Welcome To
Tamborine Mountain State High School

To All Parents/Caregivers

I would like to extend to all parents/caregivers a warm welcome to our school. We have already established traditions of high standards in achievement, industry and responsible behaviour since our opening in 1999 and subsequent autonomy in 2001.

I encourage all parents/caregivers to be actively involved in their child's progress. A supportive team of teachers, parents/caregivers and student is the best way to ensure successful outcomes in the high school years. In addition, a commitment by parents/caregivers to some aspect of school life (canteen, Parents & Citizens Association, volunteer etc.) promotes a sense of belonging for both the student and parent/caregiver - a key factor in student success.

Please contact the school if you would like to discuss your child’s progress or any aspect of school organisation. You are also welcome to join my email communication group tbros2@eq.edu.au.

I look forward to a productive partnership throughout 2018.

Yours sincerely

Tracey Brose
Principal
NAME: Tamborine Mountain State High School

POSTAL ADDRESS: The Principal
67 – 87 Holt Road, North Tamborine QLD 4272

CONTACT NUMBERS: Office: 5545 7222 Fax: 5545 7200

E-MAIL: the.principal@tamborinemtnshs.eq.edu.au

STUDENT SERVICES E-MAIL: Absences@tamborinemtnshs.eq.edu.au

WEB ADDRESS: www.tamborinemtnshs.eq.edu.au

OFFICE HOURS: 8.00 am – 4.00 pm Monday to Friday

OUR PURPOSE

Students at Tamborine Mountain State High School will be active and reflective members of the community, with the skills and desire to be lifelong learners.

To achieve our purpose, our school will be characterised by:

- a focus on literacy/numeracy as the basis for all learning.
- learning which is relevant, challenging and responsive to individual and group needs.
- productive partnerships throughout the school community.
- staff who are committed to excellence in teaching and learning.
- a supportive and disciplined environment in which all students can learn.
## Contents

Absence - Students .......................................................... 5  
Absence - Tests/Assessments ........................................... 5  
Accident/Illness ............................................................. 5  
After-school Room ......................................................... 6  
Assessment Policy .......................................................... 6  
Behaviour Management .................................................. 6  
Bell Times ......................................................................... 6  
Bicycles/skateboards/scooters ......................................... 7  
Bullying ............................................................................. 7  
Bus Information .............................................................. 7  
Canteen ............................................................................. 7  
Cash Collection .............................................................. 7  
Colours ............................................................................. 8  
Guidance Officer/School Nurse/Chaplain ....................... 8  
Homework ......................................................................... 8  
Instrumental Music .......................................................... 10  
Lateness to School .......................................................... 10  
Leaving School Early ...................................................... 10  
Library Resources - Replacement .................................. 10  
Lost Property ..................................................................... 11  
Medication ......................................................................... 11  
Mobile Phones/IPods/Digital Devices ............................... 11  
Parents & Citizens Association ....................................... 12  
Refund Policy .................................................................... 12  
Reporting to Parents/Caregivers ..................................... 12  
Semester Dates ............................................................... 12  
Sport .................................................................................. 13  
Student Council ............................................................. 13  
Student Free Days/Public Holidays .................................. 13  
Student Resource Scheme ............................................. 14  
Student Transfers ........................................................... 14  
Uniform and Appearance .............................................. 14  
Uniform Shop ................................................................. 17  
Website ............................................................................. 17  
Uniform and Appearance Requirements ....................... 18
ABSENCE - STUDENTS

Students are to attend school on every official school day gazetted by the Department of Education and Training State Schools, unless the student is ill or special family circumstances prevent the student from attending.

