

EMU CREEK STATE SCHOOL

Established 1875

Steele Rudd Country

2022

PARENT INFORMATION BOOKLET



Quality, multi-age education in a supportive school environment

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WELCOME TO EMU CREEK STATE SCHOOL

We welcome your family to the Emu Creek State School Community. I know that your association with us will be an enjoyable and worthwhile one for you and your children.

You have chosen a wonderful school environment for your child. We proudly offer a quality multi-age curriculum in an open and supportive environment.

We value a close association between the school and home and invite you to join our school community activities including: Parents & Citizens Association, end of term celebrations, fundraising and social activities.

With you, we educate the whole child – physically, intellectually, emotionally and socially.

The purpose of this booklet is to give you an understanding of how your school operates. You are most welcome to contact the school with any queries and ideas to ensure the continued provision of a quality education here at Emu Creek State School.

We are a great place to grow.

Tania Schmidt
Principal



2021 School Leaders

Chevy (School Leader), Chelsi (School Captain), Jackson (School Captain), Zakk (School Leader) and Councillor Mrs Carol Taylor

VALUE STATEMENT

School Mission Statement

At Emu Creek State School, we inspire, support and teach all students to achieve their goals every day. We provide opportunities for all students to experience success in an inclusive environment, developing young minds with encouragement, care and high expectations, nurturing in students a love of learning and self-belief. We are a great place to grow.

Our School Motto

LEARN BELIEVE ACHIEVE

Values and Beliefs Statement

The following are values and beliefs, which we believe are important to develop the WHOLE child.

We believe:

- ✓ The development of each child is a combined effort, which is shared between the school and community.
- ✓ Lines of communication should be open for all stakeholders in the education of children.
- ✓ Each child develops to their full potential. Individual learning styles and different rates of development must be catered for by the school community.
- ✓ Provision for the physical, social and emotional well being of students is catered for.
- ✓ Children need to develop a respect for authority and a mutual respect for self and others.
- ✓ The physical environment in which the children work should be safe as well as attractive.
- ✓ All children in the school are given the opportunity to use computer and modern technology to keep abreast with our ever- changing society.
- ✓ The principal, who is supported by both staff and the parents of the school, holds the responsibility for the effective management of the school.
- ✓ Parents, as well as teachers, are the role models for our students and as such should endeavour to show the correct standards for children to follow.
- ✓ Sporting activities develop sportsmanship and comradeship as well as enjoyment in participating in the sports offered at the School and in surrounding areas.
- ✓ We instil in children a respect for the environment in which we live, and knowledge of our local history.
- ✓ All members of the school community should be involved in the decision making at the School.
- ✓ The community, as a whole, help to provide inclusive resourcing for the entire school.
- ✓ All school community members strive to give children the best education possible by keeping the resources at the school in the best condition possible.



SCHOOL PROFILE

Location

Emu Creek State School is located at 14534 New England Highway in the district of East Greenmount. Emu Creek State School is just 30 minutes south of Toowoomba and 40 minutes north of Warwick. Emu Creek State School is part of the Clifton Cluster of schools.

History

The School was established in 1875 and is the hub of the Emu Creek (East Greenmount) community.

The 'Emu Creek' area was first settled in 1868 and was one of the first localities to be closely settled. Many of the new selectors had young families. Children as old as eleven had had very little or no formal education. In August 1873, at a community meeting, Peter McIntyre suggested that the district was badly in need of a school. It was said *'that no matter what else was done or not done in the district; the education of the rising generation must not be neglected'*.

On Monday, 31st May, 1875, the grand opening took place, the names of 40 children registered. One of those children being Arthur Hoey Davis, better known as Steele Rudd. He was the famous author of 'On Our Selection' and many other notable titles. He spent his entire school life at Emu Creek. We acknowledge him in our school emblem and sign.

And so Emu Creek Primary School was born. Emu Creek is very proud of its heritage. The vision for the future is bright and will ensure that children from this great little school meet the future fiercely proud of themselves, equipped to face the challenges before them and ready to create some history themselves.

School Community

While the Emu Creek community is predominantly rural, the school community is characterised by a wide range of socio-economic backgrounds.

Our community is always supportive of school activities and takes an active role in school based projects. The Parents and Citizens Association (P&C) work in unison with the school to provide a quality educational environment for students.

