

# EVERYONE WELCOME

Our Lady of the Way



An All You Need to Know Guide

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## PRINCIPAL'S WELCOME

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Welcome to the Our Lady of the Way school community. This guide has been designed to provide you with some information about Our Lady of the Way along with some procedures specific to our school.

Our Lady of the Way is a place where every child and every family is valued. We believe that every child, regardless of background or ability, has something unique to offer, and we strive to create an environment where everyone feels safe, respected, and celebrated.

Our Prep classrooms are vibrant, contemporary spaces designed to foster creativity, curiosity, and collaboration. We embrace evidence-based educational practices whilst honouring our school's rich history, with heritage-listed trees scattered throughout our grounds serving as living reminders of our commitment to sustainability and stewardship. These majestic trees provide shade for play, inspiration for learning, and a sense of continuity linking generations past and present.

Our values, curiosity, connection, and courage, are woven into every aspect of school life. We encourage children to ask questions, to wonder and discover, and to find joy in learning.



We nurture connections between students, families, staff, and the wider community, knowing that strong relationships are the foundation for growth and wellbeing. We champion courage, supporting every child to try new things, face challenges and grow their confidence in a caring, supportive setting.

I hope you will find this guide helpful as you and your child embark on this important year. We look forward to welcoming you into our thriving community, partnering with you and sharing in your child's learning journey.

Aleisha Connellan - *Principal*



## SCHOOL VISION AND MISSION

### Vision

A faith-filled community cultivating excellence and inspiring compassion.

### Mission

We empower learners to:

- Dialogue in faith
- Be curious and engaged
- Demonstrate courage
- Build Connections

### Values

**Curiosity:** We bring open minds and hearts to how we live, learn and grow.

**Courage:** We strive for excellence and serve others with compassion and integrity.

**Connection:** We nurture connections with each other, what we do and how we do it.

An infographic on a green background with a white cross at the bottom. It features three circular images of children playing on a playground. The text is arranged as follows:

- Vision:** A faith-filled community cultivating excellence and inspiring compassion.
- Mission:** We empower learners to:
  - Dialogue in faith
  - Be curious and engaged
  - Demonstrate courage
  - Build connections
- Values:**
  - Curiosity:** We bring open minds and hearts to how we live, learn and grow.
  - Courage:** We strive for excellence and serve others with compassion and integrity.
  - Connection:** We nurture connections with each other, what we do and how we do it.

A red banner at the bottom contains the text "A Brisbane Catholic Education School" with a small cross icon.

# SCHOOL PRAYER

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## Our Lady of the Way Prayer

Our Lady of the Way,  
Lead us in our Christian mission.  
Guide us to prayer, through faith.  
Teach us to honour the diversity in our community.



Inspire us as we learn each day.  
Be with us as we walk together each day united in faith.  
Holy Spirit Sisters, Pray for us.  
Our Lady of the Way, Pray for us.  
Saint Mary of the Cross, Pray for us.  
Amen.

# SCHOOL STAFF

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## Leadership Team

Aleisha Connellan	Principal
Tammy Charlton	Assistant Principal – Religious Education
Carla Riles	Primary Learning Leader

## Learning Partnerships Team

Elizabeth Millar	Guidance Counsellor
Leisa Voysey	Support Teacher – Inclusive Education
Tash Jones	Support Teacher – Inclusive Education
Dave Yeo	Support Teacher – Engagement
Ann Daunt	Student Support Officer
Marium Aji	Student Welfare Officer

## Specialist Teachers

Jade Fisser	HPE
Sienna Asanuma	Dance
Brad Poole	Music
Dave Yeo	Technologies

## Support Staff - Admin

Sue Harvey	Secretary
Tracey Connor	WHSO
Raeleen Wagner	Secretary
Milena Da Costa	Finance Secretary
Helen Low	Finance Secretary
Laura Campbell	RCO
Robyn Bensley	Comms & Marketing
Jack Cunningham	IT Support
Jon Bayley	Grounds
Paul Connellan	Grounds

## Teachers

Victoria Wamsley-Taylor	Prep C
Dana Martin	Prep M
Sarah Boevink	1C
Sarah Baker	1/2M
Charlot Kelly	2C
Simone Shanahan	3C
Rod Alizzi	4C
Jason Lay	4M
Debs Gouwland	5C
Darsha Gracey	5/6M
Linda Morley-Buchanan	6C

## Support Staff - Classroom

Barb Hamilton	Prep School Officer
Angela Henderson	Prep School Officer
Angela Fratus	School Officer
Tara Clarke	School Officer
Shantelle Green	School Officer
Bec Prideaux	School Officer
Trish Eckersley	School Officer
Dina Asho	School Officer
Kym Daley	School Officer

