



THE **IPSWICH**
State High School

INFORMATION GUIDE

Your Future – Right Here, Right Now

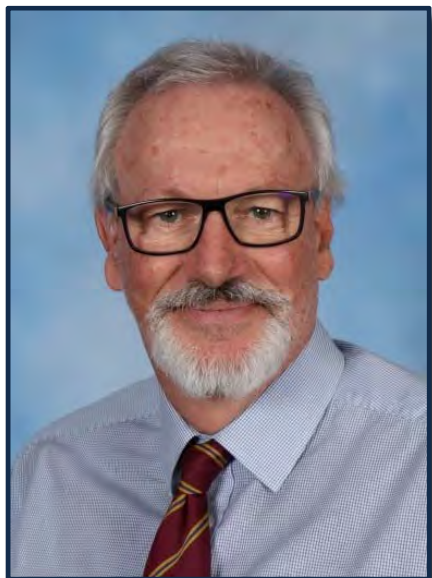


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Principals Welcome



Welcome to the Ipswich State High School community, and thank you for considering us as the school of first choice for your child. Here @ISH we pride ourselves on being able to deliver a high quality education across academic, vocational, cultural and sporting domains. We focus on our students' personal strengths and using our Five Minds approach enabling them to excel in their chosen domain by focusing on the development of these strengths and their application in real-life. Our students are prepared for a life after school through an individualised approach to their learning, including a major focus on their social and emotional well-being.

Simon Riley - Principal

Simon Riley

Your Future – Right Here, Right Now





Key contact numbers and emails

School Telephone: 3813 4488
School Fax: 3813 4400
School Absence Telephone: 3813 4401
School email address: office@ipswichshs.eq.edu.au

Year Level Deputy Principals

Years 7 & 8

Kelly O'Toole
kotoo17@eq.edu.au

Year 9

Jason Moore
jmoor316@eq.edu.au

Year 10 & 12

Andrew Want
awant2@eq.edu.au

Year 11

Helen Hennegan
hhenn1@eq.edu.au

Year Level Guidance Officers & HOSES

Years 7 & 10

Rachael Murray
rmurr124@eq.edu.au

Years 9 & 12

Gayle Sutcliffe-Rausch
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Years 8 and 11

Louise Vickers
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HOSES

Sarah Lake
Slake27@eq.edu.au

Principal

Simon Riley
srile19@eq.edu.au

Community Education Counsellor

Denise Gibson
dgibs55@eq.edu.au

Polynesian Liaison Officer

Stephen Talavave
stala0@eq.edu.au

Finance

Finance office: 3813 4462
Finance email:
finance@ipswichshs.eq.edu.au

Enrolments

Enrolments line: 3813 4461
Enrolments email address:
enrolments@ipswichshs.eq.edu.au



IMPORTANT DATES FOR 2022



Administration Office re-opens on Monday 17th January 2022

When does school resume?	
Years 7 & 11 only	Monday 24 th January 2022 at 8.55am
All year levels	Tuesday 25 th January 2022 at 8.55am
What time does school start?	
All year levels	Monday - Thursday at 8.55am Friday at 8.30am
What time does school finish?	
All year levels	Monday - Friday 2.55pm
When are the school holidays?	
End of Term 1	Monday 4 th April – Monday 18 April 2022
End of Term 2	Monday 27 th June – Friday 9 th July 2022
End of Term 3	Monday 20 th September – Monday 4 th October 2022
End of Term 4	Monday 3 rd December 2022 – Friday 20 th January 2023
Student Free Day	
	Friday 2 nd September 2022
Uniform Shop trading hours	
Extra days for uniform shop	17 th – 21 st January 2022 (8.15am – 2.00pm)
	24 th January – 25 th January 2022 (8.15am – 11.30am)
Regular Opening Hours	Monday – Thursday 2021 (8.15am – 8.45am) Friday 2021 (8.00am – 9.00am)
Public Holidays in 2021	
Australia Day	Tuesday 26 th January 2021
Good Friday	Friday 2 nd April 2021
Easter Monday	Monday 5 th April 2021
Anzac Day	Monday 26 th April 2021
Labour Day	Monday 3 rd May 2021
Ipswich Show Day	Friday 14 th May 2021
Queen's Birthday	Monday 4 th October 2021
School Events	
Parent/Teacher Interviews	Tuesday 9 th February & Tuesday 20 th July 2021
School Showcase & Subject Selection Day	Tuesday 31 st August 2021
Sports Awards	Wednesday 20 th October 2021
Academic Awards	TBA
End of Year Events	
Year 12 Formal	Wednesday 17 th November 2021
Year 12 Last day and Graduation	Friday 19 th November 2021
Year 11 & 10 last day	Friday 26 th November 2021
Year 9, 8 & 7 last day	Friday 10 th December 2021
Immunisation Dates	
Year 7 & 10	Thursday 4 th March 2021
Year 7	Thursday 2 nd September 2021
Term Dates for 2021	
Term 1	Wednesday 27 th January – Thursday 1 st April (10 weeks)
Term 2	Monday 19 th April – Friday 25 th June (10 weeks)
Term 3	Monday 12 th July – Friday 17 th September (10 weeks)
Term 4	Tuesday 5 th October – Friday 10 th December (10 weeks)
Proposed start dates for 2022	
Years 7 & 11 only	Monday 24 th January 2022 at 8.55am
All year levels return	Tuesday 25 th January 2022 at 8.55am

School Telephone: 3813 4488 **School Fax:** 3813 4400 **Student Absence Telephone:** 3813 4401

School Email address: office@ipwichshs.eq.edu.au

Bell Times 2021



8.55am 9.05am

**CSI or House/Year
Level Parades
(Mon to Thurs only)**

8.30am 9.05am

School Parade (Fri only)

9.05am 10.15am

Period One

10.15am 11.25am

Period Two

11.25am 12.05pm

LUNCH 1

12.05pm 1.15pm

Period Three

1.15pm 1.45pm

LUNCH 2

1.45pm 2.55pm

Period Four

2.55pm

School Finishes



UNIFORM AND DRESS CODE

The Ipswich State High School Community and the School Administration have agreed this to be a uniform school and for students to wear the uniform as set out below.

The Uniform Shop operates from 8.15am - 8.45am Monday to Thursday, Friday 8.00am -9.00am.

All logo uniform items are available from the Uniform Shop. Special sizes are catered for.

SPORTS UNIFORM

SHIRT: School sport shirt with logo

SHORTS: Navy blue shorts with logo (No football shorts)

SOCKS: Must be worn

SHOES: Appropriate sports shoes to comply with Occupational Health and Safety Standards

HAT: School bucket hat or cap

BOYS FORMAL UNIFORM

Full formal uniform is compulsory every Friday.

