



# HANDBOOK

*We are committed to strengthening  
Young People's capacity to discover  
and realise their potential*

- ✓ What we offer
- ✓ Why Flexi works
- ✓ Important information



[www.flexi.edu.au](http://www.flexi.edu.au)



Call Us  
(07) 5455 3585  
0458 335 412



Our Location  
2 Girraween Court  
Sunshine Beach 4567



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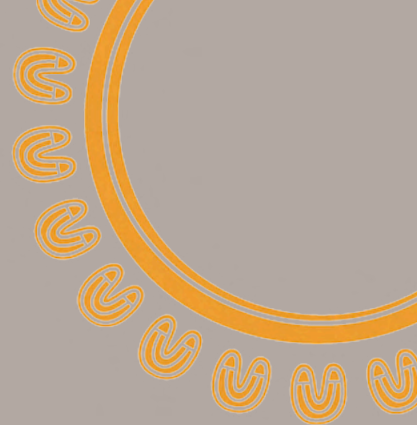
Safeguarding Information

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04:00 PM

Adjustments we make





## WHAT'S FLEXI ALL ABOUT?





## WHAT'S FLEXI ALL ABOUT?

Welcome to Noosa Flexible School(NFS)– A Place Where Relationships Matter

At NFS, we believe that the foundation of learning begins with relationships. As a Flexi School, we are committed to creating an inclusive, supportive, and engaging environment where every young person has the opportunity to thrive academically, socially, and personally.

### What is a Flexi School?

Flexi Schools are unique educational environments designed to meet the needs of young people who may not have succeeded in traditional schooling. We operate with no uniforms, compulsory fees, or strict rules. Instead, we focus on four guiding principles:

- **Respect:** We believe in respecting each individual's dignity and uniqueness. This means creating a safe and inclusive environment where young people and staff treat one another with care and consideration.
- **Participation:** Everyone has a voice in our community. We actively engage students in their learning and in the school's decision-making processes. Participation is about more than attending classes; it's about being an active member of the learning community.
- **Honesty:** Authenticity and openness are key to building trust. We encourage honest conversations, where students can feel safe to express their thoughts and emotions without judgment.
- **Safe & Legal:** Safety is at the heart of our community. We ensure that every member of our school feels emotionally, physically, and intellectually safe, providing the freedom to explore ideas and express themselves.







## WHAT'S FLEXI ALL ABOUT?

### **Relationships First, Learning Follows**

At the core of our Flexi School philosophy is the belief that relationships come before everything else. Our educators and staff invest time and effort in getting to know each young person, building authentic relationships based on trust, respect, and care. In our experience, when students feel truly seen and valued, they become more engaged in their learning and their potential flourishes.

### **A Community of Co-Learners**

Learning at Noosa Flexible School isn't confined to traditional textbooks or rigid curricula. We embrace a flexible approach that honours the diverse talents, interests, and needs of our students. Our educators see themselves as co-learners, walking alongside students on their educational journey. By listening and learning from one another, we foster a dynamic environment of mutual growth.

Paul Flanders, a pioneer in Flexi Schools, reminds us that "the answer is ALWAYS relationships." This guiding wisdom underscores the value we place on creating a space where staff, students, and families work together to nurture a sense of belonging and purpose.

### **Flexible, Individualised Learning**

We know that learning looks different for everyone. Our academic programs are tailored to meet each young person where they are. Whether they need extra support or are ready to challenge themselves, our goal is to help students discover their own pathway to success. This personalised approach allows many young people to realise, often for the first time, that they can learn, succeed, and grow.





