OUR SCHOOL VALUES

RESPECT  HONESTY  RESPONSIBILITY  PERSISTENCE  CARE  CONFIDENCE
ATTENDANCE
The Education Act states that children of six years and over are compelled to attend school regularly. Parents are required to write a letter to the teacher or telephone the school stating the reason for a student’s absence. If a student will be absent from school for 3 or more consecutive days, for any reason, an Exemption Form must be completed by the parent/caregiver. Exemption Forms can be requested from the Front Office. If the student is away for 3 days or more because of illness a doctor’s certificate should be provided. If a student is absent and a message has not been received, a telephone call may be made to check on the student’s whereabouts. After many unexplained absences the school is obliged to report non attendance to a DECD attendance officer.
If your child is late, please ask him/her to go to the Front Office to sign in before going to the classroom. If your child is to leave school during the school day, please come to the Front Office to sign him/her out.

ACQUAINTANCE ACTIVITY
During the first few weeks of the year, the School Governing Council together with the teaching staff, run a special Acquaintance Activity. This is an opportunity for you to meet your child's teacher in a relaxed atmosphere.

ADMISSION TO SCHOOL
Children who attend Waikerie Children’s Centre will be familiar with some aspects of their new school, as they will already have had a transition program to meet their new teacher the previous term. Parents will be advised when to complete enrolment forms with staff being on hand to assist.

EARLY YEARS OF SCHOOL
The amount of time your child will be in Reception is based on the time of the year they begin school.

<table>
<thead>
<tr>
<th>Starting Term</th>
<th>Time in Reception</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1 (Late January)</td>
<td>4 terms</td>
</tr>
<tr>
<td>Term 2 (late April/early May)</td>
<td>3 terms</td>
</tr>
<tr>
<td>Term 3 (mid July)</td>
<td>6 terms</td>
</tr>
<tr>
<td>Term 4 (mid October)</td>
<td>5 terms</td>
</tr>
</tbody>
</table>

Students at Waikerie Primary School will have from 11 to 14 terms in Junior Primary classes. Under normal circumstances, the following will apply:

<table>
<thead>
<tr>
<th>Commencement time during a year</th>
<th>Terms spent in Junior Primary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td>12</td>
</tr>
<tr>
<td>Term 2</td>
<td>11</td>
</tr>
<tr>
<td>Term 3</td>
<td>14</td>
</tr>
<tr>
<td>Term 4</td>
<td>13</td>
</tr>
</tbody>
</table>

The progress of students through Junior Primary classes and then to Primary classes is important for each child and is treated as such. We strongly believe that the academic, social and emotional progress of most children is enhanced by the maturity developed during their time in the Junior Primary classes.

ASSEMBLY
Assemblies are held in the school hall once a fortnight on Fridays at 10.00am. It is a time when the whole school gets together to hear school news, recognise special achievements, view class presentations and to give music students an opportunity to perform in front of their peers. Visitors are always welcome at our assemblies.
BANKING
Banking is available with Bank SA. Banking day is Tuesday. Money and bank books are given to the class teacher. New accounts can be opened upon application to the bank.

BEHAVIOUR CODE
The school has formulated a policy in line with DECD policy on Managing School Behaviour. In this policy students and teachers are considered equally with the underlying premise being that teachers should be free to teach and students free to learn without disruptions from others. We appreciate the support we receive from families in supporting our School Behaviour Code, and we keep parents informed wherever necessary. More detail is included in a brochure in the information pack.

BOOKWORK
Teachers at Waikerie Primary School expect a high standard of bookwork as it is important in the development of good study habits in students. Parents are encouraged to view their children’s books when they are brought home for homework or during interview times. Any questions or concerns should be discussed with the class teacher.

BULLYING
Along with other schools, Waikerie Primary School is working to minimise this harmful practice. We support the goals of the National Coalition Against Bullying. Please read our enclosed “No Bullying Policy” and if you have any concerns please see your child’s class teacher.

We should never underestimate the fear that a bullied child feels. If you are worried that your child is being bullied please discuss this with your child's teacher.

