

# Morningside State School

67 Pashen Street  
Morningside Q 4170  
3908 2333  
[admin@morningsidess.eq.edu.au](mailto:admin@morningsidess.eq.edu.au)



## PARENT HANDBOOK



## Principal's Welcome

Dear Parents and Carers

It is my pleasure to welcome you to Morningside State School. We are a vibrant Prep to Year 6 campus that has been situated in Morningside since 16th August 1926.

With a population of 482 students, Morningside State School is committed to providing every child with a balanced education in a supportive environment. Our goal is to maximise the educational outcomes and opportunities for every child and our vision is to promote experiences for students that will take them beyond the Morningside fences and create lifelong learners.

We understand the importance of home-school partnerships in helping us ensure achievement of the best possible academic, social, emotional and physical outcomes for our children. We value and encourage open and effective communication.

This handbook contains valuable information about our school and we encourage you to become familiar with its contents. If you would like further information, please contact our office.

We hope your association with our school will be a very positive one and that you will celebrate with us the many joys and achievements of our children and staff.

Sheryl Kennedy

Principal

*Morningside State School acknowledges Aboriginal and Torres Strait Islander peoples as the First Australians. We recognise their cultures, histories and diversity and their deep connection to the lands, waters and seas of Queensland and the Torres Strait.*

*We acknowledge the Jagera people and the Turrbal people as the Traditional Custodians of Meanjin (Brisbane), the lands on which our school is located and where we meet, work and learn. We pay our respects to Jagera and Turrbul Elders past, present and emerging.*

## Contents

Principal's Welcome .....	2
Enrolment Information.....	4
Class Numbers .....	4
Uniform Policy .....	5
School Hours and Bell Times .....	6
Attendance .....	7
Student Resource Scheme.....	7
Communication .....	8
QParents .....	9
Reporting .....	9
Positive Behaviour for Learning .....	9
URStrong.....	9
Student Code of Conduct .....	10
School Curriculum.....	10
Excursions and Camps .....	11
Languages Other Than English (LOTE) – Japanese Studies.....	11
Arts programs .....	11
Instrumental Music Program .....	11
Health and Physical Education .....	11
Resource Centre.....	12
Information and Communication Technologies (ICT) .....	12
Inclusion Program.....	13
Guidance Officer .....	13
Chaplaincy Program.....	13
Advisory Visiting Teachers .....	13
Speech Language Therapy Services.....	14
English as an Additional Language or Dialect EAL/D.....	14
Extra-Curricular Activities.....	14
Health Policy .....	17
Medication .....	17
Religious Instruction .....	17
Voluntary Assistance .....	17
P&C Association.....	18
Outside School Hours Care (OSHC) .....	18
Swimming Club – The Morningside Flyers.....	19
Tuckshop .....	19



## Enrolment Information

Morningside State School caters for students in the primary years of schooling. Prep is non-compulsory and children need to be aged five by 30 June in the year they enrol in Prep.

Birth Date	Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
1/07/2013 – 30/06/2014					2023	2024	2025
1/07/2014 – 30/06/2015				2023	2024	2025	2026
1/07/2015 – 30/06/2016			2023	2024	2025	2026	2027
1/07/2016 – 30/06/2017		2023	2024	2025	2026	2027	2028
1/07/2017 – 30/06/2018	2023	2024	2025	2026	2027	2028	2029
1/07/2018 – 30/06/2019	2024	2025	2026	2027	2028	2029	2030
1/07/2019 – 30/06/2020	2025	2026	2027	2028	2029	2030	2031
1/07/2020 – 30/06/2021	2026	2027	2028	2029	2030	2031	2032
1/07/2021 – 30/06/2022	2027	2028	2029	2030	2031	2032	2033
1/07/2022 – 30/06/2023	2028	2029	2030	2031	2032	2033	2034
1/07/2023 – 30/06/2024	2029	2030	2031	2032	2033	2034	2035

- An enrolment package must be completed and returned to school. This can be located under the [enrolment tab](#) of the school website. Hard copies are also available at the administration office.
- Documentary proof of birth is required to formalise enrolment.
- 2 forms of proof of current residential address is required. Current proof of residency can be provided by way of one of each of the following:
  - One primary source — a current rental/lease agreement, or rates notice, or unconditional contract of sale.
  - One secondary source — a utility bill (e.g. electricity, gas) showing this same address and parent's/legal guardian's name.
- We appreciate finalising enrolments for our Prep classes by October of the previous year.
- Accurate numbers enable reliable planning and less disruption to classes in the New Year.

Morningside is an enrolment managed school. A copy of the Enrolment Management Plan and catchment area can be found on our website at [www.morningsidess.eq.edu.au](http://www.morningsidess.eq.edu.au).

## Class Numbers

In Prep to Year 3, we aim to have classes with no more than 25 students, and in Year 4 – 6, no more than 28 students. There may be some multi-age classes in order to ensure class numbers are not too large for effective teaching and learning to take place. We value strong partnerships between students, parents/carers and teachers. We seek to provide the very best education for your child.



