



Kingston State School Enrolment Information

A warm welcome to all parents/carers and children.



Thank you for choosing our school for your child's educational journey. Our staff welcome the opportunity to work with you and your child. We believe that the education of young children is a combined partnership between parents, teachers and the wider community. We encourage you to take the time to read this information, and this will be clarified further during the enrolment meeting. Please note, that Kingston State School has an enrolment management plan. This means that for an enrolment to be accepted, the place of residence must be within the catchment area. To check to see if you are in catchment, please scan the QR code. Kingston State School does have a process for out of catchment enrolments, however, this process does not guarantee acceptance of enrolment.



FamilyLinQ

Kingston State School is the first school in QLD to have FamilyLinQ onsite. FamilyLinQ is an integrated school-based hub connecting education, health and community services, in partnership with the Bryan Foundation. To learn more, have a look at the brochure in this pack, as well as the term timetable, outlining everything that our Kingston families have access too.

Curriculum

Currently, our class teachers plan, teach, assess and report on English, Maths, Science, Technologies using the Australian Curriculum. We have specialist teachers who also use the Australian Curriculum to teach LOTE (Japanese), HASS (Humanities and Social Sciences), The Arts and HPE (Health and Physical Education). Regular updates will be shared by school staff throughout the year in regards to the content covered in these learning areas. Social emotional learning is a key component of the teaching and learning program here at Kingston State School. We use the 'Reboot' program as a guide for students. A parent information page is included in this enrolment pack for parents and carers. Please keep your eye out for parent information sessions so that you can learn more about this.

Parent and Carer Communication

Parents are a very important part of the learning environment – a bridge between home and school. Teachers need your help and support to provide a secure and happy place in which your child can continue to grow and develop. At Kingston State School, we have protocols around communication processes and this can be found in the 'Parent and Community Code of Conduct' attached in this pack. We encourage communication with your child's teacher in the first instance, and this can happen by email, or via phone. As it is not always possible to speak to each individual parent every day, here are some of the ways we hope to keep communication open:

- Read the subscribed newsletter weekly. There is also a calendar function here to help parents remember what is coming up and this is our major form of communication. Previous editions can be found here: <https://kingstonss.eq.edu.au/calendar-and-news/newsletters>
- Our school website: <https://kingstonss.eq.edu.au/> We regularly update this website.
- Like the [KSS Facebook page](#) and [P & C Facebook pages](#)

Teachers are always happy to find time to chat with you about any concerns you may have. If you need to speak with the teachers, please organise a suitable time to meet together.

School Times: 8.45am – 2.50pm

Brainfood break: 950am

1st Play break: 10:50 – 11:20am, 1st Eating break: 11:20 – 11:30am
2nd Play break: 1:00 – 1:15pm, 2nd Eating break: 1:15 – 1:30pm

Tuckshop

Tuckshop is opened from Tuesday – Friday, and is operated by our P and C association. Tuckshop can be ordered by downloading the [school24 app](#) or online at www.school24.net.au. First lunch ordering closes at 9:30am with second lunch ordering closing at 11.30am. Lunch can also be ordered before school at the tuckshop as well, using a clearly marked bag with the child's name and class. Please note EFTPOS is available at the tuckshop for parents and carers to use. Playtime purchases are available over the counter where ice blocks/ice creams, drinks, and other small snack items can be purchased by students using cash. For all enquiries regarding the tuckshop, please email: pandc@kingstonss.eq.edu.au

Uniforms

All children are required to wear full school uniform every day. Our uniform consists of a maroon shirt (which can be purchased from the school uniform shop if required), black shorts/skirts or tracksuit pants, black shoes, black socks. All uniforms are available to be purchased online at www.school24.net.au. Our uniform policy also includes jewellery and is limited to studs or sleepers in the ear only. A watch can also be worn. Noncompliant jewellery shall be requested to be removed unless the item is worn for health reasons, such as a medical alert bracelet, or for religious beliefs. Please refer to the KSS Uniform Policy that is within this package for further information. It is an expectation that all students wear a school hat at school, and one will be provided to your student upon enrolment. It is an expectation that this hat remains at school.

Health Policy

Children with infectious diseases must be excluded from school for specified times. Consult your child's teacher if you need assistance. If your child is very unwell please keep them at home as they will be much more comfortable and will not risk infecting other families. If your child becomes unwell during the school day, your child's emergency contact will be phoned to collect your child if necessary. To learn more about this, please refer to this list from Queensland Health.

https://www.health.qld.gov.au/_data/assets/pdf_file/0022/426820/timeout_poster.pdf

Special things from home

Please ensure that all toys and other items from home, remain at home. Items from home can get broken and can cause distraction. Please leave them at home where your child can enjoy them.

Library

Students may borrow from our library once a week. Our school supplies library bags to all students. In the junior school, we encourage parents to read your child's library book several times, as this helps enormously in the development of literacy skills.

Excursions/Incursions

During the year teachers organise educational excursions/incursions. Written permission from parents/carers is necessary before a child may participate. Costs are always kept as low as possible and parents/carers will be given 4 weeks notice of excursions. We request payments for excursion/incursion be made via BPOINT where possible. Payment can only be made once an invoice has been received. Each invoice will have a link to the BPOINT payment portal for ease of access. This is the Department of Education's preferred payment method, but payments can also be made at the school office using EFTPOS or cash in exceptional circumstances.

Emergency Contacts

It is important that the school is able to contact a parent if an emergency such as an accident or sudden illness occurs. All families are requested to provide the phone numbers of one or more adults who could assist in an emergency if a parent is not available. It is very important that the school be informed **immediately** of any changes to address, phone numbers (home or work), parenting orders and current medical requirements of children. Lack of current information can cause delays in an emergency. Please notify the office staff in writing of any changes so that our information is always current.

P&C

The P&C currently hold their meeting monthly on the third Wednesday of each month at 3pm in FamilyLinQ. All parents are welcome to attend.

Attendance and Punctuality

It is vital that students attend school on time, every day. Punctuality in getting your child to and from school is very important. Late arrivals are disruptive to the rest of the group. Additionally, the child who is left behind when the other children have gone home can worry and become upset. Students being signed out early regularly means that students miss copious amounts of schooling, as well as disruption to staff and students. Please refer to the brochure in your pack to learn more about the law in regards to attendance. Thank you for your cooperation in ensuring your child is at school, on time, every day.

Every day counts

MOST STUDENTS ATTEND SCHOOL EVERY DAY

It's important that children are at school all day, every day

OK reasons to stay home from school

- sick
- natural disasters

It's **NOT OK** to skip school to shop, sleep in, finish an assignment, go on holidays

EVERY DAY AT SCHOOL COUNTS

Missing even 1 day can make a difference

1 day off school each fortnight = Missing more than a year of learning over 12 years

Each day's learning builds on what has been learnt before

Good attendance begins in Prep
It's where good habits begin

ATTEND ALL DAY, EVERY DAY



What parents can do

- Promote the importance of school
- Get to know the teacher
- Go to school events
- Read the school newsletter
- Be organised at home
- Supervise homework
- Ask about your child's day
- Volunteer to help at school

Get involved in your child's school

For more information

Go to the [Every day counts](https://education.qld.gov.au/initiatives-and-strategies/initiatives/every-day-counts) website: <https://education.qld.gov.au/initiatives-and-strategies/initiatives/every-day-counts>

May 2021

