



**Strive and Grow with Respect and Cooperation**

**PARENT  
HANDBOOK  
2010**

**BAKEWELL PRIMARY SCHOOL**

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## INTRODUCTION

Dear Parents / Guardians,

Welcome to Bakewell Primary and Preschool. This year we are implementing the You Can Do It program. This program teaches young people Habits of the Mind that support and nourish their Confidence, Persistence, Organisation, ability to Get Along and Resilience. These five foundations are displayed on keys around the school and in classrooms.

Bakewell Primary School provides a safe and caring learning environment for our students. We place a strong emphasis on Literacy, Numeracy and Wellbeing with students being given opportunities to reach their full potential. We believe our school should be a positive, happy and stimulating place for students to maximise their learning opportunities - academically, socially and emotionally.

Within the school community we value the contributions of all students, their families and staff. We believe that optimum learning occurs when the school and home/community work in partnership. We have an open door policy and parents are welcome in the school and classrooms at all times. As well staff welcome the opportunity to talk to parents about any issues relating to your child/ren's education. If you wish to discuss something with your child's teacher please negotiate a suitable time when the teacher is not 'on class'.

Parent volunteers are highly valued and essential in assisting us to provide programs that meet the individual needs of our students. If you have specific skills, talents or interests that you are willing to share with your child's class or across the school please let us know. Volunteers can help in many ways eg in the library covering books, coaching sports, assisting with reading programs or the information technology network, assisting in classrooms or making teaching resources, monitoring the school crossings before or after school. (To maximise the benefit of your assistance in the classroom it is appreciated that you inform the teacher prior to your visit so that this can be planned for within the class program.)

Our School Council is responsible for a range of administrative and decision-making functions within the school in accordance with the Education Act. The School Council is elected from parents and staff at the Annual General Meeting in February each year. Other staff and parents are welcome to attend any of the meetings. Being a member of School Council is one opportunity for parents to formally participate in decisions that affect their child's school and education.

If you have any concerns, suggestions or ideas about what is happening at school please come and talk to us. The Assistant Principals and I are available at any time to talk with parents.

I hope your family's association with Bakewell Primary School is a happy, positive and rewarding one.

Kind Regards

June Wessels  
Principal

## **AGE OF ENTRY TO SCHOOL**

For Transition there is a single intake. This enables children who turn 5 on or by the 30 June 2010 to commence Transition at the beginning of Term 1, 2010.

For Preschool, children turning 4 on or by the 30 June 2010 may commence Bakewell Preschool at the beginning of Term 1 2010. Children turning 4 after 30 June and before the last day of Term 3 may commence Preschool at the beginning of Term 3 if vacancies are available. This means the child will spend 18 months in Preschool.

## **ASSEMBLIES**

School assemblies are held every Friday at 8.30am. These alternate between the Primary and Early Childhood Areas. Each term one assembly will be nominated as a whole school assembly. Dates for these will be advertised through the Newsletter. Each assembly features a class item, the awarding of merit cards, positive behaviour incentives and general information. Team assemblies are mainly held in alternative weeks. Parents will be notified of days/times for these. Parents are very welcome to join us for School assemblies. Students are awarded merit cards for such things as:

- Excellent scholastic performance
- trying hard; effort
- improvement
- citizenship; courtesy; good behaviour, helping others
- on task behaviour
- our school values of Responsibility, Respect, Growth, Trust and Safety

## **ATTENDANCE AT SCHOOL**

Regular attendance at school is encouraged and highly valued at all times.

### **- Absences**

Parents / Carers must notify the school when your child is absent. This may be done by an email to the front office or class teacher, a phone call to the front office or a note to the class teacher when your child returns to school. Parents will be contacted for all un-notified absences. For safety and administration purposes the school is required to have accurate information about student attendance.

### **- Late Arrival**

Students who arrive at school after 8.15am are required to come to the Front Office to collect a Late Slip and be recorded as such. It is important for students to be on time and arrive at school by 8.05am each day.

