

PRINCIPAL'S MESSAGE

Dear Parents,

I welcome your association with our school whether it is for the first time or as continuing parents.

Numerous educationalists have determined that a school, if it is to play an effective role in the education of a child, can no longer be an isolated institution. In the education of a young child, it is my firm belief that a co-operative teacher/parent relationship is not only desirable but essential. Indeed, because of the predominant influence of the home on the course of a child's development, education must become a three-way communication process involving teacher, parent and child. I strongly encourage you to take up the challenge of being a parent of a school aged child and do all you can to promote the communication between yourself and your child's teacher.

Our teachers are always willing to talk about your child's progress and to discuss his or her learning. You may also consider becoming part of a variety of learning experiences provided for your child in the classrooms.

I look forward to your involvement with the Home Hill Primary School in 2002 and beyond.

LYNNE BUTTERWORTH
PRINCIPAL

HOME HILL STATE PRIMARY SCHOOL

Home Hill Primary School is a Band 7 school with 12 primary classes and an associated Pre-school. It first opened on March 25, 1913, and is the only state primary school in the township of Home Hill, which lies on the southern side of the mighty Burdekin River. The Bruce Highway passes through the town. Classrooms consist mainly of upgraded traditional single rooms and three double teaching spaces. Class groups are a mix of single year levels and multi-age units. Enrolment is around 270 with 50 pre-schoolers, most of whom will attend the primary school in Year 1. While the school's population is fairly stable, there are an increasing number of transient families. The school is staffed with 4 Primary Aides as well as a Pre-school Aide, 4 cleaners and a Janitor/ Groundsperson. An administration team consists of a non-teaching Principal, a 0.5 Deputy Principal, an Administration Officer and a casual Administrative Assistant.

The buildings are complemented by many facilities including a tuckshop, a covered play area, adventure playground equipment, tennis and basketball courts. The school library is well equipped. Grounds surrounding the buildings, including a main oval of a high standard, are maintained in good condition. In one section near the oval, a forest plot shows the range of tree types from rain forest to dry sclerophyll vegetation. Home Hill is the only school in the district with a swimming pool. Current projects for development include grounds irrigation and airconditioning. The School operates a large number of IBM compatible computers in a special computer room, the library and classrooms. The Computer room has a bank of 15 on-line computers which provide access to the World Wide Web. Each classroom also has at least one computer connected to the web.

The community is made up of an established township with residential areas surrounded by cane farms. Within the district there is a large number of European descendant families while a smaller number of Asian and Aboriginal and Islander families add to Home Hill's diversity. Community use of the school's facilities is encouraged with local soccer and sporting clubs using them on a regular basis. An active P & C is supportive of all school initiatives and participation in decision-making processes is good.

Each school day is broken into three sessions with all the normal primary school subjects being offered, together with visiting LOTE (Italian), Music and Instrumental Music programs. A Curriculum Leader, Physical Education Teacher and Support Teacher - Learning Difficulties are based at the school. Assessment is varied and reporting on outcomes achieved in each unit occurs at the end of each semester. A strong District Sports Association coordinates a variety of inter-school sports on a regular basis.

Student leaders are elected by their peers under staff supervision. They form the nucleus of a Student Council. This and other classroom strategies allow for student involvement in decision making within the school. A Behaviour Management Plan encourages students to develop self-discipline within a caring environment.

We at Home Hill strive to prepare our students for life long learning by fostering a feeling of success and achievement in our supportive and caring environment.

SCHOOL DIRECTORY 2003

Address	113 Fourteenth Avenue HOME HILL Q 4806
Email Address	the.principal@homehillss.qld.edu.au
Telephone	(07) 4782 1057 Primary (07) 4782 1365 Pre School (07) 4782 2560 Library
Fax	(07) 4782 1312
Principal	Mrs Lynne Butterworth
Teaching Staff	Miss Vikki Allom Ms Tanya Apps Mrs Kerri Detenon Ms Lisa Elkins Mrs Allyson Falco Mrs Marie Finn Mrs Sandra Ginn Mrs Jodie Great Mr Matthew Hagley Mrs Melinda Kastner Mrs Fran Keane Mrs Kerrie LeFlay Mr Craig Mathews Mrs Raline Nielsen Miss Natalie Raveglia Mrs Karen Sorbello Ms Cathy Ushay Mrs Wendy McGuffin – Curriculum Leader Miss Fran Platt - Support Teacher - Learning Difficulties Ms Heather Desbois - Physical Education Ms Sarah Symonds - LOTE Mrs Marie Finn - Music Mr Leon Stucas- Instrumental Music Mrs Sandra Ginn – Reading Recovery
Registrar Administration Staff	Mrs Sue Dilger
Teacher Aides	Mrs Stella Borrows Mrs Jennie Fabbro Ms Lynda Herron Mrs Jenny MacElroy Mrs Sharon Mottin Mrs Angela Torrisi
Janitor/Groundsperson	Mr John Andrews
Cleaner	Mrs Dianne Andrews Miss Laurelle Boccalatte Mr Kenn Briggs Mrs Patrisha Stone

