



Welcome to
HILLIARD
STATE SCHOOL



LEAD

LEARN

SUCCEED

in a caring community



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LEARN, LEAD AND SUCCEED
IN A CARING COMMUNITY

School Address 106-110 Hanover Drive, Alexandra Hills, Qld 4161

Contacts

Telephone:	(07) 3820 1666
Email:	admin@hilliardss.eq.edu.au
Website:	www.hilliardss.eq.edu.au
Facebook:	www.facebook.com/HilliardSS
Office opening hours:	8:00am to 3:30pm
P&C:	hilliardpandcpresident@gmail.com
The Hilliard Tuckerbox:	(07) 3820 1638
Uniform Shop:	(07) 3820 1637 hilliarduniformshop@gmail.com
Out of School Hours Care (OSHC):	YMCA 0499 849 686

Absence Notification

Students are expected to attend school every school day.

- 8:40am – Students can arrive to school and head to their supervised before school waiting area
- 8:55am – Bell indicates that students must go to class to unpack and mark the daily roll
- 9:00am – School day commences
- 3:00pm – School day finishes

Please notify the school of any student absences from school, via one of the following:

- Q Parents
- Call 3820 1666 and choose Option # 1
- Email admin@hilliardss.eq.edu.au

Include your name (parent), contact number, student name, class, reason for and expected duration of the absence.

If your student is arriving late (after 9:00am) or leaving early (before 3:00pm) a parent must attend the office first to sign in / out, then take the late / early slip to the classroom.



Welcome to Hilliard State School



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Yura,

We would like to welcome you and your family to the Hilliard State School community. We believe that when you enter our school grounds you will sense the positive learning culture that surrounds our school.

At Hilliard State School, our core business is to provide outstanding education for your child within a safe and supportive learning environment. We are committed to delivering inclusive, engaging, authentic learning opportunities which provide our students with the knowledge, skills and confidence to reach their potential. We offer many programs to support, extend and enrich our students.

Our staff are skilled, dedicated, caring and motivated. We believe in the importance of team work as an essential component of the successful delivery of education. Our dedicated staff members provide educational programs which encourage the development of the whole child, inclusive of their cognitive, creative, physical, social and emotional development. Teachers plan and implement the curriculum so that each child can be a successful learner.

We are an Apple Distinguished eLearning school, rich in technology. All students bring their own devices and technology is embedded in curriculum delivery and its application. We have highly skilled teaching staff using ICT to improve student learning outcomes on a daily basis. Our students enjoy robotics experiences and technology clubs and are regular participants in Robotics competitions and community events.

We offer Instrumental and Percussion Bands, choirs and optional singing opportunities during lunch breaks. Our school has experienced a great deal of success in interschool sport and district sporting events. We also offer a variety of lunchtime clubs for students to enjoy. Our award-winning Hilliard Dance Program is a popular extra-curricular option for our students and enjoys high levels of success.

Our school recognises that parents and caregivers play a vital role in their child's education and welcome and value your participation, where possible, in your child's schooling. We have an outstanding P&C who work closely with our Senior Leadership Team to ensure our Hilliard community have a respected voice in relation to school improvement.

At Hilliard State School, we learn, we lead and we succeed.

Leanne Witham, Principal



Hilliard State School acknowledges the Goenpul, Ngugi and Noonuccal First Nations Elders of the Quandamooka Region on Minjerribah / Terrangee / North Stradbroke Island, where we learn, work and play. We pay our respects to Elders past, present and emerging. We recognise their connection to Country and role in caring for and maintaining Country over thousands of years. May their strength and wisdom be with us.

Positive Behaviour at Hilliard State School

P E L – POSITIVE ENGAGEMENT FOR LEARNING

At Hilliard State School our vision is to build positive relationships between staff, parents and students based on the belief that all children can learn, lead and succeed with positive support and guidance. Within our school community the actions we take aim to increase expected student behaviour and decrease unexpected behaviour by implementing a continuum of support for all students through an evidence based system and supportive learning environment. Hilliard State School is a departmentally accredited PBL school.

