

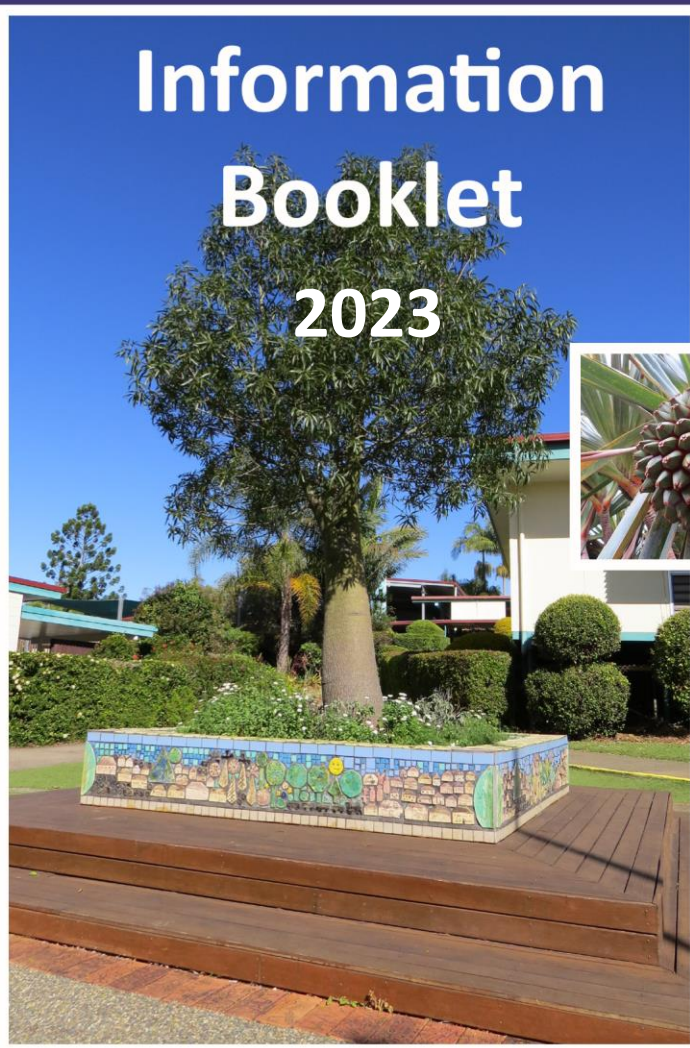


Cooroy State School

Est. 1909

Information Booklet 2023

*"Quality
learning
in a
caring and
supportive
environment"*



Cooroy State School
59 Elm Street Cooroy
(PO Box 404)
Queensland 4563
Telephone 07 5472 2100
admin@cooroyss.eq.edu.au
www.cooroyss.eq.edu.au

BELL TIMES



TIME	MON	TUES	WED	THUR	FRI
8:15am	STUDENTS MAY START ARRIVING AT SCHOOL				
8:30am	CLASSROOM DOORS OPEN (NO BELL)				
8:40am	WARNING BELL				
8:45am	MORNING SESSION STARTS				
9:15am					
9:45am					
10:15am					
10:45am	EATING TIME IN CLASSROOM				
10:55am	PLAY TIME				
11:20am	WARNING BELL				
11:25am	MIDDLE SESSION STARTS				
11:55pm					
12:25pm					
12:55pm					
1:25pm	PLAY TIME				
1.50pm	EATING TIME IN CLASSROOM				
2:00pm	AFTERNOON SESSION STARTS				
2:50pm	HOME TIME				

TERM DATES 2023

TERM 1	Monday 23 January – Friday 31 March	10 Weeks
TERM 2	Monday 17 April – Friday 23 June	10 Weeks
TERM 3	Monday 10 July – Friday 15 September	10 Weeks
TERM 4	Tuesday 3 October – Friday 8 December	10 Weeks

BUS ROUTES



SCHOOL BUS	ROUTE	BUS OPERATOR	PHONE
BLACK MOUNTAIN – Bus L	P743	Wayne Pickering	0418 714 445
EAST COOROY TINBEERWAH	P1580	Polley's Coaches Suzy/Niki	5480 4500
LAKE MACDONALD	S731	Polley's Coaches Suzy/Niki	5480 4500
RIDGEWOOD 1 – Bus C CARTERS RIDGE SKYRING CREEK	P745	Robert Cochrane	5447 9870 0429 154 060
RIDGEWOOD 2 - Bus M	P1688	Robert Cochrane	5447 9870 0429 154 060
CUDGERIE ESTATE – Bus 5	S800	Wayne Pickering	0418 714 445
TEWANTIN (Mt Tinbeerwah)	SN318	Buslink Queensland	5474 4733 5449 9503 - Fax
POMONA – Bus J BOREEN POINT STRATFORD PARK	P104	Robert Cochrane	5447 9870 0429 154 060
COORAN	S652	Polley's Coaches Suzy/Niki	5480 4500
FEDERAL COLES CREEK	S1531	Robert Cochrane	5447 9870 0429 154 060

