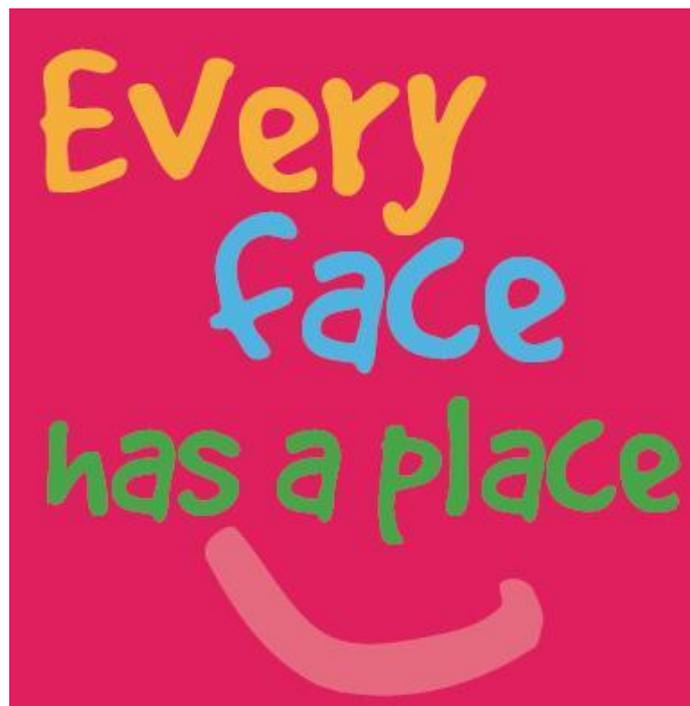




Parent Information Booklet 2016



Tailem Bend Primary School

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Updated November 2015

Tailem Bend Primary Primary School

Principal Welcome

A very warm welcome to Tailem Bend Primary School.

We hope your association with our school will be a happy and rewarding one. At Tailem Bend Primary School we provide a quality education for students from Reception to Year 7.

We offer a comprehensive educational programme delivered by a very dedicated and professional staff whose experience and expertise benefit all the students we teach.

We pride ourselves on high standards in behaviour, sporting pursuits and our ability to provide each student with the knowledge, skills, and attitudes required for life-long learning.

Our mission

Tailem Bend Primary School will provide a safe, supportive learning environment, where every individual is given the opportunity to reach his or her potential.

We will promote active, compassionate, life long learning and responsibility in a changing global community.

In this Parent Information booklet we have provided information to familiarise you with the procedures and structures that have been put in place to enhance educational outcomes for students.

Please do not hesitate to make contact with relevant classroom teachers or myself in order to closely monitor your child's educational achievements and to clarify any issues that may arise.

We look forward to working in partnership in the education of your children.

Travis Schenke
Principal

Areas of Study

All Australian schools, including Tailem Bend Primary School have the following required areas of study (subjects) as documented in the Australian Curriculum.

- English - reading, writing, spelling, listening, speaking.
- Mathematics
- Humanities and Social Sciences
- Health and Physical Education
- Language Other Than English (German)
- The Arts - Music, Drama, Art, Dance.
- Science
- Technologies

Our School

The school has a strong teaching team with common understandings in relation to approaches to student learning.

We have a comprehensive Music and Performing Arts programme including Choir and Instrumental tuition.

Students from Tailem Bend have opportunities to achieve a very high standard in literacy and numeracy by the time they graduate from Year 7.

Tailem Bend provides a secure, safe learning environment with excellent playground and oval facilities including a 25 metre Swimming Pool and a world class gymnasium.

Classrooms are equipped with the very latest Interactive Smartboard Technology and wirelessly connected to our network. We are an Apple School and ICT is integrated into all curriculum areas.

The community library and resource centre is a place of which we are proud. We have a large array of print materials and access to digital resources including Smart boards.

During school hours our students participate in our specialist PE programme and participate in a number of SAPSASA and knockout sports competitions, swimming lessons and Life Education.

More information is available via our regular newsletter and at our "Meet the Teacher" Night which is scheduled during February each year.

Enrolment

From 2014 there will be a new start date for preschool and school children. This will be the first day of Term 1. If your child is five before the 1st May, they can start school in that year. *If their birthday is on May 1st or afterwards they start school in the next year.*

Children transferring from other schools may begin at anytime during the school year. Enrolment and personal information forms are available from the front desk. Please contact the school if you require enrolment forms to be faxed or mailed to you.

