

2018 PARENT INFORMATION BOOKLET



VALUES

At Kidman Park Primary School.

- We **respect** and **care** for ourselves, others, our community and our world.
- We are **responsible** for what we say, what we mean and what we do.
- We **achieve** our personal best for ourselves, for others and for the future.

MISSION

At Kidman Park Primary School our purpose is to engage every student so that they achieve at the highest possible level of their learning and wellbeing, through quality care and teaching.

VISION

Our vision is to provide a safe and meaningful learning environment where we embrace new initiatives and methodologies that enable everyone to achieve their full potential.

MOTTO

Aspire and Soar

School Phone	8353 2444
OSHClub	0448 955 392 (<i>Enrol online at www.oshclub.com.au</i>)
Fax	8235 1357
Email	dl.0996_admin@schools.sa.edu.au
Web	www.kidmanpkps.sa.edu.au

AFTER SCHOOL SPORT

Parents organise the After-School Sports program in collaboration with Keith Kovacs our After-School Sports Coordinator. Keith will be new to the role in 2018 so will take some time to get things underway. Keith teaches in P3 during the week.

We often have teams participating in the following sports: Soccer, Teeball, Cricket, Basketball and Netball. Students interested in playing Australian Rules Football combine with Lockleys North Primary School. Soccer is for R-7 students whilst most other sports are for students from 8 years of age.

Our sport programs can only exist if parents, older siblings or school friends take up the lead to volunteer as coaches. Please help by coaching a sports team whilst your child(ren) attend KPPS. All coaches and managers must agree to have a DCSI Relevant History Screening clearance and RAN-EC Induction. Applications must be submitted at least 8 weeks in advance for approval.

ALLERGY AWARE POLICY

Schools have a duty of care to cater for students' health related issues such as allergies and anaphylaxis. To minimise the exposure of students at risk of an allergic reaction (anaphylaxis) to known allergens within the school environment, at times we need to monitor the use of certain foods, sprays and other items.

- foods (e.g. peanuts and nuts, shellfish and fish, milk, eggs)
- insect bites (e.g. bee, wasp)
- medication (e.g. aspirin, antibiotics)
- latex (e.g. rubber gloves, balloons)
- aerosol sprays (deodorants, hair sprays and other aerosol products)



We currently have a number of students with serious allergies to variety of nut products (including sesame seeds) and so have a “Nut Awareness” policy where we request that no students bring any nut products to school.

Aerosol sprays can also trigger asthma attacks for some students. Therefore, it is important that students do not bring any of these products to school. This includes aerosol deodorants.

It is critical that the school has a Health Support Plan (completed by a medical practitioner) for any student with identified allergies or medical needs.

AQUATICS

In 2018 Years 6 & 7 children will participate in the DECD aquatics program as a part of their camp to be held at Victor Harbor. Camp will be held between October 24th – 26th (Term 4 Week 2). Accommodation will be at the Encounter Conference Centre, Victor Harbor. Activities will include Kayaking, Windsurfing, Sailing, Surfing and Body Boarding. Wet suits are provided! Costs are to be determined and the fee includes transport, aquatics, accommodation and meals.

Further information will be shared in term three.

ASSEMBLIES

At this point, assemblies will not be held for terms one and two due to the lack of classroom space. Assemblies will be evaluated once we return to normal.

ASSESSMENT AND REPORTING PROCEDURES FOUNDATION

The school has a detailed Assessment and Reporting Policy to support positive student learning outcomes.

KEY DATES FOR PARENTS

TERM ONE

- Week 2 Student Profile parent questionnaires distributed to provide parents an opportunity to share information and goals about their child
- Week 3 Acquaintance Night – an opportunity to meet your child’s teacher and learn about class routines Years 1 – 7
- Week 5 NEP meetings commence for identified students
- Week 11 Option for parents/staff to request an interview

TERM TWO

- Week 3 National Tests (NAPLAN) for Years 3, 5 & 7
- Week 10 1st semester reports sent home

TERM THREE

- Week 2 Student led Interviews

TERM FOUR

- Week 5 Option for parents/staff to request an interview
- Week 9 2nd semester report goes home

ATTENDANCE

Research clearly identifies that regular absence; lateness or leaving early has an impact on student learning outcomes.

All absences must be verified with a note or phone call to the school. Electronic roll books are completed daily at 8:50am.

Contact will be made with parents if students are regularly absent without contact being made with school staff. Information re prolonged or regular absences will be forwarded to our Attendance Officer.

ARRIVING EARLY

Our yard is supervised from 8:25am. We request students **do not** arrive before this time.