SCHOOL CALENDAR 2003

1st Term	Tuesday 28 th January	Thursday 17 th April
2nd Term	Tuesday 29 th April	Friday 27 th June
3rd Term	Tuesday 15 th July	Friday 19 th September
4th Term	Monday 6 th October	Friday 12 th December

For your information the following holidays are shown on the School Calendar for 2002.

Student Free Day	Thursday 23 rd January
	Friday 24 th January
Australia Day	Monday 27 th January
Good Friday	Friday 18 th April
Easter Monday	Monday 21 st April
Student Free Day	Monday 28 th April
Anzac Day	Thursday 25 th April
Labour Day	Monday 5 th May
Queen's Birthday	Monday 9 th June
Student Free Day	Monday 14 th July
Ministerial Student Free Day	Date to be advised
Student Free Day	Monday 2 nd October
School Commences 2004	Tuesday 27 th January

THE SCHOOL DAY

- 8.50 a.m. All children should cease play, visit toilets, have a drink etc. and proceed to their room where they unpack and prepare for the day's lessons.
- 9.00 a.m. Lessons commence. Assembly on Mondays.
- 10.45 a.m. Morning Tea. Children sit in designated areas for eating. They are dismissed from eating areas by the person on duty for 'quiet play' in designated areas - no oval. Children to use toilets and get drinks during this time.
- 11.10 a.m. Stop play. Children line up and return to classroom.
- 11.15 a.m. Lessons re-commence.
- 12.45 p.m. Lunch. Children sit in designated areas for eating. They are dismissed from eating areas by the person on duty. Sporting equipment and the oval can be used.
- 1.25 p.m. Children cease play, visit toilets, have a drink etc. and walk to their collection area to await teacher and return to classroom.
- 1.30 p.m. Lessons re-commence.
- 3.00 p.m. Dismissal bell. Children are expected to go to their respective homes as soon as possible.

VISION

The vision for Home Hill State School is for all students to become active citizens in a learning society.

PURPOSE

To create a safe, caring, tolerant and disciplined environment where children, staff and parents communicate effectively to provide purposeful learning opportunities that encourage all students to become life long learners and responsible citizens, able to engage confidently with the broader community.

VALUES

CRISP LIFE LONG LEARNER

C Courteous

R Responsible

I Industrious

S Safe

P Proud

A life long learner is:

- A knowledgeable person with deep understanding
- A complex thinker
- A creative person
- An active investigator
- An effective communicator
- A participant in an independent world
- A reflective and self-directed learner

ADMINISTRATION OF MEDICATION TO PUPILS

Should your son or daughter be prescribed medication by their medical practitioner to take medication while at school the following Department of Education Regulations apply.

1. The parent or legal care giver must in the first instance make a written request to the principal of the school. (These forms are available from the school office.)
2. The student's medication, with the pharmacist's written instruction on the container must be lodged with your child's class teacher or the school office.
The label on the medication must clearly state
 - a) the name of the child, and
 - b) the dosage and times for it.
3. Administering of that medication will be carried out by an adult staff member designated by the principal.
4. Non-prescribed medications such as Panadol, throat lozenges, cough mixture etc., should not be brought to school and will not be administered by school staff.
5. Parents should write a once only note (yearly) requesting permission for their child to use Ventolin or similar Asthma sprays. They are to be responsible for them. It is stressed that these should not be shared around and should only be used as directed by a doctor.

AGE OF ADMISSION

The Department of Education Regulation allows the admission of children who have turned 5 (five) on or before the last day of December of the previous year. Experience has shown that children of 5 years 6 months to 6 years of age on admission to school often succeed more happily at school. Children **may** start at 5, they **must** start the year after they have turned 6.

