



CABOOLTURE

STATE HIGH SCHOOL

Making the difference today ... for tomorrow

STARTING THE 2024 SCHOOL YEAR

WHEN DOES THE OFFICE OPEN?

Our school administration office will close at 3:00pm on Friday 8 December 2023.

We will re-open our administration office the week before school commences in 2024. We will operate on a varied timetable between 16 January and 19 January 2024, to allow for enquiries and enrolments, at the following dates and times:

- Tuesday 16 January: 1pm to 3pm
- Wednesday 17 January: 1pm to 5:30pm
- Thursday 18 January: 1pm to 5:30pm
- Friday 19 January: 10am to 1pm

Our regular office hours, from Monday 22 January 2024 will be:

Monday to Thursday (8:00am to 3:30pm)
Friday (8:00am to 12:30pm)

WHEN DOES SCHOOL START?

Years 7 & 12 students will commence on Monday 22 January 2024.

- **Assembly for Year 7 will be held in the Assembly Hall**
- **Assembly for Year 12 will be held in the SPC**

All year levels will return to school on Tuesday 23 January 2024 and meet in the Sports Performance Centre for a whole school assembly.

WHAT SHOULD MY CHILD BRING ON THE FIRST DAY?

A school bag containing a notebook, pens, **BYOD or iLearn laptop** and a sun safe hat, as well as a nutritious morning tea, lunch and water bottle. We have bubblers around the school for refills.

WHAT SUBJECTS WILL MY CHILD BE STUDYING IN SEMESTER 1?

Students will be provided with their timetable on the first day of Term 1. Students in Years 8 – 12 may log into OneSchool to find their timetable.

WHEN DOES THE DAY START?

The school operates on a Flexible Delivery and Intervention timetable. Over four and a half days our timetable is structured to engage students in the learning on site. On Fridays, the second half of the day enables the school to flexibly deliver our curriculum alongside our intervention strategies. So that this can happen, the end of official timetabled classes on a Friday is 11:50am. More detailed information about this update, will be sent out to you in early 2023.

LESSON	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
L1	9:00 - 10:10	9:00 - 10:10	9:00 - 10:10	9:00 - 10:10	Assembly	9:00 - 9:20
L2	10:10 - 11:20	10:10 - 11:20	10:10 - 11:20	10:10 - 11:20	L1	9:20 - 10:30
FIRST BREAK	11:20 – 11:50				FIRST BREAK	10:30 - 10:40
L3	11:50- 1:00	11:50- 1:00	11:50- 1:00	11:50- 1:00	L2	10:40 - 11:50
SECOND BREAK	1:00 -1:30				End of official timetabled classes	Flexible Delivery and Intervention 11:50 – 2:40
L4	1:30 - 2:40	1:30 - 2:40	1:30 - 2:40	1:30 - 2:40		

HOW CAN I KEEP UP TO DATE WITH INFORMATION FROM THE SCHOOL?

Latest information is available on:
 Our school website: www.cabooltureshs.eq.edu.au
 Facebook page: <https://www.facebook.com/CabooltureStateHigh>
 Instagram: <https://www.instagram.com/cabooltureshs/>
 Newsletters are distributed twice per term and will be available via our website after distribution – please ensure we have your most current email address.

HOW DO I GET INVOLVED WITH THE SCHOOL?

P & C meetings are held at the school in the Conference Room, Administration building. Information for the first meeting for 2024 will be emailed out to all parents and a notice posted on social media. This will be our Annual General Meeting (AGM) and General Meeting. We encourage you to attend these meetings.

DOES MY CHILD ALSO NEED STATIONERY?

Basic stationery will only be required, as QLearn is the preferred online learning application.
 Eraser x 1; Glue Stick x 1; Pens (Blue, Black & Red) x 1 each; Pencil (2B) x 1; Pencil (HB) x 2; Pencil Case x 1; Colour Pencils (12 pack); Ruler x 1; Scissor x 1; Sharpener x 1; Scientific Calculator x 1; Highlighters (4 pack) x 1; Exercise Books x 8; USB Memory Stick (8GB) x 1.
 Year 7 families will be emailed stationery requirements separately.

