FROM THE PRINCIPAL

Welcome to Wellers Hill State School. Our school offers a varied and interesting curriculum, within an atmosphere of family support and values. This handbook provides parents with a snapshot of activities and programs at Wellers Hill State School. For further, detailed information or clarification please contact the administration team.

We provide a supportive, safe and caring environment, where all children are accepted and valued. The development of the whole child is important to all of the staff who work at Wellers Hill, and our attitude towards education and learning supports this belief.

The teachers and staff of Wellers Hill State School welcome and encourage classroom assistance from parents and other significant adults. Close links between the classroom and the home is a vital component in ensuring your child achieves to his or her maximum potential.

Come and enjoy our school with us. Please involve yourself in all aspects of school life and help us provide the best possible education for each and every child at Wellers Hill State School.

Yours sincerely

John L. Webster
Principal
SCHOOL INFORMATION

Principal: John Webster
Deputy Principal: Jack White
Deputy Principal: Louise Hart
Business Services Manager: Dallas Sampson
Administrative Officers: Robyn Kennedy, Julie Atkinson, & Lexia Willmington

Phone: (07) 3249 1333
Fax: (07) 3848 0228
School Address: Wellers Hill State School, Toohey Rd, Wellers Hill QLD 4121
Email Address: admin@wellhillss.eq.edu.au
Web page: www.wellhillss.eq.edu.au
Facebook: https://m.facebook.com/WellersHillStateSchool

School Dates for 2013
School Resumes: Tuesday, 28th January

Term One: Tuesday 28 January – Friday 4 April
Term Two: Tuesday 22 April – Friday 27 June
Term Three: Monday 14 July – Friday 19 September
Term Four: Tuesday 7 October – Friday 12 December

Student Free Day: Monday 20 October

Bell Times for the School Day

<table>
<thead>
<tr>
<th>Years 1 - 7</th>
<th>Prep Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.50 a.m.</td>
<td>8.40 a.m.</td>
</tr>
<tr>
<td>School Commences</td>
<td>School Commences</td>
</tr>
<tr>
<td>11.00 a.m.</td>
<td>11.00 a.m.</td>
</tr>
<tr>
<td>Main Lunch</td>
<td>Main Lunch</td>
</tr>
<tr>
<td>11.25am</td>
<td>11.25am</td>
</tr>
<tr>
<td>Pack Up</td>
<td>Pack Up</td>
</tr>
<tr>
<td>11.30 a.m.</td>
<td>11.30 a.m.</td>
</tr>
<tr>
<td>School resumes</td>
<td>School resumes</td>
</tr>
<tr>
<td>1.00 p.m.</td>
<td>1.00 p.m.</td>
</tr>
<tr>
<td>Playtime</td>
<td>Playtime</td>
</tr>
<tr>
<td>1.40 p.m.</td>
<td>1.40 p.m.</td>
</tr>
<tr>
<td>Snack Time</td>
<td>Snack Time</td>
</tr>
<tr>
<td>1.50 p.m.</td>
<td>1.50 p.m.</td>
</tr>
<tr>
<td>School Resumes</td>
<td>School Resumes</td>
</tr>
<tr>
<td>3.00 p.m.</td>
<td>2.50 p.m.</td>
</tr>
<tr>
<td>School Finishes</td>
<td>School Finishes</td>
</tr>
</tbody>
</table>
ABOUT OUR SCHOOL

School History
Wellers Hill State School is situated seven kilometres south of the Brisbane CBD. The school was opened in 1926.

Wellers Hill State School offers a primary education from the Preparatory Year (Prep) to Year 7. Enrolment currently stands at approximately 850 students.

The students of Wellers Hill State School are drawn from the Wellers Hill, Tarragindi, Nathan, Salisbury, and Holland Park areas. Students come from homes where learning and achievements are valued and parent expectations are high.

Overall, the following school characteristics are evident:

- Parents are involved in the school to a high degree and share responsibility for their children’s learning.
- Families have a long-term commitment to the school, with many children completing eight years of primary education at the school.
- Many students are from second generation Wellers Hill State School families.

Curriculum
From 2013 the curriculum used at Wellers Hill State School, as with all state schools, will be a mix of the National Curriculum for English, Mathematics, Science, History and Geography and for the remaining Key Learning Areas (KLA) teachers will use the Essential Learnings produced by the Queensland Studies Authority.

