



Henley Beach Primary School

FAMILY INFORMATION BOOK



Welcome

At Henley Beach Primary School we celebrate and value a strong sense of community in which parents, teachers and students work together to explore many aspects of learning and aim to foster a high level of enquiry and social conscience.

To give every child the best opportunities in their learning there is a comprehensive curriculum that strives for and achieves, high individual standards. These programs emphasise the development of all aspects of the whole child covering their emotional, academic, physical and spiritual/social wellbeing. The whole culture of the school has its foundation in strong values. Through significant consultation with the whole school community our core values have been identified as:

Care, Respect, Safety and Doing your Best.

We work closely with parents and immediate families to know and understand each individual to best cater for and support his or her learning journey. As the school is but one part of the child's whole learning experience, parents and community are invited to participate in various aspects of the school to enrich the overall experiences of everyone.

A vision statement has been developed for the school and endorsed by the community that captures the essence of our approach to learning.

Henley Beach Primary School aims to be a healthy and collaborative community of learners in which all members are encouraged and supported to live the values of care, respect, safety and doing your best. The school strives to have an inspiring curriculum, which promotes the learning of life skills and responsibility for one's own learning and behaviour.

Staff at the school regularly share their own passion for learning with the children modelling the concepts of lifelong learning and the wonderful enjoyment that comes from it.

A clear set of strategic directions has been set out for the school and is outlined in detail in the Site Improvement Plan. Commentary on our success in these areas is included in our Annual Report.

We extend an invitation to all families involved with the school to come and chat with staff and participate in their child's learning as much as they are able. For those new to the area or considering joining our school community we would be happy to take you on a tour of our beautiful facilities and discuss your child's individual needs.

Kind regards,

Stephen Jolley

Principal

Contact Information

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(08) 8356 2117
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www.henleyps.sa.edu.au

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Contents

Section 1 SCHOOL AIMS

- Levels of Schooling
- Curriculum
- Welfare
- Site Improvement Priorities

Section 2 SCHOOL ORGANISATION

- School Hours
- Office hours
- Enrolment
- Attendance / Absence
- Change of Family Details / Custody Orders
- School Fees and Finance Information
- OSHC
- Library
- Canteen
- Assemblies
- Emergency Management
- High School Transition
- Mobile Phones
- School Crossing
- Term Dates
- School Grounds
- Facility Hire
- Parking
- Bicycles and Scooters

Section 3 STARTING SCHOOL

- Helping Your Child Be Ready For School
- The First Day
- School & Classroom Routines
- School Requirements

Section 4 COMMUNICATION

- School Newsletter
- Teacher Communication
- SMS Service
- Reporting on Student Progress
- Grievance Processes

Section 5 VOLUNTEERS and FAMILY PARTICIPATION

- Partnerships with Parents and Carers
- Governing Council

Section 6 HEALTH and MEDICATION

- Medicines
- Sick or Injured Children
- Allergy and Nut Awareness Policy

Section 7 STUDENT WELFARE

- Aims
- Behaviour Expectations
- Buddy Classes
- Child Protection Curriculum
- Internet
- Special Needs and Support Programs
- Uniforms
- Lost property
- Hot Weather and Wet Weather

Section 8 CURRICULUM

- Overview
- Class Structures
- Swimming
- School Sport
- Choir
- Camps
- Instrumental Music

Section 1 SCHOOL AIMS

- Curriculum

Henley Beach Primary School strives to provide educational programs that are relevant, rigorous, developmental and sequential, according to the Australian Curriculum. Further information regarding the Australian Curriculum, including each subject area, can be found at www.australiancurriculum.edu.au.

Learning environments promote excellence and personalised learning. Students are supported to develop effective learning dispositions that enable them to be lifelong learners, including a focus on being resilient and capable problem solvers.

- Welfare

Henley Beach Primary School provides a healthy, caring and safe environment for all members of the school community. Various student wellbeing initiatives are implemented throughout the school, including opportunities to participate in extra-curricular activities such as music and sport. The Wellbeing & Inclusion Leader has a strong focus on supporting students develop positive dispositions for learning as well as providing pastoral care for students if needed.

- Site Improvement Plan

All of the work that we do at Henley Beach in supporting every student's learning and wellbeing needs are important. The Site Improvement Plan documents key priorities in Literacy and Numeracy that provides focus for our work. The Site Improvement Plan can be viewed on the school's website.

Section 2 SCHOOL ORGANISATION

- School Hours

The playground is supervised from 8.30am to 3.00pm. Children are not to arrive at school before 8.30am.

8.30am: Students enter yard and yard duty starts.

8.50am: Bell, students enter their class and lessons commence

10.40-11.00am: Recess play

12.40-12.50pm: Class eating time (supervised).

12.50-1.20pm: Lunch play

3.00pm: Dismissal

Children are dismissed at 2:00 pm on the last day of each term.

- Office Hours

The Front Office is open from 8.30am-3.30pm, Monday to Friday during term time.

