

DEPOT HILL STATE SCHOOL



PARENT HANDBOOK 2021

Welcome to Depot Hill State School

Thank you for choosing Depot Hill State School as the provider of your child's education. Our school was established in 1920 and has a proud history in academic, sporting, social and cultural pursuits for youth in Rockhampton.

To complement this history, we strive to educate our students for lifelong learning. We are committed to providing quality futures curriculum, rich in technology experiences, creative and divergent thinking and real life application.

We appreciate your support in working with us as a united team to ensure each student achieves to his/her full potential. Open communication is the key to this partnership.

Please share the expectations and information contained in this booklet with your child/ren. If you have any further queries, please contact us to arrange an interview.

Kind regards,

Elizabeth Jacobson
Principal

Brief History of Depot Hill State School

Our school opened on September 11, 1920, and is situated on the Fitzroy River flood plain on the south-eastern outskirts of Rockhampton.

The primary school is set on 3.5 hectares of land (much of which is subjected to intermittent inundation from the Fitzroy River). It consists of two buildings, both of which were upgraded in 1998.

Multi-age classes operate predominantly, although school numbers often dictate the make-up of these classes. In general:

- Block A: Houses the students in Years 2-6, along with the Principal's office and reception;
- Block B: Houses students from Prep to Year 2; and
- Block C: Houses the Early Education Centre: From 2007, this building has been targeted as the base for a Playgroup to operate out of Depot Hill State School.
- Block D: Houses the library

Depot Hill State School is within the Central Queensland District and the Fitzroy Central West Queensland Region.

Administration Team / School Staff

Principal: Elizabeth Jacobson

Teachers: Elizabeth Jacobson
Bryce Younger
Stephanie Ruddick
Katie Black

LOTE: Aoi Onozuka

MUSIC: Jodie Hiron

Administration Officer: Ellen Everingham

Teacher Aides: Meryl Henseleit
Colleen Portch
Ann Riley
Wendy Young

Cleaner: Kerry Fehlhaber

Groundsperson: Lex Janke

Calendar 2020

SEMESTER ONE:

TERM ONE

Pupil Free Day22-25 January 2021

School Recommences.....27 January 2021

Autumn Vacation 2 April to 18 April, 2021

TERM TWO

School Recommences.....19 April, 2021

Winter Vacation.....26 June to 11 July 2021

SEMESTER TWO

TERM THREE

School Recommences.....12 July 2021

Pupil Free Day.....3 September 2021

Spring Vacation..... 18 September to 4 October 2021

TERM FOUR

School Recommences.....5 October 2021

School Finishes.....10 December 2021

Summer Vacation.....11 December 2021 – 23 January 2022

Proposed Public Holidays (2021)

New Year's Day	Wednesday	01 January
Australia Day	Monday	27 January
Good Friday	Friday	10 April
Easter Monday	Monday	13 April
Anzac Day	Saturday	25 April
Labour Day	Monday	04 May
Rockhampton Show Holiday	Thursday	11 June
Queen's Birthday	Monday	05 October
Christmas Day	Friday	25 December
Boxing Day	Monday	28 December

School Directory

ADDRESS 51-63 O'CONNELL STREET
ROCKHAMPTON QLD 4700

POSTAL ADDRESS AS ABOVE

TELEPHONE

Primary School/Office (07) 4922 1795
Mobile: 0447 759 501

E-MAIL: the.principal@depothillss.eq.edu.au

Website: www.depothillss.eq.edu.au

Education Queensland Website: <http://education.qld.gov.au> (for departmental policies, information about government financial assistance and Queensland schools).