Students

With the estimated enrolments for 2022, Emu Creek will be a 2 teacher school. We continue to actively promote our school in the local community and beyond. It is also in close proximity to Toowoomba meaning that Emu Creek State School is a very reasonable option for families who want their child to experience the quality education that is offered in a supportive multi-age setting where each child is given extra attention due to the ratio of students to staff.



STAFF 2022

Principal	Mrs Tania Schmidt
Teaching Staff	Mrs Tania Schmidt/Mrs Jasmine Hammermeister (Year 3 – Year 6) Mrs Amanda Middleton (Prep – Year 2)
Specialist Teachers	Mr Barry Healy (Physical Education & Health) Mr Stewart Sloan (Instrumental Music) Mrs Yumi Enright (Japanese) Mrs Tania Schmidt (Music)
Teacher Aides	Mrs Liz Donnelly Mrs Debbie Wilson Mrs Erin Morris
Administration Officer	Mrs Glenda Henry
Cleaner	Mrs Meredith Wilkie
Grounds	Mr Andrew Hinz
Chaplain	Mrs Annette Akeroyd

FACILITIES

Buildings

Emu Creek State School consists of three buildings. The main teaching block includes a large classroom, the main office and the principal's office. The second teaching block has a large double teaching space including a break out area. It also has a fenced and covered outdoor learning area to support the outdoor play of our early years students. This building is used for playgroup. The third building is the Steele Rudd Resource Centre. This library has been refurbished with new carpet, paint, shelving, and furniture. It is extremely well resourced with books, equipment and study areas. Children from Prep to Year 6 are encouraged to make regular use of the Library and can borrow weekly. The children use a library bag when taking books to and from School.

Sporting Facilities

Our school has possibly the best oval and outside equipment within the Clifton Cluster of schools. There is one large oval and two adventure playgrounds with new permanent covers.

- Covered multipurpose court
- Half court tennis & volleyball court
- Large Sports oval
- Netball court
- Cricket pitch
- Cricket practice wicket



ENROLMENTS

Emu Creek State School caters for students from Prep to Year 6. Our school provides a supportive learning environment where we develop the child emotionally, personally and academically as well as challenging their abilities.

Our enrolment process:

- Initial meeting and a tour of the facilities.
- Discussions about our enrolment documents, learning programs and Student Code of Conduct.
- Books and stationery are provided by the school.
- Questions and clarification about any of our school policies or procedures.

Prep Year

Children eligible for the Prep Year need to be five by 30 June in the year they start in the preparatory class.

If your child is beginning Prep, then we encourage you to View the Department's online calculator to confirm when your child can commence their first year of schooling.

Eligibility [Calculator](#)

Birth Year	Eligible for Prep	Eligible for Year 1
Child born 1 July 2016 – 30 June 2017	2022	2023
Child born 1 July 2017 – 30 June 2018	2023	2024

SCHOOL HOURS (2022): 9:00am – 3:00pm Monday to Friday

First break time – 11:15 – 12:00 Children eat lunch in the designated areas and remain seated until dismissed by the teacher on duty when they then may go to play.

Afternoon tea time– 1:30 – 2:00 Children eat in the designated areas and remain seated until dismissed by the teacher on duty when they then may go to play.

2022 SEMESTER DATES and PUBLIC HOLIDAYS

Current information about the school dates can be found at 2021 School [Calendar](#).

Term 1	Monday 24 January - Friday 1 April	10 weeks
Term 2	Tuesday 19 April - Friday 24 June	10 weeks
Term 3	Monday 11 July - Friday 16 September	10 weeks
Term 4	Tuesday 4 October - Friday 9 December	10 weeks

All nominated dates will be posted on the school's website calendar.

Public holidays for 2022 are:

Wednesday 26 th January – Australia Day	Friday 25 th March – Toowoomba Show Public Holiday
Friday 15 th – 18 th April - Easter	Monday 25 th April – Anzac Day
Monday 2 nd May – Labour Day	Friday 2 nd September – Pupil Free Day
Monday 3 rd October – Queen's Birthday	

ATTENDED OFFICE HOURS: 8:30am – 3.30pm Tuesdays and Fridays

You are most welcome to contact at any time by phone, email or in person. During teaching times our focus is on the students and teaching, so we may be unable answer the phone. The school has message bank, so we will return your call as soon as possible.