- Enrolment

Enrolment requests are prioritised for families residing within the specified zone or for siblings of students who are currently attending the school. Registration of Interest forms (available on the school's website) are required by mid-May of each year for students commencing in the following year. Please note, the submission of a Registration of Interest form is not a guarantee of a placement. Key considerations include:

- Confirmation of proof of residence
- Confirmation of proof of age
- Visa sub-class for child/ren enrolling from overseas
- Appropriate space to accommodate new students.

Only once these criteria have been met will the enrolment process be finalised.

- Starting School

From 2024 there will be 2 intakes for children entering reception: term 1 intake and a term 3 intake.

- Children who start preschool in term 1 will start reception in term 1 of the following year, completing 4 terms of reception.
- Children who start preschool in term 3 will start reception in term 3 of the following year, completing 6 terms of reception.

Further information about eligibility for starting school can be found via this link:

<https://www.education.sa.gov.au/parents-and-families/enrol-school-or-preschool/preschool-and-kindergarten-enrolment/when-your-child-can-start-preschool#school-age-calculator>

A supportive transition program takes place throughout the year between the school and our local kindergartens. Transition visits are scheduled prior to starting school. Reception teachers visit the children in their childcare/kindergarten settings.

A 'welcome pack' is provided to families upon enrolment which will contain a range of forms that need to be completed and returned to the front office. Principal Tours are held during each term; bookings can be made online under the enrolments tab. If you are unable to attend one of these tours, please ring the front office 8356 2117 to organise an appointment with the Principal.

- Attendance/Absence

Regular attendance and punctuality is an essential aspect for your child's development. Once enrolled, children are required to attend school each day. If children arrive at school late, they need to be signed in at the School Front Office by law to cover all occasions when your child is not at school for either full day or partial day.

Call 8356 2117 or **SMS 0476 857 370** if your child is going to be absent from school. If we haven't heard we will

need to contact you via SMS to find out why your child is not at school.

If your child will be absent for reasons other than sickness e.g. dentist, speech therapy, family holiday etc., please write a note or email the teacher before the event. For some extended periods there may be the need to complete an exemption form which is available at the Front Office.

Parents wishing to take children out of school during school hours are required to report to the School Front Office first and sign out their child. If your child arrives late to school (after 8:50 am) please sign your child in (at the Front Office). All late arrivals are recorded and data is included in student reports.

- Change of Family Details/Custody Orders

The school keeps an up-to-date record of all students. It is important that parents inform the school of any changes that affect the children (e.g. new address, phone number, family circumstances, contact numbers, work numbers and emergency contact person etc.) If your family has a Custody Order please supply a copy with your child's enrolment form. If the Custody Order is updated, please supply the school with a copy as soon as possible.

- School Fees and Finance Information

The School Council sets the school fees each year. These, together with government funding and fundraising, provide financial support to the school to deliver quality education. The fees cover consumable stationery, books, resources and equipment (including computers). You are asked to pay your school fees (Materials and Services Charge) as soon as possible. Payments can be made at the Front Office. If you are having difficulty with payments please see the school's Finance Officer (make an appointment at the Front Office) to negotiate a payment schedule.

We have several options for payments with our preferred option being QKR. It is a secure mobile app that allows fast and easy payments for Materials and Services school fees, OSHC, excursions and canteen lunch orders.

Payment options available are:

- Cash - canteen only
- Credit card/EFT
- QKR

If cash is sent to school, this needs to be in a sealed, named envelope and handed to the class teacher. Please note limited change is held on school premises.

Payments can be made at the office Monday- Friday from 8.30am-2.30pm.

If you are a low income earner or hold a Health Care Card, there is a Government scheme called 'School Card' to assist with supporting your school fees. School Card application forms can be obtained from the Front Office. There are critical cut-off dates for this scheme. School card must be applied for each school year.

Please note other activities such as swimming lessons, camp costs and excursions are invoiced separately.

- OSHC

The Henley Beach Primary School OSHC service maintains clear processes to ensure that the arrival and departure of children is carefully monitored. Safeguards are also developed and regularly reviewed to keep children safe during the time of transition between school and OSHC. OSHC enrolment forms can be found on the school website.

<https://henleyps.sa.edu.au/oshc/>

HOURS OF OPERATION

Before school care - 7.00am to 8.30am - Monday to Friday except school holidays and public holidays.

After school care - 3.00pm to 6.00pm Monday to Friday except school holidays and public Holidays.

School pupil-free days - The service will be open from 7.00am to 6.00pm.

The director will advise parents if a child has been booked in but the service cannot open due to insufficient numbers.

BOOKINGS - PERMANENT AND CASUAL

Permanent bookings can be made with the director at any time, and can be changed term by term if needed.

Contact Director - Mobile: 0401 121 087

Casual bookings must be made by 6.00pm the day before, so staffing can be arranged. A casual booking attracts a \$2.00 administration fee. Cancellation must be made by 6.00pm the day before or the normal fee applies. Should we not be notified of non-attendance, the session will be charged in full.

Children not collected from school by 3.10pm will be taken to the OSHC service. The custodial parent will be liable for a flat fee (determined by OSHC). If the child has not been enrolled at the service their relevant health and contact details will be made available to the OSHC service by the school.