## WHAT'S FLEXI ALL ABOUT?

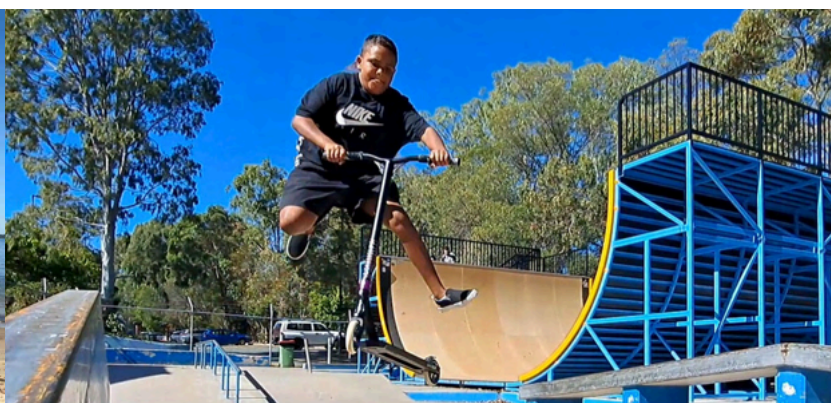
### Supporting the Whole Person

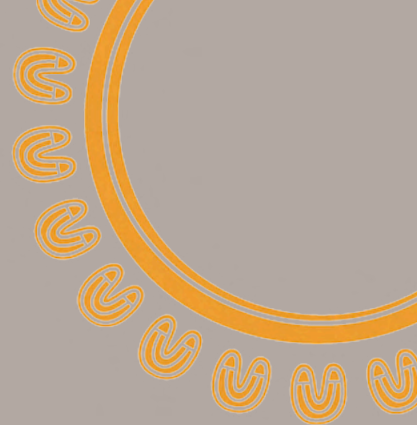
At Noosa Flexible School, we understand that students' emotional, social, and spiritual well-being is just as important as their academic success. We aim to provide a holistic educational experience that supports the whole person, helping students build the skills and confidence they need to navigate life beyond the classroom. Our school is a family, where unconditional acceptance and love are the cornerstones of our interactions.

### Inclusion and Empathy

Flexi Schools like ours are rooted in the belief that every young person deserves to be treated with dignity and kindness. We embrace diversity in all its forms and are committed to creating an environment that is non-judgmental and inclusive. We walk alongside young people on their life journeys, offering them the compassion and support they need to face challenges and realise their potential.

As guests in the lives of these young people, we approach our role with humility, patience, and a commitment to doing what's best for each student. Our goal is not to "fix" anyone, but to create the conditions for growth, learning, and self-discovery.





## SERVICES & INFORMATION







## Travel information

How to get to and from school?

Public Transport:  **TRANSLink**

<https://gocard.translink.com.au/webtix/tickets-and-fares/go-card/online/buy/step-one>

**Apply for a GoCard – Scan QR code or go to website.**



Please communicate with your young person the importance of having a GoCard with them to travel on public transport and that there is an expectation of conduct. Translink can refuse travel to any young person if they cannot pay for their fare. Translink inspectors regularly travel on buses and will issue warnings and fines if required. If you require assistance purchasing a GoCard, please contact us.

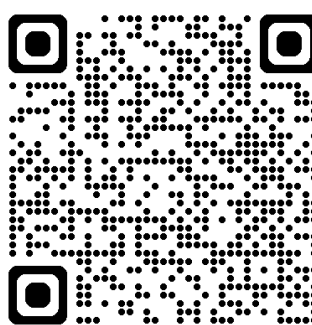
Government School Buses:



Do you need a school bus pass?