Proof of Age of children enrolling in Year 1 must be sighted by the school. This proof of age could be a short extract of the child's Birth Certificate, a Baptismal Certificate showing the child's date of birth, a statement certified by the doctor or matron of the hospital in attendance at the birth, a newspaper cutting showing the date of birth of the child or any other proof of age which can be produced. A Statutory Declaration may have to be signed if insufficient proof is forthcoming. A Birth Certificate is the preferred method. If your child has already shown this at the preschool, it will not be necessary to again produce it.

APPEARANCE

Children should be encouraged to come to school neatly dressed in their school uniform. All shirts must be tucked in. Hair should be brushed. Shoes are required for all sporting activities and should be worn at all other times. Thongs and masseur type sandals are unsuitable for safety reasons. A broad-brimmed hat is compulsory. No caps are to be worn.

APPOINTMENTS - medical and dental

While it is appreciated that difficulty sometimes arises in obtaining medical and dental appointments for times required, it is requested that where possible appointments, except those of an urgent nature, be made out of school hours.

ATTENDANCE AND TARDINESS

Regular and punctual attendance at school is necessary for any level of success. Please ensure this as each day's work is built upon the previous days. However sick children do not give their best, so they should be kept home for maximum care and to ensure a speedy recovery.

Department Regulations require that a written excuse be sent with children to explain the reason for a child's absence or tardiness. This way we **both** know your child has been away.

If it is known that a child is going to be absent or late, a note to the teacher beforehand would be appreciated if possible. If there is no way of sending a note, the school can be contacted on 4782 1057.

Children should be at school by approximately 8.30am but should not arrive before 8.00am. It is unwise to send children to school too early as teachers are busy preparing the classroom and therefore children cannot be supervised. For this reason, any student arriving early is required to sit beneath the Staffroom Wing until a bell releases them at 8:30.

BANKING

The Commonwealth Savings Bank conducts banking at this school on Tuesday of each week. Students at this school who wish to open an account can collect a form from the school office or from the local branch of the Commonwealth Bank.

Each week simply send the deposit book with the amount of money you wish to deposit to school. The child then gives this to the class teacher who sees that it is given to the banking officer. The bank deposit book is returned to the child before the next week. The school receives commission on each deposit, no matter how small.

BOOKLISTS

Lists of materials required by each child in the various year levels are handed out at the end of each year. Spare copies are available at the office.

You are strongly urged to make sure your child/children have all these items for the commencement of school and that they are maintained during the year.

BEHAVIOUR MANAGEMENT

The Home Hill State Primary School Code of Behaviour is based on the philosophy that all students have the right to learn within a supportive and caring environment. The students control their own behaviour. Students who initially do not accept the responsibility for their actions need to be encouraged, in collaboration with staff members and parents, to develop a plan to successfully achieve this.

The school has a full Behaviour Management Policy, which was endorsed by the staff and P & C Association in 1997 and revised in 2000. It details four levels of inappropriate behaviours and their consequences. The levels have points attached and inappropriate behaviour is recorded on a green slip. Each teacher, visiting teacher or aide may issue these slips when a student displays inappropriate behaviour. The class teacher collates them and when a student reaches 10 points in any one term s/he is referred to the school Principal who will notify parents automatically. Principal involvement may occur earlier if it is felt necessary. If a student reaches 20 points in any one term, a suspension or exclusion process may be considered.

Built into the system is an opportunity for a child to earn 'good' points to cancel out points earned for inappropriate behaviour - especially the lower level behaviours. The whole process is very much one of communication. Inappropriate behaviours out of class can now be clearly reported back to class teachers, school principal and parents. The breaking of school rules attracts a consequence such as lines or detentions and not just the allocation of points. Students who accumulate 0 points will be rewarded each term. Students also have the opportunity to earn behaviour slips - a 'Happy Grams' - for being caught displaying positive behaviours. Any adults working in the school may award these slips to students.

We believe:

- * All children have a right to learn in a secure, supportive environment.
- * Children should have an equal opportunity to education. Effective learning will occur with effective teaching, classroom management and student co-operation.
- * Behaviour Management involves the commitment of children, teachers, parents and the community to consistently use and maintain socially desirable behaviours.
- * Effective behaviour management occurs when the causes of behaviour are understood and managed rather than the outcomes.
- * The school community needs to define a set of rules for appropriate behaviours. Consequences when the limits of these rules are broken must also be set. Students need to be familiar with, and identify the importance of these rules and consequences.
- * All school members are responsible for encouraging a positive, non-threatening environment in which children and teachers are well mannered, co-operative and respectful of one another.
- * The school encourages children to become independent learners who develop self-control and are accountable for their own behaviour.
- * The need for consistency when dealing with students who choose to break the limits set by the rules.
- * Different people may need to be treated differently.