A late collection fee of \$1.00 per minute, determined by OSHC, will be imposed when parents arrive later than closing time at 6.00pm.

Special circumstances will be given consideration in relation to collection of late fees.

- Library

The school library is a very important part of our school. Class teachers will inform you of your child's library day in Term 1. We recommend that parents/carers encourage their children to use the library facilities and share the books with them.

Students in Reception to Year 3 may borrow 2 books at a time and students in Year 4 to Year 6 may borrow 3 books at a time.

Each child has an individual borrowing card which is stored in a special folder in the Centre.

We rarely have lost or damaged books. When this does happen, a fee of \$15.00 towards the replacement cost is expected.

- Canteen and Student Lunchboxes

Henley Beach Primary School has a healthy food policy under the "Right Bite" program. Parents are encouraged to provide only healthy choice lunch and snacks for their child at school. This will promote excellent physical wellbeing and support positive behaviours and brain development. The School Canteen provides approved, healthy choice lunches for children every day of the week. The Canteen is dependent on volunteer help.

Please let the front office or Canteen Manager know if you can help in the Canteen at any time during the week. QKR is our preferred method for ordering lunch and allows parents flexibility and advanced ordering.

A menu, lunch bags and more canteen information are provided separately. We endeavour to provide healthy canteen choices. No lollies or foods high in sugar, salts or fats are available for regular sale. All foods supplied have the SA Health Food tick of approval.

We also encourage students to bring a named water bottle to school each day to maintain hydration.

- Assemblies

School assemblies are an important part of the school program to foster a sense of community and celebrate student learning.

Throughout the year there are some special assemblies held. Whole school assemblies are held 3 times each

term in the gym on a Thursday, 2.20pm-3.00pm. Parents are most welcome to attend our assemblies and can find the dates in the School Calendar on Audiri.

- Emergency Management

Our school prepares for emergency situations by holding emergency drills so that teachers and students know the procedures in a school emergency. In the event of an actual emergency we will contact families as soon as possible to inform them of the situation, either by SMS or written correspondence.

- High School Transition

During year 6 we take care to prepare students for high school. Further information will be provided during your year 6 child's year about the processes for transition. Local high schools offer parent workshops to provide you with up-to-date information about transition (information about evening sessions will be provided in the school newsletter, when they become available).

- Mobile Phones and Smart Watches

Students in Reception to year 6 are not permitted to use mobile phones or smart watches while at school. Mobile phones should be held in the Front Office from the beginning of the day.

<https://henleyps.sa.edu.au/wp-content/uploads/2023/04/HBPS-Mobile-phone-and-Personal-Device-policy-2023.pdf>

- School Crossing

The crossing zones must always be used. To set an example to younger children, parents are urged to use the crossings at all times, whether they have children with them or not.

- Term Dates/Key School Dates

Term dates can be found on

<https://www.education.sa.gov.au/teaching/south-australian-state-schools-term-dates>.

Key dates can be found using the Audiri app under events.

- School Grounds

Children are not advised to be on the school grounds before teacher supervision commences at 8.30am in the morning and after supervision concludes at the end of the school day at 3.10pm.

The school grounds are available for use after school and on weekends by students, supervised by their parents, and community members at their own risk, provided a suitable code of behaviour is observed and property is respected. Parents and carers are responsible for the supervision of their children during these times.

Adults and children must keep well away from the school buildings during out-of-school times. We want to keep our school as a community facility. Please report misuse of school grounds to the Henley Beach Police Station (8356 2555), Police (131 444) or PSSD Security (8116 9230).

Dogs are not permitted in the school grounds at any time without written permission from the Principal (Dog and Cat Management Act 1995). Fines apply and may be enforced.

No alcohol to be consumed on the property without a liquor licence.

- Facility Hire

Some school buildings and grounds may be hired out as a fundraiser for the school on single and regular use agreements. All groups hiring school facilities must complete a hire agreement form and abide by the

conditions of this agreement. Not all activities/groups will be supported. A hire fee will be charged. The fee may be varied depending on the type of group and numbers hiring the facility. All fees must be paid prior to security access fobs being handed out. Hire fees are available on application. A bond must be paid to cover unnecessary cleaning and damage, should there be any. If the building used is left as it was when hired, the bond will be refunded in full.

- Parking

Please observe all parking restrictions both in the street and on the school grounds. Parking and speed limit zones around the school are strictly enforced to ensure student safety. Please do not park in designated staff car park areas. There is a kiss and drop off zone on Burford Road.

- Bicycles and scooters

Bikes and scooters should be placed in the school bike racks as soon as children arrive at school. Bikes/scooters and skateboards are not to be ridden or used in school grounds during school hours or while school activities are in progress. Bikes and scooters can be locked with a suitable chain and remain the responsibility of the rider. Skateboards can be kept on the bag rack but not in the classroom.

Under State legislation parents are accountable to ensure that their child wears an appropriate helmet while on the bike, scooter or other small wheel vehicle.