ARRIVING LATE

Students arriving late (after 8:50am) must sign in at the front office and receive a 'Late' slip to hand to the class teacher.

LEAVING EARLY

Parents collecting students early must sign their child out at the front office plus collect an 'Early Departure' slip to hand to the class teacher.

LONG TERM ABSENCE/HOLIDAYS DURING TERM

Parents must complete an Exemption from School form for all children absent from school due to holidays or other non-illness related reasons. Forms can be collected from the front office.

BEHAVIOUR CODE

Our school vision is to provide a safe and meaningful learning environment where we embrace new initiatives and methodologies that enable everyone to achieve their full potential. To achieve this vision we have a school behaviour code and associated policies and procedures to ensure the safety and well-being of all members of the KPPS community.

Key priorities of our code include:

- Attendance
- Dress Code
- Communication
- Learning
- Movement around the school
- Safety
- Relationships
- Respect

A copy of the school's Behaviour Code and Behaviour Management Policy can be found on the school's website.

BIKES

All bikes are stored in the enclosed bike shed near the canteen. The school cannot take responsibility for loss of, or damage to bikes at school.

We request that students and parents ride safely in the school grounds and consider the needs of other students. Bikes cannot be ridden in car parks.

BULLYING & HARASSMENT

Bullying and harassment are not welcome at our school. Unfortunately, both are behaviours that can sneak into the school environment and thus make learning and relationships complex and unenjoyable. Our aim is to remove bullying and harassment from the school by working with the victim, persecutor and the bystanders, who can all have a role to play in conflicts. Whenever possible we aim to use a restorative approach to ensure the consequences of unacceptable behaviour have been learnt and that changes in behaviour occur.

If your child is being bullied or harassed at school, it is important that we hear about concerns immediately. Quick feedback makes it much easier to investigate a concern. Information can be shared with class teachers, members of the leadership team or our Pastoral Care Worker.

BUDDY CLASSES

To build strong relationships between students across the school, classes participate in a regular 'Buddy Class' program. This involves the pairing of younger and older classes. Students work collaboratively to achieve desired learning and relationship outcomes.

2018 Buddy Classes:

U1	Rm 11	U4M	Rm 7	P3	P5
U2D	P1	U4T	R9		
U2V	R10	U5A	Rm 12		
U3	R8	U5M	P2		

CANTEEN

The School Canteen is able to provide recess and lunch for students each day. An updated price list will be sent home each term. Lunch bags can be purchased from the canteen or front office. You can also order and pay for lunches by using the **Qkr!** app before 9.15am on the day the order is required.

The Canteen follows the Right Bite Healthy Eating Strategy. Special days occur most terms and will be advertised in the KPPS Update.

Parents, grandparents or friends of the school are welcome to volunteer in the canteen.

All canteen volunteers will be asked to complete a DCSI Relevant History Screening and RAN-EC Induction.

For further information, please contact Carli Tanti our canteen manager at the canteen or on 8353 2444.

CAR PARK

KPPS has one main car park that can be accessed from Dean Avenue. The main car park accommodates 93 vehicles (including staff parking).

For the safety of students, please observe speed limits, signs and lines. In 2018 Charles Sturt Council inspectors will be visiting the car park and issuing fines to drivers not following parking regulations. Please ensure disability parks are left for families of students with disabilities.

Learning Centre parents, taxis and buses can only use the smaller canteen car park (accessible via Sydney Avenue). OSHClub parents can use this car park between 7:15 – 8.00am and 4.00 – 6pm for quick pick up and dropping off.

CASUAL DAYS

On casual days students can wear clothing appropriate with the theme of casual day. However students are still expected to observe sun safety rules, when outside, by wearing appropriate hats and clothing.

The **NO HAT = RESTRICTED PLAY** policy applies on casual days held between 1 September – 31 May.

CHESS

Students can participate in a (fee paying) chess program every Monday afternoon (2.00 – 3.00pm). The fee covers the cost of professional tuition. Senior students are selected to participate in region and state-wide competitions. For further information please contact Lois Burrow our librarian.

CLASS NEWSLETTERS / CLASS BLOGS

We will commence trialling a new app, during term one 2018, to share student work instead of class blogs.

CLASS MEETINGS

All classes have regular meetings to discuss classroom management issues, provide support for peers and to reflect on social issues. Class Meetings are a part of our Walker Learning Framework.

COMPUTER NETWORK AND INTERNET USERS' POLICY

It is important that learning technology is integrated across all key learning areas. To achieve this we have an extensive network of over 350 curriculum computers/laptops/tablets, TVs and other IT hardware at Kidman Park.