## COMMUNICATION

- Newsletter: The school Newsletter is sent home on Wednesday of each week with the eldest child in the family attending the school. Every effort is made to keep parents informed of school and class happenings, coming events, sporting notices etc.
- Messages to Students: Message bags are collected by classes at 2.10pm each afternoon. If it is necessary to phone the school with a message for a student, please try to do so before 1:45pm.
- Parent/Family details: Keep the school up-to-date with current contact telephone numbers for both parents and/or child carer. If in doubt write the teacher a note. Let them know your whereabouts for that day and a contact number. Please inform the school immediately when there is a change of address, phone number, emergency contacts etc.
- Parent Information Handbook and folder: This is issued to all families at the time of enrolment and should be kept available at home as a reference about a whole range of things associated with your child's attendance at Bakewell Primary School.
- Class Letters: These are sent home at the commencement of each term and help to keep parents up to date with class programs, timetables, routines and expectations, class requests etc for their child's class.
- Teacher contact: Teachers will contact parents if they have any concerns/matters about a student they would like to discuss. This may be via a note, over the phone, email or through an organised face to face meeting.
- Parent Contact: Parents are encouraged to write to, or phone the school to raise any points of concern or matters to do with their child's education. Teachers welcome this contact and are very happy to make appointments to meet with parents at a mutually convenient time. Parents should be aware that it is not possible for teachers to effectively discuss an issue at the classroom door particularly at the commencement of the school day when the teacher's attention needs to be focused on the students.
- Parent Email Address - please notify the school of your email address. This is an effective way to communicate with us and share information about your child/ren and school matters in general.
- The Principal or one of the Assistant Principals: is always available to meet with or speak to parents.

## DEFENCE SCHOOL TRANSITION AIDE (DSTA)

The DSTA is a part time position to support children and families of Australian Defence Force (ADF) members particularly in relation to educational needs when

making the transition into their new school and community environment. The DSTA may be contacted through the school's Front Office.

## **DENTAL SERVICE**

The Children's Dental Service is available to Bakewell Primary School students. If you have any queries about your child's dental health or treatment please call in or phone the clinic on 8931 0849.

As the Dental Service looks after several clinics in different schools, the phone may be unanswered. If this is the case phone the Dental Administration office on 8981 9998.

## **EARLY LEARNING UNIT**

The Early Learning Unit focuses on the education and development of our students in Pre School and Transition. The students will be given the opportunity to develop appropriate social skills, independence and explore the world in a play-based environment. The purpose of the Early Learning Unit is to ensure

- a smooth pathway for students coming from Preschool into a full day's Transition program
- the students are well prepared for formal learning by the end of the Transition year.

## **EFTPOS**

EFTPOS facilities are available in the front office for payment of all expenses e.g. Parent Contributions, Uniforms, Excursions, Camps etc. We also accept Credit Card payments over the phone.

## **EMERGENCY CONTACT**

The school must have accurate, up to date information on parents' whereabouts as well as emergency contact details. Please notify the school immediately there is any change of job, address, telephone number etc.

## **EXCURSIONS**

Classes may go on a number of Educational Excursions throughout the year. Some classes may also organise a camping excursion. These are regarded as an

integral part of the learning process and are considered a fundamental part of the children's education. They provide experiences that stimulate curiosity and create springboards for further learning. Fees/costs for excursions must be paid in advance. Teachers are required to give parents sufficient prior notice to allow time for payment. Parents are asked to pay the exact amount for excursions, as change is not readily available.

**FACILITIES**

Our premises include Bakewell Primary School, Preschool, and Dental Clinic. The Multi Purpose Hall Area, Basketball Courts and Oval are available for community use after hours. The school comprises 9 areas of operation.

Preschool Block	Preschool classrooms
Block A	Early Childhood
Block B	Early Childhood
Block C	Primary
Block D	Primary and Early Childhood
Block E	Early Childhood
Demountables	Primary
Library Block	Library & Special Education Classroom
Administration Block	Administration, Dental Clinic and Medical Room
Multi Purpose Hall Area	Stage and Assembly Area

The fenced area that encloses the school buildings, basketball courts and primary play equipment is out of bounds after school and on weekends. Supervised groups have after hours access to the Basketball Court and Assembly areas. The water bubblers are turned off after school and on week ends. A water tap for after hours supervised access is located near the Primary play equipment.

**FIRST AID**

In the event of an accident the school administers appropriate First Aid and, if serious, notifies a parent or the emergency contact. If this is not possible the school will arrange transportation to a doctor/hospital if required. Outside school injuries or sores should be treated at home.