****It is recommended that Prep students do not catch a bus for their first year of schooling. This enables greater communication between home and school and therefore support for your child. If you do wish for your Prep child to catch a bus, please contact the Principal or Deputy Principal prior to this happening. Your support is much appreciated.**



ONLINE ORDERING WITH QKR! AVAILABLE FOR PURCHASES FROM TUCKSHOP & UNIFORM SHOP



The Tuckshop is operated by the not-for-profit Cooroy State School P&C Association in conjunction with volunteers. Cooroy State School P&C Association have introduced the Qkr! (pronounced – Quicker) app to more easily order school lunches and uniforms. The Qkr! app enables mobile payment for the Tuckshop and Uniform Shop. It lets parents use their smartphones to make tuckshop orders, and uniform shop purchases without having to give their children cash to carry to school. Although the app is a MasterCard initiative, it enables payment from most financial institutions and major credit cards with Safe and Secure MasterCard Technology. Qkr! is a FREE app, through the Apple or Google Play store.

www.youtube.com/watch?time_continue=3&v=A1wpTiL4fQk

Please note this is for the Uniform Shop and Tuckshop only. **(NOT SCHOOL PAYMENTS)**.

If you have any questions please do not hesitate to send the P & C a message via pandc@cooroyss.eq.edu.au or leave a message with Deb at the Tuckshop.

TUCKSHOP - COOROY STATE SCHOOL POSSUM CAFÉ

Online ordering is available via the Qkr! App (Please download).

Pre-ordering of lunch is a must as **NO** extra food is available to buy over the counter. Reusable lunch bags are available for purchase at the Possum Café. Any change will be attached to your bag. Please drop orders into the black box in the classroom or deliver directly to the Possum Café (Tuckshop).

The Possum Café is open Monday – Friday at 1st break only (10:45 – 11:25am).

Menus are available from the Possum Café, School Website and School Office.

VOLUNTEERING IN THE POSSUM CAFÉ

The Possum Café runs with the help of a fantastic team of volunteer Mums, Dads and Carers. If you can spare one morning a week, fortnight or month between 8:00am and 11:30am, please see Deb our Convenor. Volunteering is a great way to **GET INVOLVED** and become part of our school community.

From **23 January 2022**, as per QLD Health Directive, mandatory COVID-19 vaccinations will be required for all volunteers that enter the school grounds to deliver a service, this includes the Possum Café and Uniform shop.



UNIFORM SHOP OPENING HOURS

Friday	8:15 – 8:45am
First day of each term	8:15 – 8:45am

The uniform shop is operated by the not-for-profit Cooroy State School P&C Association.

The Qkr! app is also available for any online purchases. The ordering dates are processed on Monday's and Friday's and the orders will be delivered to your nominated child's classroom (if ordering for multiple children).

For any further information or change to these days and times please see below:

- Cooroy State School P&C Facebook Page
- Email – cooroyssuniforms@gmail.com
- School Website – <https://cooroyss.eq.edu.au>
- Or contact the school – 5472 2100

UNIFORMS & COSTS

FORMAL UNIFORM	
Unisex Shirts	\$35.00
Unisex Shorts	\$30.00
Skorts	\$30.00
Dress	\$38.00
SPORTS UNIFORM	
Unisex House Shirts	\$20.00
Unisex Sports Shorts	\$30.00
Sports Skorts	\$30.00
HATS	
Reversible Hats (house team colours)	\$15.00
WINTER UNIFORM	
Fleecy Full Zip Jackets	\$40.00
Fleecy Vests	\$15.00
Spray Jackets (with hood)	\$55.00

(Limited stocks of older style shorts, skorts and jackets are sometimes available at discounted prices.)

AN EXTRA \$5 WILL BE ADDED TO EVERY ITEM OVER SIZE 16 TO COVER MANUFACTURING COSTS.

DRESS CODE



STATEMENT OF INTENT

A Student Dress Code lies within the School Code of Behaviour and consists of an agreed standard and items of clothing. It clearly explains the standards of acceptable dress in relation to clothing, headwear and footwear worn by students as well as other aspects of their personal presentation. The Student Dress Code reflects school community standards and are consistent with occupational health and safety and anti-discrimination legislation as well as the Sun Safety Strategy.

PURPOSE

At Cooroy State School students must wear full school uniform when:

- Attending or representing their school;
- Travelling to and from school; and
- Engaging in school activities off school grounds or out of school hours.