Office Hours: Monday – Friday 8.30am – 3.30pm

School Routine

8.30 am	School Administration Office Opens
8.30 am	Students Allowed to Enter School Grounds
8:55 – 11.15 am	Morning Session (Classroom)
11.15 – 12.00 pm	First Lunch
12.00 – 1.30 pm	Middle Session (Classroom)
1.30 – 1.50 pm	Second Lunch
2.00 – 3.00 pm	Afternoon Session (Classroom)
3.30 pm	School Administration Office Closes



Absences From School

When your child is absent please do one of the following:

1. Send a text message – 0447 759 501
2. Phone the school – 07 4922 1795 - leave a message if no-one answers
3. Send a note to school

If no contact is made by the parent, a text message will be sent to your mobile phone.

If the child is away for 3 or more days without any contact with the school, the school will follow up with a letter.

If a child is to be away for more than 10 days, an application needs to be filled out with the school. Approval for this will come through the Principal. If no authorisation has been sought then the school will attempt to contact the parent. It is important that we work together on this.

Authorised reasons for students being absent can only be where there is an illness or medical reasons or a family issue.

The following reasons are not acceptable for being away: holiday, shopping, hair cut, birthday.

Regular attendance at school is very important for all students.

According to the Education Act, children may be absent from school due to illness or other legitimate reason. The school year is only 200 days (or 40 weeks) and frequent absence from school quickly reduces the amount of learning time often resulting in falling levels of student self-confidence and achievements.

A child who misses one day per week of school in affect missed eight weeks of school in the year. No child can miss this much schooling without learning be affected. Children require considerable time to develop and consolidate new concepts and skills. Interruptions to their learning time due to frequent absences from school may result in some children slipping well behind their peers.

As previously stated, children who attend school regularly will make better progress but sending a child to school when they are unwell can be equally harmful. The child will not benefit enough to learn effectively and will probably spread the illness to other children and staff.

Accountable Planning Documents

The strategic direction of Depot Hill State School is recorded in the following documents that are available upon request:

- Strategic Plan (4 year plan)
- Annual Implementation Plan (one year plan)
- School Annual Report; and
- Responsible Behaviour Plan and Code of School Behaviour.

Admissions to our School Campus

Enrolments are conducted through the school administration office.

Please contact the school to arrange a suitable appointment time.

Enrolment procedures include completion of enrolment forms, which may be done beforehand and an interview with a member of the admin staff. It is preferable that the children to be enrolled also attend the interview.

An interview, class placement and starting time will be arranged. In order to ensure appropriate placement and classroom support, in some cases the student's starting time may be delayed until appropriate support is in place. In rare instances, an interim placement will be made until further information is available (eg overseas enrolments).

Students enrolling in Prep 2020 must be born between 1 July 2015 to 30 June 2016. Preparatory Year will be for five full days per week and is not compulsory. The Department of Education requires evidence of the date of birth of the child. **This must be an official Birth Certificate, extract or passport.**

Assemblies

Student assemblies are held in the library each Friday at 2:30 pm. Weekly announcements are made, achievements are celebrated and awards are presented.

Asthma Sufferers

The procedures for asthmatic students are:

1. Parents are to provide the school with an Asthma Management Plan.
2. Parents/caregivers provide permission for students to administer their own medication as deemed necessary by the student. This permission is provided through the Asthmatic Form that is available from the office.
3. Students are responsible for their inhalers at all times; and
4. Students should not be denied access to their inhalers.

Emergency inhalers are available from the First Aid room.

Bicycles

Bicycles should be parked in the racks provided. Entry to the grounds may be through the double gates in O'Connell Street. Children should walk their bikes in the school grounds. All bikes should be secured by a safety chain.

Booklist

This is our official list of school requisites your child/ren will require for 2021. It is our intention, where possible, to minimise educational expenses for parents and carers. We suggest materials from 2020, indicated by an * can be reused if they are still in good condition and meet requirements.