## **HEADLICE**

Bakewell Primary School follows the Northern Territory DET Policy on Head Lice Infestation (Pediculosis). Children found with headlice infestations must be treated before being sent back to school the following day. Checking and treatment of children's hair is a parental responsibility. If headlice are found in a child's hair parents will be notified and before the child is sent back to school the next day appropriate treatment must be carried out. Information about the treatment of headlice is available from the front office on request. The school has a group of trained volunteer parents who form our NIT Squad. The NIT Squad conducts a Headlice-Screening program for Early Childhood students each term. Parents are encouraged to ensure their child/ren have permission (either by way of the Student Enrolment Form or a signed note) to take part in the Headlice screening. Children without permission are not screened. Each term a weekend is identified for all families to check their family's hair for headlice. The school organises positive incentives for students who return notes indicating hair checks have been carried out (and treated if necessary). Please contact the school if you have any concerns about headlice or would like to volunteer to help the NIT Squad.

## **HOME LIAISON OFFICER**

The role of the Home Liaison Officer is to visit the homes of students at the request of staff and to support families in their links with the school. The Home Liaison Officer assists in following up on absences and encourages the parents to ensure that their children's attendance is regular. She/he liaises with other Government Departments and Community groups and utilises their services where applicable.

Parents can contact the Home Liaison Officer through the Front Office. The Home Liaison Officer is a support for parents and will accompany them to school meetings if required.

## **HOMEWORK**

### **Purpose of Homework**

Homework is set to assist with the development of:

- self and time management skills
- the routine of completing school work in the home environment
- independent reading skills

- parental understanding and links to class/school learning
- opportunities for parents to work and communicate with their children
- independent learning and organisational skills

### **Homework Approach**

Bakewell Primary School follows a 'Parental Choice' approach to Homework.

Parents are able to select the option that best suits their child/ren and family circumstances and/or commitments. Teachers will outline the Class Homework approach and activities as part of their Parent letter which is sent home at the beginning of each term. A Parent Homework Option Form will accompany this letter in Terms One and Three. Parents will be required to identify their preferred Homework Option and promptly return the completed form to the class teacher. The selected Homework Option covers the whole semester. Parents may only change the selected Homework Option at the commencement of the semester. The completion and return of Homework is the joint responsibility of the student and parent in readiness for teacher marking. Parents will be notified about frequent non completion of Homework.

### **What should Homework cover?**

Homework activities may include:

- Home Reading and Journal
- Response to reading
- Spelling practice and/or activity
- Writing task and an ongoing Maths skills component.
- An optional activity incorporating other Curriculum areas.

### **Maximum Guideline Times for Homework**

<u>Year 1</u>	10 mins per night	<u>Years 4 &amp; 5</u>	20 mins per night
<u>Years 2 &amp; 3</u>	15 mins per night	<u>Years 6 &amp; 6/5</u>	30 mins per night

### **Transition Home Reading Program (Homework is not formally set at this level)**

- Students select Home Reading books daily (Monday to Thursday)
- Students return Home Reading books with Reading Log completed and signed by parents daily
- Maximum daily reading time is 10 minutes for parent/adult to share books together
- No books go home on Fridays. The weekend is a great time to catch up on favourite story books and library books

### **Frequency of Homework**

Homework will be set on Monday and collected on Friday of each week. The Homework may then be organised and completed at the discretion of the family ie daily spread evenly over each night from Monday to Thursday or completed on one or two nominated nights.

### **HYDRATION**

It is very important, whether it be the Dry Season or the Wet Season that children drink plenty of water. It is a school procedure that children should have a personal drink bottle available to them at all times. Drink bottles must be clearly labelled and children are encouraged to take them home regularly for thorough cleaning. Water only is to be used in classroom drink bottles.

### **LIBRARY**

The library is managed by the Teacher/Librarian. Our aim is to provide a pleasant place with a happy relaxed atmosphere for all children to enjoy. Children are encouraged to use the library and its resources. Many visit at lunchtimes when games and the use of computers are also available. We have a growing Parent Resource Section. Parents are welcome to come in and browse at anytime and borrow resources. Parent borrowing is encouraged. We would particularly like to meet parents who are interested in helping in the library.

The school library aims to support and reinforce the educational goals of the school. Through a cooperative teaching program children will have the opportunity to: -

- develop an enjoyment of literature
- be introduced and exposed to a wide variety of literature
- learn to locate and select resources appropriate to their needs
- learn to critically evaluate information and sources of information
- appreciate and learn that learning is a lifelong experience and as such they must learn to locate, use and evaluate information appropriately
- be exposed to, use and integrate a variety of appropriate Information Technology software and hardware applications into their learning.

Classes are timetabled for regular book exchanges and/or literature sessions. Children are encouraged to visit the library during lunchtimes for their own recreational purposes.