Specifically at Wellers Hill:
- English, Maths, Science and History are taught as explicit subjects. They can, at times, be integrated into year level units if the integration does not compromise the integrity of the syllabus.
- The remaining KLAs (Health, Technology and The Arts) are, developed into units which are meaningful for the students.
- ICT skills are integrated.

Teachers in each year level plan and work cooperatively. All teaching units are developed in collaboration and opportunity is provided for teachers to meet as a year level on a regular basis.

Assessment tasks are moderated across the year level in order to ensure consistency.

The professional development of teachers is a high priority at Wellers Hill, boasting a comprehensive program which is developed around student, school and systemic priorities. Many of
the teachers also attend additional professional development sessions off campus throughout the year to further extend their knowledge.

Students have a library lesson each week where they learn various skills such as the Dewey system, borrowing and research skills. This is facilitated by our Library Resource Teacher.

Students are also encouraged to develop a sense of self, incorporating self-discipline and respect for the rights and responsibilities of others. Due to the respect for self, and the high expectations of both the staff and parents, the school experiences minimal behaviour management difficulties.

The school boasts a strong musical programme, which has grown and developed over numerous years. Our classroom music programme ensures that all students are provided with a strong base in musical skills and concepts. All classes attend a weekly music lesson with the music specialist.

Our Music Programme also offers Beginner, Junior and Senior Strings, Chamber Group, Junior and Senior Concert Band, Junior and Senior Choir, and Vocal Group. These programs are implemented by specialist teachers. We have been very successful in many district and regional competitions. These programs are supported, and made possible, through the hard work of the Music Support Group.

As with Music, each class attends Physical Education lessons each week with a specialist teacher. Activities include swimming classes, athletics skills and dance.

From Year 5, students can participate in the Interschool Sports Programme. Students are offered a choice of sports. Recreational sporting activities are also offered for those who do not wish to participate at a competitive level. The Sports Programme is co-ordinated by our PE Teacher, and is supported by an active and enthusiastic Sports Support Group.

There is a strong LOTE (Languages Other Than English) focus at Wellers Hill State School, with the Japanese language being studied from Years 4 - 7. Wellers Hill State School has developed strong ties with the Ipponmatsu District in Japan, which enhances the cultural and language learning for students studying Japanese.

Our Art specialist teacher, takes weekly lessons with each class in Years 1 – 5. Prep and upper school classes have a specialist lesson once per term. The Art Specialist Teacher supports the teachers with their art planning as well as running after school workshops to increase skills in this area.

**School Support staff:**
Wellers Hill also has a number of support staff, other than classroom teachers and specialists, who help with the delivery of a comprehensive program:

- Administration assistants
• Fulltime Business Services Manager
• Senior Teacher Literacy & Numeracy (ST:L&N)
• Guidance Officer
• Teacher Aides – general classroom & intervention trained
• Facilities Officer
• Computer technician
• School Chaplain
• Religious Education Teachers

In short, at Wellers Hill State School, we offer a wide and varied curriculum including:

- Comprehensive classroom programs – with an emphasis on the acquisition of literacy and numeracy skills
- Physical Education Programs including a swimming program for all year levels in our own school pool
- Interschool Sports for Years 4, 5, 6, & 7
- L.O.T.E. (Language Other Than English) Programme in Japanese from Year 4-7
- Classroom Music Program
- Choral programs
- Instrumental Music Program in Strings, Brass, Woodwind and Percussion
- Camping Programme in Years 5, 6 & 7
- Excursions, which support classroom programs, in all year levels
- Whole school intervention program
- Learning Enrichment Team
- Specialist Art Program
- Student access to the Internet.

**Facilities**

We are able to offer a number of quality facilities. These include:

- Swimming pool
- Computer laboratory
- Computer technology and internet connection in classrooms
- Interactive Whiteboards in all classrooms
- Library, Resource Centre & Library Annex (with Media Room)
- Tennis courts
- 3 ovals
- Playground equipment
- Lockable sand pit
- Multi-Purpose Hall
- Undercover area
- Specially designed Prep building
- Instrumental music rooms
- Choir rehearsal room
Wellers Hill State School
Additional Information for PREP families

- Parent – Teacher Communication
  - Prep students do not have a school diary.
  - Prep classes have a classroom diary, parent notice boards, and newsletter pockets.
  - Teachers may also communicate via email to the parents.

- Start (8:40am) and Finish (2:50pm)
  Prep children MUST be brought into/collected from inside the Prep classroom by a parent or other adult nominated by the parent. This is to ensure the safety of the children with due respect to their age & need for supervision. Please note that older children are not permitted to bring prep siblings to/from the classroom. Punctuality is important in arriving & departing. Please ensure that care providers are aware of these times & let us know if you are going to be unavoidably late.

