Science, Gwen Petersen (nee Norton) - Commercial, Bob Rutherford - Manual Arts, Betty Wickenhofer - Home Economics, Chris Bergen - English/History.

We are looking forward to celebrating 100 years of education at Baralaba State School on the weekend of October 13 and 14 2018 with reunion festivities.

# SCHOOL CALENDAR FOR 2016 / 2017

## School Semesters 2016

<b>School starts</b>	Monday 25 <sup>th</sup> January 2016
Term 1	Monday 25 <sup>th</sup> January 2016 to Thursday 24 <sup>th</sup> March 2016 (incl.)
Term 2	Monday 11 <sup>th</sup> April 2016 to Friday 24 <sup>th</sup> June 2016 (incl.)
Term 3	Monday 11 <sup>th</sup> July 2016 to Friday 16 <sup>th</sup> September 2016 (incl.)
Term 4	Tuesday 04 <sup>th</sup> October 2016 to Friday 9 <sup>th</sup> December 2016 (incl.)
<b>School ends</b>	Friday 9 <sup>th</sup> December 2016

<b>Final day for Year 10 students</b>	Friday 25 <sup>th</sup> November 2016
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### Mandated Student Free Days 2016

Thursday 21<sup>st</sup> January 2016

Friday 22<sup>nd</sup> January 2016

Monday 17<sup>th</sup> October 2016

### Public Holidays during the School Terms

Tuesday 26<sup>th</sup> January: Australia Day

Monday 25<sup>th</sup> April: ANZAC Day

Monday 2<sup>nd</sup> May: Labour Day

Friday 17<sup>th</sup> June: Rockhampton Show Holiday

Monday 3<sup>rd</sup> October: Queen's Birthday Holiday

## School Semesters 2017

<b>School starts</b>	Monday 23 <sup>rd</sup> January 2017
Term 1	Monday 23 <sup>rd</sup> January 2017 to Friday 31 <sup>st</sup> March 2017 (incl.)
Term 2	Monday 18 <sup>th</sup> April 2017 to Friday 23 <sup>rd</sup> June 2017 (incl.)
Term 3	Monday 10 <sup>th</sup> July 2017 to Friday 15 <sup>th</sup> September 2017 (incl.)
Term 4	Tuesday 03 <sup>rd</sup> October 2017 to Friday 8 <sup>th</sup> December 2017 (incl.)
<b>School ends</b>	Friday 8 <sup>th</sup> December 2017

<b>Final day for Year 10 students</b>	Friday 24 <sup>th</sup> November 2017
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### Mandated Student Free Days 2017

Thursday 19<sup>th</sup> January 2017

Friday 20<sup>th</sup> January 2017

Monday 16<sup>th</sup> October 2017

## ENROLMENT

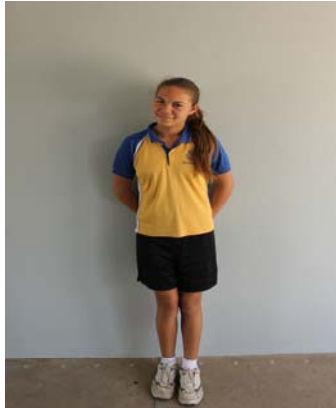
To enquire about enrolling your child or to arrange an enrolment interview please contact the Administration office. An enrolment interview will take approximately 30 minutes. At this interview we will:

- meet with you and your child to discuss your child's individual needs
- discuss the enrolment agreement and other school related information
- take you and your child on a tour of the school.

## UNIFORM

The P & C Association have adopted a school uniform policy. Students are encouraged to wear the full school uniform to school each day. School shirts, hats and jumpers can be purchased from the school Administration office. A “No Hat, No Outside Play” Policy supports students to wear a wide broad brimmed hat whenever they are participating in outdoor activities. Closed shoes must be worn for safety reasons.

### School Uniform



Yr: 7-10 Uniform



Yr: P-6 Uniform

Blue and Gold School Uniform Polo Shirt  
(Note: P-6 school shirts differ from Yr 7-10 school shirts)  
Black Shorts/Skirt/Skort  
Covered Shoes with socks  
Hat – Blue & Gold, wide broad brimmed

### Winter Uniform

Baralaba School Uniform Jumpers are encouraged

### Jewellery

is restricted to a watch, one pair of studs/sleepers,  
one simple ring, and a neck chain of religious significance which must be removed if participating  
in sport,  
manual arts, or science activities.

