

KELSO STATE SCHOOL

INFORMATION FOR NEW AND CONTINUING PARENTS

PARENT CONTRIBUTION SCHEME

Students enrolled at state schools are provided with free instruction in core curriculum, free administration and free use of facilities. State Schools are able to request that parents/caregivers make a voluntary contribution to enhance the learning opportunities for students.

The parent contribution pays for materials and consumables such as art and craft materials, cooking ingredients, teacher-made booklets, photocopying, etc. At Kelso State School the Parent Contribution Scheme Levy is \$40.00 per year (\$10 per term). **This is less than the cost of one cup of coffee per month!**

MEDICATION

Should it be necessary for your child to be given medication at school, office staff can supervise this if:

- an authority form, containing particulars of medication, nature of ailment, doctor's name address, time/s for medication, and dosage, is completed at the office;
- the prescribed medication and a suitable measure (if applicable) are supplied. The medication should carry the chemist's label identifying the name of the child, and dosage. This is especially important for medicines identified as narcotic based such as Dexamphetamine, Ritolin, Methylphenidate.
- The medication is delivered personally to the office by the parent / carer or an adult family member



Education Queensland policy doesn't permit school staff to administer analgesics such as aspirin, paracetamol, cough medicine or other proprietary brands of medicine unless it carries a prescription label.

Children can carry their asthma sprays during sports or other activities as required. At all other times children should leave their asthma inhaler with a teacher for safe keeping. Asthma inhalers should be clearly labelled with the child's name.

A letter from a professional medical doctor is required for children who require ongoing medication or who require medication on standby for allergic reactions. Any changes of dosage or ceasing of medication is to also have a letter from their doctor.

ABSENCE FROM SCHOOL

Regular **attendance** at school is compulsory unless there is a legitimate reason for being absent. Your child's learning is important and at Kelso **every day counts**. Please keep absences to a minimum. Interruptions affect learning.

If your child is absent from the school, you need to let the school know the reasons for the absence:

- before hand if the absence is known in advance (eg a medical appointment)
- on morning of the day (phone call or email to the.principal@kelsoss.eq.edu.au)
- within 2 days of your child's return to school (letter or email)

Attendance at school is a priority and is regularly monitored. When we are not advised of the reason for a student's absences, the absence is marked as unauthorised and parents will be contacted.

Semester reports indicate the number of absences which a child has had during the semester.

LATE ARRIVALS

Children who arrive late to school must sign in through the office. They should be accompanied by a parent / carer or have a note explaining the reason for their lateness. Students who are continually late for school will be asked to make up time during breaks or after school. Parents will always be notified of continual lateness and permission will be sought for after school restoration of time.