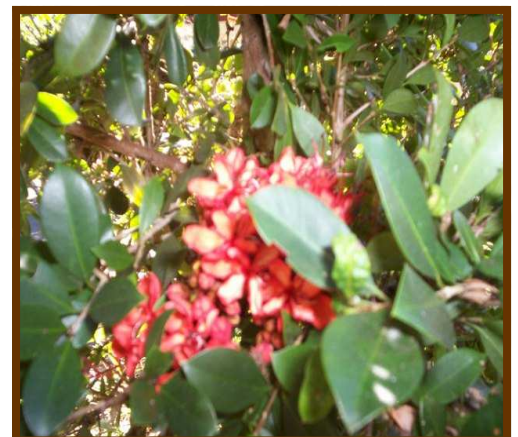


Narangba State School

Narangba State School

PROSPECTUS 2010



Welcome to Narangba State School

Our School provides our students with a rich and diverse education which offers a balance of academic, cultural and sporting opportunities. As a small school, we pride ourselves on providing individual support to all students. We work in partnership with parents and students to support students in achieving their full potential.

Our school is nestled within a supportive community with shared values and a strong sense of ownership and responsibility towards its members.

In a rapidly changing world where students have minute to minute access to global information, this community provides a safe and nurturing environment for healthy, growing children.

Our school's Early Years Curriculum has an intensive focus on literacy which uses dynamic techniques to engage students in exciting learning experiences. We recognise the importance of achieving high levels of competence in literacy and numeracy by the end of Year 3. Our reading, writing and number results are amongst the highest in the district and the state; we are proud to say that we are achieving excellence in student performance.

As our students mature they engage in an inquiry based learning programme which values student-focussed journeys of discovery and engages individuals in deeper knowledge and understanding.

Our students are immersed in a technology-rich environment where information and communication technology (ICT) is a focal medium through which teaching is presented and learning is accessed. Through this technology students are engaged in literacy and numeracy learning providing the strongest foundations for future intellectual growth and development.

As parents of our students and members of the community, our school offers frequent opportunities for you to join our team and become support tutors and mentors for the students. Through a variety of workshops you have the opportunity to access the education in which your students are involved. Our Parents and Citizens Association plays an active role in the direction and progress of our school. The group meets monthly on the second Tuesday and is a forum through which to participate in areas of school decision making.

I am available to meet with you to discuss concerns or issues you may have regarding our school or your child's education, please contact the school office to make a suitable time.

We look forward to developing partnerships with you and your children as we endeavour to grow together and provide a strong educational foundation for your child's continued growth and development.

“For Life We Learn”

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NARANGBA STATE SCHOOL

STATEMENT OF PURPOSE

Narangba State School provides every student with the opportunity to develop their knowledge, skills and values, enabling them to maximize their learning potential and become caring valued members of society.

WE ACHIEVE OUR PURPOSE BY

Providing a high quality curriculum which supports individuals needs

THROUGH

A professional, progressive and dedicated staff

WITHIN

A safe and productive learning environment

SUPPORTED BY

A strong community and established resources and facilities

ENABLING

Students to maximize their learning potential

Our school is grounded in community and we hold the “You Can Do It” values of:

- Resilience:** having a positive attitude, being in control of ourselves and accepting the consequences of our actions.
- Persistence:** refusing to give up or be defeated; always trying our best. Remembering, if we keep trying: “You Can Do It”.
- Getting Along:** respecting every member of our school community and their right to be included, to succeed and to have their successes celebrated.
- Organisation:** setting a goal to do your best school work, listening carefully, working together with courtesy, helping each other, solving problems and always being tolerant of one another.
- Confidence:** building self-confidence and self-control to achieve success and always treating others with dignity and respect.

Each of these values contributes to the overarching commitment to integrity. A successful Narangba State School student is:

Confident and motivated for a life time of learning
Considerate and respectful of others
An optimistic and independent critical thinker
A positive contributor to school and community
Able to celebrate the successes of self and others.

FACILITIES

Narangba State School, situated in the Sunshine Coast South District of Education Queensland, is a school of approximately 500 students. Our school serves the local Narangba Community. We are not a large school and our position on the fringe of a rapidly growing residential area has allowed us to focus on the individual nature and learning of each student.