- On each occasion the student is absent for the above reasons, a note of explanation is to be submitted to the Form Teacher on the day the student returns to school. Parents/caregivers can also ring the school on the day of absence 5545 7260 or email Absences@tamborinemtnshs.eq.edu.au. Student Services staff will record parent/caregiver contact.
- Students absent from school on a particular day are not permitted to attend school activities or school excursions scheduled after normal school hours.
- Parents/caregivers intending to take students out of school for holidays/personal reasons during the school year will need to apply in writing stating the dates the students will be absent from school and the reason for the absence.
- If a student is absent for more than 10 days at one time then an official exemption from the Department of Education and Training State Schools is required. Documentation and written permission are necessary.

ABSENCE – TESTS / EXAMINATIONS

In the event of a student being absent on the day an examination is held or an assessment item is due, parents/caregivers are asked to make every effort to contact the school in advance or on the day.

For students in Years 7, 8, 9 and 10 a note, explaining the absence and acknowledgment that parents/caregivers were aware of assessment, is to be given to the relevant teacher/Head of Department immediately on return to school. If the student does not take the appropriate action, the student will not be given any credit for the work.

For Years 11 and 12 students – a medical certificate explaining the absence is given to the relevant teacher/Head of Department immediately upon return to school. If the student does not submit a medical certificate, the student will be required to complete the assessment during the next available lesson or a draft will be assessed. For emergent situations (e.g. urgent family issues, bereavement) please contact the Principal or Deputy Principal.

ACCIDENTS / ILLNESS AT SCHOOL

Parents/Caregivers are requested not to send to school students who are unwell.

If a student is not feeling well at school, they obtain a permission slip from the class teacher and report to Student Services. If a student is not in class, they will report to the nearest teacher and then to Student Services.

The student may recuperate in the sick bay for ten minutes after which they are returned to class. Students will not be allowed to stay in the sick bay for an extended period of time. The office staff will monitor this. If the situation warrants, parents/caregivers will be contacted. If the parent is unavailable, the emergency contact will be contacted.

If the student requires urgent medical attention, an ambulance will be called. All students are covered by Queensland Ambulance when involved in school activities.
AFTER-SCHOOL ROOM

- The after-school room is opened at 3.15 pm and closes at 5.00 pm.
- Students who are undertaking the second after-school hour will be required to report to the office at 5.00 pm for parent/caregiver to sign the student out.

ASSESSMENT POLICY

A full copy of the current Assessment Policy is available from the school office and is located on the school website. An abridged version also appears on the individual student’s computer.

BEHAVIOUR MANAGEMENT

At Tamborine Mountain State High School we are committed to a quality education for all young people.

A full copy of our Responsible Behaviour Plan is available from the school office and is also located on the school website.

There are three basic expectations for students:

- Do What It Takes To Learn
- Respect And Support The Rights Of Others
- Act Responsibly

BELL TIMES

<table>
<thead>
<tr>
<th>Each Week Day</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>First bell</td>
<td>8.38 am</td>
</tr>
<tr>
<td>Year Parade</td>
<td></td>
</tr>
<tr>
<td>Full Assembly</td>
<td>8.40 am – 8.55 am</td>
</tr>
<tr>
<td>(Mon)</td>
<td></td>
</tr>
<tr>
<td>Period 1</td>
<td>8.55 am – 9.50 am</td>
</tr>
<tr>
<td>Period 2</td>
<td>9.55 am – 10.50 am</td>
</tr>
<tr>
<td>Lunch 1</td>
<td>10.50 am – 11.40 am</td>
</tr>
<tr>
<td>Period 3</td>
<td>11.45 am – 12.40 pm</td>
</tr>
<tr>
<td>Period 4</td>
<td>12.45 pm – 1.40 pm</td>
</tr>
<tr>
<td>Lunch 2</td>
<td>1.40 pm – 2.05 pm</td>
</tr>
<tr>
<td>Period 5</td>
<td>2.10 pm – 3.05 pm</td>
</tr>
</tbody>
</table>

BICYCLES / SKATEBOARDS / SCOOTERS
Provision is made at the school for the proper safe keeping of bicycles, which are to be left in the bicycle racks near the Administration block. It is essential that bicycles be chained to the racks.