QPARENTS

QParents is a secure, online portal to access your child’s student information. QParents allows parents to access and manage their child’s student information, including attendance and absences; academic report cards; class timetables; viewing invoices and payments; updating student details, including medical and address details.

One parent/carer for each student will be invited to become a QParents Account Owner (QPAO). This invitation will be sent early in Term 1. The QPAO will be able to register for QParents. You will need to have your child’s EQ ID (their Education Queensland identification number) in order to complete your QParents registration.

Simply follow the instructions to register your QParents account. The process should take less than 10 minutes to complete. When registering as a QPAO, you will need to verify 100 points of identity documents online. If you do not have enough points to register, please contact the school.

Australian Passport	50 pts	Australian Marriage Certificate	40 pts
Australian Drivers Licence	50 pts	Australian Citizenships Certificate	40 pts
Australian Birth Certificate	50 pts	Change of Name Certificate	40 pts
Medicare Card	20 pts	Australian Visa (foreign passports)	20 pts

ROLL MARKING FOR DAYS 1 -8

Capturing student enrolments helps to determine school staffing allocations required to support student learning in Queensland state schools. Effective enrolments are captured by accurate roll marking during days 1-8, which will occur in the SPC at 9:00am. Students will be assisted by staff to assemble in their extended form groups (EFG) for this to occur. Parents are requested to contact the school to advise of student absences by texting the student’s name and reason for absence to 0451 562 283 or leave a voicemail on the student absence line 5498 0160.

2024 DATE CLAIMERS

SCHOOL TERMS

School term dates for 2024 are:

TERM 1	22 JANUARY 2024 – 28 MARCH 2024
TERM 2	15 APRIL 2024 – 21 JUNE 2024
TERM 3	8 JULY 2024 – 13 SEPTEMBER 2024
TERM 4	30 SEPTEMBER 2024 – 13 DECEMBER 2024

* Final dates for student attendance for receipt of a Senior Statement is 15 November
 * Final date for student attendance in Years 10 & 11 is 22 November

PUBLIC HOLIDAYS STUDENT FREE DAY	<p>Friday 26 January Australia Day Public Holiday</p> <p>Friday 29 March Good Friday</p> <p>Monday 1 April Easter Monday</p> <p>Thursday 25 April ANZAC Day</p> <p>Monday 6 May Labour Day</p> <p>Monday 12 August EKKA Show – Moreton Bay Region</p> <p>Friday 30 August Student Free Day</p> <p>Monday 7 October King’s Birthday</p>
SCHOOL EVENTS	<p>Monday 29 January School Photo Day – Students to be dressed in formal uniform</p> <p>Wednesday 7 February Catch-up School Photo Day – Students to be dressed in formal uniform</p> <p>Monday 12 February School Swimming Carnival – Students to be dressed in day uniform over swimmers</p> <p>Monday 26 February Parent Teacher Interviews – no scheduled classes on this day. Students do not attend school.</p> <p>Thursday 28 March Cross Country and Colour Run – more information to come</p> <p>Friday 26 April Year 12 Formal (no school scheduled for Year 12 students)</p> <p>Monday 22 July Parent Teacher Interviews – no scheduled classes on this day. Students do not attend school.</p> <p>Thursday & Friday 20 & 21 June Athletics Carnival – students may wear house colours</p> <p>Monday & Tuesday 29 & 30 July SET Planning Interviews for Year 10</p>
SCHOOL RECOGNITION DAYS	<p>Thursday 21 March HARMONY DAY – wear ORANGE accessories with school uniform</p> <p>Wednesday 24 April ANZAC DAY CEREMONY – students are to wear the formal uniform</p> <p>Thursday 12 September: RUOK DAY – wear YELLOW accessories with school uniform</p> <p>Friday 27 October DAY FOR DANIEL – wear RED accessories with school uniform</p> <p>Friday 16 August BULLYING NO WAY DAY – wear ORANGE accessories with school uniform</p>
GENERAL SCHOOL INFORMATION	
SCHOOL UNIFORMS	<p>Students are required to wear the full school uniform every school day.</p> <p>Formal uniform: Must be worn every FRIDAY in every term, as Friday is now our assembly day.</p> <p>Day uniform: Worn Monday to Thursday.</p> <p>New school uniforms are only available at The School Locker, North Lakes. Please refer to the uniform flyer in this package, and the information below, for further details. You may wish to check local marketplaces for people selling pre-loved items.</p> <p>The School Locker, Shop 9A – 4-6 Burke Crescent, North Lakes Telephone 07 3490 1400 Email northlakes@theschoollocker.com.au</p>
SCHOOL BUS INFORMATION	<p>The following bus companies operate school route services. For current timetables and to apply for school bus passes, please contact the relevant bus company.</p> <p>Caboolture Bus Lines & Bribie Island Coaches 5495 4744</p> <p>Coast and Country Buses 5496 6589</p> <p>Kangaroo Bus Lines 1300 287 525</p> <p>For more information about school travel, please visit the TransLink website https://translink.com.au/travel-with-us/school-travel/school-travel-info</p>

