

Family Information 2019



Baldivis Gardens Primary School
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Welcome from the Principal

Welcome to Baldivis Gardens Primary School. We are so glad you have chosen to join us in 'The Garden' in 2019. Our vision is to work closely with you to share the responsibility for your child's growth and development. We are committed to providing a safe and nurturing environment where your child will thrive and our school community will flourish.

We opened in February 2017 with 219 students and although we are growing steadily we are fortunate to be able to offer you a small school environment with modern new facilities. With exemplary teachers and clear strategic direction articulated in our 2017–2019 Business Plan, our focus is on individual student growth and development. We offer an explicit and consistent whole school approach to the teaching of Literacy and Numeracy and our specialist areas of Science, Music, Physical Education and STEM (Science, Technology, Engineering and Maths), together with clearly articulated expectations of behaviour, ensure we cater for the whole child in a safe and nurturing environment.

At Baldivis Gardens PS we create an environment where all students know that they belong, that they are cared about and a school community where we are all connected. We want our students to live and enjoy the present, that each day is an opportunity to grow and shine and as we take this journey of education together we do this through a shared responsibility of home, school and the personal responsibility of our students as they discover that they can achieve anything they desire as they grow and thrive. I commend to you our two Deputy Principals, Mrs Mel Stewart and Mr David Batt, who work closely with me to provide strong, personable leadership in 'The Garden'. We each bring different skills, knowledge and experience to our roles and we are keen to build close working relationships with you in 2019. Please don't hesitate to contact us if we can assist you in any way.



Mr David Paine
Principal

Background

Baldivis Gardens Primary School is an Independent Public School which opened in February 2017. The school offers 'state of the art' facilities including four classroom teaching blocks, an administration block, a library and a fully enclosed covered assembly area. The school opened with 219 students and currently has 385 students. Future growth is dependent on the growth of housing development in the Baldivis area. Staff have been merit selected and bring rich and varied experience and knowledge.

Governance of the School

As an Independent Public School, a School Board was elected comprising of teachers, parents and community members. The School Board meets twice a term and works closely with the Principal to oversee the strategic direction of the school and to ensure the school's Business Plan is being implemented and the school is on track to achieve the targets contained within the Business Plan. The School Board does not manage the day to day running of the school as this is the responsibility of the Principal.

Our Strategic Planning

Our Business Plan was developed in 2017. This Business Plan clearly articulates our school's vision statement, our outcomes, and strategies to achieve these outcomes over a three year period (2017 - 2019). The Business Plan also includes targets to be achieved over the three years. Our school will be externally reviewed in our third year and the Business Plan will be the focus for this review.

