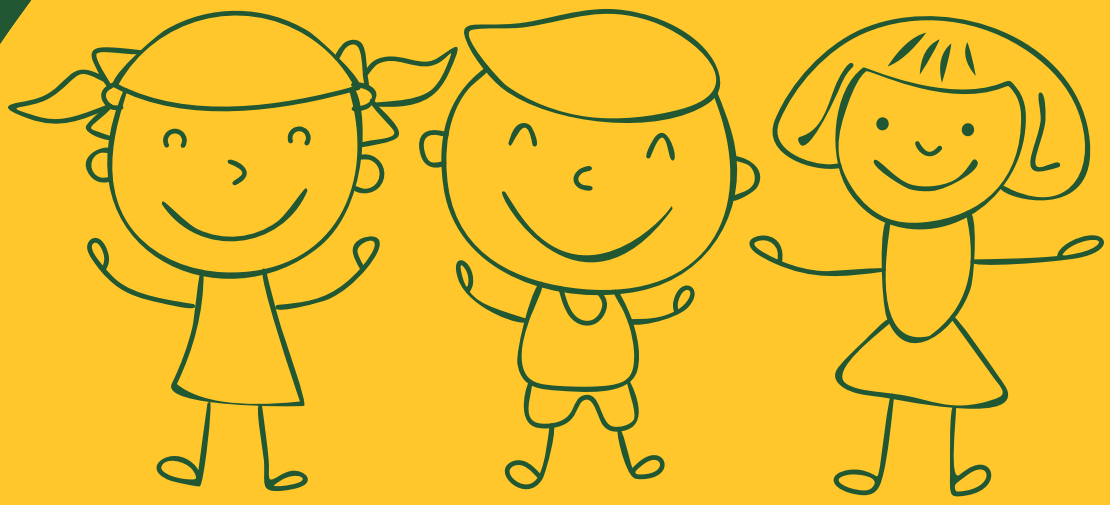
Parent Handbook

North Eton State School



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Welcome to North Eton State School

Dear Parents,

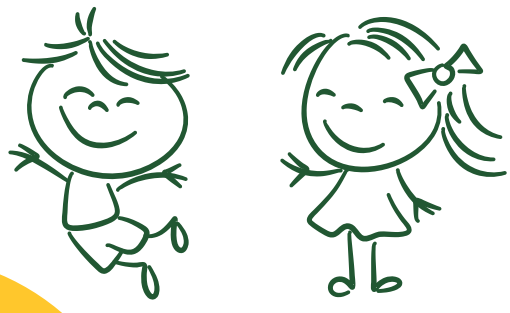
Welcome to North Eton State School!
Thank you for taking the time to consider our school for your family. This booklet is designed to provide you with information to help you make an informed decision about your child's education and to serve as a helpful reference once you join our school community. If you require any additional information, please don't hesitate to contact us — we're always happy to assist.
At North Eton, we are proud of our strong tradition of working closely with parents and carers to meet the individual learning needs of every student. Our vision is "to build confident, happy, self-directed learners in a caring, family environment through supportive yet challenging educational opportunities."
To achieve this, our curriculum focuses on high-quality learning progressions for all students, ensuring that every child experiences success and growth.
We believe that children come to school to learn, to be safe, and to be happy. Every student matters, every day, and we believe all can be high achievers. Learning is our core business, and our dedicated team works to provide a nurturing and stimulating environment where each child can develop their knowledge, skills, and confidence. Our small class sizes allow us to deliver personalised teaching and learning programs that specifically cater to individual needs.
At North Eton State School, students experience engaging and meaningful learning programs designed and delivered by experienced, passionate educators. We implement the Australian Curriculum, which aims to support all young Australians to become successful learners, confident and creative individuals, and active, informed citizens. Learning is delivered across the eight key learning areas — English, Mathematics, Science, Humanities and Social Sciences, Health and Physical Education, The Arts, Technologies, and Languages.
This booklet outlines key information about our school's operations, routines, and expectations. While our practices continue to evolve to meet the changing needs of our students, we hope this guide provides a clear understanding of how our school functions and what makes North Eton such a special place to learn.
We look forward to working in partnership with you and your family, and we warmly invite you to be an active part of our school community. Together, we can ensure your child's school years are filled with growth, learning, and joy.

Warm regards,

Geraldine Parkes
Principal

Our Staff

Teaching Principal (Year 3-6)	Mrs Geraldine Parkes
Business Manager	Mrs Caroline Stratford
P-2 Teacher	Mrs Sue Dyson
3-6 Teacher (Thursday-Friday)	Mrs Katie Moran
Teacher (HPE)	Mr Ben Vonthien
Teacher (Japanese – delivered online)	Mrs Debbie Weatherley
Teacher (Arts)	Mrs Kate Patterson
Teacher (Learning Support)	Mrs Irena Carlaw
Teacher Aide	Mrs Toni Bobongie
Teacher Aide	Mrs Lee-Anne Fisher
Teacher Aide	Mrs Cynthia Williams
Cleaner	Mrs Leanne Clark
Grounds Officer	Mr Marty Kelly
Speech Language Therapist	Ms Naomi Kuss
Guidance Officer	Ms Linda Cahill
HoSES	Mrs Carly Considine
School Social Worker	Mrs Shannon McLeod
IT Tech	Mr Ryan Batchelor



Admissions

At North Eton State School, we welcome new families and aim to make the enrolment process as smooth as possible.