Students are discouraged from bringing skateboards and scooters to school. If necessary, students will bring the skateboard or scooter to Student Services for storage.

Students who use skateboards inappropriately within the school grounds will have them confiscated.

**BULLYING**

Tamborine Mountain State High School is a safe environment. We have an Anti-Bullying Policy. This policy is also available on the school website.

**BUS INFORMATION**

Two bus companies service the school.

TAMBORINE MOUNTAIN COACHES  
Phone 5545 1298

LOGAN COACHES  
Phone 5546 3077

Queensland Transport provides a bus pass for a student who satisfies both of the following conditions:

1. The nearest high school is more than 4.8 km from his/her residence.
2. The student attends the high school nearest to his/her residence.

**CANTEEN**

The canteen operates five days a week.

The Parents and Citizens Association implements “Smart Choices”, which governs the food and drink sold by the canteen.

The canteen offers EFTPOS, Cash and Flexischools facilities.

**CASH COLLECTION**

Cash collection (for excursions etc.) is paid directly to the Accounts Department. Credit card payments can be made over the phone by contacting the office on 55457222. EFTPOS facilities are available at the office Monday – Friday 8:15 am – 9:15 am. Internet banking is also an option.

**PAYING BY INTERNET BANKING:** Direct Payment into School Bank Account

- **School’s Bank Account Name:** Tamborine Mountain State High School General A/C
- **BSB Number:** 064-430 (CBA Branch Southport)
- **Account Number:** 10417005
- **Reference/Details:**
Please record “Student’s first name, Student’s last name AND Reference/Item Code” 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.
- *We are unable to process internet payments for Parents & Citizens Association Uniform or Building Fund.*

## COLOURS

The school colours are sky blue, navy blue, white and yellow.

## GUIDANCE OFFICER / SCHOOL NURSE / CHAPLAIN

Our school has the services of a Guidance Officer, a School Based Youth Health Nurse, School Counsellor and a Chaplain. Appointments are made through Student Services.

## HOMEWORK

It is an expectation that homework/assessment/assignment completion is undertaken weekly.

### Years 7, 8 and 9

- Assessment/assignment preparation and drafting per week.
  - Year 7 – 30 minutes
  - Year 8 – 30 minutes
  - Year 9 – 45 minutes
- The assessment/assignment task is the homework.
- The assessment/assignment based homework will be given early in the week allowing one week for completion. (7 day cycle so week-end is included). This is the only homework and can not take more than the allocated time across the week.
- If during the school week a student completes the allocated time there is no need for additional time on weekends for study, homework or assessments/assignments.
- Each teacher will have clearly communicate with their class a procedure to follow if students can not complete the required assessment/assignment work and they are experiencing difficulty e.g. see the teacher before school the next day to notify the teacher of their difficulties.
- Reading and some assignment completion are the only homework components to be completed at home.
Senior Phase

In the Senior Phase, Years 10, 11 and 12, the amount of time devoted to homework and independent study will vary according to the student’s learning needs and individual program of learning, as determined through their Senior Education and Training (SET) Plan.

As a guide, Year 10 students may be given up to 7.5 hours of homework per week, Year 11 and Year 12 students may receive up to 10 hours per week.

While teachers may provide students with additional work relevant to their learning which the student may undertake at home, young people during this phase should generally be independent learners exercising their own judgement as to the out-of-hours’ time they devote to their studies. Of course, care should be taken to ensure a balance is maintained between the various demands of study, sporting, cultural, recreational and part-time employment activities.

