

SEVEN HILLS STATE SCHOOL PARENT HANDBOOK 2027

WELCOME TO OUR SCHOOL!

Welcome - Welkom - Bienvenue - Vítejte - Hoş geldin - 欢迎

Maligayang pagdating - ແມ່ນ້ອຍ - Willkommen - Καλώς ήρθες

Selamat datang - Fáilte - 歡迎 - Chào mừng - ຕ້ອນຮັບ - Добро пожаловать

Bienvenido - Välkommen - Прошу - স্বাগত - Benvenuto - வருக

Karibu Bem-vindos - സ്വാഗതം - Dobrodošao - ਜੀ ਆਇਆਂ ਨੂੰ - Croeso

स्वागत है Selamat datang - Velkommen - Mile widziany - 환영

ようこそ - أهلاً وسهلاً



P&C
SEVEN HILLS
STATE SCHOOL

www.sevehillss.eq.edu.au

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P&C
SEVEN HILLS
STATE SCHOOL

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*We acknowledge the Turrbal and Yugara people as the Traditional Custodians of Meanjin (Brisbane),
the lands on which our school is located and where we meet, work and learn.
We pay our respects to Turrbul and Yugara Elders past, present and emerging.*





Welcome to Seven Hills State School

We are excited and honoured that you and your family are joining our school and its wider community.

This parent handbook has been put together as a collaboration between Community Connect representatives and our school staff. The Community Connect program (an initiative of the P&C) is a wonderful representation of our values and the connectivity we treasure between our family networks. We, as a community, encourage you to be involved in your child's education and school life. There are opportunities for you to have input into school decision-making and policy development through both the P&C Association and the Community Connect Program.

We trust the information contained in this handbook will assist you and your family in settling in smoothly. If you have any questions or concerns, please see your child's teacher, the staff in the office or your Community Connect class representative.

Inside your welcome kit you will find a fridge magnet to assist your child in planning for their school day, as well as another magnet that provides some important school information and a link to the SHSS website and Facebook pages. The calico bag can be named and used as a school library bag if you wish.

What is the Community Connect Program (CCP)?

The Community Connect Program (CCP) is supported by the Seven Hills State School P&C Association. It aims to create a strong sense of belonging within the school and foster a supported network between teachers, staff and families. We strongly believe that by working together we can build a foundation of healthy, happy children within a vibrant school community.

How does the program work?

A program coordinator is responsible for the overall management of the program in consultation with role-specific managers, the P&C Executive and the Principal. The program coordinator connects and supports those parents who volunteer to be part of this important program.

The CCP Team works together to deliver various organised events and initiatives, including:

- Class and year level social functions – to foster a sense of community
- Staff room lunches – to thank school staff for their hard work and dedication to our children
- Welcome kits and parent handbook to provide to new families
- Families in need assistance.

Research shows that children do better in school when there is strong school connectedness and relationships among families and teachers. We want our children to leave school with a sense of what it is like to be part of a vibrant, inclusive and caring community. We are always looking for new, like-minded members to join the Community Connect team. If you share our vision, please contact your class rep or the program coordinator at sevenhillscommunity@gmail.com.



Additional information on the program can be found on the school website under *Our Community* <https://sevehillss.eq.edu.au/our-community>.

OUR P&C ASSOCIATION



What is the P&C?

The Seven Hills State School (SHSS) Parents and Citizens (P&C) Association is a not-for-profit organisation working in partnership with the school to provide the best outcomes for our children. Our P&C is made up of parents from the school community and interested local citizens. Volunteers elected to an executive committee – including a President, Vice President, Secretary and Treasurer – are responsible for directing and managing all P&C operations.

Why do we have a P&C?

- To represent the diverse backgrounds and cultures of our school community
- To promote the interests of the school by bringing parents, citizens, pupils and teaching staff together
- To provide and manage support services and events for the school community
- To assist in providing resources through fundraising and grants
- To assist in the establishment, communication and upholding of school policies.