BUSES
Students living further than 5km from the school are eligible for free bus transport if they reside on or near a school bus route. New families need to collect a Bus Form from the Front Office and will need to wait for approval to travel. Students should attend the nearest school on a bus route; otherwise they will be ineligible to board a school bus. Occasionally exemptions to this can be sought. Parents / Carers may enrol their child / children at the school of their choice, however they need to have applied for and be granted “Permission to by-pass the local school”. This is done by completing an “Application for Students for Travel on School Bus When By-passing Local School” form. Approval to travel on a DECD bus, which by-passes the local or closest DECD school, can only be granted by the Principal at Waikerie High School.

For safety and courtesy reasons, good behaviour is expected when travelling on the buses. We are not in a designated bush fire zoned area so therefore are open on extreme or catastrophic fire alert days. however our buses may not run. Information can now be accessed after 4pm the day before on the DECD Parent hotline – 1800 000 297, ABC Radio 891, WIN and ABC TV and the DECD Website www.DECD.sa.gov.au to let you know if a catastrophic day has been declared in the Riverland.

CAMPS and EXCURSIONS
Whilst it is not mandatory for teachers to organise this type of activity every year, at Waikerie Primary School we believe they can be an important part of the student’s social and educational development and therefore, we encourage all parents to allow their children to participate, if the opportunity arises.

The value and costs of excursions are carefully considered and every effort is made to keep costs to a minimum and arrangements can be made for parents with financial difficulty to pay by instalments upon application to the school. We use CAP (Country Area Program) funds to subsidise camps and excursions. Information and consent forms are sent home to parents prior to the event.

When enrolling, parents are asked to give their permission for children to participate in short, local excursions, within walking distance of the school without a separate notice being given.

6/02/2015 /Parent Information Booklet
Where private transport is needed, drivers are required to complete a form which certifies the vehicle's insurance status, road-worthiness, seat-belt allocation and driver's qualifications. Where your child is required to travel in a private vehicle for the purpose of a school excursion, you will be notified by your child's teacher prior to the event and the appropriate permission note will need to be filled out.

CHRISTIAN PASTORAL CARE SUPPORT WORKER
Our school has the services of a part time Christian Pastoral Support Worker. A Christian Pastoral Support Worker is a Christian who has a Pastoral Role with young people and their families in the school community. They work in collaboration with Leadership, School Counsellor, teachers and parents to support students in a number of ways:

A Pastoral Role
- supports the school in its aim to be a safe and caring environment
- on request, provide initial support or information to students, staff and other school community members
- with written, informed parental consent, provide on-going personal assistance to individual students, subject to duty of care, consent, confidentiality, disclosure requirements and the Code of Conduct
- offers support or information with regard to critical situations, grief, family breakdown
- is available to provide ongoing support to individuals and/or families
- provide additional opportunities for families to feel supported

CLASS PARENT VOLUNTEERS
When parent support is required for reading, baking, excursions or other school activities volunteer parents play a vital role. Volunteers need to sign in and out at the Front Office and collect a ‘volunteers' badge to wear while on site.

COMMUNICATION BOOK
Waikerie Primary School communication books serve as an appropriate form of communication between parent and teacher. In addition, for the older students, they can provide useful training for diary usage at high school. Students are encouraged to enter important or necessary information into their diary and parents may use it to indicate reasons for absences.

COMPUTERS
Waikerie Primary School has a Computer Room (Room 2) in the Primary building. We also have computers in each classroom and internet and email access throughout the whole school. All students in the school have access to computer time. In addition, there are computers in the Library/Resource Centre, which are used both during lessons and at lunchtime. A bank of laptops for our older students to access. Parents must sign an internet agreement in your pack for each child enrolled.

COUNSELLOR
Waikerie Primary has a School Counsellor. The counsellor’s office is located in the Front Office. The Primary School Counsellor works within the framework of the Preventative and Developmental model of school counselling. This involves:-
- Working co-operatively with the whole school community to create a safe and supportive learning environment and to bring about change in negotiated areas
- Leadership in the implementation of the School Behaviour COde
- Leadership in the area of Child Protection and Students at Risk
- Leadership in teaching and learning to assist others in the management of students behaviour, wellbeing and safety
- Appropriate intervention and case management
CURRICULUM
Waikerie Primary School is moving from the South Australian Curriculum Standards and Accountability Framework (SACSA) to the Australian Curriculum. Starting with Mathematics and Science in 2012 and English and History in 2013. Spanish is now being taught R to 7.

