

# WATERVALE PRIMARY SCHOOL

PARENT INFORMATION  
2017



# Learning For Life



**Government of South Australia**

Department for Education and  
Child Development

## **I**NTRODUCTION

Welcome to Watervale Primary School. The school is an integral part of our community and we are justly proud of it.

We pride ourselves on the provision of quality learning opportunities for all our students in a safe, caring environment.

At Watervale Primary School we value:

Respect  
Honesty  
Excellence &  
Joyfulness

The community is very supportive of our school and provides a network of services for our students.

This booklet provides information on a variety of topics. Please do not hesitate to raise other matters, so that they can be included in the future.

## **C**ORE BUSINESS—Teaching and learning

The core business of Watervale Primary School is to provide a supportive and challenging environment where all students can be successful.

This involves quality teaching and learning using the Australian Curriculum.

Learning outcomes for students consist of eight areas of study:

English  
Mathematics  
Science  
Design and Technology  
History & Geography  
Health and Physical Education  
LOTE (Japanese)  
The Arts

All teachers use the Australian Curriculum when planning learning experiences for students.

Each teacher employs a variety of teaching strategies to ensure all students have their learning needs met.

Subject areas taught by specialist teachers include - Science, Music, Japanese & Visual Arts.

Support staff, working within the classrooms, provide extension and support activities for students in many areas of the curriculum.

**Staff for 2017 are:**

Principal: Mrs Wendy Burge

Teachers: Ms Ellie Baldwin  
Ms Keliesha Barns  
Ms Alison Burford  
Mrs Loren Liebelt  
Mrs Judy Vandeleur  
Mrs Sharyn Williams  
Ms Tara Warden-Flood

School Support Officers:

Ms Lisa Battams  
Mrs Rebecca Bryksy  
Ms Alison Burford  
Mrs Lyn Friebe  
Mrs Julie Kelly  
Mrs Ingrid Lewis  
Mr Michael Mazzone  
Mrs Kathy Mitchell

Pastoral Care Worker:

Mrs Carolyn Camilleri

OSHC Director:

Ms Alison Burford

Grounds:

Mr Matthew Carlile

# **B**EHAVIOUR CODE

At Watervale Primary School, we believe that:

1. All children should feel safe, secure and happy in the school environment.
2. All children have the right to learn, feel positive about themselves and feel valued as individuals.
3. Children need the opportunity to develop responsible behaviours and to experience the consequences of their decisions.

The school community has developed a clear behaviour code. At Watervale Primary School all members of the community are expected to actively support and use the processes outlined in the Behaviour Code and No Bullying Policy

It is the parent's role to:

- Understand and support the school's Behaviour Code and No Bullying Policy and be familiar with school rules and consequences
- Forward relevant information to the school, which will assist teachers to address children's needs
- Be open to discussing children's behaviour
- Attend meetings arranged with the school to negotiate specific actions/consequences for their child's behaviour
- Encourage children to behave appropriately
- Encourage children to accept responsibility for their behaviour
- Encourage children to accept any consequence in line with the Behaviour Code or No Bullying Policy

At the beginning of every year, teachers and students develop guidelines for maintaining a positive learning environment.

Positive consequences for appropriate behaviour are clearly developed.

At the conclusion of each term the Light House Award is presented to a student who has demonstrated, through their actions in both the classroom and playground during the term, the school values of respect, honesty, excellence and joyfulness.

# **T**IMETABLE

In order to assist students in following the routines of school life and organising themselves, the bell will ring at the following times each day.

- 8:45 am Be ready for lessons to commence at 8:50am
- 10:40 am Recess commences
- 11:00 am Lessons commence
- 12:30 pm Lunch commences : eating time
- 12:40 pm Play begins
- 1:15 pm Clean up, toilet and drink
- 3:30 pm School ends

On the last day of each term school dismisses at 2:30 pm

Students are supervised at the school from 8.30 am. If you need to bring your child to school prior to this time you must make arrangements with staff to ensure their safety.

Please collect your children promptly after school. If you will be late, notify the school on 88430186 so that your child is informed and distress minimised.

An Out of School Hours (OSHC) Service operates before and after school, on the school grounds. Bookings can be made via the front office. The service is available between 8.00-8.30am and 3.30-6.00pm, 5 days a week. Students who remain at school after 3:45pm join OSHC until collected.

# **G**RIEVANCE PROCEDURES

On occasions students and parents have issues that cause concern. It is important that these concerns are raised with the class teacher or principal to ensure a positive outcome.

Watervale Primary School has a grievance process that is outlined in the Behaviour Policy.

Please make an appointment with the person concerned. It is helpful if an indication of the purpose of the meeting can be provided. This allows background information of details to be gathered and assists to make the meeting more effective.

# C OMMUNICATION

Communication is fundamental to our ability to care effectively for your child.