Prep Eligibility

Prep eligibility is from the beginning of the school year in which children will reach the age of **five years by 30 June**. Prep is now mandatory for all Queensland children.
When enrolling your child, you will need to provide proof of your child's date of birth (e.g. birth certificate, passport or visa).

Early or delayed entry to Prep may be considered in specific circumstances where it is in the child's best educational interests. Families wishing to explore these options should contact the Principal to discuss eligibility and the required application process.

Enrolment forms are available from the school office or can be downloaded from the North Eton State School website. Our friendly staff are available to assist with any questions regarding documentation, catchment eligibility or school readiness.

Enrolment Process

At North Eton State School, we aim to make the enrolment process welcoming and straightforward for all families.

Parents or caregivers wishing to enrol their child are encouraged to contact the school office to arrange an enrolment meeting with the Principal. This meeting provides an opportunity to discuss your child's needs, tour the school, and learn more about our programs and expectations.

To complete enrolment, families will need to provide:

- A completed *Application for Enrolment* form
- Proof of your child's date of birth (e.g. birth certificate, passport, or visa)
- Copies of any relevant medical or custody documents
- Emergency contact details and up-to-date parent contact information

All new families receive an enrolment pack, which includes key school information, forms, and consent documents. Once submitted, the school will confirm your child's start date and class placement.

For Prep enrolments, families are also invited to attend our Prep Transition Program in Term 4 to support a smooth and confident start to school life.

Daily Schedule & Student behaviour

At North Eton State School, we believe that consistency and structure are essential to every child's growth and development. Our daily routine offers a balanced mix of structured learning, play, rest, and exploration, ensuring that all students experience a positive, engaging, and well-rounded education.

School Hours & Drop-Off/Pick-Up Policy

01 **Operating Hours**
Monday - Friday, 8:00AM - 2:30 PM

02 **Morning Drop-Off**
8:00 - 8:30 AM (Earlier arrivals require prior notice)

03 **Afternoon Pick-Up**
2:30 PM (4:00 PM on Homework Centre days)

04 **Pick-Up Authorization**
Only listed parents and guardians on contact list may pick up a student unless notice is provided to Principal.

Drop-Off

- **Supervision begins at 8:00am.** Students should not arrive at school before this time.
- **Students go directly to the "Food Court"** upon arrival for breakfast and then to classrooms to prepare for the school day in a calm and safe manner.
- If arriving after 8:30 AM, parents must sign students in at the office.

Pick-Up

- **School finishes at 2:30 pm.** Parents and carers are asked to collect children promptly at this time.
- **Students waiting for collection** must remain in the designated pick-up area under staff supervision.
- **If you are running late**, please contact the school so arrangements can be made to ensure your child is supervised safely.

Daily Schedule Overview

Time	Activity	Description
8:00-8:30AM	Arrival & Breakfast Club	Transition activities and social interaction. Students sit in the Food Court for Breakfast Club then make their way to classrooms for quiet activities.
8:30 - 10:00 AM	Morning Session	The morning session focuses on core learning areas such as English and Mathematics, when students are most alert and ready to learn. Lessons include a balance of explicit instruction, guided practice, and independent tasks to develop key skills.
10:00 - 10:15 AM	Fruit Break	Through our Breakfast Club Program, students are provided with healthy snacks such as fresh fruit, yoghurts and dried fruits.
10:15 - 11:30 AM	Second Session	Classroom time is dedicated to focused learning across all key subject areas. During these sessions, students engage in explicit teaching, small-group work, and hands-on learning experiences designed to build knowledge, skills, and confidence.
11:30 AM - 12:15 PM	Play and Lunch	At North Eton, students play before they eat during this time. This approach has proven to benefit student wellbeing and learning.
12:15 - 1:15 PM	Third Session	Throughout the week, students participate in specialist lessons such as The Arts, Health and Physical Education, Japanese and Technologies. These sessions broaden learning opportunities and allow students to explore their interests and talents.
1:15 - 1:30 PM	Recess	Play break
1:30 - 2:30 PM	Afternoon Session	The afternoon session provides time for consolidating learning, completing projects, and engaging in collaborative or creative activities. Teachers use this time to reinforce key concepts and celebrate student achievements before the school day ends.