The school was established in 1910 and has grown in partnership with the community, celebrating its centenary this year 2010. There are four permanent teaching blocks, four modular buildings, a free standing library, two all-weather play areas, an administration building and two amenities blocks. Recreational facilities include three large adventure playgrounds, environmental areas, two ovals, cricket practice wickets and a newly resurfaced multi-purpose court. We have an Intensive English class which operates three days a week and is accessed by students attending our school and others. Jabiru, a not-for-profit organisation, operates a well-supported after-hours care facility on the school grounds. Children travel to school by private transport, on foot, on bicycles, on buses and some by rail.

ADMINISTRATION

ADMINISTRATION TEAM – The Administration Staff at Narangba State School consists of the Principal, Deputy Principal, Head of Curriculum, Business Services Manager and two Administration Officers. Entry to the Administration Office is via School Road.

OFFICE HOURS – The Administration office is open between the hours of 8.15am and 3.30pm on school days.

ADMINISTRATION SERVICES – The Principal's role is that of the executive officer who oversees all aspects of the school management, both in administration and leadership of the educational program. The Deputy Principal manages school operations and has individual contact with students to support their learning. The Business Services Manager manages finance and facilities reporting to the Principal. Head of Curriculum leads curriculum development and coordination across P-7 year levels. All officers are always keen to discuss issues with community members. Please make appointments if possible.

Our Administration Office Staff also provide support to the Principal and Deputy Principal and are responsible for reception, clerical, money collection, book-keeping and other organisational tasks. Your patience is appreciated during busy periods in the office.

STAFF

CLASSROOM TEACHERS AND SPECIALISTS – Teaching staff at Narangba State School consists of a talented and dedicated group of classroom teachers in Primary as well as specialists for Music, Physical Education and Library. The school also has two Support Teachers Learning Difficulties (including Year 2 Net Key duties), Special Needs Teacher and a LOTE Teacher 2 days a week teaching Japanese. An Instrumental Music Teacher attends the school 2 days a week. A Guidance Officer visits the school twice weekly with other visiting health specialists being accessed as required.

SUPPORT STAFF – Teachers at the school work closely with a committed team of teacher aides who support student learning in the classroom, library, special needs and administration. Tutors are also employed in Literacy and Numeracy areas to support Intervention programs.

ANCILLARY STAFF – The school is maintained by our dedicated cleaning staff and Schools Officer. At this school, the Schools Officer is also the Workplace Health and Safety Officer.

PARENTS

PARTNERSHIP IS ESSENTIAL

Today, it is generally accepted that when parents express confidence in the school and are involved with it in some way, their children are likely to be happier and perform better in the classroom. This may well be due simply to the lessening of distance between home and school. Young children see their parents and teachers sharing common beliefs, attitudes and goals. They therefore feel more secure and more purposeful.

Narangba School tries to maintain very close links with parents. Once forged, these links have been found to result in:

- Greater understanding and support by parents of their children's needs
- More effective teaching and learning within the classroom as teachers are able to acknowledge individual needs
- Improved student outcomes in literacy and numeracy
- Better communication between home and school
- More confident and independent students
- Mutual esteem and support between parents and teachers

We acknowledge the trust you place in us to provide educational and social opportunities which stimulate and enrich your child's development. We encourage you to be an active participant in this partnership.

PARENT VOLUNTEERS

Class teachers always appreciate your support and will organise rosters for volunteers according to student and program needs.

Volunteers and other parents are offered training opportunities. Please be aware of the importance of confidentiality when helping at the school.

Our Learning Support teachers offer programs for parents to support students, several times a year. Please see the relevant teachers if you would like to be involved.

PARENT TEACHER INTERVIEWS

Informal parent teacher discussions are an important part of home school communication. However, we do ask that you arrange a mutually convenient time with the class teacher for longer interviews.

We ask that if you are visiting classrooms before school that you leave promptly at 8.50am so that teachers can give their full attention to student learning.

Formal parent teacher interviews are scheduled twice yearly to maximise the opportunity to use parent-teacher partnerships to enhance student learning. Report cards are distributed at the end of each semester.

PARENT'S RESPONSIBILITIES

A fortnightly newsletter is sent home with your child or accessed via email. Please take the time to update your calendar and keep informed about school activities. Parents are asked to ensure that children attend school as required by the Education Act. If children are to be collected during school time, please make arrangements through the school office, and be sure to sign the student out. Late arrival at school is very disruptive and some explanation from a parent is expected.

