



**Jindalee State School  
Parents and Citizens' Assn**

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## Parent Information 2009

A warm welcome to all students, families and staff new to the school this year and to those returning.

The role of the P&C Association is to be part of the team making decisions about school resources and the environment that our children learn in. We achieve this by working closely with the school's management and administration, teaching staff and students, to provide additional resources for programs such as information and communications technology, music, library and sport, and improvements to the school's facilities.

The P&C with the help of many parent volunteers maintains the services of the Tuckshop and Uniform Shop, and manages the School Age Care Program. We also co-ordinate the many fundraising and social events held each year, such as the fete, walkathon, Mother's and Father's day stalls and Christmas Carols, that help to provide many desired learning enhancements for our children.

If you have special skills in areas such as administration, marketing, public relations or sales (to name a few), we encourage you to join the P&C Committee and help make a difference. If you are not working at the moment, and you would like to 'keep your hand in', volunteering for a P&C role can be a great way to do this. You never know, you might be able to include your P&C experience in your Resume, or use other P&C members as professional referees!

Our Amenities Taskforce Committee was established in 2007. This committee has been behind the school projects over the last 12 months such as additional shading over the handball courts, additional seating in the grade 1-2 area, and resurfacing in prep and grade 1-2 areas and most recently the commencement of the air conditioning project. (Check out the Jindalee State School Website Amenities page for more information). The number of eligible grants available to the P&C is numerous and we are limited only by our resources that are manpower. So we need your help to make the most of the huge amount of money being made available for school infrastructure projects during these tough economic times. Come on board and join the wonderful group of parents and staff working together to make a difference.

General P&C meetings are held on the third Monday of each month in the school staffroom. These meetings are the forum for any issues to be raised and for any ideas or suggestions to be brought forward. P&C meetings are a great way to be kept informed and be involved in what is happening at our children's school. Get the inside gossip and be the first to know what is happening at your children's school!

## P&C Annual General Meeting

Monday 16<sup>th</sup> March 2009 at 7:30pm

The AGM is open to all parents and community members involved or interested in our school.

All current office bearers must vacate their position at the AGM. Some current office bearers will not be standing for re-election, thus offering a number of opportunities for new members to nominate for positions. There are many different positions available on the P&C Committee. Members can either hold an Executive or Non-executive position or remain a voting member of the P&C.

Only registered members can vote on issues that require a P&C resolution. Proxy voting is not accepted at any P&C meeting. As a general member you do not have to attend all meetings, as an Executive member you are required to attend all meetings when possible.

Everyone is welcome to have their say on the varied issues relating to the P&C's involvement within the school management, how we provide resources to the school, and be directly involved in the co-ordination and planning of events undertaken throughout the year. This is the best way to keep informed and involved in the school. We welcome and encourage you all to join us.

### Executive positions:

President	Vice Presidents x 2
Secretary	Communications Secretary
Treasurer	Assistant Treasurer
QCPCA Representatives x 2	

### Non-executive positions:

Committee members x 6	Tuckshop liaison
Events coordinator/s	SACP liaison
Fundraising team	Amenities Taskforce

### Membership:

The AGM is the **only** meeting where you can become an immediate voting member of the P&C upon filling in your application. You may also be accepted as a member of the P&C if you send a signed application for membership before the meeting if unable to attend. (Attached) All sub-committee members must be registered members of the P&C i.e. Tuckshop, SACP etc.

At all other times your application is accepted at the end of the first meeting you attend and your right to vote is activated at the next P&C meeting you attend.

# Tuckshop

The Tuckshop is managed by Annie Byrnes with help from volunteers and conforms to the "Healthy Choices" Menu guidelines as set down by Education Queensland. The Tuckshop adheres to the standards set down from the "Food Safety and Hygiene" and the "Workplace Health and Safety" policy guidelines.

The Tuckshop is closed on Monday but open full days on Tuesday to Friday. Full Tuckshop days serve both lunch breaks using an order system. An order is placed before school directly to the Tuckshop or if in grades 1, 2 or Prep placed in the Tuckshop box in the student's classroom. **Please note that due to a shortage of volunteers, NO hot food is available at 2<sup>nd</sup> break.**

#### **Tuckshop hours:**

To receive orders:	8:15am to 8:50am
First break	11:00am to 11:25am
Second break	1:10pm to 1:35pm

A menu and price list will be sent home each semester and are available from the Tuckshop. The menu is also available on the P&C section of the school website.

The Tuckshop always needs volunteers. See Annie about volunteering once a week, once or twice a month or even once per term for a shift. Every little bit helps, even if you can only offer an hour or two in the morning or afternoon. Another way to help is by donating items, which are normally purchased through the year.

#### **No Lunch policy:**

If a child comes to school without lunch, the policy is to provide a sandwich and juice. A note will be sent home to the parents so that reimbursement of costs can be made to the Tuckshop.

The Tuckshop is managed through the P&C Tuckshop sub-committee. They meet monthly on the second Wednesday at 2pm in the school staffroom. Everyone is most welcome to be involved.

Annie may be contacted at home on 3278 4398 or at school on 3725 5719.

# Uniform Shop

The Uniform Shop is managed by Nicky Melvin with volunteer help. New and second-hand uniforms, hats, school bags, chair bags and other requirements are available.

