

FERNY GROVE STATE SCHOOL



PARENT INFORMATION BOOKLET

2008

Personal Excellence – Supportive School Community –
Quality Teaching and Learning

TABLE OF CONTENTS

Welcome to Ferny Grove State School	3	Liaison with Ferny Grove State High	23
A Message from the P&C Association	4	Use of Grounds and Playground Facilities	23
Statement of Purpose	5	Lost Property	24
Our Vision	5	Medication	24
Our Values	6	Mobile Phones	24
Priorities	6	Money Collection day	24
School Map	7	Newsletters	25
School Directory	8	New Parents	25
Queensland State School Holidays	8	New Students	25
School Profile	9-10	Notice Boards	25
		Parades	25
		Parking at School Grounds	25
PREP PARENT INFORMATION	11	Play Areas Timetable	26
Your child and the school – Prep	12	School Hours	26
Before the first day of Prep	12	Shopping Centre	26
Some suggestions ...	13	Stationery Store	26
Please Assist	13	Storm Policy	26
Other Ideas	14	Student Council	27
The First Day	14	Student Management	27
		Sun Safety	28
GENERAL SCHOOL INFORMATION	15	Tuckshop	28
Key Learning Areas	16	Uniforms	29
Homework	16	Sports Uniforms	29
Religious Education	17	Band/Choir Uniforms	29
Reporting to Parents	17	Second Hand Uniforms	29
Home/school Communication	17	Information for Sewers	29
Learning Support Centre	18	Wet weather	30
SPECIALIST CURRICULUM ACTIVITIES	18	SCHOOL SERVICES	30
Sporting Activities	18	Bus services	30
Interschool Sport	19	Outside School Hours Care	30
Instrumental Music	19	School Dental Service	30
Instrumental/Choral Music Levy	19	School Nurse	30
String Ensembles/Concert Bands	20		
Choirs	20	PARENT PARTICIPATION	31
Camping	20	Decision Making Forums	31
Educational Excursions	20	Defence School Transition Aide	31
		Parents and Citizens' Association	31
SCHOOL ORGANISATION	21	School Council	31
Absences	21	Parent Activity Groups (PAGS)	31
Accidents	21	Parent Library	32
Banking	21	Instrumental Music Parent Support Group	32
Before and After School Supervision	21	Class Parent Representative Program	32
Behaviour Recognition	21	School Watch	32
Book Club	22	Voluntary Parent Helpers	32
Bus Transport	22		
Carpark Gates	22	APPENDICES	
School Chaplain	22	Infectious Diseases – recommended	
Chewing Gum	22	minimum exclusion periods	33 - 34
Child Welfare	22		
Collection of children during school time	22		
School Crossings	22-23		
Health Problems	23		

WELCOME TO FERNY GROVE STATE SCHOOL

We hope that your association with our school will be a happy one and that your involvement with our activities will help to further a spirit of co-operation and cohesion within the school community.

The experiences gained at primary school help to lay the foundations for coping with the real life situations which face children when they enter the wider society. For this reason we endeavour to provide a stimulating environment which will help in the acquisition of knowledge and skills considered so necessary for further learning.

It is our belief that education is the responsibility of both teachers and parents. Therefore we ask you to form a partnership with us so that your children can develop trusting relationships with adults who care about their welfare and learning. Such partnerships will help to realise our expectations that the children of our school will develop desirable attitudes towards life and learning and that they emerge in later years as worthy members of society. There are expectations of teachers, parents and students that will be explained at enrolment.

During the past few years there has been a steady increase in enrolment numbers. Modern buildings have been constructed to accommodate our enrolled 780 students from Prep - Year 7.

We trust that the information contained in this booklet will be of assistance to you. If you have any further queries please feel free to contact us at any time.

Barry Starkey
PRINCIPAL

A MESSAGE FROM THE PARENTS' AND CITIZENS' ASSOCIATION

Dear New Parents

You have made what we feel to be an exciting choice for your child by enrolling them at Ferny Grove State School. Ferny Grove State School is fortunate because of the quality and variety of its education program. From music to sport, computers, library resources, support materials and more, every option is challenging.

Our dedicated teaching and support staff share a determination to ensure our children experience something more exciting, challenging and progressive than a basic education. This is the difference between a good education and an outstanding education.

An integral part of maintaining the standard of education provided by Ferny Grove State School is the support of parents through time commitment and financial assistance. While all of us are proud of our achievements that ensure all children at the school are supported and can develop life skills, it is important that we receive the commitment and support of the parents if all our children are to continue to enjoy this high standard while they attend Ferny Grove State School. Without the support of parents over the years, many of the facilities we take for granted would not have eventuated. Parents of past students have made sacrifices for today's students just as the parents of today's students must work for the current student enrolment as well as those that will follow. A perfect example of this is our school hall and Outside School Hours Care facility.

Last year and for every year we care to remember, countless hours have been spent by mums and dads who helped in their own special ways, either in classrooms, sporting events, parent support groups, fundraising events and many other ways. Their help is greatly appreciated, especially by the students, teaching and support staff and the Parents' and Citizens' Association.

One method of demonstrating support for your child's education is to become actively involved through the Parents' and Citizens' Association. This will afford you the opportunity to "have your say" at the monthly meeting which is held at 7.30pm on the third Wednesday of each month. The more ideas that are put forward, the better the outcome that will result. All parents are encouraged to attend these meetings and express their views on matters raised. Our meetings are a perfect opportunity for parents to find out what is happening in the school, to directly affect the outcome of decisions made at the school and to ask direct questions of the school administration and staff. With your help, we can continue to provide our children with a quality, balanced education. Please give serious consideration to attending the Parents' and Citizens' Association meetings.

Welcome to Ferny Grove State School and we look forward to seeing you and hearing your views at our monthly meetings next year.

P&C Executive Committee

MOTTO: STRIVE TO EXCEL

STATEMENT OF PURPOSE

Striving for Personal Excellence within a
Supportive School Community by providing
Quality Teaching and Learning

OUR VISION

At Ferny Grove State School:

- We prepare each student for the future by providing quality education programs within a safe, supportive and challenging environment.
- We provide a learning environment in which all students' efforts and achievements are valued; cultural diversity is recognised and self-responsibility is encouraged.
- We believe that learning requires an active partnership between students, parents, teachers and other members of the school community.