CUSTODY
Please inform the school of any custody orders or special access arrangements. Custody papers will need to be seen by the Principal. Any change of circumstances please inform the school. In the absence of a current custody order either Parent/Caregiver is entitled access to the student at school. Please be aware staff are unable to provide any written information in custody disputes. This is a Department of Education and Children’s Development Regulation.

DAILY PHYSICAL EDUCATION
DECD recognises that daily physical activity is important not only for physical well-being, but studies have also shown that children who participate in 15-20 minutes of activity also benefit academically because the extra blood flow through the body stimulates the brain as well. Teachers encourage regular participation in these activities.

DENTAL SERVICE
The School Dental Service provides free general dental care through the mobile clinic located at the hospital. Phone 85 412434 for appointments at Waikerie. For emergencies on other days phone Berri 85 821969 or Loxton 85 947014. Parents are required to fill out a dental enrolment form when children commence their schooling here.

EMERGENCY CONTACTS
When you complete the Student Information form each year it is important to indicate two emergency contact telephone numbers (grandparent, uncle, aunt, neighbour, friend) in the event your child needs to go home or to the doctor whilst at school and you can't be contacted. If these numbers or your own phone numbers change throughout the year please contact the Front Office.

ENROLMENT PACK
When your child is enrolled at the school, you will receive an enrolment pack consisting of this booklet and other useful information. There are also several forms to complete and return to the Front Office. These include the following: Student Enrolment, School Dental Service Enrolment, Swimming Consent, Student Information Form, Parent Assistance and Internet Users Agreement.

EMERGENCY PROCEDURES
In the event of a fire or other similar emergency in the school, the students’ safety is the prime objective. To ensure that everyone is familiar with the correct procedure for evacuating buildings, drills are conducted from time to time.

EXTREME WEATHER PROCEDURES
All areas of the school are air-conditioned. When the estimated temperature is 38 degrees and over, students do not play outside at lunch break. In wet weather students will also remain in classrooms. In both cases staff share the supervision of students. When it over 40 degrees we provide ice to our bus students waiting to catch their afternoon buses. We are not a site in a designated bush fire zone area so therefore we remain open on extreme or catastrophic fire alert days.
FACILITIES
Waikerie Primary School boasts some excellent facilities; included in these are the swimming pool, Computer Room, Gym, adventure playgrounds, Resource Centre/Library and a host of other features. We have a strong commitment to the students and already, a number of grounds projects have been completed on the initiative of the students through the Student Representative Council and via the Grounds Committee of the Governing Council. These include shade and adventure playgrounds and web climbing equipment. Our school hall is an excellent venue for assemblies and concerts and is used regularly by community members for other purposes.

FEATURES
Some of the special features of our school include a comprehensive Swimming & Aquatics Program, Instrumental Music Tuition, Primary Choir, SAPSASA sport, Computer Education, and an automated Resource Centre. In addition, a Primary and Junior Primary Student Representative Council operates whereby all classes are represented by nominated students.

GOVERNING COUNCIL
Governing Council is a parent elected body whose function is to involve the school community in the governance of the school. Although the school Principal has the responsibility in managing the school and its resources, parents can play a vital role in shaping outcomes that may result from discussions or ideas put forward. Councillors are elected for a two-year term with meetings being held in the evening twice a term. There are a number of sub-committees that operate under council for which members are co-opted. These committees are headed by an elected council member who reports back to the rest of council on the activities, suggestions and recommendations of these sub-committees.

The school urges you to consider the vital role you can play in joining council and encourages you to become involved. Experience is not necessary and your contribution will be valued.

The Annual General Meeting of parents is held in term one and is advertised in the school newsletter.

HATS
School policy, developed in consultation with parents, staff and students, requires all staff and students at Waikerie Primary to wear either a broad brimmed, bucket or legionnaires hat while outside all year. Any student that does not have an appropriate hat to wear will sit in a shaded area during playtime – “No hat, no play.”

HEALTH CARE PLANS
If your child has a medical condition eg. epilepsy, asthma, diabetes, the school will require a health care plan completed by a doctor. You can obtain the relevant forms from the Front Office.