CDC bus routes



Apply for CDC bus pass online





# NOOSA

FLEXIBLE SCHOOL



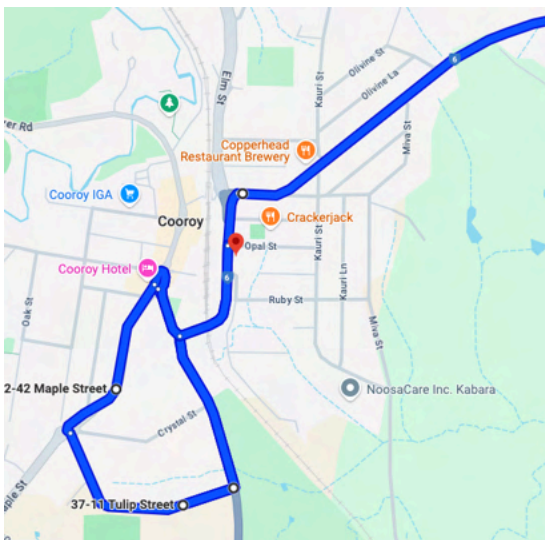
## Noosa Flexi Buses:

Please note that this service is only available in the afternoon.

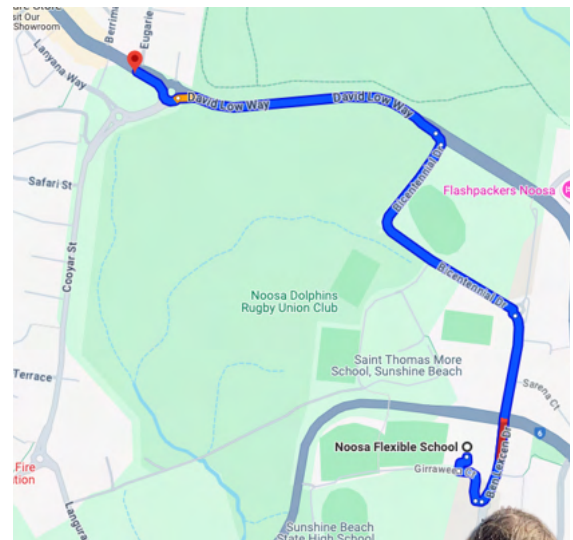
### 1.20pm - Early Noosa Junction

We offer an early Junction run for young people who require to catch joining buses in time. We will send you a message on the day if your young person accesses this service.

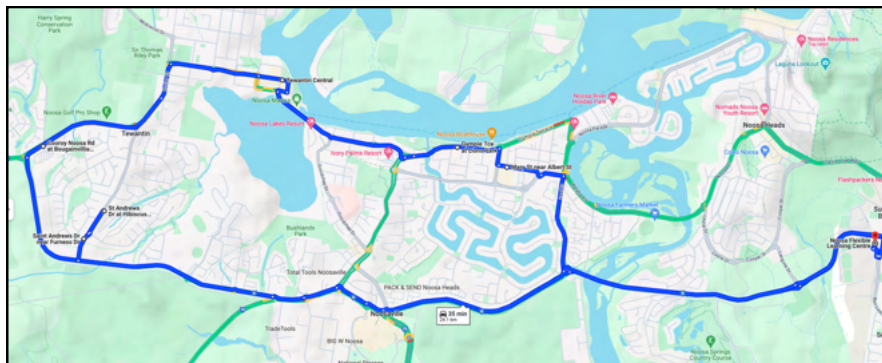
## Cooroy



## Junction



## Tewantin





# ATTENDANCE!

## Absentee Process

In order to receive funding to continue the wonderful work we do here at Noosa Flexible School, we need your help.

When a young person (YP) is away, could you please contact us on 0458 335 412 with an approved reason for their absence? Examples of these are;

1.	Illness	YP has cold/flu, sore stomach etc. YP is admitted to hospital
2.	Social/Emotional	YP is attending a psychologist/counsellor appointment e.g. CYMHS, Headspace. YP is finding emergency accommodation YP is accessing NDIS support YP has high anxiety today YP is sleep deprived
3.	Personal Family	YP is visiting an ill family member YP is supporting a sick parent/carer YP is attending a funeral
4.	Cultural	YP is attending sorry business, men's/women's business YP has significant cultural event e.g. Ramadan YP has cultural related travel
5.	Medical	YP is at a dentist/optical/hearing/specialist medical appointment YP is adjusting to medication
6.	Youth Justice	YP has to appear in court YP is attending community service YP has a meeting with YJ worker or Police YP is in custody
7.	Transport	YP's bus was cancelled due to strike or breakdown YP's parent/carer's car broke down

If your YP's absence does not fit into one of the above, it may be considered unapproved. Please contact the school to discuss.