Our vision of Positive Engagement for Learning at Hilliard State School is a research-based approach focussing on:

- Positive relationships
- Implementing a school wide approach
- A continuum of behavioural interventions
- Explicit teaching of expected school behaviours
- Academic support



Expectation of the Week

Expectation of the week is a whole school program focussed on expected skills for success across the school community. This program is taught across the school each week with explicit teaching lessons and activities. Students are rewarded in a variety of ways to positively reinforce behaviour expectations.





Reboot gives students practical strategies, tools and resources to use to self-regulate. It uses simple language and concepts that make it easy to use with all age groups, aged 5+.

The Reboot whole-brain teaching and learning approach has been shown to:

- Improve engagement
- Inspire student confidence and goal setting
- Improve emotional self-regulation and emotional literacy
- Positively impact on self-belief
- Manage learning anxiety and create stress-aware environments with happier young people and staff
- Develop key skills essential to life success (positive relationships, problem solving etc.)
- Develop positive behaviours
- Effectively de-escalate situations and avoid crisis
- Build self-responsibility and an internal locus of control

Reboot supports young people to develop their willingness and capacity to engage in learning. Reboot empowers young people to build the necessary skills to engage in life and learning.

1. What do you feel?
2. What do you need?
3. How can I help?



Student Dress Code

The Hilliard State School Student Dress Code consists of an agreed standard and items of clothing which include the school uniform that the students of this school must wear when:

- Attending or representing Hilliard State School.
- Travelling to and from school.
- Engaging in school activities out of school hours

The Hilliard State School Dress Code reflects our school community standards and are consistent with occupational health and safety and anti-discrimination legislation.

General Guidelines

Please note that the standards outlined here give a major focus to personal safety for students, and taking pride in themselves and their school. It is expected that all students will wear the school uniform and that they present themselves in a neat and tidy fashion.

1. Hair

- Neatly trimmed, combed or brushed back off the face.
- Long hair (shoulder length or longer) to be braided or tied up for safety reasons.
- Scrunchies/hair ties must be school colours.
- Hair styles may be contemporary but should not be considered outrageous or offensive. Hair colour should be the child's natural hair colour.

2. Jewellery

- The only jewellery permitted is studs or sleepers in the ears, and a watch (not a smart watch with phone/internet capabilities). Any other jewellery items are not permitted to be worn. Please contact the school if you wish to apply for permission to wear a necklace based on religious reasons.

3. Footwear

- Footwear should be durable, comfortable and long-wearing.
- All footwear must be enclosed for safety.
- Sandals, thongs, crocs etc are not permitted.
- Footwear must be all black.
- We wear visible white socks to school.



4. Sun Safety








- Hilliard uniform hats must be worn - 'No hat, no play'
- Prep students must wear the light blue school hat with all uniforms.
- Years 1-6 students must wear the dark blue school hat. Hats can be flipped to the sporting house colour only when wearing the sports uniform.

5. Sport uniforms

- Sport uniforms can only be worn on Fridays, and for sporting events such as Cross Country, swimming carnival, sports day etc.
- Students in Years 1-6 can flip their hats to their sports house colour only when wearing the sports uniform.