#### **Opening Hours:**

Tuesday	8:30am to 9:15am
Wednesday	8:30am to 9:15am

#### **Additional Hours:**

During the last two weeks of the January school vacation and at various times during the year the uniform shop will be open additional hours for your convenience. Watch out for more information on these, as well as sales and late night shopping events advertised in the school newsletter.

EFTPOS facilities and lay-bys are available. For any enquiries, including volunteering, please call in to the shop or call Nicky on 0439 734 907.

# School Age Care Program

The School Age Care Program (SACP) offers **before and after** school care to children from Jindalee State and Centenary State High Schools. Operating each day of the school calendar, the aim of the service is to provide a safe, happy and caring environment for the children. All staff have current First Aid qualifications and attend training workshops where appropriate.

Each afternoon the children meet in the hall (Prep and year 1 students are collected) for roll call and afternoon tea. Each day, a variety of activities are offered, e.g. craft, cooking, indoors games and oval activities. Homework assistance is available. There are computers, Playstation games, Nintendo Wii and Foxtel. The upstairs rooms of the hall are also air conditioned for their comfort.

#### **Vacation Care:**

Vacation care is available for all school holidays (closed the week between Christmas and New Year) and school 'pupil free' days. There are a variety of activities, theme days and excursions offered. This is a popular program and fills very quickly.

Commonwealth Childcare Benefit and the 50% Rebate are also available.

**Jindalee State School is very fortunate to have such an excellent Outside School Hours Program! Let us not take this wonderful service for granted.**

For session times, fees and further enquiries please contact Arlene Norfolk or Terry Rees on 3279 2902.

# Family Contribution

The P&C in consultation with the school administration, parents, teachers and students have a five year plan for various projects that are either on the drawing board, or being moved through their stages throughout the next 12 months.

The P&C requests a contribution of \$100 per family per year to fund these projects (this is a recommended amount but you are welcome to pay more or less depending on your family circumstances). These contributions can be made at any time throughout the year. Payment can be made at the office by cash, cheque or EFTPOS. The voluntary contribution amount appears on your term statement and can be paid along with your school commitments, at any time

of the year via a one off payment or in instalments throughout the year.

The P&C have two fund accounts into which family contributions are paid:

**Building Fund:** contributions are used to fund the construction/extension of buildings, air conditioning or other similar projects. Contributions paid into the building fund are issued a Tax-deductible receipt.

**General P&C Fund:** contributions are used to finance computer equipment upgrades, resources for learning, grounds, library and sports, and general administration costs.

# Mother's and Father's Day Stalls

Mother's and Father's day at school is always special and exciting for the children. They love to have the opportunity to spoil Mum and Dad! The children are so proud to make their purchases on their own.

In the past, the Art and Craft group have helped make these events a great success by making affordable gift items for our children to purchase on these days.

Items range in price from 50c to approx \$8.00 for a variety of goodies available like jewellery, bookmarks, gift packs for Dads, pamper packs for Mum etc.

## Craft Coordinator needed:

Due to the diligent efforts of previous Craft co-coordinators, we have some stock ready to go for the craft stalls this year. However, a Craft Co-coordinator is needed to organize any additional stock and co-ordinate the stalls. Do you have a special talent for craft? This is a most rewarding experience in giving to the school community.

Please contact the P&C Secretary Nicky Taylor on [bernietaaylor04@hotmail.com](mailto:bernietaaylor04@hotmail.com) if you would like to volunteer for this important role.

# Hall Hire

Our school activities hall is available for hire for sporting, social and community events outside of regular school hours. Our SACP operates until 6pm Mondays to Fridays.

The hall has an international rules size basketball court with a sprung wooden floor, a kitchen, tuition/meeting/conference rooms (air-conditioned), a lift, toilets and shower.

We have long-term permanent sports bookings (in the hall only) Monday to Thursday nights and Sunday afternoons all year round, leaving Friday nights, all Saturday, Sunday mornings and evenings available.

## Commercial rates of hire:

Activities Hall	\$38.50 p/h
Activities and Kitchen	\$60.50 p/h
Conference Room	\$22.00 p/h
PA system	\$20.00 flat rate

All rates inclusive of GST. A refundable bond is also payable for each booking for key issue, cleaning and security.

For hall hire or enquiries please contact Michelle Friday on 0414 437 965.

# Tennis Court Hire

The tennis courts are available for hire at \$8.00 per hour. Contact Shane or Barbara Bretherton on 3376 6373 for further information and access.

## P&C Executive Members Contact Details:

President - Kim Green: 0423 437 443  
Vice President - Louise Johnston: 0422 369 380  
Vice President - Mandy Findlay: 0411 661 328  
Secretary - Nicky Taylor: 0409 627 184  
Sharon McKenzie: 0407 622 557  
Treasurer - Sharon Baldwinson: 0428 730 280

# School banking

Did you know that the P&C, in conjunction with the Commonwealth Bank, provides a banking service to encourage children to learn about the benefits of saving money? Opening a school bank account is easy and children can bank their savings each and every Wednesday. We are looking for a banking co-ordinator to continue this service. Please contact Kim Green on 3279 4973 if you can help out.