## Uniform Policy

Students are strongly encouraged to wear school uniforms at all times. The official school colours of Morningside State School are royal blue and gold. The current uniform policy has been endorsed by the P&C.

- ☐ Blue & gold checked dress
- ☐ Royal blue skorts or shorts
- ☐ Royal blue & gold polo shirt
- ☐ Sport house colour polo shirt
- ☐ Enclosed black shoes, white socks
- ☐ Gym shoes for PE & sport
- ☐ Royal blue school approved sun hat (**Prep: Yellow legionnaire's cap**)
- ☐ Royal blue or black tights
- ☐ Royal blue tracksuit pants
- ☐ Royal blue fleecy jumper
- ☐ Long, grey pants
- ☐ Hair accessories in school colours (i.e. gold, royal blue or blue/white checked)
- ☐ Earrings – small studs or sleepers

### Further information

- Hats must be worn during all outdoor activities. NO HAT NO PLAY. Please name all items.
- When attending school excursions, students need to wear their formal school uniform including black shoes.
- Sports uniform items including sports shoes may be worn on the days students have PE and on sports days.
- All students are allocated to a sporting house when enrolled in the school. All family members are allocated to the same house.

### **Sporting houses are:**

<b>Rossiter</b>	<b>Red polo shirt</b>
<b>McConnell</b>	<b>Yellow polo shirt</b>
<b>Pashen</b>	<b>Green polo shirt</b>

### All uniform requirements are available from:

HosiKozi Clothing Company  
349 Riding Road  
Balmoral 4171  
[www.hosikozi.com.au](http://www.hosikozi.com.au)  
Phone: 07 3899 3000

### Morningside SS – Pre-loved Uniform Shop

Located next to our school Tuckshop  
Opening hours: Wednesday 8:45am – 9:15am  
Email: [admin@msspandc.com.au](mailto:admin@msspandc.com.au)

## School Hours and Bell Times

The first lesson of each day starts promptly at 8:45am.

8:35 am	Warning bell – move to classrooms
8:45 am	School commences
10:45 am	First break – eating time
11:00 am	Play bell
11:25 am	End of play, move to assembly point
11:30 am	Second classroom session commences
1:30 pm	Second break – eating time
1:40 pm	Play bell
2:05 pm	End of second break, move to assembly point
2:10 pm	Third classroom session commences
3:00 pm	End of school day

## Supervision Before and After School

Parents and students are reminded that teachers are not rostered on duty before and after school for formal supervision of students.

Our first bell sounds at 8.35am and formal learning commences at 8.45am. Children who arrive at school before 8.15am should be enrolled in OSHC unless they are enrolled in a supervised extra-curricular activity such as band.

Children in Year 1 – Year 6 who arrive after 8.15am should sit quietly under the roof in the **Green Space** until the first bell sounds at 8.35am.

Prep children must be supervised by an adult before school every day and escorted to class by the adult at the first bell.

After school children should proceed directly home, unless they are enrolled in OSHC or a supervised extra-curricular activity. Prep children should be collected from their classroom by an adult.

Please note, the school playgrounds are “Out of Bounds” before and after school as they are under the license of OSHC and should therefore only be used by children enrolled in OSHC.

All other waiting areas including the climbing equipment, the verandahs and the oval are out of bounds regardless of whether parents are with their children. This excludes Outside School Care, as they have supervisors for children who attend their service.

## Attendance

We encourage all students and families to work hard to ensure school is the priority, every day. It is vitally important that students attend school every day. It is also important that students arrive at school on time and ready to learn. Early collection from school also disrupts learning and we encourage families to avoid this as much as possible.

A low level of school attendance is associated with:

- Poor academic achievements;
- Early school leaving;
- Leaving school with fewer qualifications;
- Subsequent unemployment; and
- A lower level of health / life expectancy.

If your child is going to be absent from school, please enter the absence in QParents or phone our student absence line on **3908 2360** before 8:45am. Your phone message should include the student's name, class and the reason they are absent.

If your child arrives late at school, after 8.45am they must come to the office for a late note. If they don't come to the office for a late note, this will result in a text message being sent to the parents enquiring about their absence.

## Student Resource Scheme

Each year Morningside State School offers parents the option to join the Student Resource Scheme (SRS). The Student Resource Scheme is supported and approved by the Morningside State School Parents' and Citizens' Association. The purpose of the scheme is to ensure adequate resources are available to provide good quality education to all students, and to save parents' and carers' money and time by allowing them to take advantage of the school bulk purchasing power for teaching and learning resources. The scheme also covers site licensing associated with programs used by the school. Information about cost, due date for payment etc. is issued in Term 4 each year.



