Fish Creek & District Primary School

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Fish Creek & District Primary School

PARENT INFORMATION 2016

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Welcome to Fish Creek & District Primary School.

Our school is located in the township of Fish Creek in South Gippsland and educates students from the local areas of Fish Creek, Buffalo, Yanakie, Sandy Point, Waratah Bay and Walkerville.

At Fish Creek and District Primary School we are proud to be able to provide a comprehensive curriculum that supports 21st Century learning for all students. We are committed to providing a positive learning environment that caters for each child’s social and emotional wellbeing. We encourage and support our students to demonstrate our school values of Respect, Fairness and Commitment.

Our school is part of the Waratah Cluster along with Tarwin Valley and Tarwin Lower Primary Schools. The three schools work closely together to provide a diverse curriculum for their students. We often come together for sport, camps, special events, cultural programs, excursions and incursions as well as professional development for staff.

We value the contributions of our parents and wider school community. We encourage active participation in a variety of ways to help strengthen the relationship between home and school.

If you have any enquiries or would like a tour of our school, please feel free to contact us.

Michelle Turner
Principal

UNIFORM
It is School Council policy that school uniform be worn. School uniform colours at Fish Creek and District Primary School are navy and gold. Samples of the Uniform are held at the office and uniform orders will be placed regularly. First hats are provided to new preps by the parents club. Grade 6 students design their own art work for their polo shirts and bomber jackets.

Polo Shirt    Navy/Gold polo shirt (purchased from school)
Tops         Navy blue
Pants/shorts  Navy blue
Dress        Navy and white check
Hat           Navy (purchased from school)
Skirt/skorts  Navy blue

NAMING OF CLOTHING LOST PROPERTY
Parents are asked to clearly name all items of clothing and footwear encourage their children to care for their belongings. Lost property will be returned to the owner or placed on the bench in the assembly area. Any un-named clothing will be washed and placed in our second hand uniform supply. These items can be purchased for $5 each.

EXPENSIVE / PRECIOUS TOYS etc.
Children may bring along toys and games to school, but are asked not to bring along large or expensive items as we cannot assume responsibility for such items. The Education Department does not hold insurance for personal property brought to schools and it has no capacity to pay for any loss or damage to such property. MP3 players, mobile phones, iPads and other tablets are not permitted unless permission has been sought and the child needs the device for educational purposes.
BUS TRAVEL
Eligible students are entitled to travel for free on a bus service provided by the DEECD and PTV (Public Transport Victoria). The practice of non-bus travelers using buses to visit friends is not encouraged. Anyone who is not normally a bus traveler but wishes to use the school bus service must complete “Form 1: Application for Permission to Travel” which is included in the enrolment pack. The operators/drivers are within their rights to refuse entry to their bus if this procedure has not been followed.

The school is serviced by three bus routes:
1. Sandy Point/Waratah Bay/Walkerville—Berryman’s Bus Lines
2. Buffalo/Yankanie—Moon’s Bus Lines
3. Falls Rd/Harding Lawson Rd/Boys Rd – Winterhalter

These arrangements are in place for the safety of your children and efficient use of staff time. If there are any changes to your child’s normal arrangements, please let us know by phone or note. We cannot rely on the uncertainties of children’s verbal messages and will follow the last instructions given by a parent. Please work with us to help ensure the safety of your children. Bus travel is organized through the afternoon bus rolls which are updated daily. Students are marked off the rolls as they depart each afternoon.

If a student lives more than 4.8km from their closest bus stop, they may be eligible for a Conveyance Allowance. Please contact the office for more details.

SCHOOL LUNCHES
Children should have sufficient nutritious food during the day to keep their energy levels high. Please make sure that play lunch, lunch and a suitable drink are sent along each day. Children are permitted to eat fruit and have water in the classroom during lessons. Please do not order drinks that come in glass. Glass bottles around the school are just too dangerous. School Council would also ask that no high sugar drinks be brought to school. Private arrangements can be made for lunch orders to be delivered to school from Evans BP Fish Creek. Please ensure that orders are placed well before 12 noon and payment is made directly to Evans BP

SUN SMART POLICY
We are a sun smart school, which means students are required to wear a broad brimmed hat when outside from the beginning of September until the end of April. Students who do not have a hat will be restricted to shaded areas during play times.

2016 SCHOOL CALENDAR
TERM DATES 2016
Term 1 27th January teachers only
Students start 29th January - 24th March
Term 2 11 April - 24th June
Term 3 11th July - 16th September
Term 4 3rd October - 20th December

SCHOOL HOURS

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
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<tbody>
<tr>
<td>9:00</td>
<td>1st Session</td>
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<tr>
<td>11:00</td>
<td>Recess</td>
</tr>
<tr>
<td>11:30</td>
<td>2nd Session</td>
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<tr>
<td>1:30</td>
<td>LUNCH</td>
</tr>
<tr>
<td>2:20</td>
<td>3rd Session</td>
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YARD DUTY

Before School: Students are supervised between 8.30am and 8.55am by a teacher on yard duty.

