



Dalby State High School
Bunya Campus

BOARDING HANDBOOK



KEY CONTACTS

MAIN RECEPTION

MONDAY – FRIDAY 8.00AM – 3.30PM



(07) 4660 0333



admin@dalbyshsbunya.eq.edu.au

HEAD OF CAMPUS – JASON MARINI



jmari1@eq.edu.au

DEPUTY PRINCIPAL – CANDICE BAGULEY



cbagu4@eq.edu.au

BUSINESS MANAGER – DELIA STEPHENS



dstep32@eq.edu.au

STUDENT SERVICES MANAGER – SUE BURROWES



sburr70@eq.edu.au

RESIDENTIAL STAFF – ON DUTY MOBILE NUMBERS

MONDAY – FRIDAY 2.30PM – 8.30AM

WEEKENDS – 24HRS



1. 0467 711 384
2. 0467 708 081
3. 0467 709 112
4. 0467 800 994
5. 0477 891 604

NICHOLSON STREET CAMPUS



(07) 4669 0900



admin@dalbyshs.eq.edu.au

Welcome to Dalby State High School – Bunya Campus

Dear Parents, Carers, and Boarders,

We are delighted to welcome you to Bunya Campus — a coeducational residential community that supports the unique needs of all our students. Our campus is unlike traditional boarding schools, with a structure shaped by its history as a former Agricultural College. This heritage has created a distinctive dormitory and residential layout, where students quickly learn to follow routines and develop key independent living skills.

At Bunya, we aim to create a safe, caring, and supportive *home away from home*. Our boarders have access to a wide range of academic, vocational, and extracurricular opportunities. We understand that many of our students come from rural or remote areas, and we're proud that our scenic agricultural surroundings help new boarders settle in and feel connected more easily.

Boarding at Bunya offers students the opportunity to grow as individuals, build resilience, and form lifelong friendships. While we know nothing can replace home, we provide a structured environment with clear expectations, routines, and plenty of support — all designed to help our students thrive. We actively encourage responsibility, self-direction, creativity, and respect for others.

Some students board with us from Monday to Friday, while for others, Bunya is their full-time home during term. To support all boarders, we offer a well-planned program of weekday and weekend activities that cater to a range of interests and needs.

We look forward to sharing this journey with you and supporting each student to make the most of their boarding experience.

Bunya Campus – where boarders are Alive and Thrive!



Jason Marini

Head of Campus

Our Commitment

At Dalby State High School, we are committed to providing every student access to a high-quality education that prepares them for success in the twenty-first century. We strive to create a living environment that nurtures academic achievement, personal growth, and responsible citizenship.

Our Vision

Creating the future – every student, every day.

Our Values

- Positive Relationships – Building trust, respect and open communication.
- Student Diversity – Valuing individual strengths, backgrounds, and perspectives.
- Multiple Pathways – Supporting a variety of learning journeys and future goals.
- Teacher Excellence – Fostering high-quality teaching and professional growth.

These core values underpin all aspects of our school community. They guide our practices, shape our culture, and are reflected in the way we engage with students, families, and each other.

Supporting Positive Behaviour

Our approach to student behaviour is framed by the school's Responsible Behaviour Plan, which is strengthened by the unique structures of our school environment. This plan is built around three key expectations that apply to all members of our school community:

Respect

Safety

Learning

These expectations support a positive, inclusive and focused learning environment where every student has the opportunity to thrive.



Communication & Visitors

A child's educational journey is enriched when there is open, positive, and consistent communication between parents, students, and school staff.

Communication with Bunya Campus

Effective communication between families and the Bunya Campus is essential for supporting the wellbeing and success of our boarders.

Contacting Staff

The **Residential Staff** can be reached from 2.30pm – 8.30am via the mobile numbers listed on the first page of this handbook. The **Bunya Campus Administration Office** can be contacted during office hours: **Monday to Friday | 8:00am – 3:30pm**

When to Contact the Bunya Campus

Please contact the Bunya Campus in the following situations:

- **Absences or Changes to Travel Plans**
If your child will be **absent during term time**, will return late, or leave early, please notify:
 - The **Bunya Campus staff**, *and*
 - The **Nicholson Campus Office**
- **Change of Contact or Medical Details**
Notify Bunya Campus staff **immediately in writing or via email** of any changes to:
 - Parent/carer contact details
 - Emergency contact numbers
 - Medical or health information

It is critical we are able to always contact a responsible adult, including during holidays. If you are unavailable, please provide details of a nominated guardian.