Failure to Complete Homework/Assessment/Assignment

Years 10, 11 and 12

<table>
<thead>
<tr>
<th>Occasion</th>
<th>Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>Teacher consequence to student</td>
</tr>
<tr>
<td>Second</td>
<td>Teacher consequence to student</td>
</tr>
<tr>
<td>Third</td>
<td>Teacher consequence. Teacher will contact parent/caregiver by text/email.</td>
</tr>
<tr>
<td>Fourth and onwards</td>
<td>Teacher refers student to HOD. HOD contacts parent/caregiver (text/email).</td>
</tr>
<tr>
<td></td>
<td>HOD applies consequence –</td>
</tr>
<tr>
<td></td>
<td>• Year 10 - 1 hour after school detention</td>
</tr>
<tr>
<td></td>
<td>• Years 11 – 12 – Attendance on Senior Study Day</td>
</tr>
</tbody>
</table>

Parents/Caregivers Responsibilities

Parents and caregivers can assist by:

- reading with their child.
- helping students to complete tasks by discussing key questions or directing them to resources.
- encouraging students to organise their time and take responsibility for their own learning.
- encouraging students to read and to take an interest in and discuss current local, national and international events.
- helping students to balance the amount of time spent completing homework, watching television, playing computer games, playing sport and music and engaging in other recreational activities.
• discussing any concerns about the nature of homework and their children’s approach to the homework with the relevant teacher.

Suggestions for Parents/Caregivers

• Monitor the length of time your child is undertaking homework. If after the allocated homework time for that subject e.g. Year 7 (30 minutes); Year 8 (30 minutes); Year 9 (45 minutes) per week per subject. The homework is not completed; sign to verify time has lapsed.

A copy of our Homework Policy is available from the Office and from the website.

**INSTRUMENTAL MUSIC**

Please contact the instrumental music teacher for any enquiries regarding enrolment in the Instrumental Music Program (talle151@eq.edu.au).

The teacher will devise a rotating roster for students to ensure that they do not miss the same subjects when they have their weekly lesson.

All instrumental music rehearsals are conducted before school from 8.00 am onwards in the Performing Arts Centre.

- Wind Symphony (Monday)
- Concert Band (Tuesday)
- Vocal Ensemble (Tuesday)
- Big Band (Wednesday)
- Contemporary Choir (Thursday)
- Stage Band (Thursday)
- String Orchestra (Friday)
- Chamber Strings (Friday first break).

**LATENESS TO SCHOOL**

If a student is late to school he/she will report to Student Services to be recorded in the late register and then will collect a late note which is taken immediately to class. If this procedure is not followed, a student will be marked absent for that day. Students without a late note are referred to Student Services before being admitted to class.

**LEAVING SCHOOL EARLY**

If a student is to leave school during the day, a note needs to be submitted to Student Services before 8:30 am.

Students will be issued a slip which they present to Student Services when they leave.

**LIBRARY RESOURCES - REPLACEMENT**

At times library resources are lost or damaged. In order to replace these items costs are prorated depending on the age of the item.

- 0-1 Year – Full replacement
- 1-2 Year – Pro-rata 20% of replacement cost
- 2-3 Year – Pro-rata 40% of replacement cost
- 3-4 Year – Pro-rata 60% of replacement cost
- 4-5 Year – Pro-rata 80% of replacement cost
- 5+ Years – Written off

**LOST PROPERTY**

All personal property is to be clearly marked with the owner’s name. Students are held responsible for their own personal possessions. Lost property will be held at Student Services and then passed to the janitor for storage. After 12 months lost property will be disposed.

**MEDICATION**

If it is essential for a student to take medication, the instructions are to be set out clearly by the pharmacist and the medication kept securely at the Office. An Administration of Medication at School Record Sheet (Routine/Short-Term Medication) is required for any student on medication. This form must be signed by parent/caregiver and is kept at the Office. The student will then come to the Office at the appropriate time to receive the dosage. At no time is any student to have medication in their possession.

An Administration of Medication at School Record Sheet (Emergency Medication) is required for any student with an Emergency Health Plan for Asthma, Anaphylaxis and Glucagon Injection. This record sheet must be signed by parent/caregiver and is kept at the Office.

Anaphylaxis students require an Anaphylaxis Individual Health Plan signed by a health practitioner. This plan is to be renewed annually.