DEPOT HILL STATE SCHOOL – 2021 STATIONERY REQUIREMENTS

**The school provides:
Dictionary, thesaurus, atlas, kent set, calculator**

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PREP

STATIONERY	NO. PER STUDENT	
HB pencil	15	
Eraser	4	
Pencil sharpener with container	2	
Scissors *	2	
30 cm ruler *	1	
Large glue stick (40g) bostik	6	
Pack 12 coloured pencils	2	
Pencil case *	1	
A4 year 1 ruled	6	
72 page scrapbook	6	
Red Pen	2	
Whiteboard markers	8	
Document wallet *	2	
Pack Felt pens	1	

YEAR 1

STATIONERY	NO. PER STUDENT	
HB pencil	15	
Eraser	4	
Pencil sharpener with container	2	
Scissors *	2	
30 cm ruler *	1	
Large glue stick (40g)	6	
Pack 12 coloured pencils	2	
Pencil case	1	
A4 year 1 ruled books	12	
Maths 10 mm	2	
Red Pen	2	
Whiteboard markers	8	
Document wallet *	2	
Pack felt pens	1	

YEAR 2

STATIONERY	NO. PER STUDENT	
HB pencil	15	
Eraser	4	
Pencil sharpener with container	2	
Scissors *	2	
30 cm ruler *	1	
Large glue stick (40g) Bostik	6	
Pack 12 coloured pencils	2	
Pencil case	1	
year 2 ruled A4	12	

YEAR 3 & 4

Maths 64 pg 10mm	2	
Whiteboard markers	8	
Red Pen	2	
Document wallet *	2	
Pack Felt pens	1	

STATIONERY	NO. PER STUDENT	
HB pencil	15	
Eraser	4	
Pencil sharpener	2	
Scissors *	1	
30 cm ruler *	1	
Large glue stick (40g)	6	
Pack 12 coloured pencils	1	
Pencil case	1	
3&4 ruled A4 books	12	
Maths 48 page 10 mm	4	
Red Pen	2	
Whiteboard markers	4	
Document wallet *	2	

YEAR 5 & 6

STATIONERY	NO. PER STUDENT	
HB pencil	15	
Eraser	4	
Pencil sharpener	2	
Scissors *	1	
30 cm ruler *	1	
Large glue stick (40g)	6	
Pack 12 coloured pencils	1	
Pencil case	1	
A4 exercise book	8	
48 page maths 10mm A4	4	
Botany Book	4	
Red and Blue pens	2 each	
Whiteboard markers	4	
A4 Document wallet *	2	

PLEASE ENSURE ALL ITEMS ARE NAMED

Many thanks

Class Photographs

Class photographs are taken annually by a commercial photographer, who is engaged by the P & C Committee. These will be taken Monday 12th July, 2021. Photographs are purchased through a pre-order system.

Community Links

We enjoy close community links with the Adopt-A-Cop program, Fire and Ambulance services and the Smith Family. Our Adopt-A-Cop is Constable Cameron Von Doom.

Complaints and Grievances

Introduction

Effective partnerships between parents, students and our school are important to educational success.

One part of that partnership is trust and openness. We need to be able to talk to each other when we have concerns, so that those issues can be worked out.

From time to time you may have concerns or complaints relating to our school.

It is important that you share these with us.

Perhaps we haven't explained something very well. We need to know so that we can put things right.

Perhaps you don't agree with a decision. We need to talk the issues through.

As a result you could gain a better understanding of why we made that decision. Or we may need to reconsider our decision. Your contribution can help us improve.

How to make a Complaint

We want to hear your concerns. We aim to provide a service that can be improved through your feedback.

You can raise a concern with any member of our staff. Contact the school to make an appointment to see the teacher. Issues you think are serious should be raised with the administration (the Principal).

All staff are encouraged to deal positively and sincerely with concerns.

They will listen. They will ask questions to make sure they understand. They may take notes to help in following up your concern.

They will help you to take your concern to the right place.

What you can expect

There are usually four phases in handling a complaint. In many instances these can all be worked through quickly in one process.

PHASE 1 – RECEPTION

1. Try to state your concern calmly, clearly and courteously. Being aggressive will not help resolve the issue.
2. Someone will listen to your concern and make sure they understand it.
3. The teacher/administrator will summarise the main points. He or she will usually explain the school policy or procedure on the issue.