OUR VALUES

We value:

Respect

- ⇒ for each other as teachers and learners
- ⇒ for people and their property
- ⇒ for the environment
- ⇒ for individual difference

Competence

- ⇒ quality focused teaching
- ⇒ challenging and engaging curriculum
- ⇒ attractive, welcoming, productive classrooms catering for a range of learning styles.
- ⇒ motivated, caring staff and students
- ⇒ learning without fear of failure

Commitment

- ⇒ to each other and the school community
- ⇒ to achieving equitable educational outcomes
- ⇒ to life long learning

PRIORITIES

- Emphasis on teaching and learning in literacy and numeracy.
- Whole school balanced programs with clearly established standards and outcomes for each year level.
- Criteria-based assessment linked to a reporting process that is relevant and timely.
- “At risk” students identified and supported to reach functional literacy and numeracy standards.
- All students from Years 4 - 7 involved in team sports’ activities.
- Students’ involvement in daily physical activities on a regular basis to improve personal fitness.
- Development of Active Citizenship in the school community with emphasis on personal development, responsibility for own actions, cooperation with others and leadership in a team.
- Opportunities for children with special abilities.
- Further development of The Arts including instrumental and choral music with provision of opportunities for as many students as possible.

SCHOOL MAP

SCHOOL DIRECTORY

ADDRESS	Finvoy Street Ferny Grove 4055
TELEPHONE	3550 5333
FAX	3550 5300
INFORMATION LINE	3350 5350
ABSENCE LINE	3350 5360
EMAIL	the.principal@ferngrovss.eq.edu.au
WEBSITE	www.ferngrovss.qld.edu.au
LEARNING SUPPORT CENTRE	3550 5371
SPECIAL EDUCATION UNIT	3550 5336
TUCKSHOP	3550 5361
OUTSIDE SCHOOL HOURS CARE	3851 2196
OFFICE HOURS	7:30am to 4:00pm Monday-Friday
SCHOOL HOURS	8.40am to 2.50pm
PRINCIPAL	Mr Barry Starkey
DEPUTY PRINCIPALS	Mr Paul Cooke Mrs Belinda Evans

QUEENSLAND STATE SCHOOL HOLIDAYS

VACATION PERIODS 2008

School Recommences	Tuesday, 29 January
Easter Celebration	21 – 24 March
Autumn School Vacation	5 – 13 April
Winter Vacation	28 June - 13 July
Spring Vacation	22 September – 5 October
Summer Vacation	13 December – 27 January '09

The following days are designated **Student Free Days**. Teachers attend Professional Development sessions on these days: Thursday, 24 January; Friday, 25 January; Monday, 14 April; Monday, 14 July; Thursday, 13 August; & Monday, 20 October.

SCHOOL PROFILE

SCHOOL (DETAILS)

Address: Finvoy Street, Ferny Grove, Brisbane, Queensland, 4055

Band: 9

- Located in the north-west of Brisbane.
- Established in 1875 as Upper Kedron Provisional School.
- Four double teaching spaces housing eight classes.
- Twenty-five single classrooms.
- A new two storey teaching block was completed in January 2005.
- An automated air conditioned Resource Centre with Internet cable access to 100% of primary classrooms.
- Learning Support Centre accommodating 2 Support Teachers for Learning Difficulties.
- Special Education Unit to support children with an ascertained disability of Level 5 or Level 6 in Intellectual Impairment, Autism Spectrum Disorder and Speech Language Impairment. The SEU also houses our Guidance Officer, Special Education teachers and School Chaplain.
- Outside School Hours Care facility.
- Computers in all classrooms.
- Relatively young community - half residents under thirty years of age.
- Majority of families are Australian born, speak English as a first language and belong to a Christian religion although there are many families from a variety of countries and religious backgrounds.
- Majority of families either owns or is in the process of purchasing their own home.
- One third of the population is of school age.
- A significant number of parents are employed by the Department of Defence or the Public Service.

Note: Many single classrooms have concertina doors so two classes may work co-operatively for part of the program when appropriate.

STRUCTURES

- A School Council, consisting of parent and staff representatives, gives advice and guidance to both the Parents and Citizens' Association and the Principal.
- The Parents and Citizens' Association, together with its various sub-committees, meet frequently and work in close liaison with the school's Administration.
- A Parent Activity Group (PAG) is active within the school to manage the school tuckshop and uniform & stationery stores; and to raise funds for the school.
- Class Parent Representatives (CPRs) volunteer annually to maintain communication between parents and class teachers.
- An Instrumental and Choral Music Parent Support Group actively supports the music program. (Known as IMPS)
- An ASSPA committee meets regularly to give assistance to the Aboriginal and Torres Strait Islander children.
- Program Management makes use of the committee system of teachers and parents to compile, implement, and review all programs within the guidelines set by the administration and Education Queensland priorities.
- A Triennial School Review (TSR) is conducted by groups of staff and/or parents into selected operations of the school every three years. This review establishes our goals & priorities for the next three years.

PROGRAMS

- Behaviour Management follows a consistent approach throughout the school, based on an “Assertive Discipline” model, documented in the “Responsible Behaviour Plan”.
- **School operates** – Years Prep– 4 with the following grouping: multi-age groups, cooperative teaching within one year level and single classes. All Years 5 – 7 are housed in single classes.
- Ranges of structures for Yrs1-3 –single classrooms and co operative multi age teaching classrooms.
- Children with learning difficulties are catered for (see Learning Support Framework) by our Support Teachers Learning Difficulties.
- Children with ascertained difficulties are integrated into the school with the support of staff at our Special Education Unit.
- German is the Language Other Than English (LOTE) for students in Years 5 - 7.
- Children participate in quality Instrumental Choral and Music Programs.
- Year 5- 7 students are involved in Inter School sport each season.
- Students travel to neighbouring school pool facilities in allocated terms for swimming lessons



FERNY GROVE STATE SCHOOL
PREP

PARENT INFORMATION



WELCOME TO FERNY GROVE SS PREP

WELCOME TO PREP FOR 2008.

The staff at your new school Ferny Grove, is looking forward to meeting you, your parents/ carers and members of your family as you join our school for 2008.

We know you will have lots of fun playing, learning and meeting new friends here at school.

Each child entering Prep is unique. Each child comes to Prep with a variety of prior experiences, needs & interests. It is unfair to compare a child with their siblings or children of your friends and neighbours. This is a good time to consider your child's special strengths, talents and areas requiring support and consideration.

Parents and teachers shoulder a huge responsibility to help each individual to develop his/her talents, skills and dispositions for learning. The best results can be achieved by close understanding and cooperation between school and home to achieve a happy, contented individual who is well prepared to take his/her place in our rapidly changing and challenging world.

Students require parent support & encouragement to be mentally prepared for their transition to school. Supportive adults play a significant role encouraging children eat healthy foods, exercise daily, play with others and participate in familiar & new learning activities.

BEFORE THE FIRST DAY OF PREP

In the Year prior to your child's commencement in Prep, please contact the school office staff for a detailed information brochure. This information outlines dates and times for:

- The School Information Evening
- Enrolment Interviews
- Get Set for Prep Parent Information session(s)
- Opening times for Uniform & Stationery Stores &
- Transition to school sessions for your child.