HOMEWORK
We believe that homework should reinforce and reflect classroom learning. It is important that homework can:
• provide students with an opportunity to develop good study habits, self-motivation, time management skills and to be resourceful
• be challenging, stimulating and relevant for all students
• develop a link between parents, students and school
• be an opportunity for furthering children’s interests

THE PARENT’S ROLE IS TO:
• make provision for a suitable place and time to complete homework
• provide access to writing materials, dictionary and atlas
• encourage, support and supervise if necessary
• respect child’s knowledge and skills

6/02/2015 /Parent Information Booklet
• communication with the school by notes, phone calls, parent interviews etc when discussion needs to occur

THE STUDENT’S ROLE IS TO:
• maintain communication such as diaries and reading records
• communicate with the family and the school about their learning needs (ask for help when necessary)
• be responsible for completing the set tasks to be the best of their ability
• complete and return task by the due date
• be responsible for keeping materials in school bag between home and school
• negotiate the terms of their homework if necessary

As your child progresses through the school, it is reasonable to expect the homework load to increase so that by the time she/he is in Year 7 good homework habits are established for entry into high school. Homework should not be set for the weekend and individual teachers will vary in the frequency and amount set. If you are concerned about your child’s homework please feel free to discuss it with the teacher.

INFECTIOUS DISEASES
In most cases parents make the decision about when their child is well enough to attend school. There are however a number of conditions where the school is obliged to exclude the child for a given period due to the infectiousness of the condition. The following table contains relevant information.

<table>
<thead>
<tr>
<th>Disease</th>
<th>Exclusion Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Pox</td>
<td>Exclude until fully recovered or for at least five days after the spots first appear and all blisters have dried.</td>
</tr>
<tr>
<td>Cold sores</td>
<td>Sores to be covered by dressing, where possible.</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until discharge from eyes has stopped.</td>
</tr>
<tr>
<td>Diarrhoea</td>
<td>Exclude until diarrhoea has stopped.</td>
</tr>
<tr>
<td>Diphtheria</td>
<td>Exclude until medical certificate of recovery is received.</td>
</tr>
<tr>
<td>Giardiasis</td>
<td>Exclude until diarrhoea stops.</td>
</tr>
<tr>
<td>Hand, foot and mouth disease</td>
<td>Exclude until all blisters have dried.</td>
</tr>
<tr>
<td>Head lice</td>
<td>Exclude until day after appropriate treatment started.</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td>Exclude until a medical certificate of recovery is received, and at least seven days after the onset of jaundice or illness.</td>
</tr>
<tr>
<td>Hepatitis B and C</td>
<td>Exclusion not necessary</td>
</tr>
<tr>
<td>Impetigo ( school sores)</td>
<td>Exclude until appropriate treatment has commenced. Sores not covered by clothing must be covered with a watertight dressing.</td>
</tr>
<tr>
<td>Influenza</td>
<td>Exclude until well.</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least four days after onset of rash.</td>
</tr>
<tr>
<td>Meningococcal infection</td>
<td>Exclude until adequate carrier eradication treatment has been completed.</td>
</tr>
<tr>
<td>Mumps</td>
<td>Exclude for nine days or until swelling goes down (whichever is sooner)</td>
</tr>
<tr>
<td>Ring worm</td>
<td>Re-admit day after appropriate treatment has commenced.</td>
</tr>
<tr>
<td>Rubella (German measles)</td>
<td>Exclude until fully recovered or for at least four days after the onset of rash.</td>
</tr>
<tr>
<td>Salmonella</td>
<td>Exclude until diarrhoea stops.</td>
</tr>
<tr>
<td>Scabies</td>
<td>Exclude until day after appropriate treatment started.</td>
</tr>
<tr>
<td>Tuberculosis</td>
<td>Exclude until a medical certificate from an appropriate health authority is received.</td>
</tr>
<tr>
<td>Whooping cough</td>
<td>Exclude the child for five days after starting antibiotic treatment</td>
</tr>
</tbody>
</table>

INJURIES
When a student is taken ill or is injured she/he is sent to the sickroom in the Front Office where, in the case of a minor injury, the patient is treated and sent back to class. Where the injury is more serious, the student’s parents are contacted and arrangements made for the student to be taken home or to attend the Medical Centre. Where an ambulance is required, our duty of care requires us to ensure the student is safely in the hands of trained hospital staff after which the parents will be contacted immediately. Parents need to ensure they have Ambulance cover in their health insurance.