TOPS: White with blue pinstripe, logo on pocket, tucked in

BOTOMS: Navy blue dress school shorts (no logo) or navy blue or black dress pants

SOCKS: Long navy socks with turndown

SHOES: Black leather or vinyl school shoes expected to comply with Occupational Health and Safety Standards

TIES: Year 10, 11, 12 students only

HAT: School bucket hat or cap

GIRLS FORMAL UNIFORM

Full formal uniform is compulsory every Friday.

TOPS: White with blue pinstripe, logo on pocket

BOTTOMS: Navy blue knee length dress shorts (no logo) or navy Blue/black dress pants

SKIRT: Navy blue, ("I" embroidered on the skirt) no shorter than 5cm above knee

SOCKS: Socks - white

SHOES: Black leather or vinyl school shoes expected to comply with Occupational Health and Safety Standards

TIES: Year 10, 11, 12 students ONLY

HAT: School bucket hat or cap

While formal uniforms are available as gender specific items, it is not compulsory for students to wear these items. Students are free to choose the formal uniform in which they feel most comfortable.

WINTER UNIFORM

- Navy blue and maroon jacket with school logo, or program sweatshirt/jacket.
- Navy blue track pants.
- Navy blue tracksuit top with school logo.
- Plain navy blue sweatshirt or jumper/cardigan, no logo.
- Senior jerseys are optional for Year 12 students.
- Specialised jumpers with school logos.

SHOES

No ballet slippers, open, backless, canvas, high tops, streetwear.

JEWELLERY/HAIR & MAKEUP

- All piercings must be discreet and conform with OH&S - www.health.qld.gov.au
- Visible jewellery should conform with OH&S standards.
- No extremes of hair colour, style or ornamentation
- Discreet makeup only.

UNACCEPTABLE ITEMS

- Leggings
- Jeans
- Cargo pants with external pockets
- Visible undershirts
- Bandannas
- Beanies



UNIFORM AND DRESS CODE

SPECIAL PROGRAMS

- Students who are a part of a specialist school program which has its own uniform (sold by the school) are only permitted to wear these during the specialist class.
- Rugby league, netball, football, fitness and dance program students must wear full school uniform to school each day. They are only permitted to wear their program attire during lessons, rehearsals and practices and must change before going to other classes or lunch.
- Hair and Beauty and YFC, may wear their program uniform on days when they are spending the entire day in their work space.
- Trade Training Centre and Building and Construction students are required to wear high-vis shirts, approved pants and work boots on work days.
- Hospitality students who work in 'The Break' are required to wear the "Break" shirt during shifts ONLY.

PROCEDURE FOR STUDENTS OUT OF UNIFORM FOR A LEGITIMATE REASON:

When students do not comply with the school's uniform policy they are required to:

1. Be responsible and visit the Uniform Exchange to access the appropriate school supplied uniform item/s to change into prior to CSI.
2. If students attend CSI in the incorrect uniform, and have been to Uniform Exchange, student will be provided with a uniform pass and no detention will be issued.
3. Students that do not comply with this process will face consequences in accordance with the Student Code of Conduct. These may include uniform detentions and/or suspension for repeat offences. Students that do not return school supplied items from the Uniform Exchange will be invoiced the cost of the non-returned items.

FORMAL SHOE POLICY

Black leather school shoes expected to comply with
Occupational Health & Safety Standards
(NO open shoes)



SPORTS SHOE POLICY

Appropriate sport shoes to comply with
Occupational Health & Safety Standards
(NO canvas shoes, NO ballet slippers NO high tops)





Uniform Price List and Order Form

Business Hours: 8:15am – 8:45am (Monday – Thursday)
8.00am -9.00am (Friday)

Student Name: **Year Level:**

Girls Uniform Description	Price	Size	Qty.	Boys Uniform Description	Price	Size	Qty.
Formal Blouse Sizes 6-30	\$50.00			Formal Shirt Sizes 10-30	\$50.00		
Navy Skirt Sizes 4-30	\$45.00			Navy Formal Shorts Sizes 10-30	\$40.00		
Unisex Navy Sport Shorts Sizes 8Y-14Y, S-3XL	\$30.00			Unisex Navy Sport Shorts Sizes 8Y-14Y, S-3XL	\$30.00		
Unisex Navy Mesh Sport Shorts Sizes S, M, L,XL, 2XL, 3XL, 4XL, 5XL 6XL	\$35.00			Unisex Navy Mesh Sport Shorts Sizes S, M, L,XL, 2XL, 3XL, 4XL, 5XL, 6XL	\$35.00		
Unisex Polo Shirt Sizes 10-14, XS-5XL	\$45.00			Unisex Polo Shirt Sizes 10-14, XS-5XL	\$45.00		
Unisex Navy Track Pants Sizes 12-16, S-3XL	\$35.00			Unisex Navy Track Pants Sizes 12-16, S-3XL	\$35.00		
Unisex Navy jacket with Badge Sizes 12-16, S-3XL	\$60.00			Unisex Navy jacket with Badge Sizes 12-16, S-3XL	\$60.00		
Unisex Tracksuit Combo (Jacket and Pants)	\$90.00			Unisex Tracksuit Combo (Jacket and Pants)	\$90.00		
Uniform Pack includes: 1x Formal Blouse 1x Skirt 2x Polo Shirts 2x Pair Sports Shorts 1x School Bucket Hat 1x Jacket	\$320.00			Uniform Pack includes: 1x Formal Shirt 1x Pair Shorts 2x Polo Shirts 2x Pair Sports Shorts 1x Formal Socks (2-8, 8-11, 11-14) 1x School Bucket Hat & 1 Jacket	\$330.00		
Ribbons (Navy / Maroon)	\$1.00			Formal Socks (2-8, 8-11, 11-14,14-16)	\$15.00		
Unisex scarf	\$5.00			Unisex Scarf	\$5.00		
Senior Ties Yrs 10, 11 and 12 only	\$20.00			Senior Ties Yrs 10, 11 and 12 only	\$20.00		
School Bucket Hat	\$20.00			School Bucket Hat	\$20.00		
School Cap	\$20.00			School Cap	\$20.00		
House Badges (Moran, Sullivan, Rivers, O'Hanlon)	\$2.00						
TOTAL	\$			TOTAL	\$		

Prices current as of 01/07/2020. Prices subject to change.

PTO>

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Please choose sizes carefully. We can exchange only if garment has not been **worn, washed or had tag(s) removed** and upon presentation of receipt of purchase. Refunds are given only if article is faulty due to manufacturing defect. Refunds are valid for twenty-one days (21) from date of purchase.

Payment Options:

➤ **QKR – “ONE STOP PAYMENT SHOP”**

Download app to pay for school fees, excursions, events, uniforms, canteen, P & C donations

➤ **Direct Deposit: BSB 064-460 Account: 10021215**

If paying by Direct Deposit please allow 2 -3 business days for payment to be processed and cleared. Please ensure the payment reference used to make payments is the student's EQ ID number (refer student timetable) along with the reference – 'uniforms'.