All students and parents are required to sign the 'Acceptable User Policy' section of the attached consent form. A copy of our Cyber-Safety Use of ICT Equipment Policy can be found at the back of this book or on the school website.

Our Australian Curriculum/STEM coordinator is Sandra Clarke: sandra.clarke96@schools.sa.edu.au

CONNECTED CURRICULUM

The connected curriculum is purposeful planning by teachers and co-design by students of learning experiences that connect areas of the Australian Curriculum with a big question and big ideas from individual subject areas. The connected curriculum does not abandon the skills and understandings that are specific to the individual learning areas – students are still taught the processes that a Scientist or Historian would use – just as in STEM. But the material is viewed with the big question in mind. By joining the areas of the curriculum we enable connections across subject areas which enable better transfer of skills, encourage students to think further than one discipline would allow. This is further enhanced by linking to key local, national and community events to give real life purpose to the learning happening in the school.

DAMAGE TO SCHOOL PROPERTY

At Kidman Park Primary School we believe in developing a culture of respect. This includes respect to others, our property and the environment. All students, staff and community members have the right to access and work in a positive environment and with resources that are well maintained and of a high standard. Repair or replacement of school property damaged or stolen should be the responsibility of the student that has caused the damage.

Whenever possible, serious incidents of theft and property damage will be investigated by members of the leadership team. Once investigated, parents will be informed of the theft or damage and an outline of the compensation plan or rehabilitation to be completed by the student.

When a family cannot compensate the school or the damage has been rectified by school staff, options of community service may be considered. Students must complete this community service in their own time and preferably supervised by their parent / guardian.

Copies of this policy can be found on the school website. Signing an understanding of this policy will occur at the beginning of the school year.

DISABILITY AWARENESS

To improve understanding of disability and how to communicate and work with a person with a disability, all classes participate in Disability Awareness lessons at the beginning of the year. These classes are organised by our Learning Centre students and staff.

EARLY DISMISSAL

On the last day of each school term school finishes at 2.10pm.

EMERGENCIES

In emergencies a parent / caregiver is contacted as quickly as possible.

Please be sure that the school office has your current phone numbers, particularly mobile numbers and other emergency contacts.

GARDEN BEDS

Parents interested in helping manage the garden with our youngest students can contact the front office team to be then linked with appropriate staff members.

GOVERNING COUNCIL

Governance in schools is the responsibility of the Governing Council. In this model of governance:

- The cooperative role of governing council and school staff is emphasised.
- Management and governance are clearly separated.
- The focus is on improving student learning outcomes.
- The broad directions are set and monitored by the governing council.
- The site leader and staff are responsible for reporting.

Governing Councils:

Set Broad Direction (In conjunction with the site leader)

The Governing Council identifies and incorporates, where possible, student, parent and community input and values into the broad direction of the school. The principal brings the staff perspective to these undertakings. The broad direction may include a future vision, a statement of purpose and a set of values that clearly focus on improving student learning.

Develop Broad Directional Policy:

The Governing Council develops broad policy statements that facilitate the achievement of the school vision and broad direction.

Initiate and Approve Recommendations and Strategies:

All recommendations must conform with government policy, industrial agreements, DECD policy and direction and site decision making structures.

Subcommittees can include: Finance, Assets, Canteen, Fundraising, Uniform, Sport, Grounds

The Governing Council AGM is held at the beginning of the school year. Parents must be nominated onto the council and sub committees although membership of committees can take place during the year. Members are elected to a two-year term. Governing Council meets Thursdays at 6:30pm twice per term.

Parents can raise agenda items with the Governing Council or a subcommittee by contacting any member of the council.

HAT POLICY 'NO HAT.....RESTRICTED PLAY'

Students are encouraged to keep a broad brimmed hat at school. This must be worn at playtime and for outside activities to protect them from the harmful effects of ultra violet light from September 1st until May 31st. Students are also encouraged to use sunscreen. Hats must be broad brimmed, bucket style or legionnaires covering ears and neck. Hats can be purchased from the uniform shop. Hats brought from home must meet the school's dress code expectations. (Baseball caps are not acceptable). Students not wearing a hat must play under either the Learning Centre veranda or the Southern Unit verandas. It is important that students have hats for sports lessons.

HEAD LICE

Head lice are bugs that live and breed in your hair and are easily contracted. Head lice are very common so there is no need to be alarmed, however they must be treated quickly to prevent them from spreading. This includes the cleaning of bedding or any other areas that could be affected and then checking the hair a few days later and possibly followed by another treatment. Parents will be contacted when a student has head lice and then a note will be sent home to the affected class. Permission to check hair note is a part of the Student Information Update form sent home at the beginning of the year. It is important that students do not share hats.