# SCHOOL MATRIX

**OLW BEHAVIOUR MATRIX**  
Our Lady of the Way School Petrie

VALUES	LEARNING SPACES	TRANSITIONS	PLAY SPACES
<p><b>We cultivate... CURIOSITY</b> We bring open minds and hearts to how we live, learn and grow.</p> <p><b>We:</b> Engage in learning. Ask questions.</p> <p>Proverbs 18:15 - An intelligent mind acquires knowledge, and the ear of the wise seeks knowledge.</p>	<p>(church, classroom, hall, excursions, sporting events)</p> <p><b>We:</b> Persist to learn. Seek feedback.</p>	<p>(moving around school: toilets, play to lining up, lining up to classroom, in class transitions) classroom to specialist)</p> <p><b>We:</b> Are mindful of others.</p>	<p>(playgrounds, oval, friendship club, library, hall, undercover area, tennis court)</p> <p><b>We:</b> Dialogue to understand others</p>
<p><b>We cultivate... COURAGE</b> We strive for excellence and serve others with compassion and integrity.</p> <p><b>We:</b> Contribute to learning. Respect self, others and environment.</p> <p>Isaiah 41:10 - Do not fear, for I am with you, do not be afraid, for I am your God. I will strengthen you, I will help you, I will uphold you with my victorious right hand.</p>	<p><b>We:</b> Move safely and silently.</p>	<p><b>We:</b> Follow staff directions.</p>	<p><b>We:</b> Ask for help when required.</p> <p><b>We:</b> Include and encourage others.</p>
<p><b>We cultivate... CONNECTION</b> We nurture connections with each other, what we do and how we do it.</p> <p>John 15:5 - I am the vine, you are the branches. Those who abide in me and I in them bear much fruit, because apart from me you can do nothing</p>			

You can find our OLW Behaviour Support handbook on [our school website](#).

# STUDENT PROTECTION CONTACTS

 <p><b>Aleisha Connellan</b> Principal (Student Protection Contact)</p>	 <p><b>Tammy Charlton</b> Assistant Principal Religious Education (APRE) (Student Protection Contact)</p>	 <p><b>Carla Riles</b> Primary Learning Leader (PLL) (Student Protection Contact)</p>	 <p><b>Elizabeth Millar</b> Guidance Counsellor (Student Protection Contact)</p>
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- Aleisha Conellan - [aconnellan@bne.catholic.edu.au](mailto:aconnellan@bne.catholic.edu.au)
- Tammy Charlton - [tcharlton@bne.catholic.edu.au](mailto:tcharlton@bne.catholic.edu.au)
- Carla Riles - [clhoward@bne.catholic.edu.au](mailto:clhoward@bne.catholic.edu.au)
- Elizabeth Miller - [emillar@bne.catholic.edu.au](mailto:emillar@bne.catholic.edu.au)

You can find more information about Student Protection on [our school website](#).

# WHAT YOU NEED TO KNOW

## School Office Contacts

- Phone: (07) 3285 2977
- Email: [ppetrie@bne.catholic.edu.au](mailto:ppetrie@bne.catholic.edu.au)
- School Address: 38 Armstrong Street, Petrie Qld 4508
- Hours: 8am – 3:30pm

## Petrie Parish Contacts

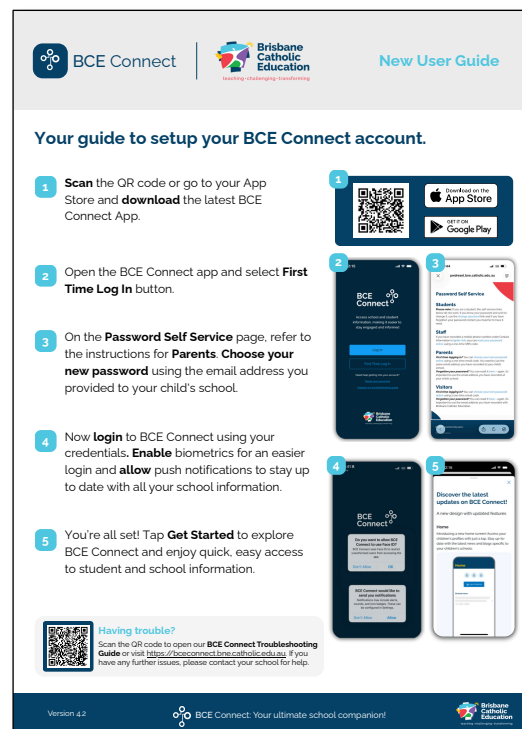
- Phone: 07 3285 6759
- Email: [petrie@bne.catholic.net.au](mailto:petrie@bne.catholic.net.au)
- Parish Priest: Fr Louie Jimenez
- Web: <https://www.petriecatholic.com/>

## BCE Connect

BCE Connect is your ultimate school companion, giving parents and carers secure, easy access to school and student information. We highly recommend downloading and setting up this free App.

## Parent SMS Service

We use an SMS message system to send SMS alerts in cases of school emergencies and unexplained student absences. The system allows an SMS to be sent to one parent i.e. the mobile number of the student's nominated main contact in our Student Administration System. Please confirm contact information is up to date.



