

## Good Standing Policy

Commencement	January 2022	Review	June 2022
Year Levels	Year 3 – Year 12		
Related Policies and Legislation			
Education (General Provisions) Act 2006: <a href="https://www.legislation.qld.gov.au/view/pdf/2007-11-02/act-2006-039">https://www.legislation.qld.gov.au/view/pdf/2007-11-02/act-2006-039</a>			
Safe, Supportive and Disciplined School Environment: <a href="http://ppr.det.qld.gov.au/education/learning/Procedure%20Attachments/Safe,%20Supportive%20and%20Disciplined%20School%20Environment/safe-supportive-disciplined-school-environment.pdf">http://ppr.det.qld.gov.au/education/learning/Procedure%20Attachments/Safe,%20Supportive%20and%20Disciplined%20School%20Environment/safe-supportive-disciplined-school-environment.pdf</a>			

### Rationale

*All students at Kuranda District State College are required to commit themselves to actively participate and engage in their school work to the best of their ability. The key focus is on learning and it is essential for individuals to achieve their best and for classes and activities to run effectively for all participants.*

### Implementation of Policy

**Maintaining Good Standing requires the following:**

- A minimum attendance of 85% or above **throughout the year.**
- Genuine participation in learning
- Completing all set assessments, course work, practicals and competencies, etc.
- Completing work for classes missed due to absence for any reason
- Acting in compliance with the behaviour and uniform expectations of the College.

### Student Responsibility

1. Students take responsibility for their own attendance. Attendance data will be communicated to students on a regular basis.
2. Seek support from teachers, teacher aides, heads of department, guidance officer, deputy principal, principal or the well-being team as required.
3. Maintain satisfactory progress in all subjects studied, including catching up with work that has been missed during absences.
4. Maintain lines of communication by attending parades, reading the school newsletter and listening to student notices.
5. Seek extensions for work completion with the relevant teacher in a timely manner.
6. Follow the behaviour expectations of the College as documented in the Student Code of Conduct (2020).
7. Ensure on-going compliance with the Kuranda District State College - Uniform and Mobile Phone Policies.





#### Parent or Carer Responsibility

8. Ensure that their child is at school on every day possible (see Education (General Provisions) Act 2006).
9. Parents or carers should notify the school for any absences and provide a reasonable explanation for their child's absence from school.
10. Keep documentation for all absences. This includes medical certificates; excursion forms, etc. in the event that they are needed for an appeal.
11. Ensure that their child is appropriately dressed and presentable for school (see Kuranda District State College – Uniform Policy).

#### College Staff Responsibility

12. Support students and their families to remedy any issues that may affect their child's Good Standing.

#### Loss of Good Standing

Loss of Good Standing may lead to the following consequences:

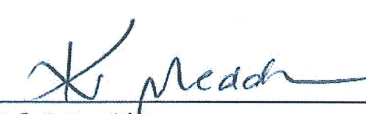
- Being unable to represent the College at representative sport, community events, school-based initiatives, or events including, but not limited to, TCN athletics, cheerleading and NAIDOC touch football competition.
- Attending events such as, but not limited to, Year 12 Graduation, school camps, and incursions or excursions.
- Ineligible to be nominated for a school leadership position.
- Review of enrolment which may result in cancellation of enrolment, with recommendations for alternative education/training programmes (student who is 16 years of age or older).

In order to be considered for participation or representation at an internal or external event the following criteria needs to be met by the student:

- Maintain a minimum attendance rate of 85% **throughout the year**.
- No suspensions or major incidences recorded against the student for a minimum of 5 weeks before the event.
- 100% compliance with the mobile phone and uniform policy a minimum of 5 weeks before the event.
- There is no outstanding assessment or school work required by a staff member.