The use of library bags is recommended and encouraged at all times to protect our valuable resources. A Bakewell Primary Library bag/satchel may be purchased from the Front Office at a cost of \$7.00. This is very hardwearing and should last for quite a while.

## **LIBRARY LOANS**

### Borrowing

Preschool- Year 3 - 1 book at a time.

Years 4 - 6 - 2 books at a time.

If more are required for research purposes further loans may be negotiated.

ALL loans are made for 1 week but children may exchange each day OR negotiate longer loan periods if required. Unfortunately it is necessary to disallow further loans if children have outstanding loans that are overdue. Once books have been returned normal borrowing rights will resume.

In the case of lost or badly damaged books/resources it is expected replacement costs will be met by the student/student's family.

## **LOST PROPERTY**

Lost property is kept at the Front Office until the end of each term, after which it goes to a local charity. Students are encouraged to check the lost property on a regular basis.

## **LUNCH ORDERS**

The School Canteen, which follows the NT Nutrition and Healthy Eating Policy, operates daily at recess and lunch breaks. A price list is issued at the beginning of each semester and is revised from time to time. Students order their lunches in paper lunch bags supplied by parents through the classroom. Orders need to be placed by 8.30am daily.

## **MEDICATION**

Do not give children's medication to the class teacher. If your child needs medication at school you must sign a permission form for staff to administer it at the front office. Written permission and advice from your doctor may also be required. Medication is to be sent to school in a clearly marked container and

must be stored at the front office. It is strongly recommended, however, that medication be administered at home if possible. Ear and eye drops will not be administered by staff.

## **MIDDLE YEARS OF SCHOOLING**

In the Northern Territory, the term Middle Years is used to describe the stage of schooling covering Years 7 to 9. Students in the Middle Years of Schooling are provided with access to quality education leading to improved employment, training and further education opportunities. Approaches in the Middle Years are directed at Teaching and Learning, Literacy and Numeracy, Student-Teacher Relationships, Transition into and out of the Middle Years and Support for students, teachers and parents.

Bakewell Primary School provides Year 6 students with opportunities to begin their introduction into the Middle Years of Schooling and to support the transition process from Primary School to Middle School. As part of this learning an Interstate Camp is organised for Year 6 students. Information about the Year 6 Interstate Camp is sent home early in Term One.

## **MOBILE PHONES- STUDENT PROCEDURES**

- Where possible student mobile phones should be left at home.
- During the school day students and parents are to use the normal school communication channels [**ringing the front office**] for parent/student contact, emergencies, change of after school arrangements etc.
- Students should only use their mobile phones before or after school.
- Mobile phones should not be used in a manner or place that is disruptive to the normal routine of the school.
- The procedure for students to ensure that their mobile phones are always stored in a safe and secure place is to have them placed in the class message bag each morning and sent to the Front Office for safe keeping during the day.
- Appropriate action will be taken against any student who photographs or films other individuals without their consent or who sends harassing or threatening messages.

*Mobile phones are brought to school and used at their owner's risk. No liability will be accepted by Bakewell Primary School in the event of loss, theft or damage of any device unless it can be established that the loss, theft or damage resulted from the school's negligence.*

## **VOLUNTARY PARENT CONTRIBUTION**

The Voluntary Parent Contribution helps the school to enhance our curriculum and educational resources. This contribution covers the areas of Literacy, Numeracy, Computer, The Arts and Student Book Packs which consist of books, pens, pencils, crayons, textas, rulers etc. The Parent Contribution which is \$70 per child (capped at \$210.00 for three or more children) may be paid at the commencement of each year (or on enrolment). The payment of the Voluntary Parent Contribution is one way all parents can support their child's school and its educational programs. For other school activities or programs eg, performances, electives, excursions, swimming, camps we operate on a user pays system.

## **PARENT PARTICIPATION**

Parents are important partners in the education process and are a valued resource at Bakewell Primary School. We have an open door policy and parents are always welcome.

Parents can participate in many ways at Bakewell Primary School. These include being part of School Council, committees, helping with fundraising, sports coaching, library, class activities, excursions, 'Lollypop' Crossing Monitors being an audience at assemblies and performances and much more.

Please speak to your child's teacher about ways you can participate in class and school activities. If you are a working parent the teacher can suggest ways to be involved after hours too.

