



NO 4401

**INFORMATION
BOOKLET
FOR PARENTS**

2013



Katandra West Primary School

**17 – 27 Bankin Street,
KATANDRA WEST 3634**

Phone: 03 58283350

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Email: <mailto:katandra.west.ps@edumail.vic.gov.au>

Message to Parents of Preps / Parents of Newcomers to our School

WELCOME

We welcome you and your children to Katandra West Primary School, and it is our hope that your family's association with the school will be enjoyable and beneficial for all concerned.

Naturally your child will be more actively and directly involved with the school, but we hope that parents will also feel included in school activities. We invite parents to establish regular contact with us and to become involved in some of the programs and activities.

It is now widely accepted that the best quality education can be achieved when an effective partnership exists between parents and teachers. Certainly it is recognised that the parent's role as the child's "first teacher" does not end just because the child has started school.

The following pages provide some details of school policy on many routine matters concerning your child, as well as extracts from our school strategic plan. We would appreciate your co-operation in the successful implementation of these.

Hayden Beaton
PRINCIPAL



KATANDRA WEST PRIMARY SCHOOL STAFF - 2013

PRINCIPAL

TEACHING STAFF

Grade Prep / 1
Grade 2 / 3 / 4
Grade 5 / 6

Hayden Beaton
Treena Stephens
Adam Cleary
Colleen Toy
Peter Toy
Robyn Mitchell
Gwenifer Hack
Jenny Keenan
Gabrielle Crowe
Karen Johnstone

SCIENCE

LIBRARY

ART

MUSIC

OFFICE STAFF

INTEGRATION AIDE

TERM DATES 2013

<p>Term 1 Teachers Return Tuesday 29th January- Curriculum Day Students return Wednesday 30th January to Friday 28th March Monday 11th March – Labour Day Holiday</p>	<p>Term 3 Monday 15th July to Friday 20th September.</p>
<p>Term 2 Monday 15th April to Friday 27th June Thursday 25th ANZAC Day Holiday Monday 10th June – Queen's Birthday Holiday</p>	<p>Term Monday 7th October to Friday 20th December. Tuesday 5th November – Melbourne Cup Holiday</p>

Each Wednesday in Feb Prep children do not come to school. 6th, 13th, 20th & 27th.



CURRENT ENROLMENT: 68

PROFILE:

Katandra West Primary School is located in the Goulburn Valley Irrigation area 25 kms from Shepparton. The school aims to offer children access to quality education which will maximise their potential for the future.

School Council believes that the success of each child is the result of a partnership between students, staff, parents and local community. Therefore this school is committed to providing appropriate and challenging learning experiences that support each child in realising his or her potential. This school provides a comprehensive curriculum which includes sound organisational structure, whole school planning and systematic approach to evaluation and development. The school enjoys a strong parental commitment and values the involvement of parents in supporting School Council and committees, curriculum programs and fundraising. The school believes in effective communication between parents and school, to form a partnership which ensures that as a team we can build on the positive ways that we care for the children.

The school aims to provide a happy, safe, stimulating environment and is structured around basic assumptions:

- * Children are individuals and develop at their own rate, in order to reach their maximum potential.
- * Children learn best through challenging first hand experiences, and by their natures must be actively involved in the learning process.
- * The more stimulating the educational environment the greater the motivation for learning.
- * Parents and community members can contribute much to the educational process.
- * Children will develop an acceptance of differences and co-operation, with concern for others.
- * Learning outcomes will be improved through staff undertaking professional development.
- * Learning, behaviour and health will be maximised in a co-operative environment where students can share the responsibility.

Our school offers specialist facilities including Art, Library, Music and Science. All children have access to classroom computers as well as the Internet and these facilities are used in teaching and learning at our school.

Teachers at our school are very committed and are constantly learning and growing. Our school shows children a caring community by working together and supporting and respecting one another. Together we strive to reach consensus on important issues that affect us and the children we teach.

Katandra West Primary School provides excellent sequential Camps and Excursion program throughout the school as well as an intensive swimming program and our Bike Education and Traffic Safety Program for the whole school.