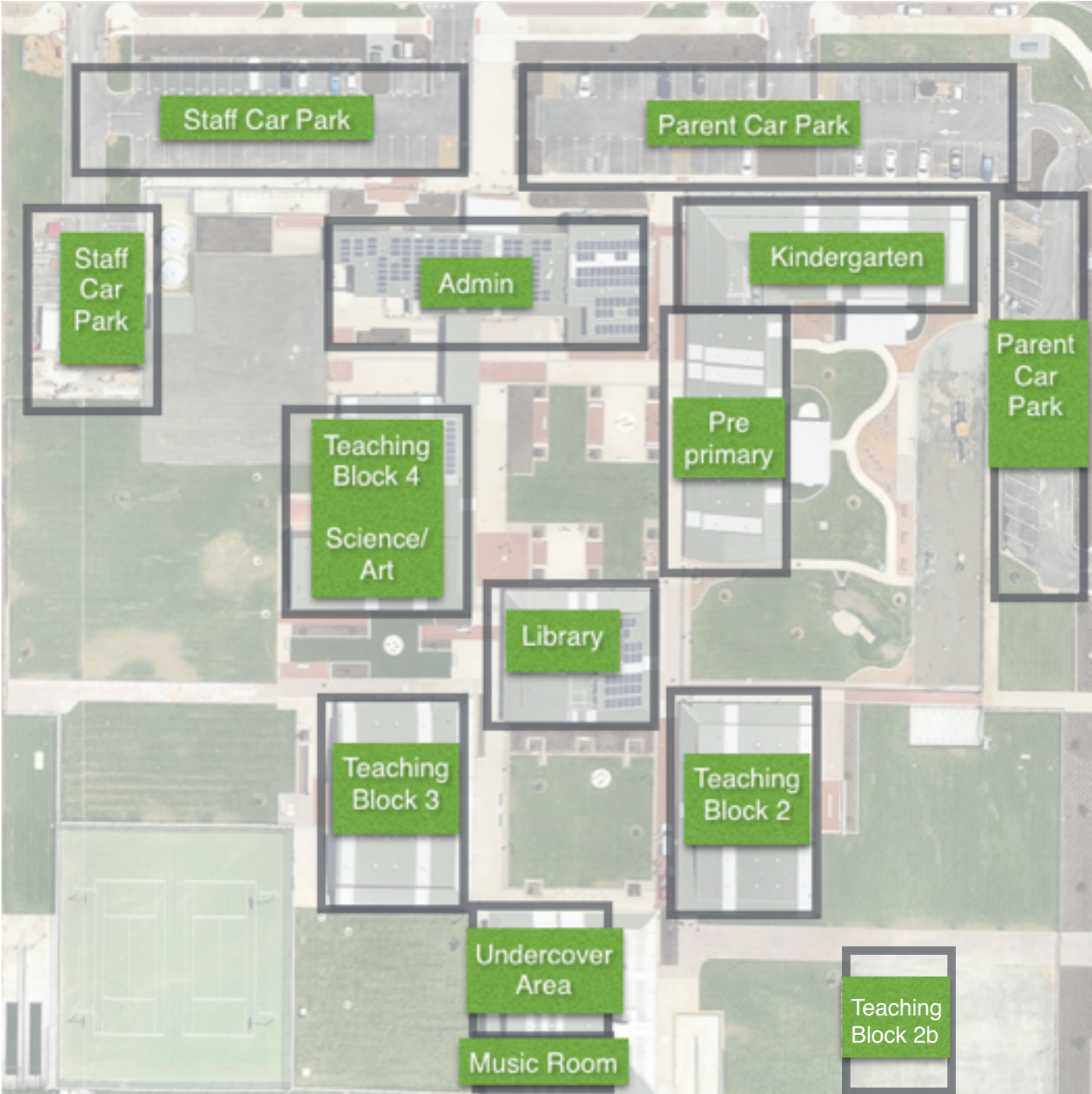
Vision

To nurture students in a safe and supportive learning environment where parents and staff take shared responsibility for student growth and development, resulting in students who thrive and a community that flourishes.

Motto

Nurture Grow Thrive

SCHOOL MAP



OUR STAFF

Administration Staff

Principal	David Paine (until August 2019) Jayne Ebsworthy (From August 2019)
Deputy Principal	David Batt (Specialist STEM, Numeracy and Leadership 2-6)
Deputy Principal	Mel Stewart (Early Childhood Leadership and Literacy Support)
Manager Corporate Services	Tamra Law
School Officer	Shiralee Harvey

Teaching Staff

Kristy Bailey	Sophie Capewell
Margaret Connor	Rosemary Leed
Rochelle Taylor	Emma McKay
Hayley Ashwood	Liam Richardson
Natasa Vujovic	Clare Addison
Kate Graham (Music)	Lisa Merta (Languages-German)
Kym Raphael (Science)	Kerry Gibson
Emily Bruce	Tayla Honey
Jamie Gardiner (Physical Education)	Chloe Thorpe
Hannah Steiner	Tessa Cooper
Lloyd Doherty	
Kimberley Hoffmann	