Help us to maintain our Uniform Standards

Our Uniform Standards – Full school uniform every school day

<p>Day Uniforms</p> <ul style="list-style-type: none"> • School issue polo shirt • School issue light grey skort, navy skort, light grey or navy school issue unisex shorts (light grey skorts and shorts are being phased out) • Day uniform is worn Monday, Tuesday, Wednesday and Thursday 	
<p>Sports Uniforms</p> <ul style="list-style-type: none"> • School issue sports polo shirt in house colour • School issue skorts or shorts • Sport uniforms can only be worn on Fridays, and for sporting events such as Cross Country, swimming carnival, sports day etc. • Students in Years 1-6 can flip their hats to their sports house colour only when wearing the sports uniform. Prep students wear their light blue school hat with the sports uniform. 	
<p>Shoes and socks</p> <ul style="list-style-type: none"> • Black closed-in shoes ONLY • Lace up or Velcro – NO coloured laces (laces to match shoe colour) • Slip on shoes and ballet-type shoes do not provide sufficient protection when students are participating in learning experiences or in the playground • Visible ankle-height white socks <p>PREP: VELCRO PREFERRED, unless student can tie shoelaces themselves</p>	
<p>Hats</p> <ul style="list-style-type: none"> • Our Sunsafe Rule is: "No Unsafe Hat, No Play". • Students should wear the school broad brimmed hat • Students wear their hats showing sports colours on Fridays / sports days • PREP STUDENTS ONLY WEAR A LIGHT BLUE SCHOOL HAT 	
<p>Winter Uniform</p> <ul style="list-style-type: none"> • School issue pullover or jacket (no hoods) • Parents can also purchase plain navy blue jumpers/trackpants from places such as Best & Less, KMart and Big W (no hoods) • No undershirts should show outside or through uniform • Tights may be worn under skorts – must be navy, grey or black. Leggings are not permitted. 	
<p>Jewellery</p> <ul style="list-style-type: none"> • The only jewellery to be worn at school is earrings (studs or sleepers) and a watch (not smart watches – refer to mobile phone / internet rules). • Workplace Health and Safety Regulations do NOT allow any other piercing apart from the ears. Similarly, no bracelets, rings, anklets or necklaces are to be worn. • Upon written request outlining significance, the principal will give consideration for religious, cultural and medical needs. 	
<p>Hair & Make Up</p> <ul style="list-style-type: none"> • Extreme hairstyles are not permitted (this means haircuts that are not normally seen within schools of primary age cohorts e.g. tracks, mohawks, streaks etc.) • Hair colour is to be of natural tones – no coloured streaks or coloured extensions • All hair that is shoulder length or longer is required to be worn pulled back with a scrunchie, band or ribbon (matching to school colours). • No coloured nail polish or make up is to be worn at school. 	

BYO iPad Program

The Hilliard State School BYO iPad Program:

- Enables personalisation of student learning through access to rich learning resources;
- Best facilitates the development of knowledge and skills necessary for the 21st century workforce, including digital-age literacy, innovative and creative thinking, effective communication and high productivity;
- Allows continuous access to educational materials allowing learning efficiency to happen anywhere, anytime;
- Provides an engaging, interactive environment for learning;
- Strengthens links between home and school, giving parents the opportunity to see, every day, what their child is learning at school and have relevant, timely, accurate and quality conversations around student learning and progress;
- Allows students the opportunity to display prior knowledge of topics and thus be co-constructive in their own learning journey.



The BYO iPad Program has been embedded at Hilliard SS since 2014. Currently, close to 100% of students across Prep to Year 6 bring their iPad to school to support them with their learning. We strive for improved outcomes in learning engagement, learning productivity, home school partnership, academic results and students' skillset. The iPad has proved to be a very useful tool to support student learning and is the only BYO device allowed at Hilliard State School.

The advantages of using the iPad include:

- Access knowledge and information through the vast range of content and creation apps (many of which are free) to support student learning;
- Access to a wealth of information on the Internet when they need it (using the speak ability via settings to read text for those students in the lower year levels or students with lower literacy levels than their peers) through wireless connectivity;
- Access to rich media including digital stories, image and video;
- Increased productivity through quick loading of apps and quick response of the iPad;
- The iPads operating system is very reliable, ensuring maximum up-time;
- Provides simple yet sophisticated text, audio and video-based communication facilities for collaboration with peers, teachers and experts in a local, national or global context;
- Ability to personalise learning and provide work targeted at the correct level for students;

High student engagement both independently and collaboratively.

School iPad Checklist

Preparing for your child to bring their iPad to school



Hilliard SS is an Apple Distinguished school, with all students bringing their own iPad to school each day so that technology can be incorporated into teaching and learning, empowering students to be self-directed and collaborative learners. Using iPads as a tool for learning supports motivation and engagement, collaboration and feedback, academic achievement, and productivity and efficiency, through innovative lesson design and delivery.

We encourage and support our parents who are new to Apple or iPads, to learn how to set up and maintain the device, so we can work together to support their child's use of an iPad at school.