The atmosphere at our school is informal, friendly and caring. Parents are welcome and encouraged to participate in school activities with teachers to develop positive educational learning outcomes for children. We have a school uniform which is compulsory for children to wear, and we promote a positive school image in the community.

The well-maintained school facilities reflect the community's strong support. The main building which has been recently refurbished includes classrooms, a modern well-stocked library, a computer lab of 26 computers and administration facilities. We have a New Building completed last year where our Specialist classes are held and the Old School Building which is maintained by our School Council and is used as a Multi-purpose Room. The magnificent grounds are continually being maintained and improved.

LOCATION: 17 – 27 Bankin Street,
Katandra West. 3634

Telephone: 03 58283350 M: 0430332940
Fax: 03 58283512
Email: katandra.west.ps.@edumail.vic.gov.au

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ART CRAFT

The school has a well equipped art/craft room. Every fortnight we have a visit from the mobile art van (MARC van). Other art/craft activities are undertaken in the class room with the class teacher.

ABSENCES

Ministry regulations require that parents provide written explanations of children's absences from school, parents are requested to provide such notes when necessary.

Parents or Guardians must ring and notify the school that their child will be absent.

A message may be left on the answering machine on 58 283350 or a note is to be sent to the teacher on the child's return to school.

Absence verification forms are made available to all families through the circulation of our newsletter, and additional forms may be collected from the school office.

If you wish to take your child from school during the day, you are requested to sign your child out at the front office and if they are returning during the day to sign them back in.

ASTHMA FRIENDLY SCHOOL

We have been recognised by the Asthma Foundation as an Asthma Friendly School. An asthma management plan should be filled in for all children who suffer from asthma even if they have very mild or seasonal asthma.

BANK

School Bank deposits are collected on a weekly basis. The bank books are collected on Monday and returned by Wednesday. The Katandra West Store Post Office provides our banking facility with the Commonwealth Bank.

Forms are available from the Commonwealth Bank if you wish to open a bank account for your child.

BICYCLE RIDERS

In accordance with safety regulations all children who ride bicycles to school must wear protective helmets. Protective helmets are stored in corridors with the children's school bags. Bicycles are stored in the bike shed within the school grounds.

BOOK CLUB

Good quality, reasonably priced books can be purchased at regular intervals through the school from the Scholastic Book Club order forms. Forms are sent home for Parents and children to make their selections on average about twice per term. The order and money need to be returned to school by the due date. About 2 or 3 weeks after ordering the books arrive at the school and are distributed to the children who ordered them.

BULLYING

Katandra West Primary School has a pro-active approach to help prevent bullying, children are versed in strategies to cope and are encouraged to talk about any issues they may have. It is our aim to identify types of bullying at Katandra West Primary School and implement positive strategies. We believe that being pro-active has produced positive results at KWPS. We have a very successful buddy program for new prep students which helps to ensure they are safe in a happy, productive and caring environment.

Definition of Bullying

Bullying is when someone, or a group of people, upset or create a risk to another person's health and safety - either psychologically or physically - or their property, reputation or social acceptance on **regular occasions**.

Types of Bullying

There are three broad categories of bullying.

- **Direct physical bullying** e.g. hitting, tripping, and pushing or damaging their property.
- **Direct verbal bullying** e.g. name calling, insults, homophobic or racist remarks, verbal abuse.
- **Indirect bullying** - This form of bullying is harder to recognise and often carried out behind the bullied student's back. It is designed to harm someone's social reputation and/or cause humiliation. Indirect bullying includes:
 - lying and spreading rumours
 - playing nasty jokes to embarrass and humiliate
 - mimicking
 - encouraging others to socially exclude someone
 - damaging someone's social reputation and social acceptance
 - cyber-bullying, which involves the use of email, text messages or chat rooms to humiliate and distress.

What Bullying is Not

Many distressing behaviours are not examples of bullying even though they are unpleasant and often require teacher intervention and management. There are three socially unpleasant situations that are often confused with bullying:

Mutual conflict

In mutual conflict situations, there is an argument or disagreement between students but not an imbalance of power. Both parties are upset and usually both want a resolution to the problem. However, unresolved mutual conflict sometimes develops into a bullying situation with one person becoming targeted repeatedly for 'retaliation' in a one-sided way.