If your beginner is your eldest child, we hope that this handbook will give you some idea of the organisation of our school. A detailed "Get Set For Prep" handbook will be provided at the Get Set For Prep Information Sessions for parents.

Parental contact with the school, positive parental talk with your child about school experiences and careful planning and organisation prior to their commencement, will support a successful transition to school.

SOME SUGGESTIONS PRIOR TO COMMENCEMENT ARE:

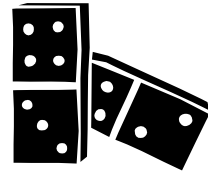
- ☺ Tell stories about the fun things you experienced/ did at school
- ☺ Avoid negative talk of school and separation anxiety: "I'll miss you", etc
- ☺ Talk to your child about what s/he will be doing at Prep
- ☺ Label items and clothing, the school uniform, etc
- ☺ Practise dressing for Prep: putting on shoes, socks etc (buttons, velcro, etc)
- ☺ Wear in shoes (avoid blisters)
- ☺ Talk re toilets (i.e. boys using a urinal), using a toilet properly and washing hands
- ☺ Talk re bells sounding at school in the morning, at the end of play and at other times
- ☺ Drive/ walk past the school
- ☺ Drink from a bubbler
- ☺ Practise putting away toys & equipment
- ☺ Read some books about starting school

PLEASE ALSO ASSIST YOUR CHILD TO:

- ☺ Repeat his/her first and surname and recognise them on hearing them
- ☺ Understand and use basic manners including 'please' and 'thank you'
- ☺ Put on shoes
(Tying shoelaces is a difficult art but students should be encouraged to try)
- ☺ Fasten school clothing
- ☺ Recognise his/her name on clothing, lunch, books, etc.
- ☺ Carry a clean handkerchief or tissues each day and knows when and how to use them
- ☺ Eat fruit for "Fruit Break" time- opening & closing the lid, and eating a snack from the container
- ☺ Practise getting from & putting back a lunchbox in the fridge
- ☺ Balance a lunch box on his/her knee and eat at the same time (Lunch and afternoon tea should be packed separately and clearly labelled)
- ☺ Unscrew his/her drink bottle
- ☺ Flush a toilet
- ☺ Understand the necessity to wash hands after visiting the toilet
- ☺ Carry his/her own school bag

OTHER IDEAS FOR YOU TO CONSIDER

- Read aloud daily to your child
 - Read / look through magazines together
 - Make lists with your child
 - Encourage your child to grow their independence
 - Talk with your child about day to day events, pictures, etc.
 - Play games that involve sorting pictures and objects (beads, buttons, counters) according to size, shape and colour
 - Play games that requires taking turns with your child **not** always going first or not always winning
 - Show him/her how to thread beads following a set pattern
 - Play games like dominoes, lotto, snap and old maid
 - Introduce him/her to simple jigsaw puzzles
 - Play word and sound games
 - Sing or say nursery rhymes, songs and jingles
- It is important to talk, listen, encourage and praise your child all the time



FOR THE FIRST DAY

Make this day as stress free as possible. Arrange uniforms and equipment the night before: Labelled uniforms, sun-safe school hat, drink bottle, library bag, school bag & stationery.

In the morning allow plenty of time to get ready for Prep. Plan to have a celebratory breakfast.

Talk through the daily routine (Provided in the Get Set For Prep Handbook). Talk about meeting new friends & playing at Prep. Remind your child to ask the teacher at Prep if they need any help in the day.

Bring your child to school for **8:30**.

Please remember the 40KM speed zone around the school and that there is no parking within the school grounds.

Take our new Prep child to the allocated Prep room for **8:40**.

Introduce your self and your child to his/her teacher and depart **immediately**.

This is most important as delaying parting and lingering in the vicinity may upset your child. Even if there are a few tears, don't be upset. This is fairly natural. Please leave it to the teachers and teacher-aides to wipe away the tears. Your presence may only continue the flow. Students settle down quickly when their parents are out of sight.

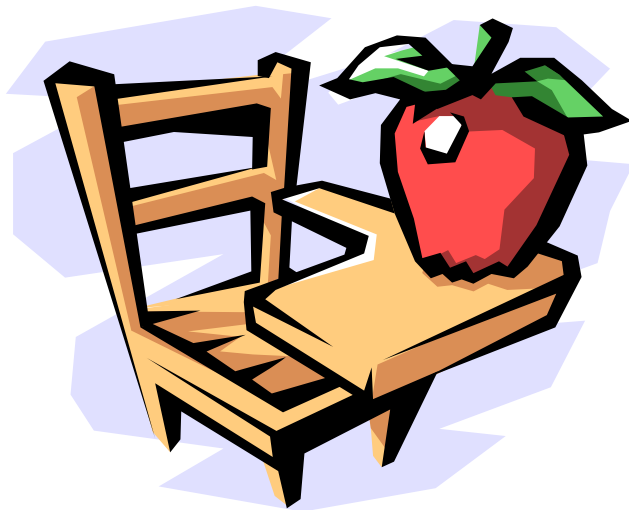
Tea & Tissues will be available for parents from the school tuckshop after you have dropped your children to Prep.

Please collect your child from their Prep room at **2:50** each afternoon. If older siblings are collecting a child, please discuss arrangements with the teacher.

FERNY GROVE STATE SCHOOL

GENERAL

SCHOOL INFORMATION



GENERAL SCHOOL INFORMATION

KEY LEARNING AREAS

All class teachers plan and coordinate learning in the following Key Learning Areas:

In Prep the 5 Early Learning Areas are: Social and Personal Learning, Health and Physical Learning, Language and Communication, Early Mathematical Understanding and Active Learning Processes.

From Years 1 to 7 the 8 Key learning Areas are: English, Mathematics, Science, Studies of Society and Environment, Health and Physical Education, LOTE German, The Arts and Technology

ICTs are a major focus for our school and integrated with the curriculum on a daily basis. We currently have:

- A LAN (Local Area Network) which allows classrooms to obtain information directly from the Library via their classroom computer
- All teachers accredited in Education Queensland's 'Competency Level 1'
- Computer labs
- An automated Library
- All classrooms connected to the Internet
- Computers in all classrooms

Library - Each class visits the Library and lessons are developed by the class teacher in collaboration with the Teacher Librarian. Books, both fiction and non-fiction, may be borrowed from the Library. Our Teacher Librarian welcomes parents to help their children change their library books before school. To protect books, library bags should be used. Maximum borrowing time is 2 weeks.

LOTE (Language Other Than English) German is taught from Years 5 -7

Music - Singing, rhythm, recorder playing, keyboard and theory - is taken by a specialist Music teacher. There may be follow up lessons by the classroom teacher.

Physical Education – Swimming, athletics, dance, gymnastics, ball skills, etc. – are taken by a specialist Physical Education teacher.

