**FROM THE PRINCIPAL**

**Learning and Teaching Update**

Aligned with research and state wide priorities, our Junior Secondary program has a strong literacy and numeracy focus where student strengths and areas for improvement are identified and supported through learning plans. We have a number of key initiatives regarding reading across our junior secondary classes and a strong focus on achieving every day, including ensuring that students are prepared and can do their best with class work and during NAPLAN in Year 7 and Year 9. Encouraging reading at home is one of the great ways to support your child's literacy development.

We are an Art and Science of Teaching school which means that teachers are focussed on identifying individual student needs, establishing lesson intent, developing student learning goals and improving student outcomes through the delivery of innovative lessons, supported by an engaging learning environment. Many classes have been working on identifying individual goals to support their learning.

**Consultation**

There will be a number of opportunities to provide feedback and to find out more about what is happening in the school as the year progresses. Our P & C meets on the third Tuesday of each month commencing at 6:30pm and you are encouraged to attend.

Communication is a key to our success so please ensure your details are up to date. We also have a number of mechanisms for distributing information so make sure you check:

- our website, [https://springwoshs.eq.edu.au](https://springwoshs.eq.edu.au),
- download the QSchools app, [iTunes store](https://itunes.apple.com), [Google Play](https://play.google.com), [Windows Store](https://windows.microsoft.com) and [Windows Phone Store](https://www.windowsphone.com).
- or check out our Facebook page, [https://www.facebook.com/springwoodshsqld](https://www.facebook.com/springwoodshsqld).

**Celebration**

Congratulations to the 28 students who recently competed in the Qld Beach Volleyball competition, comprising of 8 teams from pairs to fours. Of the eight teams Springwood SHS won three Gold, one Silver and a Bronze. We even received feedback from a parent of a competing team commenting that the students were excellent ambassadors for the school and district. Well done!

**Kokoda Challenge**

Last year was Springwood High’s first experience participating in the Brisbane Kokoda Challenge where all four teams completed the tough 30km course.

This year we are expanding our efforts and entering teams in the Brisbane Kokoda Challenge, 15km and 30km on 31st May 2015 and the Gold Coast Kokoda Challenge, 48km and 96km over the weekend of 18th and 19th July 2015. Training has commenced with great vigour which is fantastic to see. We are seeking sponsors for the Kokoda Challenge teams. Money from sponsorships can be used to meet fundraising obligations and offset the costs of equipment and student registration. If you know of any organisations that can assist please contact Mr Baker through the school at 3380 6111.
Workplace Practices
As a part of Senior BLAST, our non-QCS Year 12 students are completing Certificate II Workplace Practices. During the last week of term, Monday 30th March – Thursday 2nd April, all WPP students will be participating in a structured workplace learning program. Structured workplace learning is similar to work experience, however it is directly linked to a Certificate course and students need to demonstrate on the job competencies. Whilst many of our students are engaged in part time work SWP is a valuable learning experience as they progress through their final year of schooling and begin to focus their goals for further training or seeking employment.

The Certificate II in Workplace Practices is a recognised qualification which, upon completion, will contribute four points towards the QCE. A component of this qualification provides our students with the opportunity to participate in structured work experience and gain real-world employability skills that will help equip them for success in a rapidly developing workforce. Students have sought their own placements as a part of their competency based assessment. Students must complete 80 hours of SWP to be eligible to complete the Certificate.

At Springwood SHS, we understand the importance of our students being job-ready and aware of the expectations of industry. Our Industry Liaison Officer, Ms Frew, has been working with the Head of Department WPP, Mrs Derosas to confirm the placements and generate the supporting paperwork. This will be distributed to students over the next two weeks, so that students can have all parties sign the Work Experience Agreement prior to commencement.

ALL Certificate II Workplace Practice students are expected to participate in structured work placement, there will be no alternate program organised at school.