  
College Principal

Date: 3/2/22

  
P & C President

Date: 3.2.22

G:Coredata/Admin/14. Strategic/2022





## Uniform Policy

Commencement	January 2022	Review	June 2022
Year Levels	Prep – Year 12		
<b>Related Policy &amp; Resources</b>			
Provision of School Uniforms and Representative Sports Uniforms and Accessories Standards Factsheet: <a href="https://intranet.qed.qld.gov.au/Services/Procurement_Purchasing/Supplyarrangements/Documents/DET78764-sun-safe-uniforms.pdf#search=uniform%20policy">https://intranet.qed.qld.gov.au/Services/Procurement_Purchasing/Supplyarrangements/Documents/DET78764-sun-safe-uniforms.pdf#search=uniform%20policy</a>			
Student Dress Code Policy (All State Schools): <a href="http://ppr.det.qld.gov.au/education/management/Procedure%20Attachments/Student%20Dress%20Code/student-dress-code.pdf">http://ppr.det.qld.gov.au/education/management/Procedure%20Attachments/Student%20Dress%20Code/student-dress-code.pdf</a>			

### Implementation of Policy

1. It is the responsibility of parents or carers to ensure their child is appropriately dressed for school in accordance with the uniform standards and expectations contained in this policy.

### School Shirt

2. A student must wear a Kuranda District State College school shirt or senior shirt.
  - 2.1 Students must not wear different shirts or long-sleeved shirts under or over their school shirt. The only exception to this is a plain black or dark green thermal shirts during winter (Term 2 & Term 3)

### Shorts, Skirt, Skort, Dress and Leggings

3. A student must wear one of the following: black shorts, a skirt or a skort with their school shirt.
  - 3.1 No patterns or other colours on the shorts, skirt or skort.
  - 3.2 The length of the shorts, skirt or skort should be an appropriate length and cover at least half of a student's thighs.
4. Black leggings/gym tights can only be worn if worn with a second layer of clothing such as shorts, a skirt or a skort.
  - 4.1 No patterns or other colours to be obvious on the leggings. For example, no striped leggings with alternating colours.
  - 4.2 Leggings/gym tights should be in good working order. No deliberate tears, etc.
5. Blue jeans are not permitted to be worn.
  - 5.1 Black jeans may be worn in the winter months (term 2 and term 3).
6. The school dress may be worn by primary students all year round.

### Socks and shoes





7. Only white or black socks are to be worn.
8. Closed, flat shoes are to be worn by students at all times.
  - 8.1 Low or high boots are not permitted.
  - 8.2 Sandals and thongs are not permitted unless there is a medical reason that requires a student to wear sandals or thongs. A letter from a parent or doctor will be required.

#### **Make up, Nail Polish, Jewellery and Hair**

9. Subtle, natural looking make up may be worn at school (Years 7 – 12 only).
  - 9.1 Bright and/or bold make up is not permitted unless for a school event or curriculum initiative (i.e. drama production, cheerleading, etc.).
  - 9.2 Make up for Prep – Year 6 students may not be worn unless for a curriculum related activity.
10. Only clear nail polish is permitted.
11. Dark green, white or black hair accessories are encouraged.
12. Only stud or sleeper earrings may be worn.
  - 12.1 Hoop earrings or large coloured earrings are not permitted to be worn unless for a school event or curriculum initiative.
  - 12.2 Brow, nose or any other type of facial jewellery are discouraged, but if they exist, students and parents acknowledge that in certain instances, WHS requirements may require them to be covered or removed
  - 12.3 The school will not be held liable for any injury sustained by a student for non-compliance with section 12.1 or 12.2.
13. KDSC encourages natural hair colour

#### **Hats and Beanies**

14. The College bucket hat is to be worn. All hats must be removed when in the classroom.
  - 14.1 Where a family is still to purchase the school hat, only a black or dark green broad brim or bucket hat is permitted as a temporary substitute.
  - 14.2 **Caps are not permitted to be worn at school.**
15. Only black or dark green beanies may be worn in winter

#### **Winter uniform considerations**

16. The College dark green jumper is to be worn.
  - 16.1 Where a family is still to purchase the College jumper, only a black or dark green plain jumper is permitted as a temporary substitute.
  - 16.2 **Flannelette overshirts are not to be worn at school.**
17. Sporting jerseys are not permitted to be worn (except on sanctioned days).
18. A scarf can be worn but it must be black or dark green.
19. Undershirts can be worn but must be black or dark green (see 2.1).
20. Gloves can be worn but they should be black or dark green.





