



# PARENT HANDBOOK

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Tuckshop/Uniforms: 3489 2338  
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Parents & Citizens Association  
The Association meets the 2<sup>nd</sup> Wednesday of every month at 4PM  
Website [www.mabelparkshs.eq.edu.au](http://www.mabelparkshs.eq.edu.au)



Mabel Park  
**State High School**

# Contents

School Vision, Mission and Values .....	3
Our Vision.....	3
Our Mission... ..	3
Our Core Values... ..	3
The Mabel Way .....	3
Staff .....	4
Curriculum.....	6
Excursion Policy.....	8
Positive Behaviour for Learning .....	9
School routine .....	10
Sport.....	12
Sun Safety .....	12
Uniform Policy.....	13
Finance - Student Resource Scheme .....	14
Junior Secondary (Years 7 to 9) Boys and Girls Uniform .....	15
Senior Secondary (Years 10 to 12) Boys and GIRLS UNIFORM .....	15
Uniform Price List.....	16
Stationary List .....	17
Parent-Teacher Meetings .....	18
Curriculum Offerings.....	18
School Diaries.....	19
Student Health and Wellbeing.....	19

# SCHOOL VISION, MISSION AND VALUES

## Our Vision...

To be the most respected, admired and accomplished school.

## Our Mission...

We deliver outstanding education to our students and enrich our community

## Our Core Values...

- Students First
- Respect for All
- Holistic Wellbeing
- Continuous Improvement and Innovation

# THE MABEL WAY

Our school community has identified the following learning values to teach and promote responsible behaviour:

### RESPECTFUL

- We respect who we are
- We care about how we are perceived
- We care about our wellbeing
- We listen to seek understanding
- We actively listen to seek understanding and ask questions to clarify
- We empathise with others
- We value others, property and the environment
- We value the personal space of others
- We take care of our property and the property of others

### RESILIENT

- We believe
- We have high expectations of ourselves
- We set realistic and challenging goals and work towards them
- We reach out
- We challenge our comfort zones
- We persist through difficult situations
- We never give up
- We seek support
- We offer support

### RESPONSIBLE

- We do the right thing
- We make informed choices
- Reflect on and learn from our decisions
- We are responsible for our own behaviour
- We accept we are responsible for what we do
- We accept that we are responsible to come prepared to learn
- We uphold the reputation, values and rules of the school
- We uphold the school's common agreements
- We follow health and safety procedures

### REPRESENT

- We have high expectations of ourselves
- We wear our uniform with pride
- We celebrate our success
- We are ambassadors for our school
- We care for our school environment
- We contribute to MPSHS in a positive way
- We contribute to our community
- We are enriched by our diverse community

We bring credit to the school through our actions



# STAFF

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# CURRICULUM

All subjects and courses are offered:

- subject to the availability of appropriate teaching staff
- subject to the availability of specialist teaching rooms
- provided that sufficient minimum numbers of students nominate to study the subject

