



Welcome to Warradale Primary School



Dear Parents,

Welcome to our school community. We trust that you and your child will enjoy your time at Warradale Primary School. We take pride in being a small, friendly community minded school. It is our intention to make your entry into our community as easy as possible, so that you and your child can feel confident to join in our school activities.

At Warradale we endeavour to provide variety in school life and to encourage active participation by all concerned with your child's education - you, your child and our staff.

The purpose of this information booklet is to present a broad view of the school's basic policies, organisation and facilities. We believe this information will allow you to understand what we are trying to do, and how it involves you and your child. It will enable all to have a clear understanding of our common purpose. We trust that the content in this booklet will answer many questions that may arise throughout a school year. If at any time you feel you would like further clarification, please do not hesitate to contact the School Office.

Greg Graham
Principal

Carey Greenslade
Chairperson Governing Council

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HISTORY

We acknowledge the Kurna people as the traditional owners of the land on which the school stands and we respect their spiritual relationship with their country. To the Kurna people the area around the Sturt River (known to the original inhabitants as 'Warriparri' or 'Warreparinga') provided a source of shelter, food and implements for hunting and gathering.

The Warradale area was once a part of an estate founded by Samuel Kearne in 1844. The estate was known as Oaklands Estate. By the beginning of the First World War about twenty houses had been built on the estate. It was also at this time that the Oaklands Railway Station was built. By the 1930's much of the area was dominated by orchards growing peaches, oranges and almonds. Warradale Primary School is built on the site of one of these almond orchards.

The increase of population which took place in the 1950's led to the establishment of this school in 1960. The school opened in May of that year with an enrolment of 274 children. Five years later the Canteen was built and by 1969 the school population had reached 700. An Infant School was opened in 1966 but was to amalgamate again with the Primary School in 1971.

In 1982 the Priority Projects Office took over the buildings on the eastern side of the oval and have subsequently developed part of that building into an Urban Camp School for children from isolated country areas (1983). The management of the Urban Camp School was transferred to Warradale Primary School in May 1999.

In 1991 a section of the school campus was sold to the Children's Services Office and a Child Care Centre was built on that site. The Child Care Centre opened in March 1993.

The Resource Centre was relocated and redeveloped in 1995, and the Activity Hall was opened September 1995. In July 2000 an existing shelter shed was enclosed to create a Middle Schooling Unit for our two senior classes. An additional classroom was brought into the school at the beginning of Term 4, 2001. Three classrooms were redeveloped over the 2001/2 summer holiday break, whilst Rooms 3, 4 and the Resource Centre underwent upgrading over the 2003/4 summer holidays. During 2006 the Junior Primary block and toilets throughout the school were upgraded. The grounds were further improved with automatic sprinklers, a new early years' playground, and provision of signage and fencing. During 2008 extensive landscaping occurred around the courtyard and school perimeters. 2009 saw the development of Warradale Wetlands on land adjoining the Camp School site. 2010 the Early Learning Centre was built and renovations to the OSHC room commenced. In 2012 the Interactive Native Food Forest was started and during 2013 @ 2014 shades over the playground areas were installed and the Canteen was upgraded with new cupboards. 2014 also saw the air conditioning of the Activity Hall.

We deliver high quality learning in a safe and caring environment

Warradale Primary School Vision Statement

'Our School Community supports the social and academic abilities of our students to enable them to become confident and inquisitive life-long learners.'

Mission Statement

At Warradale Primary School we value caring, courtesy, responsibility, respect and courage.

Our school strives to enable students to be confident, resilient and respectful individuals who value learning.

Our school is committed to providing a safe, positive and supportive learning environment to enable the students to develop self-esteem and success in their schooling.

Students are encouraged to make the most of their school experiences and thrive through recognition of their achievements.

Learning at Warradale Primary School is an ongoing process that builds on prior knowledge and experience. Students are taught to extend their knowledge by analysing, conceptualising and applying ideas so that they can become inquisitive thinkers who are able to solve problems with confidence.

Students are encouraged to take risks and participate in a wide range of school programs that will extend them socially, academically and culturally.

We strive to have our parents, teachers, and community members actively involved on our students' learning.

We teach the students to be environmentally conscious, with involvement in a variety of various school & community programs including wetlands, native garden and vegetable gardens.