Diabetic students require a Diabetic Individual Health Plan signed by a health practitioner. This plan is to be renewed annually.

If student requires glucagon injection to be stored at the Office an Emergency Health Plan – Hypoglycaemia is required. This plan is developed by a Health Practitioner and is to be renewed annually. If glucagon is kept at school first aide staff require specialised training.

Students with self-administered medication such as asthma medication may have their inhaler with them and use it as needed. An email or note from Parent/Caregiver stating that their child self-administers is required.

It is against regulations for the school to issue to students medication of any kind that has not been issued by a pharmacist/doctor. Pain relief medication is not able to be distributed by the school.

**MOBILE PHONES/I PODS/DIGITAL DEVICES**

It is usually unnecessary for students to have mobile phones/iPods or other electronic devices at school. It is most disruptive to the teaching and learning process for students to have these devices in the classroom.

Students who, for some reason, have a mobile phone/iPod/electronic device with them at school are required to leave it at Student Services immediately upon arrival at school.
• If necessary, students may access their mobile phone during recesses under the supervision of Student Services staff.

• Important messages will be communicated to students wherever possible.

Appropriate disciplinary action will be taken against any student who:

a) photographs or films other individuals without school permission.

b) sends harassing or threatening messages.

c) sends inappropriate/offensive photos/images.

d) Taking images of students in uniform without consent and/or uploading of photographs of students in uniform to social media site.

e) uses a mobile phone or electronic device to cheat in exams or assessments.

This policy also applies to students during school excursions, camps and extra-curricular activities. If for security reasons a mobile phone is permitted, then parents/caregivers will be notified.

A full copy of our personal technology policy is available from the school office and is also located on the school website.

No liability will be accepted by the School in the event of the loss, theft or damage to any device.

PARENTS AND CITIZENS ASSOCIATION

The Parents and Citizens Association will meet on the third week on Tuesday in February, March, May, July, September and November throughout 2018. Meetings begin at 6.30 pm in the Common Room. All parents/caregivers are encouraged to attend.

REFUND POLICY

• Refunds will be issued for Resource Scheme fees if the student leaves Tamborine Mountain State High School before the end of the year.

• This will be paid via direct credit on a pro rata system dependent upon the weeks attended.

• This refund will also be conditional upon return of all school resources in good condition. The school’s laptop and ID card must be returned.

• All other refunds will be credited to the student’s account and applied against future excursions or activities that require payment.

• Refunds for excursions may only be available in part due to agreed payments to establishments (entrance fees), buses etc.

REPORTING TO PARENTS/CAREGIVERS

Parent/Student/Teacher interviews will be conducted Term Two and Term Three (dates to be advised).

Prior to each term’s Parent/Student/Teacher interviews, each teacher will complete a progress report.
Progress reports are emailed by the school. Year 12 end of year documentation is issued by Queensland Studies Authority.

Informal reports and confidential reports on particular students may be completed if there are specific concerns regarding a student.

Meetings to discuss progress can be arranged by parents/caregivers at any time. Please phone the Student Support Leaders (SSL) (55457222).

**SEMMESTER DATES**

Term Dates - Semester One, 2018

<table>
<thead>
<tr>
<th>TERM ONE</th>
<th>Monday 22 January – Thursday 29 March</th>
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</thead>
<tbody>
<tr>
<td>TERM TWO</td>
<td>Tuesday 17 April - Friday 29 June</td>
</tr>
</tbody>
</table>

Term Dates - Semester Two, 2018

<table>
<thead>
<tr>
<th>TERM THREE</th>
<th>Monday 16 July - Friday 21 September</th>
</tr>
</thead>
<tbody>
<tr>
<td>TERM FOUR</td>
<td>Monday 8 October – Friday 14 December</td>
</tr>
</tbody>
</table>

**FINAL DAY**

<table>
<thead>
<tr>
<th>Year 12</th>
<th>Friday</th>
<th>9 November 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Years 10 and 11</td>
<td>Friday</td>
<td>23 November 2018</td>
</tr>
<tr>
<td>Years 7, 8 and 9</td>
<td>Friday</td>
<td>14 December 2018</td>
</tr>
</tbody>
</table>

**SPORT**

School swimming, cross-country and athletics carnivals will be organised at specific times of the year. Each year we enter a number of teams in the district inter-school sports competition. District and regional carnivals will follow for selected students.

