



# WOODHILL WHISPERS

## Upcoming Events

Parent Information Sessions Week 3 (check with your child's teacher)

Cash payment days are Thursday and Friday only

Volunteer Induction sessions Thursday 2<sup>nd</sup> February and Thursday 9<sup>th</sup> February

Tennis lessons commence Wednesday 1<sup>st</sup> February

P and C AGM Wednesday 16<sup>th</sup> February

## FROM THE PRINCIPAL'S DESK



**Welcome back! It has been a fantastic and enthusiastic beginning to 2017 with lots of new faces joining our regulars.**

This year we have been joined by a new class teacher, Miss Hewitt and Mrs Watson will share with Mrs Lovegrove, teaching on Thursday and Friday.

### PARENT HELPERS AND INDUCTION

Woodhill State School encourages parent involvement throughout the school whether it is in the tuckshop, on excursions, or helping out in your child's class. If you are interested in volunteering, you will be required to complete a one hour Volunteer Induction session. These are held usually once a term, with the first one commencing Thursday 2<sup>nd</sup> February 2-3pm and the second session on Thursday 9<sup>th</sup> February 2-3pm. If you are interested in attending please contact the office. Please note: If you have already completed an induction and wish to assist as a volunteer this year, you will also be required to attend.

### SCHOOL LEADERS

Our Year 6 students will be preparing over the next few weeks for the positions of school captains and vice captains as well as sports captains. This is a very exciting time for these students and a real chance for them to show their leadership skills. The leadership process occurs during school hours and parents are invited to attend our leadership induction once our leaders have been selected.



### SWIMMING

This year we will be using the Beaudesert pool for swimming lessons in term four only. Lessons will be offered to our students in prep to year 2.

### INSTRUMENTAL MUSIC

Instrumental lessons are available for students in years 4 – 6. Those students who may be interested in participating will need to complete an instrumental form and return it to the office. Instrumental notes will be sent home this week.

### PARENT INFORMATION SESSIONS

Parent information sessions will be held by the teachers in week 3. A note will come home with your child advising of the date and time their session will be held.

### MORNING DROP OFF/AFTERNOON COLLECTION

**To ensure an efficient and safe beginning and end to the school day, please do not accompany your child to their classroom in the morning or collect them from their classroom in the afternoon. Please wish your child a good day in the undercover area and resume your normal daily activities. We have a designated Parent Plaza where parents can wait for their child in the afternoon which minimizes any student distractions or disruptions. Thank you for your cooperation.**

### ICEBLOCKS

As part of the student council's fundraising activities this year, they will be selling lemonade ice-blocks every Tuesday, commencing Tuesday 31<sup>st</sup> January. Ice-blocks will be \$1 each. Students will not be permitted to purchase ice-blocks for other students (unless they are siblings).

### JAPANESE SCHOOL VISIT

This term we have been offered the opportunity to host a Japanese visit. This is a wonderful opportunity for our entire school community to interact with students from another culture as well as an excellent opportunity for our Years 5's and 6's to test out their Japanese speaking skills. They are looking for host families to provide accommodation while they are here. Please read the attached information leaflet.

### GYMNASTICS

This term, the same company who provide us with Dance Fever lessons, will be facilitating gymnastic lessons. A note will come home regarding this shortly. Thank you to our superb P and C for assisting with the cost of this whole school incursion.

### P AND C MEETING

The P & C AGM will be held on Wednesday 16<sup>th</sup> February 6.30pm in the staffroom. Please come along as it is a fantastic way to find out, and have a say about what happens at the school. .

### HOMEWORK

We are a homework school. As well as homework going home with your child you can also find it on the webpage. This alleviates the problem of homework going missing.



Cross country practice has commenced throughout the school as daily fitness.

### STOP, DROP AND GO

If you will be using Stop, Drop and Go, please let the school know if you need a new name sign for your car.

If you are using Stop, drop and go please remember:

- Do not get out of your car. If your child needs assistance to put on a seatbelt, you may wish to consider parking and collecting your child.
- Children must exit and enter the car from the passenger's side only.
- Do not overtake unless directed to do so.
- **Please collect your child/ren by 3.20pm. Stop Drop and Go was initially established as a service, provided by the school, to alleviate the congestion in the carpark during afternoon pick up. It was never meant to be a child minding service.**

The guidelines for using stop drop and go can be found on the school website [www.woodhillss.eq.edu.au](http://www.woodhillss.eq.edu.au)

**Remember after 3:30pm this lane becomes the bus lane and cannot be S.D. & G. Please park**

**and collect your students if you are arriving this late.**

### **TENNIS LESSONS**

Tennis lessons are available for any interested students (prep-year6) and will begin on Wednesday 1<sup>st</sup> February. Lessons commence at 8am every Wednesday at the school tennis court and will continue through until the end of the term. If you are interested in this offer please complete the attached form. Any queries regarding this activity can be directed to Nicholas Thorpe (details on the form)

### **QPARENTS**

QParents website allows parents of Queensland state school students to access information about their child and communicate directly with the school. You will have access to your child's reports, their absence details, any outstanding invoices you may have and positive behaviour records. Registration details will be emailed out to families this week. If you do not receive this email please contact the office to update your email details and your access codes will be emailed to you. Qparents also enables you to advise the school of upcoming absences and to provide 'explanations' for any unexplained absences. Further information can be found at <https://www.qld.gov.au/education/schools/information/pages/qparents.html>.