The Student Dress Codes provides clothing that aims to contribute to a safe and supportive teaching and learning environment through:

- Easy identification of students and non-students at school;
- Fostering a sense of pride and belonging;
- Developing equity and mutual respect among students by minimising visible evidence of economic or social differences;
- The opportunity for students to feel respect for themselves and others because of their positive image; and
- A lower cost to families in the long term.

APPROPRIATE DRESS

The Cooroy State School uniform consists of:

Summer Uniform

- Unisex
 - School Polo Shirt
 - School Shorts/Skorts
 - School Panel Dress
 - Closed in jogging shoes, preferably black
 - Ankle socks, preferably white
 - Broad Brimmed Hat

Sports Uniform

- Unisex
 - Sports House Polo Shirt
 - Sports Shorts/Skorts
 - Closed in jogging shoes, preferably black
 - Ankle socks, preferably white
 - Hat
- Swimming
 - Rashie recommended
 - Swimming shorts or one piece bathing suit

Winter Uniform (additional to Summer Uniform)

- Unisex
 - Fleecy Jacket
 - Fleecy Vest
 - Spray Jacket

*** Uniform items are available for purchase from the P&C Uniform Shop located at the school.**

Cooroy State School has an 'In a hat, or in the shade' policy. Students who are in the sun and not wearing a hat will be directed back to shaded/covered areas of the school.

Throughout the year, free dress days may be organised by the Student Leadership Committee. Parents/carers will always be notified of these events. On free dress days the following dress standards apply:

- All clothing items must be Sunsmart;
- No inappropriate logos, slogans or wording; and
- Fully closed in footwear.



INAPPROPRIATE DRESS

Inappropriate dress refers to clothing, headwear, footwear or jewellery worn by students that is deemed to be:

- Offensive
- Likely to disrupt, or negatively influence normal school operations;
- Unsafe for the student or others; and
- Likely to result in a risk of health and safety of the student or others.

At Cooroy State School inappropriate dress includes:

- Hair colour other than natural colours. Shoulder length hair should be tied up or tied away from the face. Hair accessories should not be decorative but practical in nature and should be in the school colours.
- All jewellery, with the exception of:
 - Bracelets/necklaces of a 'medic-alert' or similar
 - Items of religious significance for students actively involved with religion
 - A maximum of one stud/sleeper earring for each ear lobe
 - A wrist watch
- Nose rings/studs, eyebrow rings, or other facial/body piercing;
- Make-up and coloured nail polish; and
- Badges or clothing attachments other than those distributed by the school.

CONSEQUENCES OF NON-COMPLIANCE

As the Student Dress Code lies within the School Code of Behaviour, any breaches will be dealt with according to the steps outlined in the School Code of Behaviour taking into consideration the severity and repetition of the offence. Consequences for a breach of the Student Dress Code could include:

- Being directed to change into appropriate school supplied clothing;
- Parental notification;
- Detention during lunch times;
- Non-attendance or participation in activities where the student is representing the school; or
- Non-attendance or participation in any school activity that is not an essential school educational program.

Students not in full school uniform are expected to bring a note explaining the reason, and give this note to their classroom teacher.

CONSIDERATIONS

Support for families is provided through the availability of second hand uniforms. In circumstances of financial hardship, parents/carers are encouraged to contact the school office on (07) 5472 2100 to assist in helping your child to wear full school uniform every day.





STUDENT CODE OF CONDUCT

RATIONALE

Cooroy State School is committed to providing a safe, respectful and disciplined learning environment for all students and staff. At Cooroy State School we believe students learn best in a supportive school environment free from disruptive behaviours, where individual students are taught to take responsibility for their own behaviour choices. We want our students to leave this school having developed the skills to become literate, numerate, life-long learners who are:

- Effective communicators
- Socially responsible citizens
- Confident and self-managed
- Active in a global world
- Complex thinkers and problem solvers

The Student Code of Conduct is designed to facilitate high standards of behaviour so that the learning and teaching in our school can be effective and students can participate positively within our school and the broader community.

This document is a summary of the full Plan, available on the school website: www.cooroyss.eq.edu.au

CODE OF BEHAVIOUR

Central to the behaviour of all school community members is the commitment to our Code of Behaviour, referred to as our 4C's.

- Care for yourself
- Care for your school
- Care for others
- Care for your learning

POSITIVE BEHAVIOUR FOR LEARNING (P.B.L.)

Positive Behaviour for Learning is the school's process for teaching, encouraging and rewarding expected social and behavioural skills. The P.B.L. Expectations Matrix (on the following pages) links the 4C's with specific behavioural expectations in all school settings. These expectations are then explicitly taught to students on a weekly basis and rewarded daily, weekly and quarterly.

RECOGNISING SELF-MANAGED LEARNERS

The agreed quality standard for student behaviour is self-management. All students are considered self-managed learners at the beginning of the year or when enrolling at school. Students that exhibit the qualities of a self-managed learner will be recognised and rewarded throughout the year. These students will also receive a certificate of commendation at the end of each semester.