Warradale Primary School provides a learning framework that enables students to understand and respond to a changing world. It enables individuals to fulfil their role in the larger pattern of life and develops self-sustaining, life long learners. Warradale Primary School is characterised by students who are eager to learn and willing to take responsibility for that learning.

SCHOOL VALUES

The school community operates with a strong values base. These values are explicitly taught and understood by all community members. They are interpreted as actions by students, staff and parents, forming the basis for all interactions. Warradale Primary School values are:

- **Courtesy** in our dealings with others
- **Caring** through safe and supportive interactions
- **Respect** by demonstrating an appreciation for human dignity
- **Courage** to take considered risks and persist when faced with challenges
- **Responsibility** in leadership and accountability for decisions and actions

2013 -15 Priorities

(What do we want to do over 3 years?)

Every Child Achieves Their Potential

Cultivate a High Standard of Learning & Achievement ...

The key priority is:-

To support and challenge students' education through rigorous learning programs that reflect the Australian Curriculum

Excellence in Education and Care

Improve Student Learning through Quality Teaching...

The key priority is:-

To develop the school's culture to engage all learners in student centred, inquiry based learning through a consistent school wide approach

Connect with Communities

Parents as Partners in Care and Education:

The key priority:-

To strengthen the partnership with the school's community in order to provide the best possible learning environment for all children.

A Successful and Sustainable Organisation

Effective educational and care systems responsive to the needs to students.

The key priority is:-

To enhance best practice in teaching & learning, administration and infrastructure to the highest possible standards.

SCHOOL OPERATIONS AND PROCEDURES

Assemblies

Several times per term we have a whole school assembly. These are held on a Friday at 9:10am. Classes take turns to organise and conduct these assemblies, with students introducing items performed by classes or groups of students. Parents are encouraged to attend. Assemblies are advertised in the school newsletter.

Attendance

All students from the age of six years are legally required to attend school unless there is a satisfactory reason for non-attendance on particular occasions. Teachers are required to keep a roll book of attendance, and must also provide a reason for each absence (eg. illness, acceptable family reasons.) If you fail to notify the school of the reason for non-attendance (eg. by way of a note, phone call, discussion with teacher) then the absence is recorded as "unexplained". A record is also kept of late arrival for school. A written note is required for any **absence** or **lateness**. You are asked to ensure that your child is at school by 8.45am to enable them to be in class for the commencement of lessons at 8.50 a.m.

Bank

The school encourages regular banking. Weekly, on Tuesdays, your child may put money into his/her bank account by bring their voucher book and money into the office. This service is provided by Bank SA and forms are available from the School Office.

Beginning School

As from 2014 all SA schools will only have one intake, all children that are five or will turn 5 before 1st of May that year will start school at the beginning of the year. If a child turns 5 after 1st May they commence school at the start of the following year.

New Reception children commence school at 8:50a.m. on the first day of term one.

If you are concerned about your child's ability to cope with the demands of a full day at school, please talk with the class teacher about an earlier dismissal during this period of adjustment. The transition from kindergarten to school will involve new challenges for your child, and it is important that we ensure it is a happy and successful experience.

A transition program exists between Preschool/Kindergarten and Reception. See under

TRANSITION

Preschool/Kindergarten to Reception.

Behaviour at School

Warradale Primary has guidelines to assist in the positive management of student behaviour and encourages individuals to be responsible for their actions. It is based upon our 5 values of Respect, Responsibility, Caring, Courage and Courtesy.

The following is our school code of conduct:

- Play fairly
- Do our best in our learning
- Do the right thing
- Use build ups
- Be kind to ourselves, others and the environment

School staff use restorative principles by talking with students about any behavioural issues using the questions 'What happened?', 'What were you thinking at the time?', 'What have you thought since?', 'Who has been affected by your actions?' 'How can you make it right?'

Harassment or Bullying is not tolerated at Warradale. Student leaders are consulted about guidelines for countering harassment and all classes provide explicit instruction on this guide.

Playground Behaviour

Students are supervised in their play at recess and lunchtimes. During lunch play teachers and student leaders take an active role in the yard, providing additional supervised games and activities. Sporting equipment is provided to promote engagement in active play. Teachers encourage positive play through encouragement and stickers.