➤ **Debit/Credit Card: Please use the QKR app for this payment option**

➤ **Finance Office: Cash/Eftpos (8.15am – 11.45am)**

Please return completed ORDER FORM either in person to the Finance Office or by email to office@ipswichshs.eq.edu.au. For any enquiries please contact the office on 3813 4488.



Stationery Requirements

General requirements: ALL YEAR LEVELS

2 x Blue pens	1 set 4 pack highlighter pens
2 x Black Pens	Eraser
2 x Red Pens	1 x 30cm Ruler (wooden or plastic only)
2x 2B pencils	8GB USB Memory Stick (used for all subjects)
1 set of coloured pencils	Scientific Calculator (phone apps. are not acceptable as calculators)
Pencil case	<i>NB* Calculators are available for purchase from finance office window</i>
Sharpener	
Glue	

Students are required to bring their Student Diary to school with them each day.
Student Diaries are given out on the first day of attendance.

Students must have an appropriate school bag to store their equipment each day.

**Please note that throughout the year certain subjects will require additional stationery.
Student will be advised by their teachers on any specific requirements**



Subject Specific Requirements Year 7 & General Requirements

English - ENG 2 x A4 exercise books 1 x exercise book A4 display folder	Maths - MAT 2 x A4 exercise books 1mm Graph Pad 1 x A4 display folder	Science - SCI 2 x A4 exercise books
Humanities (including History and Geography) - HIS/GEG 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder	Health & Physical Education - HPE 1 A4 exercise book Water bottle Hat	Japanese - JAP 1 exercise book Multi-coloured pen 1 A4 display folder

Elective subjects below - *Only required if student has selected the below subjects*

Performing Arts - PRT/MUS/DAN Drama - 1 x A4 exercise book Music - 1 x music book Dance - 1 x exercise book	Visual Art - ART 1 x A4 Visual Art diary	Home Economics - HEC 1 x A4 exercise book Some cooking ingredients and sewing material required (List given at beginning of semester)	Digital Technologies - ICT No specific stationery requirements
Industrial Technology & Design - ITD 3 x HB pencils for woodwork/worksheets provided 1 x A4 exercise book 1 x White Eraser	Art in the Community - ANC No specific stationery requirements	Future Tech - FTS No specific stationery requirements	Hair, Fashion and Styling - HFS Pencil case with general supplies
Girls Football - GFP 1 x exercise book 1 x Blue and/or black pen	Japanese Extension - JAX 1 x exercise book Multi-coloured pen 1 x A4 display folder	High Performance Dance - HPD 1 x exercise book 1 x Blue and/or black pen	Netball Excellence - NBP No specific requirements
Rugby League Excellence - FBS 1 x exercise book 1 x Blue and/or black pen	Soccer Excellence - SCC 1 x exercise book 1 x Blue and/or black pen	Music in the Community - MIC 1 x music book	Modern Chef MCF 1 x A4 exercise book Some cooking ingredients required <i>(List given at beginning of semester)</i>



Subject Specific Requirements Year 8 & General Requirements

English - ENG 2 x A4 exercise books 1 x exercise book 1 x A4 display folder	Maths - MAT 2 x A4 exercise books 1mm Graph Pad 1 x A4 display folder	Science - SCI 2 x A4 exercise books
History and Geography - HIS/GEG 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder	Health & Physical Education - HPE 1 x A4 exercise book Water bottle Hat	Japanese - JAP 1 x exercise book Multi-coloured pen 1 x A4 display folder

Elective subjects below - *Only required if student has selected the below subjects*

Performing Arts - DRA/MUS/DAN Drama - 1 x A4 exercise book Music - 1 x music book Dance - 1 x exercise book	Visual Art - ART 1 x A4 Visual Art diary	Home Economics - HEC 1 x A4 exercise book Some cooking ingredients and sewing material required (<i>List given at beginning of semester</i>)	Digital Technologies - ICT No specific stationery requirements
ITD 3 x HB pencils for woodwork/worksheets provided 1 x A4 exercise book 1 x White Eraser	Art in the Community - ANC No specific requirements	Future Tech - FTS No specific stationery requirements	Hair, Fashion and Styling - HFS Pencil case with general supplies
Japanese Extension - JAX 1 x exercise book Multi-coloured pen 1 x A4 display folder	High Performance Dance - HPD 1 x exercise book 1 x Blue and/or black pen	Girls Football - GFP 1 exercise book 1 x Blue and/or black pen	Netball Excellence - NBP 1 x exercise book 1 x Blue and/or black pen
Rugby League Excellence - FBS 1 x exercise book 1 x Blue and/or black pen	Soccer Excellence - SCC 1 x exercise book 1 x Blue and/or black pen	Modern Chef - MCF 1 x A4 exercise book Some cooking ingredients required (<i>List given at beginning of semester</i>)	S.T.E.M (Science, Technology & Maths) - STM 1 x exercise books
Music in the Community - MIC 1 x music book	Business Studies - BST 1 x exercise book	Basketball Excellence - BKB 1 x exercise book 1 x Blue and/or black pen	Film, Television & New Media - MTV 1 x exercise book 1 USB for MTV only



Subject Specific Requirements Year 9 & General Requirements

English - ENG 2 x A4 exercise books 1 x exercise book 1 x A4 display folder	Maths - MAT 2 x A4 exercise books 1mm Graph Pad 1 x A4 display folder	Science - SCI 2 x A4 exercise books
History / Geography - HIS/GEG 1 x A4 exercise book 1 x A4 homework book 1x A4 display folder	Physical Education - HPE 1 x A4 exercise book Water bottle Hat	

Elective subjects below - *Only required if student has selected the below subjects*

Drama - DRA 1 x A4 exercise book	Music - MUS 1 x music book	Dance - DAN 1 x exercise book	Visual Art - ART 1 x A4 Visual Art diary
Home Economics - HEC 1 x A4 exercise book Some cooking ingredients and sewing material required <i>(List given at beginning of semester)</i>	Digital Technologies - ICT No specific stationery requirements	Industrial Technology & Design - ITD 3 x HB pencils for woodwork/worksheets provided 1 x A4 exercise book 1x White Eraser	Hair, Fashion and Styling - HFS 1 x exercise book 1 x Blue and/or black pen
Girls Get Active - GGA 1 x exercise book 1 x Blue and/or black pen	Rugby League Excellence - FBS 1 x exercise book 1 x Blue and/or black pen	Soccer Excellence - SCC 1 x exercise book 1 x Blue and/or black pen	Netball Excellence - NBP 1 x exercise book 1 x Blue and/or black pen
Food Studies - FDS 1 x A4 exercise book	S.T.E.M (Science, Technology & Maths) - STM 1 x exercise book	Film, Television and New Media - MTV 1 x exercise book 1 USB for MTV only	Business Studies - BST 1 x exercise book
Humanities - HUM 1 x A4 exercise book 1 x A4 homework book 1x A4 display folder	Geography - GEG 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder	Japanese - JAP 1 x exercise book 1 x A4 display folder	