**Sport Houses**

1. Yarga Orange (Surname A-E)
2. Curtis Green (Surname F-K)
3. Waiburra Red (Surname L-R)
4. Holt Purple (Surname S-Z)

**STUDENT COUNCIL**

A Student Council is formed each year for students to have a forum to express their opinions and to develop leadership across the school.

The Student Council is developed after consultation with staff and the student body early in the year.

Nominations are called and elections are held during a form lesson early in the year.
STUDENT FREE DAYS AND PUBLIC HOLIDAYS

Student Free Days 2018

Wednesday  17 January
Thursday    18 January
Friday      19 January
Monday     16 April
Monday     22 October

Public Holidays 2018

Friday  26 January   Australia Day Holiday
Friday  30 March     Good Friday
Monday  2 April      Easter Monday
Wednesday 25 April   ANZAC Day
Monday  7 May        Labour Day
Monday  13 August    Beaudesert Show Holiday
Monday  1 October    Queens Birthday

STUDENT RESOURCE SCHEME

The school operates a Student Resource Scheme from the commencement of the school year. The Scheme provides students with access to all relevant texts, photocopied notes and handouts, computer paper, an ID card, materials and equipment to support the curriculum.

The cost to students in all year levels for 2018, which is decided by the Parents and Citizens Association, is $300.00. Parents/caregivers will be invoiced $280.00 initially. An instalment payment of $100.00 is required before close of business on 29 March 2018. Full payment is required before close of day 29 March 2018. A $20.00 late fee will be invoiced to parents/caregivers if full payment has not been received by close of business 29 March 2018.

Instalment payments are available to parents/caregivers if required. The $20.00 discount fee does not apply to this instalment arrangement.

Term 1: $100.00 due by 28/2/18
Term 2: $100.00 due by 20/4/18
Term 3: $100.00 due by 20/7/18

Part payment arrangements are available to parents/caregivers. Please contact the office on 55457222 or email the Acting Business Manager lhard148@eq.edu.au.

All borrowing of texts is through the Resource Centre.

All computer PDF’s for computer users will be lent for the appropriate time period and are to be returned when they are no longer required. Any lost or damaged texts will be replaced in monetary value by the students to whom the text was issued.
Any texts for non-computer users will be lent to students for the appropriate time period and are to be returned when they are no longer required.

Students who leave the school during the year will be entitled to a pro rata refund.

Students with outstanding textbook and resource fees will not be permitted to attend non-compulsory excursions, for example end of year activities.

**STUDENT TRANSFERS**

Parents/caregivers are requested to notify the school in writing when a student is leaving / transferring to another school. The student’s ID card, Laptop and other resources need to be returned. This is necessary to enable a refund of fees and transfer form to be issued.

**UNIFORM AND APPEARANCE**

The school uniform is valued by the school community for encouraging a sense of self-esteem, belonging and self-discipline in students. The School and the Parents’ and Citizens’ Association have agreed on the expectations of students with regard to uniform and personal appearance.

All students are expected to observe the standard of correct attire while on their way to, during and on their way home from school.