If we haven't heard from before 10am, you will receive a Street Data text message. It is really important you reply to that ASAP with a reason as outlined above, that meets our school funding guidelines.

We understand sometimes you might be busy. The school will call you after 2pm if we have not had an approved reason for your young person's absence, to touch base to see how we can support you and your young person.

If we have not heard or seen from you or your young person during the week, our aim is to do a wellbeing check-in visit at your home on Friday. We will aim to ring just before we leave to let you know we are on the way. We will toot the horn when we get there, knock on your door and have a yarn in the front yard about how we can support your young person to re-engage with school.

If you believe you no longer wish to have your young person enrolled at our school, please let us know ASAP so that we can support them to transition.

Thank you for your help with this important aspect of school life. If you have any questions about these processes, please get in touch with us.

**\*\*If your phone number, address or email changes, please let us know ASAP. Text 0458 335 412 with yours and YP name\*\***







## School Hours

**What a day looks like at Noosa Flexi:**  
**Monday to Thursday.**

**9:00 am - expected time to arrive at school**

**9:15 am - PC (Pastoral Care)**

**9:45 am - Whole School Meeting**

**10:00 am - Lesson One**

**11:00 am - Morning Tea**

**11:30 am - Lesson Two**

**12:30 pm - Lunch**

**1:00 pm - Lesson Three**

**2:00 pm - Home time**

### **Friday- need to confirm times**

**9:00 am - expected time to arrive at school**

**9:15 am - Breakfast served and fun begins**

**9:45 am - Whole School Meeting**

**10:00 am - Lesson One**

**11:00 am - Morning Tea**

**11:15 am - Lesson Two**

**12:00 pm - Home time**







## Links

& more info about us:



### Flexi.edu.au

#### Documents you will find here:

Using the Four Principles, developing relationships – fostering relational dispositions

What does it mean to work relationally?

Historical Foundation Document

Operation by Principles

Inclusive Community

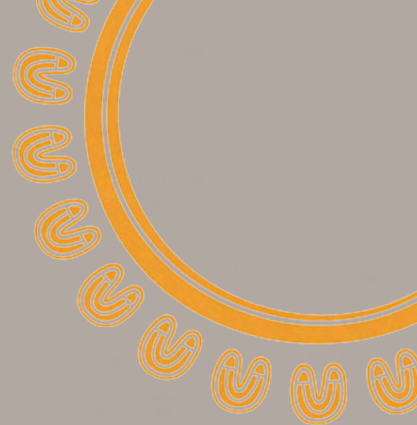
plus much more.....



### erea.edu.au

Since 1872, Catholic Schools in the Edmund Rice Tradition have been educating young Australians in every state and territory. Edmund Rice Education Australia (EREA) aims to offer a Liberating Education, based on a Gospel Spirituality, within an Inclusive Community committed to Justice and Solidarity. EREA is committed to creating an environment in which the safety, wellbeing and participation of all children and young people are paramount