Student Behaviour

At North Eton State School, our school rules form the foundation of a positive, safe and respectful learning environment. These expectations are promoted and modelled by all staff and students every day.

Our School Rules:

- Be Safe
- Be Responsible
- Be Respectful

When students follow these rules, they are also demonstrating what it means to be a good learner — caring for themselves, others, and their environment.

Parents, teachers and students have worked together to develop the **North Eton State School Code of Conduct**. Compliance with this document is essential, and parents and students are required to sign it as part of the Enrolment Agreement.

A summary of the major provisions of the Code of Conduct is available from the school office. The document is reviewed biannually to ensure it remains current and reflective of our school community's values.

We ask for your continued support in upholding our shared goal — ensuring all children have a safe, secure and happy learning environment.

Our "hands off" expectation is specifically reinforced at all times. Parents will be notified if student behaviour is inappropriate or does not align with school expectations.

Awards

To encourage good behaviour and achievement, we have a selection of awards – Student of the Week, Reading Milestones, Sports awards and Aussie of the Month just to name a few. These are presented at Parade each week.

"Reward days" occur at the end of every term and are for our staff and students to celebrate good behaviour and excellent learning.

End of Year Awards

At North Eton State School, we believe every child's achievements should be recognised and celebrated. During our annual **End of Year Concert and Awards Ceremony**, each student receives an award acknowledging their individual growth, effort, and contributions throughout the year. These awards highlight not only academic progress, but also personal achievements, citizenship, creativity, and commitment to our school values — *Be Safe, Be Respectful, Be Responsible.* It's a special celebration for our students, families, and staff to reflect on a year of learning and success together.

Dress Code and Personal Belongings

Our School Uniform

Our school uniform gives North Eton State School its unique character and fosters a strong sense of pride, belonging, and community among students. Wearing the uniform helps to promote equality, positive school spirit, and respect for our shared identity.

We ask that families support our school by ensuring students wear the uniform neatly and with pride each day.

01 Boys' Uniform

- Green and gold polo shirt with school logo (available through the P&C)
- Bottle green shorts (available through the P&C)
- Wide-brimmed bucket hat (available through the P&C)
- Plain shoes and socks

02 Girls' Uniform

- Green and gold polo shirt with school logo (available through the P&C)
- Bottle green shorts or skorts (available through the P&C)
- Wide-brimmed bucket hat (available through the P&C)
- Plain shoes and socks

03 Additional Information

- Students must wear their hat at all times when outdoors — "No Hat, No Play."
- Long hair should be tied back.
- Sports shirts or special-event shirts may be worn on designated days as advised by the school.

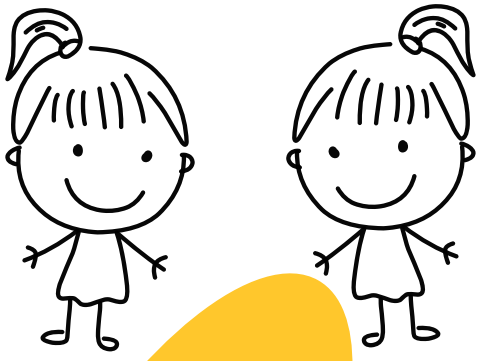
04 Please Note:

To maintain a neat, safe, and consistent school appearance, the following expectations apply to all students:

- Thongs or open footwear are not permitted for safety reasons.
- Jewellery is limited to small sleepers or studs and a wristwatch.

05 Uniform Sales

- Our Parents & Citizens' Association (P&C) operates the Uniform Shop, supplying all uniform items at affordable prices. Uniforms are available before and after school each day.



06 Personal Belongings

- Please ensure that all items of clothing, personal belongings and equipment are clearly labelled with your child's name. Unnamed items are difficult to return and ownership cannot be confirmed. Students are asked not to bring toys, electronic games, personal devices, swap cards, valuable items, or large sums of money to school. Any such items brought to school are the responsibility of the student. Mobile phones must be checked in at the office upon arrival each morning.

Curriculum & Teaching Methods

At North Eton State School, our curriculum is designed to provide every student with a high-quality education that supports academic success, personal growth, and lifelong learning. We implement the Australian Curriculum, which aims to help all young Australians become successful learners, confident and creative individuals, and active, informed citizens.

Our Curriculum

Our teaching and learning programs are carefully planned to meet the needs of all students, with a strong focus on literacy and numeracy as the foundations for future learning. Lessons are designed to be engaging, purposeful, and differentiated to ensure every student is challenged and supported at their level.

Teachers work collaboratively to monitor student progress and adjust teaching strategies based on individual needs. Assessment is used to track growth, celebrate achievement, and guide next steps in learning.
At North Eton, we believe learning should be meaningful, inclusive, and connected to the real world—preparing our students not just for school, but for life.

