

HARRISTOWN STATE SCHOOL

Parent Handbook



A State Primary School for Students

Prep – Year 6

School Address: 332 South Street, Harristown, Q, 4350

Postal Address: PO Box 488, Drayton North, Q, 4350

Phone: (07) 4687 5333

Fax: (07) 4687 5300

Email: admin@harristownss.eq.edu.au

Web Page: harristownss.eq.edu.au

Principal's Welcome

On behalf of the school staff, students and community, we welcome you to our great school. We are sure that you will find Harristown State School provides a well-rounded and supportive education for your child/ren to work 'towards *excellence together*'.

Through our school values of Respect, Responsibility, Learning and Safety we encourage and support all students to reach their full potential. The education of each child is based on a partnership between student, home and school.

We encourage all students to have a sense of responsibility, self-confidence and enjoyment while at the same time striving to reach their potential in all aspects of their education. Students' wellbeing is very important to the staff and we work with parents and external agencies to ensure we provide a supportive educational environment.

This booklet is designed to give a brief insight into our school. It outlines our aims and values, the personnel your children will associate with, and an overview of the schools' routines, practices and activities.

As this document is only a brief view of our school you are most welcome to arrange a visit to see the school or make personal contact with the school staff to discuss any issues.

From

The Principal and Harristown State School Staff

School Profile

Harristown State School has an enrolment of approximately 350 students in Years P-6. Almost 30 % of students identified as Aboriginal and/or Torres Strait Islander and approximately 9 % of students identify as having English and a second or other language.

The school's clientele is changing, and more complex social issues are being addressed. Children from indigenous backgrounds form a moderate percentage of the population. There has been an increase in the transient population and a significant percentage of the children at this school are from homes where both parents are unemployed or live in single parent families.

The school buildings feature a variety of styles of architecture including new and old designs. Teaching spaces have the capacity to be single classroom or double teaching spaces.

The school has a well-equipped Resource Centre, covered play areas, a swimming pool, two multi-purpose halls, two computer labs, adventure playgrounds, music rooms, a Special Education block and is equipped with electronic security throughout the campus.

There are 14 classroom teachers (P – 6), supported by a Teacher Librarian, Instrumental Music Teachers, Physical Education Teacher, Indonesian Teacher, Support Teacher - Literacy and Numeracy, English as an Additional Language/Dialect Teacher and Students with Disabilities Teachers. Teacher Aides, tutors, volunteer parents, administration staff, a part time groundsman and cleaners support the teaching staff. We receive regular visits from the District Guidance Officer and the Speech Language Pathologist.



Harristown State School is part of the Darling Downs Southwest region and receives additional support from Educational Advisers. Instrumental Music, Camps and Excursions and Intervention programs operate in the school.

Many opportunities are available for students to develop their wide-ranging abilities. These include participating in the Eisteddfods, and competitive sport, regular visits to Harristown State High School Campus, West Special School and Denise Kable.

Harristown State School has a supportive parent community who play an active role in both the decision making and teaching/learning processes within the school.

The Darling Downs Southwest Improvement Agenda

Education Queensland acknowledges every student's entitlement to rigorous, meaningful and engaging learning experiences across all areas of the **Australian Curriculum**.

It further acknowledges that

- every student can learn
- every student can demonstrate progress in their learning
- the needs of every student are important
- all students should have the same opportunities and choices in their education.

Schools and teachers have a professional obligation to ensure that students with a disability are able to access and participate in education "*on the same basis*" as those without a disability.

Darling Downs Southwest Region has promoted a strong focus on the **3 Pillars**.

- Explicit Teaching
- Purposeful Use of Data
- Coaching and Feedback

These conditions will inform all aspects of the learning experiences for students with a disability and form the foundation for the progression to a focus on pedagogy.

The purpose of these operating guidelines is to support Principals, HOSES and Teachers in Special Education Cluster Programs to meet their professional obligation to ensure:

- students with a disability (SWD) are able to access and engage in the curriculum "*on the same basis*" as those students without a disability
- "*reasonable adjustments*" are considered to enable students with disability to access, participate and succeed in their learning.