**Boys’ Uniform**
- Boys’ shirt
- Boys’ navy shorts
- Boys’ navy trousers
- Black leather shoes (impervious uppers) with black shoelaces
- White sport socks (no markings, logos or colour trim, ankle length)
- School jumper
- Winter jacket

**Girls’ Uniform**
- Girls’ blouse
- Girls’ tartan skirt (below knee length)
- Female students are not permitted to shorten their skirts by any means (cutting, rolling, etc.). Students found wearing short skirts will be required to amend the skirt to the required length or to purchase a replacement.
- Girls’ tartan skirt (below knee length)
- Girls’ navy slacks/shorts
- Black leather shoes (impervious uppers) with black shoelaces
- White sport socks (no markings, logos or colour trim, ankle length)
- Navy/black stockings
- Spray jacket
- Winter jacket

**Winter - Boys**
- Tracksuit pants
- School jumper
- Spray jacket
- Winter jacket

**Winter - Girls**
- Tracksuit pants
- School jumper
- Spray jacket
- Winter jacket

**Formal Uniform**

- Formal uniform is to be worn on Monday, Tuesday, Thursday and Friday.

- The formal uniform also includes BLACK leather shoes, black laces and white socks. The leather shoes are a requirement of Workplace Health and Safety risk assessment of the school and must have impervious uppers.

- Mary/Lady Jane, canvas, mesh shoes, basketball shoes or boots are not acceptable.

- Coloured trimmed shoes, logos or socks with markings are not permitted.
On excursions and on formal occasions, complete formal uniform is required. This includes black leather shoes and skirts for girls. Tracksuit pants, spray jackets, shorts and jerseys are **not** permitted unless the excursion is a sporting or practical activity. This will be advised on the relevant parent permission letter.

**Sports Uniform**

<table>
<thead>
<tr>
<th>Unisex polo shirt</th>
<th>Black leather sport shoes (no canvas, mesh shoes, basketball shoes or boots)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unisex sport shorts</td>
<td>White sport socks (no markings, logos or colour trim, ankle length)</td>
</tr>
</tbody>
</table>

- Specialised sport shoes may be worn for specific activities e.g. track and field events. Once the activity is completed students are required to wear their black school shoes.

Sports uniform may be worn on Wednesday. However, a class which has Health and Physical Education, Dance, Drama or a sport activity in Periods 1, 2, 3 or 4 (on days other than Wednesday) are required to change at the conclusion of the lesson into the formal uniform. A class which has Health and Physical Education, Dance, Drama or a sport activity in Period 5 may wear the sports uniform on their way home from school.

**The formal uniform and the sport uniform are not permitted to be mixed and matched.**

**Winter**

- The school jacket may be worn with any other school uniform item.
- During winter months students are permitted to wear the school tracksuit or part thereof on any day. It may be worn with either the formal or sport uniform. It is not to be worn on excursions or to formal occasions.
- Beanie/gloves/scarf are permitted in school colours (navy blue, sky blue, yellow or white) only. They are not to be worn during class time.
- Short-sleeved undershirts are permitted in school colours. The sleeves of the undershirt must not be visible.

**Appearance**

- A watch, a thin chain (no pendant), two pairs of sleepers or studs for pierced ears, and a flat ring are the approved jewellery for school. Anklets are not permitted. Work Place Health and Safety regulations will sometimes require all jewellery to be removed. Students will be instructed to remove excess jewellery. Non-compliance will result in jewellery being removed and secured at Student Services.
- Body jewellery poses a Workplace Health and Safety risk and as such is not permitted. **Facial piercings are not permitted** and therefore may not be worn covered or uncovered. Ear studs and plugs must be no larger than the plug end of a biro. **Retainers, stretchers/tapers and spacers/tunnels are not permitted. Ear jewellery must not extend beyond the width of the ear lobe. Ear jewellery must be gold, silver or school colours.**
- Make up and coloured nail polish are not appropriate for the school environment. Students wearing nail polish will be directed to Student Services, where nail polish
remover is available. Likewise students with make-up will be required to remove it. Clear lip-gloss/balm is permitted. **Tinted moisturiser is not permitted. Extended eye lashes are not permitted.**

- Hairstyles must be neat, clean and tidy. **Hair colourings must be natural tonings.** Subtle natural colour highlights are acceptable, whilst full block colour differentiation is inappropriate. If unsure, please see the Principal before proceeding. Long hair must be tied back if the activity warrants it.