Section 3 STARTING SCHOOL

- **Helping Your Child Be Ready for School**

Starting school can be an exciting event for children and parents.

School may mean some changes in your child's life. For example:

- first separation from home and family for some
- first steps to independence
- new feelings
- new friends
- new experiences

It is so important to get your child off to a good start! So when you get your child ready for school it would be helpful to

- prepare your child
- show your support
- be active in your child's school work and school life

Encourage your child to talk freely and confidently as they express their ideas, concerns, thoughts and needs. Encourage your child to carry out the following tasks independently:

- opening and closing their lunch box and drink bottle
- taking off and putting on jumper or jacket
- opening and closing their school bag
- recognising their own school bag
- recognising their own name
- tying and untying shoelaces or buckles
- knowing recess from big lunch
- toilet routines, especially using a urinal, flushing toilets and hand washing
- washing hands with soap before eating
- carrying handkerchiefs and tissues and using them when needed
- adapting to unfamiliar settings and new experiences

- The First Day

The first day of school is an important day for your child and you. It will make the transition from home to school easier if you:

- Arrive on time

- Leave cheerfully and quietly (letting go can be hard, but don't let your doubts or anxiety dampen your child's enthusiasm)
- Discuss any concerns about school before the first day
- Show your support for school by modelling that school is an exciting and supportive place. If you have a positive attitude and look forward to the first day of school, your child will probably do the same.

- School and Classroom Routines

During the first few weeks of school your child will be exposed to many new experiences. School and classroom routines are important to ensure safety, harmony and a pleasant learning environment. An understanding and respect for these routines will develop if reinforced positively at home. As we encourage students to be independent and further develop their organisational skills, we ask you to say goodbye to your child from the Metcalfe Lawn area and meet them in the same place at the end of the day.

Some routines and skills will include:

- Lining up and walking with a partner.
- Sitting on the floor with legs crossed.
- Raising their hand to speak.
- Listening and not calling out when others are speaking.
- Taking turns and sharing in activities.
- Respecting the personal property of others.
- Putting away and tidying up after themselves.
- Using the litter bin.

- School Requirements

Your child will feel comfortable and confident if they have the following items available and clearly labelled:

- a school bag that is easy to open and close
- a hat (as endorsed by the school's uniform policy)
- drink bottle

Section 4 COMMUNICATION

- School Newsletter

School newsletters are distributed via *Audiri* to families fortnightly. The newsletter is a very important link between the school, the home and the community. *Audiri* (an app based platform) is used to communicate a variety of information to the school community, including the distribution of the school newsletter.

- Teacher Communication

SeeSaw is our preferred format for communications with your child's class teacher regarding class events, reminders, activities etc.

Your child's class teacher will provide you with instructions about how to download the app and an invitation to connect with the class.

- Sentral SMS Service

Important reminders and information regarding attendance are communicated via our SMS system. All parents are encouraged to register their mobile phone numbers with the school office to ensure they receive important information.

- Reporting on Student Progress

If at any time you feel you need to discuss issues or your child's progress please contact the class teacher in the first instance. The Assistant Principals and / or the Principal are also available to assist you. Please write or phone to make an appointment.

Acquaintance/Open Night (term 1)

Parents will have the opportunity to visit their child's classroom. Their teacher will outline class expectations and activities for the year. This is an information gathering session and helps establish a positive link between home and school.

Parent-Teacher Interviews (term 1).

Parents can request an interview or the class teacher may request you to attend an interview at another time. Please respond promptly to any requests received.

Assessment and Reporting

Assessing and reporting is an ongoing process in classrooms. Teachers are able to provide reports on student progress and interviews can be arranged. Written Student Reports are a part of this process. Written reports are sent home in Terms 2 and 4.

NAPLAN

Early in Term 2 all students in years 3, 5, and 7 are required to participate in nationwide testing in the areas of Reading, Writing, Language Conventions and Numeracy.

- Grievance Processes

Classroom specific matters

These should be directed to the classroom teacher. Phone, drop in or send a note/email to arrange a mutually agreeable time. A further way to communicate is by using our current class communication tool, Seesaw. Your child's teacher will provide you with instructions for how to set up this platform.

Teachers are in the school at a variety of times but are usually available for a quick chat from Monday - Friday 3.05pm - 3.30pm (except Tuesday).

Tuesday, 3.30pm - 5.00pm, is staff meeting time and all staff are unavailable.

If a satisfactory solution cannot be generated between the parents and teacher the matter should be referred to a member of the school's leadership team.

Whole School or Policy Matters: Serious whole school or policy matters should be discussed with the Principal/Assistant Principals. Due to other school commitments, the Principal is not always available and an appointment is recommended.

Whole school parent matters:

These can be referred to Governing Council by contacting one of the councillors on DL.0177_info@schools.sa.edu.au

If the matter is still unresolved, contact the Department for Education's complaints service.

<https://henleyps.sa.edu.au/wp-content/uploads/2022/05/Managing-Complaints.pdf>

Section 5 VOLUNTEERS AND PARENT ORGANISATIONS

• Partnerships with Parents

Parent and caregiver support in school life is valued and opportunities for this to occur are diverse, including:

Attending special days and events such as camps

Helping a teacher requesting assistance in class e.g. (hear reading, go on an excursion, help with craft, be a guest speaker).