Class Structure and Curriculum

Prep

Children entering our school in Prep must have attained the age of 5 by the last day of June in the year of enrolment. An exception can be made for children born in July. This must be approved by the Principal. A copy of the child's birth certificate is required as proof of age and is necessary before official enrolment can take place.

The Prep Year is integral to preparing children for Year 1 and Prep students participate in the Australian Curriculum from Day 1. In Prep, children learn through inquiry, investigation and play – known as active learning. It's a powerful way for children to develop important skills and the right attitude for school.

We have an open-door policy in the Prep year. For the safety of your child, please bring her/him to the Prep classroom any time after 8:30am and stay with your child until 8:50am. This is a time when we encourage parents to share a book or a puzzle with their child and spend some quality time together. It is also an important time for parents and staff to talk together and share information about the progress of your child.

Enrolments

All new enrolments will be issued with a book list relevant to their year level. It is important that on enrolment all information is given in the interest of your child. This information is confidential. Such information as health conditions, medication, allergies, family situation and custody orders are vital for the safety and protection of your child. It is essential that the school has copies of all court documents relating to custody and access.

Please advise the school immediately of any change of address, phone number, emergency contact or custody situations. This information is necessary as, at times, parents need to be contacted to arrange pick up of children during emergency situations.

N.B. All of this information is vitally important and we appreciate being advised of any changes.

Curriculum

The school offers a broad, formal curriculum based on the Australian Curriculum. At present the Australian Curriculum covers:

- English
- Mathematics
- Science
- Humanities and Social Sciences (History, Geography, Civics and Citizenship, Economics and Business)
- Technology (Design Technologies and Digital Technologies)
- The Arts (Dance, Drama, Media, Visual Arts)
- Health and Physical Education

Students also have access to the Key Learning Area – Languages: Indonesian.

From these sources, teachers prepare Term Plans and Daily Plans to ensure teaching is creative, stimulating and relevant to student needs. Integral to all these learning areas is the use of Digital Technologies and classroom teachers are encouraged to co-operatively plan and work with the school-based Librarian.

The school has a strong commitment to the improvement of student learning through Explicit Instruction. One of the key elements of Explicit Instruction is the emphasis on consolidation (Warm Ups). Regular and repetitive drill and practice commits knowledge and skills to a student in long term memory. Specific drill and practice strategies to embed learning into the long-term memory should be a feature of all teaching episodes.

This can be achieved in the Consolidation phase by (but not exclusive to):

- Rote Learning
- Interactive whiteboard/flashcards
- Chanting
- Games
- Rhymes and jingles
- Computer games e.g., Mathletics, Reading Eggs and Literacy Planet

Along with a strong commitment to student improvement in learning, we are committed to meeting the needs of all students, with modified programs utilised by teachers where the need arises. We believe it is essential to teach children to their learning level.

Class Groupings

Students are grouped in Year Levels. Class groupings depend on enrolment numbers in the school. Generally, there are one or two drafts of each Year Level. On occasions, students may be placed in multi-age class groups.

Booklist

Booklists are enclosed with enrolment packs. Please ensure all items are clearly named. Throughout the year replacement items may need to be purchased. Teachers will notify parents of required resources.

Library

The school boasts a modern, attractive, functional and well stocked Library. The Library Centre is the hub of the educational activity in the school and is complemented by 25 computers which are connected to the school's network. Students use the Library Centre at planned and incidental times. It is also available for recreational reading and games during some lunch breaks.

Students are able to change their library books weekly. Prep – Year 3 may borrow one book for one week and Years 4 – 6 may borrow two books for two weeks. Our librarian ensures that books borrowed are well protected from damage. Parents are financially responsible for books that are lost or damaged.



Specialist Learning Areas

Music

All students from Prep to Year 6 have a weekly Music lesson with a Music Specialist. Students are provided with opportunities to perform at school and community events and to compete in Music Competitions.

Physical Education

All students from Prep to Year 6 have weekly Physical Education Lessons. Lessons focus on gross motor development, throwing and catching skills, minor and major games, athletics and fitness. Because the school has a swimming pool, a more intensive swimming program is implemented in Terms 1 and 4. Two Multi- purpose Halls are also used for sporting activities.

