

## **FROM THE PRINCIPAL**

This week our school enrolment has reached 1980 students and we are confident that we have the facilities and expert staff necessary to make 2015 a year of outstanding program delivery and student learning achievements.

I look forward to meeting more of our new Year 7 and Year 8 students – special welcome to all new Benowa families.

Regards,

**Mark Rickard**  
Executive Principal

## **GENERAL INFORMATION**

### **SCHOOL HOURS**

Please be reminded that students must be in their Care Class by **8.45am** for roll call.

School finishes at **2.45pm**.

### **ADMIN OFFICE HOURS**

**Mon to Fri:** 8.00am - 4.00pm  
**Phone:** 07 5582 7333  
**Fax:** 07 5582 7300  
**Email:** [office@benowashs.eq.edu.au](mailto:office@benowashs.eq.edu.au)  
**Website:** [www.benowashs.eq.edu.au](http://www.benowashs.eq.edu.au)

### **STUDENT DETAILS & CHANGE OF INFORMATION**

It is vitally important, should parent/s, guardian/s or caregiver/s change address, telephone numbers (work, home or mobile) or email, to advise the Administration in writing as soon as these changes apply.

### **SCHOOL PHOTOS**

School photos will be taken on **Monday, 16 February 2015** with a catch-up day on **Monday, 23 February 2015**. **Students are required to be in full dress uniform to have their photo taken.**

**All students are required to have their photo taken as this photo will be used for the School Student ID Card which the school supplies.**

Photo payment envelopes will be distributed during their care class shortly and payment will be required immediately.

### **IMMUNISATION**

Immunisation Consent Forms have been distributed to Years 8 and 10 students.

Please ensure they have been completed and returned to the office by **Wednesday, 11 February 2015**.

If you have any enquiries please contact the City of Gold Coast Immunisation Services on (07) 5581 6709.

### **SCHOOL COUNCIL**

We are now seeking a parent to join our School Council. We are also seeking a student from either Year 10, 11 or 12 to join our School Council. Nominations are now open and details can be found on our website.

[www.benowashs.eq.edu.au](http://www.benowashs.eq.edu.au)

### **CARPARKING**

Parents please **do not use** the two staff carparks to drop off or collect students during the day other than to collect sick children.

Please show consideration to the home occupiers in our neighbourhood by not parking across their driveway when collecting your child/ren.

### **BUS TRAVEL**

Students who require information about bus timetables and bus passes please contact Surfside Buslines by phoning 13 12 30.

Application forms for bus passes can be downloaded directly from [www.surfside.com.au](http://www.surfside.com.au).

Approved bus passes may be collected from the Student Services Counter at Benowa State High School at the following times:-

- \* before or after school;
- \* morning tea and lunch breaks.

### **IT NEWS**

#### **1-TO-1 TAKE HOME LAPTOP**

For students in Years 9 to 12 who are participating in the 1-TO-1 Take Home Laptop Program bulk distribution will commence on Monday, 9 February 2015. However, if payment is made earlier, students will have the opportunity to receive their laptop before this date.

Families wishing to participate our school's take home laptop program need to ensure that payment (\$190) and Laptop Charter Forms are returned prior to distribution.

For any family who would like to participate that are experiencing financial difficulties note that the payment for the laptop needs to be made in full, however the school

Resource Scheme fees can be paid across terms through a payment plan.

Please contact the Cashiers Office for further clarification on this.

### **MOBILE PHONE & PERSONAL TECHNOLOGY DEVICES**

The use of mobile phones and personal music players is subject to the following policy: *These are to be switched off during class time to protect the classroom environment and to not interfere with the learning of other students. These will be confiscated if used during class time. These may be collected from administration after school. The sharing of inappropriate images by mobile phone will be regarded as gross misconduct and subject to consequences in the Responsible Behaviour Plan for students.*

**Games are not to be played on laptops during class time.**

### **SCHOOL ABSENCES**

#### **ABSENCE**

Please notify the school as soon as you know your child will be absent.

You may report an absence by:

- **sending a text message to 0417 159 081;**
- **ring 24hr absence line on 07 5582 7360;**
- **replying to a text message;**
- **sending a note to the Absence Room when the student returns to school**

When you report an absence please give **clear and concise** details - student full name, year level, date of absence and a very brief reason for absence eg: appointment, sickness, family matter, etc. Unexplained absence/s will be investigated. Students cannot report their own absences. Repeated days off should be supported with a medical certificate as outlined in the student diary.

Persistent absence may affect school enrolment.

#### **LATENESS**

Students arriving late must report to the Absence Room located next to the Textbook Room to sign in. Students are to present a note with an explanation for their lateness. Students are reminded that punctuality is expected at all times. Late arrivals will be recorded on reports and can lead to cancellation of enrolment.

## RECEIVING SMS ABSENCE MESSAGES

If you receive an SMS from the school advising that your child is late/absent from school would you please ensure that when you reply include the **full name** of the student, Year level, date and reason for absence i.e. **John Smith Year 10 sick 11/2/15.**

## EARLY DEPARTURE

Students are only permitted to leave school grounds during the day if they are signed out by parent/s, guardian/s or caregiver/s or have a note signed by parent/s, guardian/s or caregiver/s giving a valid reason. Before school or during break times, students must have their note sighted and signed by a Director and then go to the Absence Room to have a Leave Pass issued.