## School Term Dates

	Wednesday, 21 January	Student Free Day – Staff PD
	Thursday, 22 January	Student Free Day – Staff PD
	Friday, 23 January	Student Free Day – Staff PD
	Monday 26 January	Australia Day Public Holiday
	Tuesday 27 January	Student Free Day – Staff PD
<b>Term 1</b>	Wednesday 28 January – Thursday 2 April (10 weeks)	
<b>School Holidays</b>	Friday 3 April – Sunday 19 April	
	Friday 3 April	Easter Public Holiday (Good Friday)
	Mon 6 April	Easter Public Holiday
<b>Term 2</b>	Monday 20 April – Friday 26 June (10 weeks)	
	Saturday 25 April	Anzac Day
	Monday 4 May	Labour Day Public Holiday
<b>School Holidays</b>	Saturday 27 June – Monday 13 July	
<b>Term 3</b>	Tuesday 14 July to Friday 18 September (10 weeks)	
	Wednesday 13 July	Student Free Day
	Wednesday 12 August (Monday 10 August)	Show Day Public Holiday (Designated Show Day for St Benedict's)
	Friday 7 September	Student Free Day
<b>School Holidays</b>	Sat 19 September – Monday 5 October	
	Monday 5 October	King's Birthday Public Holiday
<b>Term 4</b>	Tuesday 6 October – Friday 4 December (9 weeks)	
	Friday 4 December	LAST DAY – 12pm finish

## Violets Café

Tuckshop is available from 3 Violets Café (Mt Maria College, Petrie) on Tuesday and Friday at first break. Order and pay via FlexiSchools App.

## School Hours and Times

Our Lady of the Way has staff supervision between the hours of 8.15am and 3.15pm. Please note that supervision starts at 8:15am. Prior to this, you are encouraged to utilise OSHC (<https://www.catholicearlyedcare.qld.edu.au/outside-school-hours-care/>) to ensure your child's safety.



8.15am	Before school supervision begins, students must not be at school before this time.
8.30am	Session 1
10.40am	First Break
11:10am	Session 2
1:10pm	Second Break
1.40pm	Session 3
2.50pm	School Day Finishes
3.15pm	Afterschool Supervision Finishes

## Punctuality Matters

In order for students to learn at school, they need to show up on time. It is important for you and your child that your child arrives at school in time for the first bell. This will ensure that your child is ready to transition to learning with their peers.

## Adventure Playgrounds

Playgrounds are for the use of students during school hours and under supervision of staff. Before 8.30am and after 2.50pm all playgrounds in the school are out of bounds.

## Late Arriving Students and Early Pick Up

Should your child arrive late to school (i.e. after 8.40am), come to the administration office with your child to sign them into school. A late slip will be printed for your child to take to the class teacher. It is a legal requirement that the person signing in must be over 18 years of age.

If leaving early, the adult collecting your child will need to present at the school office. The office will contact the classroom, and the child will be collected from the office.

Parents of new students and adults collecting children in emergencies are required to have photo ID to confirm identity. If another adult is collecting your child, please notify the school office beforehand.



## Absenteeism

Student absent details are to be entered via BCE Connect.

- **Family Reasons:** Sometimes there may be family reasons why a student is not able to attend school. However, an ongoing pattern of absences due to family reasons is concerning and may require a meeting being organised to discuss what supports can be put in place to minimise the student's time away from school.
- **Short Family Holidays During School Term:** Parents should try to organise holidays within the school holiday period. Parents/Legal Guardians must notify the school if an extended absence is likely and if the school needs to arrange work at home for the student. If an absence is for more than 10 consecutive school days, families must apply for an exemption from compulsory schooling and participation from the School Principal in accordance with the Queensland Government Procedure.
- **Illness/Medical Appointments:** Wherever possible, dental and medical appointments should be made out of school hours. If your child is too sick to leave home, has an infectious disease or an injury preventing them from moving around school for 3 days or more, a doctor's certificate may be required.

## Is regular attendance important?

**Yes**, from the first day! If students miss the basic skills in the early years of school, they often experience difficulties later on. It has been shown that irregular attendance in the junior primary and primary years often leads to the development of poor attendance at secondary school. If a student misses as little as eight days each term, by the end of primary school they will have missed over a year of learning.

There are many ways in which families can support their children to be prepared for learning at school, including:

- Making school attendance a high priority in your family.
- Ensuring children get enough sleep, a good diet and regular exercise.
- Encouraging reading from an early age.
- Active involvement in our wonderful school, and in your child's hobbies and extra-curricular activities.



# TRAVEL THROUGH CARPARK AREAS

Please note your speed when travelling through the carpark and behind the hall. The speed limit is 10 kph to ensure the safety of our students and community.

## Parking, Drop Offs and Pick Ups

- There is no parking at the drop off zone or behind the church.
- You are asked not to leave your car as this area is designated for drop offs and picks ups only.
- For the safety of all children, if you need to exit your car for any reason, please move to the parking areas either in front of or behind the hall.
- The parking bay to the side of the Parish Office is reserved for parish staff only.



