

MONTO STATE HIGH SCHOOL

PROSPECTUS 2023



*Adopt the Positive - Strive for Excellence –
Seek Improvement – Be A Success*

Our School Community

Monto is a rural community based on a variety of primary production businesses, including cropping, piggeries, dairy farming and beef grazing.

Monto State High School is very much a school of the community. By attending Monto State High School, students are able to continue to enjoy the security of family life with a caring extended environment. Student numbers enable each child to be recognised as an individual by the whole school community. Involvement by both students and citizens in community activities provides a support network for students that comprises more than the immediate family and school.

Approximately two-thirds of the student body travel to school by bus from outlying farms and country properties. Without this extensive bus service, many students would not be able to access the advantages of Monto State High School. The alternatives would be either Distance Education or Private Boarding Schools.

Students are involved in community service through the local MICE (Monto Instrumental Community Ensemble), the Ridgehaven Retirement Complex, ANZAC Day marches and ceremonies, charity fund raising, art expos, public speaking events and the local Youth Centre.

The community of Monto readily promote, support and embrace student and school activities. These include Cattle Club, Theatre Restaurants, Swimming, Athletics and Cross Country Carnivals, Instrumental Music Recitals, just to name a few. The student body demonstrates an enthusiasm for being involved in extra curricula activities in the community and within the school. The Student population enables a nurturing environment, which further encourages students to become involved in any event, that interests them.

Our School

The school is a Band 8 High School with an enrolment of approximately 190 students. These students are drawn from five feeder schools.

Monto is a standalone school, which consists of the Junior school Grades 7-9 and Senior School Grades 10-12. As such many of our classes are well below the size set as upper limits by Education Queensland.

The school is situated in the second largest area of school grounds in Queensland. It has an extensive farm for horticultural and agricultural production. The farm has beef cattle, small cropping, hay farming, poultry and honey bees.

Our facilities include a Science Laboratory, Resource Centre, Drama Barn and a well-equipped Hospitality kitchen. Monto State High School also has an impressive Trade Training Centre, which includes Engineering, Construction and Automotive Equipment.

We have a full size oval, indoor sports hall with basketball, netball and volleyball courts as well as nearby access to tennis courts, swimming pool and other sports facilities.

The school has developed very strong ties within the broader community. The business community actively supports the school and its students through various projects. This is seen through work experience programs as well as school based traineeships and apprenticeships.



Our School Workforce

Monto State High School boasts a dedicated workforce, who take pride in the school and strive to create a productive environment to ensure every student has the opportunity to achieve a high standard of educational outcomes.

Our experienced teaching staff provide ongoing support to students and are able to take advantage of the higher than average teacher/student ratio to provide individual tuition. Committed to life-long learning, a culture of striving for excellence, adopting the positive, seeking improvement and being a success is instilled throughout the school community.

Our highly committed and motivated non-teaching team consisting of Administration Staff, Teacher Aides, Cleaners and School Officers reinforces our school.

Additional services are also available to students by our Special Support Staff Team. This is made up of:

- Guidance Officer
- Work/industry placement & School Based Traineeships Officer
- Special Education Class staff
- School Based Nurse

School Philosophy

Monto State High School... inspiring all members of the school community to be smart, respectful, healthy and responsible and to achieve their personal best.

School Insignia



Monto State High School Motto

"Labor Omnia Vincit"
("Labour (work) Conquers All")

The badge itself has two symbols, which are readily associated with academic achievement.

School Colours: Green and White

Sports Houses: Cook (Orange)

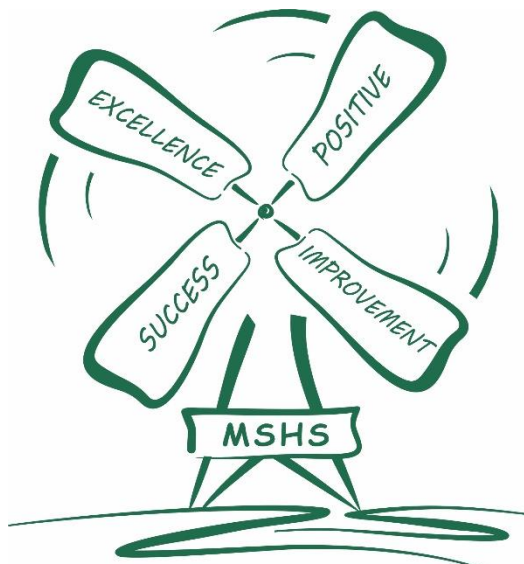
Russell (Purple)

Values and Beliefs Statement

This school community values:

- the uniqueness of individuals,
- the contribution of all individuals,
- independence,
- achievement of personal best
- respect for self
- respect for others,
- respect for the environment,
- leadership and
- initiative.