Digital Technologies

The school has established two computer banks, one in the Library and one in the Student Support Centre as well as individual computers in classrooms. We have a developmental policy and program, which is reviewed as our students acquire new skills.

The focus is the use of computers to enhance children's ability in literacy and numeracy through the use of applications - word processing, spread sheet and database. Internet access is available throughout the school. Parents must sign a form explaining children's access to the internet and the policy governing procedures before children are allowed Internet Access.

As part of our School Action Plan and subsequent improvement agenda, the school will be purchasing class sets of iPads. The iPads will be used as a way for students to engage in the curriculum whilst accessing the latest technology.

School Routines

A day at Harristown State School consists of life inside and outside of the classroom. It takes into account all curricular and extra-curricular activities. In keeping with the expectations raised in the School's Philosophy, emphasis is placed on meeting the needs of the individual.

Parents are also encouraged to make and maintain contact with their child's teachers as this facilitates good communication.

School commences each day at 8.45 am. Children should not arrive at school before 8:00 am. All classes are dismissed at 3.00 pm.

Daily Timetable

8:45	First Bell (Students to go to toilet/ have a drink and straight to class)
8:55	Lessons begin
9:00	Class Rolls are marked
11:00	Lunch (children remain seated for 15 minutes)
11:40	End of play
11:45	Lessons begin
1:15	Afternoon recess (children remain seated for 10 minutes)
1:45	End of play
3:00	School ends

Arrival – 8:15am

The earliest time that students should arrive at school is 8:15am. Supervision on students is not provided before this time and students arriving earlier are to sit with their bags on the veranda outside the office until the teacher on duty collects them.

First Bell – 8:45am

All children should be at school before 8:45am. At 8:45am the bell is rung, students go to the toilet, wash hands and have a drink prior to lining up promptly for class.

Lunch – 11:00am

Students sit in their eating areas and eat their lunch for the first 15 minutes. When finished, they put their rubbish in the bin provided. When they have tidied the area, the teacher on duty will dismiss them for play. Students walk to their area. Structured lunch activities are available including library, craft, sport and computers.

During breaks, no student is permitted in a classroom, unless under teacher supervision. Students must wear a hat when outside at play.

When the bell rings, children stop play, walk to toilets, have a drink and line up promptly for class.

Middle Session – 11:40am

Afternoon Tea – 1:15pm

Students sit in their eating areas and eat their afternoon tea. When dismissed they go off to play.

Afternoon Session – 1:45pm

Afternoon Dismissal – 3:00pm

After School

No child is permitted on playground equipment outside school hours. Students are to wait in the designated areas for parents. When parents/caregivers arrive, students are to move quickly and safely to the car.

All children are expected to have left the school grounds by 3:15pm. When students have special permission to remain behind for sports training, practice or special events, they must wait with the teacher on duty until collected by their coach, trainer or teacher.

Please contact the school by phone if you are delayed and unable to collect your child by 3:25pm.

Travelling to and From School

Bus Travel

If transport to and from school by bus is required, please check with the local bus providers for details. Children's behaviour is subject to the Bus Code of Conduct. Children who travel home from school in the afternoon by bus have the option of being escorted by the teacher on duty to the bus interchange on the corner of Hennessy/Memory Streets. Children will sit with the teacher until their bus departs.

Bicycles, Scooters or Skateboards

Children riding bicycles, scooters or skateboards will-

- Wear a helmet
- Walk their bike inside the school grounds
- Lock their bike in the bike racks in the bike cage
- Sign in their scooters or skateboards at the office

Walking

Children are expected to use the pedestrian crossings under the direction of the crossing supervisors.

School Zone Speed Limit and Drop Off Areas

Parents are asked to exercise utmost care when driving their vehicles at this busy time. Parents and care givers are reminded that the speed limit in the vicinity of the school for all drivers during the school term is 40km/hr between 7:30am and 4pm, Monday to Friday. Parking in school grounds is for authorised vehicles only. This includes the staff car park. Parents are required to park only in designated bays. The designated drop off / pick up zones for this school are in South Street and Warwick Street. Parking spaces are also available on Burton Street.



Behaviour Expectations

Harristown State School is a Positive Behaviour for Learning school and committed to providing a safe, respectful, and supportive learning environment for students and staff, where students have opportunities to engage in quality learning experiences and to be successful, resilient learners.