### **MAKING AN APPOINTMENT TO SEE YOUR CHILD'S TEACHER**

We, as parents are always anxious about our children. If you have some concerns please see your child's teacher outside school hours. Please don't set your child's and their class up for failure by "chatting" to a teacher as they are attempting to take the students to the classroom. Teachers, by their nature are a polite bunch and feel obligated to respond to you when you say-"just a quick one". However whilst you have the teacher's attention the class is not being adequately supervised, often leading to small niggly behaviour with the potential to turn into a major incident-something that could be avoided if correct protocol and procedures are followed.

### **COMPLAINTS PROCESS**

If you have an issue regarding your child, your first point of contact is always with your child's teacher. Please contact the office to organize a scheduled appointment. If you are not satisfied with the outcome of this appointment then an appointment can be made to see the principal. If you have discussed your complaint with the principal and still feel that you have not reached a resolution, you have the right to contact your local Department of Education and Training office. More information can be found on our website: [support](#) and [resources/documents/making a complaint](#).

### **SCHOOL WEBSITE**

Woodhill School has a website full of great information. If you go to [www.woodhillss.eq.edu.au](http://www.woodhillss.eq.edu.au) you will find your child's homework, upcoming events, current and previous newsletters, school policies and a variety of other helpful information. The P and C also operate a Woodhill School facebook page which is well used and also a great source of information. If you have a query regarding school processes please contact the school directly.

### **QSCHOOLS APP**

A new app has become available that allows parents to receive notifications from the school as soon as they have been uploaded to the school website. Search for the app 'Qschools' and download to your mobile device. **To receive automatic updates you will need to ensure that Qschools push notifications are enabled on your device.** Search for Woodhill State School and select it as a favourite.

### **NEWSLETTERS**

Our newsletter is produced fortnightly and will be emailed to families and available on the website. If you require a paper copy of the newsletter, please let the office know or email [sbrig67@eq.edu.au](mailto:sbrig67@eq.edu.au). Once the newsletter has been uploaded to the website a notification will be sent to those who subscribe to the Qschools App.



## LATE ARRIVALS/EARLY DEPARTURES

### School schedule

8.40am	First bell to line up
8.45am	Bell to go to class
10.45am	Eating break starts
10.55am	Eating finishes and play break starts
11.15am	Play break ends
1:15pm	Eating break starts
1.30pm	Eating break ends, play break starts
2.00pm	Play break ends.
3.00pm	School finishes

Students are expected to be at school before the first bell and remain at school until 3pm. Please try and schedule appointments outside of these hours. If this is not possible, please send a note to your child's teacher advising what time the student will need to be collected. If you are late for school or need to leave early you **must** come to the office to sign your child in/out and receive an arrival slip or a departure note. If you need to change your child's pick up arrangements please contact the school before 2pm. We cannot guarantee that messages will be delivered in time after 2pm.

## ATTENDANCE/SMS ABSENCES

Safety and wellbeing of students are the highest priorities for the Department of Education. All schools are moving towards a 'same day' absence policy where schools will be contacting parents on the same day their child is absent, if the absence is not explained. Woodhill has implemented an SMS system which will contact you requesting an explanation for your child's absence if you have not already done so by 9:30am. Please assist us by ensuring you contact the office as soon as possible if your child is going to be away from school. Thank you all for your patience as we implement this new system.

## BOOKCLUB

The first issue of the year will be sent home shortly. Please note that all orders need to be completed using the online LOOP system (information attached). No cash will be accepted for book club orders. Thank you to Renae, for once again coordinating this.