Transition

Reception students:

The school works very closely with the Taillem Bend Kindergarten to ensure a smooth and easy transition between the kindergarten and the more structured approach in reception.

Year 7 to High School

Most year 7 students move to Murray Bridge High School. Some students choose to attend Coomandook Area School or Unity College, Murray Bridge

An Orientation program begins in the 3rd term and includes:

- A Parent Information Night.
- A visit from High School teachers and year 8 students who previously attended our school.
- A tour of the physical surrounds of the High School.
- A programmed visit to the High School with lessons presented by High School teachers to enable the students to obtain a general idea of the school layout and introduces them to some year 8 teachers.
- Some students qualify for extended transition.

School Hours

Teachers are on duty from 8:30am. Students are not permitted to enter the grounds until this time. The first bell goes at 8.50 and students may enter their classrooms.

- Lessons begin at 8.55am and finish at 3.10pm
- Recess break is from 11am until 11.30am
- Lunch break – 12.50pm until 1.30pm
12.50pm – 1.00 pm - Students eat their lunch in the classroom for 10 minutes.
1.00 – 1.30 Play time.
- 3.10pm Dismissal
- Early Dismissal – This occurs on the last day of each term when students are dismissed at 2.10pm. Parents will be advised in the School Newsletter.

School Uniforms

All students are expected to proudly wear the school uniform. School uniforms can be purchased through the office every day. ***Please refer to our school uniform policy.***

Behaviour Management

Please refer to our Behaviour Management and Code of Conduct Policy and our Anti Bullying Policy. Our school website has all the relevant school policies for your perusal.

Reporting to Parents

Well-informed parents are in a better position to work with and support the school in providing a high standard of education. We pride ourselves on effectively communicating with parents so that they are kept fully informed and can take an active and constructive part in their child's learning.

Parent Consultations

Parent consultation evenings provide formal meetings when teachers spend time with parents/caregivers to discuss your child's progress, share any concerns, set targets and agree ways in which the child can be supported at home and at school.

Parent consultation evenings take place in term 2 and where requested in term 3. In addition, parents may make an appointment to meet with the teacher at any time throughout the year to discuss their child's progress or to share concerns.

Reporting

A report, prepared and distributed at the end of term 1 and 4, contains the following elements:

- details of the child's personal and social development and attitude to learning
- information on the child's progress and achievements in all subject areas
- the next steps in learning for English, mathematics and personal development
- the child's own self-evaluation of the year
- comment section for parents to respond to the report
- record of attendance

Parental Involvement

There are a number of ways in which parents may choose to be involved in the school.

Classroom involvement - Individual teachers may suggest reading stories to groups of children, playing games, joining in with art activities or cooking, hearing children read, helping children with writing, accompanying the class on an excursion. We value any assistance that parents can give.

School involvement - Parents help in the Resource Centre, with sport, drama, the grounds and a variety of activities or projects that arise during the year.

Governing Council - This is an active body of interested parents and staff working together for the good of all children and the school. Meetings are held twice per term in week 3 and week 8. Parents willing to stand are asked to nominate and elections are held at the Annual General Meeting in February.

The responsibility of the Governing Council is:

- to support the Principal in carrying out his accountability to the Chief Executive

- represent the views of our local community about the priorities and educational needs of the students in our community within state frameworks of policies, priorities, and strategic direction
- to oversee the school's finances
- the development and maintenance of the school grounds.

Sub-Committees of School Council - parents are welcome to join any of the following:

Finance

Buildings & Grounds

Fundraising

Swimming Pool

Gymnasium

Environment

The Annual General Meeting is usually held in week 3 of Term 1 where all executive positions are declared vacant. Parents are encouraged to attend the Annual General Meeting and be involved in the life of the school.

Assemblies

Whole school assemblies are held on Fridays in the Gymnasium at 1.40pm
Parents are always welcome to attend the assemblies.

Ashton Scholastic Bookclub:

Approximately once every month, children will receive Bookclub brochures, which advertise books which can be purchased through the library of the school.

Medication

If your child is asthmatic or has prescription medication, please enquire at the front office to obtain relevant medication and health care plan forms

Any medication sent to school must be prescribed by a doctor and only sent if needed. It must be delivered to the office in the original container with the label from the pharmacy and be within the use by date. For children with asthma please provide asthma medication **and a spacer**, as well as an up to date asthma plan.

A medication authority needs to be filled out by the Doctor.

Please see "Health Support Planning" section later in this booklet.