Support Staff

Library Officer	Maria Goddin	
Education Assistants	Michelle Bruce	Lisa Adams
	Helen James	Rebecca Brooksbank
	Cate Bartle	Teresa Musilli
	Tanya Ferguson	Marlinda James
	Rebecca Velda	Nicola Carroll
	Charlene Okely	
	Matthias Kraut (Languages Assistant)	
School Chaplain	Deb Cunningham	
School Psychologist	Lesley Reid	
Caretaker	Paul Hillam	

IMPORTANT DATES

24th of January 2018 - Booklist pick up 2:30 pm - 4:00 pm - from the school

Term Dates 2019 (for students)

Term 1	Monday 4 February	-	Friday 12 April
Term 2	Tuesday 30 April	-	Friday 5 July
Term 3	Tuesday 23 July	-	Friday 27 September
Term 4	Tuesday 15 October	-	Thursday 19 December

School Development Days (for teachers - students do not attend)

Term 1	Thursday 31 January, Friday 1 February
Term 2	Monday 29 April
Term 3	Monday 22 July
Term 4	Monday 14 October

Public Holidays (occurring during school terms)

Labour Day	Monday 4 March
Western Australia Day	Monday 3 June

School Times

Our school times are as follows:

8.25 am	Classroom doors open (Children and parents arriving at school prior to 8.25 am are asked to wait in the undercover area. Supervision is provided from 8:10 am)
8.40 am	School day commences - Morning Session
10.40 am	Recess
11:00 am	Middle Session
1.00 pm	Lunch
1.40 pm	Afternoon Session
2.50 pm	End of school day

SCHOOL INFORMATION

New to our school?

Beginning a new school can be a daunting prospect. Some ways to make it easier for your child include:

- drive or walk past the school and engage your child in conversation about the school
- talk to other children in the community about the new school
- organise playdates with children you know are at our school

Contact the administration staff if you have any concerns or any questions you may like answered before school begins.

Special Needs Transition

Enrolled students who have special learning needs will have additional opportunities for transition to their new school environment both at the end of this year, and at the beginning of next year. Parents who feel their child needs extra consideration in regards to transition are asked to contact the school via phone, email or message on Facebook. It is very important the school receives documents related to a special needs diagnosis. Please ensure the school has a copy of all documentation so we can provide the best support for your child.

Medical Conditions

If your child has a medical condition and you have not noted it on your enrolment form, please contact us as soon as possible. It is vital that we have the correct allergy, asthma and anaphylaxis information so we can educate our staff on supporting your child at school. If your child is currently seeing another therapist or professional to support their development please inform us.

Starting School in 2019

Friday 1st February

Class lists will be posted in the courtyard behind the Administration Block from 1.30 pm – 3.00 pm on Friday 1st February. Students are invited to visit their classroom and meet their teacher in preparation for Day One.

Day One Monday 4th of February

Classrooms will open from 8.15 am on this day with school commencing at 8.40 am. Parents are invited to take their children to their classrooms between 8.15 am and 8.40 am. At the end of the day, parents are invited to gather in our covered assembly area from 2:30 pm for a parent meeting with the Principal. Students (PP to Year 6) and staff will join the parents in the covered assembly area for an assembly prior to being dismissed at 2.50 pm.

Booklist Items

Booklist items can be purchased through Ziggies or independently. Years 1 – 6 students please name all items including individual pencils. Kindergarten and Pre-primary pencils and crayons do not need to be individually named as these will be shared.

If you have pre-purchased your booklist items from Ziggies, they will be ready for collection from 2:30 pm - 4:00 pm on the 24th of January at the school.

Uniforms

Our uniforms are supplied by Willeton Uniforms. A uniform ordering form can be collected from the front office and orders can be made either online or by completing the order form with credit card details and returning it to the front office. Pick up orders will be delivered to the school office each Wednesday. They can also be delivered to your home address for a small fee. Uniform samples for all sizes are in the front office for sizing.