HOMEWORK

In 2007 our school policy on Homework has been reviewed in consultation with students, staff & parents & caregivers. The new school policy will be forwarded to students & parents at the beginning of 2008 at Information Evenings .

Education Queensland's policy outlines the following understandings:

In the Prep Year, generally students will not be set homework.

In Years 1, 2 and 3, set homework could be up to but generally not more than 1 hour per week.

In Years 4 and 5 homework could be up to but generally not more than 2-3 hours per week.

In Years 6 and 7 homework could be up to but generally not more than 3-4 hours per week.

If your child has trouble completing his/her homework in the above time guides, please contact the classroom teacher.

The Policy is endorsed by the School Council.

RELIGIOUS EDUCATION

Depending upon the availability of Religious Education instructors, Year 3-7 students receive lessons once per week for half an hour, usually on Thursdays. Lay teachers representing several denominations take lessons from a Religious Education Syllabus devised by the Department of Education in collaboration with the mainstream Christian churches. A weekly class is also offered to students of the Ba'hai faith. Parents may withdraw their children by indicating their non-participation in this program at enrolment or by providing written advice at a later date. Students not attending Religious Education will participate in an alternative learning program under supervision.

REPORTING TO PARENTS

Parent Information Sessions are held in February to give parents the chance to meet their children's new teacher(s) and to find out about the key school curriculum foci for the year, the class and year level routines and expectations, and planned major events.

An Initial Parent/teacher Conference is offered to parents early in Term 1. Parents are strongly encouraged to attend to discuss and raise any matters relating to your child.

This is followed at the end of Term 2 by a full written report. At the end of the year a final written report is given. Parent interviews whilst encouraged at the end of each Semester, are optional.

HOME/SCHOOL COMMUNICATION

Communication between home and school is actively encouraged. There are several avenues available - phone call, note or personal contact.



Parental notices and the weekly school newsletter "***Ferny Grove Newsflash***" are distributed through the **eldest** child in the family attending the school. Newsletters may be requested by parents by email as an alternative.

Interviews between parents and teachers or parents and a member of administration can be arranged by appointment. If there is a problem that parents wish to discuss, please make an appointment with the teacher for a mutually convenient time. Teachers are often very busy before school setting up for the day's activities. **The class teacher should be the first person you contact if you have a question about your child's progress or class activities.**

A **Parent Information Kit** and Questionnaire is distributed in February each year. It will include important dates for the year, current staff and special activities and up-to-date information. It includes a questionnaire for parents to return to your child's class teacher. This information will inform us at school about up to date contact & emergency details. A series of questions are asked for you to share ideas about your child with the new class teacher.

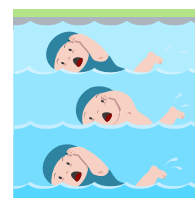
LEARNING SUPPORT AND SPECIAL NEEDS SERVICES

Our Learning Support Centre provides support for students with learning disabilities and difficulties from this school. Support is provided by Special Education Teachers in our Special Education Unit for students with ascertained difficulties. A Guidance Officer visits the school two days per week.

SPECIALIST CURRICULUM ACTIVITIES

SPORTING ACTIVITIES

Our Physical Education teacher actively encourages all children to participate in physical activities. Involvement in sports assists all children to maintain a healthy level of fitness.



All children participate in athletic skills culminating in the Inter House Sports Day.

We expect children to attend swimming lessons which are taken at a local pool by a specialist with assistance from the classroom teacher. These activities culminate in Inter House Swimming Carnivals.

Year Level	Term One 2008	Term Four 2008
Prep		1 lesson / week for 8 weeks
1		2 lessons/week for 8 weeks
2	2 lessons/week for 8 weeks	1 lesson/week for 8 weeks
3		1 lesson/week for 8 weeks
4		1 lesson/week for 8 weeks
5	1 lesson/week for 4 weeks	
6	1 lesson/week for 4 weeks	
7	1 lesson/week for 4 weeks	

Years 5, 6 & 7 students participate in swimming and water safety prior to their Year level camps.

Yr 4 –7 students have lessons with one qualified swimming coach and the class teacher.

We employ two qualified swimming coaches and the class teacher for Prep – 3 lessons.

INTERSCHOOL SPORT

The following activities give us the chance to select children to represent the school at District Carnivals in:

- Athletics
- Hockey
- Soccer
- Swimming
- Baseball
- Cross Country
- Netball
- Softball
- Touch Football
- Rugby League

Participation in team sports for interschool competition is encouraged. Summer sports are Baseball, Cricket, Softball, Touch Football and T-Ball. Winter sports are Soccer, Hockey, Minkey, Rugby League, Tennis and Netball. Some students are selected in District and Regional teams.

Interschool sport is restricted to Years 5, 6 and 7. Children who do not participate in interschool sport play organised sport / activities at school on Friday afternoon.

Children who represent the school are required to wear the recommended uniform and use recommended safety gear.

1. All students must sign a "Code of Conduct" agreement & their parents a permission form.
2. A sports fee is requested for each participant for both summer & winter fixtures.



INSTRUMENTAL MUSIC

Teachers of instrumental music visit the school weekly to instruct in the playing of orchestral instruments. Children are selected for these classes on the basis of a test and class teacher report. Instruction in violin commences at Year 3 while double bass, woodwind, brass and percussion commence at Year 5.



INSTRUMENTAL/CHORAL MUSIC LEVY

IMPS is a sub committee of the P & C Association and raises funds to support the program. Part of the funds are raised through a levy from each student in the program. There is also an annual charge for the hire of the musical instrument. Both amounts are paid directly to IMPS. There is no charge for tutorials or band practice and participation.

STRING ENSEMBLES / CONCERT BANDS

Once children who learn to play an instrument at school reach a particular standard they are required to become a member of a musical group and attend all practices and performances.

A special band uniform is required for performances and eisteddfods. Practices are mainly before school though some are scheduled during school time just before a performance.

CHOIRS

The music specialist and classroom teacher conducts the Junior, Senior and Boys Choirs, which meet before or after school and lunch times for practice. They participate in Brisbane Choral Fanfares and Eisteddfods.



CAMPING

Children in Years 5, 6 and 7 participate in a school camping program at locations away from the school. The campers are involved in a number of sporting and educational activities. They learn at first hand the need for cooperation as well as independence. Costs are kept to a minimum to encourage every child to attend. Children with special needs and diets are catered for. (See note in Excursion re Parental Support.) The P & C Association support is required for all extra curricular activities.



EDUCATIONAL EXCURSIONS

From time to time educational excursions are organised by teachers to reinforce the work being undertaken at school. For these activities parents are required to meet the cost of transport and admission fees where applicable. No child is permitted to participate without the written consent of parents. School uniforms should be worn when attending such events. Excursions are only conducted with the support of parents. Parents have the opportunity of expressing support at the initial information session held in February.