Our curriculum focuses on the following 8 key learning areas:

Teaching Reading

At North Eton, we believe that every child can learn to read and that reading is the key to success across all areas of learning. We use an **explicit, evidence-based approach** to teaching reading, following the *Science of Reading* and *systematic phonics instruction*.

Our reading program focuses on five essential elements:

01 **Phonological Awareness** hearing and manipulating the sounds in words

02 **Phonics** understanding the relationship between sounds and letters.

03 **Fluency** reading accurately, smoothly, and with expression.

04 **Vocabulary** building word knowledge and understanding

05 **Comprehension** making meaning from texts.

Students participate in **daily reading lessons,** including modelled, guided, and independent reading activities. Teachers closely monitor progress using the *Literacy Continuum* and assessment tools to ensure every student receives the right level of support and challenge.

Families are encouraged to share books and read together at home to reinforce classroom learning and foster a lifelong love of reading.

Homework Centre

At North Eton State School, we believe that completing homework helps reinforce classroom learning and builds good study habits. Homework tasks are designed so students can complete them independently, as the concepts have already been taught in class.

Students also have the opportunity to attend our **Homework Centre**, held twice a week from Week 2 to Week 9 each term. An afternoon snack is provided before students move to the classroom, where our Teacher Aides supervise and assist as needed.

Typical homework tasks include spelling, reading, and reviewing literacy and mathematics concepts covered in class.

Assessing and Reporting

Assessment is an important part of the teaching and learning process. Teachers use a variety of assessment methods to monitor student progress, identify learning needs, and celebrate achievement. Assessment tasks are aligned with the Australian Curriculum and provide valuable information about each student's understanding and growth.

Report cards are sent home twice a year — at the end of each semester — to provide parents and carers with clear information about their child's academic progress, effort, and behaviour. Parents are encouraged to attend Parent/Teacher interviews to discuss progress, set learning goals, and support their child's continued development.

Class Structure & Setup

At North Eton State School, we are proud to offer a warm, inclusive, and engaging learning environment where every child is known, supported, and challenged. Our multi-age classrooms are thoughtfully designed to meet the developmental and academic needs of all students while fostering a strong sense of belonging and community.

We follow the Australian Curriculum in all learning areas, ensuring every student has access to a broad, balanced, and high-quality education. Our teachers use evidence-based practices and explicit instruction to deliver engaging lessons that cater for different learning styles and abilities.

Each classroom has a full-time teacher aide who supports both the teacher and students throughout the school day. This allows for small-group and one-on-one learning opportunities, ensuring that every child receives personalised attention and the best possible chance for success.

Prep - Year 2 Classroom

Our P–2 classroom provides a nurturing and stimulating early learning environment where the very important foundations for literacy, numeracy, and social development are built. Learning is hands-on, play-based, and guided by the Australian Curriculum's early years framework.

Students participate in daily reading and phonics lessons, small group rotations, and structured learning activities that build confidence, curiosity, and a love of learning. Routines and structure help children feel safe, supported, and ready to learn during their early years of school.

Year 3 - 6 Classroom

Our Year 3–6 classroom offers a dynamic and collaborative learning space that encourages independence, critical thinking, and creativity. Students engage in meaningful learning experiences across all curriculum areas, often working in small groups or on personalised projects that match their ability and interests.

Through differentiated instruction, students are challenged to set goals, reflect on their learning, and take responsibility for their progress — preparing them for the transition to high school and beyond.

At North Eton State School, we embrace technology as an essential part of modern learning. Digital tools are integrated across all year levels to enhance engagement, creativity, and critical thinking. Our students learn to use technology responsibly and confidently as they explore, create, and connect with the world around them. Through access to school-owned iPads and laptops, every child is given the opportunity to develop the digital skills needed for lifelong learning and success in an ever-changing world.

Student ipads

At North Eton State School, every student is provided with a **school-owned iPad** for the duration of their enrolment. This ensures that all students have equal access to digital learning tools and resources, supporting engagement, creativity, and individualised learning across all subject areas. iPads are used daily to enhance classroom learning, practise key skills, and connect students with interactive and collaborative activities. Each student also receives a **set of headphones** as part of their iPad package to support focused and independent learning. Students are responsible for ensuring their iPads are charged each day by connecting them to the classroom charging stations. Devices remain the property of the school and are maintained and updated regularly to ensure safe and effective use.

Technology in Learning

In addition to iPads, students at North Eton State School also have access to **school-owned laptops** to support their learning. Laptops are used for research, publishing written work, coding, and engaging with online learning platforms.

This combination of iPads and laptops allows students to develop a wide range of digital skills, preparing them for future learning and the modern world. Technology is seamlessly integrated into classroom programs to enhance creativity, collaboration, and problem-solving while ensuring safe and responsible use of digital tools.

Cyber Safety and Digital Citizenship

Students are taught to use technology safely, responsibly, and respectfully. All devices are covered by the Department of Education's Student ICT Agreement, which outlines expectations for online behaviour, privacy, and communication. Families are encouraged to monitor and discuss safe online habits at home to support the same messages taught at school.