- Open Door Policy
  Our door is always open and we encourage parent participation in all aspects of our program. Parent help is required for specific times and activities and a roster system is displayed in the room. This will give you the opportunity to work with your child, meet their friends and gain an insight into their daily activities. Parents are responsible for any younger children or toddlers in their care while at school. Once the session has commenced it is difficult to speak with the teacher privately as it disrupts the class. If you need to talk to the teacher, please make an appointment at a mutually convenient time.

- Birthdays
  Parents are welcome to send a cake or to order cupcakes or ice-blocks from the tuckshop for the class to share for their child’s birthday. (From our experiences we have found patty cakes to be the most convenient.) Please let us know if your family does not celebrate birthdays (eg. religious reasons). Please also check with the classroom teacher for an alternative for children with allergies.

- Junk Materials
  We are constantly in search of any items we can recycle for art/craft/collage.
  Home: magazines, large tins and jars, cards and paper, fruit/vegetable trays, ribbon, cardboard cylinders, bottle tops, material, and boxes to name a few.
  Businesses: Any items that may be on the discard pile - posters, display shelves, promotional items, outdated magazines, diaries, stickers, advertising sale signs, paper. Please ask your favourite local shops to keep us in mind before going to the rubbish bin!

- Preparation of Resources
  There are always numerous little jobs to do for activities that take up a great deal of our time. Please assist with these endless tasks of cutting, tracing, colouring, and sharpening pencils if you are able. There is a 'helpful box' full of little jobs which parents can take home to complete.
SCHOOL POLICIES & PROCEDURES

Assembly
Whole school assembly is held every second Friday at 9.00 am in the School Assembly Hall. Junior assembly is held on the off whole school assembly week also on Friday at 9:00am. Parents are invited and encouraged to attend as it provides the students with an opportunity to share achievements and develop pride in their school.

Attendance and Absences
Children are not to be dropped off at school before 8.30a.m. Any child arriving at school prior to 8:30am without musical or sport commitments will be required to sit outside the office until 8:30am. School begins at 8.40am for Prep.

School ends at 2.50 p.m. for Prep. Children are not allowed to remain unsupervised in the school grounds after 3.15 p.m.

The Wellers Hill State School School-Age Child-Care Service (SACCS) is available for the care of students prior to commencement and at the completion of the school day. Specific information in relation to SACCS is available from the Co-ordinator on 3892 6344.

If a child is absent from school, parents/caregivers are requested to inform the Administration Office on 3249 1333 and choose the student absent option, leaving the student’s name and class or to send a note giving the reason for the absence when the child returns to school. If it is known that a child will be absent at a future date, it would be appreciated if the parent would notify the teacher and the office.

If a child is collected from school prior to 2:50 p.m. the parent/caregiver collecting the child must sign the register in the office before taking the child from the grounds. This is a safety precaution in the case of fire, etc.

Students are not permitted to leave the school grounds at any time during the school day without permission from their parent/caregiver and the Principal. Permission will not be given to students who wish to use the shops during morning tea or lunch, as the school cannot ensure their safety.

Behaviour of Students
At Wellers Hill State School we work together to foster and acknowledge appropriate student behaviour in order to create a positive learning environment for ALL students.

To this end, the school has a Responsible Behaviour Plan for students. This Plan is available on the school website.

All students are made aware of acceptable and unacceptable behaviours and the consequences for both. When problems arise within the school we strive to provide problem-solving strategies to ensure positive outcomes for our students. Actions taken with students whose behaviour is unacceptable may include:

At times the Principal may use Suspension and Exclusion from school in order to maintain a safe and supportive environment for all students.
**Enrolments**
Parents are required to fill out Enrolment Forms which supply the school with your details including address, home telephone number, work address, contact number, emergency contacts, family details and medical information. If any of these particulars should change at all, please let the school know immediately to ensure we are able to contact you quickly if the need should arise. Information provided on the Enrolment Form is considered highly confidential.

**Excursions**
Students will participate in excursions throughout the year. These excursions support classroom units of work and all children are encouraged to attend. Years 5, 6, & 7 students attend a school camp annually.

Payment can be made through the student’s Family Statement, issued at the beginning of the year or can be paid as the excursions occur. All payments must be received by the due date or children will not be able to attend.