SCHOOL ORGANISATION

ABSENCES

Whenever your child is absent from school, it is preferable to send a note on their return to the teacher explaining the absence, or phone the **Absence Line** on **3550 5360**. This number is preferred to help ease the congestion of telephone lines in the busy morning period. Please see the exclusion table on pages 36-37 for medical conditions that are likely to spread quickly from one child to another. When no reason is provided the absence is recorded in the data base as “**Unauthorised**”. There is a requirement for schools to report frequent unexplained absences. This will be changed if a response is received.

ACCIDENTS

Please be aware that there is **no accident insurance cover for students attending a State School**. This includes cover for any injury, whether within the grounds, or at activities such as interschool sport and excursions. An ambulance will be called if a child requires this service urgently if a parent can't be contacted. The first priority is the welfare of the child.

BANKING

School banking occurs each Thursday for students in Prep -Year 7. Our P & C Association co-ordinates this program for the Commonwealth Bank and are paid a commission for each transaction. Information on opening a **Youth Saver Account** can be obtained from the office.

BEFORE & AFTER SCHOOL SUPERVISION

There are no staff rostered for duty to supervise students before or after school. If a child needs to be at school prior to 8:00 am or after 3:00 pm, parents are requested to enrol him/her in the school's Outside School Hours care service.

Children and parents with children arriving at school between 8:00 am and 8:30 are required to walk directly to the covered area in front of the school tuckshop.

Children waiting for collection between 2:50 and 3:00pm should do so inside the grounds. Parents are advised not to encourage other children to loiter or join them unless directly requested to do so by the child's parent.

BEHAVIOUR RECOGNITION

Student behaviours are recognised. A class with students demonstrating the most appropriate behaviours will be acknowledged each month. Individual students who have not appeared in the behaviour tracking sheets both inside and outside the classroom will be acknowledged with a special event each term.

BOOK CLUB

Approximately twice per term, children are issued with leaflets from Scholastic Australia, offering quality books at markedly reduced prices. Orders may be made through the school on a form supplied. Any purchases are, of course, purely voluntary. Cheques should be drawn in favour of the school, not to Scholastic Australia.

BUS TRANSPORT

Students catching buses are to go directly to the stop on dismissal. Students and Parents are advised to raise any concerns with a school administrator.

CARPARK GATES CLOSED

School gates to the car parks off Finvoy Street and Archdale Road are closed for the safety of all children and parents. The gates are closed between 8:15 – 9:15 am and 2:15 and 3:15pm daily.

SCHOOL CHAPLAIN

A school Chaplain is available to support our children. Avalon, our Chaplain, works each Tuesday, Wednesday and Thursday. To access this service please contact the Learning Support Unit or school office.

CHEWING GUM

Chewing gum is banned in the school grounds at all times.

CHILD WELFARE

Once children have entered the school grounds they are not permitted to leave unless given permission by one of the Administrators. If it is necessary for a child to leave school, e.g. to attend an appointment, a note from the parent is requested. The child is to be collected from the office. Children are not permitted in the school grounds prior to 8.00am unless they are attending Before School Care or attending official school practices.

Children are to walk to the tuckshop area if arriving between 8 am and 8.30 am. Children arriving after 8.30 am are to proceed directly to their classroom.

COLLECTION OF CHILDREN DURING SCHOOL TIME

Children who are to be collected during school time to attend medical appointments, etc require a written note to the child's class teacher or school office. Please collect your child at the school office, not the classroom, at the appropriate time. Please sign the Early Departures Register when collecting your child.

SCHOOL CROSSINGS

The safety of your children is our major concern. Queensland Transport, with our support, provides the service of supervised crossings.

School Crossing Supervisors are on duty at three points outside the school grounds from 8.00am-9.00am and 2.45 – 3.15pm. The school crossings are situated at:

1. Finvoy Street - small centre gate (8:15am -9:00 am)
2. Archdale Road - small gate
3. McGinn Road- two crossings



As part of their normal drill, the School Crossing Supervisors stand on the opposite side of the school in the morning and on the school side in the afternoon. For better safety practices, the School Crossing Supervisor may be required to permanently operate from one side of the road as directed by a Road Safety Consultant, Area Supervisor or District Officer.

Pedestrians are to walk smartly between the small red and white poles when using the crossing. The School Crossing Supervisor uses two blasts of her whistle to signal when it is safe for pedestrians to cross.

Any person approaching a supervised crossing from the footpath using a bicycle will be asked to dismount and wheel it across the crossing.

At a sign bearing the words “**No Standing**” or displaying the “**No Standing**” symbol, a driver shall not leave, stand or park a vehicle between that sign and the next succeeding sign in the direction indicated by the arrow.

The picking up or setting down of goods is strictly prohibited. The practice of parking in the “No Standing” zone around our school crossings can badly hinder the School Crossing Supervisor’s view of oncoming traffic and the safety of your children. It is illegal to park in a “No Standing” zone and you could be fined as the police do regular patrols around our area.

HEALTH PROBLEMS

At the onset of an infectious disease, parents are requested to notify the school immediately. The *Infectious Diseases* list at the back of the Information Book provides details of diseases and the minimum exclusion times from school.



Parents are also requested to keep the school informed about the serious health problems of their children, such as allergies, respiratory disorders, kidney disorders, heart disorders, bleeding and problems associated with sight, hearing and speech.

LIAISON WITH FERNY GROVE STATE HIGH SCHOOL

Our school is in frequent contact with the local high school. Commencing in Term 3 the Year 7 students participate in an orientation program.

- An administrator from the high school speaks to the Year 7 children.
- An Open Day is held at Ferny Grove State High School in Term 3 where enrolment interview bookings are made.

USE OF GROUNDS & PLAYGROUND FACILITIES

For the safety of all students, students do not have permission to play on or use school facilities and play areas before and after school. Parents may seek permission for groups to access & use facilities , with the permission of the Principal.



LOST PROPERTY

If children have all their belongings **clearly marked with his/her name** the return of lost or misplaced property is made easier. All items of unclaimed property are displayed at regular intervals to give children the opportunity of reclaiming their things. Items of lost property are kept outside Teacher Assistants' Room in the



Administration building. Parents and children are encouraged to check the lost property bin regularly. Periodically unclaimed school uniform articles will be washed, and sold as second hand clothing in the uniform shop. Other clothing is given to *LifeLine*.

MEDICATION

In an effort to make the distribution of prescribed medication to our students as effective and efficient as possible, the following guidelines have been implemented:

- A request to administer the medication must be made to the Principal by completing the form available from the school office.
- Only prescribed medication will be distributed.
- Prep teacher- aides administer medication to Prep students.
- All medication for Years 1 to 7 is distributed from the Teacher Aides' room in the Admin Block. Asthma inhalers are the responsibility of the student.
- The designated medication officer must sight the distribution instructions on the container from the pharmacist.
- Medication will be distributed immediately after 1st Break at 12 noon.
- It is the student's responsibility to come to the Teacher Assistants' room for their medication. Reasonable attempts will be made to remind students who initially forget.
- Parents are to provide a "Monday to Friday "tablet dispenser with correct dosage in each compartment (tablets cut if necessary), as well as a re-usable plastic cup with student's name marked on it.