HELPERS LICENCE

Primary Years and Middle Years students can apply to be a Learning Centre 'Helper'. These students are trained to assist in the Learning Centre. This includes wheeling students inside after breaks, helping at assemblies and other activities and generally being a friend to the students in the Learning Centre. Students are trained at the beginning of the year by Barbara Bayly.

HOMEWORK POLICY

Homework is any task or work set by the school, which the student is asked to do outside of normal school hours and the school environment. Homework has traditionally been a part of a child's education for a variety of reasons. It helps develop independent learning skills, enables students to apply classroom learning, encourages students and parents to share the education process and promotes the development of personal organisational and time management skills in the learner.

Different students and families respond to homework in a variety of ways. It is therefore difficult to have a policy which suits all people and all circumstances.

Therefore we will:

- Have a consistent approach within the DECD policy guidelines.
- Negotiate the classroom policy with parents at the beginning of the school year and review its progress.
- Provide students with immediate feedback on their homework performance, or as soon as practical.
- Not set homework on weekends or on public holidays.
- Expect the following time allocations for homework (Monday – Thursday):

Junior Primary	F – 2	15 minutes
Middle Primary	3 – 5	15 – 20 minutes
Upper Primary	6 – 7	up to 45 minutes

Tasks set will:

- Be an application of what has already been taught
- Allow students to use their creativity
- Require regular literacy and numeracy practice eg. reading, writing, maths
- Use resources and materials which students can easily access at school, at home or in the local community
- Be across a variety of curriculum areas
- Could include the use of programs like Mathletics or Lexiles
- Completing Education Research Projects

It is recommended that parents monitor Education Research Project work to ensure time is being used efficiently and is not being wasted to research for topics. Contact your child's teacher for further information.

HOT WEATHER

We do not dismiss early for hot weather as all our classrooms are air-conditioned with a variety of room options available for classes.

On hot days when predicted 36°+ on the bureau of Meteorology website: www.bom.gov.au/sa/forecasts/adelaide both play breaks are shortened and students are expected to play quietly in the shade.

Although not encouraged, children can be picked up by parents or carers after 1:30pm if the temperature is 38° or above. Office take home procedures must be followed if a student leaves the school early.

INSTRUMENTAL MUSIC

Tuition in various stringed instruments is offered to students in primary classes through the Education Department Instrumental Music Program. Information about this program was circulated to classes at the end of last year. Lessons are held Tuesday mornings.

Private music tuition in piano, flute and recorder is available during school terms. For further information about Piano/Flute/Recorder contact:

Tania 8347 0419 0411 772 892

KIDMANATHON

Kidmanathon will not be held in 2018.

KIDMAN CELEBRATES

Kidman Celebrates (our end of year performance) will be held at the Family Centre, Frederick Rd, Seaton at 7pm on Wednesday December 12th, 2018. Students sit in another hall with their class to watch the performance on a large screen and prepare for their item. There are not enough seats for students to sit in the auditorium. We aim to finish by 9pm. Classes will be bussed to the Family Centre for a rehearsal on either Tuesday December 11th or Wednesday December 12th. Tickets are \$8 per person. The centre can accommodate 1,000 audience members. In 2018 Kidman Celebrates will be developed and produced by a Student Action Team.

Learning Design, Assessment and Moderation Strategy (LDAM):

From 2017 **Collaborative Moderation** is the *required practice* for schools, used to inform learning and assessment design. **Collaborative Moderation** is identified in current research as a practice that is significant in driving intentional and responsive learning and assessment design demonstrated in high achieving schools and education systems.

The practice of Collaborative Moderation has dual purposes:

- Strengthening consistency of teachers' professional judgements of progress against the AC achievement standards using the A-E grades. This quality assurance process ensures that this data is valid and reliable and can be confidently used to gauge learning improvement alongside NAPLAN, PAT and other data sets.
- Teachers critically reflecting on their initial learning design to ensure high expectations and achievement can be realised for every learner. Teachers collaboratively designing learning and assessment tasks which intellectually challenge and engage all learners will lead to higher standards of learner achievement.

All teaching staff participate in collaborative teams from across our group of schools to develop units of work and then assess and moderate that work to build a consistent approach. This work includes regular meetings Tuesday evenings and 2 pupil free days during the year.

LIBERTY SWING

The school is lucky to have a Liberty Swing (wheelchair accessible) thanks to Variety SA. Community members can access the swing after hours including disability toilet access. A key is available from the Learning Centre staff. It also includes a key to open our school gates. Our playground is a great place for families to meet.