## PAYMENT DAYS FOR INCURSIONS/EXCURSIONS

You can pay for your child's excursions and incurSIONS online at any time or at the office on **Thursdays** and **Fridays**. As these are the only days that we can get

to the bank any moneys sent on other days will be sent home. Some activities will also provide you with the option of paying by Bpoint – an invoice will be sent home for these particular activities with payment instructions. The school bank account details are

WOODHILL STATE SCHOOL BSB 064 400 ACC 00090138. This account can be used for incursion and excursion payments. To pay for uniforms and any other P and C related costs including fundraising please use the P and C account BSB 633 000 ACC 146 031 984 **PLEASE NOTE THAT THE P AND C ACCOUNT DETAILS HAVE CHANGED FROM LAST YEAR.**

## TUCKSHOP

Tuckshop is open one day a week (Thursday) and will commence next Thursday 2<sup>nd</sup> February (A menu will be sent home shortly). Pre-ordered meals/items need to be in to the office on Wednesday morning, written on a brown paper bag with your child's name, class and which break the order is for (1<sup>st</sup> or 2<sup>nd</sup> break). Ice blocks, chips and drinks are available to purchase over the counter along with a small number of pies and sausage rolls.

## UNIFORM SHOP

Uniform shop is run by the P and C and is open on Tuesday mornings and Friday mornings after parade. If you can't make it into the school on those days you may place an order using the order form anytime during the week and our wonderful volunteers will fill the order and send it home on Friday.

## LOGAN LIBRARIES

The Logan Libraries website is an excellent educational place to visit. Not only can you utilize their free online tutor program but you can also access online educational sites such as Literacy Planet. All you need is a current Logan Library card and go to [www.loganlibraries.org](http://www.loganlibraries.org).

## MICROSOFT OFFICE

Did you know your child can get Microsoft Office 2016 free of charge, just for being a student at Woodhill State School? All you need is your child's school email address to sign in. To help prepare your child for success this academic year, the Department of Education and Training has teamed up with Microsoft to provide free Office 2016 to every Queensland state school student. With Office 2016, your child will have access to the latest version of Word for writing, Excel for spreadsheets,

PowerPoint for presentations, OneNote for organisation and notetaking, and much more. You can install a complete version of the latest Microsoft Office on up to five compatible PCs and Macs, five tablets and five smartphones. Your Office subscription lasts for as long as your child is a state school student.

Ask your child to follow these simple steps to get Office:

For PC and Mac, visit [portal.office.com](http://portal.office.com), login using your school email address, click through to install and follow the onscreen process.

For tablets and smartphones, download from your app store and sign in with your school email address.

Visit [www.education.qld.gov.au/office2016](http://www.education.qld.gov.au/office2016) for instructions on how to download and install Office 2016 to your personal home computers

### **MEDICAL INFORMATION**

Woodhill State School is committed to supporting students' health and wellbeing. We would appreciate parents/carers providing the school with any relevant health information that is required to support the student at school. This information is also collected at enrolment but needs to be updated regularly, or if a new health condition develops.

Information about medically diagnosed conditions such as allergies, asthma, diabetes and epilepsy and other health conditions that may require school staff to provide support to students, including administering medication and performing health procedures, should be provided to the school along with a **Medical Action Plan** from your doctor.

Information should be provided in writing, and any specific health plans (only to be completed and signed by the medical practitioner) should be included. Please contact the school to discuss any specific requirements.

Please inform the school office staff of any changes to contact details or the contact details of the people nominated as emergency contacts. Thank you for your assistance in this regard. All information is kept confidential and only disclosed to the relevant staff required to support your child.

### **BEHAVIOUR POLICY**

Woodhill State School participates in the School Wide Positive Behaviour programme which, in

simple terms, means that we ensure that our consequences as well as our positive behaviour rewards are consistent throughout the school. Our behaviour consequences grid is attached to this newsletter so that parents and carers are aware of the consequences attached to a particular behaviour.

Each term we reward those students who have demonstrated consistently good behaviour (less than 3 detentions for a term) with a fun activity. Awards are also given daily (gotchas) and weekly (student of the week and merit awards).

### **FOCUS FORTY**

"Focus Forty" is a program which aims to actively and directly teach the skills necessary for children to be accepted into and participate effectively in the variety of group situations they will encounter in school. Each week a new topic is introduced and taught to the students. We will advise you of the Focus Forty focus for the week so you can re-iterate those values at home.

Have a great week

### **ORAL HEALTH SERVICES**

If your child requires a dental check up, please contact Metro Oral Health Services on 1300 300 850 to make an appointment. This service is free for

- 2-17 year olds who are eligible for the Child Dental Health Benefits
- All children aged 4 to grade 10
- Children whose parent's hold a current Health Care Card, Pension Concession Card or a Centrelink Card

Appointments are also available in the school holidays.



### **FOCUS FORTY**

Week 1 Introductions: Look at the person, smile, use their name

Week 2 Lining Up: Arrive by the bell, sit in straight lines, legs crossed, hats off, quiet

## JANUARY BIRTHDAYS



We hope you all had a great day!!!