EMERGENCY CONTACTS

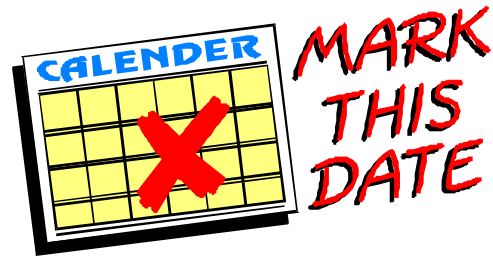
It is essential that parents ensure that nominated emergency contact people and numbers are current and available. To ensure the well being of all students, please do not send your child to school when they are ill.

SCHOOL ROUTINE

No children should be at the school before 8.15 am, unless attending Before School Care. However, all children should be present by first bell at 8.45 am. The school day for pupils begins at 8.45 am with the first bell and finishes at 3.00 pm. It is expected that all children will be at school by 8.45 so they may move into class and get ready for the day when the second bell goes. .

Morning Recess is from 11.00am to 11.50am
Afternoon Recess is from 1.20pm to 1.55pm

For children to leave the grounds for any purpose, a note must be presented from parents. Without this, children will not be permitted to leave the school grounds.



SCHOOL CALENDAR YEAR - 2010

| | |
|---------------------|-------------------------|
| School begins on | WEDNESDAY - 27 January |
| Mid Semester Break | FRIDAY - 2 April |
| [School Resumes on] | TUESDAY - 13 April |
| Mid Year Vacation | SATURDAY - 26 June |
| [School Resumes on] | TUESDAY - 13 July |
| Mid Semester Break | SATURDAY - 18 September |
| [School Resumes on] | MONDAY - 4 October |
| Christmas Vacation | SATURDAY - 11 December |

PUBLIC HOLIDAYS - 2010

| | |
|---------------------|--|
| AUSTRALIA DAY | TUESDAY - 26 January |
| GOOD FRIDAY | FRIDAY - 2 April |
| EASTER MONDAY | MONDAY - 5 April |
| ANZAC DAY HOLIDAY | SUNDAY - 25 April |
| LABOR DAY | MONDAY - 3 May |
| QUEEN'S BIRTHDAY | MONDAY - 7 June |
| SHOW HOLIDAY | MONDAY - 9 August |
| MINISTERIAL HOLIDAY | WEDNESDAY - 11 August (Pupil Free Day) |

PUPIL FREE DAYS – 2010

| | |
|-----------------|-------------------|
| 22 & 25 January | - Friday & Monday |
| 12 April | - Monday |
| 12 July | - Monday |
| 18 October | - Monday |

PARADES

Parades are held at 2.30 pm on Monday afternoon (fortnightly) for years 4 to 7 and Thursday afternoons (weekly) for Prep to 3. Whole school parades are held for special events. Parents are most welcome to attend the parades.

CURRICULUM INFORMATION

KEY LEARNING AREAS

Narangba State School offers a broad-based Curriculum which integrates the 8 Key Learning Areas of English, Mathematics, Science, Study of Society and the Environment, Health and Physical Education, The Arts, Technology and Languages Other Than English (LOTE).

Specialist lessons are offered to all year levels in Music and Physical Education, LOTE (Japanese) in years 4-7 and Instrumental Music (Brass, Woodwind and Percussion) in years 5, 6 & 7. Instrumental Music students participate in a selection process to enter the programme. Other activities in which students at the school are involved include a variety of sports, excursions, Arts Council Productions, choirs, academic competitions and school camps (from year 4) to name a few.



ELECTIVES

In Terms 1 and 2 students in Years 5-7 have the opportunity to pursue their interests and abilities across the spectrum of Key Learning Areas. Students are offered two 8 week courses in up to 5 different sporting areas, literacy and numeracy extension activities, aspects of the Arts including dance and visual arts, science investigations and technology based workshops including Movie Maker and PIVOT as examples. Student achievement in these areas is celebrated through presentations to parents and reported on through extra-curricula activities.

EARLY YEARS CURRICULUM

The Early Years Programme revolves around our very successful reading programme, the core of which is the phonological awareness programme, "Sounds to Letters". We have had outstanding success with this programme, ensuring that all students leave the Early Years reading at an appropriate level as demonstrated by our continual achievement above the National Benchmarks in Year 3, 5 and 7. We believe that these Early Years are crucial in establishing a love of learning in our students and growing capable, confident readers. Students learn through play-based activities in a sensory rich and stimulated environment. The program incorporates and is often guided by children's over curiosity and interests which maximises their engagement and learning.

