



# Parramatta State School

*Learning and Achieving Together*

## ***PROSPECTUS***



Queensland  
Government



# Parramatta State School

LEARNING AND ACHIEVING TOGETHER

## Important Information

### Phone Numbers

**School Office:** 07 4042 8111  
**Absence voicemail line:** 07 4042 8160  
**Absence text line:** 0429 397 242

### Other Contact Details

**Address:** 122 Mulgrave Road  
Parramatta Park QLD 4870  
**E-mail:** [admin@parramattass.eq.edu.au](mailto:admin@parramattass.eq.edu.au)  
**Facebook:** [www.facebook.com/ParramattaSS/](http://www.facebook.com/ParramattaSS/)  
**Website:** [parramattass.eq.edu.au](http://parramattass.eq.edu.au)

### Our Leadership Team

**Principal:** Michael Patane  
**Deputy Principal P-2:** Cheryl Matysek  
**Deputy Principal 3-6:** Dale Archibald

### Outside School Hours Care (OSHC)

Kara Rose 4051 6864  
[coordinator@parramattaoshc.com.au](mailto:coordinator@parramattaoshc.com.au)

### School Parade

School parade is held each week in the school hall from 1:50pm on Thursday until 2:30pm. Parents are welcome to attend.

### Student Lunches

Each classroom has a fridge allocated for student lunch boxes and water bottles. Please feel free to pack cold items such as yoghurt for your children as they will have access to a refrigerator.

### Important dates for 2024

#### Term 1

Monday 22 January – Thursday 28 March

#### Term 2

Monday 15 April – Friday 21 June

#### Term 3

Monday 8 July – Friday 13 September

#### Term 4

Monday 30 September – Friday 13 December

### Daily Routine

8:30am – 10:30am	Morning session
10:30am – 1:45am	Supervised eating
10:45am – 11:10am	Students released to play
11:10am – 11:15am	Toilet and drink
11:15am – 1:00pm	Middle session
1:00pm – 1:05pm	Supervised eating
1:05pm – 1:25pm	Students released to play
1:25pm – 1:30pm	Toilet and drink
1:30pm – 2:30pm	Afternoon session

## CODE OF STUDENT ATTENDANCE

Parramatta State School promotes the “Every Day Counts” message to achieve the best possible outcomes for students. Research indicates that students who attend school regularly are more likely to achieve high results at school.

Under Queensland law, Parents/Caregivers must ensure their child/children attend school every day unless there is a reasonable excuse. Reasonable excuses for being absent may include illness, competing in school sporting events or a serious family emergency. Avoid keeping your child home for minor reasons such as shopping, birthdays or looking after other children. These are not reasonable excuses to miss school.

Parramatta State School monitors attendance including the recording and follow up of all absences. If your child is absent from school you are required to contact the school and provide a reasonable explanation. If a student has repeated absences or irregular attendance the following processes may apply:

- Follow up via text, phone and mail
- Home visits by the Engagement Team
- Weekly/fortnightly meetings at the School
- Formal issue of Failure to Attend letter
- Notification to other Government Departments

Parramatta State School appreciates your support with ensuring regular school attendance for your child.

## STUDENT DRESS CODE

**Parramatta State School uniform, which can be purchased from the school tuckshop, consist of;**

- School Polo Shirt, royal blue and turquoise in colour with new school logo embroidered. Students can continue to wear the previous sky blue school shirt. Singlets and shirts of different colours are not permitted.
- Basketball style shorts and/ or skorts for girls, royal blue in colour, with PSS lettering embroidered on the leg.
- Short denim shorts, leggings/tights, board shorts or Rugby League-type shorts are not permitted.
- Royal blue cotton bucket hat with PSS lettering embroidered. Caps and bucket hats with a narrower brim (less than 70mm) are not permitted.
- Students are also required to wear appropriate shoes or footwear that can be attached to the feet using velcro, laces, buckles, elastic, etc. Slip on thongs or high heels are not acceptable.