Delivering Difficult News

Receiving distressing news by phone or letter can be very upsetting for boarders. If you need to communicate sensitive or difficult information, we encourage you to contact the campus. They will ensure your child is supported by appropriate staff.

- **Student Wellbeing Concerns**
If you receive a concerning phone call from your child or suspect something may be troubling them, please contact Bunya Campus staff immediately so we can provide appropriate support.
- **Mobile Phone Communication**
With mobile phones, parents may become aware of issues before staff do. Please encourage your child to speak directly with Campus Staff. If your child raises a concern, we ask that you speak with the **Student Services Manager** or the **rostered Residential Staff** before drawing conclusions. Staff may implement temporary safety measures while an issue is formally investigated.

Leave

Managing leave is a key part of how the Campus ensures the safety and wellbeing of all boarders.

Leave Process

The Bunya Campus uses the online **REACH Student Management System** to manage all student leave. Parents and students must provide their email addresses to Administration to be set up in REACH.

All leave and travel arrangements must be submitted through REACH with **parent/caregiver approval**. The following information must be included:

- Host details
- Destination
- Mode of transport
- Return date and time

Departure & Return Procedures

Departure

- Parents/carers are to **use the ramp at the rear of D Block (Recreation Block)** for all departures and returns. Vehicles are not permitted at the dorms
- Students must report to staff on duty before leaving and **hand in their key and swipe card** at the Student Support Office
- Parents/carers/hosts must check in at the **Student Support Office** when collecting students
- Rooms must be left **clean and tidy**, with **bins emptied**, before departure

Weekend Leave

- Weekend leave requests must be submitted in REACH by **8:00am each Wednesday**
- Approval is required from both **Campus staff** and the **caregiver by midday Wednesday**
- Leave may be **declined if submitted late or incomplete**

All other leave must be submitted a minimum of 12 to 24 hours in advance to allow for appropriate planning and approval. Please note that late submission of leave may result in transport not being arranged, which could impact your child's ability to depart as intended.

Students are welcome to visit approved families on weekends. Families must provide the **full names and details of any approved hosts** to the Student Services Manager.

Note: Residential dorms are out of bounds to all family members and visitors. Hosts are required collect students from **Student Services Office** and may be asked to provide identification.

If the Head of Campus or their delegate believes a leave request places a student at risk, the leave may be denied. While consultation with parents/carers will occur, the final decision rests with the Head of Campus or their delegate.

Returning to Campus

- If the student's REACH return time changes, parents/carers must **notify staff at least one hour prior** to arrival. This allows for a contingency plan if staff or students are off campus.

End of Term Leave

- Leave must be submitted via REACH with details of departure plans
- Students are expected to take **all belongings home** during term breaks
- Rooms must be left empty and clean; fees may apply for damages or excessively poor condition of room
- Campus **closes at 4:00pm sharp** on the last day of each term

Extended Leave from School

Extended leave of more than 10 days must be approved by the Principal of Dalby State High School via a **completed Application for Exemption** form.

Note: The Bunya Campus cannot approve school absences for extended holidays or non-school-related work.



What to Bring

In addition to school uniforms and supplies, boarders should bring the following items for residential living. **All personal belongings must be clearly named.** *Please note: The Bunya Campus takes no responsibility for any personal items that may be lost or damaged.*

Uniform Requirements

- 1 x Formal uniform
- 4 x Sports uniforms or 3 x Specialised uniforms (if required for Trade Futures or Innovate Ag)
- 5 x Plain black, white or grey socks (above ankle, no emblems)
- Winter uniform (as per school policy)

Medications

- All medications **MUST** be given to staff on arrival
- All **prescribed medications** must be *Webster packed* and handed to staff
- Any **over-the-counter medications** (e.g. Panadol) must be *labelled by a pharmacy*
- **Head lice treatment** (recommended)

Toiletries & Hygiene (no aerosols allowed)

- Toiletries
- 3 x Bath towels
- 1 x Swimming towel
- Sunscreen (SPF 30+ minimum)
- Insect repellent
- First aid basics (e.g. Band-Aids)

Bedding

- Pillow
- Comforter set and blanket
- 2 x Sets of fitted sheets and pillowcases (to fit single or king single bed, depending on room assignment)