Year/s	Core Subjects	Elective Subject
<b>Years 7 and 8</b>	English Mathematics History Science Health and Physical Education Japanese	Students study one elective per term. <b>Technology:</b> <ul style="list-style-type: none"> <li>▪ DigiTech</li> <li>▪ Home Economics</li> <li>▪ Manual Arts</li> </ul> <b>The Arts:</b> <ul style="list-style-type: none"> <li>▪ Dance</li> <li>▪ Drama</li> <li>▪ Music</li> <li>▪ Visual Art</li> </ul>
<b>Year 9</b>	English Mathematics History Science Health and Physical Education	Students study one elective per semester. <b>LOTE:</b> <ul style="list-style-type: none"> <li>▪ Japanese</li> </ul> <b>Technology:</b> <ul style="list-style-type: none"> <li>▪ DigiTech</li> <li>▪ Home Economics</li> <li>▪ Manual Arts</li> </ul> <b>The Arts:</b> <ul style="list-style-type: none"> <li>▪ Dance</li> <li>▪ Drama</li> <li>▪ Music</li> <li>▪ Visual Art</li> </ul>
<b>Year 10</b>	English Mathematics History Science Certificate II in Skills for Work and Vocational Pathways	Students study two electives per semester. <b>LOTE:</b> <ul style="list-style-type: none"> <li>▪ Japanese</li> </ul> <b>Health:</b> <ul style="list-style-type: none"> <li>▪ Health and Physical Education</li> </ul> <b>Technology:</b> <ul style="list-style-type: none"> <li>▪ DigiTech</li> <li>▪ Home Economics</li> <li>▪ Manual Arts</li> </ul> <b>The Arts:</b> <ul style="list-style-type: none"> <li>▪ Dance</li> <li>▪ Drama</li> <li>▪ Music</li> <li>▪ Visual Art</li> </ul> <b>Certificate II</b> <ul style="list-style-type: none"> <li>• Creative Industries</li> <li>• Music</li> <li>• Sport and Recreation</li> </ul>

## Years 11 and 12

<i>Authority</i>	<i>Authority-registered</i>	<i>Vocational Certificates</i>
Accounting Ancient History Biology Business Communication and Technology Chemistry Drama English Information Technology Systems Legal Studies Mathematics A Mathematics B Physical Education Music Science 21 Visual Art	Early Childhood English Communication Functional English Functional Mathematics Industrial Graphics Prevocational Mathematics Science Practice Short Course in Literacy Short Course in Numeracy	<b>Certificate I:</b> <ul style="list-style-type: none"> <li>▪ Construction</li> </ul> <b>Certificate II:</b> <ul style="list-style-type: none"> <li>▪ Engineering Pathways</li> <li>▪ Hospitality</li> <li>▪ Retail</li> <li>▪ Sport and Recreation</li> <li>▪ Tourism</li> <li>▪ Active Volunteering</li> <li>▪ Sport and Coaching</li> </ul> <b>Certificate III:</b> <ul style="list-style-type: none"> <li>▪ Information, Digital Media and Technology</li> <li>▪ Technical Production</li> <li>▪ Aviation (Remote Pilot – Visual Line of Sight)</li> <li>▪ Fitness</li> <li>▪ Visual Arts</li> <li>▪ Music Industries</li> <li>▪</li> </ul>

### Subject Changes

Requests from students to change subjects will only be considered during the first two weeks of each semester. Parental consent is required to change subjects.

### Instrumental Music

An Instrumental Music Program operates in this school. This program is available to all students who wish to learn an instrument. Students who are involved in this program will take part in small group lessons once a week from visiting music teachers who give lessons to the students in their chosen instruments.

The school is able to provide some musical instruments, this involves a fee of \$45 but students undertaking this program may have to purchase their own. Applications for hire of instruments should be made through the Head of Department, The Arts.

### Homework

Homework is school work done outside of class times and it provides opportunities for students to practice, strengthen and master skills taught and learnt in the classroom. Homework also helps students to develop the self-discipline to work on their own and in the company of others. Teachers ensure that homework is given and checked regularly. It is relevant and provides purposeful learning experiences for the student. The amount of time devoted to homework should increase as the student progresses through their school life. Homework is based on the class and teacher needs – i.e. it is not mandated.

The recommended minimum times for Homework are:

Year 7, 8, 9 & 10      3 to 5 hours per week.

Years 11 & 12      Minimum of 3 to 5 hours per week. Homework will vary accordingly to the student's learning needs and individual program of learning determined through their Senior Education & Training Plan.

The Library is open as a Homework Centre Tuesday, Wednesday and Thursday from 2:45pm until 3:15pm. Staff are on hand to support students with their homework during this time.