Some examples of occasions when it is advisable to inform staff are:

- A child recovering from a temperature or sickness, in case of a relapse
- A child who hurts themselves at home, so we can watch for symptoms or deterioration at school
- Any family changes: Traumas often result in changes in a child's behaviour.

It is an **essential** requirement that you notify us when your child is absent from school and to provide us with a reason that will be documented in our official records.

Poor attendance at school affects children's learning and social development.

Information can be shared via telephone calls, written notes, personal approach to a teacher or via our FlexiBuzz app.

Confidentiality is assured.

It is vital for us to have details of how to contact you, should an emergency or sickness arise.

Up to date contact names and telephone numbers are essential.

Please ensure that your family information at school is current.

## **School Newsletters**

The school publishes and distributes a fortnightly newsletter to all parents.

This year the newsletters are sent home on Wednesdays.

Newsletters contain samples of children's work, information on events, meetings and community notices.

It is our major way of communicating information to all families.

Newsletters are given to the eldest child of the family at the school unless parents have requested alternative arrangements, or can be emailed.

# **S**PECIAL EVENTS

## **SCHOOL CONCERT**

At the end of the year, the students perform for the parents and community in a school concert. The concert is held locally and is followed by a shared supper. At the concert, the students in years 6/7 who are leaving the school to attend secondary school are presented with a memento by the Governing Council Chairperson. The leadership by our senior students is also recognised.

## **EXCURSIONS**

Excursions are arranged by teachers to support or extend the learning program for students. Either the newsletter or a specific note home will inform you of these. Where the whole school is involved, travel is usually by bus and subsidised through our rurality funding. On occasions when only a limited number of children are involved, such as orientation programs, sporting clinics, shared programs with neighbouring schools or single class excursions, parents may be asked to provide private transport.

## **CAMPS**

Teachers are responsible for the organisation of camps for students. Camps will be based on educational grounds and cost is kept to a minimum to encourage all students to participate. Parents are notified early to assist planning and to encourage participation. Arrangements for payments over time is also available.

# PARENT PARTICIPATION

In Watervale Primary School, parents are welcome and encouraged to be involved! Teachers look for support in the classrooms to promote student learning.

In all classrooms, parents are encouraged to share maths, reading or fitness time with children between 8.45am and 9.00am every morning. This may take the form of hearing children read, helping them select readers or library books, playing maths games, reading to them or discussing what they have read.

Parents may like to volunteer their skills to scribe stories for younger children, type stories on the computer, teach craft skills, maintain the library, talk to children about their skills, supervise cooking sessions, help with excursions or share gardening expertise. The list is endless. Please talk to the class teacher to see how you can be involved in the day to day activities.

The newsletter and FlexiBuzz app gives information about special events planned at the school.

Children love it when they have family support at these events. Watch the newsletter for this information.

Some of these are

- Combined Sports Day
- Concert
- Book Week
- Elective & Cooking/Gardening mornings
- Swimming Carnival

The school values parent support so please volunteer wherever possible.

## **Parent Involvement in School Governance**

Parents can contribute greatly and be actively involved in decision making through service on a range of committees.

These include

### *Governing Council*

The council works with the Principal to develop policies, account for finances and represents the parent view on school management and educational matters. Members are nominated and voted onto this committee at the Annual General Meeting.

### *PAWS—Parents at Watervale School*

Its role is the support of the pastoral care of our students, fundraising for the provision of resources for student learning and supporting activities that strengthen our school community. All parents are welcome to attend the meetings, usually advertised in advance.

### *Finance & Asset Committee*

This is a committee established by the Governing Council to develop and manage our school budget, maintain and improve the school grounds and support the development of information technology in our school curriculum. Parents are invited to express interest in their involvement.

In addition, all parents are asked at various times to respond to surveys from the school. In order to make decisions regarding future directions, we need to have everybody's response. These are usually attached to newsletters.

If you would like further information about parent participation, please do not hesitate to contact the Principal or staff for assistance.

# **S**CHOOL UNIFORMS

Children are coming to school to work and play.

Therefore they need to be dressed in clothing which is easy to take on and off, allows for ease of movement, and is comfortable, hardwearing and washable.

We strongly encourage students to dress in the school colours.

This school supports parents by offering school uniform items in the school colours of red, white and navy. These are offered through the newsletter, usually once a term and are of good quality and reasonably priced.

PAWS operates this service for the parents and also has stocks of some items on hand, including school bags with the school logo.

PAWS also has a selection of good quality second hand clothing available.

So that belongings can be identified easily, we ask parents to clearly name their child's property, including hats and water containers.

Watervale Primary School has a Sun Safe policy.

This means that all children must wear a hat of appropriate style, either broad-brimmed or bucket hat, when they are outside at all times.

Baseballs caps are not appropriate.

This policy applies for all terms of the year and PAWS are able to assist with these items in the school colours.