The school does not keep a supply of analgesics (panadol, etc.) to give to children who have headaches. The only medicines administered to your child are the ones you send along to the school as outlined above.

MOBILE PHONES:

Student mobile phones are discouraged at school. If it is absolutely necessary, the student is totally responsible for the phone and **the phone may not be turned on** during school hours. Students may not take or transmit photos using mobile phones whilst at school. Misuse of phones will result in loss of privileges.

MONEY COLLECTION DAYS

Collection days for money are Tuesdays, Wednesdays and Thursdays each week. Receipts are issued for payments & sent back via the classroom teachers. Please note that we cannot provide change directly over the counter and we ask that the correct amount be provided in the envelope. We do not accept currency from other countries.



NEWSLETTER

In order to keep the parents informed of school happenings, a weekly newsletter, **The Ferny Grove Newsflash** is sent home with the eldest of each family on **Wednesday**. Please review this carefully each week for vital information.

Parents may request to receive their newsletter by Email (Please email Sandra at sbryc2@eq.edu.au) or refer to the copy of the School Web page.

NEW PARENTS

New parents, with your permission on enrolment, can be put in touch with Class Parent Representatives (CPRs). The volunteer CPR will be advised of your contact details and offer assistance and information as you settle in at the beginning and throughout the year.

NEW STUDENTS

Students, on entering a new school, may find it rather a daunting place. At Ferny Grove we try to ease the tensions by using the buddy system. A responsible child from the class will be assigned to look after the "new chum", show him/her around and explain the routines.

NOTICE BOARDS

The main notice boards are located outside the tuckshop and the Administration building. Notices are placed on these boards throughout the year.

PARADES

School parades are held in the Hall.
The Years 4 - 7 Parade is held at 8.45am on Mondays.
The Prep - 3 Early Years Assembly is held at 8.45 am on Fridays.

The exception to this is that the first Monday of each month is a 'Student of the Month' Parade and all students from Prep -7 attend at 8.45am or when there are special parades and events such as Anzac Day, NAIDOC, Expressive Arts Week, etc. There will be notification of these parades through the school newsletter.

PARKING AT SCHOOL GROUNDS

Outside: Parents are asked to obey all NO STANDING and NO PARKING signs that are in place adjoining the school grounds. The school grounds ARE NOT to be used as pick up or set down areas for children (rainy days are no exception). Such practices endanger the lives of our children and the safety of others.

Inside: Parents are **NOT PERMITTED** to park in the school grounds at anytime – authorised vehicles only.



PLAY AREAS TIMETABLE

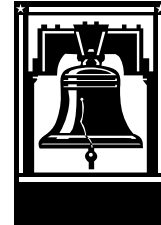
Day	Multi-Purpose Courts	Hall	Adventure Playground	Senior Playground
Monday	Year 3	Year 5	Year 1 & 2	Year 4
Tuesday	Year 4	Year 6	Year 1 & 2	Year 7

Wednesday	Year 5	Year 7	Year 3	Year 6
Thursday	Year 6	Year 4	Year 1 & 2	Year 5
Friday	Year 7	Years 1, 2 & 3	Year 1 & 2	Year 4

SCHOOL HOURS

School commences every day at **8.40am and concludes at 2.50pm**. The following times indicate the lunch and afternoon tea breaks during the day:

8.30 am	Students arrive at school
8.35 am	First bell
8.40 am	Lessons commence
10.00 am	Fruit Break
11.00-11.45	Break 1
11.50pm	Lessons commence
1.20 -1.45pm	Break 2
1.50pm	Lessons commence
2.50pm	Students dismissed



SHOPPING CENTRE

Children are not allowed to visit the shopping centre before or during the school day unless a written request is received from the parent by a member of the school's administration.

STATIONERY STORE

The Stationery Store, run by the P&C Association as a service to parents and children, is located in the Old School and operates Monday and Friday mornings from 8.00 - 9.00am from March to November. It is also open every day from 8.00 - 9.00am in the last three weeks of the school year and the first three weeks at the beginning of the new school year. See school '*Newsflash*' for extra days and times over the Christmas holiday period.

All school stationery can be purchased here. Profits go back to the school through P&C activities. Purchases can also be made through the lay-by system. Refer to the school notice board for details regarding days and times of operation.

STORM POLICY

The Workplace Health and Safety Committee have formulated the following 'storm policy':



If a dangerous storm occurs at or around 2.50pm, the students will not be released until the danger passes. Three bells will sound at 2.50pm if the children are to be kept in. One bell will sound when the children can be released. Parents may collect their children directly from the classroom if they wish. Bus students are to assemble at the covered tuckshop area where they will be supervised. A decision on whether the bus children will be escorted to the bus stop will then be made according to the severity of the storm.

STUDENT COUNCIL

The Student Council is composed of the School Captains and Vice Captains and elected representatives from Years 4-7. The Student Council meets periodically at lunch time to determine matters of importance to classes and students. The Student Council provides an opportunity for the development of leadership and speaking skills.

STUDENT MANAGEMENT

Our **Responsible Behaviour Plan** has been developed to enable us to create a relevant curriculum within a supportive environment where **teachers can teach and students can learn**. This program specifies the behaviours expected at school and consequences for those students who choose inappropriate behaviour.

Playground rules are as follows:

1. Obey teaching staff at all times in a respectful way.
2. No sunsafe hat - no shoes - no play.
3. Eat and play in the correct area.
4. Use language that does not hurt or offend.
5. Keep hands, feet and objects to yourself.
6. Walk when on paved and concrete surfaces.
7. All rubbish to be placed in a bin.

Consequences:

1. Consequences include the positive reinforcement of responsible behaviour by distributing “Gotcha Cards” to those students spotted “doing the right thing”.
2. Inappropriate behaviour may result in the student being “benched” or referred to the RTR (Responsible Thinking Room). The parents of students referred to the RTR will be notified in writing of their attendance. Those children without a sunsafe hat will also attend the RTR as this is a safe, supervised area and complies with Education Queensland’s Sunsafe Policy.

Classroom Rules

Each classroom has a classroom acknowledgement and behaviour management plan, developed by the teacher with student input, incorporating core rules as detailed below:

1. Follow directions
2. One person speaks at a time
3. Be prepared for class
4. Keep hands, feet and objects to yourself.

Consequences:

1. Positive reinforcement of responsible behaviour will occur. Individual teachers implement a variety of acknowledgement, rewards or incentives.
2. Inappropriate behaviour will be managed according to each individual teacher’s classroom plan.

