



ILLAWARRA
Primary School

AN INDEPENDENT PUBLIC SCHOOL

Parent
Information
Booklet

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Telephone Numbers & Websites

Illawarra Primary School Phone	9205 9800
Illawarra Primary School Website Address	www.IllawarraPS.wa.edu.au
Illawarra Primary School Email	Illawarra.PS@education.wa.edu.au
Illawarra Primary School Canteen	9205 9800
Illawarra Pre Primary (Room 18)	9205 9813
Illawarra Pre Primary (Room 19)	9205 9814
Illawarra Kindergarten	9205 9807
Education Security (For after hours security issues)	9264 4771
North Metropolitan Department of Education Regional Office	9285 3600
Department of Education Central Office	9264 4111
Roseworth Dental Therapy Centre	9342 4657
Lockridge Community Health Centre	9279 0100
Department of Communities Child Protection & Family Support	9344 9666
Department of Education	www.education.wa.edu.au
Health Department	www.health.wa.gov.au



Office Hours

Monday – Friday
8:30am – 10:50am
11:00am – 12:10pm
12:40pm – 3:30pm



Overview

Illawarra Primary School opened in 1981.

The school is set in attractive shady grounds with excellent recreation and sporting facilities and is a focal point of the community with recreation and parkland areas nearby. At Illawarra Primary School we cater for children from Kindergarten to Year 6.

The school experiences a low turnover of staff and prides itself on its customer focus and its friendly and supportive ethos. The students exhibit a high standard of behaviour and are expected to wear school uniform every day. The school's enrolment currently stands at 373 students, many of whom come from outside the school's boundaries due to its excellent reputation in the local community.

In 2015 Illawarra Primary School became an Independent Public School.

We thank you for entrusting your child to our care and for giving us the privilege of sharing with you the responsibility of furthering your child's education.

We view education as a cooperative venture in which parents, as well as the school, play a significant role. We trust that by working together we may cater for the individual needs and abilities of each child, allowing your child to develop physically, socially and intellectually in a happy atmosphere of co-operation between parents, teachers and children.

We further hope that this will lay the foundations for a successful education, which will serve your child well in their future life.

We welcome your child and look forward to a happy association with you in the coming years.

Mission Statement

To provide a pleasant learning environment in which students will be able to fulfil their potential in all areas – academic, social, physical, creative and achieve a sense of purpose and self-worth in a changing society.

Curriculum Priorities

- 1 Whole School Literacy, in particular writing, grammar and explicit instruction
- 2 Numeracy (Mathematics) and explicit instruction
- 3 Student Attendance
- 4 Science, Technology, Engineering, Maths (STEM)
- 5 Humanities and Social Sciences
- 6 Languages Other Than English (LOTE)
- 7 Health & Wellbeing

Learning Outcomes

- 1** Students use language to understand, develop and communicate ideas and information and interact with others
- 2** Students select, integrate and apply numerical and spatial concepts and techniques
- 3** Students recognise when and what information is needed, locate and obtain it from a range of sources and evaluate, use and share it with others
- 4** Students select, use and adapt technologies
- 5** Students describe and reason about patterns, structures and relationships in order to understand, interpret, justify and make predictions
- 6** Students visualise consequences, think laterally, recognise opportunity and potential and are prepared to test options
- 7** Students understand and appreciate the physical, biological and technological world and have the knowledge and skills to make decisions in relation to it
- 8** Students understand their cultural, geographical and historical contexts and have the knowledge, skills and values necessary for active participation in life in Australia
- 9** Students interact with people and cultures other than their own and are equipped to contribute to the global community
- 10** Students participate in creative activity of their own and engage with the artistic, cultural and intellectual work of others
- 11** Students value and implement practices that promote personal growth and wellbeing
- 12** Students are self motivated and confident in their approach to learning and are able to work independently and collaboratively
- 13** Students recognise that everyone has the right to feel valued and be safe, and, in this regard, understand their rights and obligations and behave responsibly



General Information

School Times

Primary and Pre Primary

8:40am	School commences
10:40am – 11:00am	Morning recess
12:10pm – 12:50pm	Lunch
2:52pm	School dismissed

Kindergarten 2022

8:45am – 2:45pm

The Kindergarten program is a 2 week roster:

K1	Wk 1: Monday & Thursday	Wk 2: Monday, Wednesday & Thursday
K2	Wk 1: Tuesday & Friday	Wk 2: Tuesday, Wednesday & Friday

Any variations to the above times will be notified through the school newsletter.