Initial Setup

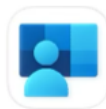
- Make sure your child has an iPad to bring to school (refer to [Student iPad requirements](#)).
- Ensure iPad is in good, safe, working condition- repair any damage, including cracked screens.
- [Update to the latest version of iOS.](#)
- [Create an Apple ID for your child.](#)
- [Create a simple Passcode](#) for your child's iPad.
- Clearly label the iPad with your child's name.
- We recommend using a screen protector and heavy-duty case.
- Ensure you have the correct headphone connection (eg. USB-C, Lightning).



To access links in this document, go to our school website: www.hilliardss.eq.edu.au

School Requirements

- [Set the name of the iPad](#) to be **Class Name + Child's First name** e.g. **6A James**
 - [Add a Lock screen Photo](#) of your child's face (for ease of identification if the iPad is misplaced).
 - [Disable iCloud.](#) (iCloud is blocked over the school network. Any files that are synced while on a home network may not be available at school).
 - [Check available storage space.](#) Ensure there is at least 10 GB of free storage on the iPad.
 - Install and set up the [Intune Company Portal](#) app using your child's school details (Student details will be emailed to parents prior to the start of the school year). This is the only app you need to download. All other school apps are listed and can be installed from the app catalogue within Intune Company Portal.
1. After opening Intune Company Portal, the app will eventually download a management profile
 2. The profile can be found in *Settings* → *General* → *VPN and device management*
 3. Tap on the management profile to set it up
 4. Return to Intune Company Portal to finish set-up



Safety Settings

- Configure Parental Controls using [Screen Time.](#)
 - Discuss the iPad expectations, [CyberSafety Expectation](#) and Digital Devices Responsible User Agreement with your child.
 - Accounts required to use third party services (other than Apple) will be created by the school.
 - Read the Department of Education's [CyberSafety: Information for Parents and Carers.](#)
- Need additional help? Contact your child's class teacher if you experience difficulties with any items on this checklist OR email admin@hilliardss.eq.edu.au

BYO iPad Program FAQs

Q: Should we purchase a screen protector?

A: You should consider purchasing a tempered glass screen protector to help protect the iPad glass screen from damage.

Q: Is a separate keyboard required?

A: No, however, this is at the discretion of parents.

Q: Will students continue to have access to computers and other technologies?

A: Yes. All students at Hilliard SS will continue to have access to Microsoft Windows computers, where necessary, and other relevant and innovative technologies to support them with their learning.

Q: Can my child bring a 3G enabled iPad without the SIM?

A: Yes. The reason why we do not want external controlled Internet access is that by the students going through our school wireless, they are also going through Education Queensland Internet filters, helping prevent and protect our students from accessing inappropriate content.

Q: Are we required to purchase a stylus pen?

A: No, these are purchased through the SRS.

Q: When buying a used iPad, what do I need to be aware of?

A: Every iPad has a serial number and with this number, Apple track the date and place of purchase, length of any remaining warranty, and whether it has been reported as stolen. Before buying a used iPad, it may be worthwhile noting the serial number and contacting Apple Care.

Q: Is my child required to know our Apple id and password?

A: No



Q: Why allow only BYO iPads and no other mobile devices or laptops?

A: We believe in a consistent approach to ensure best productivity with regards to maximising student learning outcomes and providing technical support to students and parents when necessary.

Q: How much of the day will the iPads be used? Will the students still be using pencil and paper as well as handwriting?

A: Yes, students will still continue to use pencil and paper and to practise handwriting. The amount of time that students will spend on their iPad each day will vary from year level to year level, class to class, student to student and even day to day. The amount of time will also vary, based on how well the iPad, as a tool to support learning, benefits individual students.

Q: Will the iPads be managed at home or at school e.g. loading apps, updating the device?

A: Student iPads will need to be managed at home however we can provide some technical support at school if the need arises (Parents should use Family Sharing when setting up their child's iPad). The list of required apps can be found on our school website.

Q: Will I be expected to purchase a brand new iPad and do I have to purchase from a particular store e.g. Apple?

A: No, you can choose to use an iPad that you already own or purchase a used iPad. We will not recommend a store where you can purchase an iPad.

Q: Should we purchase a case/cover for the iPad and if so, which one should we buy?