LIBRARY

Our library will be closed for lessons until classes return upstairs after the refurbishment. Classes currently have times to borrow books. Once the library reopens, borrowing will occur during lessons and between 8:30 – 8:50am and 3:10 – 3:25pm. The library is closed after school on a Tuesday (staff meeting).

LIFT LICENCE

At KPPS we are lucky to have a lift for easy access to the second floor. Students cannot access the lift without completing training to obtain a lift licence and have teacher permission. Students will normally use the stairs. Students trained to use the lift are skilled in calling for help, they are trained to use the lift in pairs and have another person go up or down the stairs to ensure they arrive at their destination safely. Parents are welcome to use the lift.

LOCAL WALKS

As a part of the curriculum classes will sometimes need to move outside of the school grounds to explore, map, investigate and much more. Permission will always be sought for excursions involving transport and travelling a reasonable distance. Occasionally lessons can take classes just outside the school grounds.

1. As a school we consider Collins Reserve to be an extension of our school grounds and so classes at anytime can enter Collins Reserve under staff supervision. This can include; sports day activities, fitness lessons, investigations around the duck pond or celebrations using the Collins Reserve play equipment.
2. Other walks could include the local shops, Torrens River and possibly businesses. Local walks are defined as the area encompassing the school Priority Enrolment Area (within the boundaries of the Torrens River, Findon Rd, Grange Rd and Tapleys Hill Rd). Any excursions into these areas must always be well supervised and follow appropriate student:adult ratios.

LOST PROPERTY

All lost property is stored in the cupboards outside the canteen and a box located in the Southern Unit.

Please assist us in being able to return 'lost property' by clearly labelling your child's belongings, especially lunch boxes, drink bottles and clothing. Lost Property is cleared each term.

LUNCH TIME ACTIVITIES

At KPPS we are lucky to have outstanding grounds and play facilities. For some students successful and collaborative play can still be a difficult concept to learn. Therefore, we run a variety of different programs during the year. This includes activities in our activity room, explicit social learning lessons and small group activities and competitions managed by middle year's students for their younger peers.

MONEY COLLECTION

All return notices and money for excursions and school events can be given to the class teacher first thing each morning in the classroom. Money needs to be placed in a named, sealed envelope including class number and reason for payment. Signed notices can be attached to the envelope. Envelopes can also be placed in the slot under the front office counter. Receipts will then be issued the next day. EFTPOS and Qkr! payments are welcome.

Receipts are issued for all excursions/incursions so please follow up with your child for your receipt. This is the only proof that payment has been made to the school.

NEWS & UPDATES

Two times a term an E Newsletter will be distributed via an email link. Our newsletter celebrates school events and student achievement.

A weekly KPPS Update will be emailed home to parents every Tuesday. This document will include key dates, future events and important family information.

Please ensure the school office has an up-to-date email address for your family.

OFFICE HOURS

The school office is open from 8:25am – 4.00pm Monday – Friday.

Messages can be left on the answering machine before and after these hours.

OUT OF SCHOOL HOURS CARE

Before & After School care and a holiday program is provided by OSHClub. OSHClub provide children with a fun experience that they will enjoy, from exciting activities and healthy, nutritious snacks to caring, motivated staff, the program meets all your children's needs. Lydia can be contacted on: 0448 955 392. An OSHClub online enrolment form must be completed at: www.oshclub.com.au

PARENT HELPERS

There are many avenues for parents, family members and community members to help at KPPS. This includes; listening to reading and general classroom support, coaching sports teams, assisting on Governing Council (or a sub committee), working in areas like the library or canteen and even helping in our grounds. If interested please contact a class teacher or the front office. Assisting at school also means agreeing to follow DECD Child Protection guidelines. Regular volunteers at the school must have a DCSI screening and RAN-EC Induction. Information is available from the front office.

PARENT GUIDE TO RAISING A CONCERN OR COMPLAINT

Education and quality care are vital for your child's success

At Kidman Park Primary School we are committed to delivering high quality education and care. Working with families to resolve any concerns or complaints is a key part of how we will deliver on this commitment.

We also recognise that sometimes things go wrong and you may feel that your expectations for your child are not being met. If you have an unresolved issue or a complaint, then you are encouraged to raise it. It is important that we work together, talk, listen and find solutions so that we can improve your child's learning and school experience plus improve our services to the Kidman Park community.

About concerns or complaints

A complaint may be made by a parent if they think that the school has, for example:

- done something wrong
- failed to do something it should have done
- acted unfairly or impolitely

Your concern or complaint may be about:

- the type, level or quality of services
- the behaviour and decisions of staff
- a policy, procedure or practice

Sometimes a complaint is about something we have to do because of state or federal law, department policies or school agreements. In such cases we are able to talk to you about the matter and help you understand the requirements and why they exist.