Social rejection or dislike

Unless the social rejection is directed towards someone specific and involves deliberate and repeated attempts to cause distress, exclude or create dislike by others, it is not bullying.

Single-episode acts of nastiness or meanness, or random acts of aggression or intimidation

Single episodes of nastiness or physical aggression are not the same as bullying. If a student is verbally abused or pushed on one occasion they are not being bullied.

Nastiness or physical aggression that is directed towards many different students is not the same as bullying. However, since the school has a duty of care to provide a student with a safe and supportive school environment, single episodes of nastiness or physical aggression should not be ignored or condoned.

BUS TRAVELLERS

One school bus is contracted by the Government to transport children from out lying farm areas to and from the school each day. The bus stop is supervised in the afternoon. School bus travellers are required to sign a bus code of conduct before travelling on the bus. Students not adhering to the bus code of conduct may be suspended from travelling on the bus at the discretion of the bus company. The School Bus Code of Conduct runs in conjunction with the Katandra West Primary School Code of conduct and Student Engagement Policy.



Students are entitled to use the buses free of charge provided that they reside not less than 4.8 kms from the school and that they are travelling to their nearest school. Parents may apply at the office for pre-schoolers to use the school bus (if space is available) from about March each year.

*** Please Note:** Students must not travel on a bus unless permission is received from the Principal. This will only occur if there are seats available and if Parents seek permission from the Principal through prior written or verbal communication.

CAMPS & TOURS

We have a comprehensive camping program throughout the school.

The Year 5 and 6 children attend a major camp each year alternating between city and country venues. In the odd years they will be camping at Lake Nillahcootie and in the even years they will visit Canberra.



The Year 3 and 4 children will be going on a two or three day camp. In the odd years they will be at Ballarat and in the even years they will be at Queenscliff.

A school a Sleep-over will also be held for the Year Prep, 1 and 2 children.

CHILDREN'S PERSONAL GOODS

NOTE.....

Parents and Guardians should take note of the Department of Education and Early Childhood Development (DEECD) Policy regarding personal goods brought to school by students. Any Private property brought to school by students is not insured nor is the school or the Department of Education and Training responsible for any loss. **THEREFORE WE DO NOT EXPECT VALUABLE ITEMS TO BE BROUGHT TO SCHOOL BY CHILDREN.**

CLOTHING – SCHOOL UNIFORM IS COMPULSORY

Katandra West Primary School has a School Uniform, which is listed on the last page of this document. School Uniform is compulsory. And all clothing, including shoes, should be clearly marked with the child's name so that they can be returned to the owner. Lost Property is stored near the cleaner's storeroom in the main building, parents are encouraged to regularly check the lost property for items.

COMMUNICATION WITH PARENTS

During your child's first days at school we hope there will be adequate opportunity for discussion on an informal basis. After that it may best to arrange an appointment. Depending on the situation an appointment could be made by direct approach to the teacher or through the office.

Further to these we have formal communication links with all families, including parent / teacher interviews each year.

SCHOOL NEWSLETTER:

This is distributed every Thursday and contains up to date information about school events. It is essential that all families receive and read the Newsletter each week.

PARENT TEACHER STUDENT INFORMATION INTERVIEWS:

In March each teacher conducts Parent Teacher interviews. These provide an opportunity for parents to hear what is planned for the children during the year and also for parents to give the teachers information about their child as they move into a new grade.

Teachers are always happy to make arrangements for Parent Teacher Interviews throughout the year by appointment as we feel this is an opportunity to share information and discuss how parents and teachers can work together to support their child's education.

REPORTS:

These are distributed mid Year and at the end of term 4 and contain a detailed report of your child's achievements. The reports include: What your child has achieved, ideas for improvement / future learning, what the school will do to help your child and what you can do at home to help your child.

DISABILITIES AND IMPAIRMENTS PROGRAM

Since 1984 the Victorian Government has adopted a policy of integrating students with impairments, disabilities or problems into regular schools rather than having them segregated.

Our school has participated very successfully in this program and at present has an Integration Aide employed to support the program.

DISMISSAL

Children are dismissed at 3.30 pm. It is a parent's responsibility to collect their child at 3.30 pm or make suitable arrangements for their travel home.