Uniforms for Baldivis Gardens are:

- School monogrammed polo shirt
- School monogrammed jacket (Winter)
- School printed hat with reversible faction colour
- Navy bottoms (may be purchased anywhere)
- Library Bag with school logo

Parent Teacher Meetings

Every class teacher will hold a parent meeting in Week 3. You will be notified of the meeting times early in Term 1.

Our Priority Areas and Specialist Programs

Baldivis Gardens Primary School will have the following priority areas:

- English
- Mathematics
- Science
- Health and Physical Education

We will offer specialist programs in the areas of:

- Science
- Music
- Physical Education
- STEM (Science Technology Engineering Maths)
- Languages - German

The Teaching of the Languages Curriculum

The teaching of Languages is mandated in all public primary schools for Years 3 and 4 in 2019. All public primary schools in the Baldivis Cell have committed to the teaching of the German language. This is due to the professional support available through the well established program at Baldivis Primary School and the commitment of all Baldivis schools to establish a Languages program that has a seamless transition to Baldivis Secondary College. Baldivis Gardens has a clear vision for the teaching of Languages. We want our students to be immersed in the German language from Kindergarten to Year 6 and we are committed to ensuring Languages learning is meaningful and integrated across the curriculum.

Therefore, we have created an integrated curriculum scope and sequence called 'From Forest to Garden' that includes Humanities, Science and Languages. We have also created a school garden to support this project and allocated an education assistant to assist our teachers in the garden. A German speaking languages assistant has been employed and she will support the German languages teacher. Our teaching staff have also committed to integrating German into their teaching across the other curriculum areas.

We are excited about this vision and we are keen to hear from parents with an interest in languages and those who speak German.

School Rules

Our school has clearly articulated school rules with clear consequences that are understood by all students. These school rules are explicitly taught at both the class and school level and consistently reinforced. Most behaviour will be managed at the classroom level but at times the classroom teacher will seek the support and involvement of the administration team. Both classroom teachers and the administration team will communicate with parents and carers to support and manage extreme or persistent inappropriate behaviour.

Our three clear rules are:

- 1) Keep hands, feet and objects to yourself
- 2) Don't call out in class
- 3) Follow teacher directions immediately

GROW Ethos

We are committed to maintaining a positive school environment where students feel safe and supported. In order to do this we follow the 'GROW' ethos which standards for:

- G** - Gain Knowledge
- R** - Respect Everyone
- O** - Own Your Actions
- W** - Work Hard

Behaviour Management and Values

Our school will teach and reinforce the Nine Values for Australian Schooling and these will be explicitly taught and promoted at both the class and school level. Follow the link below for more information: http://www.curriculum.edu.au/values/val_national_framework_nine_values,14515.html

Care and Compassion

Care for self and others

Doing Your Best

Seek to accomplish something worthy and admirable, try hard, pursue excellence

Fair Go

Pursue and protect the common good where all people are treated fairly for a just society

Freedom

Enjoy all the rights and privileges of Australian citizenship free from unnecessary interference or control, and stand up for the rights of others

Honesty and Trustworthiness

Be honest, sincere and seek the truth

Integrity

Act in accordance with principles of moral and ethical conduct, ensure consistency between words and deeds

Respect

Treat others with consideration and regard, respect another person's point of view

Responsibility

Be accountable for one's own actions, resolve differences in constructive, non-violent and peaceful ways, contribute to society and to civic life, take care of the environment

Understanding, Tolerance and Inclusion

Be aware of others and their cultures, accept diversity within a democratic society, being included and including others

Social Skills Training and Protective Behaviours

Baldivis Gardens Primary School has a focus on Physical Education and Health. Mental health and social and emotional well-being are very important aspects of our Health curriculum. We have chosen a social skills program called Highway Heroes and every year students will be taught protective behaviours.

We look forward to parents supporting us as we provide a safe and supportive environment, instilling positive behaviours and equipping our students with the strategies to become confident, resilient young people.