4. He or she will work out an action plan with you: what he or she will do, what you should do, what your child should do and when you will talk again.
5. He or she may deal with the complaint or refer it to another person.
6. In many cases they should be able to resolve your concern straight away.

PHASE 2 – DECIDING HOW TO HANDLE THE MATTER

Some matters must not be handled at a local school level because they are so serious. They must be referred to Education Queensland's central office or the local regional office.

Other matters will need further investigation. In this phase a decision will be made about how a complaint will be handled.

PHASE 3 – FINDING OUT ABOUT THE MATTER

In this phase the person handling the complaint will try to find out all about your concern. They will try to understand the context and causes.

You should help by providing all the information you can.

They may need to talk to people to get a complete picture. As they do this they may begin to explore options to resolve the matter.

You can help them by focusing on a positive resolution of the matter. Your information will be treated confidentially (but where the matter must be investigated by an external agency it will need to be passed on).

You need to be aware that the person who is being complained about usually has the right to be made aware of the complaint.

PHASE 4 – RESOLUTION

The person who is handling your complaint will use the facts that have been gathered to make a decision that is fair to all concerned.

He or she will work to put things right for you and would appreciate your help to do this. He or she wants to make sure that you accept the resolution.

Excursions

At Depot Hill State School we have excursions at different times during the year. These excursions are approved through the P&C Association. Notes will go home to ensure that we have all the medical information and parental permission for these times. It is expected, unless otherwise stated that students would wear their uniform. A refund may not be made in full or in part, having regard to the associated expenses already incurred by the school as per the Principal's discretion.

Facilities, Grounds and Environment

A safe and attractive physical environment is paramount to the school environment. This is being achieved by:

- Engaging students in garden projects and a litter free environment;
- Air-conditioned learning environments;

- Computers in classrooms, Interactive Whiteboards in each classroom;
- Library complex;
- Tennis and multipurpose courts;
- Adventure play areas; and
- Networked classrooms.

Headlice

We are a “Health Promoting School”, which means we value the physical and emotional health of everyone in our school community. When we deal with a particular issue (such as head lice), we consider:

- The need for accurate information and support to decrease any myths or blame;
- The importance of feeling good about ourselves and others; and
- The need for everyone to work together.

Detecting and treating **head lice** is the responsibility of families. Our school supports families in that role in a number of ways. In the event of your child contracting head lice, it is recommended that you use:

1. The conditioner and combing technique as a treatment alone, or;
2. The conditioner and combing technique in between the user of a chemical treatment.

It is essential to check for effectiveness after each application of a chemical product. Some head lice are resistant to some chemical treatments. This means that this treatment will not be effective in killing head lice.

Homework

Depot Hill State School homework policy states that homework is not compulsory. We understand that for some families with busy lives, homework adds an unnecessary burden. Other families enjoy the connection which the homework provides with their child’s learning and classroom activities. Students whose families choose not to take part in homework are not penalized but we do reward those children who choose to do homework with a Fun Monday lunchtime reward.

We are streamlining our approach to homework and preventing the waste of paper which occurs when homework sheets are given to students who do not intend to do the homework. Please discuss with your child whether you would like them to have homework or not. If your family decides that you would like your children to receive homework, please complete a homework form and return to school.

If your family decides that you do not require homework, we will no longer hand out homework sheets/folders to these students. Please contact the office if you would like further clarification around this policy.

Lost Property

It would assist the school if all items of clothing were **clearly marked**. Articles of lost clothing are collected and kept in “A” Block for at least one month. Parents may inspect the boxes at any time to recover lost items. Any items unclaimed are kept onsite to give to families that may need these items.

Media Permission Form

Photographs of students are often taken by school staff (on school excursions and at special events) and may be published in school newsletters, on the school’s web page on the internet and in local newspapers. Parents NOT wishing for their child’s photograph to be published are requested to advise the school principal and child’s teacher in writing. A media release form is also signed on enrolment.