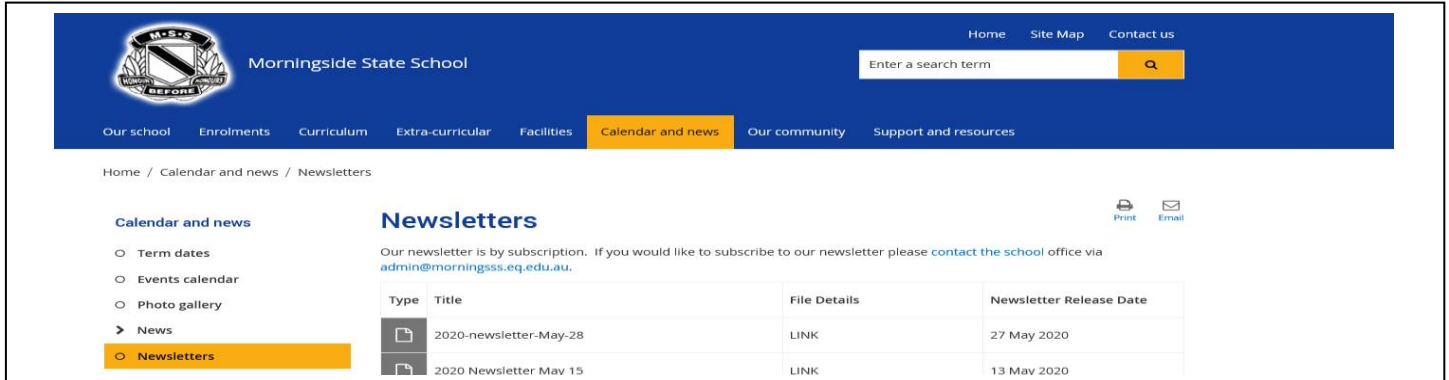
**Payments can be made as follows:**

- QParents App
- Selecting the payment link at the bottom of your invoice
- BPoint PH: 1300 631 073, code - 1002534
- Direct deposit (BSB 064136, Account 00090111, Account Name Morningside State School) – please note student's full name
- Directly at the school office
- Centrepay – Centrepay is a voluntary bill-paying service which is free for Services Australia customers. Use Centrepay to arrange regular deductions from your Services Australia payment. You can start or change a deduction at any time. The quickest way to do it is through your Services Australia account online. Go to [servicesaustralia.gov.au/Centrepay](https://servicesaustralia.gov.au/Centrepay) for more information.

## Communication

At Morningside State School, we communicate with parents and the community in a number of ways.

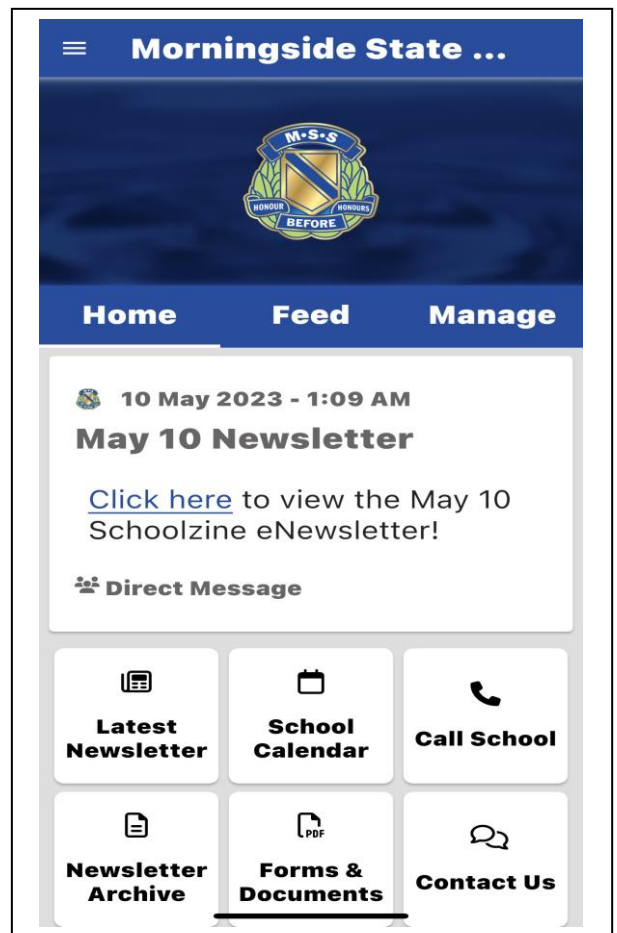
- **Electronic Newsletter:** The e-newsletter is published fortnightly. Parents/carers will need to sign our Email Communication Release Consent form to be able to receive the newsletter. Newsletters are also uploaded each fortnight to our school website.



The screenshot shows the Morningside State School website. The header includes the school logo, name, and navigation links: Home, Site Map, Contact us. A search bar is also present. The main menu includes: Our school, Enrolments, Curriculum, Extra-curricular, Facilities, Calendar and news (highlighted), Our community, and Support and resources. The breadcrumb trail reads: Home / Calendar and news / Newsletters. On the left, a sidebar lists: Calendar and news, Term dates, Events calendar, Photo gallery, News, and Newsletters (highlighted). The main content area is titled 'Newsletters' and includes a subscription notice: 'Our newsletter is by subscription. If you would like to subscribe to our newsletter please contact the school office via [admin@morningsss.eq.edu.au](mailto:admin@morningsss.eq.edu.au).' Below this is a table with columns: Type, Title, File Details, and Newsletter Release Date.