Excursions and Cultural Activities

Excursions and cultural activities are a vital part of each child's education at North Eton State School. They provide meaningful opportunities to extend learning beyond the classroom, broaden experiences, and build social and cultural understanding.

Each excursion is carefully considered for its educational value, relevance, safety, and necessity. As a small school, it is our expectation that all students participate in excursions, as all staff generally attend, making it difficult to have students remain at school.

The P&C Association often supports excursions by contributing to bus hire or subsidising entry fees. Parents may also be asked to contribute to costs where necessary.

Students typically travel by bus, staff car, or private vehicle, depending on the location and activity. Parents and caregivers are required to complete a transport and permission form for each excursion.

Students attending excursions must meet the school's expectations regarding appropriate dress, grooming, safety, and behaviour. Participation is a privilege that reflects a student's ability to demonstrate the school values of Be Safe, Be Responsible, and Be Respectful.

School Events and Traditions

North Eton State School hosts a range of special events that celebrate learning, community, and school spirit. These include:

- ANZAC Day and Remembrance Day Services
- Book Week and Under 8's Day
- Rainbow Rush Colour Run
- Small Schools Athletics Carnival
- End of Year Concert and Awards Ceremony
- P&C community events such as Free Lunch Friday and Breakfast Club

Families are warmly invited to attend and participate in these celebrations.

Attendance & Behaviour

At North Eton State School, we believe that *every day counts* when it comes to learning. Regular attendance is essential for students to build strong foundations, maintain routines, and achieve their best. When children attend school consistently, they stay connected with their peers, teachers, and learning programs. Absences — even a day here or there — can add up and impact progress. We encourage families to prioritise attendance and communicate promptly with the school if a student is unwell or unable to attend. Together, we can ensure every child has the best opportunity to succeed.

Attendance Expectations

- All students are expected to attend school **every day**, unless they are unwell or have a valid reason for absence.
- Parents and carers are responsible for ensuring their child **arrives at school on time each day**, ready for learning.
- If a student is absent, parents must **notify the school** by phone, email, or written note explaining the reason for the absence.
- Frequent or unexplained absences may be followed up by the Principal in line with the Department of Education's attendance requirements.

Late Arrivals

The school day begins at 8:30 AM.

- Children arriving after 8:45 AM must be signed in by a parent or carer using the "Student Sign-In" booklet located on the bench outside the office.
- This procedure also applies if a student leaves school before 2:30 PM — parents or carers must sign their child out in the same booklet.
- These measures help us ensure accurate attendance records and maintain the safety and wellbeing of all students throughout the school day.

Reporting Absences

If your child is unable to attend school, parents and carers must notify the school by 8:30 AM on the day of the absence.
Absences can be reported by:

- Phone call to the school office
- Text message to the school mobile
- Email to the school office
- QParents app

Please include your child's name, class, and reason for absence in the message.
Prompt communication helps us ensure all students are safe and that attendance records remain accurate.

Planned Absences & Family Holidays

We understand that from time to time families may need to plan absences during the school term. If your child will be away for an extended period please notify the Principal in writing as early as possible.

Regular attendance is vital for maintaining learning progress, and we encourage families to plan holidays outside of school terms wherever possible. Prolonged absences can impact a student's continuity of learning and achievement.
If a student will be absent from school for **11 or more consecutive school day**s, parents or carers are required to complete an ***Exemption from Compulsory Schooling*** form. This form must be submitted to the Principal for approval before the planned absence. The exemption ensures that the absence is recorded appropriately and complies with Department of Education requirements. Please contact the school office to obtain the form and discuss your child's learning arrangements during their time away.

Your cooperation helps us support every student to stay connected and succeed in their learning.

Unexplained Absences

An unexplained absence occurs when a student is absent from school and no notification or explanation has been provided by a parent or carer.

If no contact is made by 8:30 AM, the school will attempt to reach parents or carers to confirm the child's safety and reason for absence.

It is important that all absences are explained promptly to ensure accurate attendance records and compliance with Department of Education requirements.

Ongoing or repeated unexplained absences may be followed up by the Principal in line with departmental attendance procedures.

School Rules and Code of Conduct

At North Eton State School, our school rules form the foundation of a positive, safe and respectful learning environment. These expectations are promoted and modelled by all staff and students every day.

Our School Rules:

- Be Safe
- Be Responsible
- Be Respectful

When students follow these rules, they are also demonstrating what it means to be a good learner — caring for themselves, others, and their environment.

Parents, teachers and students have worked together to develop the North Eton State School Code of Conduct. Compliance with this document is essential, and parents and students are required to sign it as part of the Enrolment Agreement.

A summary of the major provisions of the Code of Conduct is available from the school office. The document is reviewed biannually to ensure it remains current and reflective of our school community's values.