If there is an occasion where playground interactions result in unacceptable behaviour then children may lose playtime and parents may be notified.

Class Behaviour

Classes commit to a behaviour agreement based upon the school values. This agreement is clearly displayed in the room.

Class agreements include:

- Attentive Listening - we listen with our ears, eyes and hearts
- Mutual Respect - we treat people the way we want to be treated
- Appreciation / Build Ups - we speak kindly to others and think of other peoples feelings
- Doing Our Best - we take pride in our learning and do our best at all times
- Safety - always think of safety first

Teachers use positive incentives designed to encourage cooperation and provide supportive reminders to assist children to monitor and adjust their behaviours. Occasionally students require a conference away from their class to help them make good choices that will restore their relationship with their peers and teacher.

Bicycles / skateboards / scooters

We encourage children to ride bicycles (skateboards / scooters) to school but only when they know all the road rules and/or are under adult supervision where necessary.

Bicycles, skateboards and scooters must be left in the bicycle enclosure during the day. No bicycles, skateboards or scooters may be ridden within the school grounds. Children must wear cycle helmets if riding bicycles or 'small wheeled vehicles' to school.

Book Club

Twice a term you will receive a circular giving details of books you may purchase for your child at a nominal cost. This service is made available by the Scholastic Book Club. Money and order forms are paid in at the Front Office. The books take approx 2 weeks to arrive. The school benefits from this by earning bonus points allowing them to purchase books for the library.

Breakfast Club

Each Wednesday morning from 8:15, children and parents are invited to attend the Breakfast Club in the school Hall. Volunteers from the school community and local churches provide a nutritious and interesting meal that includes fruit, cereal and protein. The purpose of this meal is to promote healthy eating in a social context.

Canteen

The School Canteen provides a valuable service to our school community as it offers a cheap, nutritious menu with low fat, sugar and sodium levels. It also provides some treat type items for occasional purchases. However these are strictly monitored and limited. You will receive a price list for ordering whenever a new list is published and a copy is available on our website. The Canteen is open for students at recess and lunchtime, and provides a safe environment to allow children to manage small amounts of money.

Lunch orders are collected in each classroom at the beginning of the day. Money (preferably correct money) must be wrapped and placed in a lunch bag (obtained from the office) with the following printed on the outside:

Student's Name ... Room Number ... Lunch Order ... Amount Enclosed

Lunches are delivered from the Canteen just prior to lunchtime, and students eat their lunch with their teacher between 12:50p.m. and 1:00p.m. All lunches must be paid for on the day.

A manager operates the canteen. However we are dependent upon voluntary help to ensure prices remain at a reasonable level. If you are prepared to help in the Canteen, please let the school office know. Your offer will be greatly appreciated.

The canteen relies upon regular use by the school community. Your patronage (however occasional) will help ensure that this service can be maintained.

Communication

The school has the electronic link Skoolbag, this can be downloaded onto IPHones and Android, search in your App store for Warradale Primary School, this tool is used for communication between home and school, newsletters, lateness, illness and reminders for upcoming events.

Community Use of Facilities

Warradale Primary School is fortunate to have a large outdoor area for the children and the community to use. Over the years various community and social groups have used our grounds for a small fee. Throughout the year the children use the grounds in their physical education program and for after hours school sports such as Netball, Soccer, Cricket, T-Ball and Volleyball.

The hall is available for hire by community groups and sporting organizations.

Computers

Each classroom is equipped with six computers, printer, scanner, digital camera, video camera an interactive whiteboard (large touch screen computer). This has increased student access and integrated technology into all aspects of the curriculum. A computing room provides a teaching and learning facility that enables whole class participation in ICT.

School computers have the capacity to access the Internet, and an **Internet Agreement** signed by both student and parent is required before students can access Internet sites through the filtered *sa.educonnect* service. Further to this agreement, students may not download music, must adhere to copyright rules and can use only school CDs.

Consent Forms

Upon enrolment you will need to complete:

1. A general consent form (e.g. for local excursions, photographs etc)
2. A form to indicate that you are able to help in the canteen.
3. An Internet Agreement form
4. OSHC enrolment form if required

It is imperative that we are notified of change of address or telephone number, or changes of emergency contacts.