BEHAVIOUR SUPPORT LEVELS

If students exhibit inappropriate behaviours, particularly multiple negative incidents or continued behaviours over time, they may be placed on tiers of support ranging from yellow to red. The higher the level, the more support necessary. Support may include the following at each level:

1. Classroom Teacher
2. Classroom Teacher and Case Manager
3. Classroom Teacher, Case Manager, Administration and Internal and External Agencies (eg. AVT, Behaviour, Chaplaincy, Student Support Committee, Paediatrician, CYMHS)



UNACCEPTABLE BEHAVIOUR

Whilst the school focuses on proactive and preventative strategies, certain types of behaviours are unacceptable and may incur a consequence. When dealing with unacceptable behaviour our staff use a least intrusive to most intrusive approach. The least intrusive intervention enables staff to calmly check inappropriate behaviour and then encourage the student to choose a better alternative. If the student finds it difficult to make the right choices, the classroom teacher then follows procedures to assist the student. School strategies include:

- Tactical ignoring
- Redirect the student
- Reminder of class and school rules
- Redirection with a choice of two alternatives
- Set apart from peers/Buddy class
- Individual Management Plan
- Stakeholder meeting
- Individual Behaviour Support Plan
- Suspension

REPORTING PROCESS

At Cooroy State School all students, parents and staff hold the responsibility of appropriately reporting incidents. The document on the following page (Student, Parent and Staff Reporting Responsibilities) outlines the processes to be followed and responsibilities of all parties should the need to report an incident arise.

TEAM WORK

At Cooroy State School we believe that the most successful results are achieved when all stakeholders work together as a team. We operate through an open door policy and value two way communication.



Hi, I'm Blossom the Possum
the Cooroy State School
Positive Behaviour for Learning (P.B.L.)
mascot.

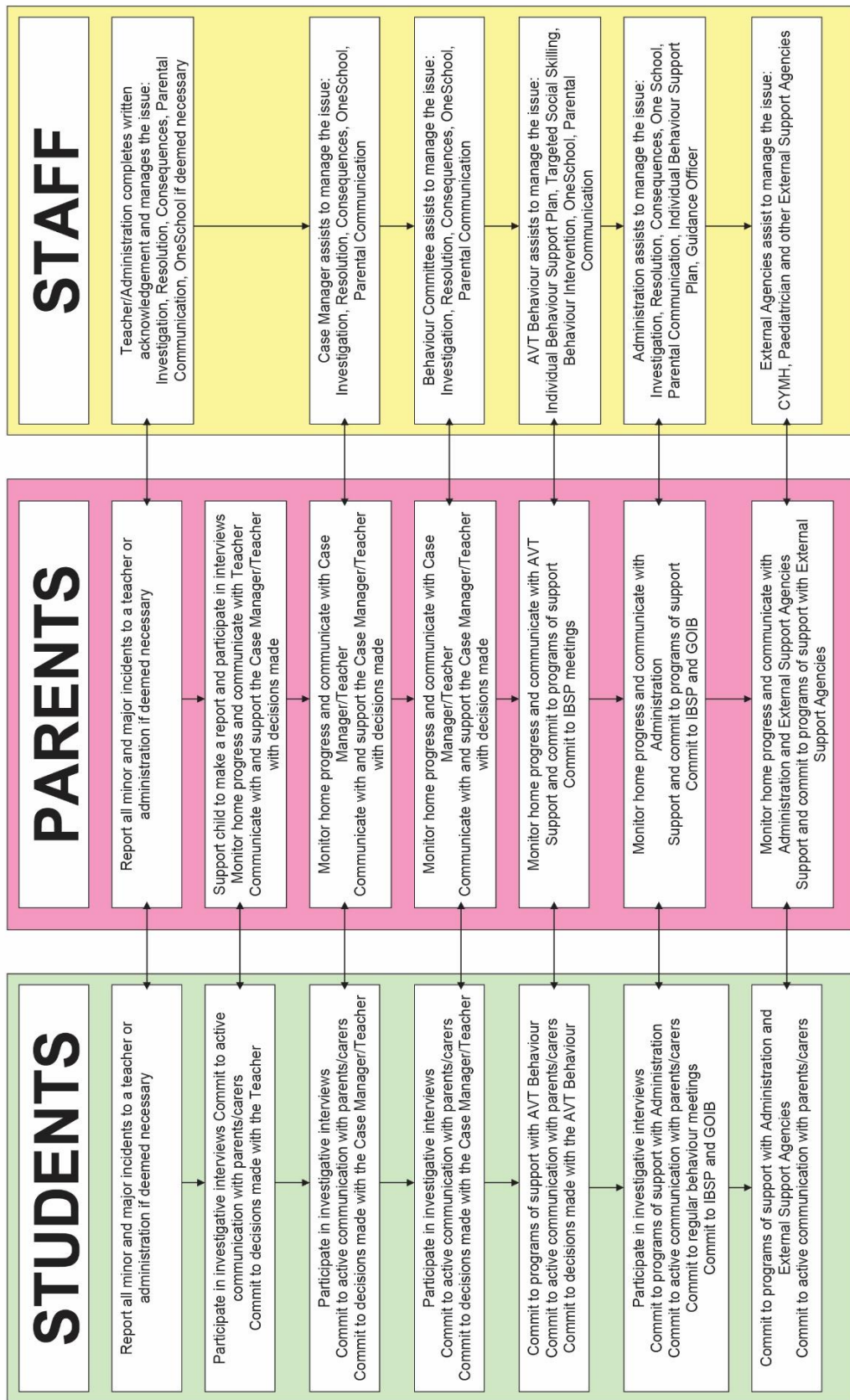
Welcome to our school.