Clothing

- Casual clothes
- Underwear and socks
- Jumpers, beanie, ugg boots (for cold weather)
- Dress clothes (for social events)
- Casual shoes
- Sleepwear (compulsory)
- Swimwear (*sun-safe swimwear only*)
- Thongs
- Hat for after school (wide-brimmed recommended)

Personal Items

- Alarm clock
- Personal room items (e.g. photos, books)
- Airtight, vermin-proof containers for any food kept in room
- Power board with individual switches (no double adapters permitted)

Electrical Safety

All electrical items are to be kept in good working order and will be **visually checked by staff.**

Routine at the Bunya Campus Boarding Facility

At Bunya Campus, we encourage students to express their individuality; however, maintaining a consistent routine is essential in a residential setting. Routine promotes fairness, creates a sense of predictability, and supports a secure and safe environment for all boarders.

Boarding Options

Term boarding is available for students staying throughout the entire school term. Weekly boarding is also an option, running from 8:00am Monday to 4:00pm Friday.

Please note: Families of weekly boarders will be invoiced if additional nights are spent on Campus.

Daily Routine

Weekdays

6.00 – 8am	Laundry opens
7.00am	Wake up – Dress for school, tidy room and complete dorm duties Do not leave your dorm until your room is checked and staff have given permission
7.30am	Out of Dorms – Ready to start your school day
7.30am – 7.45am	Breakfast – collect morning tea Students on clean up need to be at the dining room at 7.30am
8.00am	Busses commence to depart – last bus departs at 8.15am
9.00am	Commencement of school program at Nicholson Campus
3.05pm	Nicholson Campus program finishes and buses return to Campus
3 – 3.45pm	Afternoon Tea
3.30pm	Monday Meetings Seniors only
3.30pm	Tuesday Meetings Juniors only
4.00pm – 6.30pm	PREP as per timetable - Activities, dorm free time
6.30pm – 6.45pm	Dinner
7.30pm	Organised activity / free time
8.00pm	All students in dorms - Shower, settle down and bed All students are to shower every night
8.30pm	ALL Juniors hand in phones and electronic devices
9.00pm	Juniors lights out
9.30pm	Seniors lights out

Saturday/Sunday

8.30am – 10.30am	Breakfast (this includes morning tea)
1.00pm – 3.30pm	Lunch (this includes afternoon tea)
6.30pm - 6.45pm	Dinner
8.30pm	ALL Juniors hand in phones and electronic devices
9.00pm	Juniors lights out
9.30pm	Seniors lights out

**Bedtimes may vary depending on supervised weekend activities.*

**Residential routine may vary or change at times.*

Recreation and Sport Activities

Bunya Campus organises regular recreational activities for students to participate in during their time on Campus. These activities may require parental consent.

Some recreational activities may involve travel to and from the Campus and may incur additional costs, which will be the responsibility of the student. Examples of such activities include:

- Outings to local shops
- Local sporting activities
- Recreational events (e.g. movies, music nights, ten pin bowling)

Some of the activities may include:

- NRL games in Brisbane
- Fun Day in Toowoomba for ten pin bowling, movies, shopping or whatever the boarders would like to do!
- Ice skating in Brisbane
- Visits to the beach



Transport

Bunya Campus frequently transports students to attend activities, appointments, or to facilitate travel to and from the Campus.

At Bunya Campus, we understand and support the value of students engaging in part-time employment during their stay with us. Where possible, the campus may assist with transport to and from workplaces.

We also encourage students to participate in extracurricular activities, such as sport, music, or community groups, to support their personal development and wellbeing. Similar to work transport, assistance with getting to and from these activities may be provided where possible, but it is **not a guaranteed service**.

Transport is generally organised in **clusters**, with students grouped together based on location and timing to ensure the most efficient use of staff time and campus resources. While we make every effort to support work commitments, families are asked to understand that **employment-related and extracurricular transport is provided as a courtesy and cannot always be accommodated** due to staffing, supervision needs, or other logistical factors.

Please note that the campus does **not provide transport for personal social activities**, such as visits to friends' homes, birthday parties, or casual outings. These types of transport fall outside the scope of what the boarding program can support and remain the responsibility of the student's family or guardian to arrange independently.

We strongly encourage families to communicate openly with staff about transport expectations.