QCS
Our Year 12 QCS students will participate in a one week intensive program during the last week of Term 1. They will spend one day with a specialist from Mighty Minds engaging in strategy based problem solving and skill building for the three testing types, Writing Task, Short Response and Multiple Choice. The students will then maintain their focus on Tuesday and Wednesday participating in a full QCS practice test. This is an important part of the student’s preparation for the actual QCS Test in September as they experience the rigors of the testing environment. The students will receive detailed feedback on their current achievement and areas of strength. Together we will use this to tailor student learning experiences within their BLAST and subject classes to help maximise their outcomes throughout the year. On Thursday students will be working with Elevate, focusing on a workshop called, “How to Ace Your Exams”. A letter will be sent home to parents with further details in the near future.

Student Pathways
Senior studies are becoming increasingly flexible as many students combine traditional school subjects with TAFE, technical training colleges.

Academic Reviews & Student Success
One of the proactive strategies we employ at Springwood is an Academic Review of students in Year 11 and 12 at important junctures in their time as a senior student. This process assists in focusing students on setting specific targets across the studies and achieving long-term goals. This year the Senior Schooling Team and Curriculum HODs have conducted interviews with Year 12 students and their families to ensure they are on track to achieve success at the end of 2015.

To support Year 11 Students, we review the Term One assessment items and gather feedback from classroom teachers about each student's academic achievement and progress in the subject. If you and your child identify concerns across a number of subjects please contact me to arrange a meeting in order for us to work together to support students to achieve success at Springwood.

The Senior School has had a fantastic start to the year. If you have any questions related to your student in the Senior School and their pathway options, please do not hesitate to contact me and I look forward to assisting you.

Mrs Angela Ormonde
Head of Department, Senior Schooling
THANK YOU

A big thank you to the following students - Paige Pearson, Lynn MacKenzie, Kirra Knight, Janay Rawnsley from Year 9 and Kieren St James Year 8 for producing these beautiful paintings for the new Year 7 area.

CAPTAINS DO US PROUD!

On Saturday 28th February, Amelia Thorne and Esther Isbon competed in the Lion’s Youth of the Year at the Rochedale/Springwood Branch level. The Lions Youth of the Year is a public speaking competition and the students had to participate in a 30-40 minute interview with a panel of judges, complete two impromptu speeches and deliver a 5 minute prepared speech.

The speeches were thought provoking and close to the student’s hearts. The students performed well in a very competitive environment.

Both of our students proudly represented Springwood State High School, well done girls.

Congratulations and good luck to Amelia who won the overall Branch award and has competed at the District Finals on Saturday 14th March.

QCS Special Provisions Applications are open!

Year 12 students who are eligible for an Overall Position (OP) or equivalent OP (visa students) must sit the QCS Test. Students who are ineligible for an OP may choose to sit the test.

The QCAA recognises that some students are affected by a medical condition, an impairment, or exceptional circumstances that may act as a barrier to their access to the test or to their demonstration of their achievement in the test. We attempt to minimise such barriers by making special provision available.

Applications close 21st May 2015

Please see Mrs Ormonde, Mrs Flint or Ms Job if you require an application.

SNOWIES INFORMATION MEETING

for PARENTS/CARERS and STUDENT PARTICIPANTS

Time: 6.30pm-8.00pm
Date: Wednesday 22 April 2015
Venue: Springwood State High School, JB1

During the evening staff will outline important aspects of the tour including:
- the bus trip down and back
- accommodation and meals
- daily routine
- what to take
- travel insurance and medical services
- skiing v/s snowboarding
- apres-ski activities
- expectations regarding student behaviour

Please bring contact details of family medical practitioner so that you will be able to complete and hand in the Confidential Medical Information and Consent Form at the meeting.

Staff will be happy to answer any questions you may have regarding this trip.