Type	Title	File Details	Newsletter Release Date
Document	2020-newsletter-May-28	LINK	27 May 2020
Document	2020 Newsletter May 15	LINK	13 May 2020

- **SZapp:** This is used for brief information, updates and reminders. Parents can download this free app from the App store or Google Play. This communication is invaluable for both quick notification of information as well as handy reminders being posted.
- **Parent Representative:** Each class has a Parent Rep who ensures that the class is kept informed of pertinent activities. This will require you to consent to your email details being accessed by the Parent Rep as well as being shared with class parents.
- **Class Newsletters:** These are emailed fortnightly by class teachers to keep parents informed of curriculum issues within the classroom.
- **Electronic Sign:** Our electronic sign provides reminders for important events and celebrates student achievements.
- **School Website:** <https://morningsidess.eq.edu.au/>



The screenshot shows the Morningside State School SZapp mobile app interface. The header includes the school logo and the title 'Morningside State ...'. Below the header are three tabs: Home, Feed, and Manage. The main content area shows a notification for 'May 10 Newsletter' dated '10 May 2023 - 1:09 AM'. It includes a link to view the newsletter: 'Click here to view the May 10 Schoolzine eNewsletter!'. Below the notification is a 'Direct Message' section. At the bottom, there are six buttons: Latest Newsletter, School Calendar, Call School, Newsletter Archive, Forms & Documents, and Contact Us.



## QParents

[QParents](#) is an online portal that provides parents with secure access to their child's student details.



- View and update attendance and student details.
- View and download report cards and invoices.
- Make payments online.
- View other important information.

QParents is available from your smartphone, tablet and PC and it's free. All new students to Morningside State School are emailed an invitation to join QParents. Please contact administration if you need support with gaining access to the App.

## Reporting

Formal reporting to parents occurs through Parent-Teacher interviews twice a year, and through written reports in Terms 2 and 4.

Parent-Teacher interviews are scheduled through the internet-based booking system called SOBS. The link to this booking system will be available on our website. It is only active during specific time periods.

Written reports are emailed to parents so it is important that the office is informed if your contact details change. If you do not have access to email, please ensure you let the office know so we can arrange a hard copy for you.

Please contact your child's class teacher via email if you would like information about your child outside of these times.

## Positive Behaviour for Learning

At Morningside State School, we provide a positive learning environment for a diverse range of learning styles and individual needs. We believe education is a life-long process and students need to be empowered to ownership of their learning and behaviour. Students, teachers, parents, caregivers and community members are all active participants at school.

As a Positive Behaviour for Learning school, Morningside State School is committed to:

- Respectful Learning Environments
- Inspiring Lifelong Learning
- Supportive and Balanced Communities
- Effort towards Academic Excellence



An Individual Student Acknowledgement System operates to recognise students who demonstrate R.I.S.E behaviour.

## URStrong

As a Positive Behaviour for Learning school we have used school data from PBL tracking tools and School Opinion Survey data to select a student program that will compliment the RISE program already embedded in our school. School staff have been URSTRONG trained and we continue to focus on student social-emotional learning, implementing tools and strategies to support our efforts in creating a safe and caring school.

URSTRONG further empowers our students with skills, and creates and further develops our school community where children are better able to manage their relationships in a safe and respectful environment. Emotional literacy, 'quick comebacks', friendship fires, healthy friendships and identifying non-healthy friendships are all key topics in the URStrong program.

## Student Code of Conduct

Our Student Code of Conduct was collaboratively developed between staff, students and parents. It is regularly reviewed. A copy can be found on our website.

## School Curriculum

Morningside State School implements the Australian Curriculum in all learning areas. Our Prep curriculum aligns with the Australian Curriculum Foundation level.

Teachers work collaboratively to develop units and ensure that they suit the context of the community, the school, the classrooms and most importantly, the students. Units are planned and delivered with careful consideration of the knowledge and skills to be taught (content), the activities or ways students learn the content (process), the documented evidence of student learning (product) and the physical and emotional setting of the classroom (environment). This means that in every year level the same curriculum is delivered, however, the way the curriculum is taught in each classroom may look different, in response to the learning styles and needs of the students in a particular class. Class teachers and Inclusion teachers work together to identify and implement relevant strategies, resources and differentiation practices to support the learning and success for ALL of our students.

Throughout units of work, students receive specific and constructive feedback on ways to improve their learning. Students in many classes are actively involved in setting their own learning goals, based on the feedback given to them by their teachers.

### Culture of Thinking

***“When you see the thinking, you know the learning.”***

*Ron Ritchhart*

A Culture of Thinking is a learning environment where thinking is valued, visible and actively promoted. Ron Ritchhart, a researcher at Harvard University, has identified 8 cultural forces in every classroom that help to promote thinking. These are **expectations, language, time, modelling, opportunities, routines, interactions and the environment**.