I look forward to working with you each week
to achieve our whole school
positive behaviour goals.



COORoy STATE SCHOOL STUDENTS, PARENTS AND STAFF REPORTING RESPONSIBILITIES

This document lies within and is a part of the Responsible Behaviour Plan for Students
Its strength lies in the belief that all parties will act with honesty and integrity throughout the process





Cooroy State School Expectation Matrix

Care for yourself, others, the school and your learning by ensuring ...



MATRIX



Care for Yourself						
Whole School	Learning Environments	Entering/Leaving School	Playground/Undercover Area	Eating Areas	Toilets	Transitioning/Lining Up
<ul style="list-style-type: none"> We keep our hands and feet to ourselves We walk when moving around the school We arrive at school from 8:15am onwards We solve problems with our words We use Stop, Think, Do strategies We report concerns We model sensible behaviour We are honest 	<ul style="list-style-type: none"> We walk when in a room We use all equipment safely We use furniture appropriately We ask permission to leave the room We are only in a room when a teacher is present We try our best 	<ul style="list-style-type: none"> We use the gates We use crossings safely We obey adult supervisors We follow the Road Rules We follow the Bus Code of Conduct We walk and travel safely 	<ul style="list-style-type: none"> We wear shoes and a school hat We use and play with equipment safely We play school approved games We stay in bounds We walk on concrete We report incidents, injuries and inappropriate behaviour to a teacher 	<ul style="list-style-type: none"> We sit while eating We eat our own food We use our own drink bottle We display good eating manners We wash our hands before eating We stay with the teacher in the designated area We eat during eating time We make healthy choices 	<ul style="list-style-type: none"> We use toilets appropriately We wash our hands 	<ul style="list-style-type: none"> We walk when moving around the school We visit the toilet before lining up We sit quietly when lining up We stay with the group
Care for Others						
<ul style="list-style-type: none"> We follow adult directions We use polite language We treat others with respect We are caring and considerate We encourage and support others 	<ul style="list-style-type: none"> We follow adult directions We listen to others We raise our hand to speak We use polite language 	<ul style="list-style-type: none"> We keep noise to a minimum We walk our bike, scooter or skateboard We secure our bike, scooter or skateboard in the allocated area 	<ul style="list-style-type: none"> We invite others to join in We share equipment We use positive language We consider others 	<ul style="list-style-type: none"> We ask permission to leave the eating area We remain in the eating area to finish eating 	<ul style="list-style-type: none"> We respect the privacy of others We clean up after ourselves 	<ul style="list-style-type: none"> We walk quietly and appropriately around buildings We walk on pathways We follow directions
Care for the School						
<ul style="list-style-type: none"> We are responsible for our behaviour We wear our school uniform We are positive role models at school and in the community We take responsibility for solving problems 	<ul style="list-style-type: none"> We keep rooms tidy We care for property 	<ul style="list-style-type: none"> We are Travel Smart at the office with our parent/carer when late or leaving early 	<ul style="list-style-type: none"> We respect school grounds and gardens We are problem solvers We look after our equipment 	<ul style="list-style-type: none"> We put rubbish in the bin We keep eating areas clean and tidy 	<ul style="list-style-type: none"> We use water responsibly We use the toilet appropriately We report incidents to the teacher 	<ul style="list-style-type: none"> We walk on pathways
Care for your Learning						
<ul style="list-style-type: none"> We are good listeners We are on time We ask for help We try our best We participate We take responsibility for our learning We take responsibility for our belongings We never give up 	<ul style="list-style-type: none"> We participate fully We look after our belongings We are responsible for our learning We are organised We have our equipment ready 	<ul style="list-style-type: none"> We learn and follow Road Rules We learn and follow Bus Rules We learn and practise Bike Safety 	<ul style="list-style-type: none"> We clean up after ourselves We learn new games and activities We develop positive social skills 	<ul style="list-style-type: none"> We finish our lunch to make our brain work and give us energy 	<ul style="list-style-type: none"> We use the toilet before school and at break times We ask permission during class time We return to class promptly 	<ul style="list-style-type: none"> We are on time We look after our belongings We stop playing on the first bell, we then have a drink, go to the toilet and line up We are organised and prepared for school before the bell
Excursions/Off Campus						
						<ul style="list-style-type: none"> We listen and participate We are organised
Tuckshop						
						<ul style="list-style-type: none"> We order lunch before school
Electronic Devices						
						<ul style="list-style-type: none"> We use mobile phones outside of school hours We stay focussed on work tasks