These Values and Beliefs are fostered through our School Values of:



Adopt the Positive - Strive for Excellence - Seek Improvement – Be A Success

Code of Behaviour

Monto State High School aims to inspire all members of the school community to be smart, respectful, healthy and responsible and to achieve their personal best.

In support of this, we expect the members of the school community to conduct themselves in a lawful, ethical, safe and responsible manner that recognises and respects the rights of others. These expectations not only promote the rights of students to learn and teachers to instruct, but also promote the pervasive benefits of a school that has pride in itself, its achievements and its image.

Our Behaviour Policy

- This policy is based on the belief that all behaviour is purposeful and that everyone is responsible and accountable for his/her behaviour.
- Our school recognises the worth of all individuals and supports all students in their efforts to derive the benefits of a broad education.
- Misbehaviour should be measured in terms of the way it has impacted upon relationships in the school and each incident can be seen as an opportunity for learning and growth.
- Our role is to help all members of the school community to live more respectful, purposeful lives, to develop student's integrity and compassion, and lay foundations for a safe and caring school community. We strive to promote the ideals of co-operation, self-respect, respect for and tolerance of others.
- Behaviour development is the responsibility of all members of the school community including students, teachers, administration, support staff and parents.

Our shared beliefs and values about behaviour and learning are as follows:

Our Responsible Behaviour Policy is grounded on our Statement of Purpose and promotes Learning Behaviour - Involving the development of:

- Success skills at school.
- Healthy attitudes and behaviours.
- Positive relationships with others.
- Personal attitudes and behaviours that are positive, resourceful and resilient.

- The relationships in this school are based on respect for each other and each other's property.
- All members of the school community and its visitors have the right to feel respected and valued at school. This allows all members to operate and achieve effectively in various roles they play in the life of the school, whether in learning, teaching or support. In a respectful school, everybody is somebody.
- Respect also involves physical environment of the school. The respect for and maintenance of a quality environment supports pride and high standards of responsible behaviour.
- Using manners when dealing with teachers, adults and other students in the school.
- Wearing our school uniform with pride.
- Adhering to our global expectations and values.

Responsible behaviour

- We aim to develop practices that heighten a young person's learning from behaviours or incidents that have impacted on others and damaged quality learning relationships.
- We recognise that the way we speak, and the words we use, have great power to discourage or to inspire. We aim to promote personal responsibility and respect to replace shaming and blaming.
- Individual rights can only be maintained through individual responsibility and acceptance of a common code of behaviour. Recognizing the life lessons in our daily challenges helps us to cultivate character in ourselves and others. When we have the humility and confidence to learn from our mistakes, every stumbling block becomes a stepping stone.
- All students will be made aware of and provided with an explanation of the School's Responsible Behaviour Policy as part of regular Year Level/School assemblies and classroom activities. Students will then be responsible for their own actions and decisions.
- The rights of students, parents and teachers to discuss, clarify and inform the rules/policies of the school in the appropriate forum will be respected in a respectful school.
- Those who reject school rules and expectations devalue and restrict their own rights and privileges.

Expectations

Monto State High School expects students to:

- Participate actively in the school's education program.
- Take responsibility for their own behaviour and learning.
- Demonstrate respect for themselves, other members of the school community and the school environment.
- Behave in a manner that respects the rights of others, including the right to learn.
- Cooperate with staff and others in authority.

Parents of students at Monto State High School have a responsibility to:

- attend open evenings for parents
- let the school know if there are any problems that may affect their child's ability to learn
- inform school of reason for any absence
- treat school staff with respect and tolerance
- support the authority and discipline of the school enabling their child to achieve maturity, self-discipline and self-control
- abide by school's policy regarding access to school grounds before, during and after school hours.



