

# Support Service

## Wellbeing Leader

Our Wellbeing Leader, Christina Eustice, facilitates programs and projects within our school that support the physical and mental wellbeing of our student. She is also here to assist families with any issues regarding the wellbeing of individual students.

Through the Student Representative council, Christina Eustice has also implemented a number of initiatives including our Breakfast Club Yard Buddies and Buddy Benches.

If you have any concerns about the wellbeing of your child, phone the school and make an appointment to see Christina Eustice

## Breakfast Club

The Breakfast Club was introduced as an SRC idea to provide breakfast for students who may otherwise arrive at school hungry. The Breakfast Club runs between 8:20am to 8:45am daily in the Hall. We provide various breakfast cereals and toast. If you are unable to provide your child with breakfast in the morning or your child runs out of time for breakfast, please encourage them to come to the Hall for breakfast before school.



**Renmark West  
Primary School**

## School Contact Details

### Renmark West Primary School

327 Tarcoola St

Renmark West SA 5341

Phone : 08 8595 1340

Fax : 08 8595 1226

Email : [dl.0378.info@schools.sa.edu.au](mailto:dl.0378.info@schools.sa.edu.au)

Website <http://rnmkwestps.sa.edu.au>

Facebook : Renmark West Primary School

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## Canteen

A number of snack items are available for students to purchase at lunch time on Wednesdays only.

There is a current list in your Welcome Pack or you may collect one from the notice rack in the Front Office.

Please note:

These snacks are not suitable as a replacement for lunch and should be considered an extra treat.

We try to limit student spending at the canteen and ask that children not have more than \$4 to spend at a time.

## Casual Day

For the last day of each term, students are permitted to wear casual clothing instead of their school uniform. In addition throughout the year the school raises funds for various causes by holding “Pyjama Day”, “Footy Colours Day” or similar.

Students are encouraged to dress in the appropriate attire and bring a gold coin donation on these days. These extra days are always advertised via the newsletter.

# Additional School Service

## Lunch Orders

For our Lunch Ordering system we use Grab and Go Food Express. Lunches can be ordered for Mondays and Fridays via the Grab and Go app. Menu and app details are available at the front office.



## Special Lunches—Term 2 & 3

For Wednesday lunch, students are able to order a special lunch of hot dogs or a burger (depending on the term). Order forms are attached to the newsletters or can be collected from the notice display rack in the Front Office.

Orders must be to the front office by the Monday before the day required with the exact money enclosed.



# About our School

## Principal's Welcome Note

### Welcome to our Renmark West School Community

It is always a pleasure to welcome new student's and their families to our friendly little school. We value each student as an individual learner and our aim is to tailor our education programs to each student's needs.

We are a community minded school and have many activities aimed at supporting student's emotional, social, physical and educational needs.

I am a big believer in family involvement within schools and value any support you can offer, whether it is; listening to students read in the morning, nominating for Governing Council, being part of our parent's and friends committee, helping out with breakfast group of a morning, volunteering for canteen or helping with special lunches. Your support is always appreciated and welcome.

# Curriculum

At Renmark West Primary School, we endeavour to provide your child with a comprehensive, well rounded education. The curriculum we offer includes:

English

The Arts

Mathematics

Technologies

HASS

Science

Greek

Health and PE

Child Protection

STEM

Feel free to talk to one of the front office staff, classroom teachers or myself if you have any questions about the school or ideas you would like to share.

Judy Cottam  
Principal  
Renmark West Primary School

Some of our Extra Curricular activities our school is involved in:

Swimming lessons in our pool

Choir

Numerous SAPSASA Sports

Book Week

Harmony Day

ICAS competitions

Footsteps

Local Services visits

Life Education

World of Maths

Patch theatre

Visiting authors

Instrumental Music

# Anti-Bullying

What Can you do?

Watch for these signs that your child may begin bullied or harassed

- Unwilling to go to school
- Becomes withdrawn, anxious or lacking in confidence
- Asks for or steals money
- Has possessions go “missing”
- Feels sick in the mornings
- Has unexplained bruises or cuts

TALK with your child

LISTEN calmly

Avoid blame

Discourage any retaliation

Discuss positive strategies

Encourage your child to REPORT the situation or accompany them to report the situation to the school, even if your child isn't the one directly affected.

As a school we can only solve problems we know about.

NEVER DEAL DIRECTLY WITH THE OTHER CHILD

# Navigating our Grounds

The map on the next page illustrates where the Front office, Classrooms, Hall and the location of other buildings within the School.

Please take special note of the appropriate Parent Carpark, located at the back of the school.

For the safety of all students and staff we ask that you use only the designated carpark and **DO NOT** park in front of the school on Tarcoola St or in the Staff Carpark.

For more information about dropping off and picking up please refer to the School Policies in this booklet

# School Times

**Before 8:30am** Staff are unable to supervise children before 8:30am. Teaches can be contacted through the front office after 8:15am.