We ask for your continued support in upholding our shared goal — ensuring all children have a safe, secure and happy learning environment.

Our "hands off" expectation is specifically reinforced at all times. Parents will be notified if student behaviour is inappropriate or does not align with school expectations.

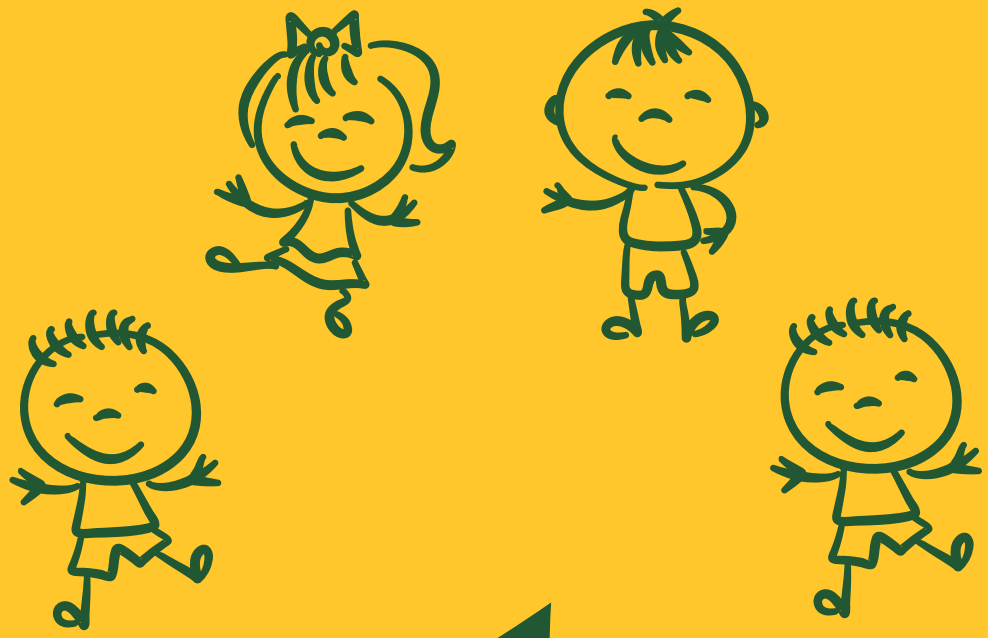
Behaviour Expectations

At North Eton State School, we believe that positive behaviour creates a safe, respectful and supportive learning environment where all students can succeed.

Our expectations are guided by our school rules — Be Safe, Be Responsible, Be Respectful. Students are expected to follow these rules in all areas of the school, on excursions, and when representing our school in the community.

We use positive reinforcement to encourage and celebrate appropriate behaviour. When behaviour does not meet expectations, staff use fair and consistent strategies to help students reflect, learn, and make better choices.

Working together, parents, staff and students help ensure North Eton remains a place where everyone feels valued, respected and ready to learn.



Health & Safety Policies

At North Eton State School, we prioritise the health and wellbeing of every student. Our policies and daily practices are designed to create a safe, clean, and supportive environment where all children can learn, play, and grow. We promote healthy habits, positive relationships, and emotional resilience, ensuring that every child feels valued, cared for, and ready to succeed each day.

Medication Policy

To ensure student safety, North Eton State School follows Department of Education guidelines for administering medication:

1. The medication must be **prescribed by a medical practitioner.**
2. Parents must complete an **Administration of Medication** form.
3. The medication label must clearly state:
    - The **child's name**
    - The **dosage and times**

Verbal instructions cannot be accepted. Please ensure your pharmacist includes the correct label information.

Over-the-counter medications (e.g. Panadol, aspro, cough mixtures) **will not be administered** without written authorisation from a medical practitioner.

All medication (except asthma puffers) must be handed in at the Administration Office or to the classroom teacher with the required documentation. This includes medication needed during excursions or camps.

For safety reasons, no medication should be left in school bags or pockets. All medication is securely stored in the office, and unused medication will be returned to parents.

All staff are trained in EpiPen administration and allergy response.

Asthma

- Parents must provide the school with an **Asthma Action Plan** completed by their doctor to outline their child's individual needs. Students should keep their asthma medication (such as puffers or spacers) with them in the classroom or school bag for use when needed.
- All staff are trained in asthma management and will administer Ventolin or other relievers if required, following the student's action plan.
- An **Administration of Medication** form must be filled out.