- Students should be of neat and tidy appearance at all times. Mid-riffs are not to be visible. Skirts are to be of knee length. Boys’ shirts are to be tucked in during class time, assemblies and formal occasions.

**Hats**

- The school supports a sun safe policy.

- Students may wear their individually chosen hat provided it does not promote alcohol, drugs or offensive material.

- Hats are to be worn during any outdoor class activity.

- The wearing of hats during recess is encouraged.

- Sunscreen is provided for student use.

**Procedure for Students Out of Uniform**

- Students who are out of uniform for any reason will need to take a note of explanation to Student Services when they arrive at school in the morning. The explanation will be assessed by a member of the Administration and an appropriate course of action determined.

- Students out of uniform will be expected to access loan clothing from the school uniform pool. If an appropriate item or size is unavailable, students may be supplied with an exemption slip for the appropriate period of time.

- Students must have this exemption slip on their person at all times and produce the slip when requested.

- Failure to follow these procedures will result in an appropriate consequence.

**UNIFORM SHOP**

The school uniform shop is open Monday and Thursday 8.15 am – 9.15 am.

**WEBSITE**

The school website can be accessed by [www.tamborinemtnshs.eq.edu.au](http://www.tamborinemtnshs.eq.edu.au)

The website contains specific school policies, school profile, curriculum, calendar, general student information and school contact information.
## Boys’ Uniform
- Boys’ shirt
- Boys’ navy shorts / navy trousers

## Girls’ Uniform
- Girls’ blouse
- Girls’ tartan skirt (below knee length)
- Girls’ navy slacks/shorts
- Navy blue/black plain stockings

Female students are not permitted to shorten their skirts by any means (cutting, rolling etc.). Students found wearing short skirts will be required to amend the skirt to the required length or to purchase a replacement.

## Sports Uniform
- Unisex polo shirt
- Unisex sport shorts
- White sport socks (no markings, logos or colour trim, ankle length)
- Black leather sport shoes (no canvas, mesh shoes, basketball shoes or boots)

## Winter Uniform
- School jumper
- Spray jacket
- Winter jacket
- Tracksuit pants

Please note
- Sports uniform may be worn on Wednesday.
- Students who study Health and Physical Education, Dance, Drama or a sport activity in Period 1, 2, 3 or 4 (on days other than Wednesday) are required to change at the conclusion of the lesson into the formal uniform. A class which has Health and Physical Education, Dance, Drama or a sport activity in Period 5 may wear the sports uniform on their way home from school.
- The formal uniform and the sport uniform are not permitted to be mixed and matched.

## Footwear
- Black leather with impervious uppers (the top of the foot must be covered). No markings.
- Black shoe laces
- White sport socks (no markings, logos or colour trim, ankle length)

Please note
The following shoes are not permitted –
- Canvas or mesh shoes
- Mary/Lady Jane shoes
- Coloured trim shoes
- Boots
- Basketball shoes
- Open shoes
- Thongs
- Sandals
- Ugg boots

## Jewellery / Appearance
The following clothing items are permitted in school colours (sky blue, navy blue, yellow or white).
- Scarves, gloves, beanies (not to be worn during class time)
- Undershirt (must not be visible)

Students should be of a neat and tidy appearance at all times.

Jewellery:
- 1 flat ring
- 2 sets of earrings (sleepers or studs; gold; silver; school colours)
- 1 fine linked chain (no pendant)
- 1 watch
- Anklets are not permitted
- Facial piercings are not permitted
- Ear studs and plugs must be no larger than the plug end of a biro. Retainers/stretchers/tapers/spacers/tunnels are not permitted

Ear jewellery must not extend beyond width of ear lobe.

Appearance:
- Natural hair colours only
- Subtle natural colour highlights permitted
- Clear lip gloss/balm is permitted
- No make-up
- No tinted moisturiser
- No coloured nail polish
- No extended eye lashes