Where students are feeling ill, it is school procedure that they go home. It is, therefore, very important that you provide the school with a contact telephone number in the event of illness or injury to your child. These should be written down on the Student Information sheet sent home yearly.

6/02/2015 /Parent Information Booklet
LITERACY AND NUMERACY TESTS
These National tests (NAPLAN) are completed by Year 3, 5 and 7 students. Results indicating child progress measured according to bands and against the national benchmarks are provided to parents. The school uses the data from these tests to measure its own teaching and learning program and to identify particular learning issues for individual students.

LEAVING THE SCHOOL GROUNDS
Students are not permitted to leave the school grounds without being given consent by a teacher. Permission will not be granted without a prior note from the parents. If your child needs to leave the school grounds during the school day please write a note to the teacher. Where your child is required to go home for lunch on a regular basis, one covering note at the beginning of each year will be satisfactory. Students must sign out at the Front Office and sign in on return.

LOST PROPERTY
Every year we amass a great quantity of lost clothing. Parents are strongly urged to clearly label all items of clothing, lunch box, drink bottle, etc. All unclaimed clothing is put into the lost property box outside the Junior Primary kitchen and is displayed for students at the end of each term. If you are missing clothing, you are welcome to come to school and look through the lost property box to try and find it or a note can be put in the School newsletter. When our supply of clothing becomes too great and students have had ample opportunity to claim it, it is donated to charitable institutions like the ‘Op Shop’.

LUNCHES
Students can order their lunch, supplied by a local bakery, each day of the week. Lunch bags and order lists are available in each class. Students place their completed order and money in the class lunch box. The menu follows the South Australian governments ‘Right Bite’ healthy food policy.

MEDICATION at SCHOOL
There are different situations where a student may require medication at school
1. Asthma, bee sting allergy, etc.- medication for these should be kept at the Front Office and a Health Care Plan should be written by the student’s doctor.
2. Short term medication – students requiring only a course of medication (eg. Antibiotic) should give this medication to the Front Office staff. It needs to be delivered and picked up by an adult and in the original packaging with clearly labelled instructions. We are unable to administer any first doses or out of date medication.
3. Long term medication – should come with a doctor’s letter giving instructions on administration. Proformas for this are available from the school.

Panadol and pain killers: we are not permitted to give any student these medications.

MOBILE PHONE POLICY
The following policy applies to all Waikerie Primary students, staff, parents, visitors, volunteers and contractors and is based on a set of values shared by teaching staff and the Governing Council.

Rationale: The use of telecommunication technology has now become the norm rather than the exception for many of our families. Students, parents and teachers are accessing this facility in increasing numbers. Our core business of teaching and learning needs to be conducted in an environment free from unnecessary distraction or disruption therefore the school discourages students bringing mobile phones to school. We accept there are times when it might be deemed necessary by parents that a student brings a mobile phone to school however, the student must operate in accord with this policy.

Expectations: Students
- A written request must be submitted by parents to the Principal explaining the need for a mobile phone to be at school. The phone should not be brought to school until the application is approved by the Principal.

6/02/2015 /Parent Information Booklet
• Mobile phones are brought to school at the owner’s risk. The school will not be involved in disputes and/or investigations over damage, loss or theft regardless of the circumstances.
• Students who have not been granted approval are not to have mobile phones in their possession during school hours. The phone needs to be handed into the Front Office at the beginning of the day and collected by the student at the end of the day. Phones are to remain turned off until the student is off school grounds.

If these procedures have not been followed:
• The phone will be confiscated from the student and the parent will be asked to collect it from the school office
• A time out consequence will be given and the student will be banned from bringing a mobile phone onto school grounds

If parents need to urgently contact their child they should follow normal procedures and contact the school on 85412733. Staff will then contact and support the student as necessary.

Expectations: Parents, visitors and contractors
• All users are to switch their phones to mute or discreet when in classrooms, public areas, including meetings and interviews
• All parents and visitors are to take and make mobile calls outside teaching and learning areas

Cameras in phones are not to be operated on the school grounds without the permission of the Principal. Students found using a phone camera will have the phone confiscated for return to a parent.