# VISITORS AND PARENT HELPERS

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Volunteers, visitors and parent helpers who are working or visiting our school should sign in and out of the Visitor's Register located at our school office. All volunteers (excluding Parents) need to hold a current Volunteer Blue Card.

Parents/volunteers assisting in classrooms or with the OLW Parent Connect must complete the BCE on-line volunteer training, located on the Brisbane Catholic Education homepage. [BCE Training for Volunteers link.](#)

## OLW Parent Connect

OLW Parent Connect is an association made up of parents who wish to support the aspirations and endeavours of the school. Its main functions are to discuss matters pertinent to the school's life, raise money to provide resources and foster a community spirit through appropriate social activities.

Parents and carers are invited to become active members of OLW Parent Connect by attending meetings on Tuesday in Week 4 and 8 of each term. Meetings are from 6-7pm and can be attended in person or via TEAMS. The link is available via BCE Connect/Parent Portal.

# FINANCE INFORMATION

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Our Lady of the Way aims to provide a quality education to all students, and for this to be achieved, Fees and Levies are charged. Fees and Levies collected at Our Lady of the Way are used for the following purposes, which are aligned with the Vision and Mission of the School:

- Provide teaching, administrative, classroom support, and facilities
- Provide essential resources, materials, facilities, and equipment
- Assist with providing activities such as incursions and excursions
- Support the School building program
- Maintain buildings, grounds, and other facilities

Our Lady of the Way charges a Parent and Community Levy (OLW Parent Connect) to support the initiatives of the parents/carers and community within the School.

For families experiencing short- or long-term genuine inability to pay fees, we are committed to providing support to ensure enrolment is not compromised. Please contact the Principal and/or Finance Secretary for further information concerning the concession application process.

<b>2026 Annual Fee Schedule</b>				
	<b>One Child</b>	<b>Two Children</b>	<b>Three Children</b>	<b>Four Children</b>
School Fee	\$2080.00	\$3330.00	\$4160.00	\$4580.00
Capital Levy	\$660.00	\$660.00	\$660.00	\$660.00
P & F Levy	\$110.00	\$110.00	\$110.00	\$110.00
Consumables Levy	\$210.00	\$420.00	\$630.00	\$840.00
<b>ANNUAL FEE</b>	<b>\$3060.00</b>	<b>\$4520.00</b>	<b>\$5560.00</b>	<b>\$6190.00</b>

<b>Plus Additional Levy – per student</b>							
	<b>Prep</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>
IT Access Levy	\$200.00	\$200.00	\$200.00	\$400.00	\$400.00	\$400.00	\$400.00

<b>Add Voluntary Contributions</b>	
<b>Library Fund</b> (Tax deductible) Voluntary Contribution	Add \$100.00 Annually
<b>Parish Fund</b> Voluntary Contribution	Add \$75.00 Annually

Our OLV School Fees Policy is available via BCE Connect/Parent Portal.

## HAPPENINGS AT SCHOOL

### Assessment and Reporting

Assessment is an integral part of every OLV classroom. It is the process through which teachers identify, gather and interpret information about student achievement and learning. Teachers use this information to report to parents and plan for future learning. Teachers collect information both during, and at the end of each term and semester.

Parents are invited to contact their child’s class teacher whenever they have a concern and/or want more information regarding their child’s learning



- **Parent Information Meetings** are held at the beginning of each year. Teachers explain class routines and provide general information about the year's programme.
- **Parent/teacher interviews** are offered twice a year to report and discuss student progress and achievement.
- **A summative report** is issued at the end of First and Second Semester. Class teachers send home regular class newsletters communicating information regarding their class and/or year level.

## NAPLAN – National Assessment Program

If you are interested in more information about NAPLAN, simply click the link <http://www.nap.edu.au/>

## Lost Property

Please clearly label your child's property so it can be quickly returned to students when it is found. Lost property usually makes its way to our school office. Parents and students are welcome to come and look through the lost property area at their convenience.

## Library Borrowing

All classes visit the library each week and are encouraged to borrow books and home readers. All students who borrow from the library need to have a library bag to safely transport their books to and from school. Please name your child's library bag.

Each week they return their library books and home readers to their classroom the day before borrowing in preparation for the next day.



**Lost and/or damaged books** will incur the cost of replacement and students will not be able to borrow until these costs have been met. A slightly damaged book should be returned to the Resource Centre as soon as possible so that it can be repaired to prevent further damaged.

Please speak with Library staff if you have concerns in this area.



## Student Sporting Houses

Your child will be allocated to one of our sporting houses; Wilson, Murrumba, Delaney or Dalaipi. These houses are important for days like our annual sporting and swimming carnivals, whole school rotation activities, and feast days. House points are allocated for participation and spirit.



Father Richard Wilson was the first official Petrie Parish Priest (1964-1968).



Murrumba is derived from the Yuggera word in the Yugarabul dialect meaning good or good place. It is the name of the highly significant property formerly owned by Tom Petrie.