Permission to Have a Vehicle on Campus

- Students holding a current driver's licence may apply for permission to keep a vehicle at Bunya Campus.
- Applications must be submitted using the approved form (available from the Student Services Manager) and are subject to approval by the Head of Campus.
- If the student changes vehicles, a new application must be submitted.
- Approval is a privilege, not a right, and may be revoked at the discretion of the Head of Campus if conditions are breached.
- Students are not permitted to drive their car to school, unless approvals have been sought.

Vehicle Requirements

- Vehicles must remain parked in the allocated area at all times.
- Keys (including spare keys) must be handed in and stored at the Student Support Office while the vehicle is on Campus.
- Vehicles must be currently registered, roadworthy, and free from excessive noise. Unroadworthy or abandoned vehicles are not permitted.
- Students are responsible for providing their own fuel, oil, tools, and maintenance items.

Passenger Policy

- Students are **not permitted** to transport other students in their vehicle unless:
 - Exceptional circumstances apply,
 - Permission is granted by the Head of Campus, and
 - Written parental consent is provided (if under 18).
- Adult students must consult with the Student Services Manager before transporting another student.

Health, Safety and Wellbeing of Students

Expectations

Boarders arriving from smaller schools may initially find the larger school environment challenging and demanding. It helps if both you and your child discuss expectations and goals beforehand. Please feel free to seek advice and support from the Administration team and Residential staff at any time.

Access to Dorms

- Parents/carers may access their child's dormitory on the first day of each term to assist with room setup. Residential staff will also be patrolling dorms regularly to provide support and answer questions. Due to Student Protection requirements, access to dorms at other times is not permitted unless authorised by the Head of Campus or delegate
- All boarders and caregivers must enter and exit via the Student Support Office (next to the bus stop)

Homesickness

- It is completely normal for new boarders to feel homesick when adjusting to new surroundings and routines
- Students and families should understand that occasional homesickness is a natural part of becoming a boarder
- While it's important to keep in touch, daily phone calls are discouraged during the initial adjustment period. Parents should allow time for their child to settle in, and Residential Staff are available for support
- Encouraging participation in school activities such as sport, music, and social events greatly helps students feel connected and reduces homesickness

Health Care

- Residential Staff are accredited in first aid and will contact parents/carers if more than basic treatment is required
- If a student becomes ill, Campus staff will notify parents and excuse the student from school for the necessary duration. Students will be monitored on Campus, and Parents will be contacted if student needs to be collected

Medication Administration

- The *Administration of Medications in Schools Procedure* applies at all times. Parents/carers must complete a *Request to Administer Medication* form for students with chronic medical conditions requiring routine or emergency medication
- Residential staff only administer pharmacy-labelled Webster pack medications. All other medications (prescription or over-the-counter) are securely stored and administered as directed
- Emergency medications for anaphylaxis, diabetes, epilepsy, or asthma are always accessible and not locked away
- Students approved to carry medication must practice safe storage and disposal of under staff supervision

Off-site Medical Care

- Local doctors provide medical care for students, and we encourage families to complete New Patient paperwork for local GP service

- Transport to and from appointments is organised by the Student Services Manager or Residential Staff. Students under 16 will be accompanied by a staff member if required
- Bulk billing is at the discretion of the GP
- For medical emergencies, staff will arrange treatment at hospital emergency departments and contact parents
- Parents/carers are responsible for arranging specialist appointments (including dental and optical) and accompanying their child. Whenever possible, these should be scheduled during school holidays

Ongoing Health Issues

- Students requiring one-on-one care for ongoing health conditions must return home until the condition is manageable within normal staff-to-student ratios
- A written risk management plan may be required for ongoing support

Support Services

Bunya Campus has the following support services available:

- Guidance Officers
- School Based Youth Health Nurse
- Occupational Therapist
- Social Worker
- School Chaplain



Academic Preparation at Bunya Campus

Academic Preparation (PREP) is a cornerstone of the academic culture at Bunya Campus, promoting independence, organisation, and consistent academic progress.

PREP emphasises the importance of students taking responsibility for their learning, while providing flexible options that accommodate the busy schedules of those involved in extra-curricular activities. It supports the development of effective study habits through a structured, yet adaptable routine.

Students engage in focused 30-minute blocks to work on assessment preparation, apply feedback to drafts, and revise key concepts and skills. They also have access to ATOMI – an online learning platform that provides high-quality video lessons, quizzes, and practice questions aligned to the Australian Curriculum, designed to support independent revision and skill development.