Attendance

Developing the habit of going to school every day is vital so children do not miss out on important ideas and skills they need for future learning. Did you know:

- missing half a day of school each week equates to one month of missed learning per year
- the attendance habits set by children when they first start school continue throughout their school life
- if your children miss half a day of school each week between Pre-primary and Year 10, they would miss almost one full year of learning
- learning is cumulative – if your children miss a day, it is harder for them to catch up

Parents are asked to inform the school by email, phone or SMS when their child is absent from school. Parents are also asked to notify the school if they are taking their child out of school for a holiday. The Principal does not approve leave for holidays in order to give a clear message to the community that every day at school matters. Parents make the choice to go on holidays in school time after considering carefully the impact on their child's learning and their family situation. The school does not provide work packages for holidays.

For Absences contact us - Email: BaldivisGardens.PS@education.wa.edu.au

Phone: 08 9523 7000

SMS: 0438 963 241 (Child's full name, date of absence, reason for absence.)

Student Health Records

Please ensure that student health records are kept up-to-date at all times. This is vital to ensure we treat your child appropriately in the event of an emergency.

Medication

In accordance with the Department of Education policy, parents requiring medication to be administered to their child at school need to complete and sign the necessary medical forms at the front office. If your child has an ongoing medical condition or a condition which may require attention from time to time, a MEDICAL ACTION PLAN must be developed. Please advise the school if such a plan needs to be developed so the appropriate procedures can be put in place.

Student Details Update

Please ensure your child's student details are up to date on our system. If you have changed your address, email or phone numbers then we need to know. It is very important in an emergency or when your child is sick that we have your correct contact details. Our funding system also relies on accurate student enrolment information being entered to ensure we are resourced correctly.

Parenting Plans

The School Education Act 1999 requires parents to keep us informed of any parenting plans, Family Court orders or other orders which apply to your children. These are important information for us and are treated in the strictest confidence.

Getting to School

All families living close to the school are actively encouraged to walk or ride bikes to school. This will promote healthy lifestyles and avoid dangerous traffic congestion around the school. The school has enclosed bike racks, however all bikes and scooters should be locked and all children should wear a helmet when riding. The school will be promoting walking and riding to school.

Healthy Eating and 'Wipe out Waste' Lunch Boxes

Healthy food provides the energy and nutrients children need in order to grow, develop and concentrate through a busy school day. To promote healthy eating and sustainable living we promote 'waste free' lunch boxes. Parents are asked to support us by providing lunches and snacks that are healthy and have minimal packaging. Please consider this when buying lunch boxes for school. We promote a 'Crunch & Sip' program. This gives students the opportunity to crunch on a piece of fruit or vegetable and sip water while they are working. Please also be aware that we have students with nut allergies at school. Refrain from sending whole nuts or using nut spreads (peanut paste or nutella) as they can potentially trigger an anaphylactic reaction.

Collecting Students During School Hours

Authorised persons wishing to collect students during school hours must go to the front office first where they will be issued with a Student Release Form. This release is then handed to the teacher when picking them up from their classroom. This ensures that appropriate adults are the only ones collecting students from school. Please ensure your nominated authorised persons have photo identification on them.

After School Pick Up

Kindergarten and Pre-primary children must be collected from the classroom by parents or a designated adult. Other students from Years 1 – 6 will be released by the classroom teachers on the final siren. Parents of students in Years 1 - 6 make their own arrangements as to where they meet their child.

Parents please note: If you bring your car to pick up your child, you must get out of the car to greet your child, as no child is to walk through the car parks unattended after school. This is to ensure your children's safety. There are two car parks available to parents but we do request that parents do not to use the Staff/Dental car park area. Remember that whenever possible please walk to and from school.

Communication

We value our relationships with parents and guardians and know that clear communication is vital in supporting students both in the school and at home. Communication needs to be two-way. We communicate with parents through emails, telephone, SMS and the Department of Education's Connect Parent Portal. This portal provides you with access to notices and documents from the classroom and provide a method of communication with the teacher. Our weekly school newsletter, 'News from the Garden', is sent out through Connect at the beginning of each week.