SHSS P&C Functions



FUNDRAISING

The P&C coordinates a range of fundraising opportunities to provide facilities and resources to the school. Several events are held throughout the year, which in the past have included cake stalls, pie drives, Mother's/Father's Day stalls, school discos, trivia nights and colour runs.



SUPPORT

The P&C also manages and supports several services and groups that benefit the school community, all of which require volunteers to run effectively. These include the school tuckshop, fundraising events, gardening, grant writing, sports, Community Connect and second-hand uniforms.



LINKAGE TO SCHOOL

The P&C links the school and the parent body. Our official structure provides the opportunity for the parent community to have access to the school's executive and to be informed about, and impact, the school's direction, goals, achievements and challenges.



COMMUNITY

The Community Connect Program (CCP) is an important initiative of the P&C. The program is run by volunteer parents/carers and has been developed to foster a sense of community and belonging within the school. To successfully achieve its outcomes, the CCP engages parent representatives for each class, as well as role-specific managers.

How can you get involved?

The P&C meets on the third Tuesday of the month during school terms, and all parents and citizens are welcome to attend. You do not need to be a P&C member to attend or contribute; however, being a member allows you to vote on motions or issues that arise at the meeting. P&C members also receive emailed copies of meeting agendas, meeting minutes and reports.

Being a member of the P&C is a great way to keep in touch with the partnership between the school and the local community, as well as stay informed about the progress being made with fundraising and provide input into how these funds can be used to improve the school and your child's experience at SHSS.

Meeting dates can be found in the calendar on the school website, or in the school newsletter. To become a member, simply complete our online membership application form: <https://forms.office.com/r/MjPx2z1QK1>. The P&C relies on volunteers, whether for assistance in the tuckshop, at fundraising events, for CCP or other support services.

For further information, please visit the website, our Facebook page (@SHSSPandC) or email 7hillspc@gmail.com.



SCHOOL BELL TIMES

Session one: 8:45 am to 10:45 am
First break (lunch): 10:45 am to 11:30 am
Session two: 11:30 am to 1:30 pm
Second break: 1:30 pm to 2:00 pm
Session three: 2:00 pm to 2:50 pm

SCHOOL OFFICE HOURS

Monday to Friday: 8:00 am to 3:30 pm
School Office Telephone: (07) 3909 8333

ABSENCES VOICEMAIL

Telephone: (07) 3909 8360
Please leave a recorded message stating your name, child's name, date of absence and reason for absence.

PARADE

School assembly is held fortnightly on Tuesday mornings (even weeks) from 8:50 am in the school hall. Family, carers and siblings are welcome to attend.

LOST PROPERTY

Lost property is located on the racks outside the library. During regular cleanouts, all unclaimed clothes are either donated to the second-hand shop or to charity.

PAYMENTS

School payments can be made via the QParents app, in person at the office with credit card or via bank transfer. When paying via bank transfer, ensure that you reference your child's name and class.
BSB: 064-136 Acc Number: 00090218

PARKING, DROP OFF AND PICK UP

The last few years have seen an increase in student numbers at SHSS, and traffic congestion is worsening. While the school, P&C and the council work together on improvements, the school community is asked to be patient and considerate. Due to the lack of street frontage, there is **no stop, drop and go zone**. Please try to leave parking in Miawela Street for families with children in our youngest years and always be respectful of our neighbours. Additional information on road safety can be found in Attachment 2.

SCHOOL COUNCIL & IPS

SHSS became an Independent Public School (IPS) in 2015. Being an IPS means that our principal, teachers, parents and local community have increased autonomy and ownership over our school. We are empowered to shape our own strategic direction and make decisions that will directly benefit our students. We have the capacity to work directly with local businesses, industry and community organisations, and have greater flexibility to tailor the curriculum to suit the needs of our students. The school council consists of two elected parent members, two staff members, our school principal and the P&C President.

The role of a school council is to:

1. Monitor the school's strategic direction.
2. Approve plans, policies and documents of a strategic nature, including the annual estimate of revenue and expenditure for the school.
3. Monitor the implementation of the plans, policies and other documents.
4. Advise the school principal about strategic matters.

For more information see *Support and Resources* on the school website.