EDUCATION MAINTENANCE ALLOWANCE

Holders of current Health Care Cards, Foster Parents or Pension cards are eligible to apply for Education Maintenance Allowance on behalf of their child / children attending school.

70% of the E.M.A. is paid in March with the remaining 30% paid in September.

Applications are made in early Term 1 and early Term 3. Eligible applicants will be advised of times and procedure of application through our weekly newsletter.

In previous years the E.M.A. portion directly credited to the school covered the costs of everything other than school camps.

Recently the Victorian Government has cut back EMA payments to parents and from 2013 parents need to meet the difference which is approximately \$100 per year.

EMERGENCY INFORMATION

Quite frequently we need to contact parents regarding the welfare of their children, particularly on occasions such as an accident or illness. It is essential that, in the case of emergency, the school has up-to-date information, setting out addresses, telephone numbers, contacts, health conditions etc.

It would be of great assistance to us if all details were completed in clear, legible PRINTING. Please note that it will be necessary to complete the information for each member of your family. If any alterations become necessary from time to time, e.g. change of address, medical conditions etc., please advise us immediately so that our records can be kept up to date.

ENRICHMENT PROGRAMS

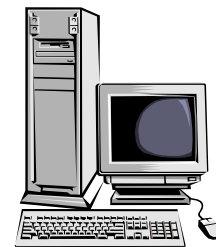
Our indoor swimming program for the whole school has proven very successful in terms of improved student outcomes.

Our Year 3 – 6 children are involved in Bike Education culminating with a Bike Hike.

Sport is actively encouraged. Parents and members of the community assist with coaching in areas such as tennis, swimming, cricket, football, athletics and cross country running.

We have an excellent well stocked library and the Children have the opportunity to borrow books each week. We also have the mobile library van (MACC) visit every second week.

We offer Science, Library, Art and Music as specialist subjects.



EXCURSIONS

Excursions provide stimulus and enrichment for the educational programs provided by the school. They are an integral part of the school curriculum. Excursions are chosen for their educational value to our students. Parents who have a "Working with Children" certificate may be asked to help out with excursions.

From time to time various selected entertainers visit the school to perform for the children. Similar considerations are applied to entertainers who enter the school as applies to excursions. The anticipated educational value of the performance is considered together with the cost.

GROUNDS AND BUILDINGS

Our well maintained school facilities reflect the community's strong support. We are justifiably proud of the magnificent 2 hectares of ground and gardens which have been acknowledged through Regional and State Awards in precious years.



The buildings include classrooms, a modern well stocked Library, Science room, Music room a Computer Lab and excellent administration facilities. The classrooms are air conditioned, heated and have wall to wall carpet and wet areas.

The School Council maintains the original school building (as a school / community facility) and it is used as a multi-purpose room.

The extensive playground equipment our school offers fully caters for the needs of primary school children. Our excellent sporting facilities within the school grounds are supplemented by the use of community facilities, when required, and they provide for a wide range of sporting interests.

HEAD LICE

While it is parents who have the primary responsibility for the detection and treatment of head lice on their children, the school will assist by offering up-to-date information and a screening process, and by alerting parents of lice when detected.

The school will ask parents to sign a permission form allowing their children to be screened by our trained personnel for the presence of head lice.

All children screened will be provided with a confidential report indicating to parents the results of the screening, as well as advice on the latest information regarding head lice. Consistent with Health (Infectious Diseases) Regulations 2001, the principal will ensure that the parents of any child found to have live lice are informed that their child is to be excluded from attending school until appropriate treatment has commenced.

Children with shoulder length hair or longer are encouraged to tie their hair back or put it up whilst they are at school.

HOURS OF INSTRUCTION

School commences at 9.00 a.m. each day.

It is suggested that your child be at school at least 10 minutes before school commences.

Children are supervised outside from 8.45 a.m to 9 a.m

1st Session 9.00 a.m. – 10.55 a.m

Recess 10: 55 a.m. - 11.15 a.m.