Curriculum

Our school's curriculum is based on the Australian Curriculum. The school curriculum has nine learning areas:

English	History
Health and Physical Education	Science
The Arts	Geography
Languages other than English (Japanese)	Design & Technology
Mathematics	

Custody (Parenting Orders)

The school should be informed of Parenting Orders (formerly custody and access) and sight legal documents where appropriate. Where there are specific limits on contact with another person, it is very important to keep the school fully informed. It is a child's legal right to have contact with both parents unless legal documentation states otherwise.

Electronic and Digital Devices

Students should not bring mobile phones, CD players, cameras, i-pods etc to school. If it is essential for a student to have access to a mobile phone, then they must be turned off, placed in the front office for safe keeping during the day and collected after school.

Enrolment Procedures - Reception

You will need to fill in an enrolment form and this should be done prior to your child beginning school. Early enrolment of reception children assists the school with its planning. The close off date for enrolment forms is the first day of Term 4

As of 2014 all SA schools will only have one intake, all children that are five or will turn 5 before 1st of May that year will start school at the beginning of the year. If a child turns 5 after 1st May they commence school at the start of the following year.

Evacuation / Invacuation Drill

For safety reasons evacuation and in-vacuation drill procedures are explained to the children early in the year and there are regular practices. These drills are conducted each term.

Fees

Materials and Services Charge

A standard Materials and Services Fee is proposed during November of each year by the school's Finance Committee which is approved by the Governing Council at an open meeting and adopted the following year. It is used, together with Education Department monies and fundraising, to provide children with a full year's supply of stationery materials (given reasonable use), as well as equipment, consumable materials and text books for subjects to be studied during the year. Parents are advised that all educational materials used by students remain the property of the school and therefore are GST free. Children starting school later in the year are set fees proportionately.

Debt Recovery Policy

Our school's operating budget is based on the assumption that the Materials and Service Charge will be paid by parents/caregivers within the time limit stated on the invoice (within 90 days unless instalment commitment is undertaken). This fee is calculated to cover the budgeted costs of providing materials and services for students' educational experiences.

Legislation allows Governing Councils to legally pursue Materials and Services Charges and the Warradale Primary School Governing Council has established a policy to pursue the recovery of these debts. This recovery can occur at the start of term 2 after a final notice requesting payment within 14 days.

School Card Recipients

Parents who find difficulty paying the Materials and Services Charge due to financial circumstances may apply for assistance under the School Card Scheme. This scheme provides financial assistance towards the Materials and Services Charge for approved students. Applicants are required to complete an application form providing evidence of income. Forms are available from the School Office, and need to be submitted to the school at the beginning of each year.

First Year at School.

There are many ways you can help your child settle in and grow during his/her first and subsequent years at school.

- Read to your child each day - talk about the book before and afterwards. Listen to your child - but remember he/she will not read instantly.
- Give opportunities and supply materials for practising - drawing, cutting, modelling, reading, tracing, painting, counting, measuring, playing with water, exploring.
- Ask the teacher for ideas if you are not sure what is appropriate.
- Encourage your child to be independent - by dressing himself/herself, looking after things, eg. a pet, etc.

- Leave your child as quickly as possible in the first few days - this will encourage an unfussed easy routine.
- Be confident your child will learn
- Show interest in what your child is doing at school. Encourage children to talk about what they do.

If you have any concerns, raise them with the teacher. If you are unable to meet with the teacher before or after school, write a note and send it with your child.

You are invited to participate in school activities, eg. Parents' Group, sports, working bees, Governing Council, School Canteen etc. Your child will appreciate your participation and in his/her mind will bring home and school together.

Governing Council

The Governing Council is an elected body of parents with representation from the Principal and staff. This Council fulfils a governance role with regard to the operation of the School.

The responsibility of the Governing Council includes:

- Establishing vision and direction
- Setting priorities
- Strategic and budget planning
- Human Resource planning
- Facilities planning and oversight
- Evaluation and accountability
- Policy development and approval

If you would like more information of the role and responsibilities of each sub-committee, please contact the Principal or school office if you would like copies.

Homework

The purpose for students doing school related work at home on a regular basis changes as children progress through the year levels. In the early year levels it encourages children and parents to share school experiences and to reinforce the important role parents have in their child's education.