Our teachers strive to create a culture of thinking in their classrooms using a variety of methods, including “thinking routines” which support a common language of thinking, time and organisation for thinking, an environment rich with the documents of thinking processes, and making teacher and student thinking, and subsequently learning, visible.

[Harvard Graduate school Project Zero website](#)

## Excursions and Camps

At appropriate times, teachers will organise educational excursions and incursions. Camps are held in Years 4, 5 and 6. A letter will be sent home informing you of any changes to routine and the costs involved.

## Languages Other Than English (LOTE) – Japanese Studies

Prep – Year 6 study Japanese. While Japanese language is the main focus of this subject, cultural matters are also embedded into the program.

## Arts programs

Our Arts program is based on the Australian Curriculum. All students receive a 30 minute lesson each week in either music, dance, drama, visual or media arts from a specialist teacher.

Assessment is conducted through observation, anecdotal records, checklists and written tests as students move into the higher year levels. Achievement is included in each student's written semester reports.

To supplement the arts program, students have opportunities to join a choir or play in a ukulele band and perform at assemblies and at special events.

## Instrumental Music Program

Morningside State School offers instrumental music instruction to interested and capable students in Years 4 to 6 for woodwind, brass and percussion instruments. Invitations to enter the program are determined through a music aptitude test at the end of Year 3. Half hour lessons are conducted weekly as well as band practice before school.

## Health and Physical Education

A Health and Physical Education (HPE) teacher takes lessons with each class every week. Other specialist staff help to support the teaching of the Health component each week. In Terms 1 and 4, all students in Years 1 – 6 participate in weekly swimming lessons. Prep participate in swimming lessons in Term 4. The swimming program is an important part of the Health and Physical Education curriculum, and all students are obliged to attend. To ensure a high quality swim program is implemented, the school employs a qualified swim coach to assist with lessons. Your child must have the following to swim in the school pool:

- A swimsuit (one piece only for girls) and sun shirt
- A swimming cap – for health and safety reasons this is compulsory
- A towel

A Swimming Permission Note is required annually. Please ensure all belongings are clearly named and in a waterproof bag.

If your child is unable to swim on any day a note must be sent to the classroom teacher. If your child suffers from a medical condition (for example, epilepsy, heart condition, etc.), which could manifest itself in the pool, a doctor's certificate stating your child's inability to take part in lessons is essential. A parent volunteer to assist with each class is required. Younger siblings are not able to attend. In Terms 2 and 3 the HPE teacher provides a weekly lesson for all students covering a range of areas to suit age and ability for each year level.

## Special Sports' Days

Each year students take part in our Prep – 2 Fun Run, Years 3-6 Cross Country and Sports Carnivals. Parents are invited and children take part in a range of athletics events. Each year in Term 4, students participate in a Swimming Carnival. Once again, parents are welcome to cheer and encourage the students.



## Representative Sport

Morningside State School is affiliated with the Lytton District for primary schools. This means students who are aged 10 – 13 years are eligible for all representative sports whether or not the sport is played at the school. While the school automatically sends teams to swimming and athletics trials, students may also be nominated for other sports if they meet the criteria set by the Lytton District. All questions regarding representative sport can be made to our HPE teacher.

## Interschool Sport

Each year, students in Years 4 - 6 may participate in interschool Gala Days. These days are organised by the Lytton District. The sporting options available are dependent on numbers of students and the availability of facilities and coaches. These excursions are endorsed by the P&C Association.

## Resource Centre



Our Resource Centre is a vibrant place for all students at lunch time.

A regular borrowing program ensures all children have access to our extensive collection for both schoolwork and home reading.

The library is automated and all resources can be identified and located through the use of our computer network. Students are able

to use computers to identify books or other resources that meet their research or reading needs. Students can also access the Resource Centre Computer Lab.

Children will be able to borrow books from the school library. In an effort to keep the books in good repair we provide Prep students with a library bag through the SRS program. Students are asked to take this bag to the library when they borrow books and continue to use this bag throughout their primary school years. The Resource Centre is open during the lunch breaks for students.



## Information and Communication Technologies (ICT)

Morningside State School is committed to using ICT to enhance student learning. Students use a range of ICT as tools to engage with their peers and demonstrate their understanding of key concepts.

All classrooms are fitted with interactive whiteboards, desktops, laptops and I pads. This is complemented by full connectivity in the Resource Centre, where students are also able to access computers.

As part of the Student Resource Scheme, students have access to Reading Eggs and/or Reading Eggspress and Mathletics, depending on their learning needs.

Parental permission and student undertakings are signed to ensure that Internet and email provide valuable learning experiences and are used appropriately.

A Digital Technologies teacher helps to support teachers and students in their learning.



## Inclusion Program

At Morningside, we are committed to 'Every Student Succeeding' and that, every student has the ability to learn. We recognise and acknowledge that "all students can access and fully participate in learning, alongside their similar-aged peers, supported by reasonable adjustments and teaching and learning strategies tailored to meet their individual needs." - Qld Department of Education, Inclusive Education Policy 2020.