EVERY WEDNESDAY MORNING in H3
7.30am-8.20am

Thank you to the following students - Paige Pearson, Lynn MacKenzie, Kirra Knight, Janay Rawnsley from Year 9 and Kieren St James Year 8 for producing these beautiful paintings for the new Year 7 area.
Mathletics at Springwood State High School

Every student at Springwood State High School has username and password access to Mathletics. This online resource has excellent materials for all levels from Year 1 through to Year 12 Mathematics C. It rewards students for persistence and resilience (by way of Gold Award Certificates) and enables students to learn at their own rate (so is great for students who find Maths difficult AND our top students)! There are practice NAPLAN assessments to help students through the mindfield of the big Year 7 and 9 tests this year—along with numeracy preparation for the Year 12 QCS test.

The school has also purchased MANGAHIGH for all Year 7 and 8 classes and the Year 9 Foundation class. This online resource also has great learning activities and lessons—but utilised a game orientated format. The usernames and passwords are the same as Mathletics.

Mums and Dads please have a look at these great resources with your child at home if you have online access. We set homework from this and the textbooks (reminder—all students should have collected their Mathematics textbook by now).

If you have any questions about Mathletics, Mangahigh or NAPLAN numeracy, please don’t hesitate to call.

Leanne Townsend
HOD Mathematics
(07) 3380 6112

NAPLAN assessments have been scheduled for all Year 7 and 9 classes this week to ascertain areas teachers need to work with each student to gain improvement.

---

2015 Open Afternoon & School Tours

Invites you to an Open Afternoon on Monday 23rd March between 3pm and 4.15pm, to showcase our Junior Secondary and Senior Schooling, Sports, The Arts and Extension Programs.

If you cannot make this time our Principal School Tours are an excellent option. Parents and students are provided with an opportunity to see first-hand our high quality learning and teaching program.

Open afternoon: Monday 23rd March between 3pm and 4.15pm
Principal school tour dates:
- Monday 4th May
- Monday 18th May
- Monday 1st June
- Monday 15th June

These tours will be conducted 9-10am on each Monday listed above.
**“I DON’T WANT TO GO TO SCHOOL!”**

It's important to note that many children may feel some anxiety or challenge initially going to a new school – this is normal and in most instances these challenges will dissipate in the first few weeks as they experience successes, make friends and find it is not as bad as they thought.

If the problem persists it is worth trying calmly to ascertain what exactly they fear or do not like and for what reason. Educators are very skilled at supporting young people and their parents at this time. So if as a parent you have any concerns, it is recommend talking about it with the Guidance Officer at school.

Parents and Carers play an important role in supporting children starting school. So it is important that parents exhibit a calm, positive and matter-of-fact response when a young person is avoiding school. ‘Active ignoring’ is a strategy recommended to some parents. Many children complain of physical symptoms associated with the anxiety response such as pains in the stomach, headaches or diarrhea. It is worth getting this checked out by the doctor but if there is no obvious reason for the symptoms, reassure your young person you know these pains are real and associated with their anxiety response but they still have to go to school. Just utilising long slow deep breaths can help sometimes. Practicing relaxation or visualisation exercises together could be helpful too so that when they need to relax it is easy for them to do the exercise. These can be found on Youtube sites or contact The Relaxation Centre. The Cancer Fund has a relaxation Cd that is great. You can order that online. There are also Apps for phones. The Michael-Carr Gregg website lists these.

Not ‘giving in’ is important as the problem almost always gets worse. It can be draining but it is worth getting up that ½ hour earlier and making sure you have had enough sleep to deal with it. Don’t forget to provide rewards and celebration given on the day or close to the time for little achievement. Keep in communication with the school for support so we can work in partnership with you during this time.

Children are sensitive to their parents’ anxieties, so even though it is normal for a parent to be a little anxious, try to keep this in check, otherwise it can create unnecessary anxiety for a child. If this is difficult talk to a trusted Doctor about this.

Many parents worry that their child will not be able to cope in a larger playground but there are systems in place like seating areas for each year level and teachers on play-ground duty.