Parents are asked to provide positive encouragement for their children doing homework by:

- encouraging a routine for productive home study each week night
- providing the child with a peaceful work environment, away from distractions, with good lighting, a comfortable chair, and a suitable work surface.
- encouraging children in their homework.

Our Homework Policy acknowledges the complexity of family life and encourages students to spend time at sports, working for the family and, for older students, taking responsibility for managing a range of homework tasks over a week.

Head Lice

As with all schools, occasional infestations of head lice occur throughout the year, particularly in the cooler weather. When a note is issued regarding head lice in your child's classroom, we expect all children to be checked and if necessary, treated immediately. It is recommended that you check your child's hair every few days. If you have any further inquiries about methods of eradication, checking hair or prevention please see Front Office staff for advice.

Infectious Diseases

If your child has an infectious disease or illness please keep the child home until all signs of the infection have disappeared and he/she is fully recovered. This will help prevent the spread of a range of illnesses. Please notify the school so that we can monitor the situation. The department's guidelines on a range of diseases are set out below.

German Measles/Rubella	Stay at home for five days after the appearance of the rash or until a Medical Certificate has been obtained.
Measles	Stay at home for not less than seven days from the appearance of the rash.
Conjunctivitis	Stay at home until effective treatment has been carried out and there is no further discharge from the eyes.
Infectious Hepatitis	Stay at home until a Medical Certificate of Recovery is obtained
Mumps	Stay at home for not less than ten days from the onset of the symptoms
Impetigo (School Sores)	Stay at home until the sores are fully healed or are treated and properly covered with an occlusive dressing.
Chicken Pox	Stay at home until all lesions have crusted.
Ringworm	Stay at home until effective medical treatment has been carried out.
Head Lice	Stay at home until effective treatment has been carried out. Leaflets are available from the front office.

House System

Our school is divided into three Houses - Comley, Hamlyn and Harriss. The houses are named after former Chairpersons of School Council.

Comley	Yellow
Hamlyn	Green
Harriss	Blue

Each year the Year 6 and 7 students can apply for the position of House Captain or Vice-Captain (boy & girl for each). Applications are conducted through the merit selection process.

On Sports Day the houses compete for the Sports Day Shield and children are encouraged to wear their house colour on this day.

Japanese

All students at Warradale Primary take Japanese lessons at least once a week. The emphasis in Japanese is as much on the culture as the language. By understanding the culture, children gain a better understanding of the use of the language in an everyday context. Students who wish to continue studies in Japanese in their secondary schooling have the option of either Seaview High School or Brighton Secondary School.

Leaving the School Grounds

All children are expected to remain on the school property from their arrival in the morning until 3:10p.m, unless permission to leave the grounds has been requested by you in writing. Children who go home regularly for lunch are asked to bring a note requesting such permission (one note for the year is sufficient).

At times when a child has reason to leave the grounds (eg. appointment), parents are required to inform the front office staff and sign their child out in the attendance book before they can leave.

Lost Property

Lost property is kept in two large baskets in the passage in the administration building. At the end of each term School Service Officers go through this and return all named articles, display all other articles and if not claimed, wash them, place all uniform articles to be sold as second hand and take the remainder to Goodwill.

Please make sure that ALL of your child's property including lunch boxes, drink bottles etc are named.

Medication

There may be times when it is necessary for your child to take some medication during the school day. All medication must be left at the front office with clear instructions relating to the time and dosage. For medication taken on a regular basis a written Health Plan authorised by a GP must be provided to the school.

N.B. Education Department Regulations require any medication to be delivered to the school office in person by the parent, and must be accompanied by a doctor's written directions with regard to dosage and timing.

Some children have special medical conditions that require immediate attention. These include, allergy to bee stings, asthma, diabetes, epilepsy, etc. For these children it is important that the school has:

- Notification in writing of the particular medical needs
- An up to date supply of any medication necessary in times of emergency with instructions.

Money

Any money sent to school should be placed in an envelope with the child's name, classroom number, the amount and the purpose of the money. Please be wary of sending large amounts with your young child. All money is to be taken by the child or parent to the Cashier between 8:30-8:50a.m. each morning.