# OUR CURRICULUM



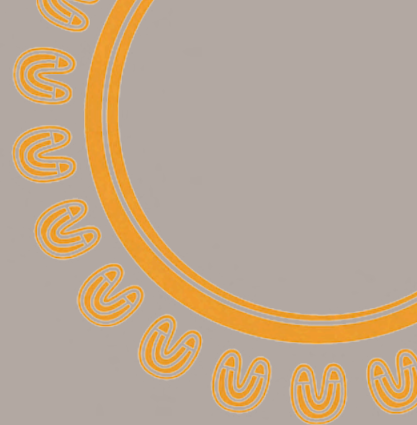


## OUR CURRICULUM

### Digital Handbook







## ALLIED HEALTH + OTHER HELP





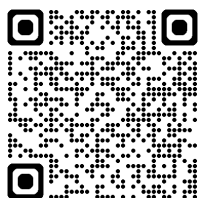
## ALLIED HEALTH + OTHER HELP



Scan me

**Family and Child Connect** <https://www.familychildconnect.org.au/>

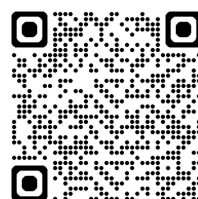
Family and Child Connect can help with a range of family and parenting challenges. They talk with you about your situation and work out the type of support you might find helpful.



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**ACT for kids** <https://www.actforkids.com.au/>

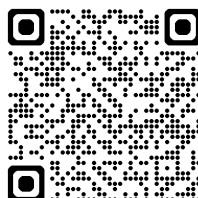
Act for Kids is a for-purpose organisation that delivers evidence-led professional therapy and support services to children and families who have experienced or are at risk of harm.



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**13YARN** <https://www.13yarn.org.au/>

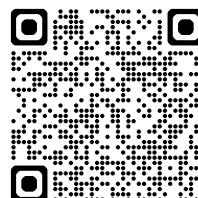
13YARN offer a confidential one-on-one over the phone yarning opportunity and support with a trained Lifeline Aboriginal & Torres Strait Islander Crisis Supporter for mob who are feeling overwhelmed or having difficulty coping.



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**Lifeline QLD** <https://www.lifelineqld.org.au/>

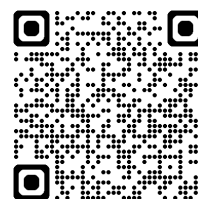
Lifeline Queensland is part of a national network bringing hope to Australians doing it tough.



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**IFYS - Intergrated Family And Youth Service**  
<https://www.ifys.com.au/services/ifys-services/>

IFYS actively provide a diverse range of specialised support and intervention programs for the well-being of children, young people, families, NDIS participants, and vulnerable members within the community.

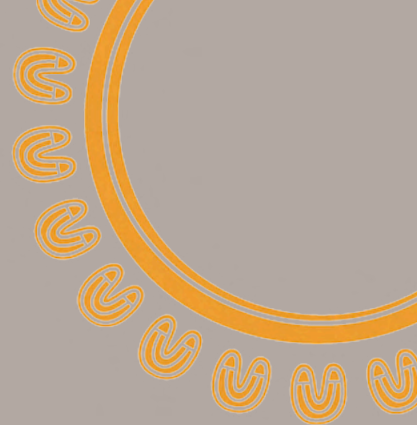


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**Refocus** <https://refocus.org.au>

REFOCUS was founded in 2010 to specialise in providing services for Aboriginal and Torres Strait Islander families and communities. Our main focus is our children and ensuring that they and their parents receive needed services to assist in creating resilient, safe and happy environments.





## SEE THE COOL STUFF WE DO







## SOME OF THE COOL STUFF WE DO



**Sunshine Coast Lightning x Confident  
Girls Foundation | UPLIFT Program**

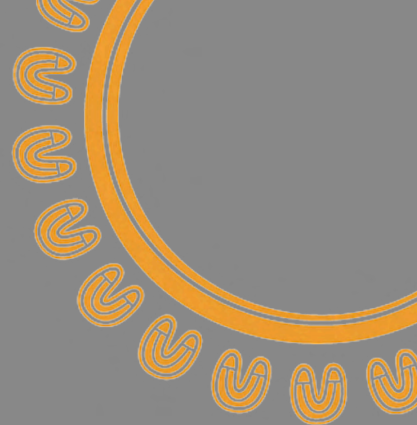


**Flexible Learning Centre - Invis-ability  
Short Film**



**Noosa Flexi Music Magazine  
Flexifest edition**





# SAFEGUARDING INFORMATION





Every School has Child Safeguarding Officers (CSO's) available to talk to you about any concern at school or away from school.