Many schools have modified timetables, graduated starts, class changes and have ‘time out’ spaces to assist children to gain confidence if they are dealing with strong anxieties and starting to avoid school. Other strategies used are setting graduate goals such as coming for the first lesson of the day, then increasing the time at school as the young person feels less anxious. Ta

Children are sensitive to their parents’ anxieties, so even though it is normal for a parent to be a little anxious, try to keep this in check, otherwise it can create unnecessary anxiety for a child. If this is difficult talk to a trusted Doctor about this.

Many parents worry that their child will not be able to cope in a larger playground but there are systems in place like seating areas for each year level and teachers on play-ground duty.

Many schools have modified timetables, graduated starts, class changes and have ‘time out’ spaces to assist children to gain confidence if they are dealing with strong anxieties and starting to avoid school. Other strategies used are setting graduate goals such as coming for the first lesson of the day, then increasing the time at school as the young person feels less anxious. Talk to the Guidance Officer, Nurse or Chaplain about this.

Free external services like ‘Helping Out Families’, Child and Youth Mental Health and Headspace are experienced with working with young people if the problem is getting serious.

Kidsmatter Newsletter (adjusted for secondary school)

https://www.kidsmatter.edu.au/families/enewsletter/helping-your-child-settle?utm_medium=email&utm_campaign=families%20enewsletter%20Jan%202014&utm_content=families%20enewsletter%20Jan%202014+CID_a2208459803988a79b261ec9e15f0d31&utm_source=NewsLetterEDM&utm_term=Read%20full%20article

Ed-LinQ information.
Helping Out Families - 3270 6400
Headspace Meadowbrook - 3804 4200
Child and Youth Mental Health Services - 3290 0500
Pathways to Resiliency (West End) 3391 6866, Hearts and Minds (West End) for young people with Aspergers or ASD 3844 9466

Michelle the School Based
Youth Health Nurse

---

**2015 Next Step survey**

The Queensland Government is conducting its annual statewide survey of all students who completed Year 12 in 2014. The Next Step survey is a brief, confidential survey that gains a comprehensive picture of the employment, study and life choices made by Queensland school completers in the year after they finish Year 12.

Between March and June, all our students who completed Year 12 last year can expect to receive instructions to complete a web-based survey or a telephone call from the Queensland Government Statistician’s Office to complete the survey. Please encourage them to take part. If their contact details have changed, please assist the interviewer with their updated details or forward the survey to their new address so they can participate.

Thank you for your support of the Next Step survey in 2015.

Further information on Next Step is available online at www.education.qld.gov.au/nextstep/ or on toll free telephone 1800 068 587.
Springwood State High School’s vision is, “The highest expectations”. Our whole-school focus is on personal development and preparing students for success in their future endeavours. The school’s ‘Uniform and Appearance Code’ has been developed in consultation with the Parents’ and Citizen’s Association, students and staff. The school uniform promotes school pride, as well as personal standards and student self-esteem.

Students enrolling at Springwood State High School will comply with the ‘Uniform and Appearance Code’ and students and parents sign to say that they will uphold this Code during the process of enrolment. Monitoring processes around uniform and appearance protocols are a routine feature of student life at Springwood State High School. The Uniform Shop carries stocks of the boys’ and girls’ uniforms, including the school cap.

### Boys’ Dress Uniform
- White shirt with green and gold stripes. The pocket is embroidered with the school crest.
- No tie for Year 8 & 9 boys. The Senior tie must be worn for Years 10, 11 and 12.
- Undershirts, if worn, must be plain white. Undershirt sleeves must not be visible (no long sleeved undershirts unless approved by Office).
- Bottle green shorts with tab waistband of school-approved style or bottle green dress trousers of approved style.
- Plain white socks only. Socks must be a minimum of 5cm above the shoe.
- **Completely black**, laced up enclosed shoes with leather or vinyl uppers which are cut below the ankle.
- Boots above the ankle, canvas shoes or high sided footwear are **not to be worn**.
- In winter, the school-approved bottle green jumper or fleece jacket (both with logo on chest) may be worn.
- Black track pants (with school logo) may be worn.
- Black school cap with school logo.