Students who arrive before 8:30am are to sit on the bench located outside the front Office.

8:30am Students are supervised in the front playground not near the oval or at the top classrooms.

## School Starts

8:55am Classrooms are unlocked and students enter and get ready for the day-lessons begin

10:40am Recess bell

11:00am Recess ends

1:20pm Lunch 10 mins supervised eating by staff

1:30pm Lunch Play

2:10pm Lessons starts

3:15pm **End of day** - students dismissed

The carpark is supervised by a staff member

3:30pm Students who have not been picked up at the carpark are brought down to the office and parents are phoned.

## BULLYING IS:

- A **deliberate**, repeated and unjustifiable behaviour.
- **Intended** to cause fear, distress, or harm to another.
- Conducted by a more **powerful** individual or group against a less powerful individual or group.

## BULLYING MAY BE:

Physical, verbal, written and/or psychological.

Examples of bullying:

It is NOT bullying when:

- Teasing is done in a friendly, playful way.
- Two people who are as strong/powerful as each other argue or fight.

## WHAT WE WILL DO WHEN BULLYING/HARASSMENT IS REPORTED

### INTERVENTION

- In all cases of alleged bullying/harassment, staff will record the incidents using the school "Bullying/Harassment Report Form".
- The behaviour will be investigated and determined if it is bullying or harassment. Responses may involve counselling, support groups or support plans. All responses use a restorative justice approach. This gives the person using the reported behaviours the opportunity to repair damage done.
- Talk to parents of those being bullied and those doing the bullying.

# School Policies

## Anti - Bullying

Our school aims to establish a community in which everyone supports our school values. We are committed to ensuring a safe, supportive environment in which

- Everyone is valued and respected.
- Individual differences are understood and accepted.
- Each member of the school community considers the welfare of others.

### WHAT WE DO TO REDUCE BULLYING AND HARASSMENT

#### PREVENTION

- Positive role modeling by staff.
- Teach students social skills, problem solving and conflict resolution skills. (E.g “Friendly Schools Plus” social skills programme).
- Encourage students to be tolerant of difference.
- Implement the “Keeping Safe” child protection curriculum.
- Encourage students to take responsibility for the choices they make .
- Explicitly teaching about bullying and harassment. Teaching internet safety skills and knowledge. This is to happen early each year.
- Provide sports equipment and places to go during play breaks e.g Hall, Computer Room, Library.

# Variations to Timetable

## Assemblies

Assemblies are held fortnightly on Thursday’s at 9am in the Hall.

Classes take turns presenting items and it is an opportunity for classes to showcase their learning. It is a great chance for parents to come along and find out what is happening at school. If taking photos, we ask that no photos of any other students be published on social media.

## Last Day of Term School Finishes at 2:15pm

On the last day of each term, students are dismissed an hour earlier, at 2:15pm.

Students are also permitted to wear casual clothes on this day. They must however make sure their clothes are sunsmart eg no sleeveless tops.

## Term Dates—2020

Term 1— 28 January—9 April

Term 2—27 April—3 July

Term 3—20 July– 25 September

Term 4—12 October—11 December

# Fees and Concessions

## School Fees

School fees cover the costs of stationery, books and other equipment.

School fees do not cover all the costs of excursions, camps or school uniforms. Also, you may find that from time to time, replacements of pencils, pens and other stationery will need to be made. Often these purchases can be made through the front office.

## Stationery

At the start of each new year, you will be posted an invoice for school fees and a letter with dates and times for book collection.



## Accidents and Illness

Occasionally, students get injured or become ill at school. If this does occur we ensure the student's safety and then contact their parent or emergency contact.

If we are unable to reach the parent or emergency contact, we care for the student as we deem appropriate. If necessary, by arranging for emergency attention

All staff are trained in First Aid.

## Medication

Any medication required to be taken at school will need a formal medication form filled out and signed. Please see staff at the Front Office if your child requires a medication form.

## Extreme Weather

In the cases of hot or inclement weather during play times, students are kept inside. In the cases of the temperature being 38 degrees Celsius or above, students have a reduced time for outside play and spend the rest of their playtime indoors. When the temperature reaches 40 degrees Celsius, students remain indoors for the whole of playtime.

We are extremely fortunate at our school as we have excellent reverse cycle air-conditioners which are able to keep the classrooms comfortable all year round.

# School Policies

## Complaints and Concerns

It is our intention that all parent complaints are managed in a fair, efficient and effective manner.

The following is a basic, two step procedure to follow when making a complaint or expressing a concern:

- Step 1** Speak directly to the staff member who is involved. Complaints and concerns are best addressed by speaking with the person involved. To ensure the matter can be discussed thoroughly, it may be more effective to call and make an appointment. Alternatively, you may wish to discuss the issue over the phone.
- Step 2** If you are unable to resolve your issue, please make an appointment to speak with the Principal or Wellbeing Leader. They will ensure that your issue is followed up and hopefully able to find a resolution. If you still feel like the issue has not been resolved they will also be able to guide you through the next steps in the process.