## EXCURSION POLICY

At Mabel Park State High School our excursions enhance students' learning by providing the opportunities for students to participate in curriculum-related activities outside the normal school routine. School excursions are well-planned curriculum-related activities that aim to maximise students' learning experiences. Excursions include, but not limited to: curriculum related activity, sporting activities or extra-curricular activities

This is a variety of responsibilities for the following parties:

### A) STUDENTS

For students to participate in curricular and extra-curricular activities the following conditions must be met:

- Students have returned all consent and medical forms and any relevant monies to the office or relevant teacher by the due date.
- Dressed in full school uniform, unless specified otherwise.
- Arrive on time to the arrival, check-in and departure points.
- Uphold the behaviour standards of Mabel Park SHS whilst representing the school during the activity.
- Maintain a minimum of 85% attendance.
- Have no major behaviour incidents.
- Returned their Text-Book Hire and Resource Scheme form and have paid or a payment plan in place for student's school fees.
- Refunds will only be granted before payment has been finalised by the school with the approval of the Principal or Business Services Manager if the school is notified at least two weeks in advance.

Students who do not meet the above standards will not be allowed to take part in these activities and will be provide with alternate work or assessment at school, where necessary.

### B) PARENTS/CAREGIVERS

The school requests the following assistance in order for these activities to run smoothly:

- Written consent must be provided to the school office or organising teacher by the due date.
- Provide up-to-date medical details for students and return with the relevant consent forms.
- Complete a Text-Book Resource and Hire Scheme form at the start of each year, as excursions are often subsidised by the student's subject fees.
- Ensure you have paid or have a payment plan in place to pay your student's school fees.
- Ensure you have travel arrangements in place to allow your student to arrive and depart punctually.
- Contact the office if there are any last minute changes (34892333).

***The Principal has the discretion to determine which students will attend all school events***





# SCHOOL ROUTINE

## Bell Times

Form Class	Period 1	Period 2	Lunch	Period 3	Morning Tea	Period 4
8.40am to 8.50am	8.50am to 10.00am	10.00 to 11.10am	11.10am to 11.55am	11.55am to 1.05pm	1.05pm to 1.35pm	1.35pm to 2.45pm

## Year 7 Transition Questions

Where do I go during break times? Year 7 students will have break times along with other students at Mabel Park SHS. There is a designated Junior Secondary Precinct specifically for use by students in years 7 and 8 during breaks. There are loads of fun activities to be involved in during lunch breaks including playing ping pong, visiting the Wajin Centre, dropping in to play chess in the library or playing sport on the ovals.

Are there separate toilets for Year 7 and 8 students? There are also designated toilets for use by Year 7 and 8 students only within the Junior Secondary precinct.

How will I know how to get around? Most of the time, students' classes will be in their home room. However through the transition days and school diaries, which includes a school map, students find their way around quickly and easily.

How many teachers will I have? Students in Year 7 will have a designated home room for all core classes along with the three key teachers to allow for greater consistency and positive classroom relationships. A typical timetable is shown below:

Day 1 Form	Day 2 Form	Day 3 Form	Day 4 Form	Day 5 Form
08:40 - 08:50	08:40 - 08:50	08:40 - 08:50	08:40 - 08:50	08:40 - 08:50
7.1 WALKPR N09 P1	7.1 WALKPR N09 P1	7.1 WALKPR N09 P1	7.1 WALKPR N09 P1	7.1 WALKPR N09 P1
08:50 - 10:00	08:50 - 10:00	08:50 - 10:00	08:50 - 10:00	08:50 - 10:00
TEC072C MORTCH C03 P2	HPE072A ROBEMO JD2 P2	ENG072A WALKPR N09 P2	HIS072A WALKPR N09 P2	MAT072A LUBAKA N04 P2
10:00 - 11:10	10:00 - 11:10	10:00 - 11:10	10:00 - 11:10	10:00 - 11:10
SCI072A MCGEKA JL4 Lunch	TEC072C MORTCH C03 Lunch	TEC072C MORTCH C03 Lunch	ENG072A WALKPR N09 Lunch	HIS072A WALKPR N09 Lunch
11:10 - 11:50	11:10 - 11:50	11:10 - 11:50	11:10 - 11:50	11:10 - 11:50
Transition 11:50 - 11:55	Transition 11:50 - 11:55	Transition 11:50 - 11:55	Transition 11:50 - 11:55	Transition 11:50 - 11:55
P3 11:55 - 13:05	P3 11:55 - 13:05	P3 11:55 - 13:05	P3 11:55 - 13:05	P3 11:55 - 13:05
HIS072A WALKPR N09 Afternoon Tea	ENG072A WALKPR N09 Afternoon Tea	HPE072A ROBEMO JD2 Afternoon Tea	MAT072A LUBAKA N04 Afternoon Tea	SCI072A MCGEKA JL4 Afternoon Tea
13:05 - 13:35	13:05 - 13:35	13:05 - 13:35	13:05 - 13:35	13:05 - 13:35
P4 13:35 - 14:45	P4 13:35 - 14:45	P4 13:35 - 14:45	P4 13:35 - 14:45	P4 13:35 - 14:45
MAT072A LUBAKA L07	FTB072A VINEWE B04	FTB072A VINEWE B04	SCI072A MCGEKA JL4	HPE072A ROBEMO JD2

## Attendance

Attendance is compulsory every school day. On special event days, the attendance of pupils is still compulsory, even if the event is held outside the school grounds. Our school standard is that students are present for a minimum 95%.

## Absences

After an absence, however brief, a written explanation from a parent or guardian must

be presented to the form teacher on the first day of return back to school. Failure to inform the school of a legitimate reason will result in the absence being recorded as unexplained. Parents can call the student absence line **3489 2360** regarding the student's absence. Our school also subscribes to 'ID Attend'. This system sends a text message to your mobile phone if your student is absent without an excuse.

## Roll Marking

This takes place each day at 8.40am. If a student is late and misses form class, it is their responsibility to report to the office to sign in. Failure by students who are late to form to report to the office, will result in the student being recorded as absent for the day.

## Late Arrival

Students who are late to school will not be allowed to enter a class without a late note. The notes are issued at the school office. Any student without a note or telephone call from a parent or guardian will be given a lunchtime detention. If a student is detained by a teacher, causing them to be late to the next class, a note must be obtained from that teacher. Late notes in these circumstances will not be issued by the Deputy Principal or the office.

### **Permission Notes**

School commences at 8.40am and finishes at 2.45pm each day. After arrival at school, no student is to leave the school grounds without permission of a staff member. Permission notes are issued for medical purposes and matters of urgency.

### **Early Leave**

Students who need to leave the school before 2.45pm need written notification from their parent/guardian clearly explaining the reason for leaving the school grounds early. Notes should contain all specific information relating to the student, this includes: full name, form class, date and time of leaving. These notes should be presented at the office before school. A 'Leave Request' will be issued and then a 'Leave Pass' issued to student when they leave. Sport is mandatory for all students, and it is expected that parents do not organise medical appointments during sport time on a continual basis.

### **Bicycles, scooters, skateboards**

Bicycles must not be ridden in the school grounds. Bicycles should be locked in the bike cage. Any student who rides a bicycle to school must wear a helmet. Students who persist in riding to school on a bike without a helmet may be banned from riding to school.

Scooters and skateboards are not permitted at school.

### **Accidents**

In the event of an accident, students should report immediately to the nearest teacher.

### **Illness**

If a student falls ill during the day, the student should report to the teacher who will then direct them to the school office. If necessary, the parent or guardian will be called to collect the student or the parent can give permission for the student to be sent home. Students must not phone or text parents from mobile phones in class.

### **Medication**

Students who are required to take prescribed medication are advised to hand these to the office staff. Arrangements will be made for taking these medications. In the case of a student requiring ready access to medication, this should be clearly labelled and left at the school for use in emergencies. All parents must come to the office to fill in required medical forms and to provide a letter from the medical practitioner. At no time are students to keep prescribed medications in their possession.