Assistance in the Library and Grub Club.

Providing information requested in newsletters.

Assisting the Governing Council and Governing Council subcommittees.

Helping in the canteen.

School sport.

Attending working bees.

Volunteers are an integral part of our school. Your participation in the work of the school is greatly appreciated and valued. While the welfare of our students is our highest priority, we want to do everything possible to ensure your involvement is a rewarding experience. To commence as a registered volunteer you need to complete an:

- WWCC (Working with Children Check)
- Henley Beach Primary School Volunteer Application Form
- Department for Education online induction
- Responding to Risks and Neglect – Education and Care (RRHAN-EC)

This applies to any parent/volunteer/extended family

member involved in camps, sleepovers, providing 1:1 support, working in classrooms/canteen/reading or library and parent bodies, sports coaches/managers or assistants.

Link to application form:

<https://forms.office.com/r/6zGE3M333F>

• Governing Council

The Governing Council meets twice a term on a designated evening at 6.30pm in the Library. Meeting dates are advertised in the Newsletter.

Parents are encouraged to become members of either the Governing Council or a number of subcommittees and be actively involved in decision-making. Subcommittees include Finance, OSHC, Canteen, Grounds, P. The Governing Council provides parents with the opportunity to be informed about educational matters relating to the school. Fundraising activities help provide the school with equipment and resources in addition to those provided by the Department for Education.

Section 6 HEALTH AND MEDICATION

If your child has a medical condition a Health Plan is required. The Health Care Plan is required to be updated yearly by your doctor.

• Medicines

Please notify the school of any relevant health information and medication requirements if appropriate. If your child requires medication, either regularly or from time to time, you are at liberty to administer this yourself by arranging with the school office. However, under no circumstances may the medication be stored in the child's school bag. All medication must be taken to the school office. Parents are requested to give the school clear written instructions from the doctor using

appropriate forms. Medicines that are required three times daily are often best administered before school, after school and prior to bed. Any other arrangements need to be discussed. If your child has ongoing conditions, health issues or concerns there are specific forms that are required by the Department for Education. Please see the Front Office staff if your child requires medicine to be administered e.g. ventolin. Parents are reminded that schools are not allowed to administer analgesics (Panadol etc.) unless they are accompanied by a Medication Authority completed and signed by a doctor.

- Sick or injured children at school

Children who become sick during the day are cared for in the Front Office area. Whenever children are unable to continue normal sessions during the day due to illness or injury, parents will be contacted and asked to collect them from school. You will be notified by telephone or message. It is very important that the school has up-to-date contact numbers. Should your child be injured in the playground the following actions are taken:

1. If the injury is minor (eg, cut knee, blood nose, etc.) the child is treated by the staff.
2. If the injury is more serious, the school will immediately try to contact you and seek immediate medical assistance if necessary. All ambulance costs are the responsibility of families and the school will not be held liable for any charges incurred.

If your child contracts an infectious disease or skin infection, please note that there are exclusion periods which must be met:

- Chicken Pox - until fully recovered or for at least five days after rash first appears and until all blisters have dried.
- Infectious Hepatitis - until a medical certificate of recovery is received, and until at least seven days after the onset of jaundice or illness.
- Measles - for at least four days after the onset of the rash.
- Mumps - for nine days or until swelling goes

down (whichever is sooner).

- Rubella (German Measles) - until fully recovered or for at least four days after the onset of the rash.
- Scarlet Fever - until the person has received antibiotic treatment for at least 24 hours and feels well.
- Whooping Cough - until five days after starting antibiotic treatment.
- Head Lice - children with head lice are requested not to return to school until the appropriate, acknowledged, treatments have taken place. If discovered while the child is at school, the child will be distanced from their peers to avoid cross contamination. Parents will be contacted and encouraged to attend.
- Scabies - until the day after appropriate treatment has commenced.
- Common Skin Infections - ringworms, school sores (impetigo) excluded until the day after appropriate treatment has commenced. Any sores on exposed surfaces should be covered with a watertight dressing.

Exclusion period for other infectious diseases are available from the school office.

- Allergy and nut awareness

DfE requires schools to promote and construct learning environments that are safe and supportive. Students and staff may have anaphylactic (severe allergic) conditions, which include nut allergies. This means that exposure at school may constitute a risk to their health and wellbeing. It is not possible to guarantee that the environment will be completely free of potential hazards due to current food-processing practices. The emphasis is therefore on raising awareness and adopting the reasonable procedures termed as 'Allergy and Nut Awareness'.

Section 7 STUDENT WELFARE

Student welfare is everything that the school community does to meet the personal, social and learning needs of students and to enhance their wellbeing. Student welfare:

- Is reflected in the way a school community demonstrates care, ensures security and provides opportunities for contribution, success, recognition and enjoyment.
- Is fostered through the total school curriculum and the way it is delivered.
- Focuses on developmental and preventive strategies in all areas of student need and provides support for students with special needs.
- Involves close liaison between parents, staff, community personnel and students.