A full copy of our school policy and procedures to raise a complaint can be found at the back of this booklet or on the school website.

PASTORAL CARE WORKER

Our Pastoral Care Worker (PCW) is Denys Chew.

The PCW is available to provide counselling and general support for students, staff and parents and is able to work with individuals, small groups or with classes.

PERSONAL PROPERTY

Kidman Park Primary School cannot be held responsible for the replacement or repair of students' personal property. It is highly recommended that personal items be kept at home. Students do not need electronic items, games, swap cards etc at school.

PG MOVIES

Many suitable educational movies/programs can be rated as PG due to low level animated violence or similar. Many of the programs have been aired on television during family time or seen by community members at the cinema.

Instead of seeking permission from parents every time a snippet of a movie or program has been viewed in the classroom we instead seek permission for staff to show programs that they have checked and believe appropriate for viewing by his/her class.

Permission is granted on the 2018 Parent Consent form.

PHOTOGRAPHS & CAMERAS AT SCHOOL

In a digital world photographing and filming students is a regular activity at school. Digital images can be used for projects, artwork, assessment and reporting and much more. To provide an audience for student work, to share school events with our community it is important that images are shared with our community. This can include; displays on walls, foyer screen, at special events (e.g. Kidman Celebrates), in the school newsletter, school website, class blogs etc. Occasionally images can also be used for promotional brochures and information booklets. Special permission will always be obtained for images used by the media.

If a child has a protection order or any other reason why he/she cannot have an image displayed then it is important for the school to be notified. A permission slip will be completed at the start of the school year and when a student commences school.

Placing images of students and staff members on a social networking site or any other website without permission is illegal. It is important that all students are aware of their responsibilities when photographing their peers. The school will engage the police if any student chooses to breach privacy laws.

PREMIER'S READING CHALLENGE

The Premier's Reading Challenge is a literacy engagement program that was introduced by the Premier in 2004 to:

- Encourage students to read more books and enjoy reading
- Improve literacy levels.

The Challenge requires students to read 12 books between the beginning of the school year and early September. Eight of the books must come from the prescribed list. Information can be found at: www.premiersreadingchallenge.sa.edu.au or speak to our librarian Lois Burrow.

PUPIL FREE DAYS

This year we will once again have 4 Pupil Free Days and a Closure Day for the Royal Adelaide Show. DECD has directed that two of the Pupil Free Days will be used for learning design and moderation. We will focus on this topic across the primary schools in our Partnership.

Day One Tuesday March 13th
Day Two Monday September 3rd
The other days are still to be finalised.

DCSI SCREENINGS and RAN-EC INDUCTION

What we once called 'Police Checks' are now called Department for Communities and Social Inclusion (DCSI) Relevant History Screening. To ensure the safety and well-being of our students, guidelines recommend that anyone working with students must have a Relevant History Screening.

The following volunteers at our school must have a clearance –

- attending any excursion (especially when parents supervise small groups), overnight camps/school sleep-overs or billeting programs
- working one to one with children or working in close proximity to children on a regular basis eg LAP, music, drama, coordination skills etc (this includes a parent working regularly with only their own child but in proximity to other children)
- acting as a coach or manager of teams or groups of children and young people
- working in resource centres, offices, canteens
- accepting a position on governing council or committees. (This is to protect against people adversely influencing the protective climate of an education/care environment through the decisions of committees or boards.)

PROCEDURES

- Applications are completed online
- Complete a DCSI Request form, which is available from the front office
- Return completed form to front office staff
- DCSI will send an email to you, click on the link and fill out the information online
- An approval letter will be sent by DCSI to you
- Checks are only valid for 3 years.

Please note - it has taken up to 6 -8 weeks for applications to be processed.

SCHOOL CARD

The school card scheme provides financial relief for eligible families in relation to school education costs. It is based on the applicant's combined family gross income for the 2016/2017 financial year. School card applications will be available on-line for the first time this year. More information is available at www.sa.gov.au

Forms will also be available at the front desk & must be completed every year, but we encourage you to go online to fill out the application. Please complete forms online or manually as soon as possible at the beginning of the year.

SCHOOL FEES

School fees are set by the Governing Council each year. The fees in 2018 are \$340. This covers basic materials and services. School fees should be paid at the **beginning of the school year** once a family has been invoiced. Payment options, Qkr! – an easy to use phone app, cash, cheque and EFTPOS at the front office, direct credit into the school's bank account (ensure you name it with your child's name) BSB: 065 152 Account No. 102 806 56 or via direct debit by instalments from a nominated bank account – the forms are available from the front office.