Menvil Wanmuarn, also known as Jackie Delaney (Dlaney), was the last male member of the Aboriginal Mob which roamed the Upper Caboolture - Burpengary area.



Dalaipi was an Indigenous Elder who formed a relationship with Andrew Petrie, one of Brisbane's first free European settlers.

## PREPARING FOR PREP

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## Getting Started

Before starting Prep, it would be helpful for your child to be able to:

- Recognise their name.
- Pack and carry their school bag.
- Manage their lunch box, including opening containers and packaging in their lunch box.
- Take jumpers on and off.
- Tie shoelaces or alternatively consider sending them to school with black Velcro strap shoes.
- Hold and use scissors



## Toileting

- Only one student is allowed in the bathroom cubicle at a time.
- Your child should be able to use the toilet independently, without assistance from school staff.

These skills will support a confident and independent start for your child's school journey.

# UNIFORM GUIDELINES

All Our Lady of the Way, students are expected to wear the school uniform. Wearing the school uniform supports the development of identity, belonging, school spirit and pride in students and their school and supports positive community perceptions and promotes equality for the children.

We seek to offer uniform options for all children that will provide comfort and promote health, safety and wellbeing. **Our expectations are:**

- Students must arrive at school and leave properly dressed in full uniform. The uniform must be worn entirely and correctly if it is worn in public places.
- All students must wear the school hat when travelling to or from school, participating in any school excursion or function, outdoor sporting activity or any other outdoor activity in daylight.
- Names should be written on the inside crown of the hat with no graffiti or other writing on the hat.
- All belongings should be marked with your child's name.



## Out of Uniform Procedure

Uniforms must be worn correctly. If a student is out of uniform, we ask that parents send a note to the classroom teacher indicating the reason why their child is out of uniform.

## Hair Policy

- Short hair should be neat and tidy.
- Shoulder-length hair should be neatly tied back with a tie in school colours.
- Extreme hairstyles or dyeing of hair are not permitted.

## Jewellery

Students are only permitted to wear the following items of jewellery whilst at school for health and safety reasons:

- A watch.
- A pair of sleepers or studs (one stud/sleeper per ear).
- A simple chain with a religious medallion.

Students not complying with the school policy on jewellery will have their jewellery items confiscated. The item will be labelled and kept, to collect the item, with parents notified.

## Uniforms

PREP Uniform	
<p>Guidelines include:</p> <ul style="list-style-type: none"><li>• School hat</li><li>• Sports polo</li><li>• School shorts</li><li>• School branded socks</li><li>• All black lace up (or velcro) shoes</li></ul>	

## Yr 1-6 SPORT Uniform

Guidelines include:

- School hat
- Sports polo
- School shorts
- School branded socks
- All black lace up (or velcro) shoes



## Yr 1-6 BOYS FORMAL Uniform

BOYS guidelines include:

- School hat
- Formal school button up shirt
- green formal shorts
- School branded socks
- All black lace up (or velcro) shoes
- School backpack / Library bag / homework folder



## Yr 1-6 GIRLS FORMAL Uniform

GIRLS guidelines include:

- School hat
- Formal school dress with tie
- Formal school blouse with tie and school culottes
- School branded socks or bottle green tights
- All black lace up (or velcro) shoes
- School backpack / Library bag / homework folder



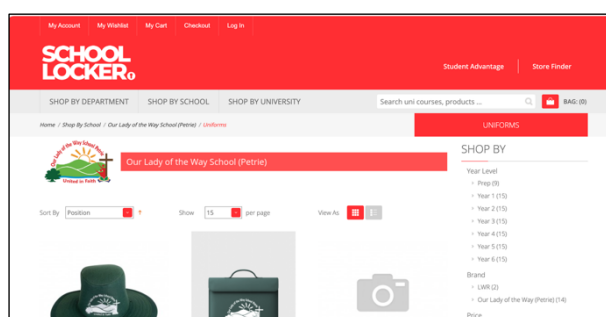
## Winter Uniform and Accessories

- School jumper
- School tracksuit bottoms
- School backpack
- Library bag



## Purchase Uniforms

Our Lady of the Way uniforms can be purchased from [The School Locker](#), North Lakes, online or in person.



# FIRST AID, MEDS AND SUPPORT

Teachers on supervision duty carry a First Aid Bag for minor injuries. If a student requires ice or further aid they are sent to the school office First Aid room. Our office staff are First Aid trained and will determine if students need a rest, should go home or an ambulance should be called.

It is imperative that parent contact information is up-to-date so they can be easily contactable if their child is sick and needs to go home or there is a medical emergency.

## Medication

Following Workplace, Health & Safety guidelines all regular medication (clearly labelled, in pharmacy blister packs, with the student's name and dose) needs to be signed in by a legal guardian to our school office with the necessary forms to authorise the administration of medication each year. These forms are available via BCE Connect/Parent Portal. If there are severe or extenuating circumstances related to storage of medication, alternative arrangements are to be made in consultation with the school Principal.



