

Warooka Schools

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Welcome to Warooka,

We hope that you and your child/children enjoy your association with our schools.

It is important that home and school work cooperatively together, fostering children's interests, abilities and skills.

We believe that education is a lifelong ongoing activity and should be seen as a partnership between the school, families and the wider community.

Let's all work together for the development of your child/children.

Much of the information you require about our school is contained within this documentation, which we hope you will keep for future reference, as amendments will be sent home as it is updated. This documentation will be supplemented by regular newsletters.

Kerry-Ann Pointon
PRINCIPAL





This folder contains the following information about.....

WAROOKA SCHOOLS

- Our Vision
- The School Curriculum
- School Profile
- Student Management
- Student Assistance and Service
- Parent Involvement and Student Participation
- Communications
- Enrolment Procedures
- Policies

Our Mission

Mission Statement

Our aim is to work in partnership (students, parents/caregivers, community & staff) to make learning fun, relevant for all and challenging to the individual to achieve their fullest potential.

Our Values

We aim for everyone within our learning community to embrace our core values of:

Responsibility Respect Honesty Happiness Communication

School Philosophy

We believe that:

- A student's learning environment should be attractive, stimulating, supportive and enjoyable
- Learning experiences should be broad, varied, planned and organised to accommodate the individual needs of students
- Education is a responsibility which is shared between school, parents and other community agencies
- Parents should be welcomed into school
- Manners and respect for other people and their property should guide relationships and behaviour within the school

Aims

We strive to help students:

- Develop reading, writing, speaking, listening, numeracy and physical skills
- Develop a desire for learning
- Practise and understand the ideas of health and safety
- Develop pride in their work, a feeling of self-worth and a determination to do their best and to strive for excellence
- Develop good character and self-respect
- Learn problem solving and decision making skills
- Learn how to be a good citizen

Curriculum

We believe that the curriculum should be relevant to the needs of the local and broader communities, and include an appropriate balance of academic, vocational and social skills programmes.

The curriculum is based on the Early Years Learning Framework Preschool and Australian Curriculum(R-7).

Language (Spanish) is taught to students by some class teachers.

An aquatics programme operates in Term 1 with the Year 6/7 students attending an aquatics camp. Also in Term 1, Reception - Year 5 students attend a local beach for lessons in swimming and water safety.

PRESCHOOL

The Preschool offers a pre-school education program, similar to that found in the traditional kindergarten but as an integral part of a school setting.

The Preschool provides a high quality care and learning environment supported by quality teaching in partnership with parents and carers, meeting the needs of each child. This will support the development of each child's social, emotional, physical, intellectual and creative growth.

To do this we provide a programme based on the following beliefs:

that play is the central basis for planning for learning in early childhood

that the Early Years Learning Framework (EYLF) provides a basis for Curriculum Planning

that the needs of the children are met by the provision and planning of a learning programme responsive to these needs

that the learning environment is enjoyable, safe and stimulating.

The basic overview for the eight areas of study:

English	<input type="checkbox"/> reading, writing, word study/spelling, speaking and listening
Languages	<input type="checkbox"/> Spanish
Mathematics	<input type="checkbox"/> developing knowledge and understanding of number and algebra, measurement and geometry and statistics and probability
Health and physical Education	<input type="checkbox"/> personal ,social and understanding biological, chemical , earth, space and physical sciences
Humanities and Social Sciences	<input type="checkbox"/> developing understandings of our world, its heritage, change, cultures ,beliefs, environmental issues, Aboriginal studies, history and geography
Technologies	<input type="checkbox"/> Design and Technologies and Digital Technologies
The Arts	<input type="checkbox"/> music, visual arts, drama, dance and media arts

WAROOKA SPORTS DAY

Early in term 1 the school holds its annual sports day with an emphasis on participation and enjoyment for all students across SBP – 7. The activities range from traditional sprint events through to combined team games.

SYP COMBINED SCHOOLS ATHLETICS CHAMPIONSHIP

Involves chosen students from the nine SYP schools:

Ardrossan, Central Yorke School, Curramulka, Minlaton, Maitland Lutheran School, St. Columba's, Stansbury, Warooka and Yorketown.

The schools meet at Yorketown or Minlaton or Maitland each year (usually in March/April) to take part in a full programme of events and compete for a Championship Shield and a Handicap Shield.

SAPSASA (South Australian Primary Schools Amateur Sports Association)

Children in Years 6 & 7 are provided with the opportunity to represent our district (SYP) in particular Metro Exchanges/Country Carnivals. A range of sports are available and include netball, softball, cricket, tennis, football and athletics.