More information as well as school policies can be found on our website or via the QR Code



Scan me

## Our Child Safeguarding Officers at NOOSA (CSO)



**Daniel Parkinson**  
Head of Campus

(07) 5455 3585 or 0407379051

daniel.parkinson@flexi.edu.au

Noosa Flexible School



**Maddison Wittmann**  
Youth Worker

(07) 5455 3585

maddison.wittmann@flexi.edu.au

Noosa Flexible School

## Leaders of Safeguarding QLD/NT



**Alicia Marshall**

0455 238 203

alicia.marshall@flexi.edu.au

Edmund Rice Australia Flexible Schools LTD



**Josh Healing**

07 3741 1111

Joshua.healing@flexi.edu.au

Edmund Rice Australia Flexible Schools LTD

### Contact Us

(07) 5455 3585  
2 Girraween Court,  
Sunshine Beach 4567 QLD  
noosaflc@flexi.edu.au  
www.flexi.edu.au

### For Other Support and Information

Queensland Police - 000  
Police Link - 131 444  
Family and Child Connect - 133 264  
Department of Children, Youth Justice & Multicultural  
Affairs (Child Safety) - 1800 811 810





## REPORTING INAPPROPRIATE CONDUCT

As a student at our School, you have the right to be protected from inappropriate behaviours by any person associated with the School. This includes, staff, volunteers and other young people.

### **How do I report inappropriate conduct?**

You can talk to any staff member that you trust and feel comfortable with.

We also have specific Child Protection Officers . They are Dan Parkinson and Maddison Wittmann

You can also contact our school on (07) 5455 3585 or 0458 335 412

### **What will happen if I say something?**

If you tell a staff member about behaviour that you think is inappropriate, they will do something about it. It doesn't matter if the behaviour is by another staff member, a student or anyone else. It's not about getting anyone in trouble - it's about ensuring your safety!



## Commitment to Student Protection

Edmund Rice Education Australia (EREA) is committed to creating an environment in which the safety, wellbeing and participation of all children and young people are paramount.

We have zero tolerance of child abuse and all allegations and safety concerns are treated very seriously in line with our robust policies and procedures. EREA and its schools have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow rigorously.

### What is Harm?

Harm is when someone hurts you or treats you badly. There are different kinds of harm. These may include:

- Physical harm
- Sexual harm or exploitation
- Emotional or psychological harm
- Neglect Harm **can** occur at any time. It **can** happen once or more than once. Certain harm can occur in person or online. It **can** include a single act, omission, combination of acts, or circumstance that makes you feel unsafe. If you are feeling unsafe or have been harmed, then **staff are here to help.**

1

### RECOGNISE

If aware of harm to any student in or away from school

2

### REACT

Talk to school staff and/or Child Safeguarding Officer

3

### REPORT

Head of Campus/Principal will report or refer

## WORKING TOGETHER AROUND STUDENT PROTECTION

### Parents & Carers are:

- Recognised as having the primary responsibility for the upbringing and development of their children
- Informed about school policies including code of conduct and where to get support from the school or broader community

### Students/Young people are:

- Included in decisions that affect them
- Informed about where to get help about any concern they have around their safety and harm

### Staff will:

- Adopt a whole school approach
- Empower students by modeling appropriate behaviour & teaching personal safety
- Engage in continued professional development around student protection responsibilities