A: Yes, a case/cover is required for your child's iPad. There are many competitively priced cases and covers on eBay or you can choose to purchase from a local store. A fully enclosed case with a clear tempered glass screen protector may be the most protective case for an iPad. We recommend that the case should protect both the front and back of the iPad. You should also consider purchasing a waterproof sleeve to put the iPad (in its case) inside e.g. wetsuit material, in case of drink spillage in your child's bag.



Finance

Payments are best paid through BPoint (found on the invoice) or using the QParents app. Payments can also be made at the office Monday to Friday using EFTPOS.

Permission Forms and Invoices

Parents must provide written consent for all school excursions, camps and other activities students participate in that involve external costs. Permission for activities is given via QParents. Families will receive approx. 4-6 weeks notice prior to the permission form due date.



Invoices will only be issued once permission has been provided by a parent via QParents. After permission is submitted, an invoice will then be generated and sent.

If you have any problems at all with finance, please contact the Business Manager on 3820 1666 or admin@hilliardss.eq.edu.au.

School Resource Scheme (SRS)

This scheme is supported by the P&C and is managed by the school. Under this scheme the school will purchase and provide resources to the students utilising their ability to purchase in bulk. These resources are in addition to the usual stationery requirements. The SRS includes subscriptions that your child will need to access across the school year.

The subscriptions include but are not limited to:

- School online reading program – Reading Eggs
- School online maths program – Mathletics / Mathseeds
- Whole school phonics program and consumables
- Seesaw and other apps and programs
- Art and Science supplies

SRS payments can be paid in full or in instalments. Regardless of the payment option, payment of the SRS is required to be finalised by the end of June each year. If you require an extension please contact the school to speak to the Business Manager.



Parents & Citizens Association (P&C)

The P&C hold regular meetings throughout the year. They are always looking for people to support and be involved in our events, as well as the improvements around our school. P&C meetings are advertised in our school newsletter and on the school facebook page and via Seesaw. Everyone is welcome to join us.


Tuckshop

At Hilliard State School we are lucky to have a tuckshop that is open every day. We use an online system to make the ordering of lunches easier and more convenient.

We use QKR for all orders so that cash is not required by any student.

Please sign up to www.qkr-store.qkrschool.com and register an account.





Qkr!
(by Mastercard)

Order and pay for all P&C Payments
(Uniform Shop, Tuckshop, and heaps of P&C
Events)

Step 1. Download the Qkr! App from the AppStore or Play Store

Step 2. Register Select your country of residence "Australia" and follow the steps register

Step 3. Find our school. If you are within 10km of the school the name should appear in "Nearby Locations", or search for the school by name.

Step 4. Register your child/ren. When accessing for the first time you will be prompted to add student profiles for your children. This allows you to make orders and payments for them.

Tuckshop orders cut off at 8.30am, late orders can be made by using the "Quick Menu" until 9.15am.

Once ordered, our wonderful tuckshop helpers will create your child's lunch and it will be delivered to the classroom. The tuckshop always requires help so if you ever have a few hours spare please contact the tuckshop convenor for further details about volunteering.

Voluntary Helpers

All voluntary helpers must sign in/out through the office and must wear a visitors badge while on campus. They must also have completed the Volunteers Induction, which is found at the administration building or the tuckshop. If you would like to volunteer and you are not a parent of a child at school, you will require a Qld Government Blue Card. The application forms can be found at the Queensland Government website. Volunteer Blue Cards are free.

Communication

Parents and community members play a crucial role in children's development and their involvement with education. At Hilliard State School we recognise the importance of this relationship and constantly reflect on processes and research to ensure we are strengthening this. When schools and parents work together to support the learning needs of the children, research has shown an increase in social, emotional and academic achievements. It is because of this that we have developed a number of ways to communicate with our families and community members.