ARRIVAL AND DEPARTURE

Supervision of the playground is arranged for lunch breaks, afternoon tea and whilst waiting for the school bus. Whilst supervision is not provided on an organised basis before or after school, parents/carers are asked to contact the school if there is a need for their child to arrive early at school so that we can be of assistance.

Children waiting to be collected by parents stay in the school grounds until collected. This is to be as close to 3:00pm as possible unless prior arrangements have been made with the principal.

Please contact the school if:

- you be unable to reach the school on time (by note or phone)
- you have made alternative arrangements for collection of your children (by note or phone)
- you wish to collect your child earlier than 3:00pm (by note or phone). Students will then need to be signed out using the register kept at the school office.

In regard to the custody of your child/ren, where child custody, parenting plans, domestic violence orders or legal directions are in place, you must advise the school in writing as to these directions and/or provide copies of relevant legal documents.

Students do not leave the school grounds during morning tea or lunchtime. Our primary goal is always to ensure the safety of the children and we ask for all visitors to the school to report to the office with identification for signing in.

TEXT BOOKS AND STATIONERY

The P & C Association and the school, together, generously provide all materials necessary for the students to start school at no expense to the parents. Students are responsible for their equipment once they receive them.

UNIFORMS Clothing and hats available for purchase from the school. Please contact Mrs Donnelly for uniform purchases on 46 971 171.

Summer: Deep royal blue Polo shirt with school emblem. (*Only available at the school*)
Deep royal blue shorts (Boys) skirt, skort or shorts (Girls) (Skorts and shorts *Only available at the school*)

Deep royal blue broad brimmed hat with school emblem

Spray Jacket: Deep royal blue, sky blue, white. (*Only available at the school*)

Winter: In addition to the above uniform there are winter options available.

Deep royal blue track suit pants.

Jumpers available includes a micro polar fleece zip and a fleece crewneck sweatshirt all with school emblem. (*Only available at the school*)

Sport: As above

Uniforms are a necessary part of our school. They allow parents to save money on civilian clothing as the same couple of outfits are worn all year round. Further, they allow our students to come to school and feel part of the group and build pride in who we are.

COMPULSORY ATTENDANCE

If your child is absent or likely to be absent, please advise his/her teacher or the school office by note or telephone directly before or on the day of absence. If your child is absent from school for more than three days without notification being received, an absentee note will be sent home for your completion. We are required to monitor the attendance of students and notify district office where repeated, unexplained, and/or lengthy absences occur.

SAME DAY ABSENCE NOTIFICATION

It is mandatory for schools to contact parents/caregivers of all unexplained absences on the day of the absence. This will be done via text message.

BUS TRAVEL

Emu Creek State School has bus transport available to students on the designated bus route. It is mandated that all students wear the seat belts (if supplied) and conduct themselves in a safe and responsible manner. It is the responsibility of parents to contact the bus companies and arrange transportation to /from school.

Minnikin's Bus	Scott Minnikin	0477014043	0746963607
	Ang Hart (Driver)	0418708366	
Horton's Bus	Colleen Horton	0746973254	0407656871
	Greg (Driver)	0409279204	

Code of Conduct for Children Travelling by School Bus:

School children travelling by bus to and from school, or for any school related activity must follow the [Code of Conduct](#) for Children Travelling by School Bus. The website takes you to the relevant document.

Conveyance Allowance:

Financial assistance for parents of school students is available travelling more than 3.2km to and from School. [Transport Allowance](#)

NEWSLETTER

A fortnightly newsletter is sent home to all parents. This is also accessible on the school's website and via email if you request.

HOMEWORK

Children have homework set on a weekly basis. Parents can best help children by ensuring they have a time and place in which to study quietly. It would be appreciated if parents would check to see if their children's work has been completed, as this is an extension of their day's work at school. Parents can provide excellent help for their children by providing an audience for their child's reading and speech development.

PARADE

Parade is held each week and conducted by our School Leaders. Parade is a learning environment where school spirit and morale are built. Children are congratulated for their efforts during the previous week and awards are presented. Parade is also an information giving time, and students and onlookers are reminded about upcoming events and activities. School community members are welcome to attend.