- Behaviour Expectations

Students are supported and encouraged to be responsible for their own behaviour choices that reflect the school's values.

For behaviour that does not align with school values, students may be removed from the yard or classroom. For continued, unacceptable playground or classroom behaviour, a more serious consequence may be applied, such as a 'take home' or suspension. Further information can be found in the relevant school policy.

Each class has a negotiated set of class rules/guidelines and a list of consequences for following rules and infringements of these rules (see your child's class teacher for a copy of these).

At Henley Beach Primary School we expect children will be responsible and respect the rights of others. Responsible behaviour maintains and increases a positive learning environment for students and teachers.

Below is a set of expected school behaviours. You may like to discuss these with your child:

- Walk around corners, in buildings and through doorways.

- Remain in the school yard during school hours unless they have permission to leave.
- Only play in 'in bounds', safe areas.
- Look after school property and the property of others.
- Place rubbish in a bin.
- Play within the rules of a game.
- Be able to play without interference from others.
- Be aware of vehicles (cars) when crossing the car park.
- Always play safely.
- Always be friendly and caring to others.
- Be honest and truthful.
- Use good manners at all times.

Ask staff members or older children for help if they cannot solve their own problems.

- Buddy Classes

Buddy Classes are established at the beginning of the year where older classes and younger classes are 'buddied' together for the year. During this period the teachers and students plan a variety of activities together so that positive respectful relationships are developed and strengthened between older and younger students.

- Child Protection Curriculum

The Child Protection Curriculum is mandatory in schools. The program is designed to help children develop their knowledge and understanding around keeping safe. If parents wish to have more information about these programs, please contact your child's teacher.

- Internet

Access to the internet is available to all students and staff, in the Library, offices and all classrooms. All data that passes to the screen via the World Wide Web is filtered by the Department of Education and Children's Services Internet Filtering System. However, on a global network, it is impossible to control all materials,

therefore children using the Internet have certain responsibilities regarding its appropriate use. Parents and children will be required to sign a form stating their agreement to abide by the conditions of responsible internet use.

- Special Needs and Support Programs

Support is provided for students who have a verified disability. EALD (English as an Additional Language or Dialect) support is provided / available for students who speak another language and or identify with another culture. Additional support / intervention programs are implemented in the areas of Literacy, Numeracy and Social/Emotional learning.

Teachers identify children who need additional support and work collaboratively with the DfE support personnel to provide the most effective learning environment for those children. The parents of children engaging with intervention support programs will be informed by letter.

- Uniforms

The wearing of the school uniform by all students is School Policy, approved by Governing Council. The uniform is available from *Westside Schoolwear*, Shop 6, Falkirk Avenue, Seaton. There are many advantages, for both parents and the children, in wearing a school uniform. In particular it gives children a sense of belonging and develops pride in the school as well as being cheaper, functional and non-competitive in terms of fashion.

The school has a daily physical education program which includes running, exercising, climbing and dancing. All children should be suitably attired with comfortable, practical footwear. Thongs/slip-ons/ beach sandals or higher heeled shoes do not provide appropriate support or protection for the feet. Tank tops, crop tops and tops with inappropriate messages are not permitted on casual clothes days. Sun protective clothing must be worn outside all year round, with wide brimmed hats compulsory from August to the end of April.

All students with long hair are encouraged to wear it 'up'. Jackets or rain protectors, beanies, scarves and cold weather jackets in uniform colours (navy blue), may be worn to and from school in the winter months and must be removed once the child has entered the school/classroom area.

- Lost Property

All lost property is stored in a cupboard in the gym. Please assist us in being able to return 'lost property' by clearly labelling your child's belongings, especially clothing, lunch boxes and drink bottles with their full name.

Unclaimed clothing is disposed of at the end of each term. We promote the use of the Ragtag system - providing SMS notification to parents if items are returned to the cupboard.

- Hot and Wet Weather

There is no early dismissal hot weather policy as all classes are air-conditioned. Outdoor activities are modified as needed. All excursions will be reviewed depending on weather conditions.

Section 8 CURRICULUM

- Overview

Our school curriculum is based on the Australian Curriculum incorporating the teaching methodologies of the South Australian Teaching for Effective Learning Framework (SA TfEL) and the Australian Professional Standards for Teachers.

The Learning Areas of study are: English, Science, Mathematics, The Arts, Design Technologies and Digital Technologies, Health and Physical Education, Humanities & Social Sciences and Languages.

At Henley Beach Primary School we offer specialist lessons in Science, Physical Education, Performing Arts, Italian and Technologies.

- Class Structures

Current class structures are predominantly single grade year levels with some composite classes. Composite classes e.g. Year 4/5 are often inevitable, because of the variation of student numbers in different year levels.

Each class is made up of individuals who differ academically, socially and emotionally.

Class structures are reviewed annually; at Henley Beach Primary School we make every effort to cater for the individual needs of children whether in a single year level or multi-age classes.

Parents who wish to discuss this matter with the Principal are most welcome.