GATEWAY LEARNING COMMUNITY

Seven Hills State School is part of the Gateway Learning Community (GLC) – a group of six Brisbane state schools (Balmoral State High and six primary schools: Bulimba, Cannon Hill, Morningside, Murarrie, Norman Park and Seven Hills). The GLC was created in 2002 and has a unique identity in Queensland state education as a distinctive and successful model of a networked community of learners. The skills and collective strengths of the GLC schools have been harnessed in long-term meaningful partnerships and relationships. This has enabled these schools to provide numerous value-adding opportunities resulting in innovative, quality outcomes for students.



YOUR CHILD'S TEACHER

When it comes to specific questions or concerns regarding your child and their education, your first point of contact will **always** be your child's class teacher.

SCHOOL ADMINISTRATION

Michelle Morrissey is the Principal and Tony Grant is the Deputy Principal. Both maintain an open-door policy and welcome your comments and company when you wish to speak with them. Julia Eggmollesse is the Business Manager. Our welcoming office staff manage the front counter and assist parents and children with everything from payments to playground accidents.

THE SCHOOL WEBSITE

The school website is a source of useful information and documents: www.sevehillss.eq.edu.au.

THE NEWSLETTER

The school produces an e-newsletter weekly, on a Friday. The newsletter will cover the previous week and the week ahead. It is the primary communication tool for the school, and parents are expected to subscribe to receive the latest news. The link to subscribe is located under *Calendar and News* on the school website.

OFFICIAL SCHOOL FACEBOOK PAGE

The official school page can be found at <https://www.facebook.com/sevenhillssstateschool/>. The Facebook page contains information about the school, as well as news and upcoming events.

P&C FACEBOOK PAGE

The official P&C page can be found at <https://www.facebook.com/SHSSP&C>. The Facebook page contains information about the P&C, as well as P&C news and upcoming events.

COMMUNITY CONNECT CLASS REPS

Each class has a class representative who communicates class-specific information to parents and carers via email or other contact groups. The Community Connect manager will also occasionally communicate school-wide information via email.

QPARENTS APP

The QParents app allows parents to connect instantly with their child's school to access and manage their child's information, including:

- Attendance and absence details, as well as the ability to notify the school of an absence
- Academic report cards
- Viewing unpaid invoice details, payment history and making payments online
- Viewing and updating personal student details, including medical conditions and postal/home address
- Enrolment details
- Consent/permission forms
- Upcoming events list, showing school events and excursions.



SCHOOL FACILITIES



TUCKSHOP

Our tuckshop is managed by the P&C and run by a paid convenor. Most of the menu items are made in-house, using fresh ingredients from local businesses.

The tuckshop is open Tuesday to Friday for first and second breaks. Orders are placed via the Qkr! ordering system, whereby payment is completed online. Download the Qkr! app to your phone to set up your student account(s). For those without a smartphone, orders can also be placed online at <https://qkr-store.qkrschool.com>.

Volunteers are critical to the success of our tuckshop service and help us keep pricing down for families. Helping in the tuckshop is also a fun and easy way to meet other members of your school community. Please contact our tuckshop convenor on tuckshopshss@gmail.com if you can assist.

To see the current tuckshop menu and prices, please check out the *Facilities* page on the school website: <https://sevehillss.eq.edu.au/facilities/tuckshop>.

To keep up-to-date with other tuckshop news, follow the tuckshop Facebook page: <https://www.facebook.com/SHSSTuckshop>.

LIBRARY

Our library is a much-loved resource within the school. Students attend a half-hour lesson each week in the library and can borrow books for the week. The library is open at first and second break for students to enjoy quiet activities.

OUTSIDE SCHOOL HOURS CARE

The Y runs our Outside School Hours Care (OSHC) and Vacation Care programs. Please see the *Facilities* page on the school website or the YMCA website for more information, such as contact details, prices and enrolment forms.

<https://www.ymcachildcare.com.au/outside-school-hours-care/seven-hills>.