## **PERSONAL TOILETRIES AND TREATMENTS**

Bakewell Primary School encourages low scented, hypoallergenic products (including natural scented products) for use by students and staff while at school. Inhalation of highly scented vapours, particularly in an air conditioned environment can cause breathing difficulties, rashes, asthma attacks etc. Parents have the responsibility to inform the school if your child is highly sensitive to strong scented vapours/products.

In addition, for Health and Safety reasons aerosol spray cans are not to be brought to school.

## **PRESCHOOL**

**Preschool hours are:**

### **Mon - Thurs**

Morning Group 8.00am - 11.10am

Afternoon Group 12.00pm - 2.30pm

### **Fridays**

Afternoon Group 8.00am - 10.30am

No session for Morning Group

Preschool Fees are \$50 per Term - for each group.

There is a 10% discount if the term's levy is paid in full by the end of Week 3 each term. Morning and Afternoon Groups spend a similar amount of time at Preschool.

## **REPORTING TO PARENTS**

Written Reports are issued at the end of Term Two and Term Four. Formal Parent/Teacher interviews are conducted in Term One. All parents are encouraged to make a time to attend this interview. For Term Three Parent/Teachers will be on request from either the teacher or parent. Student Learning Portfolios are sent home at the end of Terms One and Three for sharing and discussion. In addition parents and teachers may have frequent contact through phone calls and in an informal way. Please do not hesitate to contact your child's class teacher if you have any concerns about your child's progress at school.

## **SCHOOL COUNCIL**

The Council meetings are held on the third Wednesday of every month at 6.30pm in the Staffroom. All parents are welcome to attend and to take an active interest in the activities of the Council.

## **SCHOOL UNIFORM**

For students from Transition to Year 6 the wearing of full school uniform is compulsory.

The school colours are burgundy and black. Polo shirts, shorts, skirts and hats are available for purchase from the front office. Our full school uniform consists of school shirt or house shirt and black bottoms eg shorts, skirts or

skorts or a school uniform dress. For outside school activities / excursions the school uniform shirt (not house coloured shirt) must be worn.

Appropriate footwear is essential - thongs or masseur sandals are not acceptable, as they are inappropriate for school and may be unsafe. Children must wear Sunsmart hats eg broad brimmed, bucket or legionnaire style if they choose to play in the sun and to participate in Physical Education activities.

Our policy is: **No hats, No play, No fun.**

Children with no hats or inappropriate shoes are required to stay on the verandahs at recess and lunch times.

Full school uniform (with the school shirt-not house shirt) must be worn for activities or excursions outside of the school.

## **SICK CHILDREN**

Sick children are sent to the office by class teachers. If they are too ill to participate in class, parents will be contacted and asked to take their children home.

Children should be kept from school if they contract notifiable diseases such as measles or others of a highly infectious nature. When making decisions about whether to send your child to school, the following pointers may be helpful.

### **Raised Temperature (between 36.5° and 37°c)**

A temperature of 38°c (over 100°f), a fever from the previous night not responding to cold sponges and medication. Keep your child at home.

### **Headache**

Not a stay-at-home reason in itself unless severe enough to spoil performance. It can be a symptom of fever, so take the temperature.

### **Earache/toothache**

Little sleep and an upset night, stay at home. Seek medical or dental advice.

### **Cold**

A heavy cough with the child obviously distressed and/or a heavy cold, with sneezes, wheezes and misery, which is a germ spreader - stay at home. A runny nose and no fever- plenty of tissues and off to school.

### **Diarrhoea**

Repeated visits to the toilet and/or associated stomach cramps - stay at home. Seek medical advice if it continues.

### **Upset stomach/nausea**

Vomiting after the previous evening's meal and cannot eat breakfast - stay at home.

### **Rash**

A rash which is obviously not prickly heat or hives - stay at home. An unexplained rash with a fever needs medical attention.

### **Multiple infected sores**

Sores should be checked by the Health Clinic or a Doctor as infection can spread rapidly - then off to school if treatment has commenced.

### **Eye infection**

Sticky eyes, watering or with collection of pus - stay at home and seek medical advice.

## **SMOKING**

Smoking is not permitted on school property (NT Government Policy).