**Students who arrive at school wearing inappropriate clothing will:-**

- be reminded of the school dress code
- be offered suitable clothing from the school pool
- be withdrawn from non-essential activities
- have their parents phoned



**Students who arrive at school without shoes will:-**

- be reminded of the school dress code
- have their parents phoned
- not be permitted to play at breaks and will have to sit in the undercover area beside the tuckshop

**Students who arrive at school without a hat will:-**

- be reminded of the school dress code
- not be permitted to play in uncovered areas and will be confined to the following areas: P-3 junior parade area and 4-6 senior parade area

**Students should not wear any makeup to school.**

- This includes lipstick.
- If a child has sore lips a clear lip balm such as Chapstick is permitted.
- Lip gloss is not permitted.
- Jewellery should be limited to one watch and plain stud earrings or small sleeper earrings.
- Sleepers should either safely unlatch if a finger is caught in them or, should be too small for fingers to enter the loop.
- Students who wish to represent the school in choir, sports activities and on school outings (excursions, visits etc) must wear full school uniform including suitable shoes and bucket hats

## STUDENT CODE OF CONDUCT

Parramatta State School's **Student Code Of Conduct** was developed in consultation with our school community and aligns with Education Queensland's policy document The Code of School Behaviour.

At Parramatta State School, we believe:

- All members of our school community including students, staff, parents, carers and visitors have the right to be safe and treated with respect.
- Staff, students, parents and community members need to work in partnership to positively influence the behaviour and learning of our students.
- All students are encouraged to develop responsibility for their own behaviour and given opportunities to develop a sense of self-worth.

Parramatta is a PB4L (Positive Behaviour 4 Learning) School. Our school is committed to providing a safe, respectful and disciplined learning environment. Parramatta has three clearly defined expectations which are:

- Respect
- Safety
- Learning



Appropriate behaviours in the school environment are taught, modelled, practised and acknowledged. We make a point of recognising and acknowledging students who are behaving appropriately, such recognition may include; classroom reward systems, Student of the Week, I Caught You award and positive feedback.

Inappropriate behaviours will have clear and consistent consequences. A range of strategies are used by staff to manage inappropriate behaviour, these may include; the application of classroom or school based consequences, contact with parents/carers, further follow up the relevant deputy, application of serious consequences such as suspension.

When a student's inappropriate behaviour is ongoing, additional support will be considered. This may include; modification of class program, refer to school based support staff, assessment by specialist staff, individual support plans and additional school based support.

Parramatta State School is a place where all students have a right to receive a quality education. All members of the school community assist in establishing a safe, caring, school environment where appropriate behaviour is modelled and recognised.

The Student Code Of Conduct is included in the enrolment package.

## TECHNOLOGY AGREEMENT

Parramatta State School provides all students access to technology for educational use. This technology may include iPads, computers, robots, drones and other devices. These may be used to access the internet, and for class work, research, assignments and developing information technology based skills. Care must be taken to ensure appropriate use of these resources.

When using technology, students are expected to abide by the following conditions:

- Only use their own login to access the internet or a device and never share their login with another person
- Not use technology to look for anything illegal, dangerous or offensive
- Not interfere with anybody else when they are using technology
- Not remove plugs or peripherals from any device
- Only use software already installed on the school devices
- Not use USB's or similar technology to copy games or other software onto the school network
- Not use technology to harass, intimidate, bully or share information about others
- Only print materials when instructed by school staff
- Only use USB's or similar technology to remove files from the school network if they are the author of them
- Never change, delete or rename files on the common drive that they are not the author of
- Respect the technology at all times
- Not use the technology unless a teacher is present and has given permission

When accessing the internet, students must:

- Not look for anything illegal, dangerous or offensive
- Clear any illegal, offensive or dangerous material from their screen if accessed accidentally and quietly inform their teacher
- Not reveal any personal information, including home addresses or phone numbers
- Not annoy or offend anyone else

Students found to be in breach of minor rules may face restricted internet or technology access. Serious breaches will be dealt with as per the Responsible Behaviour Plan.

[School network usage and access statement requirement of Acceptable Use of the Department's Information, Communication and Technology \(ICT\) Network and Systems](#)

## STUDENT RESOURCE SCHEME 2024

*In accordance with the Education (General Provisions) Act 2006, the cost of providing instruction, administration and facilities for the education of students enrolled at State schools who are Australian citizens or permanent residents, or children of Australian citizens or permanent residents, is met by the State. Parents/carers are directly responsible for providing textbooks and other personal resources for their children while attending school. In recognition that these costs can be high, the school operates an **Optional Student Resource Scheme** that enables a parent/carer to enter into an agreement with the school that, for a specified annual participation fee, provides for the temporary use by the student of prescribed textbooks and/or other resources, and/or the purchase of consumables and materials for the student.*

### **Scheme participation fee - \$120 per student**

The provision of the Student Resource Scheme ensures that well-resourced learning by our students remains our key focus. Its purpose is to provide a cost effective alternative to purchasing textbooks, resources and consumables from elsewhere, at reduced prices gained from the school's bulk purchasing processes.