All monies paying for excursions, camps etc. are to be placed in an envelope, clearly marked with the child’s name, class and reason for payment. The envelopes are to be placed in the payment box in the foyer of the Administration Office. EFTPOS and credit card payment facilities are available at the school office. Cheques are to be made payable to Wellers Hill State School, unless otherwise advised.

**All payments MUST be made by the due date. NO EXTENSIONS ARE POSSIBLE.**

Parents with concerns in relation to the cost of excursions should contact the Principal immediately.

**Homework**
Homework will be given to students at this school according to Education Queensland guidelines. Parental support of students doing homework is appreciated by the class teacher and has been shown to be of benefit to the student.

**Illness and Accidents**
Children who are sick should not attend school. Symptoms which may alert you or the staff to the fact a child is unwell or requires a visit to the doctor include –

- Unusual spots or rashes
- Vomiting (within the last 24 hours)
- Serve, persistent or prolonged coughing
- Feverish appearance
- Loss of appetite
- Infected patches of skin
- Headache or stiff neck
- Diarrhoea (within the last 24 hours)
- Trouble breathing
- Mucous discharge from the nose (thick, green or bloody)

By observing and acting appropriately on the above conditions, staff and parents can work together to foster the health and wellbeing of all children.

Should your child become unwell during the school day and is unable to actively participate in our program, you will be contacted and advised of the situation. If we are unable to contact you, another person from the emergency list we be contacted.
If your child has any illness listed in the contagious conditions list, please follow the suggested course of action.

Wellers Hill staff will operate in the best interests of the health and wellbeing of the children in our care.

Please ensure the school has up-to-date information regarding emergency contacts so that an adult can be reached if illness or an accident should occur.

In case of an accident in the school grounds, first aid will be administered. Where possible, the parents or emergency contacts will be notified by phone and their instructions followed, however, some situations will require the immediate action of the Principal. The Principal will take whatever action is required to ensure the safety and wellbeing of your child and an ambulance will be called should it be required.

**Immunisation**

Please ensure your child’s immunisation record is up-to-date. We also recommend having your child’s eyes, speech and hearing checked. This will help identify any learning difficulties related to speech and hearing.

**Medication**

ALL medication MUST be brought to and stored at the school office, not the classroom. A teacher or other adult person of the school staff authorised by the Principal, may give medication provided it is given strictly in accordance with instructions written on the package BY THE PHARMACIST FROM THE DOCTOR'S DIRECTIONS. Medicine must be accompanied by written permission from the Parent/ Caregiver.

NON-PRESCRIBED MEDICATION (such as Analgesics, Panadol, Aspirin or Cough Mixture) CANNOT BE GIVEN BY A TEACHER OR ANY OTHER PERSON ON THE SCHOOL STAFF.

**Mobile Phones and Electronic Devices**

All student mobile phones and electronic devices, (IPods, MP3 players) must be given to the office on arrival at school for safe keeping, and collected when school ends.

**Newsletter**

The school newsletter is produced each Wednesday and is available through the school website ([www.wellhillss.eq.edu.au](http://www.wellhillss.eq.edu.au)) or directly via email. To receive the link to the newsletter via email please send an email to admin@wellhillss.eq.edu.au with newsletter in the subject box.

Paper copies of the school newsletter are no longer sent home with children. The newsletter gives details of forthcoming events and other important information of which parents should be aware. Parents should make it a priority to read the newsletter every week. A limited number of paper copies are available from the office for people who are unable to access the school website.

**Parent Helpers**

This school encourages the involvement of parents in activities at the school. Children love to see their parents at the school, whether you are attending a working bee, helping in the classroom, working in the tuckshop or just talking to the teacher. All volunteer helpers must sign the register in the office / classroom / tuckshop upon arrival at school to avoid the entry of unauthorised persons which may threaten the safety of our students. Volunteers other than parents/guardians must produce a Blue Card.
**Parent and Teacher Communication**

Year Level Information Evenings for parents are held early each year. During these evenings parents will be able to meet their child’s teacher and find out more about the curriculum.

Close contact between parents and the school is important as it helps develop a partnership in learning that can only benefit each child. Every Year 2-7 class operates a School Diary. This Diary allows for two-way communication between parents/guardians and teachers. It is a requirement that every child in Years 2-7 purchase a school diary.

**Parking in the School Grounds**

For the safety of your children, only vehicles on official business are allowed in the school grounds. Parents must take care to ensure that they do not endanger the safety of any child by driving through the school. Parking is available across the road from the school, in adjacent streets and at the Scout Den which is accessible via Weller Road.