### **Lost and Found**

Lost clothing and other articles will be handed in to the school office. Students may inspect these items to find lost goods. The school takes no responsibility for lost goods.

### **Visitors to the School**

All visitors must report to the Administration Office. They will be signed in and issued a 'Visitors Pass'. Only authorised persons are permitted in the school grounds.

### **Care of Valuables**

All property should be clearly marked with the student's name. Money should never be left in clothing or school bags. Larger sums of money and certain valuables should be left at the school office for safe keeping. The school takes no responsibility for lost or stolen items.

### **Student Travel in Private Vehicles**

Senior students, who have obtained their Drivers Licence, are able to drive to school. Students must park in the bottom car park and submit a 'Vehicle Details' form to the office. No other student is to travel in the vehicle without written permission from a parent/guardian. That permission note must be handed to the office.

## SPORT

Mabel Park State High School offers a comprehensive Sports Program which includes Interschool District Sport, Cross Country and Athletics carnivals.

### Junior Sport

Years 7, 8 & 9 students have the opportunity to be involved with extra-curricular sport. Teams train throughout the year in lunchtimes, before or after school to prepare for school tournaments.

### Interschool Sport

Years 10, 11 & 12 students participate in the Logan District School Sport competition which is held on Wednesday afternoons during school time. Teams play on a 'home and away' rotation, which requires bus travel, therefore the payment of a nominal fee is required if students wish to participate in these sports. Sport money must be paid at the beginning of each term in full. There will be no refunds of payments made for absence, sickness etc. as venues and buses still need to be paid for. In addition, we have our annual Cross Country and Athletics carnivals with our best competitors from Years 7 to 12 representing our school at district, regional and state level.

### Sport Houses

<i>House</i>	<i>Surnames beginning with</i>
Crocodile	A → G
Eagle	H → O
Kangaroo	P → Z

## SUN SAFETY

### Rationale

Research clearly indicates that childhood sun exposure is an important contributing factor to the development of skin cancer in later life. Being sun smart is an important life-long habit that looks after the health of all Australians. Mabel Park SHS realises the need to protect the skin of both students and staff, and to provide education about sun smart behaviour, thus reducing the risk of skin damage from exposure to the sun.

### Aims

Mabel Park SHS endeavours to minimise the exposure of its students and staff to harmful UV radiation from the sun through:

- Enforcement of a sun smart dress code
- A focus on providing appropriate and sufficient shade facilities
- Education within the curriculum to develop awareness and foster self-responsibility for skin cancer prevention and early detection
- A proactive risk management system ensuring sun protection is managed effectively for all school activities.

### Expectations of Students - Students should:

Be aware of the school sun safe policy.

Take responsibility for their own health and safety by being sun smart, and complying with school requirements and using SPF30+ sunscreen and wearing a hat and sun glasses where possible

When practicable, use shaded or covered areas when outdoors.

Act as positive role models for other students in all aspects of sun smart behaviour.

Participate in sun smart education programs.

### Expectations of Staff - Staff should:

Carry out a risk assessment for any outdoor activity and/or follow the UV protection controls established in the risk management plan.

Remind students of Sun Smart behaviour as required.

Act as good role models with respect to sun smart behaviour.

### **Expectations of Parents - Parents should:**

Provide the components of the school sun smart uniforms for their child, including the appropriate hat Provide their child with adequate SPF30+ broad spectrum water resistant sunscreen, and encourage them to use it.

Act as positive role models by practising sun smart behaviour.

Support the school sun smart policy.

## **UNIFORM POLICY**

Mabel Park State High is a “uniform” school. Our ‘Student Uniform Policy’ consists of an agreed standard of appearance and items of clothing, which are defined as a school uniform that our students wear when;

- Attending school.
- Travelling to and from school.
- Engaging in outside school events.