Junior Secondary and Year 10 students complete five PREP sessions across the week, while Senior Secondary students complete three sessions, with additional flexibility through a Wednesday study program.

Academic PREP is a cornerstone of the academic culture at Bunya Campus, promoting independence, organisation, and consistent academic progress.



Supervision of Students

Student safety is always balanced with respect for personal space and dignity.

Supervision Model and Guiding Principles

Student safety and wellbeing is our priority. Supervision is structured to ensure all students are always supported and safe.

- **Weekdays:** Supervision is provided by Residential staff
- **Weekends:** Staff supervision is continuous from Friday afternoon through to Monday morning
- Dormitory accommodation is allocated based on Junior Secondary, Senior Secondary, and gender
- Supervision models are adapted depending on the activity and the age of students
- During sleeping hours, adult supervision is assisted by a security guard and security technology (see below)

Use of Technology to Augment Supervision

A range of technology is used to support student safety, especially during overnight hours:

- Each student room is fitted with a **call button**, directly linked to on-site Student Support Workers for immediate assistance.
- **Exterior doors** are alarmed after “lights out”; if opened, they trigger an immediate staff and security response.
- The residential precinct includes:
 - Swipe card access to dormitory buildings
 - Access and security lighting
 - Motion sensors
 - Smoke detectors
 - Emergency lighting
 - Call buttons in every bedroom
 - CCTV in entry/exit points and common areas

CCTV and Surveillance

Closed Circuit Television (CCTV) is used as part of the Campus’s broader security and supervision strategy.

- Cameras are positioned in common areas, thoroughfares, and external spaces where concealment is possible (e.g., de-boot areas)
- CCTV coverage includes entrances/exits to dormitories but excludes individual bedrooms and bathroom facilities
- Recorded data is securely stored for approximately 30 days



Fees

Residential Fees

Residential Fees are payable in advance and cover accommodation, meals, laundry, and transport where operationally convenient. Our preferred method of payment is **BPoint**.

Sibling discounts apply:

- 5% discount for the second residential sibling
- 10% discount for the third and subsequent residential siblings

Fees are available on Dalby State High School Website.

A Room Bond is payable at the time of signing the Registration Agreement and must be received in full **before** a student commences boarding.

Bond The bond may be used to cover the cost of any damage or replacement caused by the student. In such cases, parents/carers will be invoiced to restore the bond to its original amount. Any unused bond will be refunded upon the student's departure from the Bunya Campus.

To ensure clarity and fairness, an **Entry and Exit Condition Form** will be completed and signed to document the condition of the room at the time of occupancy and departure.

Additional Costs Parents/Carers are responsible for any additional costs, including but not limited to:

- School-related expenses not covered by Residential Fees (e.g. textbooks, resource hire, uniforms, camps, excursions, private lessons, vocational courses, School Sports Awards Night, Valedictory)
- Recreational or sporting activities organised or approved by the boarding facility or school
- Replacement of lost keys or swipe cards
- Medical expenses incurred on behalf of the student
- Damage or replacement costs exceeding the Room Bond amount

Assistance for Isolated Children's Allowance and ABSTUDY

- For further information, contact Centrelink

Invoices

Invoices will be issued via the nominated email address. All invoiced amounts must be paid *by the due date specified*.

Failure to pay

Failure to make payment by the due date may result in the *deferral, suspension, or cancellation* of the student's registration, in accordance with Section 8.1(b) of the Registration Agreement:

8.1 The Bunya Campus Boarding Facility may, at its discretion, defer, suspend, or cancel a student's registration, subject to relevant laws, if:

- a) A written request is received from parents for deferral/suspension/cancellation on compassionate or compelling grounds;
- b) Parents fail to pay all fees or costs in accordance with the Agreement

Refund policy

The refund policy is outlined in the Registration Agreement. Parents/Carers are strongly encouraged to read and understand the policy prior to committing to enrolment.



General Information – A to Z

Bank Accounts

It is strongly recommended that students have a bank account with key card access to minimise the need for carrying or storing large amounts of cash in the residential facilities. Please note that the Campus cannot accept responsibility for any money that is lost or misplaced.