Our School seeks to inspire student's learning, thinking and to become independent self-managers. This is accomplished within a safe environment where students' academic social and emotional needs are included.

Our school motto is "Towards Excellence Together" and our Regional focus is "Every Student Succeeding."

As a PBL school we are committed to facilitating the teaching, modelling and reinforcing of positive behaviours. The Responsible Behaviour Plan for Students 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 community.

All areas of Harristown State School are learning and teaching environments.

We consider behaviour support to be an opportunity for valuable social learning as well as a means of maximising the success of academic education programs.

The Responsible Behaviour Plan clearly identifies our shared expectations for behaviour at Harristown State School so they are plain to everyone. This enables ALL school community members to have clear and consistent expectations and understandings of their role in the educational process, creating and maintaining a positive and productive learning and teaching environment. A copy of the Responsible Behaviour Plan is available from the School Office or via the School website.

Our Responsible Behaviour Plan outlines our system for explicitly teaching positive, pro-social behaviours, encouraging and supporting positive behaviour and for responding effectively to unacceptable behaviours.

Our school community has identified the following school values to teach and promote our high standards of responsible behaviour:

- * Respect
- * Responsibility
- * Learning
- * Safety

Education Support Services

Learning Support

The Support Teacher for Curriculum works with students with particular needs through targeted intervention programs and provides support and resource materials for classroom teachers.

Guidance and Speech Pathology

A Guidance Officer and Speech Pathologist visit the school regularly. The school has access to other Advisory Visiting Teachers according to need.

English as an Additional Language/Dialect

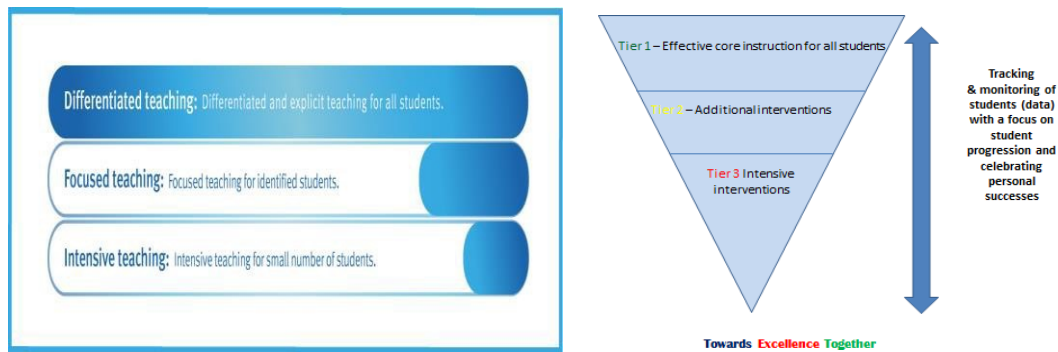
Students who arrive in Australia a country where English is not the native language may participate in the EAL/D program. The student's English as a Second Language needs should be discussed with the Principal when an application for enrolment is lodged. The EAL/D teacher works with identified students individually or in small groups, both within and outside the classroom.

Special Education Program

A Whole School Approach to Supporting Student Engagement and Learning

Harristown State School responds to the diverse needs of all learners by implementing a whole school approach to intervention. Utilising the Response to Intervention Model provides a continuum of support with increasingly focused and personalised teaching and intervention at each successive tier. This includes increasing the levels of adjustments, monitoring of student learning and behaviour and involving support staff during this process.

Harristown State School's Student Support Team identifies the appropriate tier of support through analysis of student data and ongoing monitoring of student progress.



The Special Education teachers at Harristown State School support identified students in class and in small withdrawal groups for targeted intervention. Special Education teachers are responsible for supporting class teachers in differentiating the curriculum and assessment.

The Head of Special Education (HOSES) is based at Harristown State School and works full time. The HOSES works Tuesday and Wednesday at Newtown State School, Thursday and Friday at Harristown State School and Mondays each alternate week.

The verified and non-verified students of Harristown are supported by a range of external service providers. These specialised services include Advisory Visiting Teachers – Vision Impairment, Hearing Impairment and Physical Impairment, Goolburri Health and Carbal.