REPORTING

Children from Emu Creek are continually assessed throughout the year, thus giving an overall impression of your child's progress. Parents are given the formal opportunity to receive feedback about their child's progress four times a year. Written reports are issued in June and December of each year. Parent-Teacher interviews are conducted twice a year, in April and October.

If you have any questions regarding your child's progress, you are most welcome to contact the classroom teacher at any time to make an appointment.

STANDARDISED TESTING AND ASSESSMENT

National Assessment Program: Literacy & Numeracy (NAPLAN) is a Commonwealth priority that tests students in Years 3, 5, 7 & 9. Results of the test are supplied to parents during Term 3.

The school maintains an internal schedule of student assessment items. Assessment is used by the school to track and monitor student performance, inform school-based decisions and to inform parents. Students undertake regular assessment in reading, spelling, comprehension, maths and science.

UPDATING OF MEDICAL / PERSONAL INFORMATION

Supplying information pertinent to your child is essential. Should circumstances change, please inform the school so that the correct information is entered in the files.

Parents are therefore asked to ensure that school records are up to date. This includes:

- A change of your phone number or addition of mobile phone number
- A change of the emergency contacts
- A change of doctor, doctor's phone number or address
- Addition of medical history e.g. allergies not already recorded or the treatment of them
- Change in custody arrangements.

QUERY/COMPLAINTS

Should you have a query or complaint, please bring it to your child's teacher's attention. It is important that we know about your problem so that action can be taken and you can be given a clear perspective of the situation. Emu Creek State School has a complaints management process located on our school website.

LOST PROPERTY

Unmarked lost property is collected and stored. The lost property is displayed to the children on a regular basis; however, very few items are ever claimed. It is best practice to ensure that **all** clothing and property is clearly labelled.

HOSTILE PERSONS

The Principal has a responsibility to provide a safe working and learning environment. If people who are accessing the school do not behave (for example in their actions or their language) in a manner that is reasonably acceptable; or visitors (including parents) do not have lawful authority or reasonable excuse for being at the school, the Principal can ask for them to leave immediately and not re-enter the grounds for 24 hrs, 30 days or 60 days.



BEHAVIOUR

Our School Rules are:

- Be Safe
- Be Responsible
- Be Respectful
- Be a Learner



We have extremely well behaved children at our school. They are supported by a very effective Positive School Behaviour Plan. Our students are encouraged to develop strong self management skills. This is achieved through our social and emotional learning.

Students who do the right thing are rewarded in a variety of ways including:

✓ Verbal praise	✓ Certificates on parade
✓ Peer acknowledgement	✓ End of semester and year celebrations
✓ Gotchas	✓ Photos in newsletter and local newspaper (where appropriate)

A child who does not successfully follow the key rules of being safe, respectful and a learner will then receive consequences and support measures that will encourage and reskill the student to make better choices.

Examples of consequences and re skilling include:

- Withdrawal from extra curricula activities
- Removal from playground opportunities
- Work away from the class group
- Written apology
- Parent notification
- Suspension from the school for a period of time
- Permanent exclusion from the school.

NB: The Education Act allows a child to be kept in after school for up to 30 minutes. In such circumstances parents would be advised by telephone of the impending detention. In cases where children must catch a bus or have previous appointments the detention will take place in the lunch hour.

Our school achieves a very high standard of behaviour. This is evidenced in the playground with older and younger students engaged in fun activities and supporting each other's endeavours.

INTERSCHOOL SPORTS

We are in the Central Downs Sports District, centred in Clifton. Our school competes against other schools in our district, in both winter and summer sports. Sports played include: tennis, soccer, netball, rugby league and athletics.



Cross Country is held in Term 1. The Small School's Athletics Carnivals is held in Term 2. Soccer, netball and rugby league are played in Allora in Term 2. The Central Downs Athletics Carnival is held at the Allora State School in second/third term. From this, a Central Downs team is selected to compete in Warwick. A Ball Games Carnival against other schools is conducted here at Clifton Recreation Oval. (Subject to change.)

All students are encouraged to participate and try out for a variety of sports throughout the year. We emphasise good sportsmanship and fair play at all times.

SWIMMING

All the children from Prep to Year 6 participate in swimming lessons in Term 4. Students are taken to Glennie School via bus and receive lessons with fully qualified teachers and coaches at the Glennie Swimming Pool. Emu Creek supervises all lessons. Lessons and bus are provided free to students and paid for by our P&C and the school.