An additional levy of \$40 per family towards our building fund is also requested. This amount is tax deductible. All contributions to the building fund will be used to develop our buildings.

SCHOOL TIMES

Students are supervised in the school yard between the hours of 8.25am and 8.40am. All students arriving to school unsupervised before this time should be booked into Before School Care.

8:25	Siren	Students enter school grounds and supervision begins <i>The oval and all playgrounds are closed before school</i>
8:40	Siren	Students enter classrooms to prepare for lessons
8:50	Siren	Lessons commence
11:00 – 11:20	Siren	Recess break
11:20 – 12:50		Lessons
12:50 – 1:00	Siren	Lunch eaten with teacher supervision
1:00 – 1:40	Siren	Lunch break
1:40 – 3:10		Lessons
3:10	Siren	End of school day
3:25	Siren	Yard no longer supervised by staff. Students at school must be under parent supervision or attending OSHC

DECD policy does allow staff members to conclude lessons, tidy rooms or provide information to students after the final siren. Teachers are involved in team meetings and staff meetings every Monday and Tuesday from 3:30pm. Where possible we request parents organise alternate nights to meet with teachers. The same applies in the morning after 8:50am.

SOLE CUSTODY / ACCESS

Information about custody orders must be shared with a member of the leadership team and class teacher. To follow directions of Custody Orders, the school must be given updated copies of orders.

SPECIAL EDUCATION

We have a wide range of programs that provide support for students with disabilities.

The Special Education Team operates from an office downstairs in the main building. The school currently employs a Special Education Teacher – Teresa Marshall. Teresa is responsible for coordinating a team of support staff and programs to meet the needs of a diverse range of children and managing the Negotiated Education Plan (NEP) procedures. Teresa is also the point of contact for our Support Services team.

SPECIALIST LESSONS

All students participate in 6 x 45minutes of lessons provided by specialist teachers each week. This includes a combination of Japanese, Sport, Positive Education, Performing Arts, STEM and Library.

- Minor variations to this roster occur for some classes.
- Specialist lessons are important parts of the school curriculum. Students are expected to follow school rules and adhere to the school values when participating in lessons with specialist teachers.

Japanese	Belinda Brenen
PE	Jodie Molitor & Sandra Clarke
Performing Arts	Tiffany McCallum
STEM	Sandra Clarke
PEARLS	Desy Pantelos
Library	Lois Burrow

SPORTS DAY

Sports Day is a fun, whole school event. All community members are invited to participate. Sports Day will be held on the last Friday of term three. A new program is being prepared for our 2018 Sports Day!

STUDENT ENROLMENTS

Kidman Park Primary has a 'Priority Enrolment Area' to ensure places are available for students living in our local area. Vacancies at the school are now often limited. It is important that families complete enrolment forms for any siblings of current students as soon as possible. Foundation enrolments will be accepted mid-term two 2018.

All children commence school at the beginning of the year. Children who turn five before May 1st will commence school at the beginning of the year. Children who turn five after May 1st will commence school the following year.

STUDENT LEADERSHIP

A variety of leadership opportunities exist for students across the school. This includes; School leaders (Year 7s), Sports Day Captains, Student Achievement Teams, lunchtime activities and leadership of team meetings. In 2017 over 80 students were a part of the schools leadership program.

PHONES

A number of students bring personal phones to school. Whilst we understand these phones assist in the safety and well-being of students independently travelling to school, they are not required during the school day and can become a distraction to learning.

It is critical that all communication between students, parents and school staff takes place through official channels. ***It is not appropriate for students or parents to be contacting each other via a student's personal phone during the school day.*** School staff have a duty of care for all students and so messages from parents to students ***must*** be via school staff.

Using phones to take images and to record conversations without permission is illegal, as is posting images on websites or social networking pages. As a school we have a responsibility to ensure the safety and well-being of all students at our school. Therefore, we will follow all legal obligations if procedures are not followed.

Students can contact parents (when appropriate) using the main school phone by gaining permission from a staff member. Foundation - 5 students must leave their phone at the front office before school. Year 6-7 students must hand their phone to their class teacher or the front office.

The school cannot take responsibility for lost or damaged phones.

SWIMMING

Foundation – Year 2 students participate in a week of swimming lessons, Years 3 – 5 students water safety and Years 6 – 7 students aquatics at different times during the year.

TERM DATES - 2018

Term 1	Monday 29 th January	Friday 13 th April
Term 2	Monday 30 th April	Friday 6 th July
Term 3	Monday 23 rd July	Friday 28 th September
Term 4	Monday 15 th October	Friday 14 th December

UNIFORM - Dress Code

Kidman Park Primary School has a school uniform based on the school colours of royal blue, white and navy.