Students enrolled at Morningside work alongside their peers with the support of their Class Teachers, Inclusion Teachers, the Head of Special Education services (H.O.S.E.S) and Teacher Aides. Reasonable adjustments are implemented to ensure successful student participation and outcomes in all learning opportunities. This results in students and their families being a valued member of the whole community.

To ensure every student succeeds to their potential, at times teachers will refer students to our Recognition & Response(R&R) Committee. This committee meets weekly and consists of our H.O.S.E.S., Guidance Officer, Speech Language Pathologist, Inclusion Teachers, Head of Department (Curriculum), Deputy Principal and Principal. This referral process involves the committee discussing current student supports and recommending additional adjustments the classroom teachers can implement.

## Guidance Officer

Students who experience problems during school, including social, emotional or learning related, may be referred to the Guidance Officer. Parents are always consulted before this and actions may include interviews, formal assessments, counselling, referral to other agencies, and AVTs.

The Guidance Officer is a key person in decision making with regard to special support and/or placements for children with low-incidence disabilities and always works in collaboration with parents, teachers and other specially trained personnel.

The Guidance Officer works at our school three days per week. One day per week is funded through the Student Well-being Program.

## Chaplaincy Program

Morningside State School Chaplaincy Program provides additional support for the social/emotional needs of students. Support is provided through games, Brekky Club, school excursions, in classrooms, and a variety of other ways. Our School Chaplain works in the school two days a week. No religious instruction is undertaken while working with students without prior written parental consent.

## Advisory Visiting Teachers

Advisory Visiting Teachers (AVTs) have received additional training to support students. They work across a number of schools within the region and visit on a needs basis. Referral to AVTs is made by the school with parent consent. AVTs work in a variety of ways within the school, from an advisory role, providing support and resources, planning individual educational plans, working within the classroom, to individual or small group teaching. Methods of service delivery and support given are relative to the particular needs of the student.

## Speech Language Therapy Services

Good listening, speaking and communication help students in all aspects of classroom learning, especially reading, writing and spelling. A Speech Language Pathologist (SLP) visits the school regularly to assist students who experience difficulties in speech, oral language and communication.

Students can be referred to the SLP by parents/carers and teachers. The needs of each child are considered through the R & R Process. The SLP liaises with parents, teachers and other specialist support personnel to provide programs for school as well as the student at home.

## English as an Additional Language or Dialect EAL/D

At Morningside State School, we cater to the diverse needs of our EAL/D learners.

EAL/D learners include students:

- born overseas or in Australia
- beginning school with little, some or no exposure to English
- who speak a language/s other than English at home

EAL/D learners will have support and resources available to help them achieve their personal and academic goals, especially in the areas of reading, writing and spelling.

## Extra-Curricular Activities

Morningside State School offers a wide range of extra-curricular activities. These include:

<b>Active School Travel</b>	<b>Sport Gala days with other schools (Yrs 4-6)</b>
<b>Peg and Line Art Show</b>	<b>Inter-house Cross Country</b>
<b>Coding Club (Yrs 4-6)</b>	<b>Inter-house Athletics Carnivals</b>
<b>Choirs</b>	<b>Inter-house Swimming Carnivals</b>
<b>Junior &amp; Senior Bands (Yrs 4-6)</b>	<b>District &amp; Regional Sport</b>
<b>Ukulele Club (Junior &amp; Advanced)</b>	<b>Student Leadership Program</b>
<b>J Club (P-2 &amp; 3-6)</b>	<b>Balmoral SHS Links (STEAM, Japanese, Maths competitions)</b>
<b>Homework Club</b>	<b>ECO warriors: Tangalooma</b>
<b>Book Week</b>	<b>Under Eight's Day</b>
<b>Camping Program (Yrs 4-6)</b>	<b>ICAS Competitions</b>
<b>Cheer</b>	<b>Games Club</b>
<b>Talent Show</b>	<b>Chess Club</b>
<b>Environment Club</b>	<b>Run Club (Seasonal)</b>
<b>Solid Pathways</b>	<b>Reader's Cup (Yrs 5 &amp; 6)</b>
<b>Deadly Choices</b>	<b>Premier's Reading Challenge</b>
<b>Breakfast Club</b>	

## Student Leader Program

Our school is proud of the Morningside Student Leader Program. During Terms 3 and 4 all students in Year 5 undergo a series of leadership discussions in their classroom and are given the opportunity to attend a Leadership Camp. From these leadership discussions and opportunities students are asked to self-nominate for various leadership positions within our school. These include:

- School Captain x 4

And/or an opportunity to apply for:

- Environmental Captain/EcoMarine Ambassador x 4
- Sports Captain x 4 per house
- Arts Captain x 4
- Digital Media Captain x 4
- Peer Support Leaders



Each student in Year 5 will receive a Student Leadership Expression of Interest and Leadership Passport. Morningside State School staff endorse Leadership Passports.