## The Queensland Criminal Code has added a **Failure to Report Offence** as of 5 July 2021



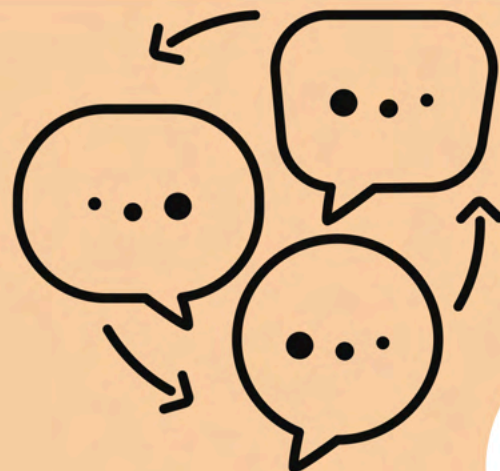
The new law will make it an offence for any adult (18 years and over) not to report sexual offending against a child by another adult to police. This means all adults will have the responsibility to report sexual offences against children to police - unless they have a **reasonable excuse not to**.

For this law, a child means a person under 16 or a person under the age of 18 with an impairment of the mind.

### SO WHAT IS CHILD SEXUAL OFFENCE?

A child sexual offence is an offence of a sexual nature committed against a child.

The most important thing to remember is **"if in doubt, REPORT"**. If you think a young person is not safe, has been harmed or has the potential to be harmed, speak confidentially to one of the schools Student Protection Contacts so that they can help to make a mandatory report.



### WHAT IS A REASONABLE EXCUSE FOR NOT REPORTING SEXUAL ABUSE

A reasonable excuse for not reporting sexual abuse may include the following scenario:

You have already reported the offence to an appropriate authority or you know another person has or will report it for example: a teacher or your school principal has already reported the offence according to other laws



You will **not need** to report an offence to the police if it has already been reported to an appropriate authority, such as Child Safety Services

#### Do you want to know more?

TALK TO ONE OF YOUR SCHOOLS  
STUDENT PROTECTION CONTACTS  
OR VISIT THE WEBSITE BY  
SCANNING THE QR CODE





2 Girraween Court, Sunshine Beach QLD 4567  
07 54 553585 / 0458 335 412  
[Noosa.FLC@flexi.edu.au](mailto:Noosa.FLC@flexi.edu.au)

**Dear Parents and Carers,**  
**Re: Permission for Unplanned Errands and Short Excursions**

At Noosa Flexi School, we often engage young people in a variety of planned programs and excursions that are part of our curriculum. These planned activities are communicated to you in advance, and separate consent will be requested via email for each specific program.

In addition to these planned activities, there are times throughout the year when unplanned errands or short excursions arise. These may include trips to Centrelink, the Department of Transport and Main Roads (TMR), or local shops such as those at Noosa Junction, Big W, or K-Mart. These outings are typically necessary to support the immediate needs of a young person and provide valuable opportunities for young people to develop socio-emotional skills as they engage with the community in a real-world context.

To minimise disruption and ensure we can respond effectively to these situations, we are seeking your permission for your young person to participate in these unplanned excursions as needed. These outings will:

- Generally, take less than two hours.
- Always be supervised by staff members.
- Take part in the following locations: TMR, Centrelink, Busy at Work, IGA Sunrise Beach & Noosa Junction, Sunrise Bakery, Noosa Civic, Choice Noosaville, Reject Shop Noosa Heads, Lifeline Pharmacy Noosaville, Connor Noosa Civic, KHub Noosa Heads, The J, Bunnings, Officeworks, Waves of Kindness, Vinnies, Salvation Army, Spotlight, Music At Noosa and other shops in the Sunshine Coast.

Please note that this permission does not apply to any major or planned excursions, for which you will still receive prior notification and a request for consent.

If you agree to provide this permission for your young person, please sign and return this letter to the school office.

Young person's full name: \_\_\_\_\_

Parent / Carer full name: \_\_\_\_\_

Date: \_\_\_\_\_

If you have any questions or concerns, please don't hesitate to contact us.

Thank you for your ongoing support as we work together to meet the needs of all young people at Noosa Flexi School.

Kind regards,

Daniel Parkinson  
Head of Campus  
Noosa Flexible School