<b>2010 Term Dates</b>	
<b>Semester 1, Term 1</b>	Monday 25 January - Thursday 1 April <i>Students resume Wed 27 Jan 10</i>
Easter Break	Friday 2 April - Monday 5 April
Mid-Semester Break	Monday 5 April - Friday 9 April
<b>Semester 1, Term 2</b>	Monday 12 April - Friday 18 June
Semester Break	Monday 21 June - Friday 16 July
<b>Semester 2, Term 3</b>	Monday 19 July - Friday 24 September <i>Students resume Tuesday 20 July</i>
Mid-Semester Break	Monday 27 July - Friday 1 October
<b>Semester 2, Term 4</b>	Monday 4 October - Friday 10 December

## **SPECIAL EDUCATION**

The school's Special Education Program supports students with identified special needs. Students who require significant adjustments to accessing and/or participating in the classroom and/or learning environment are identified and assessed. Provision of assistance is relative to their level of need. An Educational Adjustment Plan is developed with all stakeholders to support the child's learning and needs.

In all cases our aim is to maximise the success of each individual in our school community through a collaborative, inclusive approach.

## **STUDENT BANKING**

Deposits can be made to the Commonwealth Bank Youthsaver accounts on school banking day, which is every Friday. New account forms are available at the front office. Commission is paid to the school for every transaction.

## **STUDENT PLACEMENT**

Every effort is made to place students appropriately in classes. Parents are provided with the opportunity to have input to their child's class placement for the following year.

The class placement of children transferring in will be monitored during the first 3 weeks. Parents who feel that placement may need attention should contact the school. Likewise the school will contact parents if we have concerns about a student's initial class placement.

Prior to transfer out parents should inform the school and return textbooks, library books etc. If we are given reasonable prior notice, we can arrange for a written report and an updated Portfolio to accompany the child.

## **STUDENT LEADERSHIP COUNCIL (SLC) & HOUSE TEAMS**

The Student Leadership Council is coordinated by staff members and comprises 12 Year 6 students including the Australia Day Citizenship Award student. School Captains (boy and girl) and Vice Captains (boy and girl) are elected from the Year 6 groups. Nominated students for these positions present a speech outlining why they would be a good leader to an assembly of Years 3 to 6 classes.

An election is then held to determine these positions. The SLC meet weekly for one hour.

On enrolment each child is allocated to a House team and each staff member is placed in a House team. A boy and girl House Captain from Year 6 and a boy and girl Vice Captain from Year 5 will be elected for each House during Term One.

Different species of geese were chosen for the names of the House teams. This aligns with the 'goose symbol' of teamwork, support, encouragement and cooperation and is closely linked with our Motto and Values.

Woodies (Yellow) - The Australian Mauded Wood Duck or Goose  
Pygmy (Green) - The Pygmy Goose  
Magpies (Purple) - The Magpie Goose  
Capes (Blue) - The Cape Barren Goose

## **TOYS, ELECTRONIC GAMES, VALUABLE ITEMS**

Toys, electronic games and valuable items should be left at home for safe keeping. Playing with toys/games etc in the classroom can be very distracting for students and this interferes with their learning, being on task and completing class work. It is very upsetting for the student (and family) when items are damaged, lost or possibly stolen. In addition valuable class and school time can be taken up solving issues with items that should be left at home. Parents are asked to support with this matter and ensure such items are left at home.

## **WET WEATHER**

We ask parents to make arrangements with their children now about what they are to do if it is raining at home time - eg; wait on verandah, go to a friend or relative, leave bike at school, etc. Students will not be automatically dismissed at home time (2.30pm) if there is a heavy downpour or an electrical storm. Parents may collect their children directly from the classrooms in such an event. Older siblings from within the school should not be sent to collect younger siblings. Children will be dismissed when it is judged safe for them to make their way home. If there is an impending storm parents may come earlier to collect their child/ren from the classroom.

Do not ring the school just before home time and ask for messages to be passed on. There are a number of reasons we stress this. Phones frequently drop out in

thunderstorms, children cannot hear the loud speaker above the rain, the switchboard jams and power failures are common. If you make these arrangements now, children will know what to do and staff will not be faced with requests they cannot meet. Please read the "Wet Weather Procedures" in your Parent Information Pack.

## SCHOOL HOURS

Children should not arrive at school before 7.30am

	<b>Primary</b>	<b>Early Childhood</b>
First Bell	8.05am	8.05am
Lessons Commence	8.10	8.10
Recess Eating	10.25	10.25
Recess Play	10.35	10.35
Lessons Commence	11.00	11.00
Lunch Eating Time	12.25pm	12.55pm
Lunch Play	12.35	1.05
Lessons Commence	1.00	1.30
End of School Day	2.30	2.30

Please note - Separate Primary and Early Childhood lunch times.

- Formal Playground supervision commences at 7.45am.