**Participation in Curriculum Programs**

All students are expected to participate fully in the school curriculum. Some students may participate in special programs to cater for their individual needs. On occasions when students are unable to participate for some reason, they should bring a note from home outlining the reason. Students will not be exempted without adequate reason from any school program. This includes physical education, religious education, swimming and LOTE (Japanese).

**Religious Education Years 2 - 7**

Religious Education classes are conducted on Tuesday and Wednesday afternoons in half hour sessions. The classes are conducted by visiting instructors from Christian denominations including: Catholic, Uniting, Baptist and Anglican churches. Parents not wishing their children to attend religious education classes should express this in writing. Children not attending the classes will participate in another supervised class activity.

**School Reports**

Student reports have the same format in all Queensland state schools for all Years Prep-10 students. These student reports are written in 'plain English' and align with the requirements of the Australian Government as a condition of continuing funding for government schools. The student report includes a 5 point grading system in all subject areas. The reports are sent home at the end of each semester (end of June and beginning of December). Parent/Teacher Interviews are offered in Terms One (1) and Three (3) to discuss individual progress.

Year 3, 5 and 7 students participate in the National Assessment Program – Literacy and Numeracy Testing Program (NAPLAN) in May each year.

Parents are most welcome at any time to discuss their child’s progress. So that maximum benefit can be gained from parent/teacher conferences, an appointment with the teacher must be made.

**Sport House System**

Children are allocated to one of four sport houses.
Emu - Blue  
Kangaroo - Red  
Koala - Green  
Platypus - Yellow  

Allocations to these houses are based on enrolment numbers and year of birth with children from the same family allocated to the same house.

Sun Safety – Hats  
This school maintains a “NO HAT – UNDERCOVER” policy. Students must wear a school sun-safe hat. This is for the protection of all children at the school. Please ensure that your child has a Wellers Hill school hat every day at school. These are available at the Uniform shop.

Transport and Safety  
All children should be thoroughly familiar with the route to be used between home and school. Children should be made aware of road hazards, and safety rules. Please ensure that your child does not loiter on the way home, visit friends without your knowledge, or talk to strangers. Young children should be accompanied to school by an adult.

Children who ride a bicycle to school must be aware that it is illegal to ride a bicycle without a helmet. Bikes must not be ridden in the school grounds and must be locked to the bike racks during school hours. The school will not be held responsible for lost, stolen or damaged bicycles left in the bike racks.

Rollerblades, scooters, skates, skateboards, or any other form of student transport is not permitted in the school grounds.

Afternoon bus supervision is provided by a Teacher Aide on duty at the bus stop from 3.00 to 3.15 p.m. to ensure children are boarding the correct bus as well as ensuring the safety of the children whilst near the roadside.

Uniform  
This school has a strong uniform policy. Children should wear the uniform at all times. Parents are requested to ensure that their child has the appropriate uniform to wear, which includes a hat jumper or tracksuit in the school colours. All articles of uniform clothing are available for purchase at the Uniform Shop.
Parents and Citizens Association (P&C)
It’s All About the Kids!!

What is the Parents and Citizens Association?
The Parents and Citizens Association (P&C) is a like-minded group of parents, staff and citizens with an interest in improving the learning environment for the students and staff at Wellers Hill.

The P&C and school work closely together to build a stronger school community where all children benefit. The P&C and school are committed to achieving common goals including improved school services and facilities, purposeful engagement in community focused activities and shared policies and procedures that contribute to delivering great outcomes for our children and school. This partnership is built on trust, respect and shared values with a commitment to open and honest communication.

The P&C is established under the Education (General Provisions) Act 2006 and its operations are guided by an endorsed constitution.

Projects
The P&C undertakes specific projects and activities linked to its yearly and ongoing priorities. Current and upcoming projects include:
• Implementation of projects contained in the school master plan
• Upgrading of playgrounds
• Grounds works and landscaping.
• Planning and organising the school’s biennial music showcase and fete, ‘Harmonies on the Hill’ and on alternate years the school Art Show (to be held in 2013).
• Fundraising activities including spellathon, pie drive
• Working bees – 4 per year with one each term. Families are encouraged to sign up for at least one of these. Details are made available in the school newsletter.

Services
The P&C also manages a range of on-going services within the school community. Services managed and operated by the P&C include:
• Amateur Swimming Club
• Tennis Court Hire
• School Age Child Care Service (SACCS)
• Tuckshop
• Uniform Shop.