CAMPS AND EXCURSIONS

Camps, excursions and performances are seen as an integral part of our educational program and an extension of everyday classroom/ school life. From time to time parents will be requested to give permission for their child to attend and participate in these events. Advance notice is provided including details such as times, locations and additional costs where necessary.

CURRICULUM FEATURES

Through our involvement in the Learning 2 Learn project a focus upon innovation and excellence in education has been established. Our inquiry focus remains:

If students, parents and staff see themselves as co-learners and value each other as unique individuals with special qualities and needs, in a culture of shared decision making (including areas such as curriculum, school structures etc) then we will see a large scale improvement in student learning outcomes and a dramatic change in Student Management statistics.

Our intention is to focus on:

- Greater engagement and empowerment of students

 - Increased awareness of one's self – including strengths and plans for development in other areas (students, staff & parents.)

 - Transformation of our teaching pedagogy – where teachers "tool boxes" are truly transformed for the long term

The school has also adopted a strong approach to the development of Thinking Skills across the school. This is being expanded across all curriculum areas.

Information and Communications, Technologies play an important part in student learning and we are continually exploring ways to ensure that this is relevant and expands upon students traditional learning outcomes.

School Profile

The School has an enrolment of approximately 100 students from Preschool-Year 7.

The teachers for the year are:

Preschool	Amy Murdoch
Rec / Year 1	Leanne Hendrie
Years 2/3	Monique Rooney
Years 4/5	Karen Ramsay & Dean McDonald
Years 6/7	Sue Povey
R-7 Science & Performing Arts	Ed Satanek
ICT & Arts Teacher	Julie Aitchison
Principal	Kerry-Ann Pointon
S.S.O	Carmen Webb
S.S.O	Jo Piller
S.S.O	Bev Dobie

SCHOOL HOURS & SIREN TIMES

8.15am	Children may enter school yard (Duty commences – the early time coincides with the arrival of the school buses.)
8.50am	Siren sounds – all children/staff to classes
10.50am	First Lunch – 10min eating time
11.00am	Children out to play
11.30am	Siren ending First Lunch – children & staff to classes
1.10pm	Second Lunch - 10min eating time
1.20pm	Children out to play
1.50pm	Siren sounds concluding lunch – everyone to classes
3.25pm	End of school day

Children should not enter school prior to 8:15am unless supervised by individual staff members and return home immediately after school. No responsibility will be taken for children on premises outside school hours.

2018 School Year

Term 1 30 January to 13 April
Term 2 30 May to 6 July
Term 3 23 July to 28 September
Term 4 15 October to 14 December.

Uniforms

Student Management

Warooka has developed a preferred school uniform, approved and supported by Governing Council that we ask students to abide by.

- Polo shirts (with logo) and zip up hooded jackets and Rugby Tops (with logo) are red
- Track pants, shorts and skirts are navy. School dresses - red and white check, can be purchased from stores such as Target.
- Governing Council provides a hat for each student. It is to remain at school and be worn for any outdoor activity. Should the hat be lost, parents will be required to purchase a replacement hat.
- Polo shirts, zip up hooded jackets and rugby tops can be ordered from the Front Office. (Orders of uniforms will be placed when we have sufficient orders to do so.)
- We are endeavouring to build up a second hand uniform pool.
- Please see your child is comfortably dressed in manageable clothes.
- Thongs, for safety reasons, are seen as inappropriate for school life.
- We ask that ALL removable clothing be labelled with your child's full name.

Hats

Children are expected to wear a hat when playing outside. This includes recess, lunch and outdoor lessons. Children not wearing hats during these times will be required to play in a shaded area near the Carribe Unit.

Medication at school

There are a few different types of situations that may require students to have medication at school.

1. Asthma, bee sting allergy etc.- medication for these should be kept in the First Aid filing cabinet with instructions written by the student's doctor.
2. Long term medication – should come with a doctor's letter giving instructions on administration and side effects and given to the First Aid Officer.
3. Puffers - most children are able to manage their own puffers and should be clearly labelled with their name and kept either on the person or in a pencil case. A spare should be in the First Aid filing cabinet in the work room.

All medication is to come in the original packaging showing dose, and name of child, and all medication must be in date. We are unable to administer ANY out of date medicines or medication that does not have the above.

Panadol and painkillers: We are not permitted to give your child any Panadol or painkillers.

Whilst it is not the staff's role to administer medication in most cases we are willing to try and support parents in helping their child. In special circumstances, staff may need to work with parents and their medical practitioner to formalise a Health Care Plan.

Head Lice

Children with Head Lice do not need to be sent home immediately but should be treated on the day head lice are detected. Children may return to school / preschool after appropriate treatment has been given. Advice on products for treatment is available from the Front Office staff.