SPECIAL NEEDS

Children with Special Needs are catered for within the curriculum with a Student Learning and Welfare team ensuring that both support and extension are being offered to each student as it is required. Visiting support personnel are in the school regularly. The effectiveness of the differentiation and extension that occurs in every classroom is evident in the success of our students in achieving at the top of the academic banding.

RESOURCE CENTRE

Resources at Narangba State School are housed in a newly renovated and extended free-standing Library building. A new library is being built in 2010 as part of the Federal Government's "Building Education Revolution", the introduction of this new building will enable the creation of an Arts facility in the existing library. Library resources cover a wide range of topics and are divided into Fiction, Non-fiction, Reference and Teacher's Reference collections. Items such as reading books, kits, audio-visual materials, science and maths equipment are kept in the Resource Room. The Library has four teaching areas – a classroom size section incorporating an electronic whiteboard, a story-telling rug, a 15 work station computer centre and courtyard learning area.

Lower school students generally borrow with their classes on a weekly basis while students from Years 4 to 7 borrow during a daily designated borrowing time. All students are welcome to borrow during lunch breaks and before school.

An automated library system (Alice for Windows) is used to manage the collection and OPAC terminals are available to search the Library database for borrowing or research purposes.

Our full-time teacher-librarian, assisted by a library aide and IT manager, manages the library and works with teachers to co-operatively plan and teach research skills within units of work.

Book Week is an important event in the library calendar as it highlights the importance of literature in our lives and focuses attention on Australian authors and illustrators. Often, a well-known author or illustrator is invited to the school to work with children, sharing experiences and expanding the knowledge and abilities of the children.

Parents are always welcome.

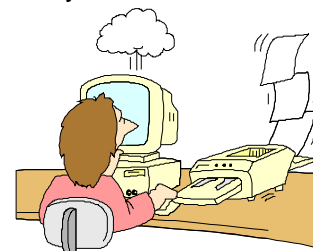
TECHNOLOGY

At Narangba State School ICT is integrated across the curriculum in all year levels. With access to Electronic Whiteboards in each year level and the expansion of computer pods in classrooms, students use computer and other technologies as an integral part of their learning.

We have whiteboards in seven teaching spaces and nine data projectors in other classrooms. There are two Internet capable mini labs of 15, one in the expanded library and another, air-conditioned lab in C Block. There are also two additional labs of computers available to the Prep to 3 students in lower C Block and B Block. All classrooms have between 4 and 6 computers for independent student use. This structure ensures our students' ICT learning is future focussed and embedded in their daily practice.

Narangba State School currently uses Microsoft Windows XP as its operating system and Microsoft Office 2003 for applications. We have a Local Area Network linking all Curriculum computers in the school as well as Internet access from each computer in every room. We have network printers in each teaching block and in the library.

Teachers and other staff are continually upgrading their ICT skills and knowledge to integrate ICT into their teaching programs and to support students. Two teachers have already achieved their ICT Pedagogical Licence, one of whom is currently attaining the Advanced Licence and nine others are currently progressing towards that level. All teachers have achieved Certificate Level training. Specially trained and qualified staff manage the technology program and, through co-operative teaching and planning strategies, are able to involve and encourage the use of ICT by teachers to provide Essential Learnings for students.



EXCURSIONS

At the beginning of the year or at enrolment a general permission note will be sent home to cover excursions which do not require transport and are less than a half day duration. Parents will be notified of the details of these excursions.

Class excursions are always planned to link to the curriculum unit, and are limited in number. Costs are kept to a minimum to ensure that all students have the opportunity to participate. Parents are given as much notice as possible and parent permission is always required. A detailed annual schedule is provided to parents the beginning of the school year.

ARTS COUNCIL

At various times each year the Queensland Arts Council performers visit our school. These are always Education Department approved shows of very high educational and entertainment value. We recommend that all children attend if at all possible.

SPORT

Students are offered a wide range of sporting opportunities throughout the year including Interschool Sport in Term 3 and sport through the Electives Programme in Terms 1 and 2. In addition, Narangba State School, students access representation at District, Regional and State level through a school-based programme of trials. In 2007 our school initiated an AFL Development Squad in close association and with the support of NVSHS. The 'Taipans' have their own distinctive uniforms and participate in local competitions.

POLICY & PROCEDURES

At Narangba State School we strive to ensure that all students are happy and safe at school. Our Positive Behaviour Policy is based on rights, responsibilities, rules and consequences. Every student in our school has the right to:

- Engage and learn without disruption
- Be treated fairly and courteously
- Work in a clean safe environment where people and property are respected.