**I would ask parents to please refrain from collecting students during school hours unless absolutely necessary. If you must collect your child during school hours please advise the office beforehand to ensure we locate your child in plenty of time. Students will not be released from the school site to go to an ATM or to go and buy lunch.**

**Please be detailed in absence notes as 'Family Reasons' will not be accepted as a reason for absences.**

## ILLNESS

Students who become ill during the school day must initially report to the Student Services Counter after obtaining a note from the current subject teacher. From there, students will either return to class or a parent, guardian or caregiver or listed emergency contact person will be notified.

Your child should be collected as soon as possible after you have been contacted. We cannot provide long term care for students. **Under no circumstances is a student to contact home and arrange to be collected without the prior permission of the Office staff.**

## **SUBJECT NEWS**

### SUBJECT CHANGES

**Year 9 students** are able to see Miss Lynch in the administration courtyard during morning tea and lunchtime from **Monday, 2 February** until **Friday, 20 February 2015**. Students may only change their electives if there is room available in their chosen subject.

**Year 10 students** are able to see Mr Wolski in his office during morning tea and lunchtime from **Monday, 2 February** until **Friday, 20 February 2015**.

**Years 11 and 12 students** are able to Miss Lynch in the administration courtyard during morning tea and lunchtime from **Monday, 2 February** until **Friday, 20 February 2015**.

**IMPORTANT: NO SEMESTER CHANGES WILL BE MADE AFTER THESE DATES.**

## **FINANCE NEWS**

**Cashiers Office hours: Monday, 19 January 2015 through to Friday, 6 February 2015 from 8.00am to 3.00pm.**

**From Monday, 9 February the operating hours change to: Mon – Wed: 8.00am to 3.00pm. Thurs: 8.00am to 1.00pm. Fri: CLOSED.**

## RESOURCE SCHEME 2015

Resource Scheme contributions for 2015 are: Years 7, 8 & 9 – \$315, Years 10, 11 & 12 – \$415.

## PAYMENT OPTIONS

Full payment can be made as a single payment of the total amount.

**Instalments:** During the **first two weeks** of the **first three terms**, in the following proportion of the total amount:

**Years 7, 8 & 9: Term 1 - \$115, Term 2 - \$100, Term 3 - \$100**  
**Years 10, 11 & 12: Term 1 - \$165, Term 2 - \$150, Term 3 - \$100**

**Centrelink:** Instalments can be deducted from a regularly fortnightly Centrelink Payment. Minimum fortnightly payment amount is \$50 per student.

Forms are available from the Cashiers Office or you can contact Centrelink directly.

**Payments can be made by Cash, Cheque, EFTPOS or through Internet Banking as below.**

Payment by Internet banking can be made to the school bank account: **BSB: 064-430. Account Number: 00090630.** To guarantee correct identification of the payment, please ensure that the **internet banking payment reference** clearly includes the **STUDENT NUMBER, along with the characters RES, e.g. 1245456594K RES.**

**To comply with Education Department Policy requirements the Resource Scheme Participation form must be signed and returned before access to the resources can be provided in 2015. This form can be downloaded from our website or collected from the Cashiers Office.**

**A statement run will be processed during Week 3 and mailed home to parents.**

## ADDITIONAL COSTS for 2015

**SPORT EXCELLENCE YEARS 7, 8 & 9 –** Costs to be advised at the beginning of each term.

**1-to-1 LAPTOP PROGRAM –** Years 9 to 12: \$190 per year – full payment required by Monday, 2 March 2015.

**INTERSCHOOL SPORT LEVY –** Semester 1 (Feb-June): \$110.

**SUBJECT LEVIES Years 11 & 12 –** Marine Studies Year 11 – \$275. Marine Studies Year 12 – \$185. Multi Media Studies Years 11 & 12 – \$200. Cert III Business - \$117.  
**Subject levies must be paid by Monday, 2 March 2015.**

## **P&C BUILDING FUND**

The P&C Association contribution is a voluntary but important contribution and is the major fundraising activity of the P&C Association. This contribution is tax deductible. Contribution amounts are: \$50 per student, \$80 for two students or \$100 for the family.

## **SPORTS NEWS**

### JUNIOR (YEARS 7, 8 AND 9) SWIMMING CARNIVAL

All students should have received an information sheet to take home outlining all details regarding the swimming carnival. This is a full school day and early departures will not be approved.

**DATE:** Monday, 9 February 2015.

**VENUE:** TSS Pool (enter via Winchester St from Ferry Road).

### **Sun care/dress:**

Students are encouraged to wear a shirt in their Homestead colour that offers sun protection, to wear a hat and to regularly apply sunscreen (sunscreen will also be available on the day). The student diary provides details of behaviour expectations and dress code.

## SPORTS DAY

Please note that our weekly Sports Day falls on a **WEDNESDAY**. Full sports uniform must be worn by all students on Wednesdays including correct footwear eg. running shoes or cross trainer – **no canvas or skate shoes.**

Interschool sports competition costs \$110. Recreational sport will attract an additional cost depending on which sport is chosen (information has already been sent home for your perusal). Trials for interschool sport begin in week three along with recreational activities.

Please ensure your child has selected a sport and they have completed and returned their Sports Permission form for 2015.