SUN SAFETY

Our school has been presented with a “Sun Smart” certification by the Queensland Cancer Fund and we follow the sun-safe protection guidelines.

Because of our climate it is essential to establish good habits in the young.

Consequently, children are required to wear a ‘sunsafe hat’ whenever they are in the school



grounds, i.e., 'Greg Chappell' wide-brimmed hat, Legionnaire's hat, or broad-brimmed hat with a minimum 7cm brim. Baseball caps are not permitted in our school. Sun-safe hats should also be worn to and from school.

TUCKSHOP

Tuckshop operates 5 days a week in the first break only. Tuckshop is closed in the first week of the school year and the last week of the school year.

How to Order: Due to Health and Safety Regulations please supply two paper bags.

One bag for all HOT items eg. pies and another for COLD items eg sandwiches, drinks, chips.



Please clearly write: **Child's name**, and **Class** on **BOTH** bags.

Tally prices on one bag and place money inside.

Fold and place in the other bag.

In the case of more than one child, please fold all bags together.

Hot Bag	
7G	
Child's Name	
Hot Dog	\$1.70
+ Cold Bag	\$1.90
	<hr/>
	\$3.60

Cold Bag	
7G	
Child's Name	
Popper Milk	\$1.20
S&V Chips	.70
	<hr/>
	\$1.90

Remind your child to deliver their order bags to the Tuckshop **BEFORE** School starts.

PLEASE DO NOT STICKY TAPE OR STAPLE BAGS – JUST FOLD

1st Break: Can be ordered by all year levels, The sale of over the counter healthy food & drink items does not commence until 11.15am (play bell) when children have eaten their lunch.

*Please note if you would like to volunteer whether it's once per week, once per term or during your work vacation you would be most welcome. Please contact the tuckshop convenor.

UNIFORMS

Our school is a "Uniform School" and **ALL STUDENTS** are required to wear the correct school uniform. This dress code was devised in collaboration with our P&C Association. Our uniform consists of the following items of which students may choose to wear any combination on any day of the week. Students are required to wear enclosed shoes **at all times**.

Unisex:

Gold and Royal Blue Polo Shirt with Royal/White and Gold Striped Collar



Royal Rugby Knit Shorts/Taslon Shorts/Poly viscose shorts
Striped Dress Shirt
Socks – White/Royal/Gold or acceptable colour. Socks must cover the ankle
Hat – wide-brimmed slouch, legionnaires hat or ‘Greg Chappell’ cricket hat, broad-brimmed hat with brim that is 7cm in diameter (no baseball caps allowed)
A selection of garments is available for winter wear, e.g. track pants, micro-fibre jackets or zip jackets.

Girls:

Royal Dress; Royal Culottes

Please Note: Nail Polish, Jewellery and Make-up are not to be worn.

All articles of school uniform should be **clearly marked** with your child's name.

New and second hand uniform items can be purchased from our Uniform Store.

The Uniform Store is open Mondays and Fridays from **8.00 - 9.00am**.

There will be special opening times in the last three weeks of the school year, the week before classes commence and the first two weeks of the school year. Refer to the *Newsflash* and enrolment information for details.

SPORTS UNIFORMS

For Year 5-7 students who participate in Interschool sports on Fridays, the appropriate protective (sun and safety) sports gear is required to be worn. Please see the sports teacher who is coaching your child's team or individual sport for more information.

BAND/CHOIR UNIFORMS

For students performing in either Choir or Band performances, please see your music teacher. Second-hand band uniforms are available at the Uniform Store for varying prices.

SECOND-HAND UNIFORMS

All items of the official school uniform can be re-sold through the Uniform Store at a fee from \$2.00 per item. Please label each item with your name, the size and the selling price (including the selling fee) on a fabric label, which should be secured with a safety pin (please note that bought second-hand items cannot be returned or exchanged).

INFORMATION FOR SEWERS

Please enquire at the Uniform Store if you wish to purchase material. Patterns for Dress with school trim and Unisex Shirt with school trim are available for weekly hire from the Uniform Store – deposit \$5.00, refund of \$2.00 on return of pattern. Royal blue poly viscose and gold poly cotton (for trim) can be purchased from The Grove Drapery, Ferny Way Shopping Centre, Ferny Way, Ferny Hills. Striped material is available at the Uniform Store for \$12.00 per metre.

ALL STUDENTS BENEFIT DIRECTLY FROM THE PROFITS MADE BY YOUR CONTINUED SUPPORT OF THE UNIFORM STORE

WET WEATHER

Changes to playground procedures occur during such times. If it is raining students eat their lunches outside their classrooms and return to the room for indoor activities. Playing areas will be restricted (ovals will be out of bounds) after heavy rain.

SCHOOL SERVICES

BUS SERVICES

Brisbane Transport runs several bus services past the school. For further information about routes and times please phone Brisbane Transport ☎ 3403 8888.



OUTSIDE SCHOOL HOURS CARE

This comprehensive service, based in the building attached to the Hall, is offered by the P & C Association. The centre can be contacted on ☎ **3851 2196** for further information. This service is available only to primary school children, Prep – Year 7. Vacation Care is for selected dates. Parents need to contact the Centre to enrol your child/ren.

Hours:	Before School Care	7.00am - 8.30am
	After School Care	2.50pm - 6.00pm
	Staff Professional Development Days	7.00am - 6.00pm
	Vacation Care	7.00am - 6.00pm. All holidays

(Only open for 4 weeks in Christmas holidays)

SCHOOL DENTAL SERVICE



The School Dental Service operates from a van located in the school grounds. Once parental approval is given, children's teeth are inspected and if necessary, treated. The dental technicians focus on good teeth cleaning habits to prevent decay.

Emergency dental service can be obtained by contacting the Ferny Hills Dental Clinic on **3851 2304**.

Appointments can be made by telephoning **0412 034 728**.

SCHOOL NURSE

Each year a nursing sister visits the school to carry out vision and hearing tests on Prep and Year 1 children. All Year 7 students are seen with spinal column checks performed on Year 7 girls. Parents are notified of any detected problems.



PARENT PARTICIPATION

DECISION-MAKING FORUMS

Parents are often only involved in money raising activities for a school. While many activities of this nature occur, Ferny Grove State School offers parents the opportunity via the P & C to become involved in:



- Annual Operation Planning and Budgeting
- Internal School Reviews
- School Council
- Parent Activity Group (Fundraising)
- Curriculum development
- School Committees
- Class Parent Representative meetings
-

DEFENCE SCHOOL TRANSITION AIDE



The Defence School Transition Aide (DSTA) is employed to assist Defence families as they relocate to a new school. Children sometimes have difficulties making new friends and understanding and adjusting to the different routines in their new school environment. The DSTA will help with the settling-in process and assist the children and their families become part of the school community more quickly. A morning/afternoon tea will be

organised early in Term 1 to enable the DSTA to meet new families and provide an opportunity for new families to meet other Defence families. If you wish to make contact with the DSTA please contact the school office: **3550 5333**.