Accidents, Illnesses and First Aid

- If a student is too unwell to participate in lessons, they should remain at home. If a child becomes unwell at school, staff will care for them and contact parents to arrange collection.
- Minor injuries will be treated with basic first aid by staff. For more serious incidents, parents will be notified, and if necessary, the Queensland Ambulance Service will be called. The wellbeing of the child will always come first.
- Parents are asked to keep health information, including allergies, medical conditions, and emergency contact details, up to date at all times.
- If your child is feeling unwell and you're unsure whether they should be at school, please refer to the "Time Out" poster displayed in our office and classrooms.
- This Queensland Health resource outlines how long children should stay home from school for common illnesses such as colds, flu, gastro, chickenpox, conjunctivitis and more.
- Keeping unwell students at home helps prevent the spread of illness and keeps our school community healthy.
- You can also find a copy of the "Time Out" poster on the Queensland Health website or by contacting the school office.

Breakfast Club

Research shows that students who eat breakfast each morning are more focused, have better concentration, and achieve higher learning outcomes.

At North Eton State School, our **P&C provides a free Breakfast Club** each morning from 8:00–8:20am. Students can enjoy **toast and cereal daily,** with **a special breakfast every Friday** that may include favourites such as pancakes, bacon and eggs, sausages, or spaghetti.

Breakfast Club is a wonderful way for students to start the day nourished, energised, and ready to learn.

Sun Safety

At North Eton State School, we are committed to promoting sun-safe practices to protect our students and staff from harmful UV exposure. As a **SunSmart school**, we follow a **"No Hat, No Play"** policy — students must wear a **wide-brimmed hat** whenever they are outdoors. We encourage families to apply sunscreen before school and remind students to reapply as needed during the day. Outdoor activities are scheduled where possible to avoid peak UV times, and students are encouraged to use shaded areas during breaks. Together, we teach and model lifelong habits for staying safe in the sun.

Emergency and Evacuation

At North Eton State School, we are committed to promoting sun-safe practices to protect our students and staff from harmful UV exposure. As a **SunSmart school**, we follow a **"No Hat, No Play"** policy — students must wear a **wide-brimmed hat** whenever they are outdoors. We encourage families to apply sunscreen before school and remind students to reapply as needed during the day. Outdoor activities are scheduled where possible to avoid peak UV times, and students are encouraged to use shaded areas during breaks. Together, we teach and model lifelong habits for staying safe in the sun.

Severe Weather and Power Outages

In the event of severe weather, storms, or local flooding, families will be notified via text message, Facebook, and the QParents app. Parents should ensure their contact details are always up to date.

During planned power outages that affect the school, a generator is sourced to maintain essential power, ensuring student safety and the continuation of learning wherever possible.

Parent Involvement and Communication

We offer various ways for parents to be actively engaged in their child's school experience.

Classroom Involvement

Throughout the year, we welcome the support of parents, grandparents, and community members in a variety of areas such as classroom activities, library tasks, material preparation, and cultural or sporting events.

All volunteers are required to hold a current Blue Card (Suitability Card) before assisting at school. On arrival, volunteers must sign the Parents/Visitors Register located at the office. We greatly value the time and effort our volunteers contribute — their involvement helps enrich learning opportunities and strengthen our school community.

Breakfast Club and Tuckshop

Tuckshop operates each **Friday** at North Eton State School and is **free for all students** each week through the **School Food Program**. Order forms are sent home at the **beginning of each term** and must be returned promptly to ensure all orders can be prepared each week. The **menu changes weekly**, offering a variety of healthy and delicious options.

We always welcome parent and community volunteers to assist — not only with tuckshop, but also in the mornings to help serve breakfast and cut up fruit for fruit break. Your support helps keep these programs running smoothly and ensures our students start the day happy, healthy, and ready to learn.

P&C

The P&C Association plays an important role in supporting North Eton State School through fundraising, community involvement, and contributing to school decision-making. Meetings provide an opportunity for parents and community members to share ideas, discuss concerns, and work together to benefit our students and school environment.

The P&C meets monthly, with meeting reminders published in the school newsletter and on the Facebook Page (*North Eton State School P&C*). The Annual General Meeting (AGM), where office bearers are elected, is held before March 30 each year.

To have voting rights at meetings, members must be registered. Membership forms are available from the P&C Secretary. New members are always welcome — your involvement makes a real difference!

Communication Between School & Parents

At North Eton State School, we believe open and effective communication between home and school is key to every child's success. We work in partnership with families to ensure information is shared clearly, promptly, and respectfully. Our communication methods keep parents informed about school events, classroom learning, and student progress, while also providing opportunities for families to share feedback and stay actively involved in school life.

Good communication is everyone's responsibility. At North Eton State School, we value strong partnerships between home and school and encourage families to stay informed and involved.

You and your children can access school information through:
- **Parades -** each Friday morning
- **Fortnightly Newsletters** (emailed and available on our website)
- **Notes sent home**
- **Student communication books** (P-2 students only)
- **Parents and Citizens Association meetings**
- **Parent information sessions** (offered at the beginning of the year)
- **Parent/Teacher interviews** (formal interview occur in Term One and Term Three)
- **School website**
- **Facebook page**

Staff are approachable and always willing to assist with any queries. As we are a small school with a small team, please make an appointment to speak with the Principal if you wish to discuss your child's educational needs. Afternoons are generally the best time for meetings as mornings are busy with class preparation.