Monto State High school has the responsibility to:

- develop each individual student's talent as fully as possible
- inform parents and carers regularly about how their children are progressing
- inform students, parents and carers about what the teachers aim to teach the students each term
- teach effectively and to set the highest standards in work and behaviour
- take reasonable steps to ensure the safety, happiness and self-confidence of all students
- be open and welcoming at all reasonable times and offer opportunities for parents and carers to become involved in the school community
- clearly articulate the school's expectations regarding the responsible behaviour plan for students and the school's dress code policy
- ensure that the parent is aware of the school's record-keeping policy including the completion of an exit checklist should the student enrol at another school
- set, mark and monitor homework regularly in keeping with the school's homework policy
- contact parents and carers as soon as is possible if the school is concerned about the child's school work, behaviour, attendance or punctuality
- deal with complaints in an open, fair and transparent manner
- consult parents on any major issues affecting students
- treat students and parents with respect and tolerance.

The School Year

Re-opening - All students are required to attend from Monday 23rd January 2023.

School Terms 2022	School Holidays 2022	Public Holidays 2022
Term 1 Mon 23 th Jan – Fri 31 st Mar	Term 1 1 st Apr – 16 th Apr	Australia Day: Thurs 26 th Jan Good Friday: Fri 7 th Apr Easter Monday: Mon 10 th Apr ANZAC Day: Tues 25 th Apr Labour Day: Mon 1 st May Show Holiday: Wed 16 th Aug Pupil Free Day: Fri 1 st Sept King's Birthday: TBA
Term 2 Mon 17 th Apr – Fri 23 rd Jun	Term 2 24 th Jun – 9 th Jul	
Term 3 Mon 10 th Jul – Fri 15 th Sep	Term 3 16 th Sep – 2 nd Oct	
Term 4 Tue 3 rd Oct – Fri 8 th Dec	Term 4 9 th Dec – 21 st Jan	
Year 12 finish: 17 th Nov Year 10 & 11 finish: 24 th Nov		

School Calendar

A School Calendar is published in the newsletter and is regularly updated. This information can also be accessed via QParents. All cultural and sporting events, celebrations, camps, parent-teacher meetings and field trips are listed on this calendar.

Daily Bell & Class Times – 2023

TIME	Duration	LESSON
8.45am		Warning Bell
8.50am – 9.00am	10 minutes	Monday – Whole School Parade Thursday – Year Level Parade Tuesday, Wednesday, Friday - Form Class
9am – 10.10am	70 minutes	Lesson 1
10.10am – 10.20am	10 minutes	First Break
10.20am – 11.30am	70 minutes	Lesson 2
11.30am – 12.10am	40 minutes	Second Break
12.10pm – 1.20pm	70 minutes	Lesson 3
1.20pm – 1.50pm	30 minutes	Third Break
1.50pm – 3.00pm	70 minutes	Lesson 4

School Routine

- In the mornings at first bell, students are to prepare books and equipment for all lessons until First Break. No one should have to go to port racks during lessons.
- Students will line up outside their classrooms at the beginning of each period.
- After lunch, second bell means that students will prepare for the afternoon lesson and they must be lined up outside their classrooms.
- Students must be punctual for all lessons and assemblies.

General Information

Change of Address

If at any time you change your address, phone number or emergency contacts please report this change to the office. Alternatively, this information can be updated via the QParents site. This information is necessary so that official records can be kept up to date.

Email Address

Email is an efficient way for administration and teachers to keep Parents informed and up to date with school happenings and events. Please update email details with the school administration and you will be placed on our parent email groups.

Valuables

These may be left at the Administration Office.

Mobile Phones

Mobile phones are not permitted at Monto State High School. Students may hand their phones into the office of a morning and collect them from the office after school in the afternoon. If any student needs to contact their parents/carer they may come to the office and administration staff will assist them.

Lost Property

All personal property should be marked clearly with the owner's name. Students are held responsible for their own personal possessions. Any valuable items or large sums of money should be handed in at the office for safe keeping. Any items that are found left around the school are brought up to the office by staff or students. The lost property box is accessible to students at the front Administration Office.

Behaviour On Buses

Students are expected to maintain the highest behavioural standards on school buses. Students must obey lawful instructions given by drivers in charge of buses.