FIRST AID & EMERGENCY CONTACTS	<p>If your child becomes unwell during the school day, they should go to the First Aid Room, and our First Aid trained staff will call you (the parent/carer listed). If you (the parent/carer) are not available, our staff will then contact those you have requested to be listed as emergency contacts for your child.</p> <p>Are your child’s emergency contacts up-to-date? Call the office on 5498 0111 or email us at enrolments@caboolturehs.eq.edu.au to update details as required.</p> <p>If your child calls you (the parent/carer) requesting to come home because they are sick, please help us by asking them to go to the First Aid Room.</p>
STUDENT ILLNESS/INJURY	<p>Students who become ill or injured while at school must follow the correct procedure, as outlined below.</p> <ul style="list-style-type: none"> • Students must request a movement pass from their classroom teacher if they are in class, in order to move to the First Aid Room. If they are on a break, students may go directly to the First Aid Room, located in C Block • Our First Aid Room Teacher Aides will then phone a parent or carer to advise and arrange collection if necessary. • If your child does contact you, please ask them to go to the First Aid Room.
ABSENCES	<p>Please notify the school of your child's absence prior to 9:00am each day. We are required, by the Department of Education, to implement a same day absence notification to parents/carers.</p> <p>Please ensure that you state your child's name/s, Extended Form Group and reason for absence, as well as the parent name - this information is important if you have more than one child attending our school, especially when advising by SMS.</p> <p>If no notification has been received by the school, the student will be marked with an 'unexplained absence' and parents/carers will be notified via our message service. Please reply to this SMS, so your child's absence can be amended. Parents and carers may use either of the following:</p> <ul style="list-style-type: none"> • QParents App • Student absence SMS 0451 562 283 • Student absence line 5498 0160 • Student absentee line via the main school number 5498 0111 (option 2) • If you are unable to leave a message, please contact the main school number
LATE ARRIVALS	<p>Students who are late to school are required to present to the student counter so they can be issued with a late pass.</p> <p>If a student is absent from Lesson 1, they will be marked with an unexplained absence. Parents/carers will receive an SMS to advise them of their child's absence. We ask that parents/carers respond to these SMS’s, so that your student absences can be recorded correctly.</p>
EARLY LEAVE PROCESS	<p>If your child needs to leave for an appointment before the end of the school day, please ensure you (as the parent/carer) provides them with a permission note that they can hand in at our student counter. They will need to arrange for a leave request before school starts. The note must include the student's name; Extended Form Group; and requested leave time.</p> <p>Our administration team will process the leave request, sending an SMS to the parent to confirm the information is correct. Students will receive a leave request slip, if they are leaving during class times, which students will be required to show teachers, before being allowed to leave the class. The student must then report to the office to leave the schoolgrounds.</p> <p>We understand that in some circumstances, appointments come up at the last minute. In cases where you have not been able to provide the required note before school, please contact the office directly on 5498 0111. We will endeavour to arrange for your child to attend the office.</p>
MOBILE PHONE USAGE	<p>Caboolture State High School has a “Phones away for the day” mobile phone policy.</p> <p>Students are provided with pouches, which are to be used to store mobile phones for the duration of the school day. These pouches can be opened on exiting the school grounds. Student mobile phone pouches ensure phones are “away for the day” and kept safe on each students’ possession.</p> <p>Exceptions to the mobile phone “Away for the day” policy are as follows:</p> <ul style="list-style-type: none"> • In class, when the teacher specifically instructs students to use a mobile phone device for learning. In this instance, teachers can book the pouch unlock device to support students using mobile phones in class and the expectation is that all phones are again stored in pouches and “away for the day’ when the lesson is completed. Teachers use designated classroom visual for this exception activity.