2nd Session 11.15 a.m – 12.15 p.m (lunch is eaten in the classrooms from 12.15 - 12.25pm)

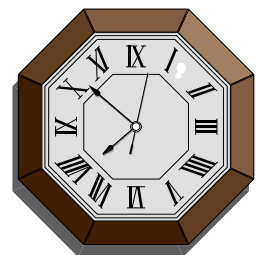
Lunch 12.15 p.m. – 1.15 p.m.

3rd Session 1:15 p.m. to 2:15 p.m.

4th Session 2:30 p.m. - 3:30 p.m.

During February the Prep children do not come to school on a Wednesday.

Information will be given to Parents at the Orientation Program.



INFECTIOUS DISEASES - CHILDREN ARE TO BE EXCLUDED FROM SCHOOL

CHICKENPOX: Until fully recovered. Note: Some remaining scabs are not an indication for continued exclusion.

VIRAL until a medical certificate of recovery is produced, or on subsidence of symptoms but not before 7 days after onset of jaundice.

HEPATITIS: subsidence of symptoms but not before 7 days after onset of jaundice.

IMPETIGO: Until sores have fully healed. The child may be allowed to (School sores) return provided that appropriate treatment is being applied and that sores on exposed surfaces such as scalp, face, hands and legs are properly covered with occlusive dressing.

MEASLES: For at least 7 days from the appearance of the rash or a medical certificate of recovery is produced.

MUMPS until fully recovered.

PEDICULOSIS: Until appropriate treatment has commenced. On return (Head Lice) children must report to sick bay for a hair check by the school nurse before returning to the classroom.

PERTUSSIS: For 4 weeks or until a medical certificate of recovery is (Whooping Cough) produced

RINGWORM: Until appropriate treatment has commenced, supported when requested by a medical certificate.

RUBELLA: Until fully recovered and at least 4 days from the onset of. (German Measles) the rash

SCABIES: Until appropriate treatment has commenced, supported when requested by a medical certificate.

STREPTOCOCCA: Until a medical certificate of recovery is produced.

INFECTIONS: (Inc. Scarlet Fever)

JUNIOR SCHOOL COUNCIL

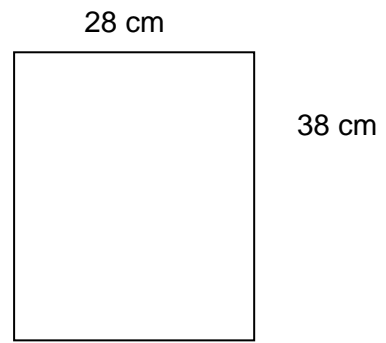
This is a forum where by children are able to contribute to the school activities. Elected representatives from grade 6 form the Junior School council and they ask the other classes for suggestions to improve the school and these are presented to the Principal and / or the School Council.

LATE

Instruction begins at 9.00 am – Lunchtime is at 12.15 pm.
When children arrive late it disrupts the program. Please make every effort for your child to be at school ready to begin lessons at 9.00 am.
If your child is late they must report to the office to sign in.

LIBRARY BAG

The children are able to borrow books from the school library. In order to protect these books you are asked to provide a draw-string bag of the dimensions shown in the diagram.



LIFE EDUCATION

We are delighted to have a visit from the Life Education Van on an annual basis. All students attend the very informative lessons conducted in the van under the expert guidance of the Life Education educator. The program is one of the most impressive and positive responses yet made to tackle the long-term problem of drug abuse. The sequential program teaches children in their formative years about the wonders of the human body. Classes also encourage the development of self-esteem and the skills needed to think for themselves. The school runs social and emotion programs such as Healthy Relationships and Kids Matter which is incorporated into the curriculum.

LOST OR DAMAGED BOOKS

As the cost of maintaining an up to date collection of reading and reference materials is continually rising we cannot afford to have books lost or damaged through carelessness. If your child loses or damages a book from the library or reading scheme you may be asked to meet the replacement cost of that book.

LOST PROPERTY

When an item is lost, please inquire at once as to its whereabouts, as any delay makes it increasingly difficult to trace missing items. Please regularly check the items that are unclaimed. After a period of time, unclaimed items are given to charity. Please ensure that school windcheaters, hats, lunch boxes and drink bottles are clearly named and names checked frequently and refreshed when required.