21. Only black stockings can be worn but they should be in good working order with no deliberate tears, etc. (see section 4)

#### Procedures for non-compliance

##### General Procedures

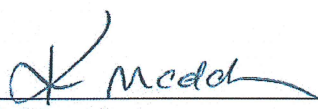
22. Students who are out of uniform will be directed to report to the office for a uniform slip.
23. A student who is not appropriately dressed for school will be loaned spare uniform items wherever possible and pending availability.
24. Parents or carers who do not have the financial means to provide their child a school uniform should meet with a member of the school leadership team (principal, deputy principals or head of student services) to discuss how the school can support the student and family.
25. If a student is wearing inappropriate jewellery they will be requested to remove the item and either store it in their school bag or hand it into the office for collection after school.
26. A student will be requested to remove inappropriate make up or nail polish with the school providing support and materials to do so.
27. Uniform breach data is collected in IDAttend (section 22)
28. Any uniform items loaned to students (section 23) and/or items that contravene the uniform policy that are handed in (section 25), will be logged on IDAttend
29. Whenever corrective action is taken, parents or carers will be notified by letter (see Appendix 1), email or a phone call if their child was not appropriately dressed or presentable for school in accordance with the Uniform policy (see section 1).

##### Persistent or Belligerent Non-compliance with the Uniform Policy

30. Where a student has received support to ensure compliance with this policy, but who demonstrates an on-going non-compliance, formal lunch and/or after school detentions will be issued in consultation with the parent or carer in every instance.
31. Non-compliance will affect a student's good standing (see Good Standing Policy).

  
College Principal

Date: 3/2/22

  
P & C President

Date: 3.2.22





## Student Mobile Phone Policy

Commencement	January 2022	Review	June 2022
Year Levels	Prep – Year 12		
Related Policy			
Safe, Supportive and Disciplined School Environment Policy: <a href="http://ppr.det.qld.gov.au/education/learning/Pages/Safe,-Supportive-and-Disciplined-School-Environment.aspx">http://ppr.det.qld.gov.au/education/learning/Pages/Safe,-Supportive-and-Disciplined-School-Environment.aspx</a>			

### Rationale

*At Kuranda District State College all students have a right to feel safe and supported when at school. All students also have a right to a quality education free from distraction. With a strong focus on student learning, and academic and personal achievement, this policy restricts the use of mobile phones to ensure a conducive learning environment that promotes a strong focus on teaching, learning and student engagement.*

### Implementation of Policy – Whole College

1. Mobile phones are banned from use during school hours when a student (P-10) is in the care of Kuranda District State College staff:
  - 1.1 For the purpose of this policy school hours are defined as being from 8:45am until 2:35pm
  - 1.2 The only exception to section 1 is when a student has been explicitly provided instructions by a teacher or member of staff to utilise their phone for educational purposes (see point 9 – 9.4 for students in **Yr11&12 only**)
  - 1.3 ***Mobile phones will not be used during lunch times for any purpose***
2. Parents/carers and students are both responsible for the correct use of a student's mobile phone. Parents or carers are primarily responsible for educating their own child about their digital footprint and the possible police action that could be taken for inappropriate use.
3. Kuranda District State College waives all responsibility for any loss, theft, damage or vandalism of a student's mobile phone if a phone is brought onto school grounds
4. Students are permitted to use administration phones when on school grounds to contact their parents or carers in the case of an emergency
5. Mobile phones must not be used to bypass school procedures in relation to school-parent contact. Parents/carers must contact the front office to pass on any messages to their child
6. If a student requires a mobile phone due to a serious medical condition, exemption from this policy can be sought through the Principal

### Implementation of Policy – Primary (P-6)

7. Mobile phones are banned on the Primary campus:
  - 7.1 Any P-6 students bringing a mobile phone to school must hand it in at the Primary office on arrival before school, where it is to be held and collected at the end of the school day





#### Implementation of Policy – Junior Secondary (7-10)

8. If a student in Yr7-10 brings a mobile phone to school, he or she does so at their own risk. Mobile phones must always:
- 8.1 Be handed into the office on arrival before 8:45am, for collection at 2:35pm, OR
  - 8.2 Remain switched off and out of sight between the hours of 8:45am and 2:35pm, including lunch breaks