School Closure and Pupil Free Days

Up to five (5) times a year, all DECD schools may be closed for either events of local significance (eg Field Days, Shows) or for staff Training and Development, on which the school will be CLOSED for the day to students. Parents are notified well in advance to enable them to make alternative arrangements for their children.

Student Assistance and Services

School Bus Service

There are three main bus routes to Warooka Schools - Marion Bay, Corny Point and Point Turton. Students living more than 5 kilometres from their local school are eligible to access this service.

Warooka Schools and Yorketown Area School students can access these buses. The Front Office staff can provide information re buses.

Preschool children may travel on the bus with the written consent of the School Principal. Your child will be provided with this form when enrolling.

Bikes

Bikes can be ridden to School and walked into the school grounds. Bikes can be stored in the rack next to the resource centre.

Playgroup

Warooka Playgroup is currently not operating.

Parents with young children up to 5 years may attend the local Playcentres.

Playcentres operate on Monday mornings from 9am-12noon at the Corny Point and from 8:30am - 11:30am Marion Bay Halls.

Banking

School Banking is through Bank SA at Minlaton with bank day presently being on Tuesday. Please see the Front Office for application form.

Student Support Services

A range of specialists is available to assist with student needs. These include: psychologists, behaviour support coaches, special educators, speech pathologists and social workers

Access to these services can be negotiated and organised through the school to assist students, parents and staff with particular concerns.

Parent Involvement and Student Participation

Student Voice - Committees

The student representatives from the classes meet with staff members to raise and discuss student-related issues including resources, facilities, and additional activities to name a few.

Representatives for student leadership and committees are established through an application process.

Greater involvement of students in the actual running of the school (administration and learning programs) means that this structure is constantly evolving. Committees are dominantly formed from student suggestions, and with a focus on the environment and sport. Other groups (eg: jump Rope for Heart) are organised on a needs basis.

Parent Involvement and Participation

Warooka Schools is actively committed to parent involvement and participation.

The formal committees supporting these programmes and activities are the Governing Council, and Parents and Friends.

Membership on the Governing Council is for a two year term with the AGM held early in Term 1 each year. Meetings are approximately monthly and open to the school community.

A Sub-Committee structure supports the decision making processes and includes:

- Finance
- Grounds and Buildings
- Bus/Transport.

The Parents and Friends aim to:

- foster greater understanding about the education programme
- help and educate our students
- encourage our students
- assist parents in getting to know each other
- hold meetings each month and the dates are advertised in the newsletter.

All parents and friends are welcome to attend these meetings.

Membership of, the Governing Council or the Parents and Friends, as well as working as a volunteer, is certainly one way of gaining an accurate insight into the life of our school.

Resource Centre

The Resource Centre is an integral link in the school's curriculum. To support the curriculum and children's learning, students and parents can access information, materials and literature through the Resource Centre. We encourage you and your child/children to utilise this valuable resource in our school. The Resource Centre may be accessed at any time during school hours.

Voluntary Helpers

Some areas where voluntary help is often needed include:

- Resource Centre
- Sports Day help
- Sports teams and SAPSASA
- Working bees.

The School appreciates and values voluntary help and the benefits of this are wide spread. Students, parents and community members gain through becoming involved in voluntary activities in the school.

Communication

Education is a partnership between parents, teachers and children. Therefore, communication between parents and teachers is of utmost importance.

We use a range of strategies to share information with parents including:

- Diary/Communication Book
- Parent/Teacher discussion meetings
- School Newsletter
- Telephone calls
- Achievement Folders
- Special School events (Assemblies, demonstrations)
- Informal visits to the School
- Letters to and from the School.

School Assemblies are hosted by each class. Dates and times will be advertised in the newsletter

Newsletters are produced on the Thursday of "odd" school weeks. (eg. Week 1, Week 3)
We are pleased to support community groups and events by placing notices in our newsletter.

To assist with this please ensure any items for the newsletter are received at school by 9:00am on the day of publication (i.e. Thursday of odd weeks of term).

Assessment and Reporting

A written report will be provided at the end of Term 2 and Term 4.

Interviews are conducted at the end of Term 1.

Student Absences from School

Parents are required to provide a written explanation for a child's absence from School within a reasonable time of the absence (eg. within 3 days).

To meet DECD requirements, parents will be contacted and asked for reasons for unexplained absences.

Children Leaving School

Parents are requested to let the school know, in writing, if they wish their child/children to go home or elsewhere (eg. the shop, Post Office etc.) before the 3:25pm dismissal time.

Staff will endeavour to support this provided there is minimal disruption to the learning program.