SCHOOL UNIFORMS

SCHOOL LOCKER UNIFORM SHOP

School uniforms are supplied by the School Locker. Products are available for purchase at the Loganholme store or via the School Locker website. For online orders, you can choose to have your order shipped directly to you or to collect it from the school. Please visit www.theschoollocker.com.au.

SECOND-HAND UNIFORM SHOP

The second-hand uniform shop is run by parent volunteers with proceeds supporting initiatives of the P&C. The store receives donations from the school community and is well stocked with good quality uniforms. Open mornings will be advertised in the school newsletter or on the school Facebook page. Alternatively, please email shssecondhanduniforms@gmail.com to make a personal appointment time. Most items sell for \$5 each, payment can be made via Qkr!.

HOUSE SPORT SHIRTS

House sport shirts are not currently part of the official school uniform. Parents are welcome to purchase a plain coloured t-shirt from any department store.



CURRICULUM HIGHLIGHTS



AUSTRALIAN CURRICULUM

At SHSS, we believe that every child is a unique individual with different learning styles, abilities and interests. We offer children a responsive curriculum that reflects current understandings about children and how they learn and develop. Further information on how the national curriculum is implemented can be found on the school website:

<https://sevehillss.eq.edu.au/curriculum>.

ACTIVE SCHOOL TRAVEL

The Active School Travel (AST) program encourages students, parents, carers and teachers to leave the car at home and actively travel to school. This aims to create healthier, more active students and families, increase road safety awareness, create safer streets and continue to tackle traffic congestion. The school's Active School Travel day is currently Wednesday each week. The two classes with the most active travel participants are presented with the weekly award at Parade.

CELEBRATION FRANCAISE

The school has a special connection to the French language and culture, which makes this event a significant part of the school calendar. Celebrations are generally held on a Tuesday in Term 3 and feature a French-themed free dress day, a special morning parade and French-themed goodies from the Tuckshop.

CHOOK CLUB

'Cluckingham Palace' (our magnificent chicken coop) allows children to interact with the chickens and helps build a sustainable program. It is maintained within school hours by the Chook Club and students are encouraged to become members to learn how to tend to the chickens.

FRENCH CLASSES

Students at SHSS participate in weekly French lessons. Our Year 1 and Year 2 students are introduced to vocabulary and phrasing and our Years 3 to 6 students build on this foundational knowledge to develop conversational and written language.

GROUNDS AND BUSHLANDS

SHSS is lucky enough to be situated on 12 acres of beautifully landscaped grounds and bushland. Our outdoor space and bushland provide opportunities for quality, real-life learning in conservation and supports environmental studies. This environmental

focus is encouraged further through our classification as a 'Land for Wildlife' school.

GARDENING PROGRAM

SHSS has a long-standing school gardening program which evolved out of the passion and interest of teachers, parents, local farmers and the wider community. It has been naturally embraced by the students, particularly the younger years, who are always keen to be involved in planting, maintaining, observing and harvesting produce. In addition, the gardening area is a rich classroom for the broader curriculum. If you would like to be involved, please contact the School Office.

GRANDPARENT'S DAY

Grandparent's Day celebrations are usually held during Queensland Seniors Week in August. Classroom visits allow children to spend time with their grandparents on various activities and proudly show what they have been learning in class. It's a heartfelt event that allows the school community to shine.

INDIGENOUS PERSPECTIVES

SHSS provides and develops planned and authentic connections to Indigenous pedagogies and culture. Opportunities are provided for all learners to deepen their knowledge through the delivery of the Australian Curriculum, and the acknowledgement of country and First Nations' people.

UNDER 8'S DAY (BIG DAY OUT)

One of the highlights of the school calendar is Under 8's Day, also known as Big Day Out. This event is held at SHSS each year and can include ambulances, police and fire engine visits, sports such as AFL, cricket and soccer, concerts, face-painting, crafting and other activities. Parents are welcome to participate. It's a fun and unique 'big day out' that the kids absolutely love.

SCHOLASTIC BOOK CLUB

SHSS receives several issues of the Scholastic Book Club per year. Families can purchase books through the catalogue and, in doing so, earn rewards dollars for the school to spend on books for the library and the classrooms. For more information, visit the Scholastic Book Club website:

<https://www.scholastic.com.au/book-club/book-club-home/>.