Complaints

If a parent or carer has a concern or complaint about the Bunya Campus boarding facility or its staff, they are encouraged to contact the Head of Campus or Principal. The Head of Campus or Principal will work to resolve the matter in line with the Department of Education's *Making a Customer Complaint – Information for Parents and Carers*, available here:

<https://ppr.qed.qld.gov.au/attachment/making-a-customer-complaint-information-for-parents-and-carers.docx>

Students who wish to make a complaint can:

- Call 13 QGOV (13 74 68), or
- Complete the Department's student-friendly complaint form and give it to a teacher, the Principal, or another trusted adult

The form can be found here:

<https://ppr.qed.qld.gov.au/attachment/child-friendly-complaint-form.pdf>

Dining Room

Students are provided with breakfast, morning tea, lunch, afternoon tea, and dinner each day. Packed morning tea for school must be collected from the kitchen at breakfast or by 8:00 am. Tuckshop is available each weekday. The Campus accommodates students who have medical dietary needs.

Dining Room Duties

- Rostered students are responsible for clearing and wiping down tables, as well as completing other tasks assigned by staff
- All students are required to scrape their own plates and stack them appropriately
- Courtesy and good table manners are expected from everyone during mealtimes

Dining Room Expectations

All students are expected to always demonstrate respectful and courteous behaviour in the Dining Room. Inappropriate behaviour will not be tolerated, and consequences will apply in accordance with the Student Code of Conduct.

Mobile phones, electronic devices, headphones and earphones are not permitted in the Dining Room.

Dress Standards:

To maintain hygiene and presentation standards, students must adhere to the following when entering the Dining Room:

- Students must be clean, neat and tidy
- Clothing and footwear must be clean, neat, and tidy
- Singlets and singlet tops are not permitted
- Hats, hoodies, and sunglasses are not to be worn
- Students who have been working or handling animals must shower and change before entering

Dormitory and general campus duties

Dormitory (own) duties:

- Students are expected to always keep their rooms clean and tidy
- Students will adhere to laundry rosters (bedding and clothes schedules will be provided)
- Foodstuffs within rooms should be kept to a minimum and stored in vermin proof containers

Dormitory (common space) duties:

- Students are expected to undertake allocated duties whilst a resident at the Campus (eg participating in cleaning rosters)
- Students are expected to keep their common dormitory areas clean, neat and tidy always. Students are expected to shower and change before utilising common space areas if they have been working or handling animals
- Before going to breakfast, students must complete all cleaning responsibilities as per cleaning roster and guidelines. All areas will be checked by the staff on duty

Emergency and fire drills

Emergency Procedures

Emergency responses at the Campus fall into two main categories: Evacuation and Lockdown. All students will be inducted into these procedures upon arrival and will participate in regular emergency drills held once per term.

Evacuation Procedures:

- Evacuation plans are clearly displayed throughout the campus, including in every student dorm
- These plans guide students and staff to exit buildings safely and efficiently in the event of an emergency
- The designated emergency assembly point is located near the car park at the front of the Administration Building
- Emergency drills will be conducted once per term as part of our emergency preparedness

Extra-Curricular Activities

Campus staff do not provide supervision while students attend extra-curricular activities (e.g., sport, Cadets, Youth Group). Drop-offs and pick-ups are scheduled based on operational convenience, which may result in students arriving early or being collected late.

Parents/carers are responsible for ensuring appropriate supervision is arranged if required.

Facilities and Grounds

Students do not have unrestricted access to all areas of the Campus. The following rules apply to ensure safety, supervision, and respect for shared spaces:

- Students must not leave the Campus grounds without direct permission from staff on duty and must have completed all REACH leave requirements
- Teacher residences are strictly out of bounds to all students
- Male students are not permitted in or near the female residences, and vice versa. This rule applies at all times unless accompanied by a staff member with specific permission granted.
- Students must not loiter around dormitories and are only permitted to enter their assigned dorm. Entry into any other dormitory is prohibited

Classroom areas are out of bounds after school hours and on weekends unless part of a supervised activity organised by Residential Staff. Limited after-school access to classrooms may be approved on a case-by-case basis.

Gym

Boarders have access to the onsite gym after receiving a Gym Induction.



Laptops, Computers and Mobile Phones

Boarders are permitted to bring personal electronic devices to Campus, in accordance with the Dalby SHS Bring Your Own Laptop (BYOL) agreement. Campus laptops are also available for student use in the PREP room. All device usage—personal or school-provided—is subject to the terms outlined in the signed Internet Access Agreement.

Students are responsible for the care and security of their own devices. It is strongly recommended that families take out insurance covering loss, damage, and theft at the time of purchase. Please note: the school does not accept responsibility for the loss, damage, or theft of any personal electronic devices.