SPORTING SCHOOLS

Sporting Schools operates after school hours for two terms a year. (3:00 – 4:00pm). The intention of the program is to encourage children to be active and to develop their fine and gross motor skills. Session afternoons vary from term to term. Information about Sporting Schools will be provided at the start of every term.

INSURANCE COVER

The Department of Education, Training and Employment does not have a personal accident insurance cover for students. If your child is injured as a result of an accident or incident, all costs associated with the injury, including medical costs are the responsibility of the parent/carer. It is up to all parents/carers to decide what types and what level of private insurance they wish to cover their child.

SCHOOL CAMPS/EXCURSIONS

Children in Years 3 to 6 are given the opportunity to attend a school camp each year. The cost of this camp is shared by parents, the school and the P & C Association.

Children have the opportunity to experience excursions during the year. While costs are kept to a minimum, parents may be required to pay for part of the costs of excursions.



MEDICATION

If your child requires the administration of medication, which has been prescribed by a doctor, during school hours, it is necessary to fill in an Administration of Medication Form, which is valid for one week only, unless there is a permanent medication where special negotiation will take place.

Each time a new medication is to be administered, a new form must be filled out. These forms are available from the office, website and one is also provided in your enrolment package. The medication's container needs to indicate specific times at which the medication is to be administered as well as the quantity.

Medication will be stored and administered by the class teacher or Principal as required. We are unable to administer NON-prescription medication such as PANADOL at any time.

If your child has any medical condition including asthma and diabetes, you are to produce details of the condition's symptoms, treatment and preferred management plan upon enrolment.

Asthmatic students should have ready access to their asthma medication during school hours. They may be kept safely in the classroom.

DENTAL CLINIC

The children's dental health is catered for by a mobile dental clinic staffed by two dental therapists under the direction of a visiting government Dentist. Before an examination is carried out, you have to fill in a form on your child's health and you have the opportunity to accept or decline treatment. You will also be asked to discuss your child's dental health with the treating therapist.

Between visits emergency treatment can be carried out at Toowoomba's clinic. (Phone Rangeville Dental Clinic 46358638)

FIRST AID

Our school has trained First-Aid Officers and emergency procedures in place. The only medical treatment in the school which is permitted by the Department is basic first aid. This is immediate, temporary treatment given in case of an accident. If your child is seriously injured, the necessary basic first aid will be given. Parents will be contacted, if possible, prior to ringing the ambulance.

In all circumstances the children's safety will be put first. If a child is feeling ill they are given the opportunity to rest on the first aid bed. If it appears that the child is not going to recover in a short time, every effort is made to contact a parent or carer. If the child's condition worsens, medical attention will be sought.

An exclusion schedule is available for a variety of illnesses including: Chicken Pox, Hepatitis A & B, Measles, Mumps, Rubella, Whooping Cough, Head lice, Ringworm and Impetigo (School Sores). Head lice is the most common of these and once initial treatment has been enacted and an understanding of ongoing treatment will occur, the child is welcome to return to school.

HEAD LICE

Head lice appear in the School community from time to time. They are transmitted by the movement of the lice from one head to another under conditions of close contact.

We ask that you check your child's hair regularly so that any infestation will be detected early. Particular areas to inspect are the nape of the neck, under fringes and behind the ears. If headlice are found, parents are asked to notify the school so that we can:

- ✓ send out a reminder for all students to be checked
- ✓ supply relevant information on effective treatments (upon request)

SCHOOL HEALTH SERVICE

Annually, a registered nursing sister from Community Health visits the school. The nurse checks children in Prep, any children in Year 1 who were not at a State School during the Prep year, and children whose parents or teachers want hearing or sight checks. If a problem is suspected during this check, you will be informed by a letter from the School Health Service.

INFECTIOUS DISEASES EXCLUSION TABLE

[Timeout Poster](#)

BOOK CLUB AND BOOK FAIR

Children are given the opportunity to purchase reading books from Book Club throughout the year and Book Fair once a year. These books are of good quality with good literary content and are sold at a reasonable price. Whilst reading for pleasure is the aim of Book Club and Book Fair, there is no obligation to purchase. Book Fair is a school event during Book Week (Term 3) and Term 4 when books are also purchased by the P & C. Students and parents are encouraged to participate in these community events as the school benefits by being able to purchase books for the library.