Children should not be at school before 8:25am as supervision cannot be provided before this time.

Punctuality

Parents should ensure that children arrive at school in plenty of time ready to commence school at **8:40am**. Students arriving after the school siren at **8:40am** need to report to the office to collect a **Late Note**. At the conclusion of the school day children should vacate the school premises promptly. Please note that the school is enclosed by security fencing and all gates are locked by **3:30pm**. Anyone still on the premises after this time, without a key, runs the risk of being locked in to the school grounds.

Legal Responsibility

The Principal is responsible for the welfare of the children in the school from the time they reach school in the morning until they leave in the afternoon.

Therefore NO child can go home unattended before the designated closing time of the school unless the child has a **written note** from a parent and/or permission from the Principal or Deputy Principals.

Parents/Guardians who wish to take their child/ren out of school during the school day **MUST** report to the school office before collecting their child/ren so that the children can be signed out into the parent/guardian's care. If parent/guardians are bringing their child to school after the siren at the start of school they **MUST** report to the office and obtain a Late Note.



Term Dates For Students

As these dates change, please refer to www.education.wa.edu.au for current and future term dates.

Professional Learning and School Development Days For Staff

As these dates are subject to change, please refer to the Term Planner on Connect for the current information.



Enrolment

Boundaries

Children living outside the school boundaries must submit an Application for Enrolment Form to the Principal to apply to attend Illawarra Primary School. Acceptance of out of boundary enrolments is dependent upon classroom space being available at the time of enrolment. Enrolment at Illawarra PS does not automatically give these children the right of entry to Ballajura Community College unless they are living within that school's zone. They will need to apply by completing an Application for Enrolment Form for that school.

Birth Certificate

A Birth Certificate, extract of Birth Entry or other proof of age such as Passport or Visa must be sighted before a child can be enrolled in Kindergarten, Pre Primary or Primary school. Children from overseas must have residential status or appropriate visas before they can be accepted for enrolment. A visa must be presented at time of enrolment.

Immunisation Records

It is a Health Department requirement that the child's Australian Childhood Immunisation Register be sighted at enrolment. Parents are urged to seek immunisation, for their children, through their own medical adviser.

Kindergarten

Illawarra Kindergarten operates on a sessional basis from Monday to Friday with children attending 15 hours a week which is rostered over a two week period. Kindergarten enrolment is voluntary and is open to children who turn 4 years of age after July 1 of the year before they are to start kindy and before June 30 of the year they start. Where there are insufficient places to cater for the number of applications for enrolment preference is given to those children who have older brothers or sisters in the school and to those living closest to the school and/or within school boundary.

Pre Primary

Illawarra Pre Primary is a full time centre, operating Monday to Friday. Pre Primary enrolment is compulsory and is open to children who turn five years of age after July 1 of the year before they are to start Pre Primary and before June 30 of the year they start.

Primary School

Illawarra Primary School has primary classes from Year 1 to Year 6.

High School

Most students attending Illawarra Primary will go on to Ballajura Community College, which caters for students from Year 7 to Year 12. Information will be sent home via Year 6 students during the year concerning transition to High School.

Students with Special Needs

Applications for enrolment are welcome for students with special needs. Every endeavour will be made to accommodate these students however, if we believe your child's needs would be better accommodated at another school we will discuss this with you.