### Girl’s Dress Uniform
- Striped over-blouse in white, green and gold with embroidered pocket.
- Junior tie must be worn for Years 8 & 9. Senior tie must be worn for Years 10, 11 and 12.
- Bottle green, knee-length skirt of approved style (with three knife pleats either side of the centre front and centre back panels) **or** Bottle green modest length culottes of approved style **or** Bottle green dress slacks of approved style.
- Plain white socks only. Socks must be a minimum of 5cm above the shoe.
- Flesh-coloured or black tights with no decoration may be worn.
- **Completely black**, laced up enclosed shoes with leather or vinyl uppers which are cut below the ankle.
- Boots above the ankle, canvas shoes or high sided footwear are **not to be worn**.
- In winter, the school-approved bottle green jumper or fleece jacket (both with logo on chest) may be worn.
- Black track pants (with school logo) may be worn.
- Black school cap with school logo.

**NOTE:** All students are required to wear the dress uniform to school every day, except for their interschool sport or recreational sport day. The sport uniform may be worn for the whole day, on those days only, if preferred. The sport uniform must be brought to school and worn during sporting and HPE lessons.

### Boy’s Sport Uniform
- Green polo sport shirt and black pants with logo (as introduced in 2013).
- Black, jogger style lace up shoes with leather or vinyl uppers only.
- Black school cap with school logo.

### Girls’ Sport Uniform
- Green polo sport shirt and black pants with logo (as introduced in 2013), or
- Black, jogger style lace up shoes with leather or vinyl uppers only.
- Black school cap with school logo.

### Acceptable Footwear

![Acceptable Footwear](image)

These shoes are acceptable as both shoes are black leather or vinyl uppers.

### Unacceptable Footwear

![Unacceptable Footwear](image)

These shoes are unacceptable as they are not made of leather or vinyl uppers, all black and cut under or above the ankle.
**Jewellery**

The only items of jewellery to be worn (if desired) are:

- One watch.
- One fine neck chain. No visible pendants.
- One small, plain stud or sleeper in each ear.
- **No other visible piercing is permitted (for example but not limited to: eyebrow, nose, tongue, lip, stomach, chest).** Spacers are not permitted.
- Students will not be permitted to cover a piercing with a band-aid or replace it with a clear stud. Students will any jewellery in a piercing (other than a single, small piercing in earlobe) will be required to remove this jewellery item and hand it in at the Office for collection at the end of the day.
- No bracelets or anklets are permitted except for medical alert bracelets, which may be worn.
- One plain ring or signet ring. ALL rings must be removed in practical classrooms and for sporting activities for occupational health and safety reasons. If a student chooses to wear a ring to school, they are responsible for its safe-keeping when it is removed for practical and sporting activities. The school accepts no responsibility for loss or damage.

Students are encouraged to wear the school badge available from the Uniform Shop. Student leaders are encouraged to wear leadership badges with distinction. These include: Lodge, TIP, Captain, Prefect and Sporting badges. Students in Year 12 are also encouraged to wear the 'Seniors' badge.

**Hair and Make-Up**

- Hair should be well-groomed and of one (1) natural colour and style. Extreme, flamboyant or unusual styles are not acceptable. These include (but are not limited to): dreadlocks, mohawks, tracks, highly gelled or spiked hair and ‘rat's tails’.
- Any hair accessory or scarf must be one colour and either bottle green, gold, black or white in colour.
- Heavy make-up is not to be worn. Students may wear light, natural-looking make-up only.
- Students wearing heavy make-up (including heavy foundation or powder, eye-shadow, mascara, eye liner, lip colour) will be sent to the Head of Department in their block (or the Office) to remove it.
- The school Administration Team reserves the right to determine whether or not make-up looks natural or is too heavy.
- Nail polish is not to be worn (including false nails and manicured nails). Students wearing nail polish will be sent to the Head of Department in their block (or the Office) to remove the nail polish.