Bicycles

Bicycles are to be left in the racks in the designated areas. To observe the safety of all concerned, students must not ride their bicycles in the school grounds at any time. During the day the bicycle racks are out-of-bounds to all students.

Cyclists are required by law to wear a bike helmet.

Tuckshop

The tuckshop opens every day at both recesses. The tuckshop is staffed by a Convenor and volunteer workers. Parents are asked to assist in the tuckshop if possible.

Parents & Citizens' Association

This Association meets on the third Tuesday of each month, in the School Library, which is located at the top of A Block. All parents and other interested citizens are invited to attend. It is hoped that all parents will consider it their duty to become active members of the Association.

Pastoral Care

Student Support

A Special Education class operates within the school to assist with and develop provision for students with special educational needs. Support is also given to students with learning difficulty within the classroom setting and when required on an individual basis.

School Based Youth Health Nurse

Monto State High School has available a Queensland Health School Based Youth Health Nurse (SBYHN). Our nurse is available for appointments or consultation Friday's or every second Thursday. Her focus is on preventative health for young people and provides:

- a confidential health service
- health information to students, teachers and the school community
- intervention and links to other services as required.

Year Level Co-ordinator

A year level co-ordinator of all grades is available to both students and parents for any student's social, academic or behavioural concerns. This is a personal approach to make our students comfortable within their own cohorts. Overseeing our year levels is the Head of Department (HOD) of Junior Secondary (Years 7-9) and Senior Schooling (Years 10-12).

Guidance Officer

The Guidance Officer is able to assist all students to cope with developmental concerns as they arise at school. She aims to:

- facilitate the student's educational progress in the school and the planning of future education,

- assist students to make realistic career decisions based on understanding of self and knowledge of the world of work, and
- Assist students to resolve concerns about relationships with peers, family and school personnel.

School Procedures

Absence, Arrival and Departure Guidelines

- All student absences must be explained by parents or carers by calling the Administration Office, email, sms or QParents.
- Letters asking permission to be excused for dental or medical appointments must be presented to the office before school.
- No student will leave the school grounds for any reason during school hours without first obtaining permission from Administration and signing out on the register.
- Lunch passes are not permitted.
- Students who arrive late must report to the office, to sign in and explain the reason for the lateness.
- Have regard for Road Safety at all times. Do not create traffic hazards or act thoughtlessly on the road. Ride on bike paths or roads at all times and cross at marked crossings. Students must wear bike helmets when riding bicycles.
- Students, who wish to travel in another student's /person's vehicle to or from school and/or during school hours, need to complete the drivers' permission letter which has been signed by the driving students parent/guardian as well as the passenger students parent/guardian.
- Students should not attend school before 8am in the morning. There is no supervision staff to administer first aid should an accident occur.

Attendance Guidelines

Attendance at all classes is compulsory for all students in all year levels unless:

- Students have a medical certificate and/or a notification has been provided from the parent/guardian with an acceptable reason exempting them from P.E./Sport.
- Students are ill and have the permission of the Principal to be in sick bay or to go home.
- Students have produced a note to attend appointments.
- It is the responsibility of all students to attend form class meetings and full Parades.
- The Principal does not have the legal right to authorise absence from school for other reasons.

Staff Rooms

Staff rooms are out of bounds to all students.

Buildings, Grounds and Equipment Guidelines

- There is to be no eating or drinking on the verandas and they should remain clear at break times.
- Entering classrooms at any time during breaks or before and after school is only with permission.
- Students are not permitted to have chewing/bubble gum at school.
- All school equipment must be utilised correctly.
- Climbing onto roofs, tank stands, etc, is strictly prohibited.

Interviews

Interviews may be sought with the Principal and members of the teaching staff. Except in an emergency, an **appointment SHOULD ALWAYS be made**. If you wish to interview teachers or members of the administration on a specific topic, for instance your child's progress, behaviour, etc., please outline the

problem when you are making the appointment. This allows time to gather relevant information about the problem.

The Guidance Officer and Principal will arrange several meetings to discuss course selection, tertiary entrance and other relevant matters. Ample notice of such meetings will be given in school newsletters and parents are urged to attend.

Curriculum

Monto State High school offers a comprehensive curriculum aimed at providing students with pathways to their post-school options. We understand and cater for different student needs and outcomes.