School Contributions

The School Board has endorsed the following School Contribution Policy for our school. The Board is made up of parents and staff at our school. Parents have the majority voting rights on the Board. In discussing school contributions the Board has endeavoured to take into consideration the level of contribution to provide necessary additional student/school resources, materials and activities that will enhance our educational programs without causing undue hardship to parents. The Board will review the policy annually and parents will be advised 8 weeks before the start of the new school year of the following year's contributions.

The schedule of contributions for children in Kindergarten, Pre Primary and Years 1 to 6 is \$60.00 per child.

Families can pay in full at the beginning of the year or \$15 per term per child.

Note: Contributions can be paid by EFTPOS, cheque or cash at the school office or by EFT. Please contact the school to obtain bank account details.

School Requirements

The school provides most of the resources that children need for their education but it is necessary for each child to provide items of a personal nature such as pens, pencils, rulers, coloured pencils and some workbooks.

Also on the requirement list are items such as an art shirt to protect clothing.

Each child will require a water proof library bag so that library books can be protected and carried home safely. The popular size for these bags is 32cm x 40cm with either a handle or drawstring. Students will not be able to borrow books from the Library if they do not have their library bag with them. Library bags can be purchased from the Uniform Shop.

Parents may obtain the items on their child's requirement list from any stationery store or they may place an order through the school. Orders placed through the school will be filled by a reputable educational supplier at competitive rates. Items purchased through the school provide funds via a commission.

All items should be marked with the child's name unless otherwise advised.

School Uniform & Dress Standards

All students from Kindy to Year 6 are expected to wear school uniform at all times. The School Uniform and Dress Standards are determined by the School Board.

Labelling of Belongings

Please ensure that every article belonging to your child, including clothing, is marked with their name. Please do not put names on tags as they are easily removed, we suggest you place your child's name on the inside of the garment.

Lost Property

Articles left at school will be placed in the lost property bin, which is situated in the junior block quadrangle. Any unlabelled item unclaimed by the end of term will be transferred to the Uniform Shop for processing and re-sale.

Valuable Items - Money, Toys, Jewellery, etc.

The school can not take responsibility for any valuables brought to school. Damage or theft of valuables, or expensive toys does happen and students are asked not to bring such things to school.



Enrolment

Bicycles

Bike racks are provided at the school for students bringing bikes. Students must walk their bike in / out of the school area and provide themselves with an efficient bike-locking device. The bike areas are out of bounds at all times. Any student who ignores these rules will not be permitted to bring their bike to school.

It is compulsory for your child to wear an approved bicycle safety helmet if he/she rides a bicycle to school.

Parking and Kiss and Drive

Parents are asked NOT to drive into any areas in the school grounds to pick up or drop off children and should use the approved car parking areas in Redgum Drive or Illawarra Crescent . There is a designated "Kiss and Drive" area near the entry of the parent carpark in Redgum Drive where parents can drive through and drop off/pick up their children.

This area is supervised from 8:20am to 8:40am and from 2:50pm to 3:15pm on school days. Parking is not permitted in the Kiss and Drive area. Children not picked up from the Kiss and Drive area by 3:15pm will be supervised at the school office until they are collected. Please obey ALL parking signs on roads or risk incurring traffic/parking fines.

Crosswalk Attendant

A Crossing Attendant is employed (by the Police Department) to assist children across Illawarra Crescent in front of the school. It is illegal to park or stop within 9 metres of the ends of the crossing islands. Please do not try to pick children up in this restricted area, as it is not only dangerous but can result in a heavy fine and loss of demerit points.



Communication

Communication via Connect

Illawarra Primary School predominantly use Connect for communicating with parents and carers of students at the school. Connect is a Department of Education secure platform where data is stored securely in Australia and is retrievable if needed. All notifications and school publications such as the Uniform Shop price list, Canteen menu, Term Planner etc are all available in one place. All student reports are loaded into Connect and are available for the duration of their education in a Department of Education school. Connect can be accessed on all devices and an App is available for smart phones and tablets.