Students arriving late at school or leaving early from school are required to report to the front office when arriving or leaving, for recording purposes.

Changes to Student Information

Many factors can impact on a child's learning and it is therefore important to keep the school informed, no matter how trivial these may appear.

These changes may include:

- | | |
|---|---|
| <input type="checkbox"/> name, address, phone number | <input type="checkbox"/> medical conditions |
| <input type="checkbox"/> marriage, separation or divorce of parents | <input type="checkbox"/> accidents or bereavement in the family |
| <input type="checkbox"/> births in the family | <input type="checkbox"/> custody |

Grievance Procedures for Parents

The following guidelines have been prepared to outline ways by which parents may raise issues or concerns regarding their children's education. However, the nature of the concern may alter the procedure to be followed. For example, personal matters may be best raised with the class teacher or Principal, depending on their nature, whereas general school policy matters may be best raised with the Principal. You may wish to use an advocate to assist you.

In general, the steps to follow are:

1. Make an appointment to talk with the teacher concerned. This makes the most productive use of the time available, when the teacher is free to give you his/her full attention. It also ensures that the teacher will be available when you arrive, and not teaching or otherwise committed.
2. If the issue is not resolved make an appointment to meet with the Principal, advising the Front Office staff of the nature of the appointment.
3. If you are still dissatisfied with the outcome of the meeting, contact the Principal to air your concerns. If nothing further is heard, it will be assumed that a resolution has been reached.
4. Please refer to the link on our school website.

It is important that these grievances are kept confidential and although at times you may wish to seek support from friends or an advocate, it is very important to do this wisely. When the matter is discussed in the student's hearing, it is important that the student understands that you have confidence that the issue will be resolved confidentially, at the School level. The School can best deal with issues that are raised in the ways outlined. It is important for parents and teachers to work together to support children's education. These guidelines have been developed to help build this collaborative and working relationship.

Enrolment Procedures

Full-time Preschool

Four year olds are eligible to attend 4 terms of 5 full days per fortnight directly preceding entry to School.

Tuesdays, Wednesdays and Thursdays 8:50am - 3:25pm. (Even weeks)

Tuesdays and Thursdays 8:50am - 3:25pm. (Odd weeks)

Transition to School

As well as the everyday informal interaction with the school children, Preschool children either visit or host the Reception class each Thursday afternoon.

For 1 day a week in the last 3 weeks of term, children about to start school will have the opportunity to visit their new class.

Reception

There is a single intake of Reception students at the start of Term 1. Children who have turned 5 or who will turn 5 before 1st May are entitled to begin school at the beginning of the year. Children who will turn 5 on or after 1st May are expected to begin school at the start of the following year.

Materials and Service Charges (School Fees)

The Materials and Service charges are set each year by the Governing Council. These charges help cover the cost of non-consumable material, new equipment, upgrading and maintenance of equipment and facilities, resource centre and all curriculum materials.

Information regarding the charges will be advised prior to the new school year.

Current School Fees are:

- Full-time Preschool \$ 45.00 per term
- School \$215.00 per year.

Policies

The Management of Student Behaviour

At Warooka we expect students to:

- Be courteous and friendly
- Develop self-discipline
- Follow their teacher's legitimate instructions
- Play carefully and safely
- Consider the rights of others
- Be good listeners

We believe at Warooka Schools that it is important to teach students to behave responsibly. We have logical consequences for students who choose to behave inappropriately.

These logical consequences are sequential, according to the seriousness of the behaviour, therefore helping children understand appropriate and inappropriate behaviour.

We understand children will sometimes break rules. Our approach is to apply the consequence calmly and firmly.

We encourage those students who choose to behave appropriately by acknowledging positive behaviour on a regular basis. A copy of our Student Behaviour Management Policy is included, in pamphlet form, with this folder.

Parents are encouraged at all times to discuss issues or concerns about their children at the earliest opportunity. The earliest we know about issues or concerns the quicker we can respond and deal with them effectively.

Mobile Phones

We recognise the safety and communication issues of students having a mobile phone with them after school hours; however we encourage students not to bring mobile phones to school. If your child has a mobile phone at school they are asked to keep it in their bag and turned off at all times. Students will be responsible for their phone in case of loss or damage. Mobile phones are not to be used during school times and all calls in school hours by students are to be made via the Front Office. Calls from families to your children can be made to the Front Office and they will be passed on.

Hot Weather

Classrooms are air-conditioned and it is therefore expected that students will attend and remain at school.

Bushfire Action Plan

The Bushfire Action Plan has been developed to ensure that the members of the school community are well prepared in the event of a bushfire in the region – to protect and preserve life and to protect and preserve property.