The P&C is represented at state and national levels of government through its membership of the Queensland Council of Parents and Citizens Associations (QCPCA) and the Australian Council of State School Organisations (ACSSO). The QCPCA and ACSSO lobby and advocate to government on behalf of, and represent state school parents and citizens on state and national forums. More information on the QCPCA and ACSSO can be found on the QCPCA website (http://www.qcPCA.org.au) and ACSSO website (http://www.acsso.org.au).

Fundraising and financial contributions
The P&C adds value to core Government- provided funding, through contributions to a variety of areas including facilities, the school’s music and sporting programs and curriculum resources. This
is achieved through some of its sub-committees, special funds and general fundraising activities. More details can be found below and on the P&C section of the school website (http://wellhillss.eq.edu.au/wcmss/index.php/P-C-Association-and-Clubs/).

**Meetings**
The P&C meets on the fourth Wednesday of each month in the school’s library annexe at 7pm. All parents and interested citizens are eligible to attend meetings and are warmly welcomed. Only endorsed members of the P&C may vote. Membership Application Forms are available from the School Administration Office or can be downloaded from the P&C section of the website. Minutes of P&C General Meetings and the Annual General Meeting are also available for viewing on request. To become a member, attendance at a P & C meeting is required. Copies of all documents discussed are emailed prior to the meeting and members of the school community can be added to the email address book to receive this information.

**How is the P&C run?**
The activities of the P&C are guided by an Executive Committee. The Executive oversees the direction of the P&C and supports the efforts of P&C services and sub-committees. The Executive Committee comprises a President, Vice Presidents, Secretary, Treasurer and such other members as the P&C may determine.

Details of the current Executive Committee members are in the school’s weekly newsletter and on the P&C noticeboard outside the school office. Please feel free to contact any member of the P & C Executive Committee with suggestions and ideas you have, or simply attend a meeting.

To manage the array of services, projects and provide ongoing support for a number of school programs, the P&C has formed a number of Sub-Committees. The current Sub-Committees are:

- Amateur Swimming Club Committee
- Building Committee
- Music Support Group
- School Age Child Care Service Management Committee
- Services Committee
- Sports Support Group
- ICT support Group

More information on the Sub-Committee can be found below.

**Getting involved**
To continue our work, we need people from all walks of life and with a range of talents who are interested in participating in school decision-making. Everybody has a role to play and your ideas will be heard. You can become involved through volunteering to work on activities organised by the P&C, attending a P&C or sub-committee meeting, joining the P&C and/or becoming a member of a sub-committee or the Executive Committee. The more people involved the more exciting and successful our school community will be.

**P & C sub-committees**

**Amateur Swimming Club**
The Wellers Hill State School Amateur Swimming Club (ASC) has been running for many years. A sub-committee of the P&C runs the club for the benefit of all Wellers Hill State School and local community children. The ASC employs trained coaches for learn-to-swim classes and squad training.
The ASC has an active Friday night club ‘Wellers Hill Water Ratz’ during the swimming season club night runs from 6.00 p.m. till approximately 8.30 p.m., where all our swimmers are encouraged to compete against their own times and against each other. Our swimmers also compete regularly during the season with other School Clubs and within the Brisbane Swimming Association (BSA). We have been very fortunate with the quality of the swimmers coming through the club.

The pool is open from 6.00 a.m. – 8.30 a.m. Monday, Wednesday and Friday for squad training, fitness and those wishing to swim laps only; from 3.00 p.m. – 6.30 p.m. Monday to Thursday for Learn to Swim, squad and fitness; and Saturday morning 9.00 – 11.15 am for Learn-to-Swim and squads. These times are subject to change according to class numbers.

Please feel free to come along any Friday night, bring the family and find out all about the fun that you can have as a member of the Wellers Hill State School Amateur Swimming Club. The ASC can be contacted by email at admin@wellersratz.com

Building Committee

A Building Fund was established in 2007 to enable the school community to make tax deductible donations to the P&C. The Building Fund is administered by the Building Fund Committee under the direction of the P&C.

The Building Fund is a Deductible Gift Recipient (DGR) established in accordance with Australian Taxation Office (ATO) guidelines.

The aim of the Building Fund is to raise funds that will be used for building projects required at our school. The committee also identify projects across the school such as improvements and maintenance that needs to be undertaken. These building projects will generally be larger projects than those undertaken by other arms of the P&C, for instance, upgrading of the multi-purpose hall and new shade structures.