No other visible body piercings are permitted.

For ease of identification, all personal items should be clearly named.

## BEHAVIOUR

All areas of Baralaba State School are teaching and learning environments. We follow the Code of School Behaviour by using relational practices and strive to create responsible self-managers at our school. We know that all behaviour has a function and as educators we are committed to meeting the need/s of the individual student, teaching appropriate behaviour and creating a *fair and equitable* environment.

It is clearly understood by all teaching staff that they are equally responsible for teaching behaviour as they are the curriculum. We provide care and consideration for the individual and set clear boundaries and expectations for the school community. This ensures consequences are instructional and logically linked to the inappropriate behaviour and reflect the individual circumstances of the student.

All school community members have clear and consistent expectations and understandings of their role in the educational process and this is supported through the following school rules:

- Be Safe
- Be a Learner
- Be Responsible
- Be Respectful

Our school rules have been endorsed by all staff and our school P&C. They are aligned with the values, principles and expected standards outlined in Education Queensland's Code of School Behaviour.

## ATTENDANCE

Regular attendance is important for success at school. When a child is absent, a written explanation, telephone call or email to the Administration office or class teacher is required. If a student is to be absent for a prolonged period of time, please advise the Administration office.

## COMMUNICATION

We encourage open and honest communication between parents and teachers. If you are concerned about any aspect of your child's education, please contact the schools Administration Office to arrange an appointment to discuss the matter with your child's teacher. If deemed necessary, an appointment can be made with the Principal. We encourage open and honest communication as this will increase the learning outcomes for your child. To keep you acquainted with the latest happenings at school and in the community we utilise the following communication methods:

- 1 Letters/phone calls home to parent/carers;
2. Fortnightly newsletter: 'Local Link';
3. Facebook;
3. Website.

Any items to be included please call the Administration office or email [admin@baralabass.eq.edu.au](mailto:admin@baralabass.eq.edu.au). The newsletter is sent home with the eldest student in the family or can be sent via email upon request.

## BELL TIMES

BELL	TIME	
	8:35	Students arrive at school between 8:35 & 8:50
1st	8:50	Roll Marking and You Can Do It
2 <sup>nd</sup>	9:10	Period 1
3rd	10:20	1 <sup>st</sup> Break Eat
4th	10:30	1 <sup>st</sup> Break Play
5th	10:45	5min Transition – Period 2 Begins 10:50
6th	12:00	2 <sup>nd</sup> Break Eat
7th	12:15	5min Transition – Period 3 Begins 12:20
8th	1:30	3 <sup>rd</sup> Break Play
9th	1:45	5min Transition – Period 4 Begins 1:50
10th	3:00	End of School Day

## SPORTING TEAMS

There are two sporting teams at Baralaba State School; Mimosa & Dunstan. Your child will be placed according to your surname.

Mimosa is surnames beginning with A – L.

Dunstan is surnames beginning with M – Z.

## VISITING THE SCHOOL

Visitors (including parents/carers) must report to the Administration office and complete the visitor book. This will support the safety of our students and, in case of an emergency, ensure all persons are accounted for. Visitors must wear a **visitor badge** while in school grounds and sign out when leaving. After hours use of school grounds/facilities requires prior approval from the Administration.

## LEAVING THE GROUNDS

Students are not permitted to leave the school grounds between the time of arrival and dismissal unless collected and signed out by a parent, nominated adult or school staff member.

## STUDENT WELLBEING

We have a number of programs and specialists who support the development of the social and emotional wellbeing of the members of our school community. The 'You Can Do It' program is embedded within our school and promotes the development of the Five Keys to Success: Resilience, Organisation, Getting Along, Confidence and Persistence. To support with the wellbeing of all within our school community we have a Chaplain, Guidance Officer, HOSES, Adopt-A-Cop, Red Cross Youth Support Workers, Anglicare You Worker and Specialist Advisory Teachers.



## EVACUATION

The design of the school allows for speedy evacuation in cases of emergency. Regular practice of emergency drills given to familiarise students with the procedures that are to be followed in such events.

## HEALTH AND SAFETY

If your child is unwell, you will be notified and expected to arrange collection of your child in a timely manner.

