



# TOWNSVILLE GRAMMAR SCHOOL

*Opening doors since 1888*

## Dear Parents

Welcome to Townsville Grammar Junior School.

I hope you and your family have a happy and safe Festive Season and we look forward to meeting and welcoming all new families in to the Townsville Grammar School community in 2020.

On our website ([www.tgs.qld.edu.au](http://www.tgs.qld.edu.au)) you will find Commencement Pack 2019 located under the Enrolments menu heading.

## KEY DATES

Monday, 20 January	Townsville Grammar Annandale Campus School Office re-opens 9:00am
Tuesday, 21 January	Class lists (2020) will be available on notice boards and via the Parent Portal
Sunday, 25 January	Australia Day
Monday, 27 January	Australia Day Public Holiday
Tuesday, 28 January	Orientation new students – Years Prep - 6 (1.30pm – 3.00pm) and Staff Day
Wednesday, 29 January	School commences Prep – Year 2 (8:45am), Year 3 – 6 (8:30am)
Monday, 3 February	Pre-Prep & EEC commences

## ORIENTATION SESSION

For students who were unable to attend the orientation morning on Monday, 25 November 2019, a time has been set aside for new children to visit the School on Tuesday, 28 January 2020, between 1:30pm and 3:00pm. This is a brief, informal familiarisation time and students are not required to wear a uniform.

## BOOK PACK

As part of the General Purpose Levy (GPL), all students will be given a book pack on the first day of school. This will contain all the text books and basic stationery that your child will need throughout the year. Your child's teacher will go through these supplies during the first week and will send items home for labelling and covering during the course of the week. Each child is required to supply their own pencil case.

## FIRST DAY ARRANGEMENTS – WEDNESDAY, 29 JANUARY 2020

Prep to Year 6 students who are aware of their class may report directly to the classroom from approximately 8.15am. New students seeking direction to their classroom are asked to report to the School Office at approximately 8.20am so that they can be shown to the classroom and introduced to their teacher. Prep students report directly to their classrooms.

Years 7-12  
North Ward  
45 Paxton Street  
NORTH WARD QLD 4810

Pre-Prep-Year 6  
Annandale  
1 Brazier Drive  
ANNANDALE QLD 4814

Pre-Kindy-Early Primary  
North Shore  
70-90 North Shore Blvd  
NORTH SHORE QLD 4818

[www.tgs.qld.edu.au](http://www.tgs.qld.edu.au)  
An International  
Baccalaureate  
World School



Once you have accompanied your child/children to their classrooms you are invited to the Tait Library Resource Centre for morning tea. A firm but friendly goodbye to your child demonstrates your trust in the teacher, and helps your child settle within the classroom quickly. Please explain pick up arrangements with your child or if they are attending After School Care. A “buddy” will assist new students with routines and to meet classmates.

Although students will be provided with coloured pencils or textas within the room, some prefer to have their own set for use at home. The following is a guide for writing materials required.

Year 1                    Staedtler Noris Maxi 2mm pencils (2B)

Year 2 – 6            Staedtler HB pencils (Year 6 blue and red ballpoint pens)

## CANTEEN

The School Canteen will **not** be operating on the first day of School and students need to bring a packed lunch. An updated School Tuckshop list is available on our website and orders for 2020 are all made online.

## UNIFORMS

All students are to arrive in the correct uniform on the first day of School. Uniforms may be purchased at the Uniform Shop on the Annandale campus, Monday to Friday 7:30am until 10:00am. The School Shop will be open from Wednesday, 15 January until Tuesday, 28 January 2019 from 7:30am -12:00pm. Details of Physical Education/Sport requirements will be communicated in a schedule to be finalised once timetables are complete. As per the Handbook, the following is of particular note:

- **Hair** – For comfort, safety and appearance, it is expected that children’s hair be kept tidy. Conventional haircuts, natural hair colours and styles only are acceptable. The general rule for boys is not below collar or in eyes – minimum number 3 (no undercuts). **Haircuts should not bring undue attention to the child.** Long hair on girls is to be tied back by scrunchies or ribbon in black, navy blue or yellow (available from the School Shop).
- **Jewellery** – The wearing of ornamental jewellery is not allowed. The practice of wearing jewellery creates hazards in such areas as Physical Education, Science and Drama. Minimal jewellery – wristwatch, 1 pair of sleepers or studs for pierced ears – is permitted. Earrings may only be worn by girls through the lobe of the ear. Decorative earrings are not part of the uniform – **simple sleepers or studs only.** Nail polish is not acceptable. **Jewellery of sentimental value or religious significance is not to be worn as exceptions cannot be allowed.**