	<ul style="list-style-type: none"> A student has a documented and agreed support strategy to use music whilst working as recorded on OneSchool in a Personalised Learning Plan (PLP). This indicates an educational adjustment for an individual student based on their individual learning and sensory needs. This plan is communicated with all teachers and reviewed regularly to support learning. Alternatives are sought to ensure alignment with the “Away for a day” mobile phone policy.
SCHOOL FEES	<p>Information about school fees, Student Resource Scheme (SRS) and Elective Subject Fees are available on our website - https://cabooltureshs.eq.edu.au/enrolments/resource-scheme. Subject fees are payable in addition to the Student Resource Scheme dependent on subject choice/s.</p> <p>Our school operates a Student Resource Scheme (SRS). The SRS includes items such as: Textbooks for ALL subjects - core and elective (both digital licenses and hard copies); novels; administration of scheme; ID card; online subscriptions; photocopying and consumables.</p> <ul style="list-style-type: none"> The SRS fee for Year 7, 8 & 9 is \$300 The SRS fee for Year 10, 11 & 12 is \$240
BYOD/ILEARN (LAPTOPS)	<p>We have two options for laptop usage at our school:</p> <ul style="list-style-type: none"> The preferred method is Bring Your Own Device (BYOD), where students bring their own compatible laptop to school and connect to our network for \$20 per year. The other method for students to access a laptop, is via our iLearn program, where students hire a laptop from the school, which is set up with all the needs for student learning. The fee to hire a laptop is \$300 per year. <p>Invoices will be sent to parents/carers, once we receive the signed participation agreement forms and payment method confirmed for either of the above options. Please refer to the BYOD & iLearn forms available on our website, or attached to this email.</p>

SCHOOL FEES	ANNUAL COST
Student Resource Scheme (Years 7 – 9)	\$300.00

School Payment Methods

Direct deposit into our school account

(Reference: Students Full Name)

Caboolture State High School

BSB: 064-405

ACN: 00090188

QKR App

Register for the QKR App

(All cards accepted)

<https://qkr-store.qkrschool.com/store/#/home>

BPoint

(Only Visa & Mastercard are accepted)

A link is located on your statement.

Centrepay

Automatically through your centrelink payments.

New Express App

<https://www.servicesaustralia.gov.au/individuals/online-help/centrelink/download-and-set-app>

QParents

Login / Register for QParents.

Payments can be viewed and paid.

<https://qed.qld.gov.au/about-us/department-apps/qschools>

In Person

At our school office.

Payment Plans

Payment plans are available by appointment with our Business Manager.

Student Resource Scheme (Years 10 - 12)	\$240.00
BYOD Connection to school network (if purchasing a laptop)	\$20.00
iLearn Laptop Hire (not applicable if purchasing laptop)	\$300.00
Academy Programs	\$50.00
Formal Uniform	Cost
Formal Shirt or Formal Blouse	\$40.95
Formal Shorts	\$46.95
Formal Trousers	\$46.95
Formal Skirt	\$52.95
Formal Long Pants	\$39.95
Junior Tie – worn with the Formal Shirt	\$20.95
Junior Crossover Tie – worn with the Formal Blouse	\$15.95
Senior Tie – Standard or Button On	\$22.95
Day Uniform	Cost
Polo Shirt	\$37.95
Sports Shorts	\$32.95
Winter Uniform	Cost
Winter Uniform – V Neck Pullover	\$37.95
Winter Uniform – Track Jacket	\$63.95
Winter Uniform – Trackpants	\$44.95
Other Uniform Items	Cost
Bucket Hat	\$17.95
Uniform – Full black leather, lace up shoes/joggers	\$25 - \$100
White Socks	\$3 - \$10
Other Items	Approximate Costs
School Photos via MSP Photography	Various packages
Incursions and Excursions – Parents will be notified	Costs will vary
Sport Gala Days	Costs vary depending on travel and registration fees
For finance related enquiries, please contact our Business Manager, Maria Sharp E finance@cabooltureshs.eq.edu.au P 07 5498 0110	