Subject Specific Requirements Year 10 & General Requirements

English - ENG 2 x A4 exercise books 1 x exercise book 1 x A4 display folder	Maths - MAT 2 x A4 exercise books 1mm Graph Pad 1 x A4 display folder	Science - SCI 2 x A4 exercise books
History - HIS 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder	Health & Physical Education - HPE 1 x A4 exercise book Water bottle Hat	

Elective subjects below - *Only required if student has selected the below subjects*

Drama - DRA 1 x A4 exercise book	Music - MUS 1 x music book	Dance (including Cert I in Dance) - DAN 1 x exercise book	Digital Technologies - ICT No specific stationery requirements
Cert I in Hospitality - VHI 1 x A4 exercise book Some cooking ingredients and sewing material required <i>(List given at beginning of semester)</i>	Visual Art - ART 1 x A4 Visual Art diary	Industrial Technologies and Design - ITD 3 x HB pencils for woodwork/worksheets provided 1 x A4 exercise book 1x White Eraser	S.T.E.M (Science, Technology & Maths) - STM 2 x A4 exercise books
Film, Television and New Media (MTV) 1 x exercise book 1 x USB for MTV only	Business Studies - NBP No specific stationery requirements	Geography - GEG 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder	Japanese - JAP 1 x exercise book Multi-coloured pen 1 x A4 display folder
Rugby League Excellence - FBS 1 x exercise book 1 x Blue and/or black pen	Soccer Excellence - SCC 1 x exercise book 1 x Blue and/or black pen	Netball Excellence - NBP 1 x exercise book 1 x Blue and/or black pen	Aquatic and Marine Horticulture - MQC No specific stationery requirement
HPE Extension - HPX 1 x A4 exercise book Water bottle Hat	Cert I in Active Volunteering - ZVO Pencil case with general supplies	Cert II in Salon Assistant - VSA No specific stationery requirements	Fashion - FAS 1 x Art Diary Pencil case with general supplies
Graphics - GPI 2H pencil 4H pencil Eraser USB	Cert III in Beauty Services - ZBT No specific stationery requirements	Cert II in Skills for Work & Vocational Pathways - VFS Pencil and/or pen	



Subject Specific Requirements Year 11 and 12 & General Requirements

English / Essential English 2 x A4 exercise books 1 x exercise book 1 x A4 display folder	Essential Mathematics, General Mathematics, Mathematic Methods - Yr11 Specialist Maths 2 x A4 exercise books 1mm 1 x Protractor
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Elective subjects below - *Only required if student has selected the below subjects*

Business - BUS No specific stationery requirements	Cert II in Dance - VDA 1 x exercise book	Cert III in Beauty Services - ZBT No specific stationery requirements	Physics - PHY 1 x exercise book
Ancient History - AHS 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder	Biology - BSC No specific stationery requirements	Specialist Mathematics - No specific stationery requirements	Physical Education 1 x A4 exercise book 1 x Water bottle 1 x Hat
Early Childhood - ECD 1 x exercise book 1 x Blue and/or black pen	Social and Community Studies - SCT 1 x A4 exercise book 1 x A4 homework book 1x A4 display folder	Sports & Recreation - RST - Yr11 & 12 1 x exercise book 1 x Blue and/or black pen	Cert II in Retail Cosmetics - ZMK No specific stationery requirements
Cert II in Hospitality - ZHL No specific stationery requirements	Cert II in Information & Digital Media & Technology - ZIT No specific stationery requirements		Rugby League - Cert II in Sport and Recreation - Yr11 ZVB/Yr12 ZVB 1 x exercise book 1 x Blue and/or black pen
Cert II in Visual Arts - VVA No specific stationery requirements	Cert III in Nail technology - VNL No specific stationery requirements	Chemistry - CHM 2 x A4 exercise books	Cert III Sport and Recreation – ZSR 1 x exercise book 1 x Blue and/or black pen
Information Technology Communication - ITN 1 x exercise book 1 x Blue and/or black pen	Legal Studies - LEG 1 x exercise book 1 x Blue and/or black pen	Tourism Studies - TMS 1 x exercise book 1 x Blue and/or black pen	Modern History - MHS 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder
	Cert III in Active Volunteering - VOL Pencil case with general supplies	Film, Television and New Media - FTM 1 x exercise book 1 USB	
	Japanese - JAP 1 x exercise book Multi-coloured pen 1 x A4 display folder	Dance - DAN 1 x exercise book	Aquatic Practices - AQP No specific stationery requirements
	Cert III Fitness - ZFI 1 x exercise book 1 x Blue and/or black pen	Engineering Technology - EGT No specific stationery requirement	
Geography - GEG 1 x A4 exercise book 1 x A4 homework book 1 x A4 display folder	Music - MUS 1 x music book 1 x A4 Display folder	Rugby League - Science in Practice - SCP 2 x A4 exercise books 1 x Blue and/or black pen	Visual Art - ART 1 x A3 Visual Art diary



Cert II in Skills for Work & Vocational Pathways - VFS No specific stationery requirements		Drama - DRA 1 x A4 exercise book	
Trade Training Centre - Pathway options 5 day Trade Training - TTC No specific stationery requirements		Trade Training Centre - Pathway options 1 day Trade Training - TTC No specific stationery requirements	