Values

The Values, Rights and Responsibilities of Teaching Staff and Administrators, Students, Parents and Ancillary Staff, Religious Education Teachers and Voluntary Helpers is detailed in our Behaviour Management Policy.

School Rules

1. I will be courteous and consider other students, teachers, visitors and staff and their property.
2. I will accept my share of responsibility for the tidiness, cleanliness and general appearance of my school.
3. I understand that staffrooms are for staff members and are out-of-bounds unless a teacher requests me.
4. I am permitted only to leave the school grounds with the written consent of my parents and the permission of my teacher and may only cross at the crossings.
5. I will be aware of the dangers and consequences of throwing objects, climbing and running around buildings or on cement.
6. I am only permitted to use classrooms and verandahs when I have my teacher's permission.
7. I will remember that the rain forest, the front of the school, the raised garden beds and around classrooms are out of bounds, and that I may only walk my bike through the school grounds at all times. I will wear a helmet.
8. I understand that for safety reasons I should not wear jewellery. Children with pierced ears should wear sleepers or studs. I need to wear shoes and socks and a broad brimmed hat.
9. I will wear my uniform with pride.

Parents please note - Children are also expected to travel to and from school by the safest direct route, observing all road safety regulations on the way. Parents have a responsibility in ensuring this occurs.

REMEMBER - RULES ARE FOR THE GOOD OF ALL STUDENTS.

COMPLAINTS

Parents who have concerns of a minor nature about their child's learning or behaviour should contact their child's teacher or the school Principal directly. Complaints of a more serious nature should be referred directly to the school Principal.

EMERGENCY CONTACTS

Parents are requested to complete this form and to keep it up to date by advising the school of any change of address or telephone number (including that of your second Emergency Contact) throughout the child's school years. Often we cannot contact the parents in case of emergencies because of incorrect information.

HARASSMENT

Recent legislation has made the school very aware of all forms of harassment. A Sexual Harassment Referral Officer (S.H.R.O.) is available and can give advice on all forms of harassment.

HEAD LICE

One of the re-occurring problems in schools is that of head lice. All parents are asked to inspect their child's head thoroughly for the presence of head lice or eggs (nits) near the scalp on a regular basis. Particular areas to inspect are the nape of the neck, under the fringes and behind the ears.

If there is infestation you must treat the hair with a special shampoo and follow the directions accurately. **Ordinary shampoos do not prevent or cure the condition.** **All** members of the household should be checked.

HOMEWORK

Homework is set for a number of purposes.

To improve parent - student - teacher relationships.

To improve parent participation in their child's schooling.

To develop self effort and individual learning skills in each student.

To reinforce a skill or concept introduced at school.

To serve as an introduction for new work soon to be taught at school.

To complete tasks not finished at school.

To develop in students the understanding that learning can occur in places other than in the classroom.

It is not intended as a punishment.

It would be true to say that there is never **no** homework, because there is always the need to review something of the day's work, even if no formal homework is set. It should be meaningful and consist of a variety of activities including learning, written work and reading. Homework also includes student preparation for the following day's class activities eg pencils sharpened, books ready, requests for items from home.

The most beneficial 'homework' of all is to encourage your children to tell you something of their day at school and make them feel their achievements, however small, are important.

The doing of homework is something of a management problem, but in upper grades, the development of independent study habits is a pre-requisite for success at Secondary School.

The setting of formal homework over weekends will be avoided.

It is expected that when homework is set, that it is to be completed to the best of the child's ability. Supervision and assistance from parents is appreciated when a child is having difficulties. Children should be encouraged to consult their teacher should any difficulties arise.

HOUSES

When your child is enrolled at this school, he/she will be placed in one of the School Houses. T-shirt colours of the Houses are: Griffith - Blue, Herbert - Yellow, Kendall - Red and Lilley - Green and should be worn with black shorts or skirt. In placing your child into one of these houses, it is the practice to place the new child in the same house as a brother or sister. Some delay may occur in placing children in their houses, if these children have no older brothers or sisters at this school, as houses must be balanced by numbers. However, houses will be allotted as soon as possible.

INTERVIEWS

We aim to make this a personal school. We welcome interviews with the Principal or Teachers to discuss the performance of your child. The most convenient time to interview teachers is after 3.00 p.m. as teachers will be busy preparing for the day's activities before school and have responsibilities to all children in the class during school time. Interviews to discuss your child's progress will be arranged at the end of Semester One.

