Mount Crosby State School

Strong & Sure

P&C ASSOCIATION

BELONGING BEING BECOMING

WELCOME PACK 2026

Welcome to Mount Crosby State School Parents and Citizens Association (P&C). We are an independent, not-for-profit organisation comprising of dedicated parents/carers, school representatives and community members.

The P&C are managed by a volunteer Executive Committee, who with other P&C Members, work closely with the School Principal for the benefit of the students at school.

The objectives of the Association are to work in productive partnership with the principal and school community to promote the interests of the school, facilitate its development and further improvement, and to achieve the best possible outcomes for students.

In recent years, the P&C were proud and fortunate to be able to support our school by making financial contributions to the following: - Chaplaincy Donation, Bike Skills Course for Years 4/5, Flagpole & Memorial Garden Project, Tuckshop Renovation, Interactive Whiteboards, Chilled water bubblers, Sports jerseys and Computer Lab Donation. We look forward to continuing this support.

In addition to submitting grant applications, coordinating fundraising events, and supporting school activities, the P&C also manages the following services:

- *Outside School Hours Care*
- *Tuckshop*
- *Uniform Shop*

Enclosed in this booklet is some information to help you as a parent at Mount Crosby State School, including:

- *OSHC, Tuckshop & Uniform Shop Information*
- *P&C Membership Form*

The P&C meet on the fourth Thursday of the month at 7:00pm and all parents are welcome to attend.

P&C membership is free and is as simple as completing the enclosed application form. Becoming a member is a great way to stay up to date with what is happening in our school, have your say and be part of a team that can make a difference.

If you would like any further information on the P&C Association and ways you can become involved in your child's school, please don't hesitate to contact us at pandc@mtcrosbyss.eq.edu.au

P&C APPLICATION FORM - 2026

Please complete and return at the next P&C meeting, return to the silver P&C letterbox in the school office or directly to the P&C Secretary (in person or by email: mtcrosbysspandcsecretary@gmail.com)

Name:	
Address:	
Home Phone:	
Mobile Phone:	
Email:	

I am:

- ☐ a parent of a student attending the school
- ☐ a staff member of the school
- ☐ an adult interested in the school's welfare.

If you are an adult interested in the school's welfare, please provide:

- Current Blue Card number: _____ Expiry date: _____
- Date of birth*: _____ (**Date of birth details are required to link with Blue Card portal)*

If applicable, please provide details of your children who are students at [name of school]:

Name:_____
Class:_____

I am:

- ☐ applying for new membership
- ☐ a returning member.

I apply for membership of the [Name of School] Parents and Citizens' Association and I undertake to:

a) promote the interests of and facilitate the development and further improvement of the School and the good order and management of the School; and

b) comply with the constitution of the P&C Association, including the P&C Association Code of Conduct as specified in Schedule 2 of the constitution, and any valid resolutions passed by the Association.

Signature:.....
Date:.....

P&C Secretary Use - Date received: ……../……../……..... Date accepted: ……../……../…….....

Secretary's signature: ..... Entered in P&C Register. ☐

CODE OF CONDUCT FOR P&C ASSOCIATIONS

This Code of Conduct clarifies the expected standards of all P&C Association members. It has been adopted to aid all members of our school community to work as a cohesive group in partnership with the school.

The Code is intended to promote and maintain the highest standard of ethical behaviour by P&C Association members. Members of a P&C Association should adhere to the Code of Conduct at all times. This Code applies to each member of a P&C Association.

P&C Association members are to:

- act in the best interest of the whole school community at all times
- act in compliance with the Constitution
- act and work within the boundaries of the *Education (General Provisions) Act 2006,* the *Education (General Provisions) Regulation 2017* and the Department of Education's policies and procedures relevant to P&C Association operations
- conduct and present themselves in a professional manner and act ethically and with integrity at all times
- act with courtesy and demonstrate respect for all persons, whether fellow P&C Association members, school staff, parents/carers, students, community members
- remain objective and avoid personal bias at all times
- represent all members of the school community
- engage the school and wider community in developing and effecting school priorities, policies and decisions in a manner that is consultative, respectful and fair
- declare any conflicts of interest and not misuse their office to advance individual views or for personal gain
- make fair, transparent and consistent decisions
- provide objective and independent advice
- listen and be tolerant of the views and opinions of others, even if those views and opinions differ from their own
- treat official information with care and use it only for the purpose for which it was collected or authorised
- respect confidentiality and information privacy (about the school, community members, staff or students) at all times and not disclose confidential information
- not use confidential or privileged information to further personal interests
- be responsive to the requirements of the school community
- seek to achieve excellence in educational outcomes for all students at the school
- listen and respond to issues and concerns regarding strategy and policy.