The use of mobile phones is permitted at the Bunya Campus and is governed by the school's *Electronic Device Procedure*. We ask parents/carers **not to** contact students during mealtimes, PREP and after lights out.

Laundry

The Bunya Campus provides a **full laundry service** for all boarders. Drop off times are from 6am – 8am Monday to Friday with pick up 3pm – 3.45pm.

Name Labels

All clothing **must be clearly labelled** with the student's full name. Labels should be sewn in **prominent, visible locations** on the garment — *not on trade or brand tags*, as these can easily be removed. We recommend labels with **red text on white** or **black text on white** for maximum visibility.

Need help with labels? The Campus can supply them — please visit the Administration Office for pricing. Your first 50 labels are complimentary on enrolment.

Special Care Items

Some items are not suitable for industrial washing machines or drying. If your child brings any delicate or special-care items, **they are responsible for these**.

Please Note: Laundry baskets and coat hangers are supplied by the Campus for boarders.

Loss of Privileges

At Bunya Campus, privileges are an important part of residential life and are granted to students who demonstrate responsibility, respect, and a commitment to our community values.

Loss of Privilege may occur when a boarder fails to meet expected behavioural standards or breaches boarding processes.

Examples of privileges that may be temporarily removed include:

- Access to recreation room/media room/gym
- Access to personal devices/phones
- Downtown shopping
- Transport to social/sports events
- Personal vehicle on Campus
- Participation in special events e.g. Bunya Campus excursions

Loss of Privilege may result from:

- Repeated disregard of boarding processes or routines
- Breach of safety rules or curfews
- Disrespectful or disruptive behaviour
- Inappropriate use of technology
- Misuse and/or damage to Campus facilities

Consequences will be discussed with the student with our aim to always support boarders in learning from their experiences and regaining privileges through improved behaviour and positive contributions to the boarding community.

Policies and Student Support

A range of policies are in place to support students and uphold the school's commitment to providing a safe, respectful environment free from harassment, discrimination, and bullying. These policies are available upon request or can be accessed through the Education Queensland website.

PREP

Evening PREP (Monday – Thursday, 4:00–6:30pm)

Staffed by both a teacher and a Recreation Officer, these sessions offer a combination of academic support and quiet independent study time.

Flexible PREP Options

- **Sunday Evening PREP (4:00–6:00pm)**

Staff supervised | No teacher present

Independent study sessions focused on tasks such as ATOMI or assessment drafting.

- **Weekday Morning PREP (7:00–7:30am)**

Staff supervised | No teacher present

An early morning option for students who prefer to complete their study tasks before the school day begins.

Safety

While all school facilities and grounds are considered safe, ongoing vigilance is essential to ensure the wellbeing of our students. Parents and students are encouraged to report any safety concerns promptly. Boarders are expected to remain aware of, and comply with, all designated out-of-bounds areas across the campus.

Student Code of Conduct

The Student Code of Conduct can be found on the Dalby State High School website.

Student Meetings

Student meetings occur weekly to provide students with essential information regarding the week ahead. All efforts should be made to attend student meetings with non-attendance noted and students are expected to catch up regarding the content discussed.

Suspension

If a student is suspended directly from Bunya Campus, parents/carers must arrange and cover the cost of transport. Please note: suspension from Bunya Campus also results in suspension from Nicholson Campus and all related school activities, including work experience and school sporting events. Suspended students must leave the Campus as soon as possible. Consideration of family's circumstances will be considered regarding student suspensions.

Swimming Pool

Maintaining strict health and safety standards is essential. All students are expected to uphold high levels of personal hygiene and follow the guidelines below when using the pool facilities:

- Students with open wounds (e.g. cuts, sores, boils) are not permitted to swim
- Appropriate clothing must be worn to and from the pool, including a garment over swimwear and at least thongs/footwear
- Girls must always wear either a one-piece swimsuit or a swim shirt
- Running within the pool area is strictly prohibited
- Pushing, rough play, or horseplay of any kind is not allowed
- Filtration rooms are strictly out of bounds to all students
- Food is only permitted in the pool area if part of a staff-approved activity
- No glassware is allowed in or around the pool area

Important: Students must never enter the pool enclosure unless supervised by a qualified staff member.

Work

Students may apply for part-time work outside of school hours under various conditions. If transport cannot be arranged by the Campus, a taxi may be used at the student's expense with parental approval.