## Allergy Awareness

**PLEASE REMEMBER WE ARE AN ALLERGY-AWARE SCHOOL!**

We have children attending OLW who suffer from anaphylactic reaction to various allergens. These reactions can be serious and even life-threatening. Some students require an EPIPEN (automatic injector device to administer adrenalin). As a community we work together to minimise risks associated with being exposed to foods which trigger such attacks.

**Please ensure NO NUT products are included in your child's lunch box, i.e.: peanut butter, Nutella or muesli bars that may contain nuts.**

To keep all students safe, please teach your child that food is not to be shared at school. What they bring in their lunch box is for themselves only.

## Emergency Medications for Anaphylaxis, Diabetes, Epilepsy and Asthma

Parents of a child requiring emergency medication need to provide the school with an Emergency Action Plan that is developed and signed by the prescribing health practitioner. Approved proformas may be used for children with anaphylaxis (refer to ASCIA link). Please see our school's Anaphylaxis Policy for more information.

## Keeping Sick Students Home

Please keep students home if they are unwell. Sick children do not perform well at school so please keep them home to rest and recover. The best way to prevent the spread of germs is to wash hands often. Take your child to the doctor if you are worried.

- Keep your child home if they have any of the following:
- Fever (temp over 37.5°C).
- Stomachache with vomiting.
- Stomachache with diarrhoea (3 or more times in 24 hours).
- Cough with fever.
- Body sores or rash with fever.
- Sore eyes with pus or thick mucus.



- Sore throat with fever.
- No appetite, tired, pale, cranky, or not feeling well.

Working with the school is required by law (Public Health Act 2005) to exclude children with certain infectious diseases until the child is well and/or has been cleared by a doctor to return to care/school.

## Infectious Diseases

Parents are asked to advise the school at the earliest opportunity when their child has been diagnosed as suffering from an infectious disease such as chicken pox, diphtheria, mumps, whooping cough, measles, rubella (German measles), hepatitis etc.

Children suffering from an infectious disease should be kept at home until the risk of infection to other children is passed. A comprehensive table giving relevant information can be found at

## Head Lice

Head Lice is a recurring problem in most schools. The eradication of head lice requires the cooperation and concerted efforts of all parents to ensure the early detection and prompt treatment of any infestation. Parents are requested to check their child's hair regularly as a proactive way to ensure Head Lice does not become a major problem in our school. We would ask that children who have Head Lice are not to come to school until their hair has been treated appropriately. It is not appropriate for our staff to individually check children's hair as this is the responsibility of the parent/caregiver.

## Sun Safety Procedures

All children are required to wear the school hat when participating in any outdoor activities. Children without a correct hat will remain seated in the undercover area of the school.



# Time Out

Keeping your child and other kids healthy!



- Information for a number of infectious conditions that may require<sup>1</sup> exclusion of children from school, education and care services.
- Additional public health recommendations that apply to children and adults.
- To assist medical practitioners, schools, preschools and childcare facilities to meet the public health requirements<sup>1</sup> and recommendations.

\*Refers to contagious conditions as per the Public Health Regulation 2018.

1. Observing the exclusion period meets the intent of the Public Health Act 2005 for a person to be non-infectious. See schedule 4 of the Public Health Regulation 2018 for a complete list of contagious conditions and their exclusion criteria.
2. Doctors should notify the local Public Health Unit as soon as possible if children or staff are diagnosed with these conditions. Refer to page 2 for Public Health Unit contact details.