Ipswich SHS – Rights and Responsibilities

RIGHTS		RESPONSIBILITIES	
All members of our school community have the right to: <ul style="list-style-type: none">• Be respected and recognised as an individual.• Be treated with fairness, courtesy and respect.• Work in a clean, safe and respectful environment.• Be guided and supported through opportunities to improve their skills, abilities and experiences.• Feel safe, respected, healthy and valued.• Be proud of their individual and collective achievements.• Have personal property respected by others.		All members of our school community are expected to: <ul style="list-style-type: none">• Value difference and diversity, recognising the unique attributes, skills and abilities of others.• Treat others with fairness, courtesy and respect.• Demonstrate personal actions that contribute to a clean, safe, respectful and responsible school environment.• Participate fully in all learning opportunities and strive to develop their skills, abilities and positive behaviours.• Act in a safe, non-threatening and non-violent manner.• Respect the property of others and the school.• Follow all school policies and procedures.	
STUDENTS			
Students have the right to: <ul style="list-style-type: none">• Receive high quality teaching and learning.• Learn without disruption.• Be informed about their progress and receive constructive feedback to improve their skills, abilities and behaviours.• Respectfully raise concerns in an appropriate forum and at an appropriate time.		Students are expected to: <ul style="list-style-type: none">• Attend school every day and participate fully in their educational program.• Respect all staff by following directions.• Show initiative and take ownership for their own learning and behaviour.• Participate in a manner that respects the rights of others to learn and teach.• Behave and dress in a way that displays pride in their appearance, uniform and shows respect for themselves and their school.• Seek and act on feedback to continually improve their skills, abilities and behaviours.	
PARENTS/CAREGIVERS			
Parents/caregivers have the right to: <ul style="list-style-type: none">• Expect quality education for their student(s).• Be informed about their student's social and academic progress at school.• Be notified of absences from school.• Expect that their student will have the opportunity to participate fully in their educational program.• Be informed of any educational or behavioural difficulties.• Be afforded the opportunity to engage appropriately in their student's education and decision making.• Raise school related concerns in an appropriate manner with administration.		Parents/caregivers are expected to: <ul style="list-style-type: none">• Monitor and commit to their student's academic and social performance, growth and development.• Ensure that their student attends on every school day; provides a note/telephone call to explain each absence and provides medical certification for missed assessment.• Ensure that their student brings appropriate materials required for learning.• Actively participate in their student's education and learning, working collaboratively with the school to achieve the best outcomes for their student.• Initiate and maintain constructive communication and relationships with school staff regarding their student's learning and wellbeing behaviours.	
STAFF			
Staff have the right to: <ul style="list-style-type: none">• Provide quality education in a safe, supportive and respected environment.• Be supported to develop their personal and professional skills and abilities.• Feel valued and supported as a professional within the school community.• Cooperation and support from students and parents/caregivers.		Staff are expected to: <ul style="list-style-type: none">• Ensure high quality organisation and planning to provide relevant and challenging educational opportunities and programs to students that align with the school's pedagogical framework.• Assess, report constructively and provide feedback on student learning.• Create and maintain safe, supportive and respectful learning environments.• Foster positive and productive relationships with students, families and communities.• Commit to professional growth and development whilst supporting other staff with their learning.• Model professional behaviour and attire at all times.• Adopt school wide practices to promote consistency across the school.	

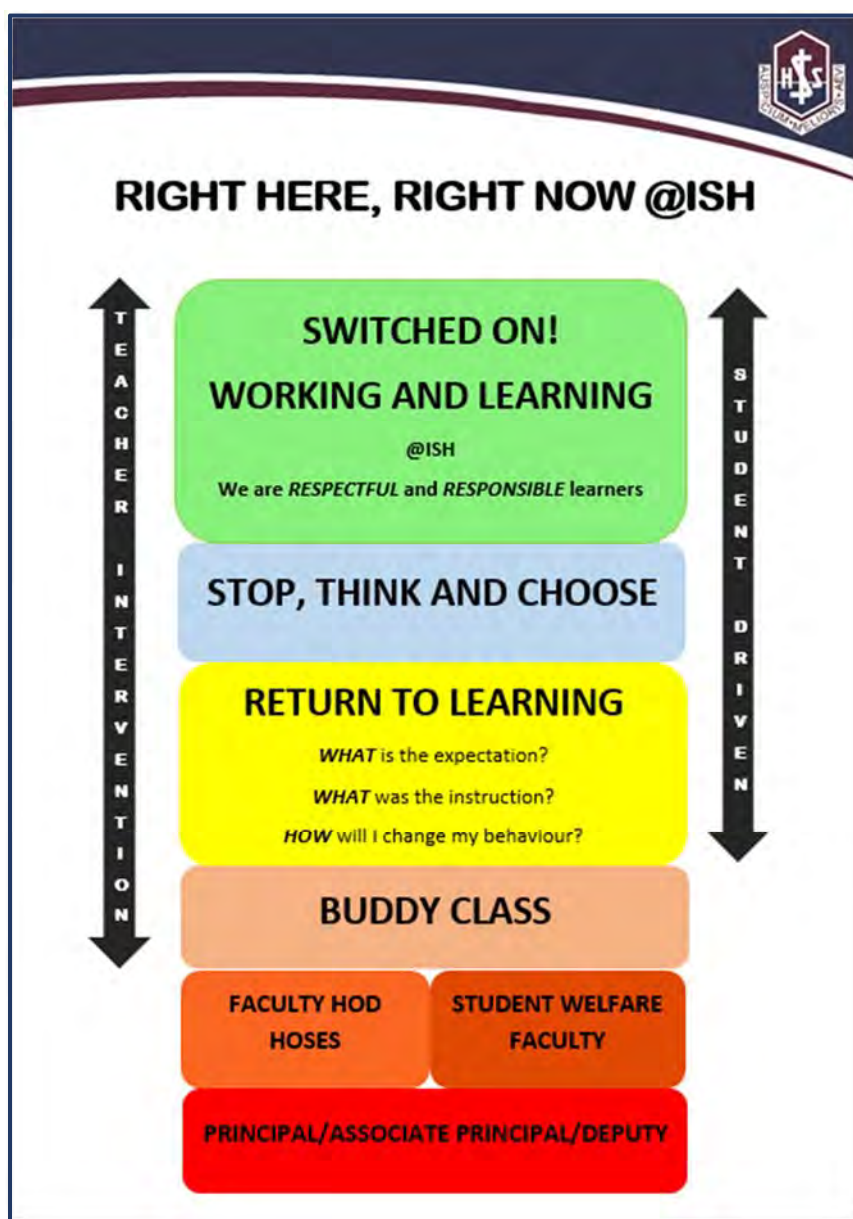


High Expectations Framework

At ISH, we are committed to ensuring the management of all students is consistent, fair and equitable. This results in greater time on task and ensures learning outcomes are maximised. As part of this ongoing process, students are explicitly taught and reinforced for demonstrating our school-wide expectations of Respect and Responsibility.

ISH utilises a research-based, school-wide expectations framework to manage behaviour and support students to succeed in their learning. This framework is called 'Zones of Behaviour'. Each Zone represents a range of behaviours which result in predictable, consistent management from staff.