*Parental notes do not override this policy.*

### **Hats**

- Navy blue school cap/hat with white platypus on back.
- Other caps/hats are not permitted.

### **Shoes**

- Black leather shoes are permitted.
- Ballet flats, high heels and high tops are not permitted.
- White/coloured markings and logos are not permitted. Shoes must be 100% black in colour.
- Suede, material and mesh are not permitted. Shoes must be 100% leather in material.

### **Socks**

- Plain white socks are permitted.
- Socks must be visible and at minimum should be at ankle-length.
- MP State socks are permitted (available from the uniform shops).

### **Hair**

- Hair must be clean and tidy and comply with workplace health and safety provisions.
- Hair colour should be conventional with natural colours.
- Hairstyles should be conventional and not extreme. Hairstyles such as dreadlocks and Mohawks are not acceptable.
- Multiple or extreme hair adornments are not appropriate.
- Facial hair is not permitted. Students must be clean-shaven.

### **Make-Up and Nail Polish**

- Make-up and fingernail polish is not permitted.
- False nails are not permitted.

### **Jewellery**

- A wrist watch is permitted.
- One set of earrings may be worn in ear lobes only. **Earrings must be subtle and no larger than 5mm in diameter.**
- Spacers, stretchers and spikes are not permitted.
- Necklaces are not permitted. ‘Medic Alert’ necklaces will be permitted. Pendants or religious items that cannot be removed
- Must be on a long chain that cannot be seen.
- Rings are not permitted.
- Bracelets/wrist bands are not permitted. ‘Medic Alert’ bracelets will be permitted.
- Anklets are not permitted.

- Facial piercings of any description are not permitted even if they are clear or covered with a band-aid.

### Hijabs and Burkas

- Students may wear black and navy blue only.
- Adornments are not permitted.
- Headbands and head scarves must be black only.

### Tattoos

- Tattoos must be covered at all times.
- Coverings must be black only.

### Other items:

The following clothing items are **not permitted**:

- Visible undershirts
- Hooded jumpers
- Beanies
- Bandannas
- Scarves
- Gloves
- Track pants
- Denim

### Implementation

Students failing to comply with the 'Student Uniform Policy' must report to the Student Engagement Hub and the following may occur:

- Parents/carers will be contacted in order to discuss non-compliance and to arrange for the correct uniform to be delivered to school.
- If the student is unable to be provided the correct uniform or contact cannot be made, the student will remain in Student
- Engagement Hub and an alternate program of study will be provided.
- Repeated non-compliance will result in disciplinary action.

## FINANCE – STUDENT RESOURCE SCHEME

**Year 7, 8, and 9 - \$175 per year**

**Years 10, 11 and 12 - \$200**

**Arrangements for Payment** - Please sign the attached Parent/Carer Consent Form and return it to Mabel Park State High School by March 2018. If you prefer to pay by instalment, this can be done by making four equal payments on the first day of each term.

### Payment Options:

- Cash/Cheque/EFT/Credit Card-Student Collection Counter (8.00am-3.30pm) Tuesday, Wednesday & Thursday.
- Payments by mail - PO Box 2780, Logan City DC 4114
- BPay payments are now available please ask for a statement with the Reference Number

#### **Paying by Internet Banking: *Direct Payment into School Bank Account***

**School Bank Account Name:** Mabel Park State High School

**BSB Number:** 064-168 (CBA – WOODRIDGE)

**Account Number:** 0009 0546

**Reference/Details:** Please record both "Student/Family/Customer ID AND Reference Item Code" in the reference/details section so that your payment can be recorded correctly. If insufficient details are supplied, payments will be applied to the oldest debt for that Family/Customer.

- **We cannot take internet or credit card payments for P & C Uniform from the office.**
- **A receipt will be provided.**

### Parents/carers experiencing financial difficulty

- Contact the Business Services Manager (3489 2333) to discuss options - All discussions will be kept confidential.
- Part payments/instalment payments can be arranged (\$20.00 deposit to commence).
- CentreLink recipients may arrange regular deductions to be paid to the school.