After School: Non bus travelers should leave the school soon after the dismissal bell at 3.20pm. Bus travelers are supervised by the teacher on yard duty until the last bus departs.

Yard supervision is also provided by staff at recess and lunch times.

EMERGENCY INFORMATION
We must always have your current PHONE NUMBERS and EMERGENCY CONTACT DETAILS. If ANY details regarding your child/ren’s address, telephone, medical, emergency contacts and/or family information have changed please notify the school in writing IMMEDIATELY.

If there is any other special information we need, for example custody orders or changes in medical conditions, please supply us with the relevant documentation.
MEDICATIONS
Students who suffer from asthma or anaphylaxis must have an “asthma or anaphylaxis management plan” signed by a doctor and kept on file at the school. If asthmatic, they will also need to complete a separate camp form prior to attending any camps. All medications, together with dosage instructions, must be taken to the office in its original packaging where a “Medication Authority Form” needs to be completed.

AMBULANCE SERVICE: YOUR CHILD’S SAFETY WILL ALWAYS BE PUT FIRST:
The school’s position on calling an ambulance is to ring in the case of an emergency either at school or on camps or excursions. To fulfil our ‘duty of care’ a staff member may deem it necessary to call an ambulance in an emergency to ensure a student’s medical needs are met. The cost of this service is to be met by the parents. It would therefore be in all parents’ interests to have ambulance subscription in order to be covered for such an occurrence, as the school does not cover ambulance costs.

ACCIDENTS OR ILLNESS:
Where possible, parents will be contacted by phone if their child is seriously injured or becomes ill during the day.

In an emergency, children will be transported to the nearest medical centre or hospital by ambulance or in extreme cases where an ambulance is unavailable by private car.

STUDENT ACCIDENT INSURANCE
The Education Department does not provide personal accident insurance or ambulance cover for students. Parents and guardians of students who do not have student accident insurance/ambulance cover, are responsible for paying the cost of medical treatment for injured students, including the cost of ambulance attendance/transport and any other transport costs.

HEAD LICE
Head Lice is a common problem at all schools. Checking your child’s hair on a regular basis will help prevent this problem from getting out of control. If head lice or eggs are found, your child needs to be treated before returning to school and treated again in 7 days time. Please notify the school if you have treated your child.

ASSEMBLIES
A whole school assembly is held every Monday morning led by Grade 6 School Captains and includes the singing of our national anthem; “Advance Australia Fair”. On Friday afternoon, a whole school sharing assembly is held to celebrate achievements from the week, hand out awards and finish the week together as a group. This is led by the Grade 6 students, giving them the opportunity to develop their public speaking and leadership skills. Parents are encouraged to attend both assemblies.

NEWSLETTER
The Fish Creek & District Primary School Newsletter comes home every Thursday with the oldest child in each family. This contains important dates and messages, as well as items of general interest, so please remember to ask for it on Thursdays!

PARENTS AND FRIENDS
Parents and Friends (PnF) provide valuable assistance to the school in many ways such as fundraising, social events, supporting school programs and our World Vision sponsor child. Anyone is welcome to attend the meetings which are held at the school and advertised in the newsletter each month.

PARENT/STUDENT/TEACHER RELATIONSHIPS
It is essential to establish and maintain cooperative parent/teacher relationships. Parents are invited to contact their child’s teacher at any time if concerns arise regarding any aspect of schooling. We do appreciate limiting these times to non-teaching times such as before and after school or during recess and lunch breaks.

REPORTING
Parent/Teacher/Student Conferences (or 3 Way Conferences) are held at the end of Term 2. Students lead the conferences, sharing and discussing their learning and setting goals for themselves. Written reports are provided in June and December.

SCHOOL COUNCIL
The School Council currently consists of 13 members; the Principal, 10 parent representatives and 2 DEECD staff members. School Council represents the school community and meet at 7:30pm on the 2nd Tuesday of each month.
STUDENT WELLBEING
Our school has comprehensive strategies and programs in place to help students feel safe, secure and happy so they can achieve in their studies, build strong relationships and feel they belong in our school community.

KidsMatter
We are a KidsMatter school. KidsMatter Primary is a mental health and wellbeing framework for primary schools and is proven to make a positive difference to the lives of Australian children. KidsMatter Primary provides the proven methods, tools and support to help schools work with parents and carers, health services and the wider community, to nurture happy, balanced kids.

Year 6 Buddies
Prep students have a Year 6 Buddy to help their transition into school. The buddies help when needed and participate in fun activities together.

Peer Mediation
Our Year 6 students are all trained to be Peer Mediators. They spend time in the playground at lunchtime helping other students solve social problems and disagreements. They are easily identified by an orange hi-visibility vest.

eSmart
We are on our way to becoming an accredited eSmart school due to our policies, practices and curriculum to support smart, safe and responsible behaviours online and in the school community.