Condition	Person with the infection	Those in contact with the infected person (The definition of 'contact' will vary between diseases)
<b>*Chickenpox (varicella)</b>	<b>EXCLUDE</b> until all blisters have dried, and at least 5 days after the onset of symptoms. <sup>1</sup>	<b>EXCLUSION MAY APPLY</b> <b>EXCLUDE</b> non-immune pregnant women and any child with immune deficiency or receiving chemotherapy. Advise to seek urgent medical assessment. <i>Contact your Public Health Unit for specialist advice.</i> Also see Shingles information below.
<b>Cold sores (herpes simplex)</b>	<b>NOT EXCLUDED</b> if the person can maintain hygiene practices to minimise the risk of transmission. Young children unable to comply with good hygiene practices should be excluded while sores are weeping. Sores should be covered with a dressing where possible.	<b>NOT EXCLUDED</b>
<b>Conjunctivitis</b>	<b>EXCLUDE</b> until discharge from eyes has ceased unless a doctor has diagnosed non-infectious conjunctivitis.	<b>NOT EXCLUDED</b>
<b>*COVID-19</b>	<b>EXCLUDE</b> until symptoms have resolved, normally 5-7 days.	<b>NOT EXCLUDED</b>
<b>Cytomegalovirus (CMV)</b>	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
<b>Diarrhoea and/or Vomiting including:</b> <ul style="list-style-type: none"> <li>• amoebiasis</li> <li>• campylobacter</li> <li>• cryptosporidium</li> <li>• giardia</li> <li>• rotavirus</li> <li>• salmonella</li> <li>• *gastroenteritis</li> </ul> <b>but excluding:</b> <ul style="list-style-type: none"> <li>• *norovirus</li> <li>• shigellosis</li> <li>• toxin-producing forms of E.coli (STEC)</li> </ul> <b>See advice for these specific conditions below</b>	Exclusion periods may vary depending on the cause. <b>EXCLUDE</b> a single case until the person, has no symptoms <sup>1</sup> (includes vomiting if applicable), is feeling well and they have not had any loose bowel motions for at least 24 hours or if the person has confirmed norovirus exclude for at least 48 hours. <sup>1</sup> <b>EXCLUDE</b> all persons who prepare or serve food until they have not had any diarrhoea or vomiting for 48 hours. <b>NOTE:</b> If there are 2 or more cases with diarrhoea and/or vomiting in the same location, which may indicate a potential outbreak OR a single case in a food handler, notify your Public Health Unit. <b>Diarrhoea:</b> 3 or more loose stools or bowel movements in a 24 hour period that are different from normal and/or escapes a child's nappy. <i>See information below if norovirus is confirmed or considered likely as the cause of diarrhoea and vomiting.</i>	<b>NOT EXCLUDED</b>
<b>*Enterovirus 71 (EV71 neurological disease)</b>	<b>EXCLUDE</b> until written medical clearance is received confirming the virus is no longer present in the person's bowel motions. <sup>1</sup>	<b>NOT EXCLUDED</b>
<b>Fungal infections of the skin and nails (ringworm/tinea)</b>	<b>EXCLUDE</b> until the day after antifungal treatment has commenced. (No exclusion for thrush).	<b>NOT EXCLUDED</b>
<b>Glandular fever (mononucleosis, Epstein-Barr virus)</b>	<b>NOT EXCLUDED</b>	<b>NOT EXCLUDED</b>
<b>*German measles (rubella)<sup>2</sup></b>	<b>EXCLUDE</b> for 4 days after the onset of rash <sup>3</sup> or until fully recovered, whichever is longer. Pregnant women should consult with their doctor.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
<b>*Haemophilus influenzae type b (Hib)</b>	<b>EXCLUDE</b> until the doctor confirms the person is not infectious and has completed 4 days of appropriate antibiotic treatment. <sup>1</sup> <i>Contact your Public Health Unit for specialist advice.</i>	<b>EXCLUSION MAY APPLY</b> <i>Contact your Public Health Unit for specialist advice.</i>
<b>Hand, foot and mouth disease</b>	<b>EXCLUDE</b> until all blisters have dried.	<b>NOT EXCLUDED</b>
<b>Head lice</b>	Exclusion is not necessary if effective treatment is commenced before next attendance day (i.e. the child does not need to be sent home immediately if head lice are detected).	<b>NOT EXCLUDED</b>
<b>*Hepatitis A<sup>2</sup></b>	<b>EXCLUDE</b> until at least 7 days after the onset of jaundice; <sup>1</sup> OR for 2 weeks after onset of first symptoms, including dark urine if there is no jaundice. If a person is asymptomatic <i>contact your Public Health Unit for Specialist advice.</i>	<b>NOT EXCLUDED</b> <i>Contact your Public Health Unit for specialist advice about vaccination or treatment for children and staff in the same room or group, children transferring to another centre and new enrolments.</i>