Medication During School Hours

Medication, prescribed by a doctor or dentist may be administered to students by school staff.

It is necessary to complete the medication form available from the office or forward a letter indicating the child’s name, the type of medication and dosage. The medication must be sent to the school office in its prescription container and administered according to the doctor’s instructions. **(Panadol and cough mixtures will not be administered unless it is labelled by a pharmacist).**

Education Queensland regulations prohibit students from carrying their own medication to school. We require that parents deliver medication to the administration.

A person authorised by the principal may administer medication, provided it is given strictly in accordance with instructions written on the medication container by the pharmacist. Pharmacists will provide additional containers upon request.

A school register is kept of all medication issued. Non-prescribed medications should not be brought to school and will not be administered by school staff.

Mobile Phone Policy

There are times when it is genuinely appropriate for students to have access to a mobile phone for emergencies or change of arrangements with parents. The mobile phone use should be restricted so as not to detract from the school educational program.

1. Mobile phones **must be turned off** during school hours;
2. Students are encouraged to hand their mobile phone into the school office for safekeeping;

3. It is important to display courtesy, consideration and respect for others when using a mobile phone;
4. In-phone cameras **are not** to be used anywhere a normal camera would be considered inappropriate, such as change rooms or toilets; and
5. Mobile phones are used at their owner's risk. No liability will be accepted by the school in the event of loss, theft or damage of any device (unless it can be established that the loss, theft or damage was from the department's negligence).

This policy also applies to students during school excursions, camps and extra-curricular activities unless stated otherwise.



Money Collections

Maintaining the security of your child's money in the school environment is difficult. The following procedures are in place to help provide the best possible security:

- All money for school must be sealed in an envelope marked with your child's name, grade and name of the excursion;
- This envelope must be handed to the school office upon arrival at the classroom. The money is then receipted and banked. Your child will receive a receipt on the following day, via the classroom teacher.; and
- Students are advised to keep money for other purposes in a small wallet or money purse on their person. Students are strongly advised not to leave money in their school bags or tidy trays.

Newsletter

The Depot Hill State School newsletter is distributed each Tuesday to the oldest child in the family. We regard the newsletter as an important means of communication with you, and encourage students and parents to read it each week.

By approaching the Principal, items of a community nature (and not for private gain) are usually given approval for inclusion. Please have these items ready at the school office before 3.00 pm on Friday afternoon. We regret that we are not always able to include these items as school business takes first priority in our newsletter.

Parent Involvement

Parent involvement is welcomed and encouraged. You can be involved in:

- Classroom and school activities; and
- P&C activities (meetings on the third Monday of each month)



Religious Education

Queensland state schools embrace a multitude of cultural, religious and non-religious beliefs. Under the Education (General Provisions) Act 2006, schools are to provide Religious Instruction (RI) if approached by a faith group seeking to provide RI and students of that faith attend the school.

RI informs students about the beliefs and values of a particular religion. It is delivered by volunteers of a faith group using instructional materials approved by that faith group. RI is required to be consistent with legislation and Department of Education policies and procedures.

All RI instructors must hold a blue card and participate in compulsory Student Protection and Code of Conduct training. RI instructors are only entitled to deliver the RI program outlined below. A school staff member will be present during the delivery of RI.

Participation in RI is not compulsory. Any student (except Prep students) may participate in RI if a parent has provided written instructions to the school.

Students are allocated to RI based on information provided by parents on the completed Application for student enrolment unless other written instructions have been provided to the school.

Note: This consent remains in effect unless the parent informs the school otherwise in writing.

A description of the RI available is provided below.

Authorised program: Religion in Life

Aims and goals: 'Religion in Life' program is designed to help children reflect on and make sense of their own experiences in life. These lessons help children to expand their Christian religious knowledge and experience.