Exceptions from this policy may only be approved by the Principal and then only in exceptional circumstances.

MUSIC
Students may learn to play a variety of different instruments through DECD instrumental program. These are offered to students in Year 5 – 7 and some instruments can be hired. Private lessons are also available; please enquire at the Front Office. Choir starts in term one and culminates in the Riverland Festival of Music concert. Instrumental music and choir are for students in Year five and above.

NEWSLETTERS
Newsletters are published once a fortnight and are sent home on Thursdays with the youngest in the family. They are one of the most important forms of communication between the school and the parent body. Through the newsletter, the school Principal reports on broad issues affecting education and in particular the Waikerie Primary School and its students and staff. Important dates and activities are highlighted and parents are reminded of forthcoming events. The newsletter is also a forum for promoting student achievement and recognising excellence both in and out of the classroom. Our Newsletter can now be found on our website – www.waikerieps.sa.edu.au or emailed directly to you.

PARENT / CAREGIVER CONCERN
Our school aims to provide quality service to students and their families. Concerns need to be resolved so that students are learning in a safe and supportive environment in which their needs are paramount. It is important that discussions are confidential. At times you may wish to have the support from a friend or an advocate, but it is important to do this confidentially. Your concerns will be discussed with the relevant people and we will work together to develop agreed outcomes.
A grievance is a cause for complaint

At a mutually convenient time, parent concerned meets and discusses issue with the class teacher.
Ring 85412733, email office@waikerieps.sa.edu.au or write a note in your child's diary to make an appointment with the class teacher.

RESOLVED

NOT RESOLVED

At a mutually convenient time meet with Senior Leader - Belinda Krollig or School Counsellor - Jenny Buckley who will take the matter up after you have met with the appropriate teacher as part of their school role.
Each person involved will be informed of the outcomes of these meetings -subject to reasonable codes of confidentiality.

RESOLVED

NOT RESOLVED

Contact the Principal (Jane Parken) and make an appointment to discuss the issue.
The Principal will collect information from the Senior Leader, School Counsellor or teacher about the matter and then meet with you.
Please come with your facts and a desire to resolve your concern.
If your concern is a formal complaint then it should be in writing and signed.

RESOLVED

NOT RESOLVED

Contact the Regional Director (Peter Chislett on 85 952323) and make an appointment to discuss the concern.
The first stage in the District Director's involvement will be to check that the issue has been taken to the school with an aim for resolution.
PARENT/TEACHER/STUDENT DISCUSSIONS
Parent/teacher/student discussions are conducted late in Term 1 each year. You will receive a list of dates and times from your child’s teacher from which to make a choice. After returning these to the school, the teacher will inform you of the time for your appointment. Parents need not feel restricted to these occasions to speak to teachers. Where parents have particular concerns please contact the school and arrange an appointment. The first contact for parents with concerns is the class teacher. These discussions are welcomed in the best interests of your child.

PARENTAL INVOLVEMENT
Parents may become involved with the school in a number of different and rewarding ways. As classroom helpers, parents can listen to students read or support individual students who need extra help in other curriculum areas. Assistance is also appreciated in the Resource Centre or with fundraising activities. There are various committees and sub-committees of Governing Council, which look towards co-opting willing helpers. Parental involvement is crucial to the success of our school and any offer is gratefully received. Apart from the obvious benefits for the school, parents who are regular helpers gain great enjoyment from seeing the positive effect it has on their own children.

PHOTOGRAPHS
School photographs are taken once a year. In addition to a class photograph, students can also have an individual or a family portrait. Prices are kept as low as possible. We request that children wear their school uniform on the day. From time to time Waikerie Primary School may wish to utilise photographs taken during school hours for media and promotional purposes. Please see ‘photographs’ section of the confidential form for consent. Please also see the back of the ICT Guidelines form for your consent for DECD and Waikerie Primary School to use images of your child for promotional purposes. This includes our website.

All forms need to be returned to the Front Office

PLAYGROUND
Our school is divided into a Junior Primary and Primary play area for safe play. Equipment such as the adventure playgrounds and cubby house has been designed to allow maximum usage with student’s safety an important priority. Soft fall has been provided to ensure students do not seriously hurt themselves when falling.