The Education Queensland P-12 Framework provides opportunities for all students to experience success every day. Having a collaborative school approach to support all students' learning and well-being provides a united and informed community where academic and social progress occurs and is celebrated.

Extra-Curricular Activities

The formal curriculum of the school is supported by the many extra-curricular activities. Extra-curricular is a term used to encompass all the activities the school offers outside the formal curriculum.

This covers activities such as:

- Sports and Swimming
- Camps and Excursions
- Instrumental Music / School band
- Parade
- Awards Night
- Religion

Parade

Whole School Parade is held every Friday at 11:45am in the New Hall. The Principal and Deputy Principal address the students with weekly notices. Awards are presented each week to students as a way of publicly acknowledging their growth. Special occasions and achievements are also acknowledged at parade. The School Song "Harristown Heroes" is sung. Parents and caregivers are welcome to attend parade to support their child and the school community.

Religious Instruction

Religious Instruction occurs during the year. 30-minute lessons per week will be available for children to attend Religious Instruction lessons.

Students are allocated to Religion Instruction based on information provided by parents on the completed [Application for Student Enrolment](#) unless other written instructions have been provided to the school. Students who are not participating in RI will be provided with other instruction in a separate supervised location. Other instruction must relate to part of a subject area already covered in class and may include, but is not restricted to:

- Personal research and/or assignments
- Revision of class work such as creative writing or literacy and/or numeracy activities which could include online programs currently accessed by the students of that school (i.e. [Mathletics](#), [ReadingEggs](#))
- Wider reading such as independent reading appropriate to the student

Camps/Excursions

We see school camps combined with outdoor and environmental education as a significant component of a balanced learning program for children.

Our school offers overnight camps to upper year levels and lower grades take part in day excursions throughout the year. Access to camps may vary throughout the year.

Instrumental Music

The school receives weekly visits from two teachers of Instrumental Music. Children from Years 3 -7 are eligible to enrol in the stringed instrument program while children in Years 5 - 7 are eligible for inclusion in the brass/woodwind program. A levy is charged to cover repairs and maintenance. Children are able to access instruments from the school collection but are encouraged to purchase their own as time passes. Involvement in this program brings with it a requirement for dedication and regular practice and parental support is essential. Instrumental musicians may also have the opportunity to participate in ensemble and band performances.

Sport

Sport is regarded as an important part of a child's education.

Once enrolled, each student placed in one of the following houses: -

- (i) Bradman
- (ii) Fraser
- (iii) Goolagong

These houses are used for the school swimming carnival, athletics carnival and cross country event.

Some students are selected to participate in District and Zone Events. All children representing the school must be dressed in the school uniform including hat and footwear. A small fee will be charged to each student.



Procedures

Attendance

Attendance at school is critical to improved learning outcomes for students. We would impress upon parents the importance of their child/children's regular attendance at school. Learning occurs every day and students who miss new work when it is being taught have some difficulty in "catching up" later.

In the interest of safety, please phone the school on **(07) 4687 5333** on the day if your child is absent.

ID Attend computer software program has been developed specifically for tracking and reporting student attendance at schools. ID attend enables teachers to mark the roll twice in the school day. Administrative staff are able to send a text to parents each morning by 9:30am once the class rolls have been marked. Parents are then able to reply to the text to ensure a reason is given for absent students. This enables clear communication between the parents and school. If a student is absent from school for several days without an explanation, the teacher will follow up with a phone call and if continued absenteeism occurs then then Deputy Principal will contact parents. After three unexplained days of absenteeism, the school will issue parents with a letter to explain the absence. If continued absenteeism occurs, the school will then refer parents to Regional Office.

Harristown SS has the following proactive strategies in place to assist students and families to attend school every day:

- * Coffee morning with parents
- * Weekly class award on parade
- * Text messages to parents to promote attendance percentage
- * Attendance 100% each term
- * Regular positive communication with families
- * Referral to external support agencies for families who require support.

When an absence from school is for an extended period and the child is capable of doing work at home, please contact the child's teacher for work.