Lesson structure: Religious Education is given to all students each Tuesday for 30 minutes.

Students who are not participating in RI will be provided with other instruction in a separate supervised location. Other instruction must relate to part of a subject area already covered in class and may include:

- personal research and/or assignments
- revision of class work such as creative writing or literacy and/or numeracy activities which could include online programs currently accessed by the students of that school (i.e. Mathletics, Reading Eggs)
- wider reading such as independent reading appropriate to the student
- My wellbeing journals

Parents will be advised of any changes to the RI and other instruction programs to ensure they are able to make an informed decision on their child's participation.

Reporting

School-home liaison is facilitated through:

- Parent-Teacher sessions held to inform you of curriculum, school and class expectations;
- End-of-semester written reports; and
- Regular Parent-Teacher interviews are held in term 1 and term 4.

Responsible Behaviour Plan

Please ask for a copy of the Responsible Behaviour Plan from the office. One should be provided on enrolment.

Education Queensland is committed to provisions that ensure all young Queenslanders have a right to and receive a quality education.

To accomplish this, we at Depot Hill State School believe that students need to operate within the confines of a safe and supportive learning environment. We believe this supportive school environment is one where:

- All stakeholders in the school community feel safe and valued;
- We achieve the best social and academic learning outcomes for all students, by blending quality practices in the areas of curriculum, interpersonal relationships, and school organization;
- School staff, students and other stakeholders in the school community use non-violent, non-coercive and non-discriminatory language and practices; and
- Suspension and exclusion procedures are considered only when all other avenues have been exhausted or rejected.

Depot Hill State School incorporates the principles of the Positive Behaviour for Learning Program (PBL) into our school program.

This program is a school-wide system to enhance student success. It equips students to develop strong social and academic achievement in a framework that supports both

students and staff. At Depot Hill SS our PBL program involves a focus on explicitly teaching appropriate behaviours that are reinforced through consistent positive practices, language and rewards.



School Curriculum Programs

Curriculum offerings

Our vision and school wide pedagogical practices are embedded in the curriculum offered to our students. Teaching and learning at Depot Hill State School incorporates:

- English, Maths, Science, History and Geography – Australian Curriculum;
- The Arts, Technology, and Health and Physical Education: Queensland Curriculum

Depot Hill State School offers schooling from Prep to Year 6.

Over the course of the primary years, students are offered units of work based on core learning outcomes from levels one to four. In high school, they will continue their learning onwards to level six.

Support is offered to students and staff through:

- Individual Learning Guarantees are developed for children who may not be above the National Minimum Standards in the NAPLAN testing which occurs in year 3 and 5.
- Learning Support Teacher (after referral by the classroom teachers). Support plans are developed;
- Education Adjustment Plans for students with disabilities – in collaboration with classroom teachers and support staff;
- Advisory Visiting Teachers provide support upon request for areas such as Speech Language and Guidance Officer;
- Counselling may be organised through outside organisations;
- Specialist intervention programs are on offer in literacy and numeracy.

School Security – Sign In Policy

All persons entering the school are required to report the Office and sign the Visitors' Book on arrival. Visitors will be issued with an identification badge. On completion of the visit, the Visitors' book must be signed off and the badge returned to the Office.

Sickness at School

Occasionally, children become ill while at school. If this happens, we contact you by telephone and arrange for your child to go home. If you are not available, we will contact the emergency number given to us or contact you at work. Failing that, we will do our best to make your child as comfortable as we can. However, the school is not the best place for an ill child and we do ask you to ensure you have adequate arrangements in the event of illness or accident.

In the case of a seriously ill or injured child, we will arrange for the ambulance to attend to your child and be guided by their advice should we be unable to contact you.

When a child is ill or injured, they need the comfort of parents or family friends and we do ask all parents to keep us up to date with changes in telephone numbers, addresses and information relating to emergency contacts.