59 Elm Street (PO Box 404) Cooroy Queensland 4563

Telephone (07) 5472 2100 Email admin@cooroyss.eq.edu.au




Department of Education and Training



QPARENTS
Your child's educational journey in your hands

Would you like to:

-  check your child's timetable on your phone, tablet or computer?
-  access your child's report cards online?
-  pay school invoices online with a credit card?
-  notify the school of your child's absences and monitor attendance?
-  engage more closely with your child's school?

Visit qpARENTS.qld.edu.au to find out more.



**PLEASE CONTACT
COOROY SS
FOR ACCESS TO QPARENTS**

HOMework



HOMework AT COORoy STATE SCHOOL

At Cooroy State School we believe homework helps to promote healthy study habits for later in life as well as creating a valuable link between home and school. This homework may consist of a number of activities including reading, vocabulary or spelling revision, mathematics revision or challenges, research or home projects to support students learning.

RESPONSIBILITY

Student - 4C's

- **We care for our learning** by completing our homework tasks.
- **We care for ourselves** by returning homework on time.
- **We care for our learning** by asking for help with our homework.
- **We care for our school** by taking care of Home Reading Books.
- **We care for our learning** by taking home our homework folder, communication book and Home Reading Books and returning them each week.

Teacher

- Homework will be provided weekly.
- Negative consequences will not be applied for non-completion.
- Incentives for students who complete homework will be dependent on the class teacher.
- Alternative tasks or arrangements will be provided if students are experiencing difficulty.
- All students will be encouraged to complete their homework to the best of their ability and consistent completion of homework will be acknowledged.
- Students who are unable to complete their homework at home will be offered an opportunity to complete it at school, but will not be disadvantaged at school for non-completion.



Parent & Caregiver

- Parents and caregivers offer encouragement and support, showing an interest and encouraging students to take responsibility for their learning.
- Parents and caregivers are encouraged to discuss homework with their child's teacher, especially if there are difficulties for their child or family.
- Parents and caregivers have a routine where homework occurs each day or across the week.
- Parents and caregivers provide a space where homework is completed is free from distractions.
- Parents and caregivers monitor and assist with homework when necessary.



RELIGIOUS INSTRUCTION POLICY STATEMENT


Queensland state schools embrace a multitude of cultural, religious and non-religious beliefs and encourage students to grow and develop as a whole person, in particular, in beliefs, values and attitudes. State schools respect the background and beliefs of all students and staff by not promoting, or being perceived as promoting, any particular set of beliefs in preference to another.

Queensland state schools provide religious instruction in accordance with Chapter 5 of the [Education \(General Provisions\) Act 2006](#)  (EGPA) and Part 5 of the [Education \(General Provisions\) Regulation 2017](#)  (EGPR) by making available up to one hour per week for the provision of [religious instruction](#) to students (except Prep students) who are members of a [faith group](#) that has approval to deliver religious instruction at the school.

Establishing a Religious Instruction Program:

In accordance with s.76 EGPA and s.26 EGPR, [religious leaders](#) who wish to provide religious instruction to students of their faith group [apply to the principal in writing \(DOC, 911KB\)](#) to establish a [single](#) (one faith group only) or [cooperative arrangement](#) (more than one faith group working together).

Principals consider the applications from faith groups and, if there are students of that faith group at the school, [approve \(DOC, 311KB\)](#) the minister of religion or accredited representatives to be [religious instructors](#) at their school.



All students (except Prep students) are [placed in either religious instruction or other instruction \(PDF, 231KB\)](#) in accordance with information provided on their [Application for Student Enrolment](#)  unless parents have provided other written instructions.

Delivering a Religious Instruction Program:

In accordance with s.28 EGPR, religious leaders approve the program of religious instruction to be used by their accredited representatives as religious instructors. The religious leaders are responsible for the quality of the religious instruction program that is to be delivered in schools and are required to screen their accredited representatives, provide them with ongoing support and training and ensure they are delivering only the [authorised program](#).