The Principal and Deputy Principal meet with the Student Council every week during Year 6. Student Leaders have many opportunities to engage in leadership tasks, community events and opportunities throughout their final year.

Students in Year 1 – Year 6 also have the opportunity to be Class Captains and all students are encouraged to participate in student activities to contribute student voice in our school.

## Home Learning club

Home learning Club is a program that is offered with 2-3 teachers and teacher aides before school one day a week. Students work in small groups to complete their class home learning tasks. The program is for Year 2 – Year 6 and is held in the Resource Centre.

Students must be dropped off/picked up by a parent or guardian at the end. Students from OSHC can attend however, parents need to see the OSHC coordinator for an extra curriculum permission note.

Home learning club is for students who require assistance with their understanding or language skills. It is for students whose families are unable to assist them at home and would benefit from the assistance of teachers. If there is a high demand in any year, class teachers will be consulted as part of the selection process. A permission note will be forwarded to parents, if there are spaces available.

## J Club

Our Japanese teacher runs Hiragana 'Karate' Club designed for students in Years 1 - 6 who are interested in mastering the Japanese phonetic alphabet, aka Hiragana. Self-paced in learning, students are offered a variety of fun activities to help them learn and remember the 46 basic characters and then commence on the blends. Students work through the belts to achieve 'Black Belt' status. This activity will appear on Report Cards as an extra-curricular activity. Commitment is required.

A more generic 'J' (Japanese culture) club is offered for the lower grades (Years 1 - 6) in the Japanese Classroom. Themes change through the terms and may include Japanese children's story telling, script writing, art, number games, origami and Japanese toy play.

Contact our Japanese teacher for more information.

## Coding Club

Coding Club runs one day a week each term with our Digital Technologies Mentor during lunch breaks. Coding Club is open to all students in Years 3 – 6. Students will require an account with Scratch to save and load their work easily.

Contact our Digital Technologies teacher for more information.

## Music Lunchtime Groups

Morningside State School offers music lunchtime activities. These are coordinated by our Music teacher and held in the Music room. Activities include:

### **Beginners Ukulele (Prep – Year 6), Advanced Ukulele (Year 2 – year 6) & Choir (Year 2 – Year 6)**

All of the lunchtime activities are free. The only requirement is consistent commitment from students to give up their playtime and attend the rehearsals. Support from parents/carers to encourage at home practice, respond to emails and attend performances is also greatly appreciated. All groups have rolls to track attendance and keep track of students who are valuing their place in the group.

Contact our Music teacher for more information.

## Environmental Club

MSS Environmental Club is a school-run group supported by several teachers. New members are always welcome at Environmental Club.



The aim of the club is to support the work already happening in our school community, including:

- Gardening
- Waste Reduction, Reuse & Recycling
- Environmental Education & Awareness
- Water and Energy Conservation
- Sustainable Procurement

The club meets one day each week during lunch times in the Outdoor Classroom area (behind F block). The club also has regular weekend working bee sessions.

The club is supported by our school Environment Team



## Health Policy

Children with infectious diseases must, and will, be excluded from school for specified times. Consult your doctor, teacher or Qld Health if you need clarification. In cases of minor ailments, parents are asked to use their own judgment about whether the child is fit enough to attend school. Please consider other children's health. Children who become ill during the day will be removed from the group to rest and parents/carers will be notified.

If your child is going to be absent from school, please enter the absence in QParents app or phone our student absence line on **3908 2360** before 8:45am. Your phone message should include the student's name, class and the reason they are absent.

## Medication

If children need to take medication prescribed by a medical practitioner during school time, parents are asked to follow these policy guidelines:

1. Parent or guardian must complete an authority form for medication to be administered. These forms are available at the school office.
2. The student's medication in original packaging with the pharmacist label prescribed by a Doctor with written instructions on the container must be given to an Administration staff member.
3. All doses given will be recorded by the person responsible for giving medication.
4. Over the counter medications e.g. 'Panadol', cough mixture etc. needs to be prescribed by a doctor and labelled by a pharmacy with the student's names and dosage amount. At no time must any medication be kept in student bags.

All medication must be administered from the main office in Administration (A Block) where it is stored securely along with the paperwork provided by the parents regarding this. The only exception to this is Asthma medications, EpiPens and medication associated with diabetes. Please provide the school with a copy of your child's Health Plan and ensure it is regularly updated by your child's health professional.

## Religious Instruction

Under the Education (General Provisions) Act 2006, approved local religious leaders provide Religious Instruction lessons for year 1-6 students, with parent permission, every fortnight for 30 minutes. More information can be found on our school website.

## Voluntary Assistance

We greatly appreciate the help and support of our volunteers. We realise parents are extremely busy and many have younger children or work full time. However, if you are able to help in any way, please tell us. Your participation in everyday school activities will help your children bridge the gap between home and school and help to build for themselves a secure and happy environment. Please remember to sign in at the office. New Department of Education guidelines now make it **mandatory** for all volunteers, other than parents, to have a Blue Card **before** beginning any voluntary work in our school. All volunteers will need to complete Annual Mandatory Training when signing in.