- Swimming

Reception to Year 5 students participate in swimming lessons at Thebarton. Year 6 students participate in Aquatics and Splash Days.

- School Sport

Henley Beach students are involved in a number of sports played out of school hours during the summer and winter seasons. The programs offered and availability of programs is determined by; number of children interested and availability of coaches/managers/helpers (most cases this is parent volunteers).

Older students also get the opportunity to participate in sports carnivals and SA Schools sport competitions.

- Choir

Students in Years 5 and 6 are given the opportunity of joining the school choir. The choir performs annually at the Primary Schools Festival of Music at the Festival Theatre in Adelaide each September. The choir rehearses for 1 lesson every week.

- Camps

The school holds a Year 4 camp and Year 6 camp every year. Itineraries, costing and other information is provided to families prior to the camp.

- Instrumental Music

Students can access Department for Education run music programs through our school. Music teachers come to the school and offer individual/small group lessons in a variety of areas for Years 3-6 students (there is an instrument hire cost incurred):

- Strings (violin/viola and cello) from Year 3-6
- Woodwind (flute, clarinet, saxophone) from Year 5-6
- Brass (trumpet, trombone) from Year 5-6

- Private Tuition

User pay private tuition, on site, for piano and guitar are also available. See Front Office for further information.

Thank you for taking the time to read the information contained in this booklet. Please contact the school if you require any further information or have any queries.

We look forward to your association with Henley Beach Primary School being positive and educationally rewarding for your child/ren.



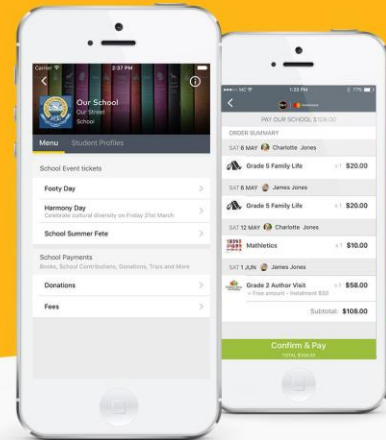
masterpass

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Introducing Qkr! (pronounced 'quicker') by Mastercard, the secure and easy way to order and pay for school items from your phone at a time and place that suits you.

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- Pay for a variety of school items;
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Getting started is easy - try it yourself today

Step 1 Download Qkr!

on your Android phone or iPhone. iPad users can download iPhone app



Step 2 Register

Select your Country of Residence as 'Australia' and follow the steps to register

Step 3 Find our school

Our school will appear in 'Nearby Locations' if you're within 10kms of the school, or search for our school by name.

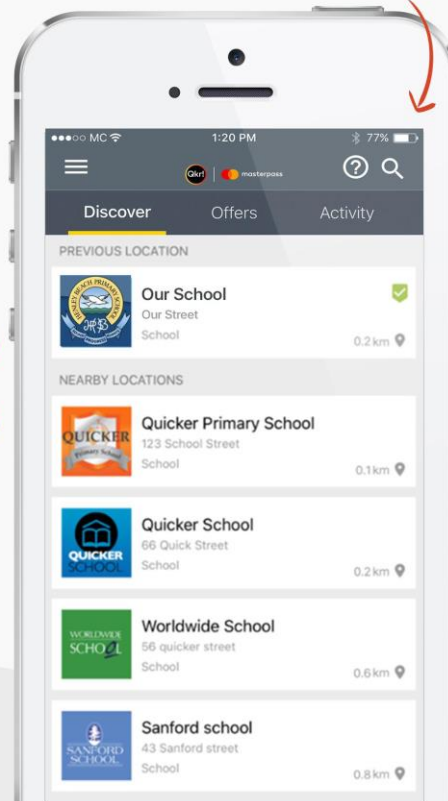
Step 4 Register your children

When first accessing our school you will be prompted to add a student profile for your child. This allows you to make orders and payments for them.

If you have made a purchase you can select our school from 'Previous Location'

If you're within 10 kms of the school, you can select our school from 'Nearby Locations'

Search for our school name





Add your children's details in Student Profiles

Select 'Add student profile'

Add each child's details

Manage each child's details in Student Profiles

Purchase school items

Select a menu from our school

Select child you are ordering for

Select your items

Tap 'Checkout' then confirm and pay

Making payments

Add up to 5 cards to your wallet

At checkout select which card to pay with.

Pay with any cards accepted by the school.

Once your payment is approved you can continue to the home page, or view your receipt.

Install the App in 4 easy steps!



The free Audiri school app offers parents a convenient way to stay up-to-date with the school calendar, last-minute forms, newsletters, all school communications, and even make cashless payments. With Audiri, you can get started in just a few minutes by following these simple steps:

- 1.** Open the Apple App Store or the Google Play Store and search for 'Audiri'. Install the app.
- 2.** Create an account and follow the prompts. Click 'Sign up'. Enter your email address, create a password and click on 'Sign up'. A confirmation email will be sent to confirm your account. Open the confirmation email and confirm your account.
- 3.** Open the app, and click 'Add/Remove'. Type your school's name and press enter.
- 4.** Tap the + icon to add. Now you can see your school, under My Schools & Services.