CHAPLAINCY PROGRAM

Emu Creek State School is currently utilising the National School Chaplaincy and Student Welfare Program (NSCSWP). The program provides funding to schools to access the services of a school chaplain or student welfare worker and it aims to help school communities' support the social and emotional wellbeing of their students. A chaplain attends the school once a week, and assists with the school's academic and social emotional program. The chaplaincy is supported by the school's P&C. The major role of the chaplain is to build connections with each child, family and staff member. The chaplain is a valuable resource and this person is able to provide access to additional support networks when needed.

END OF YEAR PERFORMANCES

Each year, students have the opportunity to participate in the end of year concert. This may include both drama and music.

RELIGIOUS INSTRUCTION

Religious instruction takes place weekly for 30 minutes. Religious instruction lessons are non-denominational and available to students in Years 1 to 6.

You are able to notify of your preference for your child to attend religious instruction upon enrolment and may adjust your preference at any time. Students who do not participate in religious instruction will be given other school based activities to engage with during that time.

PERSONAL ITEMS

Toys, jewellery, electronic games and novelty cards are not permitted at school. The school cannot take responsibility if these items become lost or damaged. Watches may be worn if parents permit. When a child brings a valuable item to school as part of class work please ensure that special arrangements have been made for its safe keeping.

Mobile Phones: Mobile phones should not be brought to school. If a child needs to bring a mobile phone to school, please speak with the principal to make appropriate arrangements.

Money: Students are encouraged not to bring money to school and we ask for your co-operation in this matter. Money for tuckshop should be placed in labelled brown paper bag and placed in the P&C bo. Money for other events such as fundraising, excursions etc should be placed in the secure money box that is located upstairs outside the office.

SCHOOL PHOTOGRAPHS

School photographs are taken each year so as to have a pictorial record of the children who have attended this school. They are available for purchase.

P & C ASSOCIATION

The P & C Association meets on the second Tuesday of every month and alternates between 3:30pm and 7:00pm. This is situated in the main building beside the office. All parents are encouraged to become active members of the association.

Father's Day Colour Run 2017

P & C Executive (2021):

President

Mr Brad Densley

Vice President

Mrs Nikki Reeves

Secretary

Mrs Georgia Densley

Treasurer

Mrs Zoey harper

Tuckshop Co-ordinators

Ms Nikki Reeves

Uniform Co-ordinator

Mrs Liz Donnelly



The role of the P&C is to enhance the opportunities for all the students. Discussions centre on fund raising and general school business. A Principal's Report is presented and this outlines all of the major events that have occurred and will occur within the school.

Fund raising activities have in the past included: catering for sports day, sausage sizzles, pie drives, colour run, various raffles and events throughout the year. Your help is always appreciated at the fundraisers.

TUCKSHOP

A tuckshop list is sent home with the newsletter. The order and money is then place in a paper bag with the student's name on the outside. It is then placed inside the P&C box, ready for the convenor to collect.

Volunteers are required to assist in the running of the Tuckshop. Please phone the school if you are able to help.

PARENT VOLUNTEER HELP

We value the assistance of parents and voluntary helpers in our classroom and School. Teachers need to organise this in a way that is mutually convenient to all. Please negotiate arrangements with your child's teacher if you are available to help at anytime.

Voluntary helpers must sign a visitor's register so that they are covered by insurance while at the school. The register is available at the office.

Voluntary helpers who are not parents must have a current "Blue Card" before they are allowed to assist with students. Information about applications are available at the office.

At Emu Creek we offer a partnership between the Staff, Students and Parents. Come and view what we can provide for your child.

The Staff and students of Emu Creek look forward to seeing you in 2022.

*I dreamed I stood in a studio
And watched two sculptors there,
The clay they used was a young child's mind
And they fashioned it with care.
One was a teacher, the tools he used
Were books and music and art;
One parent with a guiding hand
And a gentle, loving heart
Day after day the teacher toiled
With touch that was deft and sure,
While the parent laboured by his side
And polished and smoothed it o'er.
When at last their task was done,
They were proud of what they had wrought,
For the things they had moulded into the child
Could neither be sold or bought.
And each agreed he would have failed
If he had worked alone,
For behind the parent stood the school,
And behind the teacher, the home.*

Author Unknown