The parents of all new students at the school are forwarded a link to set up their Connect account. If you need any assistance with your Connect account please contact the school office.

Sustainable Communication

The school is committed to sustainability by minimizing the amount of paper used when communicating with the school community. All communication to parents will be paperless via Connect. At this stage we will continue to provide paper copies of documents requiring a signed permission but plan to transition to online permission to further minimise the amount of paper we are using.

Term Upcoming

A diary of upcoming school events for the term is included in the Newsletter for the convenience of parents. A Term Planner is also sent home at the start of each Term.

Newsletters

A fortnightly Newsletter will be issued, normally on a Thursday. Important information, including announcements, notices regarding changes to timetables and school programs will be contained in these Newsletters. The school Newsletter is forwarded to parents on Connect and is also available in the library on Connect. A copy is displayed on the notice board outside the school office.

Website

The school has its own website which can be found at www.illawarraps.wa.edu.au.

Staff Meetings

Staff meetings for teachers are conducted out of school hours. These usually take place straight after school on Tuesdays. On these days teachers will not be available to speak with parents after school.

Assemblies

Student run assemblies, conducted by each class in rotation, are held on Friday mornings at 8:40am. These assemblies feature some aspects of the children's work and parents are most welcome to attend. The roster of assemblies will be printed in the Term Planner at the start of each term and in the newsletter.

Interviews

All teachers are prepared to discuss, with parents, any child's progress or problems. We do ask, where possible, that an appointment be made at a time suitable for parents and teacher. Classroom door interviews are discouraged.

Parents are always welcome at the school whether through involvement in activities within the classroom or when wishing to find out about their children's progress.

Issues or Concerns

If you have any issues or concerns relating to your child or the school, please advise the Principal. We are committed to providing the highest possible standard of education and care for all of our students. Please feel welcome to contact us at any time.

Communication

Absences

Department of Education regulations require an explanation for **all absences** from school.

Please forward a note (hard copy or electronic) to the class teacher when your child returns to school following an absence. These notes are filed and must be produced for the School Attendance Officer when they visit. Persistent absence or lateness without reasonable cause are referred to the School Attendance Officer. Notification in writing is also required if a parent wishes a child to be excluded from sport, physical education or any other program which is of a controversial nature or wishes a child to leave the school grounds (urgent reasons). Children arriving at school after the school bell are required to go to the office and get a **Late Note** and provide a reason for their lateness.

Parents of all children in Pre Primary through to Year 6 will receive an SMS regarding unexplained absences.

When you receive a SMS regarding an absent child please reply by SMS with details as requested. This will forward a message back into our Lesson Attendance database. To ensure that we are sending messages to the correct mobile phone number we require you to advise the school office if you have a new mobile telephone number or if you would prefer not to receive an SMS.

Medication

Students requiring daily medication will be catered for at the school. Consent forms authorising school staff to administer medication must be completed at the school office.

Illness and Emergency Calls

Sick children should be kept home from school. They do not cope well at school when sick and may infect others. Please note that the school does not have the facilities to cater for sick students. Minor illness or injury, occurring during the day, will normally be treated at school. In more serious emergencies every endeavour will be made to contact a parent to arrange for the child to be collected from school. In extreme emergencies the child may be taken to a medical practitioner or an ambulance may be called, before parents can be notified.

It is essential that all parents provide an up-to-date contact number on which they can be reached in the event of an emergency.

As mobile numbers change frequently please remember to update the school office with your new number.

Reports

Kindergarten to Year 6 students will be provided with two formal reports at the end of Terms 2 and 4. Reports will be available on Connect. If you require a hard copy of your child's report, please advise the office.

Canteen

The Illawarra Primary School Canteen operates as follows:
- Monday, Wednesday and Friday at recess and lunch
- Tuesday and Thursday lunch only.

Orders can be placed online via Illawarra Primary School Canteen Canteen Ordering (ipscanteen.com) (on Tuesday and Thursday lunch orders can also be dropped off at the school office).