All students, staff and community members are RESPONSIBLE for their behaviour and are expected to strive to make choices that align with the school values which protect the rights of others

To support these school values, the following set of rules is a minimum expectation for students:

- You own your own behaviour
- Treat others with respect and courtesy
- Follow instructions from all staff members
- Behave in a safe and responsible manner
- Treat school and personal property with respect.

We encourage you to discuss these with your child whenever the opportunity presents itself. For further information, please refer to our Responsible Behaviour document.

LEAVING THE GROUNDS EARLY

Should your child need to be collected from school before 3pm, please provide written permission and sign them out at the office. This is expected to be an unusual rather than a regular occurrence.

ABSENTEEISM

Student absences from school must be followed up with either a note from parents, a telephone call to the student absence line on 3491 1360 or an e-mail to Administration. Word of mouth from a sibling is not acceptable.

TRANSFER FORMS

A School Transfer Certificate is required when a pupil is transferred from one State School to another. Please contact the School if you plan to transfer to another educational institution.

CHANGE OF DETAILS

Please contact the School office if you have changed your address, telephone number and/or emergency contacts. This is very important to ensure that our records are current and that parents are easily contacted if required or in the case of an emergency/illness.

MONEY COLLECTION

Money collection days are Wednesday and Friday. An official school envelope will be provided as necessary. We prefer that money only be sent to school on these days. The school has EFTPOS and credit card facilities available everyday at the school office.



NEWSLETTER

Newsletters are published fortnightly. Please use this communication to be informed of school activities. An e-news letter is also available by logging on to

<http://mailouts.austnews.com.au/subscription/N/narangba-ss-signup.html>

UNIFORMS

The school has a well-supported uniform policy. All students are expected to wear the uniform. This expectation reflects a sense of community and belonging and the pride our students have in their school. In terms of health and safety requirements the uniform ensures our students are easily recognisable and dressed appropriately for school activities. Please see our Uniform Policy for further details.

SUNSAFE

The policy at this school is **NO SUNSAFE HAT, NO PLAY.** A sunsafe broad-brimmed bottle green school hat is required for every student. The school also provides sunscreen for outdoor activities so please inform the office if your student has any allergies we should be aware of.

MEDICATION

Should your son or daughter be prescribed by their medical practitioner to take medication while at school, the Department of Education regulations with respect to this matter should be followed

1. *Their parent or guardian must in the first instance make a written request to the Principal of the school. The relevant form is available at the office*
2. *The student's medication, with the pharmacist's written instructions on the container must be lodged with the school's Office for security purposes.*
3. *Administration of that medication will be carried out by an adult staff member designated by the Principal.*
4. *Non-prescribed medications in an unopened box, labelled by the pharmacist including the student's name and dosage must be handed to school staff together with a letter from a medical practitioner authorising administration of this medication. A consent form available at the office will also need to be completed by parent or guardian.*

REPORTING

Report cards are provided at the end of each semester, with interviews held twice yearly. Please take advantage of this valuable opportunity to share in your student's education.

GENERAL PERMISSION FORMS

The General Permission Form enclosed with the enrolment pack, gives authority for your child to participate in local excursions, have their photo published and access the internet. This permission is used when students attend Arts Council, the local Library or other close to school activities.

An internet agreement form outlines conditions for student access to computers and internet. Both parent and student are asked to sign this form and acknowledge their understanding of these conditions in the interest of child safety.

HOMEWORK

Homework contributes to the development of student responsibility as they grow into higher grade levels. It is never meant to be an arduous task but rather an opportunity for students to revise and consolidate their learning. It also offers parents the opportunity to engage with students in their learning and provide support and encouragement. The majority of classes operate on a weekly homework sheet although some have a graduated system of collection. Some classes hand all the work in on one day; others mark it progressively through the week.

In the Prep Year, generally students will not be set homework.
Years 1-3: Could be up to but generally not more than 1 hour per week.
Years 4-5: Could be up to but generally not more than 2-3 hours per week.
Years 6-7: Could be up to but generally not more than 3-4 hours per week.

All students are expected to read every night and if you have the time to both listen to your student's reading and to read to them, this will be time very well spent. If you have concerns about homework, please discuss this with your child's class teacher.