EFTPOS facilities are available and we encourage parents to make use of this service. Larger costs such as Materials and Services Fees and Out of School Hours Care fees can be paid by phone or internet banking to avoid the need to visit the office.

Music Options

Music - School Choir

Year 5, 6 and Year 7 students have the opportunity to join our School Choir. This choir performs during the year within and outside the school. Some choir members have the opportunity to participate in the annual South Australian Public Schools Music Society Festival of Music concerts held at the Festival Theatre. There are costs associated with being a member of the school choir.

Music - Stringed Instrument Tuition (violin, viola, cello & bass)

At the commencement of Year 3, students are given an opportunity to undertake stringed instrument tuition at school. Taught by Education Department Music Teachers, this program expects that children will continue this tuition through to year 7. The costs for this tuition are minimal and cover instrument hire and music books. Instrument hire fees are paid in advance. In their final year at the school, Year 7 students can audition for entry into the Brighton Secondary School-Special Interest Music School. Children who play with the School Orchestra can audition to be a member of the Combined Primary Schools String Orchestra that performs nightly with the choirs at the Music Society Festival.

Newsletter

A fortnightly school newsletter is sent home of a Thursday electronically. This newsletter is a major means of written communication from the school to you. It contains information about school activities, coming events, school policy, sports results and news from the Principal. Parents are asked to provide a family email address to be added to the school's newsletter email system. You may choose to download it from our website as it is posted on the website on the day of publication.

Out-Of-School-Hours-Care (O.S.H.C.)

Our school provides an O.S.H.C. program both before school (7:00-8:30a.m.) and after school (3:10-6:00p.m.). A charge for this service is made for the morning or afternoon session, and current rates are available from the school office. Parent income affects the cost of this service and tax rebates are now available for 50% of the fees.

It is recommended that parents register their child for this program even though they may not intend to use it on a regular basis. There is no charge for registration and forms are available from the school office. Once registered, this facility is available to you in times of emergency or when you are unable to get to the school in time to pick up your child. Registration must be made with Centre Link to receive a percentage rebate of fees depending on income.

Vacation Care

Vacation Care is available during the school holidays. Programs and cost are sent home to regular users a few weeks prior to the holidays and other school members are invited to collect forms from the Front Office. Bookings are essential.

These services are fully accredited and have received high ratings against all of the quality standards.

Parent Group

The Parent Group has the opportunity to be more involved in the school through their fund raising endeavours and help with some whole school projects. Everyone is welcome and encouraged to join. Parents with pre-school aged children have always been a part of this group and will always be welcome as members.

Meetings are held once a month to arrange fund-raising ideas and to learn about different aspects of our school. The work is not hard or very time-consuming. The group's AGM is held in February.

If you wish to become involved in our school in this way, or would like further information, please contact the Front Office.

Positive parent / staff relationships

Schools are a place where children, teachers and parents interact. Most of the time this is a pleasant and productive experience but sometimes issues need to be resolved. The following principles should encourage positive outcomes when parents and staff have queries or concerns:

1. Courtesy between parents and staff helps build good relationships and encourages positive outcomes.
2. Staff, parents and children should feel safe and secure in the school environment without fear of harassment in any form.
3. Parents have a right to discuss their child's progress with teachers and to raise concerns. They should be encouraged to do so at an early stage.
4. Parents are encouraged to discuss any educational matters/concerns. This may include relationships, classroom or yard issues, behaviour, grounds, and curriculum.
5. Teachers main concern and energy is directed at teaching children and maintaining the educational program. Teachers willingly deal with minor inquiries before and after school but ask that you make an appointment for more complex issues. If the matter is urgent or cannot be resolved with the class teacher you should make an appointment with the Deputy or the Principal.
6. Parents or Staff may wish to bring an advocate to any meeting. Notice of this should be given to all involved before the meeting.

Parent Participation

Parent participation in our school is actively encouraged. Participation may take many forms and each is valuable to both parent and school. You are encouraged to become involved in our school through activities such as

- helping in your child's classroom with class activities
- assisting with sporting teams
- attending school activities
- supporting school fund-raising activities.
- being involved on the Governing Council or one of its sub-committees
- becoming involved in Parent Group activities.
- reading our fortnightly school newsletter and being aware of school issues and activities

- joining the Learning Assistance Program (LAP)
- working in the canteen

Your participation in the life of our school is of great benefit to your child and our school.