Scheme includes:

- Pencils, erasers, scissors, rulers, coloured pencils, crayons, felt pens, pens, markers, pencil cases, Exercise books, scrap books, botany and graph books, display folders, document wallets, folders, Textbooks, workbooks, reference books (\$80 - under Student Resource Scheme only)
- Art and craft supplies including paint, cardboard and embellishments (\$20 – fee)
- Reproduced class workbooks, worksheets and photocopying paper (\$10 – fee)
- Use of student reference materials: software, iPads and applications, calculators (\$10 – fee)

The scheme is optional, however, please be aware that books, materials and consumables required under this scheme are not funded by school grants. Therefore if you do not wish to join the scheme you are responsible for providing the full stationery requirements at the beginning of the school year for your child/ren with the items (similar brands, sizes and quantities) that would otherwise have been listed on a student booklist (provided on request).

The Student Resource Scheme Participation Agreement Form is valid for the duration of the student's enrolment at Parramatta State School.

Please sign one form per student. Payment can be made by Bpay, Eftpos, BPoint, Cash or Centrepay. An invoice will be raised and emailed to you upon your child/ren's commencement at Parramatta State School.

Yours faithfully,



Michael Patane  
Principal

## SOUND SCOUTS PRIVACY POLICY

Sound Scouts HQ Pty Ltd (“Sound Scouts”, “we”, “us” or “our”) is committed to protecting your privacy. This Privacy Policy tells you about our collection of personal information through our mobile application, Sound Scouts (the “App”), and the Sound Scouts APD Suite (the APD Suite) and how we store, use and disclose that information. By downloading and using the App, or by agreeing to use The APD Suite, you agree to the terms of this privacy policy.

We collect Personal Information from parents, guardians, clinicians and caregivers (including schools and health organisations) with the App & The APD Suite. We will not solicit or collect personal information directly from anyone under the age of 18.

### **Personal information that you give to us:**

When you use the App or The APD Suite we request and collect limited personal information to assist with the screening and/or testing procedures and communication of each client’s results.

Information requested and collected includes:

- Email address of parent/caregiver (for sending results), (optional)
- Client’s gender (for statistical analysis), (optional)
- Client’s age (month and year only, results are age dependent)
- Supervising adults decade of birth (optional)
- Postcode (to assess area health trends), (optional)
- School details (optional)
- Health information about hearing loss (optional)
- Client’s test results (as determined by the App or the APD Suite)

The sensitive information we request, relating to details of racial or ethnic origin, or health information, is optional. The ethnicity information is requested in line with some government policies. The health information may assist in providing you with additional information concerning the client’s results.

As you may be giving us information about another person ie. a child in your custody or care, your giving us the information is an acknowledgement that you have the right to disclose that information to us and that you give or have obtained all consents necessary for us to collect, store, use and disclose that information as set out below.

### **Information automatically collected:**

We also collect information about your device that is limited to statistical information about how the App and APD Suite is used, such as the screens viewed, duration viewed, exit screens and actions taken.

We use an online service. This service stores the App and APD Suite data securely and does not share it. All the statistical data generated by the App and the APD Suite is anonymous and is used by us to improve the tests. Aggregated Australian data from the App is provided to Hearing Australia and the Department of Health to inform usage of the App in relation to total test sessions, aggregated results and location usage.



When you visit our website, we may send cookies to your computer that uniquely identify your browser. We use cookies to improve the quality of our service by storing user preferences and tracking usage information. Most browsers however allow you to disable cookies or you can set your browser to alert you when cookies are being sent to your computer.

In some cases, our third-party service providers may use cookies on our sites. We have no access to or control over these cookies. This Privacy Policy covers the use of cookies by Sound Scouts only and does not cover the use of cookies by third parties.

#### **Use of personal information:**

We use the personal information you have given us for purposes which are consistent with the reason you provided the personal information, or for a directly related purpose. Such purposes for which we may use your personal information include:

- responding to support requests;
- effectively communicating with you;
- operating and improving the App and the APD Suite;
- providing services to you using the App and the APD Suite, including assessing the client's results;
- performing research and analysis, in association with our research partners, aimed at enhancing and improving our products and services.

We may also use your personal information where you have consented to the use, either expressly or by implication.

#### **Information Sharing and Disclosure**

We do not sell, rent or trade your personal information to or with any third parties. We may disclose your personal information to external service providers in the circumstances discussed below.