LUNCH ARRANGEMENTS

Lunch time commences at 12.15 p.m. The children are expected to sit quietly and eat their lunch in their classrooms or in designated eating areas in the playground. The children are dismissed to play outside when the bell rings at 12.25 p.m. Lunches may be ordered each day from the local store. Orders are to be written clearly with the name and grade on a paper bag with the money placed inside. Price lists are sent home during the year. On days when the Parents and Friends offer alternative lunches. NO SHOP LUNCH ORDERS are available. Children who live close to the school may go home for lunch provided that a permission note from a Parent has been given to the child's teacher. We ask children who go home for lunch to go past the Front Office on the way out and on the way back so that we can monitor children who leave the grounds and ensure they return safely.

MISBEHAVIOUR OF PUPILS BETWEEN HOME AND SCHOOL

Ministry regulations specifically refer to misbehaviour outside the school grounds. A principal; is justified in dealing with any misconduct (such as ill-treatment of other Pupils) which, in his or her opinion, may have a prejudicial effect upon the tone and discipline of the school.

PARENT PAYMENT

The costs involved in running schools are escalating rapidly. We place considerable emphasis on running excellent programs for all children so money received from the Department of Education and Training is channelled into curriculum and pupil requisites. To supplement these funds the School Council asks that Parents pay a set voluntary amount each year. This amount can be paid in two instalments. The actual amount is determined annually by School Council and for this year has been set at **\$250.00**. The money will go towards the following:

1. Grounds maintenance and improvement
(including mowing and watering of grounds).
2. Maintenance and improvement of the old school building.
3. School stationary.
4. Purchase of extra library books.
5. Swimming program involving transport and entrance costs.
6. All excursions and In School performances over the year.
7. Audio / Visual (computers / software, expendable materials).
8. Sunscreen (subsidised from Parents and Friends).

PARENTS AND FRIENDS ASSOCIATION

All Parents are invited to attend the Parents and Friends Meetings which are held regularly at the school. The Parents and Friends' Association provides support for the Students and Staff through their involvement in various school activities. In addition, they assist by organising fund-raising activities to help purchase school equipment. The Parents and Friends also fundraise by selling alternative lunches each fortnight throughout the winter months.

On the first school morning Parents of Preps or Parents of new children are invited to join the Parents and Friends for morning tea in the Staffroom at 9.00 a.m.

PARENTAL INVOLVEMENT IN THE SCHOOL

We are most grateful for the excellent support the school receives from so many parents and we urge all parents to become involved in the school's activities.

Some ways in which parents can be involved include:-

- a. Membership of School Council.
- b. Attending Parents and Friends Club Meetings.
- c. Assisting with sporting activities.
- d. Assisting in school swimming program.
- e. Attending working-bees.
- f. Assisting with supervision on excursions.
- g. Participating in special days and events e.g. "Book Week".
- h. Providing assistant with library tasks.
- i. Assisting in classroom activities.
- j. This list is by no means complete and we would welcome your assistance in many other areas as well.

PLAYGROUND SUPERVISION OF CHILDREN

Organised supervision by teachers begins during the period 8.45 to 9.00 a.m., continues through recess and lunch times and concludes after the 3.30 to 3.45 period when children's departure is supervised. During these times teachers "patrol" the school ground to ensure that children are playing safely and harmoniously. Any serious cases of misconduct are dealt with or reported to the Principal. In some instances a child may need to be isolated from the playground. Parents are asked to co-operate with the school in ensuring that the school's rules regarding conduct and safety are observed.

PUPILS LEAVING THE SCHOOL GROUND

Under no circumstances are pupils permitted to leave the school without permission. This rule also applies to pupils who go home for lunch.

Requests for permission for a child to leave the school during school hours must be made either personally or in writing by the parent. Parents then must collect their child / children from the school.

Pupils who become ill are to report to a teacher. They must not go home of their own accord.

RELIGIOUS EDUCATION

R.E. is currently conducted in the P/1 grades. Information regarding RE will be sent home at the beginning of each year.

SCHOOL COUNCIL

The School Council, working collaboratively with the Principal, is the administrative body within the school community. Its responsibilities include policy decisions affecting:-

- school finances
- curriculum policy
- grounds and buildings
- fundraising

The School Council comprises:-

- 8 members elected by parents
- 2 Director of School Education elected teachers
- 1 Principal
- 2 Co-opted parent members.