**For All Students**

- Breaches of the 'Uniform and Appearances Code' will result in a lunch-time detention.
- Repeated/persistent breaches of the 'Uniform and Attendance Code' will result in further consequences.
- Hats/caps must be of a sun-safe design and should be worn during breaks.
- Caps must be worn with the peak at the front, that is, no ‘backward caps’.
- Beanies and beanie hats are NOT permitted.
- Offensive slogans are not permitted on clothing, school-bags or stationary items.
- The school Administration Team reserves the right to determine whether or not a slogan is permitted.
- Female uniforms must not include an extra waist band item of clothing of any colour.
- All uniforms must NOT include any extra accessories; guidelines must be followed as outlined above.
- All uniforms must be neat, clean and in good condition.
- The uniform must be worn modestly, with pride and in a manner that reflects positively on the Springwood State High School community as a whole. Shorts and skirts must be worn on the waist. Skirts must be worn no higher than slightly above knee level.
- Clothing worn on ‘Free Dress Days’ is to be of a modest—and sun-safe—standard.
- Students are required to bring books and writing equipment daily.
- Students are to carry all school equipment in an adequately sized zipped backpack/satchel (no oversized handbags allowed).
- Chewing gum is NOT permitted.
- Aerosol cans are NOT permitted.
Have you checked out your new eDiary?

View homework assigned to you by your teachers, school events, announcements or enter notes and other reminders.

The first step is to activate your account. You have been emailed an invitation with an activation link. If you can’t see the email in your inbox, please check your ‘Junk’ or ‘Spam’ folder in case your invitation landed there. You will need to click on the activation link in the email to log in to your account.

Where has my invite been sent?
Student emails have been sent to their MIS (EQ/school) email address. Parent emails have been sent to the email address held on file by the school.

What happens if I didn’t receive an invite?
Ask an eDiary administrator for another invitation (email rodon45@eq.edu.au)
If you have changed email addresses or have not provided the school with an email and would like to access the eDiary, please email rodon45@eq.edu.au

Where is my eDiary located?
Your eDiary web address is: https://springwoodshs.myediary.com.au/

P & C Meetings
New and continuing parents and community members are invited to attend the P & C meetings held on the 3rd Tuesday of the month (unless otherwise advertised). P&C Meetings begin at 6:30pm and are usually completed in an about an hour depending on the items being discussed. Please join us, have a say in decisions and be informed on what is happening in your school. Hope to see you there!

Meeting dates:  
Apr 21  
May 19  
June 16  
July 21  
Aug 18  
Sept 15  
Oct 20  
Nov 17

Canteen Help Wanted
With the introduction of EFTPOS there is a greater need for volunteers in the canteen especially during first break at 11am. If you would like to help out in the canteen, your help would be greatly appreciated! Please phone Judy and Julie in the canteen on 33806139 and they will be happy to help you out with a time/s and day/s to help.

Uniform Shop
Volunteers wanted – got some spare time on a Tuesday or Friday morning? Join Gloria our volunteer operator in the uniform shop from 7:45am – 9am – or any time in between.

Springwood Tri-Services RSL Sub Branch
Invites you to commemorate
ANZAC Day 2015
In Springwood

Parade 7.15am  (6.45am form up)
The march will step off from the Logan East Community Neighbourhood Centre.  
Cnr Cinderella Drive & Vanessa Blvd to Springwood Park.

ANZAC Day Service  7.30am
An ANZAC Day Service will be conducted at Springwood Park Cinderella Drive following the march.

Commemorate the Centenary of ANZAC

The Brave Program.
Need help managing stress or anxiety?