Sunsmart Policy

Please ask for full guidelines on enrolment. Our Expectations

Parents/caregivers will:

- Provide a SunSmart hat for their child and encourage their child to wear it to and from school. The Queensland Cancer Fund recommends the following hats:
 - 8-10 cm broad brimmed
 - legionnaire-style
- Encourage their child to apply SPF 30+ broad-spectrum, water-resistant sunscreen 20 minutes before leaving for school
- Ensure that their child's clothing provides adequate protection from UVR. The Queensland Cancer Fund recommends clothing with the following features:
 - dark-coloured
 - collars and sleeves
 - closely woven fabric
 - natural fibre
- act as positive role models by practising SunSmart behaviour

- support the school's SunSmart policy and help to design and update the policy.

Students will:

- be aware of the school's SunSmart policy
- take responsibility for their own health and safety by being SunSmart
- comply with SunSmart rules and guidelines by wearing suitable hats, clothing, sunscreen
- apply SPF 30+ broad-spectrum, water-resistant sunscreen up to 20 minutes before going outdoors
- use shaded or covered areas when practicable when outdoors
- acts as positive role models for other students in all aspects of SunSmart behaviour
- help to update the SunSmart policy
- participate in SunSmart education programs.

Sporting Schools

At Depot Hill State School we have adopted the Australian Sports Commission (ASC) new Sporting Schools program. As part of an initiative to help strengthen the connection between schools and sport so that all Australian children can get active and experience the joy of sport.

Sporting Schools will become Australia's largest participation program for all children to foster a lifelong interest in sport. It will also provide access to a range of trained community coaches.

Supervision Duties

- Teachers supervise children in the grounds at first and second recess;
- NO teacher is on duty to supervise the playground before school (as preparation is being carried out for the day's teaching);
- Under no circumstances should children arrive prior to 8.30 a.m.;
- Before 8:30 a.m - Children arriving at school prior to 8.30 a.m are to wait seated under the building;
- From 8:30 to 8:55 a.m supervision is provided in the library by our teacher aides.
- After 9:00 a.m - Students arriving after 9.00 a.m should report to the Office to sign in.

Tuckshop

The Tuckshop is operated by the P&C Committee, and is open each Friday. The tuckshop menu and price list are updated regularly. Our tuckshop has implemented the latest SMART CHOICES Healthy Food and Drink Supply Strategy.

Orders are to be pre-ordered by placing the child's name and class on a paper packet. The packet is to be folded in a way that the money does not fall out.

The Tuckshop operates and is reliant upon volunteers rostered each week. Please consider offering your services by contacting the Office.

Walking To and From School

Misbehaviour that occurs on the way to and from school is the responsibility of the parents. As school commences at 8:55 a.m, it is appreciated if your child doesn't leave home before 8.30 a.m. At 8.50 a.m, children are to use the toilet, wash hands and have a drink and be ready to start school at 8:55 a.m.

After school, children are to go straight home without any detours. If children will be going to visit friends unexpectedly, please have them come home first.

Uniform / Dress Code

The school community expects all children of Depot Hill State School to wear the approved uniform. We are a Sunsmart School. As such, we enforce:

“No broad brimmed hat or legionnaires hat – no outside play”.

New uniforms are available from the Office every Friday morning between **8.30 a.m.** and **9.00 a.m.**

\$20 – Polo Shirt

\$15 – School Hat

\$7 – library bag

Our school dress code is as follows:

Girls

- Black skirts, skorts or shorts;
- Green polo shirt with collar; and
- Black shoes to complete the uniform.

Boys

- Black shorts;
- Green polo shirt; and
- Black shoes to complete the uniform.

Please note: Thongs and open/loose sandals are not allowed. Children are not allowed to play outside if these are worn (due to Workplace Health and Safety requirements).

Jewellery is **not** to be worn or brought to school. For pierced ears, studs only may be worn. Circular sleepers should not be worn as they have proven to be dangerous (torn ear lobes). All jewellery must be removed before any form of sport.