## JUNIOR SECONDARY (YEARS 7 TO 9) BOYS AND GIRLS UNIFORM

### School Uniform

- These items can only be purchased from the school tuckshop:
- Navy blue school polo
- Navy blue school shorts with white platypus on front of right leg
- Navy blue school skirt with white platypus on front right side
- Navy blue ankle length pants with white platypus on the back right pocket
- Navy blue school zip up jacket with school logo on left side
- Navy blue school cap/hat with white platypus on back
- Navy blue school sports shorts with white platypus on front right side
- Plain white ankle socks are permitted (no logos)
- MP State socks are permitted

## SENIOR SECONDARY (YEARS 10 TO 12) BOYS AND GIRLS UNIFORM

### New School Uniform

- These items can only be purchased from the school uniform shop.
- The **formal uniform** will be compulsory on **Monday, Tuesday, Thursday and Friday**.
- The navy blue school polo and navy blue sports shorts may be worn on Wednesdays only.
- If students are studying subjects in which they play sport, they will be permitted to change in to the navy blue school polo and navy blue sports shorts for this lesson only.
- They are required to wear the formal uniform for all other lessons that day.
- Girls sky blue pin striped dress shirt with school logo on left side and **tie**
- Boys sky blue pin striped dress shirt with school logo on left side and **tie**
- Formal shorts/skirt may only be worn with the formal shirt and tie
- Navy blue school polo and navy blue sports shorts (Wednesday and sport lessons only)
- Sports shorts may only be worn with sports polo
- Navy blue knee length school shorts with white platypus on front of right leg
- Navy blue knee length school skirt with white platypus on front right side
- Navy blue ankle length pants with white platypus on the back right pocket
- Navy blue school zip up jacket with school logo on left side
- Navy blue school cap/hat with white platypus on back
- Plain black belt permitted
- Plain white ankle socks are permitted (no logos)
- MP State socks permitted (available from the uniform shop)

## UNIFORM PRICE LIST

Item	Price
Polo Shirts	\$31.00
Boys Short	\$35.00
Boys Long Pants	\$42.00
Girls Short	\$35.00
Girls Skirt	\$35.00
Girls Long Pants	\$40.00
<b>Senior Girls (Years 10-12)</b>	
Blouse	\$35.00
Tie	\$12.00
<b>Senior Boys</b>	
Shirt	\$35.00
Tie	\$18.00
<b>Winter Uniform</b>	
Zip Jackets	\$40.00
<b>Hats</b>	
Basketball Cap	\$15.00
Bucket Cap – Small-X Large	\$15.00
Sport Shorts	\$30.00
MP State School Bag	\$45.00
MP State School Socks	\$15.00

### Uniform Shop

The school uniform shop will be open for the sale of uniforms at times listed. Advice about opening times is available from the office. In general, the Uniform Shop is open during school terms Monday, Tuesday and Thursday 8:10am - 10:00am. Payments can be made by cash or EFTPOS; no cheques will be accepted. *The Convenor can be contacted on 07 3489 2338. Special opening hours prior to the commencement of the academic year will be available. The hours will be on display in the Admin office and also at the tuckshop/uniform shop.*



# STATIONERY LIST

All students are expected to have:

- A school bag large enough to hold all required equipment
- A school diary (this is provided as part of student's school fees) – **if lost students must purchase a new diary from the office for \$15.00**
- Pens/biros (2 each of black/blue and red)
- Highlighter ( pack of 4 colours)
- 2 HB pencil/pacer
- 1 eraser
- 1 ruler
- 1 glue stick
- 1 calculator
  - Basic calculator for Years 7 to 9
  - Scientific calculator for Years 10 to 12
  - Graphics calculator for Mathematical Methods
- 1 separate A4 notebook for each subject (**not a 5 subject book**)
- 1 USB Flash Drive (500mb minimum)
- additional specific subject material if required