#### Implementation of Policy - Junior Secondary (11&12)

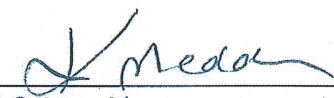
9. If a student in Yr11&12 brings a mobile phone to school, he or she does so at their own risk. Mobile phones must always:
- 9.1 Be handed into the office on arrival before 8:45am, for collection at 2:35pm, OR
  - 9.2 Remain switched off and out of sight between the hours of 8:45am and 2:35pm, including lunch breaks
  - 9.3 Phones will only be used and visible when permitted and directed by a Yr11&12 classroom teacher in an educational context
  - 9.4 This will be rescinded by the teacher at any time if the phone use is deemed inappropriate and/or interferes with teaching, learning, or the wellbeing of other students

#### Procedures for Non-compliance – Whole College

10. A student who is found in breach of the above (sections 1 – 9) will be directed by the staff member to hand their phone in at the office
11. The student will be instructed that the phone will be logged with IDAttend, they will be issued a receipt for collection, and the phone will be held securely in the office to be collected at the end of the school day
- 11.1 A warning will be issued to the student for a first and second non-compliance with policy, recorded on OneSchool and a letter sent home (see Appendix 1)
  - 11.2 After three official warnings the student's phone will be temporarily retained at the office for collection by their parents and a letter sent home (see Appendix 2)
12. In the instance that a student is non-compliant with section 11, a member of the leadership team will assist in the matter
- 12.1 Where a leadership team member has been called to intervene, the member of the leadership team will re-iterate the directive (see 11) and consequences administered for the failure to follow staff direction
  - 12.2 Ongoing, persistent and/or deliberate non-compliant behaviour in sections 10-12 may result in a Student Disciplinary Absence (SDA)

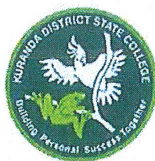
  
College Principal

Date: 3/2/22

  
P & C President

Date: 3.2.22





## Truancy Policy

Commencement	January 2022	Review	June 2022
Year Levels	Year 5 – Year 12		
<b>Related Policies and Information</b>			
Education (General Provisions) Act 2006: <a href="https://www.legislation.qld.gov.au/view/pdf/2007-11-02/act-2006-039">https://www.legislation.qld.gov.au/view/pdf/2007-11-02/act-2006-039</a>			
Safe, Supportive and Disciplined School Environment: <a href="http://ppr.det.qld.gov.au/education/learning/Procedure%20Attachments/Safe,%20Supportive%20and%20Disciplined%20School%20Environment/safe-supportive-disciplined-school-environment.pdf">http://ppr.det.qld.gov.au/education/learning/Procedure%20Attachments/Safe,%20Supportive%20and%20Disciplined%20School%20Environment/safe-supportive-disciplined-school-environment.pdf</a>			

### Rationale

There are three main reasons that necessitate this policy:


- When a student is not in class they are not learning.
- When a student is not where they should be, this becomes a significant safety concern for the student.
- Students who truant place an unacceptable strain on human resources when they are not where they should be. Often there will be several adults looking for the student(s) if they have not presented to their scheduled class.

### Implementation of Policy

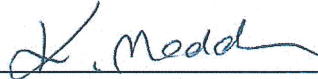
- Truancy is defined as a student not attending their scheduled class and they do not have permission to be in another location on or off school grounds while in the care of Kuranda District State College staff during school hours.
- A student is required to attend the scheduled class they are enrolled in.
- A student must have permission from College staff to be in an alternative location to their usually scheduled class or activity.

### Procedures for Non-compliance

- A student will be redirected to class in every instance that they are not in the correct location.
  - A student's refusal to follow reasonable instruction given to them by College staff that see them continue to truant a lesson will result in a formal lunch detention and this will be discussed with the student's parent or carer.
  - Students who truant class and who have left school grounds (or who are located in the surrounding agricultural or forest areas) will be given an after-school detention and this will be discussed with the student's parent or carer.
- All truancy violations and subsequent detentions will be recorded in IDAttend.
- When a student has received two warnings, on the third occasion of truanting from a class, the student may receive a Student Disciplinary Absence (SDA).
- Students in Year 11 & 12 are in the post-compulsory phase of schooling. Truancy amongst Year 11 & 12 students constitutes a failure to engage with the Senior Phase of learning and may put students at risk of Cancellation of Enrolment (COE).

  
College/Principal

Date: 3/2/22

  
P & C President

Date: 3.2.22  
G:Coredata/Admin/14. Strategic/2022