Sickness or Injury at School

Students who are unwell are advised to remain at home. If a child has a contagious disease, the school should be notified immediately. Depending on the illness, children are required to be excluded according to the Department of Health Guidelines included in the Enrolment Package. In the event of your child becoming ill or injured at school, the school will phone emergency contacts. **It is critical that all contact details are current and accurate.** If first aid becomes necessary, temporary treatment will be given. If necessary, the ambulance will be called and parents will be notified.

Medication

ALL MEDICATION MUST BE BROUGHT TO THE OFFICE. Parents must make a written request for medication to be administered at school. The original container, displaying the original pharmacy label detailing the name of the person authorised to take the medication, dosage, time to be taken and medical practitioner's name.

NO OVER THE COUNTER MEDICATIONS (SUCH AS PANADOL AND COUGH MIXTURE) CAN BE ADMINISTERED WITH OUT A PRESCRIPTION FROM A DOCTOR.

The exception for this rule is a reliever puffer, such as *ventolin*. A written request is still required for a student to have a puffer at school, but arrangements can be made between the teacher, parent and student to decide on the best place to store this medication. Students approved to carry their own medication should demonstrate practices to secure storage of medication that may be potentially harmful to other students.

Children on Transfer

Notification of intention to transfer a child should be given as far in advance as possible. Student transfers will be produced once a request has been made by the school to which the student has moved. All school books, library books and school material must be returned to the school. Children should collect all their books, art material and school report.

Leaving the School Grounds

If you wish your child to leave school early it will be necessary for you to initially inform the class teacher and collect the child from the classroom. Children must be signed out at the office before leaving and signed back in if the child returns to school. In the interest of your child's safety, we will not send a child home at any time other than dismissal time.

Sending Money to School

All money for school activities is to be forwarded to the office in the payment envelope provided with your child's name, class, activity and amount enclosed.



Assessment, Reporting and Communication

Parent Enquiries and Concerns

Parent/School communication is important. If at any time you wish to discuss your child's academic or social progress, please do not hesitate to seek an interview with the Class Teacher. In this instance, please contact the teacher in advance and arrange a time rather than just "dropping in". An appointment ensures that the teacher can see you and talk with you without interruption.

Parents wishing to arrange an interview with the Principal or Deputy Principal should contact the office staff who will make the necessary arrangements.

Newsletter

The School publishes a Newsletter every two weeks. These are sent home with the youngest in the family. The newsletter is printed on paper and is one of our most important communications with parents. The newsletter is also available on the school website and QSchools App. We encourage you to look for it and to read it.

QSchools App info

Parents can now download the Qschools app for free and access a range of Harristown State School documents and information. The Qschools app provides a handy 'one stop' spot for school notices, newsletters and calendar. Simply go into the app store, search Qschools and download the app. Once installed search Harristown SS and add us as a favourite. Each fortnight we will 'push notice' the newsletter so parents have instant access. We will also continue with the hardcopy version. Qschools is just the beginning of many new initiatives we will be rolling out to increase the lines of communication from school to home.

Reporting to Parents on Student Progress

Reports, are based on a continuous assessment of a student's performance, taking in all aspects of school life, and are prepared and issued twice yearly – End of Term 2 and Term 4.

Parent Teacher Interviews

Teachers will conduct Parent-Teacher Interviews in Terms 1 and 3 to discuss student progress and wellbeing. Parents are encouraged to attend report interviews with the teacher to discuss children's progress. Teachers conduct Parent-Teacher Interviews to inform Parents/Caregivers about individual children's progress, especially if problems have been identified by either the teacher or Parent/caregiver.

Parent and Caregiver Involvement

P & C Meetings

Meetings are held each month. All parents are welcome to attend the meetings of this association, which does excellent work in providing many amenities and improvements at the school. The meetings are held in the school's Conference Room. Check newsletter for times and dates.

Classroom Volunteers

From time to time, teachers need the support of parents in a variety of areas including reading groups, sports training, art and craft and excursion helpers. If you have a particular skill you could share, please offer your help to the teacher.



Head Lice

Parents are asked to check their children regularly for head lice. Please follow a treatment regime if lice are detected.

Toys

Electronic devices and toys are not to be brought to school. Items may be brought for show and tell with the teacher's permission. They need to be checked in at the school office. A receipt is issued to students and the items are stored safely until they are needed.