School Council meet twice a term, usually week 3 and week 8 of each Term on a Monday night.

SCHOOL CROSSINGS

Children must use the crossing provided, and obey the crossing teacher as they prepare to cross the street.

Double parking of cars when picking up children is forbidden as it causes dangerous situations for cyclists and other motorists including buses.

SCHOOL ENTRY IMMUNIZATION CERTIFICATE

As a result of recent change to the Health Act, all children starting school at Prep level will need to have an Immunisation Certificate.

The Immunisation Certificate is obtained from the Health Department in Shepparton or at listed Kindergartens. As parents or guardians, present this certificate to the school when you enrol your child in prep.

The Immunisation Certificate will indicate to the school whether your child has or has not been immunised against diphtheria, polio, tetanus, measles and mumps. This does not mean that your child has to be immunised. The above diseases are five serious childhood diseases and the Health Department only recommends that all children be immunised against these diseases before they enter school.

SCHOOL PHOTOS

Each year a firm is contracted to take school photographs. Parents have the opportunity to purchase grade or individual photographs.

SUNSMART

Our SunSmart Policy has been developed to ensure that all children attending Katandra West Primary School are offered protection from the potential damage caused by the ultra-violet rays of the sun. It is to be implemented throughout the year but with compulsory enforcement in Terms 1 and 4. All children are to wear a wide brimmed hat when outdoors.

STUDENT WELFARE

The well being of all students is of prime concern to all Staff. The school recognises that students should be happy when they attend school. Many factors impinge on each student's well being. Staff supervise all students and will endeavour to ensure a calm, respectful and courteous environment exists. Procedures and guidelines are developed, usually in consultation with staff, and behaviour outside of these rules will result in consequences for those involved. It is recognised that all students have rights at school and at the same time they have responsibilities to themselves, other children, their Parents, and their teachers. The school rules reflect these rights and responsibilities. Our School Code of Conduct / Student Engagement Policy should be consulted for more specific statements regarding behaviour at school.

SAFETY RULES

- NOTE....**
- * Drinks in glass bottles are not permitted at school.
 - * Thongs are not to be worn at school due to the higher risk of accidents involving feet.
 - * Some areas of the school ground may be declared out of bounds if they are unsafe for any reason during the year.

SWIMMING

All Children in Years Prep to Year 6 attend a one week intensive Swimming Program at Aquamoves – a heated pool in Shepparton – early in Term 2.



SCHOOL UNIFORM

School uniform for Katandra West Primary School is compulsory. The “Bell” Logo while a preferred item for the school uniform is not compulsory. All uniform items may be purchased or ordered at "The School Uniform Shop", Corio Street, Shepparton, as well as the “Bell Logo” transfer which can be purchased and applied at this Shop to any navy garment for a small fee.

Girl's Summer Uniform

Blue and White checked gingham dress, buttoned front, OR navy polo shirt, and plain navy short or skorts. Navy zip jacket or navy cardigan, school windcheater and navy or white socks.

Girl's Winter Uniform

Navy or white skivvy or polo shirt. Navy zip jacket or navy jumper or windcheater. Plain navy track pants or navy slacks. Navy or white socks.
A Navy blue pleated pinafore with navy tights is available at the Uniform Shop if you wish to wear one.

Boy's Summer Uniform

Navy polo shirt. Plain navy shorts. Navy jacket, navy cardigan or school windcheater and navy or white socks.

Boys Winter Uniform

Navy skivvy or navy polo shirt, plain navy blue pants or track pants. Navy jacket or navy windcheater or navy jumper. Navy or white socks.

Sports Uniform

School polo shirt, and navy shorts. Girls may wear netball nicks for athletic sports. Runners and navy or white socks.

Shoes

Shoes are an important safety item for children attending Primary School. Boots, shoes or sneakers are acceptable footwear, and school sandals may be worn in the warmer months as long as they have an ankle strap and **safe, sensible heels.**

Please Note: Refer to Dress Code Policy for more details and Sunsmart Policy regarding hats.