The Building Committee also commissioned a school master plan to guide the future development of the school.

Music Support Group

If you are a new parent to the school, you may not be aware of the excellent music program at Wellers Hill State School, or it may be one of the factors that helped you to decide to send your child to this school. In any case, we hope that you will be as delighted as we are with the strength and opportunities within the program.

Places are available for children to begin in the strings program from Year 3 or the band instrumental program from Year 5. We also have an award winning choral program.

The children perform at various musical events throughout the year. These events include regular music nights, Talent Showcase, Musicfest and the end of year Musical Awards Evening.

The role of the Music Support Group is to provide assistance in the maintenance and enhancement of the instrumental program and extension programs. We do this by:

- Coordinating the distribution and collection of school-owned musical instruments and associated collection of loan and ensemble levies
- Coordinating the purchase and repair of school-owned musical instruments and accessories
- Coordinating the distribution, collection and cleaning of school-owned blazers and accessories
- Offering administrative support to the music teachers for all aspects of the instrumental and choral program
- Providing event management support and assisting in transport and set-up of music equipment for performances and competitions
- Recording and maintaining operational and financial reports to the P&C

**School Age Child Care Service (SACCS)**

**Co-ordinator:** Valya Slavov  
**Telephone:** 3892 6344 (24hr Answering Machine) or Email – saccs1@bigpond.com.au

The School Age Child Care Service was established at the beginning of 1993 and offers Before School, After School and Vacation Care Programs for primary-aged school children in the community. The Service is located in Room 38, which is adjacent to the Tuckshop and facing the Administration wing of the school.

**Eligibility:** SACCS is open to all primary school-aged children. It may be used on a full-time, part-time or occasional basis.

**Forms:** Enrolment forms, waiting list forms, alteration of contact details, alteration of booking details and medical permission forms are available from SACCS or on the school website under “School Aged Child Care”.

**Hours of Operation:**
- Before School: 6.50 – 8.50 a.m. – daily during term time
- After School: 3.00 - 6.00 p.m. – daily during term time
- Vacation Care: 7.00 a.m. - 6.00 p.m.

**Student Numbers:** From Term 1 2013, the Centre had approval to increase the licensed number of places up to 150 children at any one time (from the 100 places available in 2012). A waiting list is established when the number of enrolments exceeds the places available. The Service keeps the staff/child ratio below the minimum required 1:15. If you need care it is advisable to place your child on the centre’s waiting list as soon as possible.

**Fees:** Childcare Benefit is available to eligible families. Enquires regarding Childcare Benefit should be directed to Centrelink.  
- After School Care: 555 008 704C
- Before School Care: 555 008 863K
- Vacation Care: 555 008 734B

**Fees from December 2012:**

**Administration Fee:** $10.00. **This is a non-refundable** annual fee payable at the time of enrolment and every year thereafter for the duration of attendance. This fee covers Before School, After School and Vacation Care.

**Before School Care** - $12.00 per child per day  
**After School Care** - $16.50 per child per day
Casual and Emergency Users:  
**Before School Care** - $15.00 per child  
**After School Care** - $19.50 per child  

**Holding Fee:**  
**After School Care** is $8.25 per child per day  
**Before School Care** is $6.00 per child per day  
This fee is to hold your child’s place when they are unable to attend.  
The Centre needs to be notified 1 week prior to absence.

**Pupil Free Day & Vacation Care Fee:**  
The Rate is $40 per child per day and $38.00 for second and third siblings (or $45 if booked after the closing date). Any excursions and activities are extra.  
The Vacation Care Program will be released five weeks prior to a vacation period. During the first week the program will be released for bookings only to Wellers Hill families. During the following two weeks bookings will be opened to the wider community.

**Please note:**  
All fees are subject to change - details will be advised to parents as appropriate. All fees are payable a week in advance.  
For more information, a comprehensive Parent Handbook and a Policy & Procedure Manual are available from the Centre.

**Sports Support Group**

The Sports Support Group (SSG) brings together parents and community members of the school who are particularly interested in advancing Sport at Wellers Hill State School.

The SSG’s main role is to support the school’s Sport and Health and Physical Education programs. For instance, one of our first activities of the year is to support the school’s Interhouse Biathlon.

Our main financial support for the Health & Physical Education program comes in the form of the school’s discos, held twice a year. Funds raised from the discos are used to enhance existing sporting equipment and facilities. Other funds are raised through the hiring of the school tennis courts.