## School Card and Payment Plans

The School Card scheme offers financial assistance with school fees (materials and services charges) for students attending government schools in that year.

Eligibility income limits for a student attending a government school.

Number of dependent children	Gross annual income limit	Gross weekly income limit
1 child	\$59,432	\$1,143
2 children	\$60,493	\$1,164
3 children	\$61,554	\$1,185
4 children	\$62,615	\$1,206
5 children	\$63,676	\$1,227

For further information please visit.

<https://www.sa.gov.au/topics/education-and-learning/financial-help-scholarships-and-grants/school-card-scheme>

For parents who are not eligible for school card but find it difficult paying for school fees all at once, please talk to Clair, our business manager about setting up a payment plan.

# Forms/Consents/Reports

## General Consent Forms

In your New Student Welcome Pack, you will have received the following forms.

**Media Consent**

**Travel Permission**

**ICT Consent**

**Headlice Inspection**

**Swimming Consent**

We ask you to read these carefully, fill them out and return them to the Front Office. If you need any details clarified please feel free to contact the front office.

## Reporting - Term by Term

Our Staff members are happy to meet with you if you wish to discuss your child's progress or if you wish to raise any matters of concern.

Term 1—Parent/Teacher Interviews

Term 2—Written Report

Term 3—Optional Parent/Teacher Interviews

Term 4—Written Report

## Dress Code

### School Colours

The school colours are bottle green and golden yellow.

### School Logo

It is encouraged to have the school logo printed on tops. Brand names on clothing are discouraged. SAPSASA / State tops are allowed to be worn on Fridays.

### Jewellery

Safety is important and to help us with this, no large items are to be worn (big, dangling earrings, bangles). Small simple, discreet studs / sleepers and necklaces are acceptable.

**Please label all clothing as many clothes end up in lost property and we can only return items that have an owner.**

School uniforms are available to purchase from Tri State Graphics

216 Renmark Avenue, Renmark Phone: 8586 5815

Hats and quality second hand uniforms can be purchased from the Front Office.

# School Uniform

## Hats

A broad brimmed or bucket hat must be worn all year round with any cords removed.



## Tops

School polo top in bottle green. White and green chequered summer dresses. Bottle green jumpers or windbreakers.



## Pants

Shorts and track-pants in bottle green, black or grey. Neat denim jeans and shorts are also allowed. Shorts must come down to mid-thigh.



## Shoes

Footwear must be covered and secure and appropriate for sports lessons.

## Excursions, Camps and Information

Throughout the year, your child will bring home a variety of forms, for camp, excursions, school photos, sporting activities and various other activities.

If at any time you require assistance filling out forms or have any questions, please do not hesitate to contact us, either by phone or by coming in to the Front Office

We are always happy to help.

## Newsletters

Every Wednesday of the odd weeks you will receive a newsletter, this is a great way of keeping up to date with School news and is also available to view on our Facebook page.

## School Dental

Riverland Oral Health is located at 10 Maddern Street Berri, Please contact them for an appointment on 8580 2700

# School Policies

The following is a brief overview of our school's policies. For a comprehensive copy of any of our policies, please contact the Front Office.

## Reception Intake

In accordance with the Department for Education policy, all children turning 5 on or before the 30th of April 2020 are entitled to start school on the first day of Term 1 2020. Children who turn 5 on May 1st or after are entitled to start school on the first day of Term 1 2021.

## Changing schools.

Children who are primary school age wishing to transfer to Renmark West Primary School can do so, in consultation with the Principal and the Business manager at any time during the school year.

## Attendance

All children are expected to attend every day the school is open. We are committed to your child achieving their full potential. For this to occur it is important that your child attends regularly. Research strongly identifies that regular absences, lateness and leaving early has significant impact on a student's learning. We understand that illness or family reasons may preclude your child attending for a short period of time.

You can contact the school to notify us if your child is absent either by phone or email.

## Punctuality is important

The beginning of the day is an important learning time and so teachers try to begin the day on time. This means that when the bell goes at 8:55am the roll is called and classes commence. It is important that children arrive at school with enough time to get organised for the day in order to begin learning at 8:55am. Children arriving after the roll is marked are recorded as late.

## Late arrival / early depart

If your child arrives late to school please inform the front office that your child is now at school. Likewise if your child needs to leave early, you will need to sign them out at the front office.

## Extended absences.

If you are aware that your child is going to be away for more than 1 week, eg on a family holiday, an exemption form needs to be filled in before you depart. This can be obtained from the class teacher or the front office. If you would like your child to do some school work during this time, please give your child's teacher at least a week's notice to get work organised for them.