LEARNING DIFFICULTIES

If you are concerned that your child is experiencing difficulties at school with his/her work, early discussions with the teacher concerned are advised.

LEAVING SCHOOL GROUNDS

Written parental approval is required for children to leave the school grounds during the lunch break.

Any requests for a child to leave school early on a regular or casual basis should be made in writing by the parent.

LIBRARY (Resource Centre)

Children are able to borrow books from the School Library for a set time. Finished books must be returned as soon as possible. Parents are asked to encourage their children to read whenever possible. Children will require a bag to carry their Library Book to and from school. This bag can be made of any material and should be 50 cm x 30 cm with a drawstring top. The child's name should be marked clearly on this bag.

MARKING OF CLOTHING

This is important and your co-operation in this matter is required. Clothing is costly. To make it possible for lost articles to be identified more easily would parents please mark all articles with the child's name. It is suggested that hats should be marked on the inside of the sweat band, shoes should be marked on the inside of the shoe, all articles of clothing should be marked by stitching a piece of tape on which the child's name is written. Also mark lunch boxes etc. Special permanent marking pencils should be used.

The number of articles lost and unclaimed at the school each year has included very many cardigans, shoes, socks, raincoats, hats, towels, lunch boxes and watches.

Check your children's belongings each day on their return from school, and notify the teacher next morning of missing articles.

MEDICAL PROBLEMS

The school asks to be officially advised of any medical problem from which pupils may suffer.

Pupils are asked to report to their class teacher any accident they suffer which causes them distress.

Should the pupil, in the opinion of staff members, require medical attention during the day, every attempt will be made to contact a parent to request him/her to take appropriate action. If a parent can not be contacted, medical attention will be sought for the pupil on the parents' behalf. It is desirable that the pupil's medical history is known when treatment is administered.

No medical treatment is permitted in the school except first aid. This is the immediate, temporary treatment given in case of an accident, by the staff. Once the emergency has been met, responsibility rests with the parents, doctors or ambulance bearer. The school's obligation extends to placing the injured person in the care of those responsible. You are encouraged to subscribe to the Queensland Ambulance Service for accidents that happen at school.

An accident register is kept to record the case history of each accident and note what actions have been taken.

NEWSLETTERS

Newsletters will be sent home on a regular basis each Wednesday. Notes will also be sent home from time to time as occasions arise. They are distributed one per family. Parents are asked to inquire if a note has been sent to ensure that there is effective communication between the school and home.

PARENTS AND CITIZENS ASSOCIATION

The Parents and Citizens Association is simply a group of parents and citizens who have vital interest and concern for the educational welfare of the children in this school. Membership is free and open to anyone interested in this school.

A lot of the equipment and the amenities we use - cold water taps, sprinkler system, playground equipment, air-conditioning, tennis court and shed have been provided through the hard work and funding of our Parents and Citizens Association.

This Association meets on the fourth Tuesday each month. All parents are invited, even urged to attend. Quite often, decisions affecting all children and parents are made at the meetings - so the more parents who attend the more balanced the decisions made.

PARENT SUPPORT

Parents often ask teachers and others for advice and support in their role of bringing up a child. To respond to this, a special section of our library is devoted to items that parents can access. From books to videos on such subjects as childhood diseases, drug awareness and behaviour management, they are all available to you. Please contact our librarian. A full list accompanies this booklet.

PARKING

Adequate parking is available at the front of the school. Education Queensland accepts no liability whatsoever for damage to motor vehicles parked within the grounds.

PHYSICAL EDUCATION

Students will be expected to be involved in all aspects of Physical Education. On occasions when pupils are unable to participate they should bring a note stating the reason. Remember all of these activities are of importance to the development of the whole child.

Swimming instruction is provided in the first and fourth term of the school year; for ten weeks each term. Please advise teachers, in writing if your child is not allowed to take swimming lessons for some reason. All children are expected to swim during the swimming season. Girls are to wear a one-piece swimming costume and it is preferred that boys wear swim shorts and not board shorts. A waterproof sunscreen is advised and should be put on 30 minutes before swimming. Students are not to wear their swimming costume under their school uniform.

RELIGIOUS EDUCATION

At present, lay teachers and ministers of religion visit the school for 30 minutes per week to instruct those children who belong to their particular faith. This occurs on Tuesday mornings. Please ensure that on the school enrolment form you indicate to which religion your child belongs. If a Minister of your Religion does not visit the school and you wish your child to attend Religious Education taken by one of the other visiting Ministers, please advise in writing.