SPORTS AND EXTRA CURRICULAR PROGRAM



SPORTS HOUSES

We have three sport houses named after Roman gods:

JUPITER (yellow)

MERCURY (red)

APOLLO (green)

CROSS COUNTRY AND SPORTS DAY

Cross Country is held in Term 1 and Sports Day is usually held in Term 2. Students wear their house colours for the day.

The dates and schedule for both days are broadcast in the newsletter and supporters are encouraged to attend.

INTERSCHOOL SPORTS

There are occasionally opportunities for students to participate in interschool sports activities with local, surrounding schools. This is supported by the PE Teacher, Miss G.

Activities may include regional track and field events, state cross country, netball, cricket, softball, soccer, interschool chess tournaments and gala sports days.

SWIMMING

In Term 4, students from Year 1 – Year 2 swim at the Clem Jones Centre, and students in Year 3 – 6 swim at the Colmslie Aquatic Centre. It is expected that all students will attend. Classes travel by bus to the pool, and participate in water safety sessions and swimming lessons.

Your child's teacher/s will advise you regarding days and times prior to the start of the swim term and a permission note will be available through the QParents app.

SWIMMING CARNIVAL

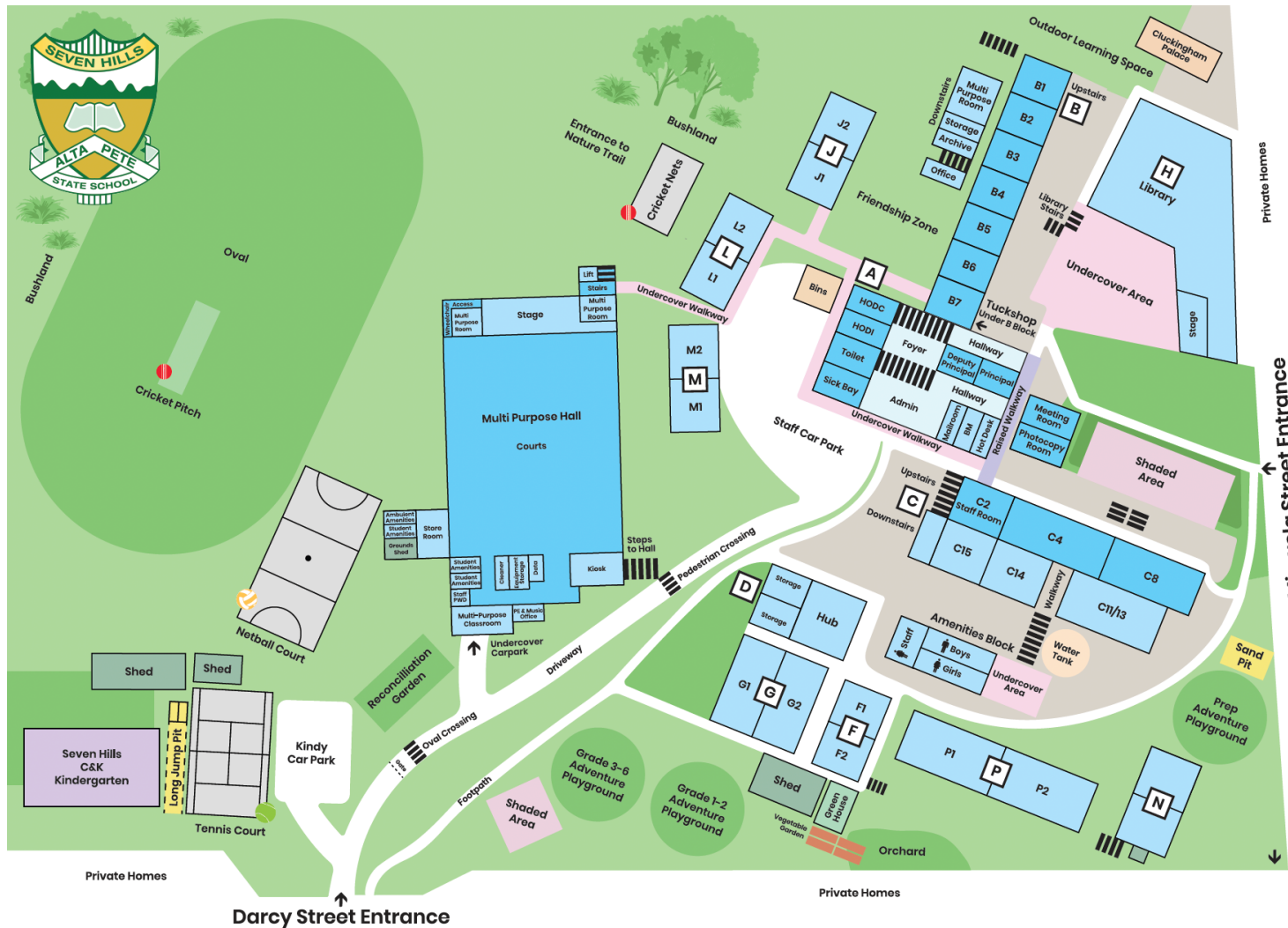
A swimming carnival is held towards the end of Term 4 for years 3 to 6. Supporters are encouraged to come along and cheer on the swimmers.