Junior Secondary

Our approach to Junior Secondary phase of learning recognises the distinct characteristics of the developmental stage of early-middle adolescence. The development of our Junior Secondary school and its continual improvement is based on our evolving understanding of the adolescent learner – their emotions, their vulnerable, malleable and developing brain, their need for a sense of belonging and the value of their friendships.

We see adolescence as a time of opportunity rather than a time of turmoil and that each of our young adolescents have the capacity to develop skills and attitudes to be life-long learners in our rapidly changing world and to be optimally prepared for their senior phase of learning,

Monto State High School is committed to fostering pathways to success for young adolescent learners. We acknowledge the specific needs that Junior Secondary students have and work towards proactively addressing them so that students are empowered to make positive contributions to our school and community.

At Monto SHS our Junior curriculum meets the requirements of and aligns to the Australia National Curriculum. We offer a range of subjects across the eight learning areas. In Years 7 and 8 students are required to study the following core subjects, English, Mathematics, Science, Humanities, HPE, LOTE (Japanese), Drama, Art, Industrial Technologies and Design, Food-Design and Technologies, Agriculture Science. Students in Year 9 and 10 study the core subjects of English, Mathematics, Science, History and HPE. They then choose to elective subjects from the lines offered. These include, Art, Agricultural Science, Food Design and Technology, Industrial Technology and Design, Drama and Business Studies.

Senior Secondary

At Monto State High School, our Senior curriculum program provides a variety of opportunities for students while catering to individual schools' contexts, resources, students' pathways and community expectations.

Students in Senior Studies select a pathway of being ATAR eligible (tertiary entrance) and/or QCE pathway (vocational entrance). Before students are enrolled in subjects they are interviewed by the Guidance Officer or Head of Department Senior Schooling to ensure they are making informed decisions about their future study and post-school pathway.



Year 11 and 12 students are able to select one option from each line.

Line	QCCA General Subjects	Applied Subjects
Line One	English	Applied English
Line Two	General Maths Mathematical Methods	Essential Maths
Line Three	Chemistry	Business Studies Furnishing Studies
Line Four	Biology Visual Art	Visual Arts in Practice Agricultural Practices
Line Five	Physical Education Ancient History	Industrial Technology Skills
Line Six	Drama Agricultural Science	Hospitality Practices Sport and Recreation

All students from Year 7-12 engage in a lesson of Wellbeing per week, Learning and Wellbeing are inextricably linked. Students learn best when their wellbeing is optimised and they develop a strong sense of wellbeing when they experience success in learning.

Monto SHS provides an inclusive environment that nurtures the wellbeing of all. Our Wellbeing program aims to create and shape resilient, healthy and confident, lifelong learners who can respond to and navigate positively in an ever changing and complex world, pursuing passions with confidence and success.

Our program is proactive and is strengths and researched based. The collection of relevant and pertinent data informs future direction of the program. Through reflective practice, collaborative planning and professional learning, staff aim to create a program, which is tailored, customised and personalised to ensure the specific wellbeing needs of our students are met.

Homework

A guide to the amount of time you should spend on homework is as follows:

Years 7-9: Could be up to but generally not more than 5 hours per week.

Years 10-12: The amount of time devoted to homework and independent study will vary according to the student's learning needs and individual program of learning, determined through their Senior Education and Training (SET) Plan. As an example past successful students with an academic program have spent the following time: YEAR 10-12: 2 – 3 hours each week night. It is important for students to discipline themselves to make up during the weekend any homework/study time lost in the week.

Reporting to Parents

School reports are issued at the following times:

- **Years 7, 8, 9, 10 and 11** - Full Reports will be issued at the end of Semesters 1 and 2. A parent teacher interview and interim report will take place after term 1.
- **Year 12** - Full Reports will be issued at the end of Semester 1. At the completion of year 12 students receive their certificates from the Queensland Curriculum Assessment Authority.

Parents who wish to check on their student's progress, may request a report from the Year Level Coordinators. As reports take some time to collate, please give the school two days' notice. If you wish to discuss a report, please make the necessary appointments with the office.

The school holds two formal Teacher/Parent Interview Nights each year. Invitations to attend are issued well in advance.

Learning

The school features a truly inclusive model of practice. Students associated with the Special Needs class are involved in all facets of school life including work industry placements and school based traineeships and apprenticeships.