ISH Zones of Behaviour Classroom Chart:





@ISH our student behaviour zones are:

- **Green Zone: Switched On! Working and Learning.** In this zone, students are demonstrating our school-wide expectations of Respect and Responsibility (as per our Expectations Matrix) and will be positively reinforced for displaying these behaviours
- **Blue Zone: Stop, Think and Choose.** In this zone, students may be off task, or have shown a lack of regard for expectations in either the classroom, school grounds or the community. Students will be retaught the expectations and redirected back to learning. The purpose of these actions is to encourage students to return to the Green Zone to continue with productive learning
- **Yellow Zone: Return to Learning.** In this zone, students are refusing to engage with the learning or expectations of the school environment. Staff actions may involve the use of the 'Return to Learning' Card (in a classroom environment) which acts as a visual prompt to encourage students to reflect on their behaviour. Staff actions also involve the setting of limits which gives the student reasonable choices with consequences. The purpose of these actions is to encourage students to self-regulate their behaviour and return to the Green Zone to continue with their learning.
- **Beige Zone: Buddy Class.** In this zone, students have continually refused to comply with classroom/school expectations and are disrupting the teaching and learning process. To ensure learning can continue, students are required to attend a Buddy Class for the remainder of that lesson. Students are required to leave their bags in the classroom, complete set work in their Buddy Classroom and return to their classroom teacher before the end of the lesson to have a restorative discussion about their behaviour. This is to ensure that learning can continue for all students.
- **Orange Zone: Faculty HOD/HOSES/Student Welfare Faculty.** In this zone, students have chosen not to engage in staff directed intervention processes and have been referred to a Head of Department, HOSES or Student Welfare Faculty. This occurs when a major behaviour or the students' ongoing behaviour is disrupting the teaching and learning process within the classroom.
- **Red Zone: Principal/Associate Principal/Deputy Principal.** In this zone, students have chosen to engage in behaviours that are considered major breaches of the 'ISHS Responsible Behaviour Plan for Students' and will be actioned by school administration. The teaching and learning process is unable to continue and behaviours exhibited may be considered unsafe or unacceptable.

At the beginning of each term, all students are explicitly retaught the classroom Zones, including behaviours and expected staff responses. Zone posters are displayed in every classroom and school building for students and staff to refer to as required. Students also have a Zones support document in their diary as an immediate reference guide.

In order to support all students and staff in the teaching and learning process, the following Administration actions are in place:

- Major behaviours including swearing at a teacher, not following a staff members reasonable instructions (including refusing to hand a mobile phone into Student Services when directed and/or walking out of a classroom without permission) will result in an automatic HOD/HOSES/Administration referral and probable short suspension.
- Buddy Class behaviours including refusing to go to Buddy class, refusing to leave their bag in the classroom, not going to their directed Buddy class and/or refusing to return to their classroom to discuss their behaviour with their teacher before the end of the lesson will also result in an automatic HOD/HOSES/Administration referral and probable short suspension.
- These actions are in direct support of the Ipswich SHS Responsible Behaviour Plan.

To support our High Expectations Framework, ISH utilises a SWITCH Point reinforcement system. Reinforcing our key expectations of Respect and Responsibility provides students with positive feedback, encouragement and motivation to continue engaging in expected behaviours within the classroom, playground and wider community. This in turn results in greater time on task and an increased engagement in learning activities.

Staff reinforce students' positive behaviour @ISH with SWITCH points through the use of an electronic reward system called VIVO. This system allows students to track their SWITCH points, monitor who they received points from, and what the points were awarded for. Students can also save and redeem their SWITCH points for any of the reward items that are available from the online catalogue in the VIVO Shop. Once ordered, the rewards are delivered to your student at school.

Importantly, this updated system gives parents/carers the ability to monitor and check their student's SWITCH point progress. Parents/carers can log on at www.vivoclass.com.au or download the VIVO App (for Android and iPhones). Log in details are provided following enrolment.

BEHAVIOUR EXPECTATIONS MATRIX

Time / Place	RESPECT	RESPONSIBILITY
ALL SETTINGS	<ul style="list-style-type: none"> Follow all staff instructions immediately Act/speak politely and respectfully to others at all times Respect the personal space and privacy of others Keep hands, feet and other objects to yourself, including and respecting others' equipment and belongings Treat all property with respect Respect your school environment Be in the right place at the right time Leave your area tidy and clean Respect boundary areas 	<ul style="list-style-type: none"> Behave in a manner that upholds and promotes the positive reputation of the school Wear your uniform correctly and with pride Be honest and take responsibility for your words and actions Follow all school policies and procedures Report accidents or safety concerns to staff immediately Maintain an environment that is safe and non-threatening Aim to improve your personal best Take responsibility for your learning by attending, actively participating and engaging in all school activities Stairwells and verandas to be used for transitions only
CLASSROOM	<ul style="list-style-type: none"> Respect the rights of others to learn and teach Raise hand when asking/answering a question Hats off in school buildings Obtain teacher's permission to leave the classroom, note in diary and return promptly Use all equipment correctly Food and drink (water excepted) are to remain in school bags 	<ul style="list-style-type: none"> Allow others to participate without interruption Be on time and prepared for all classes - bring necessary equipment Follow set classroom procedures All mobile phones & personal electronic devices to be switched off and out of sight (unless directed by a teacher for educational purposes)
LIBRARY	<ul style="list-style-type: none"> Wait outside for your teacher to let you in for class times and lunch breaks Respect other learning spaces by remaining in your designated library area Use of quiet, inside voices 	<ul style="list-style-type: none"> Follow procedures for borrowing materials before leaving the library Return borrowed materials undamaged and by their due date
TRANSITIONS (movement to & from classes)	<ul style="list-style-type: none"> Respectfully move throughout the school with minimal disturbances Keep to the left when using pathways/stairwells Use footpaths and designated walkways when entering / exiting the school 	<ul style="list-style-type: none"> Use diary/movement log when not in class Use pedestrian crossing/lights to cross the road Be aware of vehicles
NON CLASSROOM Parade Tuckshop Toilets/Bathrooms Grounds/Ovals Bus Office and Staffrooms	<ul style="list-style-type: none"> Sit quietly in designated area and listen attentively Show respect for peers and staff by applauding appropriately Pay for all items you select Line up in a sensible manner and wait your turn Respect the privacy of others Treat facilities with respect: use toilets and wash basins appropriately Eat food in appropriate areas and place rubbish in bins Share equipment /space and allow others to participate in activities Line up in two lines behind the yellow line Join the line respectfully Wait until staff instruct you to walk to the bus Show courtesy and respect to others through words and actions 	<ul style="list-style-type: none"> Turn off and put away all electronic devices Remove hat Only be in the area if you are buying food Report vandalism/damage immediately to Student Welfare Faculty or Student Services Practice good hygiene Ball games played only on ovals Non-contact games/sport only to be played Store bikes, scooters and skateboards in allocated areas Remain in the undercover designated area Act safely on you journey home Follow sign in and sign out process Wait quietly and in line for your turn
In the Community/Excursions/To and From School/Extra-Curricular Activities Cyberspace and Social Media	<ul style="list-style-type: none"> Always wear correct school uniform unless otherwise stated Report any unsafe online behaviour to Student Wellbeing Faculty View and send only appropriate messages and information 	<ul style="list-style-type: none"> Follow school procedures for signing in and out Return permission forms and make payments (if relevant) by due date Follow transport Code of Conduct Follow all traffic laws and make safe choices using designated pathways and crossings Protect your personal identity and be safe with those you interact with Follow Social and Digital Media User Agreement signed on enrolment Stay on task when using technology Label, save and back up work Only post images and words that will enhance yours and the school community's digital footprint Follow laws and site policies Keep your password secret



Education Queensland - The Code of School Behaviour

Better Behaviour, Better Learning

Queensland state schools promote learning, creativity and innovation as the platform upon which to build prosperity and quality of life for all Queenslanders. State schools are strongly committed to providing a quality, futures-oriented education that enables all students to achieve their full potential. They prepare students for an active role in democratic life and society. High expectations, equity, inclusiveness and the building of social capital are key features of state schooling in Queensland.