All information regarding students and staff is confidential. Please speak directly with the Principal if you have any questions or concerns.

QParents

QParents is a secure, online portal that allows parents to easily access information about their child's education and school life. It can be accessed from any device with internet connection, making it a convenient way to stay up to date.

Through QParents, you can:
- View attendance and report cards
- Check upcoming events
- See invoices and make online payments
- Update student and contact details
- Access important school documents and permission forms

At North Eton State School, we encourage all parents and caregivers to register for QParents to support communication and engagement between home and school.

If you are not yet registered, please contact the school office for your unique invitation code and instructions on how to set up your QParents account. Our staff are happy to assist you with the registration process if needed.

Parents and Visitors Register

For legal and insurance purposes, North Eton State School must maintain a current **Register of Parents and Visitors.** This record includes anyone who assists at the school, participates in school-related activities, or visits for work-related reasons.

All visitors and volunteers — including those helping with tuckshop, classroom activities, transport, or P&C events — are reminded to sign the Visitors Register located in the school office upon arrival.

This procedure is an important safety and security measure. Students are encouraged to inform a staff member if they see anyone on the school grounds who is unfamiliar.

Use of School Grounds

For safety and security reasons, no one is permitted on the school grounds outside of school hours or on weekends without prior approval from the Principal.

Community members are welcome to request permission to use the courts or oval for sporting activities, provided there is parental supervision for children.

For safety reasons, bicycles, scooters, skateboards, roller skates, and motorbikes are not to be ridden within the school grounds. The Adventure Playground is for school use only and is not to be used outside school hours.

High school students visiting the grounds must first obtain permission from the Principal.

Parent and Community Code of Conduct

All parents, carers, and visitors are expected to model the Department of Education's Parent and Community Code of Conduct. This ensures our school remains a safe, respectful, and supportive environment where students can thrive. A copy of the full Code is available on the Department's website and from the school office.

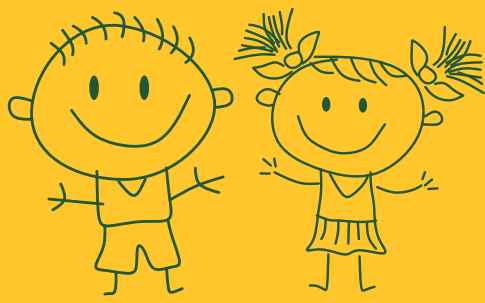
Feedback and Complaints Process

We value open communication and aim to resolve concerns quickly and respectfully.

1. Discuss classroom concerns directly with the teacher.
2. If further discussion is needed, contact the Principal to arrange a meeting.
3. If an issue remains unresolved, it may be referred to the Regional Office for support.

Constructive feedback helps us improve and maintain the high standards our community expects.

Additional Information:



School Hat Rack

To support our SunSmart practices and reduce the risk of lost items, all students leave their school hats on our designated School Hat Rack, located under the Administration building. Each student has their own clearly labelled hook for easy access and organisation. Hats remain at school during the week to ensure they are always available for outdoor play and learning activities. At the end of each week, hats are sent home for washing and returned on Monday.

Water Bottles and Hydration

Students are encouraged to bring a water bottle to school each day to keep in their classroom. Staying hydrated supports concentration, wellbeing, and learning throughout the day.
North Eton State School has three cold water fountains located around the grounds, allowing students to refill bottles as needed. Teachers regularly remind students to drink water, especially during physical activity or in hot weather, to promote healthy hydration habits.

School Lunches

At North Eton State School, we ensure all students have access to safe and convenient food storage throughout the school day. Two fridges are provided in the Food Court — one for Prep–Year 2 students and one for Years 3–6 students — where lunch boxes and perishable items can be stored each morning.

Students are also welcome to bring in leftovers or meals that require heating; these can be placed in the “Hot Box” located in the tuckshop kitchen. As per safety requirements, staff only can access the Hot Box and place the heated food on the bench in the Food Court at the eating bell. This system helps keep lunches fresh, reduces food waste, and supports healthy eating choices every day.

Swimming Program

Our annual Swimming Program is held in Term 4, typically during Week 9, and runs daily for one week. Students are transported by bus to and from the Mirani Pool, where they participate in swimming lessons delivered by qualified instructors.

Each student receives a School Swimming Pack, which includes goggles, a swim cap, a towel, a North Eton rashie, and a swimming bag. Families are asked to provide swimmers, which are kept at school for the duration of the week. After each session, students hang out their wet belongings to dry before taking their pack home at the end of the week.

This program supports our SunSmart policy and promotes water safety, confidence, and swimming skills in a fun, safe, and structured environment.

North Eton State School

Learning Today,
Leading Tomorrow