## P&C Association

### Background

The Morningside State School P&C Association's motto is 'Doing it for the Kids'. The P&C is an essential part of the school. P&C volunteers are dedicated parents and community members who want to contribute to the management and improvement of our school.

The P&C is managed by an executive committee who, with other P&C members, work closely with the school Principal and school staff for the benefit of the students at the school. Attending P&C functions provides an opportunity to network with the Principal, teachers, school staff and other parents so that you can discuss the issues that concern you and share your ideas and experiences.

P&C members suggest and implement positive change at the school – and funds raised have a lasting impact through building improvements and providing classroom 'extras'.

### P&C Executive

The P&C Executive is the administrative core of the P&C. They oversee the subcommittees and are ultimately responsible for all P&C activities and finances. There are three structured sub-committees and a number of short term groups who form to conduct a particular activity or fundraiser. Contact details are published regularly in the school newsletter. The P&C also has a Facebook site.

### Meetings

P&C General Meetings are held three times a semester on a Wednesday in the Resource Centre from 6.30pm. The P&C Annual General Meeting is held each year in March where all positions are vacated for new nominations. Any changes due to holidays will be notified in the newsletter. The school newsletter contains the meeting dates.

### Participation and Communication

The P&C believes that participation and communication are the keys to your child's success. Your participation in school and P&C activities may help build your child a secure and happy environment, and improve the resources and enhance the school community.

Open and effective communication between home and school means problems can be dealt with quickly, and you can have input into issues and tasks you feel would benefit your child's experience at Morningside.

## Outside School Hours Care (OSHC)

The P&C offers a licensed quality Before and After School Care Program for families. OSHC offers a secure, friendly environment with experienced and qualified staff to care for your child. The service offers breakfast in the morning and healthy snacks and drinks after school. It is hassle free and the children love the stimulating atmosphere. OSHC also operates a fun filled vacation care program for the school holidays.

### OSHC Hours

- Before school care      6:30am – 8:35am
- After school care      3:00pm – 6:00pm
- Vacation Care      6:30am – 6:00 pm

The service warmly invites you to come and inspect the facilities and meet the staff. They would love to answer any questions about costs, availability and your concerns. Please call the OSHC office on 0403 631 230 or visit [mssoshc.com.au](http://mssoshc.com.au).

## Swimming Club – The Morningside Flyers

With fantastic features such as solar heating and pool blankets, our Swimming Club is regarded as one of the best facilities in the area. The Club places a great deal of emphasis on learn to swim classes and squad training. This is the future of the Club. If you are considering starting your child in swimming lessons, then the supportive atmosphere of our club cannot be surpassed. Your child will have the opportunity to learn and compete with schoolmates, forming lifelong friendships and disciplines.



The Swimming Club season runs from the first week after September holidays through to the Easter break. Club nights are held on Tuesday nights (during Term 1 and 4) and include races for children of all ages and abilities. Parents are reminded that children are not to be dropped off or left unsupervised on Club nights. The Morningside Flyers is an amateur club – all levels are welcome.

## Tuckshop

At present, the school Tuckshop operates Wednesday - Friday and a menu is available online through the Qkr app. The menu is guided by the Queensland Association of School Tuckshops 'Smart Choices' Program (<https://qast.org.au/tuckshop-toolbox-details/smart-choices/>) and is packed with tasty, wholesome hot and cold options. The tuckshop offers mostly GREEN category items which are the healthiest and this year it has been using produce from our school gardens as much as possible - Fresh and organic on our very own doorstep! The tuckshop is passionate about running a 'GREEN' kitchen. The service buys eco products and packaging, compost and recycle and are looking at ways to reduce waste.



Volunteers are important to ensure that the tuckshop can continue to be able to provide this service. It's busy in the kitchen and the service always welcomes ANY amount of help with preparation and serving. The tuckshop loves having new faces whether its parents, grandparents or carers, everyone is welcome. Please remember all volunteers, expect parents need a Blue Card.

The new online rostering system is available through the school newsletter. Any questions, please email [tuckshop@msspandc.com.au](mailto:tuckshop@msspandc.com.au)

## How to Order

- ① Preferred method – via the Qkr app. To register & place orders full instructions can be found on our website.
  - Orders to be completed by 7:00am the day the order is required.
- ② Write students NAME, CLASS & ORDER on a paper bag. Put correct money/change in the bag
  - Hand into Tuckshop before 8:30am on the day.
- ③ Over the counter CASH & Card sales.



# Parent and Community Code of Conduct

We welcome parents, carers and visitors into our school and expect that you will:

- ✓ be polite to others
- ✓ act as positive role models
- ✓ recognise and respect personal differences
- ✓ use the school's communication process to address concerns
- ✓ ensure your child attends school ready to learn
- ✓ support the Student Code of Conduct
- ✓ recognise every student is important to us
- ✓ contribute to a positive school culture
- ✓ work together with staff to resolve issues or concerns
- ✓ respect people's privacy.