Essential to effective learning is a safe, supportive and disciplined environment that respects the following rights:

- The rights of all students to learn
- The rights of teachers to teach
- The rights of all to be safe

The Code of School Behaviour defines the responsibilities that all members of the school community are expected to uphold and recognises the significance of appropriate and meaningful relationships.

It outlines a consistent stand of behaviour for all state school communities in Queensland, inclusive of students, staff and parents. The Code has been developed to deliver the best possible outcomes for students, recognising the close relationship between learning, achievement and behaviour.

School communities will use The Code as a basis for providing:

- Positive support to promote high standards of achievement and behaviour
- Clearly articulated responses and consequences for inappropriate behaviour

Each school will detail particular strategies to promote appropriate behaviour as well as consequences for unacceptable behaviour within its Responsible Behaviour Plan for Students.

The *Education (General Provisions) Act 2006* provides that – principals must give an enrolment agreement to the student's parent/guardian or independent student, before enrolling a student. Parents or students will be asked to sign the agreement. This agreement sets out the rights and obligations of students, parents and staff at the school and will require all parties to abide by the Code of School Behaviour and other endorsed conditions stipulated by the school.

Standards

State schools in Queensland are committed to providing quality learning opportunities to enable all students to achieve within safe, supportive and disciplined learning environments. Staff are to maintain high standards of ethical behaviour as established in the Department of Education's Code of Conduct. All members of school communities are to abide by The Code of School Behaviour in accordance with the following standards.

All members of school communities are expected to:

- conduct themselves in a lawful, ethical, safe and responsible manner that recognises and respects the rights of others.

Students are expected to:

- participate actively in the school's education program
- take responsibility for their own behaviour and learning
- demonstrate respect for themselves, other members of the school community and the school environment
- behave in a manner that respects the rights of others, including the right to learn



- co-operate with staff and others in authority

Parents are expected to:

- show an active interest in their child's schooling and progress
- co-operate with the school to achieve the best outcomes for their child
- support school staff in maintaining a safe and respectful learning environment for all students
- initiate and maintain constructive communication and relationships with school staff regarding their child's learning, wellbeing and behaviour
- contribute positively to behaviour support plans that concern their child

Schools are expected to:

- provide safe and supportive learning environments
- provide inclusive and engaging curriculum and teaching
- initiate and maintain constructive communication and relationships with students and parents
- promote the skills of responsible self-management

Principals are expected to:

- play a strong leadership role in implementing and communicating The Code in the school community
- ensure consistency and fairness in implementing the school's Responsible Behaviour Plan for Students
- communicate high expectations for individual achievement and behaviour
- review and monitor the effectiveness of school practices and their impact on student learning
- support staff in ensuring compliance with The Code and facilitate professional development to improve the skills of staff to promote responsible behaviour

Regional Directors or delegate are expected to:

- endorse the school's Responsible Behaviour Plan for Students that aligns with The Code and complies with legislation
- ensure that school plans are implemented consistently, fairly and reasonably
- exercise leadership in support of school principals' responsibilities under The Code and promote improvements of the professional skills of principals accordingly

Senior Officers and Education Queensland are expected to:

determine policy directions and monitor the efficiency and effectiveness of resource allocations and services to support responsible behaviour throughout Queensland schools

Consequences for Unacceptable Student Behaviour

Student behaviour that does not comply with the expected standards is not acceptable. *The Responsible Behaviour Plan for Students* will set out the range and level of responses and consequences for the student behaviour that is not consistent with these standards.

Consequences are to be applied to:

- provide the opportunity for all students to learn
- ensure the safety of staff and students
- assist students who exhibit challenging behaviours to accept responsibility for themselves and their actions

In applying consequences for unacceptable student behaviour, the individual circumstances and actions for the student and the needs and rights of school community members will be considered at all times.

Schools use a range of consequences that are authorised by Education Queensland which include:



- suspensions
- exclusions
- cancellations of enrolment

These consequences are to be used as the last resort for serious behaviour after consideration has been given to all other responses. Access to alternative programs and input from other agencies may be necessary for students who repeatedly do not comply with expected standards of behaviour.

Values and principles

The Code of School Behaviour is based on the following values and principles.

Values

The Department's Strategic Plan defines the following values:

- Professionalism: committing to the highest standards of accountability and performance
- Respect: treating all people with respect and dignity
- Innovation and Creativity: fostering safe environments that support innovative and creative practice
- Diversity and Inclusiveness: encouraging all Queenslanders to participate in education and cultural activities
- Excellence: supporting the pursuit of excellence

Principles

The Code is underpinned by the following principles:

- State schools expect high standards of personal achievement and behaviour
- The foundation of positive classroom behaviour is effective teaching, inclusive and engaging curriculum and respectful relationships between staff and students
- Positive behaviour is enhanced through a whole school approach and effective school organisation and leadership
- Partnerships with parents, the wider school community and other support agencies contribute to positive behaviour in schools
- Staff expertise is valued and developed
- Standards of expected student behaviour are linked to transparent, accountable and fair processes, interventions and consequences
- Responses to inappropriate student behaviour must consider both the individual circumstances and actions of the student and the needs and rights of school community members



Parent Communication

@ISH open communication between the school and parent/guardians is a valued part of the successful running of the school. Communication from the school can come in many forms including:

- Emails
- SMS messages
- Phone calls
- Newsletters
- School Website - ipswichshs.eq.edu.au
- Facebook – *'The Ipswich State High School'*

To ensure that clear communication between the school and parent/guardians remains productive it is paramount that all student details are updated, if any changes occur. If any details need to be updated or changed, it is as simple as sending an email through to office@ipswichshs.eq.edu.au with the new information, by calling the office on 07 3813 4488 (the form will be sent via email or given directly to the student) or by obtaining it directly from the office.

@ISH we endeavour to be as environmentally friendly as possible, aiming towards a paperless workplace therefore, if possible, an email address is to be provided so that the school can email out academic reports and newsletters. This is the preferred method of communication @ISH. This is also a quick and simple way for teachers to communicate with parents/guardians, keeping them updated on their student's progress and behaviour.

Student message policy

@ISH we aim to provide quality uninterrupted lesson time for your students to learn in best learning environment

For this reason, we have chosen not to have a PA system in our school as this continually interrupts essential learning.