# **T**RANSITIONS

## **Preschool/school Transition**

Students who attend local preschools receive information about the school and have an opportunity to visit the school when there are organised visits or through an appointment with the Principal. A transition program, usually consisting of four visits, is negotiated between parents and the Reception teacher, taking into consideration each child's needs. Students begin at Watervale Primary at the beginning of the year following their fifth birthday, or if they will turn 5 before May 1.

## **Primary/Secondary School Transition**

Students attending local secondary schools will commence an orientation program in the final term of the school year. This is usually done in association with students from other feeder schools. Notices for these are communicated to parents through the newsletter or a specific note home.

At the end of the year, all students leaving the school for their secondary education have a graduation dinner or similar special event.

# **S**CHOOL ASSEMBLIES

The weekly school assemblies are run entirely by the senior students and are a celebration of students' learning and achievements. The school assemblies are held each Wednesday afternoon at 2:50 pm in the Resource Centre. All parents and friends are welcome to attend.

A special assembly is also held at 2:00pm on the last day of each term, before a 2:30pm dismissal.

# **O**RGANISATIONAL MATTERS

## **LUNCH ORDERS**

Children can have their lunch supplied at school from the Water-vale General Store, usually on Tuesdays and Thursdays.

Lunch monitors collect the food on the day and deliver to the shelter.

Price lists are available from the Front Office and price updates are included with the newsletter.

Students are supervised for the eating of lunch prior to playtime. Lunch that is not eaten is placed back in the child's lunch box so that parents are informed.

When lunch orders have been forgotten, a child will be supplied with food and families notified.

If your child has any specific food allergies, please advise staff so that it can be recorded on the school records.

## **BOOK CLUB - OPTIONAL**

Ashton Scholastic offers a 'mail order' type of book club. Students are given pamphlets showing the books on offer and they are able to order anything of their choice.

Payment is made when ordering at the Front Office.

The due date is shown on the pamphlets.

Note that this service is not a fundraiser for the school, although the occasional bonus book is received.

## **SPORTS DAY**

Our Combined Sports Day is held towards the end of Term 3 with the following schools: Watervale, Auburn and Blyth .

The morning events are a range of sports and students are allocated to composite teams made up from students from all participating schools. Parents are reminded that the rules are modified and may appear a little different to what is expected.

During the afternoon students compete for the school in a range of events including long runs, sprints and team games. All students are expected to participate and parents are strongly encouraged to attend. Parents are responsible for transporting their child to and from the oval. The location may vary depending on the host school. In 2017-18 the sports day will be hosted by Watervale.

## **SWIMMING**

As part of the Physical Education program, students receive swimming lessons, usually held over five days early in the first term.

All students receive five sessions of one hour instruction, plus safety activities.

Children are transported by bus to the Clare pool. Information and consent forms are usually sent home with the newsletter at the beginning of each year.

A whole school Swimming Carnival is held at the culmination of lessons.

## PHOTOGRAPHS

A photographer visits the school annually to photograph students as a school, as a class, as individuals and in family groups if requested.

Payment is required before photographs are taken should a family decide to participate. There is no obligation to buy.

Notices appear in the newsletter prior to the time. Photographs are taken at the school.

## PROCEDURES FOR FIRE RISK DAYS

**We strongly request that you observe the following procedures to ensure the safety of your children.**

- **On days of declared high fire risk, students will not be released into the care of any adult other than their parent without written or verbal approval of their parent.** This is to ensure the safety of your children and your confidence in knowing where they are during high risk.
- If being taken from the school on such a day the parent or delegated adult **must** inform the front office of their actions.
- Watervale Primary School remains open on school days that are declared “catastrophic”.

# **S**CHOOL FEES

School fees or Material and Services Charges, are set following the Annual General Meeting of the school each year as part of the budget process. These fees are crucial in supporting the continuing high standards of the school's curriculum. Fees also include the stationery needed by each student.

School fees are to be paid at the beginning of the year and a notice appears in the newsletter. In 2017 the school fees are \$185 per student.

## **GOVERNMENT ASSISTANCE**

Government assistance for school fees is available, subject to means testing. This scheme may be better known to parents as the School Card Scheme.

If you have any questions, please do not hesitate to contact the school or *Centrelink*.

# **D**AILY FITNESS

Research demonstrates that there is a direct link between student fitness and academic achievement.

At Watervale Primary School our students participate in a whole school Fitness program for twenty minutes each day.

The varied program includes aerobic exercises, games, running, walking tasks, team building and skill development.

Please encourage your child to fully and regularly participate. This will develop positive life-long habits.



Thank you for taking the time to read this booklet. We value your input and invite you to discuss any suggestions or concerns with the staff. We trust that your association with Watervale Primary School is a positive one.

*We invite you to contact our Principal,  
Mrs Wendy Burge for further information.*

**Watervale Primary School**  
27 Main North Road  
Watervale 5452  
Phone 88430186



Last updated 03/07/2017

J:Common/Policies and procedures/parent information/parent handbook