An individual approach is applied to all students who are seen as being at risk of not completing school or not being able to fully engage in curriculum activities. The feature of these programs is the close link with parents of those students at risk.

Apart from a wide variety of subjects aimed at the academic pathways, the school attempts to outfit students for life-long learning and employment through Work Experience Programs for Years 10, 11, and 12; Work Industry placement for Years 11 and 12 and School-Based Traineeships & Apprenticeships. All of these programs complement the Vocational Education subjects that are offered during the senior years of study. Academic achievement is more than satisfactory with almost all ATAR students achieving their first choice for tertiary study. The majority of non-ATAR students obtain employment/traineeships/apprenticeships – often through the work experience program or work industry placement scheme.

School-Based Traineeships & Apprenticeships (SAT's)

Monto State High School is actively involved with schemes to promote, guide and monitor students who participate in the school-based traineeship and apprenticeship program. The school has a high achievement record with a number of senior students participating in school-based traineeships and apprenticeships.

School-based traineeships and apprenticeships allow students to study for their Queensland Certificate of Education or equivalent, while undertaking government approved accredited training qualifications as paid employees. The qualification or competencies completed during the school based traineeship or apprenticeship can be recorded on the Queensland Certificate of Education and will be recognised wherever the student goes in Australia.

Resource Centre

The Resource Centre is an integral part of the education process at Monto State High School. It offers a support system to teachers and is a place of learning and activity for students. Students are encouraged to make use of its holdings - print, audio and visual - in class time under teachers' supervision, and during lunch time.

Educational Excursions

Educational excursions are organised for students throughout the year in a number of their subject areas. Students who show that they have not accepted the school's Code of Behaviour will not be permitted to participate in these excursions.

Instrumental Music Program

Monto State High School offers a comprehensive Instrumental Music Program which consists of one half hour lesson per week as well as ensemble practice. Tuition is given in small groups and lesson times are rotated to ensure students are not missing the same classroom lesson each week.



Health and Safety

Accidents

Should an accident occur during school hours, every effort will be made to contact parents/guardian. Should the school be unable to contact parents/guardians, the school will make arrangements for the treatment of the student.

Should you require any specific arrangements (eg. treatment by your doctor) you should make such requests on enrolment, or by letter addressed to the Principal.

Medication

The school cannot administer any medication without a health professional prescription. The medication must contain a pharmacy label specifying the time of treatment and the dosage. This includes over the counter medication such as Panadol and Nurofen.

First Aid And Illness

Since we are unable to look after sick children at school, parents are requested not to send students who are already unwell.

Students who are injured or become unwell at school will be sent home if there is a parent or other adult at home able to care for them. Medical opinion may be sought or an ambulance called if parents cannot be contacted, so it is imperative that the information on the student's admission forms be updated regularly (especially addresses, telephone numbers and name of preferred doctor).

Insurance

The school does not carry insurance policies against injury to students. This is a parental responsibility.

General Safety

Departmental and Industrial Safety Regulations require all students in Science laboratories, Manual Arts and Home Economics lessons to wear enclosed shoes at all times. Regulations state that students not complying will be excluded from the workshop areas and required to do subject-related work.

Guidelines for Safety in the Grounds

Because of the risk of major injury in accidents the following are forbidden:

Running and pushing or boisterous behaviour -

- (a) on the asphalt parade area
- (b) under any building
- (c) under the covered ways
- (d) on any concreted/asphalted area other than games courts
- (e) on verandas and staircases
- (f) in toilet blocks.

SPECIAL NOTES:

1. Because of the risk of injury, students are asked to be careful on verandas.
2. Special care is required in wet weather.
3. Unsupervised contact sports are not allowed.
4. Students are not permitted to sit on port racks.

Guidelines for Safety in the Classrooms

Special rooms and areas of the school, and classes such as Physical Education, Health Fitness and Recreation, Art, Science, Manual Arts, Agriculture and Home Economics, have special rules for safety. Breach of these will be considered as unacceptable behaviour. Students should observe safety procedures in all classrooms.

Sun Safety

The school operates a Sun Safety Policy which means that for all outdoor activities students must wear broad-brimmed hats. This includes outside lessons, excursions and recess times. Sunscreen cream is provided and is always available to students prior to P.E. lessons, at the pool and at the school office.