We may share personal information with external service providers who perform services on our behalf eg we may share personal information with Hearing Australia (Australian Hearing Services) and clinicians so they may provide clinical analysis and related services and we may share personal information with other companies to handle the processing of payments, to provide data storage, to provide customer support or support the internal operations of our website and App.

Those external service providers will be permitted to obtain only the personal information they need to provide the services on our behalf. They are required to maintain the confidentiality of the information and are prohibited from using it for any other purpose. We will take all reasonable steps to make sure they comply with the same privacy principles that govern our collection of your personal information.

Some of these service providers may be overseas in countries whose privacy laws may be different and less protective than those of Australia. While we will take reasonable steps to make sure that overseas service providers to whom we give your personal information will comply with the same privacy standards as those required by Australian privacy laws we cannot guarantee it. By giving us personal information you consent to the disclosure of personal information to overseas service providers who may not comply with Australian privacy laws and you agree that we are not responsible for the acts and omissions of those overseas service providers that are not in compliance with Australian privacy laws.

We may disclose personal information if required to do so by law, or in the good-faith belief that such action is reasonably necessary to comply with legal process, respond to claims, or protect the rights, property or safety of our company, employees, customers, or the public.

### **Links to Third Party Sites**

We may provide links and/or connections to third-party web sites or services from our website. We are not responsible for the privacy practices or content of these third-party sites.

### **How To Manage Your Personal Information**

You have, subject to certain exceptions allowed for by law, the right to access, review and correct your personal information that we hold. If you would like to get access to, review or correct any of your personal information, please email us at [contact@soundscouts.com](mailto:contact@soundscouts.com)

We can provide you with a copy of personal information held on our current records at no charge.

However, if we need to access archived records, such as personal information backed up or stored offsite, then we may impose reasonable charges for the cost of providing such access.

If personal information has been disclosed to a third party, in accordance with this Privacy Policy, we will take reasonable steps to notify the third party of the updated information.

### **Where your information is stored**

Personal information that we collect may be stored and processed in Australia and/or the United States in addition to other countries. We take reasonable steps to protect personal information no matter what country it is stored in. However, information collected may be retained, and may be stored, processed, accessed, and used in jurisdictions whose privacy laws may be different and less protective than those of in Australia. By using the App or giving us the personal information requested, you consent to any such transfer, processing and storage of personal information outside of Australia in this manner and you agree that we are not responsible for any retention, storage, processing, access and use of your personal information that is not in compliance with Australian privacy laws.

### **Security of Your Personal Information**

The security of your personal information is important to us. We follow accepted industry standards to help protect your personal information. No method of transmission over the internet, or method of electronic storage, is 100% secure. Therefore, while we take reasonable steps to protect your personal information, we cannot guarantee its absolute security.

### **Complaints**

If you have questions, complaints or concerns regarding this Privacy Policy, please contact us by writing to us at [contact@soundscouts.com](mailto:contact@soundscouts.com). We treat all complaints about a breach of the Australian Privacy Principles seriously. We will investigate your complaint and respond to you within a reasonable time.

### **Changes to this Privacy Policy**

We may amend this Privacy Policy from time to time. Use of information we collect is subject to the Privacy Policy in effect at the time such information is collected. If we make changes in the way we use your email address, we will notify you in advance of posting by email. Such modifications will become effective on the date set forth in the email.

### **Contact Us**

If you have any questions or concerns regarding this Privacy Policy, please send us an email at [development@soundscouts.com](mailto:development@soundscouts.com).

Sound Scouts is now FREE for Australian school children thanks to funding from the Australian Government and support from Hearing Australia. Call 1300 424 122 for assistance.

Last updated 9th December 2021



# Australian Government

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## Department of Health

# UNIFORMS

**FOR SALE AT TUCKSHOP**  
8am – 1pm

<b>FOR SALE AT TUCKSHOP</b> 8am – 1pm	
<b>ITEMS</b>	<b>PRICE</b>
School Shirt size 4 6 8 10 12	\$35.00
School Shirt larger size XS S M L XL	\$35.00
School Skorts size 4 6 8 10 12	\$35.00
School Skorts larger size XS S M L XL	\$35.00
School Shorts size 4 6 8 10 12	\$35.00
School Shorts larger size XS S M L XL	\$35.00
School Jacket size 6 8 10 12 14 & S	\$45.00
School Hat 51cm 53cm 55cm 57cm	\$25.00

# SCHOOL MAP