Condition	Person with the infection	Those in contact with the infected person <sup>1</sup>
Hepatitis B and C	<b>NOT EXCLUDED</b> cover open wounds with waterproof dressing.	<b>NOT EXCLUDED</b>
Hepatitis E	<b>EXCLUDE</b> until at least 2 weeks after the onset of jaundice.	<b>NOT EXCLUDED</b>
Human immunodeficiency virus (HIV/AIDS)	<b>NOT EXCLUDED</b> cover open wounds with waterproof dressing.	<b>NOT EXCLUDED</b>
Influenza and influenza-like illness	<b>EXCLUDE</b> until symptoms have resolved, normally 5-7 days.	<b>NOT EXCLUDED</b>
*Measles <sup>2</sup>	<b>EXCLUDE</b> until the doctor confirms the person is not infectious but not earlier than 4 days after the onset of the rash. <sup>1</sup> <i>Contact your Public Health Unit for specialist advice.</i>	<b>EXCLUSION MAY APPLY</b> <b>NOT EXCLUDED</b> vaccinated or immune contacts. <b>EXCLUDE</b> immuno-compromised contacts (including those receiving chemotherapy) until 14 days after the appearance of the rash in the last case. <b>EXCLUDE</b> non- or incompletely vaccinated contacts, without evidence of immunity. <i>Contact your Public Health Unit for specialist advice.</i>
Meningitis (bacterial)	<b>EXCLUDE</b> until well and has received appropriate antibiotics.	<b>NOT EXCLUDED</b>
Meningitis (viral)	<b>EXCLUDE</b> until well.	<b>NOT EXCLUDED</b>
*Meningococcal infection <sup>2</sup>	<b>EXCLUDE</b> until the treating doctor confirms the child is not infectious and at least 24 hours of appropriate antibiotics have been completed. <sup>1</sup> <i>Contact your Public Health Unit for specialist advice.</i>	<b>NOT EXCLUDED</b> <i>Contact your Public Health Unit for specialist advice about antibiotics and/or vaccination for close contacts.</i>
Molluscum contagiosum	<b>NOT EXCLUDED</b>	<b>NOT EXCLUDED</b>
Mumps	<b>EXCLUDE</b> for 5 days after onset of swelling. Pregnant women should consult with their doctor.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
*Norovirus	<b>EXCLUDE</b> until no symptoms and no loose bowel motions for 48 hours. <sup>1</sup>	<b>NOT EXCLUDED</b>
Roseola, sixth disease	<b>NOT EXCLUDED</b>	<b>NOT EXCLUDED</b>
Scabies	<b>EXCLUDE</b> until the day after treatment has commenced.	<b>NOT EXCLUDED</b>
School sores (impetigo)	<b>EXCLUDE</b> until 24 hours of appropriate antibiotics have been completed. Cover sores on exposed areas with a waterproof dressing until sores are dry, and encourage handwashing.	<b>NOT EXCLUDED</b>
Shiga toxin-producing E.coli (STEC)	<b>EXCLUDE</b> until diarrhoea has stopped and 2 samples have tested negative. <i>Contact your Public Health Unit for specialist advice.</i>	<b>EXCLUSION MAY APPLY</b> <i>Contact your Public Health Unit for specialist advice.</i>
Slapped cheek syndrome, fifth disease (parvovirus B19, erythema infectiosum)	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor. <b>Note:</b> Children are contagious until 24 hours after the fever resolves. Rashes generally occur after the infectious period has passed.	<b>NOT EXCLUDED</b> pregnant women should consult with their doctor.
Shigellosis	<b>EXCLUDE</b> until there has been no diarrhoea or vomiting for 48 hours. <i>Contact your Public Health Unit for specialist advice.</i>	<b>EXCLUSION MAY APPLY</b> <i>Contact your Public Health Unit for specialist advice.</i>
Shingles (herpes zoster)	<b>EXCLUDE</b> all children until blisters have dried and crusted. <b>EXCLUDE</b> adults if blisters are unable to be covered. <b>NOT EXCLUDED</b> in adults if blisters can be covered with a waterproof dressing until they have dried.	<b>EXCLUSION MAY APPLY</b> <i>Contact your Public Health Unit for specialist advice, including advice for pregnant women and any person who is immuno-compromised (including receiving chemotherapy).</i>
Streptococcal sore throat (including scarlet fever)	<b>EXCLUDE</b> until 24 hours of appropriate antibiotics have been completed.	<b>NOT EXCLUDED</b>
*Tuberculosis (TB) <sup>2</sup>	<b>EXCLUDE</b> until written medical clearance is received from the relevant Tuberculosis Control Unit.	<b>NOT EXCLUDED</b>
*Typhoid <sup>2</sup> and paratyphoid fever <sup>2</sup>	<b>EXCLUDE</b> until appropriate antibiotics have been completed. <sup>1</sup> Stool sample clearance will be required, <i>contact your Public Health Unit for specialist advice.</i>	<b>EXCLUSION MAY APPLY</b> <i>Contact your Public Health Unit for specialist advice.</i>
*Whooping cough (pertussis) <sup>2</sup>	<b>EXCLUDE</b> until 5 days after starting appropriate antibiotics or for 21 days from onset of cough AND confirmed that they are not infectious. <sup>1</sup> <i>Contact your Public Health Unit for specialist advice.</i>	<b>EXCLUSION MAY APPLY</b> for contacts of an infected person. <i>Contact your Public Health Unit for specialist advice regarding exclusion of non- or incompletely vaccinated contacts.</i>
Worms	<b>EXCLUDE</b> until diarrhoea has stopped for 24 hours and treatment has occurred.	<b>NOT EXCLUDED</b>

This is an assistive tool, it is not intended to replace clinical assessment, management or judgment.

If you have any medical concerns, contact your healthcare provider or 13 HEALTH (13432584)

For further advice on the information within this poster, contact your nearest Public Health Unit via 13Health or at [www.health.qld.gov.au/system-governance/contact-us/contact-public-health-units](http://www.health.qld.gov.au/system-governance/contact-us/contact-public-health-units)

#### Further information on recommendations:

- Communicable Diseases Network Australia (CDNA) guidelines <https://www1.health.gov.au/information/main/publishing.nsf/content/cdna.songs.htm>
- National Health and Medical Research Council publication: Infectious diseases in early childhood and education and care services, 5th edition [www.nhmrc.gov.au/guidelines-publications/ch55](http://www.nhmrc.gov.au/guidelines-publications/ch55)
- Queensland Department of Health Communicable Disease Control Guidance <http://disease-control.health.qld.gov.au>



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