Details of your Connect login, how to use the system and how to download the app will be provided after enrolment.

We also have a school Facebook Page, Baldivis Gardens Primary School. This is a way to share school events and happenings with parents, family and the wider community. If you do not want your child's photo on Facebook you must indicate this on your enrolment form or contact our school office. No student names are published.

Please let us know if you have any concerns at any time. Teachers will be available before and after school and during their classroom planning times for appointments. It is essential that you arrange a time for an appointment with the teacher. These can be made through the classroom teacher or administration.

Payment of Voluntary Contributions and Charges

A Baldivis Gardens Primary School billing statement will be issued to parents at the commencement of the 2019 school year detailing school voluntary contributions for each student. It would be appreciated if these voluntary contributions could be paid by the end of Term 2.

Parents will receive details of the excursion, activity or in-term swimming costs as they occur and a permission slip which must be signed and returned to the school with payment. Payment for each excursion/activity must be paid prior to the event.

Payment plans are available please speak to Tamra Law our MCS in the front administration office.

Payments

Payments can be made to the front office by cash, EFTPOS, QKR or Direct Deposit. Any payments brought to school by students must be in a sealed envelope with the students name, room number, and details of the payment clearly marked on the front of the envelope. All payments are to be placed in the payment collection box located at the front office. Please note no payments are collected by teachers in classrooms.

Direct Deposit: Account Name - Baldivis Gardens Primary School

BSB: 066040 Acc No: 19903864 Reference - Child's Name and Purpose.

Online payments through QKR!

Online payments can also be made by using the 'QKR! By Mastercard' app. This provides a secure and easy way to pay for school items from your phone at a time and place that suits you.

With Qkr you can:

- pay for school voluntary contributions and excursions
- see your receipts on the app and get them sent by email if required

Information about this is available on our school website.

Assembly Day

Our community assemblies for PP-Year 6 will be held on a Friday morning commencing at 8.50am, 3-4 times during the term. Assemblies will be on the term planner that will be sent to you each term. Parents are invited to attend community assemblies.

Dress Code

School uniform is required from Kindergarten to Year 6. Please ensure your child has the correct uniform including a school hat. There is a 'no hat no play' policy and students will be directed to the covered assembly area at recess and lunch time if they do not have a hat. Shoes or sandals must be secured to children's feet. Thong type sandals are not appropriate as they present a risk to their safety. Jewellery should be limited to sleeper or stud earrings and a watch if required.

Factions

Our four faction colours are red, green, blue and gold and each child is allocated a faction after enrolment. Every child is expected to wear a school hat which is reversible and has the child's faction colour on the inside. We do not have faction shirts to avoid additional cost and ensure our students always look smart in their consistent school uniform.

Children's Property/Belongings

We strongly discourage students from bringing in valuables and toys to school and no responsibility is accepted for loss or damage to students' personal property. If an item is brought in to support the students learning program, teachers may place it in a safe place for the day.

Mobile Phones

Please avoid sending your child to school with a mobile phone. If you need to send your child to school with a mobile phone they will need to be left at the office for the duration of the school day and picked up at the end of the day. Mobile phones will be locked away during the day. Students are able to use school phones if they need to communicate with you through the day. Messages to students can be taken through the front office.

Birthdays

Everyone loves to celebrate birthdays but let's keep it simple. If you wish your child to have a special celebration with their class please send small individual cup cakes or muffins with minimal toppings. Please do not send lollies or other gifts for class members and ensure that cupcakes contain no nuts.

P & C Update

We have a Parents and Citizens Association which organises a number of successful fundraising events for our school. Our P & C is keen to help our school by raising funds for much needed play spaces and playground equipment. However, more support is needed from our parent community. The Annual General Meeting for 2019 will be held at the beginning of Term One so please show your support of our school by attending. Many hands will make light work and your children will benefit greatly from the fundraising efforts of our P & C.