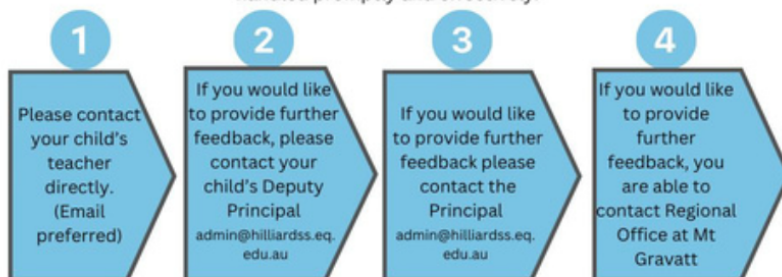
Hilliard State School communicates with the community via a number of different channels, including email, phone calls, newsletters, our school's facebook page, school website, Seesaw, QParents, electronic signboard and school assemblies. We ask families to ensure they stay up to date with information communicated by the school, and similarly, communicate any information, questions or concerns to the school in a timely and appropriate way.

Effective communication is the key to ensuring a positive relationship. In order to support this, we ask you to follow the process below with concerns, issues or positive feedback.



Communication @ Hilliard SS

We value your feedback and are committed to addressing any concerns you may have. If you have any celebrations or concerns, please follow our school process to ensure they are handled promptly and effectively:



At Hilliard, we believe that we can work through any issues and celebrate any achievements by working together as a



TEAM

#SchoolCommunity #TeamHilliard #Communicationiskey #Feedbackmatters

Email:

The first port of call should always be with your child/parents teacher. You will receive a welcome email from the teacher at the beginning of the school year. If the matter cannot be resolved at

that level, please email

admin@hilliardss.eq.edu.au, or

Phone:

Please contact the school office on (07) 3820 1666



SeeSaw is another resource in our communication toolbox.

It is a whole school app where teachers can communicate with students in their class **and** their student's families.

Admin also have an account which we utilise to inform the whole school community about important events.

Schoolzine:

Our newsletter is sent out on a fortnightly basis via *schoolzine*.

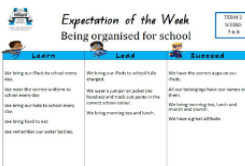
In this newsletter you will find the principal's weekly video (also posted on the main school Facebook page), Expectation of the Week (EoTW) and the weekly snapshot, plus events calendars and much, much more!



Weekly Snapshot

Schoolzine also has an App for your mobile device - SZApp - download from the Apple Store or Play Store.

Access Code: 3177



Expectation of the Week



Website

The Hilliard State School website can be found at:

<https://hilliardss.eq.edu.au/>

It contains all information relating to our school, and links to other communication channels.



QPARENTS

is an essential app for our families.

On QPARENTS you can inform us of absences, give consent for excursions and activities, view invoices and make payments, view academic reports and more.

<https://qpARENTS.qld.edu.au/landing>

Download the free app

Android

Apple



DELIVERING FOR QUEENSLAND



Queensland Government

Ready For Enrolment Checklist



- Completed and signed enrolment form
- Birth certificate – this **MUST** be submitted at the time of enrolment.
- Passport/Immigration Record – this is necessary if you have moved to Australia from a previous country.
- Any other information or reports that may support your child’s transition to a new school (including previous semester’s report card)

If relevant and available, please also provide the following:

- Action Plans for Medical Conditions (including Asthma, Anaphylaxis, Diabetes) and/or information about disabilities or support plans.
- Current Court Order – This must be submitted with enrolment if there is a current order in place. Please advise.
- Reports from medical professionals and therapists – eg. diagnosis letters, assessment reports
- Early Childhood Centre Transition Statement – This statement is given to you from the Early Childhood Centre that your child has been attending prior to enrolling at school. It contains valuable information to support a successful start to academic learning. (NB. Check with your Early Learning Centre if this can be emailed directly to the school).
- Hearing Screen – This ensures your child has no hearing issues that may impede learning and development. It is a part of the 4-Year-Old Health Screen.
- Eyesight Screen – This ensures your child has no eyesight issues that may impede learning and development. It is part of the 4-Year-Old Health Screen.





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*We look forward to partnering with you
on your child's learning journey
and to see them
learn, lead and succeed.*



106-110 Hanover Drive,
Alexandra Hills QLD 4161



(07) 3820 1666



admin@hilliardss.eq.edu.au



www.hilliardss.eq.edu.au