School Representative Council (SRC):

Two students from each class are elected to the school SRC. All students serve for two terms and the elected executive serves the entire year.

These students discuss and make decisions on student school-related issues including fundraising.

School Fees:

School fees are currently set at \$229 for 2016. This is payable to the front office by the end of Term 1. Time payment is available.

Families may qualify for government assistance. This is dependent on individual financial situations. These families are encouraged to apply for School Card. Information and application forms are available from the front office. If eligible school fees are covered in full.

Library:

Students are able to borrow books throughout the year from the school's library and access computer software for information.

Our Library is a Community Library and parents are encouraged to access the library's adult book section. There are also games, toys and videos available for borrowing. Please enquire at the library to become a member.

Newsletter:

Newsletters are sent home fortnightly on Mondays with the youngest child. Important dates, activities, awards and articles of community interest are included in our newsletter.

If you have any material of interest for the newsletter, please bring to the school at least two days prior to a newsletter being published.

Attendance

Students who miss days from school: -

- are socially and academically disadvantaged.
- miss opportunities for play activities – these help social and emotional development.
- fail to develop an appreciation of important life skills such as punctuality and regular attendance.
- can become isolated, teased and bullied because of an inability to maintain friendships.
- lack self-esteem and self-confidence.
- are likely to leave school at an early age.
- suffer from a lack of continuity and familiarity.
- are unable to grasp basic concepts due to gaps in knowledge and learning.

Research shows that there is a direct correlation between attendance and achievement. Missing one day a week at school per year means missing eight weeks of schooling.

You must notify the school if your child/children have been away. On your child's return, a signed note must be supplied detailing the reason for the absence and the date.

A call to the school on the day of absence is encouraged but we require you still follow up with a note.

If a student is continuously away ill or sickness is given as a frequent explanation of absence and the number of days exceeds 3, a medical certificate is required.

Please refer to our Attendance Policy.

Orders and Payments

Performance money, book club orders etc. can be handed in at the book-room window at the front office, before 8:50 am by parents and students.

Hats and Shoes

Sun Smart

Our school is an official "Sun Smart School"

It is school policy that students wear an appropriate hat, either legionnaire or wide brimmed from September 1st to April 30th. These are on sale at the front office. **NO HAT, NO PLAY.**

Please refer to our "Sunsmart" School Policy.

Teachers provide time for children to apply sunscreen before going out to play at lunchtime. As part of the curriculum students are informed as to why sun care is so important and what steps can be taken for protection.

Students also need to wear shoes that will support their feet in physical activity, with minimal risk of injury. High heeled/platform shoes, thongs or flip flops, crocs or shoes without a back on them **should not be worn.**

Teaching Areas

Students are involved in learning and teachers teach from 8.55am to 3.10pm. We have a large number of volunteers in our school and are grateful for their help. However if you are not involved in a voluntary capacity please do not remain in teaching areas after 8.55am or enter before 3.10pm.

Communication Books

Students have these books not only for their own reminders, but also for parents and teachers to use for notes to and from school. Please sign all notes and ask your child to let their teacher know if there is a note to be looked at.

Reading Folders

Students take their reading folder home most days to practise reading at home. This is vital for their reading development and an opportunity for you to share success time with your child. Please record if you hear your child read at home.

Lost Property

If your child loses an article of clothing, lunch box, toy etc. it may have been brought to the front office. We have a steady stream of lost property brought in each week.

Please ensure your child's belongings are clearly labelled to assist in identification.

Toys / Games

Toys and games are only to be brought to school at teacher's request, eg class sharing.

Volunteers

Volunteers are highly valued by our school community. Volunteers can be involved in a large number of activities throughout the school.

It is a requirement of DECD that volunteers are inducted every year. It is also mandatory that volunteers have a criminal history check and Responding to Abuse & Neglect training before commencing in the role, if they will be:-

- attending any 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 e.g. Learning Assistance Programs (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, managing canteens etc
- accepting a position on governing/school councils, boards or committees that require them to be in close proximity to children or in the management of school funds.

For further information including how to apply for a criminal history check, refer to the DECD website. <http://www.decd.sa.gov.au/hrstaff/pages/default/criminalhistory/>

Volunteer information brochures are available from the front office.

Parent/Caregivers Grievance Procedures

Please refer to our school policy

We hope that the information contained in our Parent Handbook gives you the information that you require.

If there is something that you recommend we include please let our friendly office staff know.

Thank you.