Amelia A	Lachlan M
Ollie A	Eris P
Mitchell dW	Seth R
Archer F	Dylan K
Leith F	Noah M
Ellasandra G	Tom M
Kali G	Jack V
Gabriella H	Mackenzie R
Edward H	Bailey S
Orrin H	Sophie W
Ollie W	

### Guidance officer

Welcome to the guidance and counselling page. My name is Maggie Butler and I hope that this page will be a useful point of contact for parents and students who are looking for some additional support.

My email address is [mbut157@eq.edu.au](mailto:mbut157@eq.edu.au) if you would like to contact me.

Firstly – What does a guidance officer do?

The job of a guidance officer (sometimes called school counsellor) is varied. Guidance officers work closely with students and their families and teachers. They do this in order to provide a wide range of support to students.

A guidance officer's responsibilities include:

- working directly with students and teachers, support personnel, family and other specialists/professionals
- providing guidance and counselling services to students and their families

- performing case management and referral services to optimise students' access and engagement in education
- preparing and implementing professional and personal skill development programs for administrators, teachers and parents
- working collaboratively with other school-based support personnel to assess and address the needs of students
- planning or assisting in planning support programs that can help students achieve positive outcomes
- identifying factors that can be barriers to the learning and development of students
- supporting the personal and social development of students  
providing advice about education and career pathways

### BACK TO SCHOOL QUESTIONS ANSWERED

With students of all ages going back to school I offer some advice for parents and their children on how to start the school year off on the right foot.

***Q. As the new school year approaches, what are some of the anxieties students of all grade levels deal with?***

***A.*** There are some kids who are go-getters, they love adventure and meeting new people, and are able to face challenges head on. And there are some who struggle with meeting new people, including other students and teachers. For kids heading to school for the first time, being away from their primary caretakers can be a bit scary for young children. For some of the more seasoned students, there are concerns with the strength of their friendships and whether they will be included or left out of peer interactions. A history of poor peer relationships can also prove to increase anxiety about returning to school. Another area of concern is around learning issues. Many times the anxiety can become so severe that children can begin to refuse to attend school.

***Q. How can students start the year off on the right foot?***

**A.** Start the year with a positive attitude and an outlook that this is going to be a great year. Parents can help children with this by being enthusiastic about the start of the year.

- Be open to making new friends.
- Get enough rest each night. Children should be getting between 10-12 hours of sleep each night. It is also best to maintain the same sleep schedule throughout the week, including weekends.
- Have complete and healthy meals.
- Make time to engage in physical activity, get involved in a sport or other extracurricular activity – this helps them to make connections with peers of the same age.
- Make sure that children have all the supplies they will need for school.
- Complete homework when given.

It is important to have established expectations that are communicated to your children in advance in order to address or avoid power struggles later on, particularly around phones, video games and other media usage.

**Q. How important is a daily routine for both students and adults?**

**A.** Having a daily routine is extremely important for students and adults. Routines enable families to reduce stress, improve organization and time management. Simple tasks like checking your child's backpack for the evening's homework or notices allows the family to plan the course of the evening based on how involved a homework assignment might be. Making sure that everything is returned to the backpack, and placing it near the door reduces the stress of scrambling for items in the morning when everyone is trying to get out of the house. Maintaining regular routines for simple tasks allows everyone to know what to expect and reduces nagging, and it can increase opportunities to build independence in children.

Another helpful routine / task is to keep a calendar of all of the upcoming events or appointments for your family in a centralized location. Some families use a large calendar on the wall, or they set up a Google calendar so that

they can keep track of upcoming events and assignments.

**Q. How do you get the "night owls" to unplug, turn off the TV, or get them to finish their homework earlier in the night?**

**A.** It is important to have established expectations that are communicated to your children in advance in order to address or avoid power struggles later on, particularly around cell phones, video games and other media usage. It is very easy for children to get lost in their media devices to the detriment of the things that should be prioritized, including homework. For Primary and Secondary school kids, having them involved in an afterschool program that provides homework help will assist in providing space for them to get some, if not all, of their homework completed before arriving home.

- Collaborate with your child on their goals for the school year and implement rewards like increased media time for meeting those goals/milestones.
- Having an open, well lit and quiet space away from the television to complete homework is helpful.
- Kids will need access to the Internet to complete some assignments and for research during school, so it is difficult to be completely unplugged. Having the computer/laptop in an open space that can be monitored will also reduce distractions and the temptation to be on unrelated sites.
- Restricting data usage during sleeping hours can be helpful in ending late night texting and web browsing. Many phone providers have parental controls that will allow you to monitor/restrict usage.
- Creating a family rule that phones are turned over to parents at night also reduces that tendency to be up all night on the phone/laptop/tablet.

If the struggles your child has been experiencing have gotten worse and are more difficult to manage, don't hesitate to seek help.

Adapted from article by Lovern Moseley, PhD, a licensed child & adolescent psychologist