If your child or teen has difficulties with anxiety or just seems to have too many worries, we would like to introduce you to BRAVE Self-Help – an interactive, online program for the prevention and treatment of childhood and adolescent anxiety. It was developed by a group of researchers from the University of Queensland and now, with the support of beyondblue, this program is now freely available to all young people aged 8 -17 years old who are living in Australia. BRAVE Self-Help provides strategies for children and teenagers to better cope with their worries. There are 4 programs available, one for children aged 8-12 years, one for teenagers aged 12-17 years and one for parents of children at these ages respectively. The program can be accessed as often as you like, from the comfort of your own home. For more information, or to register for the program, please visit www.brave4you.psy.uq.edu.au.

PARENTS PLEASE BE CONSIDERATE OF OUR NEIGHBOURS WHEN DROPPING AND PICKING UP STUDENTS. WE HAVE HAD COMPLAINTS REGARDING PEOPLE PARKING ACROSS DRIVEWAYS WHICH HAS IMPACTED ON THEIR ACCESS.

Have you checked out your new eDiary?
School Lunch Collection
Subway Six Inch® subs

Veggie Delite $4
Ham $4.50
Chicken Strips $5

All orders can be taken at Breakfast program and Chappy’s office during breaks Wed ONLY.
Delivery 1st Break THURSDAY
PAYMENT INFORMATION

Student I.D Numbers
A friendly reminder to Parents/Caregivers to use your student’s I.D. number as a reference, when making payments via internet banking. The correct I.D. number is 10 digits with a letter on the end (eg. 123456789X). The old six digit student I.D. number is now obsolete. This is particularly important when making payments via internet banking so that the school’s Finance Department can apply the payment.

If your student does not have an I.D. card or you are unsure of your student’s I.D. number, please do not hesitate to contact our Administration Department. I.D. cards can be collected from the Payment Window.

Paying via Internet Banking: Direct Payment into School Bank Account
- School’s Bank Account Name: Springwood State High School
- BSB Number: 064-170 (CBA Branch Springwood)
- Account Number: 00090094
- Reference/Details: Please record the student’s I.D. number in the reference/details section so that your payment can be recorded correctly.

If insufficient details are supplied, payments will be applied to the oldest debt for that Family/ Customer.

Paying by phone: Payment by Credit Card ONLY
Call the school on 3380 6111 Tuesday to Friday between 8am - 12.00 midday. (Closed Mondays)

Please have the account and your credit card details with you when you call. VISA or Mastercard accepted.

Cheques and Money Orders made payable to Springwood State High School.
Post to PO Box 77 Springwood QLD 4127.

Paying in Person: Payment by Credit Card, Debit Card, Cash, Cheque or Money Order:
Payment can be made at the school Payment Office Tuesday – Thursday 8am – 12.00 midday (Closed Mondays and Fridays)

Credit Card and Debit Cards (EFTPOS), Cash, Cheques and Money Orders are accepted.

PAYMENT WINDOW CLOSED EVERY MONDAY AND FRIDAY

HAVE YOU MOVED?
If you have moved, changed jobs, changed your telephone number (including mobile) or if your emergency contacts have had any changes to their contact details we need to know. Please send a note to the office with your child or phone the office on 3380 6111 to let us know of any changes.

MEDICATION
Just a reminder that if your child needs to take medication of any kind while at school we can only administer prescription medication. This medication needs to be in the original box/container with the chemist label adhered to it. Students are not permitted to hold medication of any kind in their bag. All medication must be brought to the office, authorisation forms filled out and signed by parent, guardian and students then come to the office for staff to administer the medication. Should you have any queries please don’t hesitate to contact the office.