PUNCTUALITY
Please help your child to arrive at school on time. Late arrivals disrupt the class as well as disadvantage the child concerned. Time at the beginning of the day is often reserved for essential teaching such as reading, writing and maths. Regular lateness can affect a child’s learning progress.

LATE ARRIVALS & EARLY DEPARTURE
All late arrivals and early departures must be signed in/out of school by parents/guardians. The late arrivals/early departures book can be accessed at the school office. Please sign your child in or out before dropping them off or collecting them from their classroom.

ABSENCE NOTES
The health and welfare of your child will affect his/her ability to learn. A child who is unwell should be kept at home. When your child returns to school, please advise us in writing about each absence. Where possible extended holidays should not be taken during the school term. These require notification in writing and approval from the principal.

MONEY and NOTICES
Money should be sent to school in an envelope labeled with your child’s name, grade, excursion and amount. Please make sure envelopes are secured to avoid coins falling out.

BOOK CLUB
Throughout the year children are given a Book Club order form from Scholastic Booksellers. Parents may or may not wish to purchase books, which are offered at competitive prices. Bonus points are earned by the school from the sale of these books and are used for purchases for the library. Book Club orders should be sent to school in a separate envelope from other school money.

SCHOOL BANKING
Children who have an account with the Bendigo Bank can make a deposit through our school banking system. Accounts can be opened at any Bendigo Bank branch. School bank day is Wednesday.
At Fish Creek and District Primary School the curriculum is based on the three strands of the Australian Curriculum (AusVELS):

Physical, Social and Personal Learning
Discipline Based Learning
Interdisciplinary Learning

All students are provided with a well-rounded curriculum experience based on the Australian Curriculum and focuses on comprehensive Maths, English and Integrated Studies programs. The Arts, Thinking Skills, ICT and PE are integrated into the daily program. Our students’ learning is further supported by specialist programs in Science, LOTE and Performing Arts. We offer instrumental lessons on a user pays basis each week. We also host a variety of cultural performances and incursions to support the student’s learning, which may include various art forms such as music, dance, song, drama, poetry, storytelling and illustration. Students are encouraged to get involved in extra curricula activities to encourage them to pursue their individual areas of interest and skill.

**EXCURSIONS**

Excursions are planned to complement classroom curriculum studies or to provide cultural experiences. Parents will be notified using a paperless permission system called Signmee. Permission and authority to take medical action in case of illness or accident is required for all excursions. For those requiring payment, students will only be permitted to attend if the cost has been paid in advance. The school has an optional excursion levy that can be paid at the beginning of the year if preferred.

**INCURSIONS**

Throughout the year there will be a number of incursions held at our school or at one of our cluster schools. Parents will be notified of these through the school newsletter. It is parents’ responsibility to contact the Principal or classroom teacher if they do not want their child to attend. Some of these will be covered by the NEXUS Arts payment made at the beginning of the year with book fees. For those requiring payment, students will only be permitted to attend if the cost has been paid in advance.

**SPORT**

Fish Creek & District Primary School is involved in several sports and athletic fixtures throughout the year. Participation is actively encouraged for all relevant age groups.

- **Learn to Swim Program** - Children in Grades 1 - 6 are involved in a swimming program each year.
- **District Swimming** - Children in Grades 3 – 6 are invited to compete at the Korumburra pool. Those successful at this competition will be part of the Central District Swim Team for the Interschool Swimming Carnival held at Korumburra Pool in Term 1.
- **Waratah Athletics** - Our school is part of the Waratah Cluster along with Tarwin Valley and Tarwin Lower Primary Schools. Each year all children compete in their age group in the Waratah Cluster Sports Day held at the South Gippsland Secondary College, Foster.
- **Division Athletics** - Children 9 years and over who perform well at the Waratah Athletics are invited to compete at the Division Athletics Carnival at Leongatha.
- **Cross Country** - Children 9 years and over compete in a cross country event against children from other schools in our district. They may qualify to compete at the regional cross country against children from all over Gippsland.
- **Winter Sport** - During Term 3, together with Fish Creek & Tarwin Lower, we run a winter sport program. Combined teams play a variety of team sports including football & netball.
- **Lightning Premiership** - This day is organised among the schools in our district for children in Grades 5 and 6 at the conclusion of our winter sport program.
- **State Netball** - Grade 6 students are invited to compete in a state wide netball competition in a round robin style tournament against schools from all over Victoria.

**CAMPS**

The school camping program is as follows:

<table>
<thead>
<tr>
<th>Grade 2</th>
<th>Sleepover at school.</th>
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<tbody>
<tr>
<td>Grade 3/4</td>
<td>Philip Island &amp; Wilsons Promontory alternately</td>
</tr>
<tr>
<td>Grade 5/6</td>
<td>Ballarat/Sovereign Hill &amp; Melbourne Camp alternately</td>
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*Attendance and refunds are subject to School Council policy.*