## English Years 7,8,9&10

- 1 additional A4 notebook for journal writing

## History Year 7,8&9

- 1 additional A4 notebook for journal writing
- 2 additional A4 notebooks for research log

## Senior Industrial Technology – Engineering, Construction & Industrial Technology Skills

- Construction and Engineering
- 1 carpenter's pencil
- 1 A4 size notebook
- 3m tape measure
- Safety glasses
- Navy long sleeved work/Safety Overalls (Compulsory)

## Art

- 2 x 2B pencils
- Sharpener
- Coloured pencils
- Eraser
- Ruler

## Drama

- 1 x separate A4 notebook



Figure 1 Overalls required for senior ITD

## PARENT-TEACHER MEETINGS

Each year there will be two (2) formal opportunities for parents to meet with teachers to discuss their child's progress. These will occur in conjunction with the issue of student reports. At times, the school may call a meeting with the parent and student to develop a strategy to support students' achievement.

**How do parents get in touch with teachers?** There are a variety of ways to get in touch with teachers including:

- The **school diary** has room each day to add a note to a teacher or provide an explanation for absences.
- Teachers often find it easier to respond to **emails** due to their busy days, because they can respond when they have the opportunity.
- Parent-teacher interviews.
- Community into the classroom events will be held at the start of each term whereby parents can visit their student's classrooms and see classes in action.
- School bar-be-ques or afternoon teas.
- Other school events.
- Parents are welcome to make appointments with their child's teachers at any time throughout the year. Please contact the school office to make an appointment.

**How do we stay up-to-date with our student's progress?**

Parents will have the opportunity to sign up for QParents. QParents is an online hub of information which allows parents to securely access their student's information i.e. Behaviour, attendance, report cards, academic progress and so forth. Stay tuned for further information.

## CURRICULUM OFFERINGS

Year 7 students will study units according to the National Curriculum. Core subjects include: English, Mathematics, Science, History, Health and Physical Education and Japanese.

Elective subjects are an opportunity for students to 'taste' various subjects in their junior secondary years. This enables students to be better prepared for their senior schooling subject selections. Generally, students will also complete one elective per term from the arts or the technology area as follows:

Arts Electives	Technology Electives
Art Drama Music	DigiTech Home Economics Manual Arts

**Will the work be harder?** Year 7 will build on the work students complete in Year 6 to ensure students continue to learn new and exciting concepts and skills each year. However, we carefully hand select staff and students for each class to ensure each student is placed in a class where they can access the curriculum at an appropriate level.

Students taking part in the **Achieve Program** will take part in the Think Tank elective which challenges students to take part in rich tasks which encompass both technology and the arts areas. Students taking part in the **Performing Arts Program** will take part in classroom music for a semester as well as the instrumental music program. Further information about these programs will be distributed to selected students.

## SCHOOL DIARIES

All students receive a school diary with their timetable and assessment information. Diaries also include a school map to assist students with their movements around the school grounds. Attendance slips are included in the student diaries. Parents are encouraged to complete these slips any time your child is absent from school. Students are required to bring their diary to school every day. Within their diaries students are also encouraged to track their attendance and the novels they read.

***It is vital that students have their diary daily as they are required to have this to move around the school grounds during class time.***

## STUDENT HEALTH AND WELLBEING

Learning and wellbeing are inextricably linked — students learn best when their wellbeing is optimised, and they develop a strong sense of wellbeing when they experience success in learning. Mabel Park SHS has an established Student Wellbeing Team who supports student wellbeing through tracking of attendance, behaviour and achievement data.

**What do I do if I feel like I'm being bullied at school?** At Mabel Park State High School, we aim to create safe and welcoming learning environments. If students experience bullying, it is important they report this to their teacher, Dean of Students or the Junior Secondary Head of Department who will work with students involved to eliminate these issues.

***Please refer to the student diary for full policy.***