MOBILE PHONES AT SCHOOL
Students are to be reminded that it is at their own risk if they choose to bring a mobile phone to school. It is understood that some students have a mobile phone for safety purposes whilst travelling to and from school, however, it is this school’s policy that phones are to be switch off and out of sight during lesson times. If a mobile phone is used during class time, then the teacher may take the action of confiscating the phone until the end of day. Students are encouraged to hand their mobile phone in to the office for safe keeping during the school day.

PLEASE NOTE:
STUDENT ABSENTEE LINE

Telephone: 3380 6103
or

Email absences to:
attendance@springwoshs.eq.edu.au

IMPORTANT INFORMATION
RE: NATIONAL SECONDARY SCHOOLS COMPUTER FUND - STUDENT LAPTOPS

A reminder to students that the laptops are the property of The Department of Education and Training. It is the student’s responsibility to take care of the laptops.

General precautions are:
- Food or drinks should never be placed near the device.
- Plugs, cords and cables should be inserted and removed carefully.
- Devices should be carried within their protective case.
- Devices should never be carried with the screen open.
- Ensure the battery is fully charged each day.
- Turn the laptop off before placing it in its bag.
- Do not graffit or deface the laptop or bag, this includes no writing on protective case.
- Do not put stickers on the laptop.

The $90 fee for the laptop is an annual resource fee and subject to change. As per the Laptop agreement, students who complete their schooling or transfer from school must return the laptop to the school or the school will initiate recovery procedures. If the Laptop is not returned in the condition it was loaned to the student, reimbursement will be sought. Laptops must be returned to the school I.T. Department prior to the completion of each school year for annual software updates.
ORDER FORM

SPRINGWOOD STATE HIGH SCHOOL
P & C ASSOCIATION
UNIFORM SHOP PHONE: 3380 6163
Email: Uniformshop@springwshs.eq.edu.au

Student Name: ____________________________ Care Group: __________________

Parent Name: ______________________________

Address: __________________________________ Phone No: ________________

<table>
<thead>
<tr>
<th>Item</th>
<th>Size</th>
<th>Qty</th>
<th>Price $</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIRLS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Blouse</td>
<td>6 - 24</td>
<td></td>
<td>31</td>
<td></td>
</tr>
<tr>
<td>Skirt</td>
<td>6 - 26</td>
<td></td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>Culottes</td>
<td>6 - 26</td>
<td></td>
<td>32</td>
<td></td>
</tr>
<tr>
<td>Tie – Junior Yr 8 &amp; 9</td>
<td></td>
<td></td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Badge</td>
<td></td>
<td></td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>BOYS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shirt</td>
<td>8 - 26</td>
<td></td>
<td>31</td>
<td></td>
</tr>
<tr>
<td>Tab Shorts</td>
<td>14 - 32</td>
<td></td>
<td>33</td>
<td></td>
</tr>
<tr>
<td>Trousers</td>
<td>16 - 32</td>
<td></td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>UNISEX</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sports Polo</td>
<td>12 – 24</td>
<td></td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>Sports Shorts</td>
<td>12 – 24</td>
<td></td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>Jumper</td>
<td>12 – 26</td>
<td></td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>Fleecy Jacket</td>
<td></td>
<td></td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>Cap</td>
<td></td>
<td></td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Tie – Senior Yr 10-12</td>
<td></td>
<td></td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>Lined, black, micro fibre track pants</td>
<td>10 -24</td>
<td></td>
<td>32</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL AMOUNTS

PAYMENT BY

- [ ] Cash
- [ ] EFTPOS
- [ ] Bankcard
- [ ] Mastercard
- [ ] Visa

Amount $________________________ Name on Card: ____________________________

Signature ___________________________ (for credit card only) Expiry Date on Card: __________

Student/Parent signature – Goods Received __________________________ Date __________

Payment is not required until collection. The uniform shop is open Term 1 & 4 from 7.30am – 9.00am and Terms 2 & 3 from 7:45am - 9:00am on Tuesdays and Fridays (or by prior appointment) and is located at the end of ‘H’ Block. Email orders welcome.

effective 1 November 2014