P&C members (including Executive Committee members) should also abide by all expectations outlined in the school's Parent and Community Code of Conduct if the school has one.

VOLUNTEERING

Working together for our school is a rewarding experience. Volunteers are always needed, sincerely appreciated, and have an invaluable role in our school community. Please consider taking the time to fulfill the requirements below to be ready to help out.

1. Blue Card Online Application:

- Volunteer cards are free through Blue Card Services when linked to the P&C. Applications can be made via the following link https://my.bluecard.qld.gov.au/login
- Once registered, you will be given an account number. Send this number along with your date of birth to pandcmanager@mtcrosbypandc.com.au
- for your card to be linked to the P&C. You will receive notification once your card has been linked.
- Once linked, log back into the Application Portal to apply for the card. Your Blue Card will be sent via mail directly to you.

2. Complete MAST training & view fire and lockdown procedure:

- To ensure the safety of our students and volunteers, a small training document needs reading and signing. The declaration form can be returned upon volunteering or via email to pandcmanager@mtcrosbypandc.com.au
- To view and download these documents visit www.jotform.com/app/230578612367865
  Select P&C Fundraising > Volunteering > Volunteer Requirements

CONTACT INFORMATION

P&C Manager: Tom Rose

Phone: 3813 2274

Email: pandcmanager@mtcrosbypandc.com.au

Facebook: facebook.com/mtcrosbyssPandC

Tom Rose is our P&C representative, a connection between our parents and the school. If any parents, carers, or community members have any feedback, ideas, or concerns they would like to discuss or think the P&C could assist with, please feel free to contact him.

P&C Accounts Manager: Cathie Plant

Email: accounts@mtcrosbypandc.com.au

Cathie manages the finances of the 3 P&C businesses and fundraising efforts; she can be contacted via email during school hours.

TUCKSHOP

The Mount Crosby State School Tuckshop is owned and operated by the Mount Crosby State School P & C Association. Tuckshop provides healthy, nutritious, and affordable food for the students and staff and is committed to Queensland Education's Smart Choices – the *Healthy Food and Drink Strategy* for Queensland schools.

Convenor: Gavin Woodrow

Email: mcsstuckshop@bigpond.com

Online orders: www.quickcliq.com.au *(Meal Order)*

Orders can be placed from a week prior up to 8am the day required

UNIFORM SHOP

Convenor: Rika Maasdorp

Opening Hours: In person fittings- Thursdays 2:00pm - 4:00pm *(during school term)*

Email: mtcrosbyuniformshop@gmail.com

Website (Online Orders): www.quickcliq.com.au *(Uniforms)*

Orders delivered daily to classrooms.

For more information about any of our P&C businesses visit our P&C Community Hub: www.jotform.com/app/230578612367865

Scan the QR Code for the P&C Community Hub

OUTSIDE SCHOOL HOURS CARE

Service Manager & Nominated Supervisor: Tom Rose

OSHC Co-Ordinator: Kate Wells

Educational Leader: Olivia Hardwick

Accounts & Administration: Cathie Plant

OSHC HOURS

- *Before School Care*: 6:15am - 8.30am
- *After School Care:* 3:00pm - 6.30pm
- *Vacation Care:* 6:30am - 6.30pm

Phone: 3813 2274

Mobile: 0497497774

Email: oshc@mtcrosbypandc.com.au

Facebook: www.facebook.com/MtCrosbyOSHC

Enrolments: https://mtcrosbyoshc.lookedafter.com

FEES & CHARGES

Before School Care*:* $23.00 per child.

After School Care*:* $31.00 per child.

N.B. Short notice casual bookings to ASC and BSC may incur a $1 fee per session

Vacation Care

Standard Day: $77.50. Extra Fees will be added on for Incursions and Excursions based on costs per child.

Cancellation Policy

No fees charged if two (2) days cancellation notice is given for BSC, ASC, Vacation Care and Excursions.