The Grounds and Facilities Committee has the responsibility of planning and helping maintain the playground and the equipment within it, and do so with any suggestions for change coming from students, staff, council and the general parent body.

PUNJABI
Punjabi is offered to students of Indian descent. Students attend small group sessions once a week.

REPORTS
Reporting to parents about student achievement is one of the most important functions of any school. There are a number of different ways teachers can report to parents, ranging from an informal chat to a detailed written document.

- At the start of each term, teachers send home a class newsletter outlining learning to be covered and plans for the term
- An Acquaintance activity is held early in Term 1 as well as a short teacher/parent Information Session
- Interviews are held towards the end of Term 1. Optional interviews are available in Term 3.
- Written reports are issued during Term 2 and 4. All written reports are kept in a navy plastic folder and sent home with the students who return them to the class teacher before the next report is due.

6/02/2015 /Parent Information Booklet
- Home Share folders are used by some teachers. These may come home throughout the year showing a wide range of work and indicating progress. These folders are a way of displaying the variety of learning activities in which students are engaged.
- Either teachers or parents can initiate interviews or informal meetings at any time.

**RESOURCE CENTRE/LIBRARY**

The Resource Centre is another place of learning, apart from the classroom, within the school. When books are overdue a computer print out is issued and presented to the borrower who is unable to borrow again until the overdue loans are returned. When books are lost a letter is sent home to the Parent/Caregiver requesting payment for the missing items.

**SAPSASA**

Students who turn 10, 11, 12 or 13 during the year have the opportunity to challenge for places in Riverland representative teams in a wide variety of sports throughout the year. These may include swimming, cricket, tennis, basketball, football, netball, hockey and athletics.

**SCHOOL CARD**

Families in financial difficulty or on a low income may apply for assistance with school fees through the School Card Scheme operated by the State Government. Information is available at the Front Office. Parents are encouraged to apply for this assistance if they believe they may be eligible and are urged to do so in the first two weeks of term 1 to ensure that the information is processed quickly and to establish eligibility. Parents who enrol children in terms 2, 3 and 4 are also required to register in the first two weeks of the appropriate term.

**SCHOOL LEADERS and HOUSE CAPTAINS**

These students are elected on an annual basis by the student body. Their role is to represent the school, and support the student body.

**SCHOOL MATERIAL AND SERVICES CHARGE**

Students are issued with their stationery supplies on the first day of the school year and while the school makes every attempt to keep the fees as low as possible, it must be remembered that this charge is levied for other supplies as well, including art and craft materials, sports equipment, library books, printing, reading resources, classroom supplies and computer studies. So that the school is not disadvantaged with its purchasing, it would be appreciated if the fees are paid in the first fortnight of the term in which your child is enrolled. If financial difficulty is being experienced, arrangements may be made for payment by instalments upon application to the school.

**SCHOOL RECORDS**

If you change your address, telephone number or there are any changes in emergency contact information, please notify the Front Office to ensure our records are kept up to date.

**SCHOOL TIMES**

School commences at 8:50am with recess time being from 10:40 – 11:10 am. The children eat their lunch from 1:00pm – 1:10pm. A siren rings at 1:10pm to signal playtime with the end of play being at 1:40pm when the siren is rung again. Lessons re-commence at 1:40pm with dismissal occurring at 3:20pm. The only variation to the dismissal times is on the last day of each term when school finishes at 2:15pm. Please note that teachers are not on duty to supervise students who arrive at school before 8:30am. If students arrive before 8:30am they are expected to sit in designated area until the play bell rings, this area is at the table outside the Front Office. Please use our outstanding Out of School Hours Service, for your children, which opens each day between 7am and 8:30am if you need to go to work early.
SPLASH CARNIVALS
A Splash Carnival is held annually at the school pool for Junior Primary students and at the town pool for Primary students. It is a culmination of the swimming lessons at the end of the first term and is a chance for students to compete in a number of events and represent their houses. Competent primary age swimmers are able to compete in some longer distance races that test their ability and endurance. Parents are most welcome to attend either as spectators or helpers, which are always required. Students are reminded to have protective clothing (T-shirt, broad brimmed hat) and to wear sunscreen.