Mobile Phones

Students are not permitted to have mobile phones with them at school. If parents feel it necessary as a safety issue for students to carry a mobile phone for travel between home and school, the student is required to sign in the phone to the school office on their arrival at school and collect it at 3pm. Phones not surrendered to the office will be confiscated and returned at 3pm.

Students who bring a mobile phone to school, do so at their own risk. The school accepts no responsibility for loss or damage to a student's phone.

School Lunches

Nutritious lunches are important for healthy growth and development. Students who eat healthy food at school have more energy and generally concentrate better. Sandwiches, fruit and vegetables, cheese, crackers, milk, fruit juice and water make the basis of healthy lunches. No chewing gum or bubblegum is allowed at school. In keeping with our nutrition policy, lollies, chocolates, soft drink and cordial etc are also not allowed in the school grounds.

Tuckshop

Healthy food is available through the tuckshop on Wednesday, Thursday and Friday at both lunch time and afternoon tea. Ordering with the paper bag system is preferred. Parents on a voluntary basis do the preparation and selling. Helpers are always welcome. We try to provide a variety of nutritious foods at reasonable prices. A tuckshop menu is available and is provided in the enrolment pack.

Lost Property

Lost property is kept in the Student Support Centre. All articles of clothing and personal belongings must have your child's name on it. This ensures that lost items can be easily returned to their correct owner. Once a term, all unclaimed items will be disposed of.

School Dental Service

The Queensland Health Dental van services Harristown SS once every year. Information relating to this service goes home to families in letter form and in the newsletter.

Uniforms

At Harristown State School it is expected that all students wear the school uniform neatly and with pride. All students participating in school activities are required to wear the full school uniform including, broad brimmed hat, enclosed shoes and socks. Uniforms may be purchased from the school uniform shop which is open 8:30am to 9:30am Monday to Friday and when enrolment meetings occur from 2pm to 3pm.

Uniform for Girls	Uniform for Boys
Navy shorts or skorts School uniform shirt Navy broad brimmed hat, Enclosed shoes and socks	Navy shorts School uniform shirt Navy broad brimmed hat, Enclosed shoes and socks

Hats

Harristown State School is a 'Sun Smart' school. We have a 'no hat, no outside play' policy. Caps are not sufficient and are not to be worn.

Shoes

We also have a 'no shoes, no outside play' policy. Children who do not wear closed in shoes are required to sit under the covered area during play time.

Jewellery

Jewellery presents a safety risk at school. Students are not to wear jewellery. Medic Alert items are the exception to the rule. Students with pierced ears may wear simple studs or small sleepers. Facial and body piercings are not allowed.

General Grooming

Hair should be groomed in a neat and tidy fashion. Long hair should be tied up. Haircuts and styles should be of an acceptable standard to be decided by the Principal. Students are to keep fingernails short. No fingernail polish is to be worn at school. Students who present to school wearing nail polish or make up will be asked to remove it.

School Directory

Principal:	Skye Gabler
Deputy Principal:	Lana Griffiths
Business Services Manager:	Sara Williams
Administration Officer:	Elaine Newitt Brenda Lindsay-Holley
Head of Special Education Services: Administration Officer (SEP):	Sharyn Rummell Deb Dayet
Chaplain:	Josh Willis
Classroom Teachers:	Jane Edwards Cathy Griessen Carlie McLaughlin Kelly Wilson/ Kathryn PinwillWendy Telfer Sarah Robarts Jayne McLean/ Jenny Laverty Kerry Conway Kerry Baron Gillian Ganly Maree Nolan Jade Gollan Penny Butler
Physical Education:	Donya Williams
Music:	Denise Muller
Languages (Indonesian):	Saufi Kasim
Support Teacher: Curriculum:	Jenny Lamph
Students with Disabilities Teachers: Guidance Officer:	Errol Hilsdon /Cathy Wells Peta Lynam
Teacher Aides:	Julie Kerridge Heather Watters Shirley Handley Robyn Athorn Tanya Cawkwell Fiona Crowther Lisa Bateman Tracy LeadbetterLouise Little Daley Martin Rebecca Hockey
Auxiliary:	Val Lothian Di Martin Peter Lucht