The School Uniform Policy has been developed and passed by Governing Council following school community consultation. Through a survey carried out across the school, parents strongly indicated that they supported their children wearing the school uniform.

The school uniform comprises a modern range of garments that have been selected for their practicality, good quality and value for money. The uniform comprises royal blue tops and navy bottoms and hats. Summer dresses in a blue check pattern are also available.

The Uniform Shop is run as a service to parents and is operated on a “not for profit” basis. This keeps prices at a very reasonable level and helps promote the wearing of school uniform.

Wearing school uniform gives children a sense of belonging and identity and develops pride in the school. It is functional and is a cheaper alternative than wearing casual clothes and avoids anxiety and competition regarding clothing.

Parents have the right to exempt their child from wearing the school uniform through a written letter to the Principal.

SUPPLY OF UNIFORMS

Uniforms can be purchased from the Uniform Shop between 8.30 – 9.30am on Monday and Tuesday mornings. The Uniform Shop is currently located next to the canteen and is staffed by Carli Tanti (Canteen and Uniform Shop Manager) and parent volunteers.

Payments for uniform purchases can be made in the shop if paying by cash or cheque, or credit card payments.

SUITABILITY OF CLOTHING

The school has a physical education program which includes running, exercising, climbing and dancing. All children should be suitably attired with comfortable practical clothing and footwear. **The school uniform is ideal for this.**

The following items are **NOT** permitted to be worn:

- ***Face makeup and finger nail polish***
- ***Large jewellery***
- ***Revealing clothing (including tight and short shorts)***
- ***Denim jeans and denim shorts***
- ***Thongs and tank tops***
- ***Colours outside of the dress code***
- ***Leggings***

**Please see the uniform policy for full details.

WALKER LEARNING APPROACH

To ensure both a consistent and developmental approach to our teaching at KPPS we use a Walker Learning Approach across all classes in our school. The program started in our Foundation classes a few years ago. Parent feedback recommended the approach be used across the whole school. In 2017, all staff participated in training and development and 14 staff visited sites in Melbourne to get a better understanding of the key elements of a Walker Learning Approach. We also worked with Karen McKay, our mentor.

In 2018, we continue to build on our current success and add new initiatives into our teaching to strengthen the learning environment for all students.

The Walker Learning Approach in Foundation to Year 2

- Is a pedagogical approach to teaching and learning that reflects that children require a mix of active investigation alongside explicit and at times formal instruction.
- Retains explicit and discreet times of instruction of literacy and numeracy each day alongside deep immersion and active engagement for children to investigate their world through a range of specifically planned open-ended learning centers.
- Is defined by a learning environment that is set up with intentional learning centres designed to promote many aspects of development, skill and learning through open-ended play.
- Incorporates an investigation component (>45 minutes) four mornings a week that frames the learning for the day with active exploration of learning with the foundations of play-based curriculum.
- Incorporates a 20-minute Tuning In session prior to every investigation time which is an explicit whole group session where learning intentions for the day in all curriculum areas are highlighted as well as key provocations in investigation time are reviewed.
- Links skills, concepts and processes experienced during investigations through a 20-minute Reflection time at the end of investigations. The teachers model, unpack and highlight skills and learning with key students such as Focus Children, a Reporter and a Photographer.
- Values skill acquisition and process
- Does not require topics or themes but does include opportunities for teachers to include specific concepts.
- Is a play-based curriculum that draws upon many play-based perspectives and utilises a Vygotskian perspective alongside a social constructivist approach.
- Provides learning that is personalised and contextualised through the implementation of the Reporter and Photographer.

The Walker Learning Approach in Years 3 to 8:

- Uses a project-based approach for key discipline subject areas such as Science, History, Health, which match directly to the Australian Curriculum.
- Creates the learning environment intentionally to de-institutionalise the learning area, provide opportunities for the children to work individually, in small groups and whole groups, and values and respects the child, their needs, culture and context.
- Uses authentic integrated curriculum model where all subject areas are contextualised and incorporated into the Education Research Project.
- Promotes independent learning, responsibility, self and peer reflection, knowledge and skills through the use of the Communication Board, the Education Research Project, Clinic Groups, Student Lead Conferences, Class Meetings and Expos.
- Ensures specific literacy and numeracy instruction times are retained.

WET WEATHER

On wet weather days students will stay in classrooms for recess and lunch breaks.



KIDMAN

**ASPIRE
+ SOAR**

PARK

PRIMARY SCHOOL