Parking

The car park at the front of the school is for staff and tradespeople. Please do not use it for dropping off or collecting children as it is a confined space and therefore is dangerous. DECS warns that parents must not use school car parks. IT IS OUT OF BOUNDS FOR CHILDREN.

Parts of the northern side of Keynes Avenue are available for parking and the side street also has parks available.

"No Stopping" restrictions apply near the school crossing on Keynes Avenue.

The 'S' sign with a stroke through it means 'no stopping'. You must not stop your vehicle in a no stopping zone or on a solid yellow line, not even for a few seconds (this means no dropping off in this zone).

"No Parking" restrictions apply outside the school on the southern side of Keynes Avenue.

The 'P' sign with a stroke through it means 'no parking'. You must not leave your vehicle parked or unattended. This is a kiss and drop zone.

These parking restrictions are strictly enforced by the Marion City Council traffic inspectors.

For your child's safety we ask that you use the Emu crossing every time you leave or enter the school.

Photographs

Photographs of students are taken each year by a commercial company for sale to you. Advanced notice will be given. During the year, the school will use photography to capture a number of school and class activities. Provided permission has been given via the Warradale Primary School Student Information and Permission form, these photographs will be displayed around the school and at times, in the newsletter and on the school's website.

Police Security Checks

All parent and community volunteers who work in the school **MUST** complete a DCSI Child-related Employment Screening consent form. Volunteers cannot work in the school until the screening check has been approved.

Reporting Student Progress

Warradale Primary School's Reporting Student Progress to Parents Policy is as follows:

(a) Term 1:

- Acquaintance Night** is held early in the term (Week 3).
- Student Led Interviews** are held at the end of term (Week 9) to exchange information and establish learning goals for the student

(b) Term 2

- Written Reports** are provided at the end of term (Week 10). These reports show student progress in all learning areas, effort made in relation to schoolwork and social and work habits.

(c) Term 3

- Interviews** are available on request

(d) Term 4

- Written Reports** are once again provided at the end of term (Week 9).

Resource Centre

Please feel free to use and visit our Resource Centre (Library). All members of our school community may borrow from the collection. Loans are limited to 2 weeks, after which time an overdue note will be issued. If there is a problem with lost or damaged books, please contact the Librarian.

Students' borrowing limits are:

Junior Primary	2 books
Middle Primary	3/4 books
Upper Primary	5 books

Parents' loans are unlimited - see the Librarian if you wish to borrow.

Children can borrow at elected times during the school day, at lunchtime each day of the week, and before and after school if the Librarian is present. Use of a Library bag is encouraged for protection of our books. A Senior Library exists for Year 6/7 students who can access these books with a signed letter from their parent.

School Times

8:30a.m.	Children may enter school yard - Teachers on duty.
8:40a.m.	Children are able to go to classes to organise themselves for the day
8.45a.m.	Music to prepare students for entering classes.
8:50a.m.	Siren sounds for commencement of classes.
10:40-11:10a.m.	Recess play period.
12:50-1:00p.m.	Children eat lunches under teacher supervision.
1:00-1:30p.m.	Lunch play period.
3:10p.m.	Children dismissed.
3:30p.m.	All unsupervised students remaining will be sent to OSHC.

Please note:

1. You are asked to make sure that your child is not at school before 8:30a.m. as the school cannot supervise him/her before that time and so can not ensure their safety.
2. Children should be in their classroom for the start of lessons at 8:50a.m.
3. On the last day of each school term the children will be dismissed at 2:20p.m.

No child may leave the school grounds during school times unless the class teacher has a written note requiring that absence, and a parent (or nominated adult) calls at the school to collect the child.

Sickness

If a student becomes ill during a school day, contact will be made with parents and arrangements made for the child to be sent home. Parents are asked not to send children to school when they are not well or are still infectious. In the case of gastric illnesses the child can be infectious after symptoms disappear.

Sports Teams

The Sports and Recreation Committee coordinates activities outside of school hours. Its objective is to make provision for, and encourage all children to participate in sporting activities at a level appropriate to their interests and development.