SPORTS DAY
This is an annual event held at the Waikerie Sports Complex and gives students an opportunity to display skills learnt during PE lessons. The emphasis is on participation and enjoyment with students competing against set standards as well as each other.

The students compete as members of their 'House' teams and are encouraged to dress in the teams colours which are:

- Flinders..............Red
- Barker .............Green
- Eyre....................Yellow
- Sturt...............Blue

The afternoon is devoted to sprint and relay championships with ribbons being awarded to place-getters. Again it is a fun day with parents being invited to watch their children or assist as timekeepers, judges, etc.

STUDENT VOICE
Student Representative Council (SRC)
Waikerie Primary School has a commitment to Student Participation. This is achieved through the formation of two Student Representative Councils. Each class has two elected representatives (a boy and a girl) who serve on either of the Junior or Primary Councils, which meet regularly to discuss issues raised at class meetings. The representatives take information back to the class for further discussion and approval.

Elected student leaders – School Captains and House Captains meet to discuss relevant issues and plan child based activities such as lunchtime sport competitions, grounds improvements and house activities. Ideas from students are fed back to staff and Governing Council for further discussion and, if necessary, action.

SUNBURN PROTECTION
Parents are reminded that the effects of harmful radiation are not only painful, but can also be dangerous. It is the parents' responsibility to ensure their children are adequately protected against UV radiation when they come to school. Bucket hats may be purchased from the Front Office.

SWIMMING LESSONS/AQUATICS
Swimming lessons are an important part of the Physical Education curriculum. The students in Reception to Year 5 will receive swimming instruction through qualified personnel and staff. Year 6/7 students attend an Aquatic Camp biannually. The cancellation of lessons due to the weather conditions will be at the discretion of the Swimming Instructor in Charge in consultation with the school. If students have a genuine reason for not swimming (illness, allergy, etc) a note must be provided. Where a student forgets to bring bathers she/he will be asked to continue working either at the pool or in another class.

TERM DATES
South Australian State Schools Term Dates

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<thead>
<tr>
<th></th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
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</thead>
<tbody>
<tr>
<td>Term 1</td>
<td>31/1 to 5/4</td>
<td>29/1 to 12/4</td>
<td>29/1 to 11/4</td>
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<tr>
<td>Term 2</td>
<td>23/4 to 29/6</td>
<td>28/4 to 5/7</td>
<td>28/4 to 4/7</td>
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<tr>
<td>Term 3</td>
<td>16/7 to 21/9</td>
<td>22/7 to 27/9</td>
<td>21/7 to 26/9</td>
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<td>Term 4</td>
<td>8/10 to 14/12</td>
<td>14/10 to 13/12</td>
<td>13/10 to 12/12</td>
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UNIFORM / DRESS CODE
Waikerie students wear school uniform of navy and grey clothing. Our School's Governing Council would like to see all our students in school uniform. They believe the wearing of the school colours encourages pride and a sense of belonging in our students. It is also for safety when we are both in and out of the school. Some items of clothing are available at the Front Office. A uniform brochure and price list accompanies this pack. Second hand uniform items are available at low prices from The Parent Drop-in Centre.

VISITING PERFORMANCES
During the year students have the opportunity to attend visiting music and drama performances. Parents are notified through the newsletter or by special leaflets sent home. The school receives many requests to accommodate such shows, so any performance selected has been very carefully considered by staff for its educational value.

WAIKERIE OUT OF SCHOOL HOURS CARE (WOOSHC)
Our excellent Out of Hours Care program provides quality care from 7am to 8:30am and from 3.20 pm to 6.00pm every day of the school term, including Student Free Days allocated for staff training and development and advertised in the school's newsletter. A vacation care program also operates each holiday break. Vacation care programs are distributed with the school newsletter towards the end of each term. For further WOOSHC information please refer to the WOOSHC Parent Handbook included in this Enrolment Pack.

YET (Youth Environment Team)
The Youth Environment team is made up of students from Years 6 and 7. They participate in environmental activities in the school and local community (KESAB, Water Watch, recycling, worm farms). The students lead the school and teach in classrooms. Jeany Winter is the Team Leader.