The religious leader (or leaders in a cooperative arrangement) nominates a [religious instruction coordinator](#) to manage and monitor the religious instructors and the delivery of the authorised program in a school.

Religious instructors are required to maintain accreditation with their faith group, have a current and valid [Blue Card](#) and deliver only the authorised program of the faith group.

As part of school-based induction, religious instructors are required to complete [Student Protection](#)  and [Code of Conduct](#)  training.

As defined in s.31 and s.32 EGPR, principals register the attendance dates and times of the religious instructors who attend the school and ensure religious instruction and [other instruction](#) are not conducted in the same classroom.

[Faith group publications](#) used for religious instruction are not to be accessible for other students and are to be securely stored or removed from the school premises at the completion of religious instruction.

The religious instructor is required to follow the advice and directives of the principal while on school premises.

Withdrawing students who are attending religious instruction:

In accordance with s.76 EGPA parents may withdraw their child from all religious instruction by notifying the principal in writing.



CHAPLAINCY AND STUDENT WELFARE WORKER SERVICES POLICY STATEMENT

A state school community can engage a chaplain or student welfare worker to complement other support services in the school. Chaplaincy or student welfare services may offer students, staff and parents with social, emotional and spiritual support by providing an additional adult role model in the school, and enhancing engagement with the broader community.

Chaplaincy and student welfare worker services are inclusive of, and show respect for, all religious and non-religious beliefs and other stances represented in the school community. All activities and events provided are optional, non-discriminatory and equally available to students of all beliefs. Chaplaincy and student welfare services are provided at the discretion of the school principal, in consultation with the school community.

Establishing a chaplaincy or student welfare worker service

Local community support, including from the Parents and Citizens' Association (P&C)/School Council, is required for the introduction of a chaplaincy or a student welfare worker service. This support is to be documented (e.g. in minutes of a P&C meeting) and will include justification as to why the service is supported, taking into consideration the needs of the student population and the characteristics of the school community.

All state schools are provided an opportunity to access application-based funding for chaplaincy and/or student welfare worker services through State or Australian Government funding.

In addition, state schools may choose to implement a chaplaincy or student welfare worker service at any time using

- school-based funds, and /or community raised funds which have been raised specifically for these services
- volunteer chaplain or student welfare worker services.

Determining whether to engage a chaplain or a student welfare worker is dependent on the purpose for which State or Australian Government funding has been provided (i.e. if National School Chaplaincy Program funding has been allocated for a chaplain, a chaplain must be engaged).

School communities that use school-based funds, or funds raised specifically for these services, may engage either a chaplain or a student welfare worker, with due consideration to the outcome of community consultation and at the discretion of the principal.

State schools do not directly employ chaplains or student welfare workers and are required to engage a chaplain or student welfare worker through an external organisation that has been accredited by the Department of Education, known as an Accredited Employing Authority (AEA). Although the AEA is responsible for the recruitment, selection and employment of the worker, principal endorsement of the AEA's selection is required. The AEA is also responsible for the ongoing professional development, training and professional supervision of the worker in areas pertinent to their role in the school.

The principal works with the P&C/School Council, AEA and, if one exists, the local chaplaincy committee to develop and monitor the role and workplan ([Form 2: Workplan](#)) of the chaplain/student welfare worker, taking into consideration the needs of the student population and the characteristics of the school community.

As part of their recruitment and selection process, before they commence their service, chaplains and student welfare workers must hold a valid blue card, and successfully undertake a school-based induction program which includes completion of the department's [Mandatory All Staff-Training Program – Key messages guide for contractors, volunteers and visitors](#) (the Guide). The Guide includes [Student Protection](#) and [Code of Conduct](#) requirements.

Delivering a chaplaincy or student welfare worker service

Where the school community supports the introduction of a chaplaincy or student welfare worker service, general interaction between students and the worker within the school does not require additional parental consent, unless a religious component (e.g. lunchtime prayer group) forms part of that principal endorsed interaction or activity.



While it is not compulsory for any student to participate in activities or receive services from a chaplain or student welfare worker, written informed consent is required for ongoing one-to-one meetings with the chaplain or student welfare worker.

The school principal has the discretion to make final decisions about the delivery of particular activities or programs by the chaplain or student welfare worker. Should a school chaplain wish to organise a program/activity that may have a religious component (e.g. a camp organised by the chaplain/AEA during school holidays; lunchtime prayer group), the school should clearly communicate the details of this activity or program to allow parents/caregivers to make an informed decision about their child's participation or non-participation. Parental consent is required for a student's involvement in such activities/events.

Chaplaincy and student welfare worker services are not [counselling services](#). Chaplains and student welfare workers are not permitted to engage in evangelising or proselytising, nor attempt to undermine a student's religious or other beliefs.