Major sports include Netball, Kanga Cricket, T-Ball and Soccer. Each sport has a coordinator and he/she is available to give information or deal with queries that may arise. A subscription fee is charged for each sport played. This enables equipment, uniforms and trophies to be purchased and maintained, as well as paying for registration with sporting groups.

The Sports and Recreation Committee relies on parent involvement to maintain a range of sporting activities in our school.

Swimming Lessons / Aquatics

All classes are involved in lessons during Term 4 of each year at a convenient swimming or aquatics centre. Swimming classes are held at the Marion Pool, while aquatics classes are held at Port Noarlunga. While instructors are provided by the DECD, travel, entrance and equipment use all incur a cost. Families are asked to plan for this expenditure as swimming is a vital part of the curriculum and an important safety concern.

Student Leadership

School Leaders are selected through a merit based application process. The positions are School Leader (boy & girl), Deputy Leader (boy & girl), Treasurer and Secretary. These students have the responsibilities to lead student based activities and uphold the values of the school. There are also three other portfolios - Special events, Fundraising and Environment that students can nominate for. Their role is to promote whole school activities involving the student body.

The Junior SRC is available for students from Reception to Year 5. They are also involved in promoting whole school activities and upholding the school values.

Student Leadership meetings are held every fortnight.

Sun Protection Policy

Our school has adopted a "No Hat - No Play" policy. Our policy requires students to wear an appropriate hat when outside. This applies to both play sessions and class lessons held outside. Broad-brimmed or Legionnaires Hats are the only hats accepted under this policy. (Baseball caps do not provide adequate protection for ears, neck and the side of the face and are therefore banned.) If an appropriate hat is not worn, then students are required to sit in designated shady areas.

Transferring to Other Schools

A transfer system exists between schools within South Australia. School records transfer between schools. Early notification of a student leaving Warradale Primary will be appreciated so that suitable arrangements can be made in advance.

Transition

Kindergarten to Reception.

Warradale Primary School's K-R transition process is structured to involve students, parents and teachers. A number of visits to the school are arranged so that the new children are able to visit their classroom before they commence school.

Parents are provided with an opportunity to meet and talk with administrative staff and the reception class teacher. They are able to share questions and concerns, tour the school and spend time in their child's new classroom but most importantly the children are able to meet each other and become comfortable with the school and their new teacher.

Beginning school is an important and significant step in a child's life. Children need time to adapt to this new experience, to make friends and feel comfortable and confident in this new situation.

We endeavour to engage with our local kindergartens as often as possible. Groups of older Warradale students may visit and assist with activities, or buddy with a kindy and provide activities at our school. Our younger classes are sometimes invited to attend special functions at the kindy.

Year 7 - 8 Transition

The Year 7 to Year 8 transition process is ongoing during the school year.

Late in term one, parents are provided with an enrolment information pack which contains high school brochures, visiting dates / times, and enrolment forms. A parent information night is provided at Warradale Primary School. Late in term two, parents return completed enrolment forms. In term three parents are advised of their children's acceptance into a high school and in term four children visit their new schools.

At any time during this process parents are welcome to meet with the year 7 teacher or the Principal/Deputy to discuss their children's options and needs.

Uniform

Our school uniform policy asks that children wear either school uniform, or clothing in the school colours (royal blue/gold).

The uniform contributes to the sense of identity and belonging to the school on the part of your child. Wearing of school uniform minimises costs and overcomes the dilemma of what your child should wear to school. The Warradale Primary School uniform has been designed to provide choices. Samples of these are at the school office.

Sun-safe hats (wide brimmed or legionnaires) must be worn whenever outside during high UV times.

Items not deemed safe or acceptable by the school community include: makeup, jeans, thongs, jewellery and items of clothing with logos or brand names.

School uniform policy is included in the enrolment pack or available from the Front Office. A limited supply of pre-owned uniforms is available from the school office.

Wet Weather Policy

When the weather is inclement during recess or lunchtime, then our Wet Weather Policy applies. This means that children return to their classroom and undertake quiet activities under the supervision of teaching staff.

Hot Weather Policy

There is no early dismissal because all classrooms are air-conditioned. When the temperature reaches 36 degrees or higher, the school's Hot Weather Policy applies and students remain indoors for at least half of the lunch play session.

If the estimated maximum temperature is 36 degrees or higher in the Advertiser on any given day, school sport will be cancelled.