REPORTS

Home Hill State School is committed to ensuring that students and their families are provided with valuable and meaningful data about what has been learned and what were the intended outcomes of the work undertaken. The reports will vary from grade to grade and from unit to unit. A written report will be provided at the conclusion of both semesters and an interview will be arranged at the end of Semester One. Many forms of assessment, including Focused Analysis, Observation, Consultation, Peer Assessment and Self Assessment are used. Data from the Year Two Continua is also reported to parents both through oral reporting and written reports.

Teachers and parents are encouraged to have more formal and informal contact as the situation dictates. Class parent / teacher meetings will be held at the beginning of each unit of work and a culminating activity day will be organised to celebrate the conclusion of the unit. Discussion on such topics as teacher expectations, homework, pad setting out, units of work, class organisation can lay the foundation for a healthy relationship. In making contact with your child's teacher please make suitable appointments, don't just 'turn up'. Initiate contact with your child's teacher before small 'problems' may become 'big' ones.

RETAINING PUPILS

If it is felt absolutely necessary, pupils can be retained at a particular grade level for an extra year. This is always done after discussion with the class teacher, Principal, parents, Support Teacher - Learning Difficulties and District Guidance Officer if possible.

SCHOOL ANNUAL OPERATIONAL PLAN

This plan is part of the Education Queensland's School Planning and Accountability Framework. It is developed from the School Planning Overview (SPO), which is a brief strategic statement that outlines the school's developmental planning priorities, based on departmental goals together with any additional school goals.

The Annual Operational Plan (AOP) is the planning and management tool that guides the operations of schools. It is organised according to three of the objectives of *Queensland State Education - 2010: Learning, Schools and School Workforce*. It is signed by the Principal and endorsed by the Parents and Citizens Association and District Director.

The AOP is very closely linked to the school budget.

Copies of the plan are available through the school office for interested parents and community members.

SCHOOL FUNCTIONS

You have a standing invitation and are most welcome to attend all our school functions.

SCHOOL UNIFORMS

GIRLS - Royal blue shorts eg Style pattern NO 1584, or skirt and school (blue/red/white) shirt.

BOYS - Royal blue shorts and school shirt (blue/red/white)

SPORT - (girls and boys) Black shorts (or skirts if girls prefer) and shirt (with collar) in his / her "house" colour.

SHOES - Lace up shoes with socks are required for safety reasons. Thongs and masseur type sandals are unsuitable.

HAT – A broad brimmed hat – preferably the hat sold by the P&C.

The school uniform shirt can be purchased through the School Tuckshop.

SPORTS

While individual success will be duly rewarded and encouraged the school sports program will NOT be geared to the intensive training of a few individual "Champions".

Our objectives are:-

- * to teach and practise skills in a wide variety of sports.
- * to encourage good sportsmanship at all times.
- * to provide for maximum participation.

Year 5 – 7 students participate in an organised inter-school sports program.

SUN SAFETY POLICY

Because we live in the Tropics and the incidence of skin cancer is high, parents are requested to see that their children wear hats to school. No child will be permitted to play in the open area of the school grounds without his/her hat. A broad brimmed hat is compulsory head wear. Sunscreen is provided to each class group or children can bring their own to school and its use is also highly recommended.

TRANSFERS

Parents who require transfers for pupils who are to leave the school are asked to contact the office so that arrangements can be made.

TRANSPORT SERVICES

Pupils who live more than 4.8 km from the school are eligible to travel on School Transport Services free of charge. Generally children under 10 years of age living over 3.2 km from the school will also be regarded as eligible for free travel. There are four bus routes coming to and going from the school. They are Groper Creek, Inkerman & Fredericksfield Road, Guthalungra & Gumlu and Osborne. Parents should contact the bus company, Henderson's Bus Service, on 4782 5483 for further information.

TUCKSHOP

The school tuckshop operates at the school every Monday, Wednesday and Friday during the school year. A special menu is provided on Tuesday and pies, pasties and sausage rolls are available on Thursdays.

No tuckshop will be held on the first day of school.

Tuckshop meetings are held at the school on the first Wednesday of each month from 10.45 am in the tuckshop. A notice of meeting is sent out via the newsletter. All parents are encouraged to attend. The tuckshop can continue only if it gets sufficient volunteers. During the first weeks of the 2002 year a request for voluntary helpers for tuckshop roster will be sent out. Usually each parent will only be required for 5 mornings per year and your help would be appreciated. The more response we have the fewer turns for all. Profit is used to provide amenities for the children of the school.