Every endeavour is made to ensure safety is maintained at school. Unfortunately accidents do occur. In these cases the Staff will act in accordance with their Duty of Care. If an accident occurs, the Ambulance may be called and, if necessary, the injured child may be referred to hospital. A parent is then contacted and **required** to attend the hospital immediately to relieve the staff member.

## MEDICATION

Should your child be prescribed by a medical practitioner to take medication while at school, you should be aware of regulations with respect to this matter.

- The student's medication, with the ***“Request to Administer Medication at School”*** form completed by Doctor and Parent must be handed in to Administration.
- Administering of that medication will be carried out by a staff member designated by the Principal.
- Non-prescribed medications should not be at school and will not be administered by school staff.

**Education Department regulations prohibit the Administration of Analgesics (Aspirin/ Panadol) at school by any staff member or by the children themselves.**

## HEAD LICE

It is extremely important for you to check your child regularly for head lice. If you find head lice, commence effective treatment immediately and be sure to complete the process of treatment. Please notify the Administration Office of any outbreaks of head lice. This will help prevent the spread of head lice to other school community members. Please do not send your child to school until all the head lice and the eggs are removed. Treatments do not kill the eggs. These have to be manually removed to prevent further hatchings. If you require help or further information please contact the Administration office.

## MOBILE TELEPHONES AND ELECTRONIC DEVICES

The Responsible Behaviour Plan outlines that mobile telephones and electronic devices are not permitted at school. The school understands that some students may need to have such devices for safety and travel to and from school. If this is the case all devices need to be handed to the office before school and collected again at 3pm. The Responsible Behaviour Plan clearly outlines the consequences if a student is caught with these devices during school hours. The school accepts no responsibility for the loss, damage or theft of these devices.

## **MONEY COLLECTION**

At times, students will be required to bring money to school. Parents are asked to complete the details on an envelope provided and forward to the Administration office on arrival at school. *Please ensure only correct money is enclosed* (no cash is kept at school).

## **REFUND GUIDELINES**

Due to unforeseen circumstances (i.e. sickness or injury) it is acknowledged that on occasions Parents/Carers may make an application for a refund for monies paid to the school for excursions and camps. Refunds may be granted once the Request for Refund form (available on School Website or Administration Office) has been submitted to the Administration office. Refunds are at the discretion of Principal approval.

## **RESOURCE CENTRE**

Our school has a growing, well-selected collection of reading resources. All students are encouraged to borrow books weekly. Community members are also invited to use our resources when you visit the school. Borrowing for community members can be arranged. If books are borrowed from the Resource Centre, a borrowing bag is necessary.

## **PARENTS' AND CITIZENS' ASSOCIATION**

The P&C Association of this school meets monthly. All parents and interested community members are encouraged to attend meetings in order to be better informed of the workings of the school and to have the opportunity to put forward any ideas for the betterment of the school with regard to policies, uniforms, camps, fundraising, and tuckshop. P&C is not the place for student issues and or parent complaints.

## **TUCKSHOP**

Tuckshop operates on Fridays providing balanced, healthy meals as part of the Smart Choices program. The Tuckshop's success relies on voluntary help provided by parents and community members. Anyone interested in helping is asked to contact the school. All volunteers must have a Blue Card.

## **USE OF SCHOOL FACILITIES**

The school is available for use by members of the community provided permission has been sought and obtained from the Principal and a Hire of Facilities form has been completed. The Principal must also approve the borrowing of school equipment by community and the correct documentation completed. All items borrowed must be recorded before leaving the school grounds. The cost of all damage and/or breakages will be fully met by the association or individual borrowing the equipment or facilities. Cleaning costs of school buildings and grounds must also be met by persons using them. Community use of their school is actively encouraged.

## BUSES

There are three separate bus routes covering the Baralaba and Woorabinda areas. Parents will need to contact the relevant bus operators for times and seat availability.

- Kokotungo Bus Run  
Ph: (07) 4998 1290 / 0429981000
- Woorabinda Bus Run  
Ph: 0407044457
- Redcliff Bus Run  
Ph: 047400955

Parents, please refer to Queensland Transport's "Code of Conduct for School Students Travelling on Buses", effective from 14<sup>th</sup> July 2014. A copy of this is available for perusal at the school.