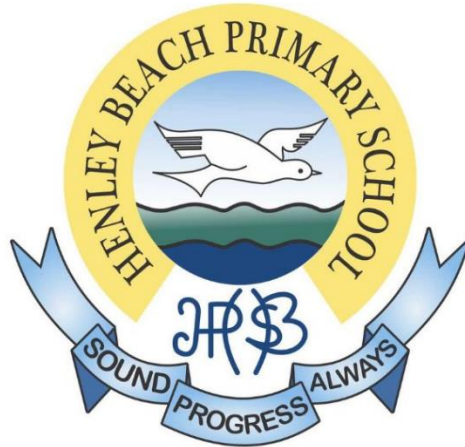


Search Audiri in the app store



audiri.com.au





**HENLEY BEACH PS
OSHC ENROLMENT**



**PLEASE SCAN QR CODE FOR
ENROLMENT FORM**

Henley Beach Uniform

At Henley Beach Primary School, it is expected that all children wear school uniform, comprising of their items available from the off-site uniform shop meeting the strict dress code guidelines detailed in our Uniform Policy.



SCHOOL COLOURS

YELLOW and
NAVY BLUE



UNIFORM SHOP

WESTSIDE SCHOOLWEAR
6/403 Grange Road
Seaton
0450 224 887



<https://henleyps.sa.edu.au>



08 8356 2117



RagTagd
See back for details



Dear parents/guardians,

We're excited to introduce RagTagd Smart Tags in new hats and jumpers. Whenever Smart Tagged uniform is placed in lost property, you will automatically receive an SMS letting you know that it's there - how great is that!

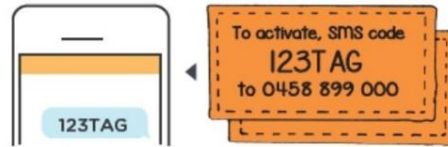
This makes collection easy - no more scavenger hunts through the playground :)

- 1 Purchase Smart Tags from the Uniform Shop

In new uniforms
...or separate packs



- 2 Activate by SMS using the unique code on your tag



- 3 Your garment goes missing in the playground!



- 4 Receive an SMS when your item is in lost property



Conquer Lost Property



Book Clubs **LOOP** for Parents

**NOW
AVAILABLE
AS AN APP!**



LOOP is the **NEW** Scholastic Book Clubs **Linked Online**
Ordering & Payment platform for Parents.

If you want to pay by credit card for your online Book Club order, our new platform makes it easy! It eliminates the need for paper order forms plus your online order is submitted to the school safe and sound.

Log-in to www.scholastic.com.au/LOOP or download our **NEW** iPhone and iPad app from the App Store!

- For a quick start, just click on **ORDER** in the top menu or **REGISTER** first to save your details for next time
- Select your school and your child's class
- Add your child's first name and last initial (so the school knows who the book is for)
- Enter the item number from the Book Club brochure
- You can order for multiple children at once if they attend the same school
- All orders are linked directly to the school for submission to Scholastic. Books will still be delivered to your child's classroom if you order by the close date
- There's no need to return paper order forms or payment receipt details to your school!

For a quick how-to-order video, log-in to www.scholastic.com.au/LOOP and click on **HELP** in the top menu.



Volunteering at Henley Beach Primary School

Volunteering at Henley Beach Primary School (HBPS) covers many areas and we welcome all parents, carers or other family members to contribute their time and assistance. You may like to participate on a regular day with your child's class in Grub Club, stay for a shift in canteen, out of school sport or perhaps just help out for special occasions like the school disco or a class excursion. The choice is yours and you may change what you are interested in throughout the year. To become a registered volunteer, you must complete the following and supply copies of your certificates to DL.0177_info@schools.sa.edu.au

- Complete a volunteer site registration form
click on the following link <https://forms.office.com/r/6zGE3M333F> or scan the QR code
- A Department of Human Services Working with Children Check (WWCC).

Individuals can apply for their own WWCC at www.screening.sa.gov.au

Go to – Applications

Go to – Applications information for individuals

Click on – Apply for a check

Click on – Submit your own application for a check

Once you begin your application you will receive an email to activate your application. When you have done this, you will receive a second email to set your password for your account. This password combined with your username, will allow you to begin your application.

To complete your application you will need

- Information about your full legal name and any names you may have, including previous names, maiden name, names you have legally changed, aliases and informal names (like nicknames)
- Your current address and 10 years of address history
- If you are verifying your identity online (100-point check), you will need an Australian Drivers Licence or permit plus one of these:
 - Australian birth certificate or extract
 - Australian citizenship certificate
 - Australian passport
- Completion of the Responding to Risks of Harm, Abuse and Neglect – Education and Care (**RRHAN-EC**) on-line training www.plink.sa.edu.au/pages/signup.jsf
- Complete the Department general volunteering induction training on-line www.plink.sa.edu.au/pages/signup.jsf

Please contact the front office with any questions ph. 8356 2117 or DL.0177_info@schools.sa.edu.au