Please understand that at times when critical and urgent situations arise and messages need to be given immediately, students will be removed from class and messages will be physically passed on. No messages will be passed on during class time unless of an urgent nature. If the matter is not urgent, we ask our parents to make family arrangements with your child, prior to the school day commencing, or message the student directly. Students are able to access their phones for texts, phone calls and messages during break times.



Early Departures

No students are permitted to leave the school grounds without parent/guardian's permission and a leave slip must be obtained from Administration.

Early departures are only permitted if students have obtained a leave request by presenting a signed note or signed message in their student diary to Student Services prior to the start of the school day or during lunch breaks. Student Services will issue the student with a leave request which must be shown to the teacher, if the departure is to occur during class time. Students will not be permitted to leave the classroom unless a leave request is presented. Students who have followed the procedure correctly will then be able to sign out at the Student Services window or by using the self-service device.

The school respectfully asks that early departures are avoided where possible, and used only in emergency or urgent circumstances. Please try and arrange appointments outside of school times, pre-arrange collection with the student and have them be responsible for their actions – follow the departure process. This will avoid all unnecessary interruptions to essential learning.



Does Attendance Really Matter?

10 Minutes late a day? Surely that won't affect my child!

He/She is only missing just...	That equals...	Which is....	And over 13 years of schooling that's
10 mins per day	50 mins per week	Nearly 1.5 weeks per year	Nearly ½ year
20 mins per day	1 hr 40 mins per week	Over 2.5 wks per year	Nearly 1 year
Half hour per day	Half a day per week	4 weeks per year	Nearly 1 ½ years
1 Hour per day	1 day per week	8 weeks per year	Over 2 ½ years

Now if you think that is a lot of missed school time, look at what a day can make!

1 or 2 days a week doesn't seem much but.....

If your child misses...	That equals.....	Which is...	And over 13 years of schooling that's....
1 day per fortnight	20 days per year	4 weeks per year	Nearly 1.5years
1 day per week	40 days per year	8 weeks per year	Over 2.5 years
2 days per week	80 days per year	16 weeks per year	Over 5 years
3 days per week	120 days per year	24 weeks per year	Nearly 8 years

If you want your child to be successful at school then YES attendance does matter!

'Every Day Counts!'

ABSENT FROM SCHOOL

Students are expected to be at school every day. In the event of an absence please call the *Student Absence Line* on 3813 4401 and follow the prompts. Alternatively email office@ipswichshs.eq.edu.au with an explanation from a parent or guardian. Your email must contain student's name, year level, CSI class and contact number for parent/guardian. Alternatively you may fill out the Absentee Note in your Student Diary. Text messages are sent out daily notifying parents and guardians of any absences, please reply to any messages, explaining the absences so that the attendance can be amended.

Medical certificates are required if the student has 3 or more days absence or is absent on the day of an assessment or exam. All senior students (Year 11 and 12) are required to provide a medical certificate for ALL absences. Exemptions from school can be arranged, if an extended period of absence is required for medical or personal reasons.



School Bus Company

Information and Contact Details

Westside Bus Company

Ph: 3288 1333

Please visit www.busqld.com.au for any Bus Information

Southern Cross Bus Company

PH: 3813 8900

Providing Services for: - Karana Downs, Mt. Crosby, Karalee, Bellbowrie, Anstead Areas and parts of Pine Mountain, North Ipswich and Brassall areas.

Minden Bus Service

PH: 5426 8102

Providing Services for: - Minden, Tarampa, Lowood, Fernvale, Tallegalla, Thagoona, Wanora, Borallan, Ironbark, Rosewood, Marberg and Haigslea areas also including parts of Karrabin, Minden and Blacksoil.(Pine Mountain Road).



Homestay Family

Would you like to consider being a Homestay family for either short term or long-term stays or even both? Being a Homestay family is a great opportunity for both you as the host and for the International student. This is a great opportunity for cultural experiences within our own community. Here @ISH we host both Study Tours and Long term International Students throughout the year.

At @ISH we will give you the tools to ensure you and your International student experience a safe and memorable time together. We will manage and monitor the homestay program to ensure that you have all of the contact and support you need. Before placing an International student with their homestay families we like to ensure that both you as the host family, and the student are as comfortable as possible. A few things that we take into consideration are:

- Allergies
- Dietary needs
- Pets
- Spiritual requirements
- Hobbies / Interests

If you decide to join us on this journey, your primary responsibility will be to provide a safe, welcoming and friendly home for your student. Most importantly, you treat them as a valued member of the household. In return, your student is expected to show you and your family courtesy, respect and consideration.

As your Homestay Coordinator, I will be available to speak with you should you have any questions. We have a great network of support staff, who can assist you at any point. We will have regular contact with you and your student, and will keep you up to date with information. If this sounds like an opportunity, you are interested in, contact us on the details listed below.

We hope to welcome you into our International Homestay family soon.

Meg Argus

International Coordinator

The Ipswich State High School

Ph +61 7 3813 4488 | Fax +61 7 3813 4400

1 Hunter St Brassall | PO Box 26 |

Ipswich | Website:

www.ipswichshs.eq.edu.au

General ISHS International Email: international@ipswichshs.eq.edu.au

DE International

Trading as Education Queensland International (EQI)

CRICOS Provider Number 00608A





Dear Parent / Guardian

We extend a warm welcome to you and look forward to your support during the year.

Your support enables us to run the Canteen. Money made through this service goes back to assisting the school community.

For the Canteen to operate we need several parents per day. We have a roster system and ask anyone to help one (1) day every four (4) weeks.

Anyone who is able to help any day between the hours of 8:45am and 1:45pm or any time that is suitable to you, please return this section below to the convenor.

We feel you will enjoy your day and learn a little of high school life at the same time.

Yours faithfully

Jenny Shard

Business Manager

.....

Please return to Ipswich State High School Canteen - Phone: 3813 4412

Yes, I will be prepared to help at the Canteen

Name:

Address:

Phone:

Day Preferred:



Parents' and Citizens' Association Donation

I agree to donate the sum of \$20

to The Ipswich State High School Parents' and Citizens' Association.

Name: _____

Child[ren]s Name[s]: _____

Address [for receipting purposes]: _____

Payment Options:

- **QKR – “ONE STOP PAYMENT SHOP”**
Download app to pay for school fees, excursions, events, uniforms, canteen, P & C donations
- **Direct Deposit: BSB 064-417 Account: 10792421**
If paying by Direct Deposit please allow 2 -3 business days for payment to be processed and cleared. Please ensure the payment reference used to make payments is the student's EQ ID number (refer student timetable) along with the reference – 'uniforms'.
- **Debit/Credit Card: Please use the QKR app for this payment option**

Finance Office: Cash/Eftpos (8.15am – 11.45am)