The SSG also liaise with key school personnel responsible for sporting programs within the school on Sporting issues and programs.

We provide advice and make recommendations to the P&C and school about expenditure related to sporting programs and report to the P&C on issues relating to the school’s sport and Health and Physical Education programs.

If this sounds interesting and you would like to know more, please join us at our first meeting.

**Services Committee**

The Services Committee is responsible for overseeing the operation of the Uniform Shop and Tuckshop as a Sub-Committee of the P&C. It comprises a Chairperson, Treasurer and Secretary. We are dedicated to providing a quality service to the school community. We aim to keep our prices competitive while making a very small profit each year. The school community is committed to having a healthy and interesting Tuckshop menu. We have paid Uniform Shop and Tuckshop Conveners, but rely heavily on volunteers for the successful running of both services. Please consider your ability to volunteer, volunteering is fun and a great way to meet other parents as well as learn about the many aspects of the school. There is a volunteer form in your folder. Meeting dates are advertised in the school newsletter.

**Tuckshop**

**Convenor:** Carolyn Kong  
**Telephone:** 3249 1318
The tuckshop is open every day. In 2011, the tuckshop introduced online ordering, through flexischools.com. Online ordering takes away the need for parents to find change and paper bags. Reusable tuckshop bags are also available for sale from the tuckshop for $9 to try to reduce our paper bag wastage. During first break at 11:00am the tuckshop provides lunches. At second break at 1.00pm the students (in Years 1 to 7 ONLY) can purchase ice blocks, drinks and snacks. A Tuckshop Menu is distributed with the first newsletter of the year. Our current menu is available on the school’s website. Volunteers are always needed and welcome in the tuckshop. Please consider becoming a volunteer.

Uniform Shop
Convenor: Deborah Love   Telephone: 3249 1361
The daily wearing of a school uniform is expected as it develops a sense of pride and identity with the school. The Uniform Shop is situated under block 11 and stocks all uniform requirements, including sports shirts, hats, chair bags, library bags, socks, winter jackets, etc. It is open twice a week on Wednesday afternoon and Friday morning. It is also open on Orientation Day and in the working day before school starts for the year. We also maintain an online ordering system via Flexischools – http://schools.fleximeals.com.au/

Uniform Shop Hours:
Trading hours are as follows:

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday</td>
<td>1.30 to 3.30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>8.30 to 10.30 am</td>
</tr>
</tbody>
</table>

Any changes to these days/times will be advertised via the school newsletter.

A list of items stocked in the Uniform Shop together with prices is included in this package and also available from the Uniform Shop, the school office the school website and the Flexischools website. Payments can be made by cash, cheque or credit card and EFTPOS.

<table>
<thead>
<tr>
<th>GIRLS’ UNIFORM</th>
<th>BOYS’ UNIFORM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Royal blue knit shirt bearing School logo</td>
<td>Royal blue knit shirt bearing school logo</td>
</tr>
<tr>
<td>Navy culottes / navy knit shorts</td>
<td>Navy knit shorts</td>
</tr>
<tr>
<td>Black closed in shoes and white socks</td>
<td>Black closed in shoes and white socks</td>
</tr>
<tr>
<td>School hat royal blue (broad brimmed)</td>
<td>School hat royal blue (broad brimmed)</td>
</tr>
</tbody>
</table>

Prep: The uniform is the same as the rest of the school but with a gold school hat.

Recommended Footwear
Winter: Black closed in shoes and white socks
Summer: Black closed in shoes and white socks
Sports: Runners (or “joggers”)

PLEASE NOTE: Thongs are not permitted

Sports Uniform (House colours)
House-colour shirts bearing the school logo can be worn on any day of the school week EXCEPT on excursions or for class photos. House-colour shirts are required to be worn for annual sporting events.

*Winter Uniform*

The usual school uniform for boys and girls as described above is worn all year round, but in winter we stock zip-front jackets. They are made from a royal blue fleecy fabric. Hoodies are not part of the winter school uniform.

*Swimming*

There is no requirement to buy “school” swimming togs, though they are available for purchase at the pool. Children’s own swimming togs **plus a sun-safe shirt** are acceptable. Remember the “NO SHIRT, NO SWIM” policy. Bathing caps **must** also be worn (lycra or latex caps available at Uniform Shop).

*All clothing should be clearly named*

---

*The first day of School for 2014 will be Tuesday 28th January*
WELCOME TO WELLERS HILL STATE SCHOOL!!!