PARENTS & CITIZENS ASSOCIATION

The Parents and Citizens Association provides a valuable community link with the school and staff. P&C members provide input into decision making about a range of school matters. P&C fundraising supplements the school budget to provide enhanced services and resources for our students. We look forward to welcoming new members.

MEMBERSHIP

Membership of the P&C is by completion of a membership registration form available at meetings. Applications are accepted at any P&C meeting or the Annual General Meeting and must be renewed annually. Membership is open to all parents and interested persons from the community. The P&C meets on the second Tuesday of each month at 7:00pm in the staffroom at the school except during school holidays.

P&C SERVICES

TUCKSHOP

The tuckshop operates every day of the week using the bag ordering system. Parents write the order on a paper bag for each lunch break and include correct money. The children then place their orders in the box provided outside the tuckshop by 9:00am. Students in Prep, year 1 and 2 place their orders in the tub in their classroom. A basic lunch can be provided for students who forget their lunch. An account is sent home to be paid the next school day. In accordance with Education Queensland's Healthy Schools Guidelines, the Tuckshop Committee strives to provide a wide variety of nutritious foods and drinks at the lowest possible prices. The tuckshop can only function with the help of enthusiastic volunteers and the Convenor welcomes new parents.

UNIFORMS

Uniform Shop Hours are: **Wednesday morning 8.30am – 10.30am and Thursday afternoon 2.00pm – 3.30pm**

The uniform shop is situated in the Amenities Block near the Janitor's Room.

Uniform Items are (green & gold polo shirt, bottle green skirts, shorts, boys shorts, sports shirts, white socks and hats) available at times throughout the year or by order.

In winter, a bottle green jacket or pullover jumper with bottle green track pants (boys and girls) is acceptable. Zip jackets and pullover jumpers (with school emblem) track pants and dance pants for girls will be available by **order only** from the uniform shop. Information on when orders can be placed will appear in the Newsletter.

Please refer to the Uniform Policy leaflet for further information.

BOOK PACKS

Book pack information will be available in September, giving plenty of time for organisation for the following year. Parents are invited to access this facility but may also wish to purchase their requirements privately, in which case a list will be provided upon request.

OUTSIDE SCHOOL HOURS CARE

Jabiru, an outside provider, offers quality before and after school and vacation care programmes for students in Prep to Year 7. Details can be obtained by contacting the co-ordinator on 3886 6999.

OTHER

SPORTS HOUSES

Narangba State School has three sports houses. They are BORDER, WICKHAM AND BRADMAN. Each child is placed in a house, children from one family being placed in the same house. During the year certain events [eg: sports carnivals] are organized for house competitions. House colours are BORDER – Red; WICKHAM – Blue; BRADMAN – Green. Children are encouraged to wear the new sports shirt in the house colours.

SCHOOL CAPTAINS

The school has School Captains, and House Captains elected from Year 6 classes in Term 4 for the following year. Student Leadership is a valued opportunity for both students and school administration. This programme is an opportunity to students to demonstrate responsibility and develop initiative. It is a safe and supportive culture in which to nurture student growth of leadership skills. The student leadership team represents the school at formal functions, co-ordinates the student council and provides a voice for the students. Administration values the contribution and commitment of these students.

STUDENT COUNCIL

Students from each of the Year 5, 6 and 7 classes are selected as a Councillor. These children then meet with the co-ordinating teacher regularly to make student suggestions for school improvement.

LOST PROPERTY

All property belonging to a pupil should be clearly marked whether a piece of school equipment or an article of clothing.

All unclaimed property is kept in the area outside the cleaners' room in the Amenities Block so that children and their parents may search for missing items. Three or four times each year unclaimed property is given to a charitable organization.

Students are requested to leave valuable items and toys at home. The school does not accept responsibility for loss or damage to these items.

Mobile phones are permitted at school but are to be left at the office during the school day. The school accepts no responsibility for mobile phones not held in the office.

SCHOOL WATCH

We are very proud and protective of our school and its community. Parents are asked to work with us and report any incidents where school facilities are under threat or when the safety and well being of the children are at risk.

PARKING / SAFETY

All visitors to the school are asked to obey the traffic signs around the streets adjacent to the school. The correct use of the 2 minute drop-off zones is particularly important.

TRANSPORT TO SCHOOL

BUSES – Bus transport is available to the school by Kangaroo Bus Lines on 5498 6362.

RAIL – We are within walking distance of the Narangba train station.

BIKES – Parked in Schools Officer's Workshop fenced area next to the multi-purpose courts.