### Shoes

- **Pre-Prep and Prep**  
Sports shoes (velcro or lace up) with visible short white socks, must be worn on PE days. Black sandals (Velcro or buckle – no surf style sandals) may be worn.
- **Years 1 – 6**  
**Black leather lace up shoes** are to be worn with the (formal) uniform from Years 4 – 6. Children in Years 1 – 3 may wear black leather lace up shoes or black leather sandals. The uniform code stipulates that the black lace up shoes:
  - Are able to be polished
  - Be hard-soled - Shoes with higher heels are not permissible
  - Are lace-up (**not buckle or Mary-Jane style**) – Velcro for Year 1 permitted
  - No suede or nubuck finishes

- Please ensure you carefully check that the footwear being purchased meets the requirements, as the issue of replacement of incorrect shoes can be embarrassing and expensive. If in doubt, refer to the School Shoe brochure within this mailout.
- Students are expected to maintain a polish on their black shoes, and the responsibility for this care should fall to them. For lunchtime play, students wishing to change into sports shoes may do so for comfort. However, school shoes are to be worn on their return to class.
- Sports shoes and the sports bucket hat may only be worn with the sports uniform. The grey TGS slouch hat is to be worn with the day uniform.

## **MEDICATION**

If medication for your child is required on the first day (short term or ongoing), please ensure it is delivered to the Office for processing as a permission form needs to be completed.

## **WORK SAMPLES / REPORTS (NEW STUDENTS)**

If you have documents from a previous school, which we have not yet sighted, please provide these at your earliest convenience, to the Office.

## **MUSIC**

Music enrolment forms are available from the Office for students taking Instrumental Music instruction in 2019. These can be collected after Monday, 21 January 2019 for your earliest submission, as lessons commence from Week 2. The forms are also available for download from the School Website.

## **BUS**

The inter-connecting buses which travel between North Ward and Annandale are available from the first day of School. They depart from the School gate in Burke Street at 8.00am for Years 3 – 6 students and 8.15am for Prep – Year 2. **Parents are asked to remain there until departure to provide supervision.** In the afternoon, return time for the buses is approximately 3.30pm. A later bus leaves the Junior School at 4.30pm for students in After School Care or school co-curricular activities, arriving at North Ward at 4.50pm (approximately). It is essential that students arriving at North Ward be supervised by a responsible adult, as limited teacher supervision is available.

Townsville Grammar School also provides a bus service to North Shore and Bushland Beach areas. This service is for Prep – Year 6 students only. Students travelling on this bus must be enrolled and currently attending Townsville Grammar's Annandale campus. This is a free service. Stops include Townsville Grammar School, North Shore and Bushland Beach bus stop. This is a safe and express service for our Junior School students only.

## **OUTSIDE SCHOOL HOURS CARE**

We offer Before School Care from 7:00 until 8:30am, After School Care from 3:00 – 6:00pm and Vacation Care from 7:00am until 6:00pm. Contact with After School Care for bookings should be made well ahead of time by phoning the OSHC co-ordinator Mrs Joanne Stockwell on 4412 4857. Please note that bookings of places for Christmas Holidays are essential due to our licensing regulations.

**PARKING**

Parking is always at a premium during the first days of the School year and we ask that parents observe the set-down areas and bus bays and use them accordingly. The gate on Macarthur Drive is not to be used by parents or children, unless permission has been granted by the School. The speed limit in the car park is 10km/hr. Please obey traffic flow signs particularly regarding entry and exit gates. Under no circumstances are cars to block traffic on Brazier Drive.

**CLASS LISTS**

Please note that the lists of classes for 2020 will be displayed from Tuesday, 21 January 2020. We are unable to read Class Lists over the phone. As enrolments and transfers occur up until the starting date for the School year, the formation of classes is subject to change. All allocations to classes are made with a range of significant factors in mind, and are therefore carefully considered. We cannot guarantee that requests for particular classes will be met and seek your understanding of our decisions regarding placements.

**Pre-Kindy and Pre-Prep**

Any further enquiries regarding the Pre-Kindy or Pre-Prep Centre at either Annandale or North Shore can be directed to Ms Cyndi Friend, Centre Director on 4412 4858.

We look forward to an enjoyable year and will be happy to address your queries regarding the start of year arrangements.

Yours sincerely

A handwritten signature in blue ink, reading "Noel Nethery".

**MR NOEL NETHERY**  
**Head of Junior School**