EXTRA CURRICULAR ACTIVITIES

The school offers a range of before and after school activities that provide students with opportunities to develop new skills, pursue their interests and connect with peers. These programs vary throughout the year and are advertised regularly in the school newsletter and on the Facebook page. Activities are reviewed and updated each term, ensuring a diverse and engaging selection for students and families.



ATTACHMENT 1 - SCHOOL MAP



ATTACHMENT 2 - ROAD SAFETY



HOW CAN I KEEP MY CHILD SAFE?	WHY IS THIS IMPORTANT?
Use the school crossings on D'Arcy Road and Kensington Avenue	Teach your children safe road habits early, and make sure you only cross at the school crossing. The most dangerous place to cross a road is within 20 metres of a marked pedestrian crossing. Drivers are watching for people using the crossing and do not expect to see people crossing the road immediately outside this area. Crossing in this area is against the law in Australia and you can be fined. Remember that the speed humps on D'Arcy Road are not pedestrian crossings.
Cross the road with your child, keeping them near you	Children cannot judge the distance and speed of approaching cars properly until at least 10 years of age. You need to help them decide when to cross safely. Adults are bigger and easier for drivers to see; standing near your children makes them more visible.
Hold your child's hand when you cross the road	Children are unpredictable and can trip, fall or dart out into traffic.
Obey the local street and school zone speed limits	The faster you go, the longer it takes to stop in an emergency. No meeting is so important that it is worth the risk of injuring or killing a child.
Respect our school crossing supervisors	You will teach your children good road safety habits when they see you obeying the instructions of the school crossing supervisor.
Don't stop or park near the school crossing	There is a no stopping zone 20 metres before and 10 metres after the school crossing on D'Arcy Road. This is so approaching traffic can clearly see small children near and on the crossing. By stopping or parking in the no stopping zone you are risking their safety.
Don't park across driveways	If you are parked even partially across a driveway it is harder for a homeowner to see approaching children and vehicles properly. It is also harder for them to manoeuvre their vehicle properly when they are exiting their driveway. This makes it more dangerous for everyone.
Don't park on corners	When you park on a corner you block the view of approaching cars for people crossing the road and reduce vision for drivers coming around the corner. There have been several near misses on the corners near SHSS.
Watch for children on the school driveway on D'Arcy Road	Each day, many SHSS students cross the driveway between the school and the Seven Hills C&K. Teach your child to cross safely at the gated crossing point and be aware of young children acting unpredictably on the driveway.
Obey the local parking and traffic signage	There are no parking zones during school drop off and pick up times on one side of Miawela street, and Karana street. Parking in these areas restrict drivers' visibility and reduce safety in these narrow streets. There is a left turn only from Miawela street into Darcy Road during peak school traffic times. This is to improve traffic flow in the area and to increase safety for pedestrians.