PARENTS AND CITIZENS' ASSOCIATION

Parents are encouraged to become a Parents and Citizens' Association member and to attend their meetings, which are held on the **third Wednesday of each month at 7.30pm in the school staff room**. Your involvement gives an opportunity to become involved in the decision-making processes of the school.

SCHOOL COUNCIL

A School Council, consisting of staff and parents, meets at least once per term and has the responsibility of monitoring the direction the school is going, in relation to our Partnership Agreement. Members are elected from both parents and staff.

PARENT ACTIVITY GROUP (PAG)

The Parent Activity Group is an active sub-committee of the P&C. These parents support the school in many ways – Stationery Store, Uniform Store and Tuckshop, fundraising and assistance with school and special events, eg morning teas, special days and school events.

The PAG members meet on the **second Tuesday** of the month at **7:00pm** in the school staffroom.

PARENT LIBRARY

A Parent Library is available in the Library and can be accessed by all parents. Books on many topics are available for borrowing, ranging from parenting, toddler taming and adolescence.

INSTRUMENTAL AND CHORAL MUSIC PARENT SUPPORT GROUP

If your child is in the Instrumental Music program then we encourage you to become a member of the Instrumental and



Choral Music Parent Support Group (IMPS). They offer support to the instructors, conductors and school students in the area of instrumental and choral music. Most importantly, parents new to the program can obtain support from those more experienced members.

CLASS PARENT REPRESENTATIVE PROGRAM (CPRs)



A Class Parent Representative program operates at the school. This program allows volunteer parent representatives to act as an information exchange agent between the class teacher and the parents of that class. This way, all parents can keep in close contact with class programs and activities and can offer to assist the teacher where possible.

Class Parent Representatives meet twice a term as a whole group. A Deputy Principal coordinates the Class Parent Representative program and reports to the school P&C Association.

SCHOOL WATCH

A School Watch program operates in our school with the community working in partnership with the school to protect our school and its resources. If you see any suspicious activity after hours at our school please contact the SCHOOL WATCH: ☎ **131 788**.

VOLUNTEER PARENT HELPERS

From time to time individual teachers may invite parents to assist with activities in the classroom or library. Such activities may include listening to children read, preparing activities, helping with art and craft, accompanying a group on a trip, and other such non-teaching but valuable tasks.

Parents assisting in the classrooms are required to act with discretion and confidentiality at all times.

All volunteers are required to sign in the **Volunteers' Register**, located **in the office**, each time they work anywhere in our school. This is for safety, insurance and child protection requirements.

INFECTIOUS DISEASES

Recommended minimum exclusion periods

National Health and Medical Research Council – June 2001

Condition	Sufferers	Contacts
Amoebiasis	Exclude until diarrhoea has ceased.	Not excluded.
Campylobacter	Exclude until diarrhoea has ceased.	Not excluded.
Chicken Pox and Shingles	Exclude for at least 5 days AND until all blisters have dried.).	Any child with an immune deficiency (e.g., leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded.
Conjunctivitis	Exclude until discharge from eyes has ceased.	Not excluded.
Cytomegalovirus infection	Exclusion not necessary.	Not excluded.
Diarrhoea	Exclude until diarrhoea has ceased.	Not excluded.
Diphtheria	Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later.	Exclude family/household contacts until cleared to return by an appropriate health authority.
Glandular Fever (mononucleosis)	Exclusion not necessary.	Not excluded.
Haemophilus type b (Hib)	Exclude until medical certificate of recovery is received.	Not excluded.
Hand, Foot and Mouth Disease	Exclude until all blisters have dried.	Not excluded.
Headlice	Commence approved treatment immediately.	Close contacts should be inspected regularly for signs of infestation or infection.
Hepatitis A	Exclude until 7 days after the onset of illness or jaundice. Re-admit with a medical certificate of recovery.	Not excluded.
Hepatitis B	Exclusion not necessary.	Not excluded.
Hepatitis C	Exclusion not necessary.	Not excluded.
Herpes ("cold sores")	Young children unable to comply with good hygiene practices should be excluded while sores are weeping. Sores to be covered by dressing where possible.	Not excluded.
Hookworm	Exclusion not necessary.	Not excluded.
Human immune deficiency virus (HIV AIDS virus)	Exclusion is not necessary unless the child has a secondary infection.	Not excluded.
Impetigo ("school sores")	Exclude until appropriate treatment has commenced. Sores on exposed skin must be covered with a watertight dressing.	Not excluded.
Influenza and influenza-like illnesses	Exclusion is not necessary.	Not excluded.
Leprosy	Exclude until approval to return has been given by an appropriate health authority.	Not excluded.
Measles	Exclude for at least four days after onset of rash.	Immunised contacts not excluded. Non-immunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If non-immunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school.

INFECTIOUS DISEASES

Recommended minimum exclusion periods

National Health and Medical Research Council – June 2001

Condition	Sufferers	Contacts
Meningitis (bacterial)	Exclude until well.	Not excluded.
Meningococcal infection	Exclude until adequate carrier eradication therapy has been completed.	Not excluded if receiving rifampicin.
Molluscum contagiosum	Exclusion not necessary.	Not excluded.
Mumps	Exclude for 9 days or until swelling does down (whichever is sooner).	Not excluded.
Parvovirus (erythema infectiosum, slapped cheek or "Fifth Disease")	Exclusion not necessary.	Not excluded.
Poliomyelitis	Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery.	Not excluded.
Ringworm, Scabies, Pediculosis (lice), Trachoma	Re-admit the day after appropriate treatment has commenced.	Not excluded.
Rubella (German Measles)	Exclude until fully recovered or for at least 4 days after the onset of rash.	Not excluded.
Salmonella, Shigella	Exclude until diarrhoea ceases.	Not excluded.
Streptococcal infection (including scarlet fever)	Exclude until the child has received antibiotic treatment for at least 24 hours and the person feels well.	Not excluded.
Tuberculosis	Exclude until a medical certificate from an appropriate health authority is received.	Not excluded.
Typhoid Fever (including paratyphoid fever)	Exclude until approval to return has been given by an appropriate health authority.	Not excluded unless advised by public health authority.
Whooping Cough (pertussis)	Exclude the child for 5 days after starting antibiotic treatment.	Exclude non-immunised household contacts aged less than 7 years for 14 days after the last exposure to infection or until they have taken 5 days of a 10-day course of antibiotics (exclude close child care contacts until they have commenced antibiotics).
Worms (intestinal)	Exclude if diarrhoea present.	Not excluded.