In order to ensure coordinated case management of student support, each referral that a chaplain or student welfare worker makes to an external agency requires the explicit approval of the school's principal, deputy principal, or guidance officer, and consent of the parent (or student if deemed competent by the principal to provide this consent).

Details of the chaplain's or student welfare worker's role in the school, including programs or activities the chaplain or student welfare worker will be offering or organising, should be clearly outlined in the [Form 2: Workplan](#). This should be approved by the AEA, worker, principal and the P&C President or a member of the P&C executive. The Form 2: Workplan should be updated accordingly should the worker's role vary during the contract period.

Managing a chaplaincy or student welfare worker service

Although chaplains and student welfare workers are employees of the AEA and operate in schools as contractors, they are still subject to legislative and departmental procedures that impact on their duties, as well as reasonable directions from the principal (or delegate).

The principal ensures that all chaplain and student welfare worker records in relation to these services are secured in accordance with the relevant provisions of the [Public Records Act 2002](#), the [Information Privacy Act 2009](#) and the [Education \(General Provisions\) Act 2006](#). Schools provide the chaplain/student welfare worker with access to secure storage facilities to enable confidential case records to be securely stored onsite.

The principal reports any instance of suspected inappropriate behaviour or conduct by AEA staff (including the chaplain/student welfare worker), including behaviour considered in breach of either the *Code of Conduct for the Queensland Public Service* or the department's Student Protection procedure and guidelines, in accordance with existing departmental protocols to the department's [Conduct and Complaints team](#). Where required, a separate report must also be lodged to the Department of Child Safety, Communities and Women, and Queensland Police Service.

The principal deals with complaints associated with the delivery of chaplaincy and student welfare worker services in a fair and equitable manner, and ensures that all accountability and reporting procedures occur as required.



On behalf of the Cooroy State School P&C, I welcome you to Cooroy State School and introduce you to the Parents and Citizens role within our school. We are a group of Parents and Citizens, of the community, that volunteer our time and get together once a month to contribute to the running of the school. We are people, just like you, that feel committed to making the school a better learning environment for all.

The P&C Association is responsible for the Out of School Hours Care facility, Uniform Shop, Tuckshop, and Fundraising Events such as the Mother's Day or Father's Day stall. These activities, while providing an essential service to the school, help to raise funds for projects the school cannot undertake alone.

The following projects have been supported by the P&C Association in recent years:

- Air-conditioning to all classrooms and Resource Centre
- Audio and Visual to the main hall
- Infinity laptops computers provided to every student between Year 3 – 6 and subsequent upgrades
- Chilled water bottle filler
- Mural artwork to the Tennis Courts
- Renovations in the COSHC to include a new office, kitchen area, toilets and painting
- Tuckshop renovations with new stainless-steel benches, shelves, windows and security screens
- Upgrades to classroom projectors and white boards
- Stencil-Crete art work for the Year 1-2 play area and sandpit.
- A new Year 5, 6 and COSHC playground and shade sails installed
- The pickup shelter was upgraded with undercover seating, new garden and pathway leading to shelter
- Buddy benches were installed throughout the school to provide inclusiveness to all children
- Fencing and landscaping between the oval and car park
- Ongoing contribution of \$500, to each classroom teacher, specifically for resources
- Ongoing contribution of \$1,500 to Year 6 Farewell activities
- Fridges for Prep classrooms
- School-wide Wi-Fi
- Future planning for funding for a significant upgrade the Year 5-6 Quadrangle (adjacent to administration block)

In conjunction with the Principal and staff, we aim to make Cooroy State School the best school in Queensland. The school community is continually growing with new parents and we encourage you to join us to create an even better learning environment for your child and all our children.

Our meetings are held on the school grounds every 3rd Monday of each month between 5:30 – 6:30pm. If you are unable to attend the meetings, there are still plenty of ways to engage with the school community by volunteering at the tuckshop or at a fundraising event. The P & C is a great way to become part of your community, have some fun and make lasting friends.

You can also stay in touch through the Cooroy State School P & C Facebook group for latest information.

Cerise Britton
President

Amanda Thomson
Vice President

Cherise Finzel
Secretary

Samara Orpwood
Treasurer



The P & C operate our Outside School Hours Care located in the Activity Hall adjacent to the school oval.

We exclusively serve families of Cooroy State School for Before and After School Care, and priority is given to Cooroy State School Children for Vacation Care.

We are assessed as Meeting National Quality Standards under the National Quality Agenda. Breakfast and Afternoon Tea are supplied with the menu varying weekly.

If eligible, families can access Child Care Subsidy via Centrelink to reduce out of pocket expenses.

OPERATING HOURS – Monday to Friday

Before School Care	6:00am – 8:30am
After School Care	2:50pm – 6:00pm
Vacation Care	6:00am – 6:00pm

Phone: 5447 7622

Email: cooroy_oshc@bigpond.com

SCHOOL MAP