Menus are varied according to the season and the menu is also available on Connect. Hard copies are available from the school office and the Canteen.

Orders for children in Kindergarten and Pre Primary need to be taken to the Canteen by their parents. Students in Years 1 to 6 are to order directly from the canteen before school.

If you are interested in working in the Canteen, please contact the Canteen at any time to discuss further.



Communication

Parents & Citizens (P&C) Association

Illawarra has an active P&C Association, which holds meetings regularly. The main aim of the P&C is to support the school through fundraising. In recent years our P&C has raised sufficient funds to air condition all classrooms and the school library, provide funds for the stage in the undercover area, for interactive whiteboards, shade sails, outdoor seating, student desks and the nature playground. Parents are welcome to attend.

School Board

The School Board is comprised of elected parents, staff and a community representative. The Board meets at least once per term to consider items of school policy and development. Any enquiries regarding the School Board should be addressed to the school Principal or the Board Chairperson.

Uniform Shop

The Illawarra P&C Uniform Shop is run on a *voluntary* basis by the P&C Association. Currently the Uniform Shop is open every week; please check with the front office for current opening times. Order forms are available on the Connect App and can be left with the money (sealed securely in an envelope) at the office in the green letterbox or deposited into the Uniform Shop bank account.



School Policies

Behaviour

A high standard of behaviour is the expectation of all Illawarra Primary School students. Our policies are determined by the Department of Education (DoE) guidelines and local conditions. To access DoE policies please visit www.education.wa.edu.au.

Violence, swearing, insolence, back answering, snide remarks or other such anti-social behaviour will not be tolerated. Participation in all school activities is expected. Students are regularly reminded of school rules and expected standards of behaviour. A copy of our School Behaviour Plan can be found on Page 18.

Bullying Policy

The school takes the issue of bullying seriously and takes an active role in ensuring our students and staff are safe. At Illawarra Primary School we strive to provide a safe, supportive, respectful and positive learning environment free from bullying, harassment, discrimination and violence, so that student wellbeing and academic outcomes are maximised. If you are concerned that your child is being bullied, please do not hesitate to discuss with their teacher. Further information on the Department of Education's policies regarding bullying is available on their website Bullying - Department of Education.

Detention

The provisions of the Education Act allow teachers to detain a child after school hours for breaches of the school discipline code. As a matter of courtesy the school endeavours to contact parents to advise of detentions.

Rules

We have tried to keep the rules to a minimum and to frame them for the benefit and safety of the children. The most important rules are:-

1. We respect other people and their property.
2. We **walk** on the paths and in and around the buildings.
3. We use sports equipment safely at the correct times.
4. We keep our school tidy and free of chewing gum.
5. We only leave the school grounds when we have permission.
6. We ride bicycles outside the school grounds.
7. We enter a classroom only when a teacher is present.
8. We wear a hat when outside.
9. We play and eat in designated areas.
10. We go straight home after school.

Hats

Students should ensure that they take appropriate protection from the sun when outdoors and wear a broad brimmed hat or bucket hat. **NO HAT – NO PLAY!** is our policy.

Excursions / Incursions / Camp

School uniform must be worn on all school outings. Excursions and incursions are considered an important part of the school learning program and all children are expected to participate unless expressly excluded through a written request from parents or for disciplinary reasons. The number of excursions and their cost is kept under review and they must be of proven educational value. A School Camp is held for pupils in Year 6 and forms a focal point of their social development.

Internet Use for Students

Each student will be given their own email address that is accessed through the Department of Education's portal. Parents and student must complete and sign the Student Online Permission Policy. These forms to be completed as part of the enrolment/admission procedure.

Homework

Homework is set to develop organisational habits and to provide opportunities for students to practice basic skills. Parental help will be needed to establish these patterns. Homework can be another opportunity for child/parent contact. A note is required if other activities interfere with homework. Teachers set varying amounts of homework according to the child's age. Individual class teachers will indicate homework expectations at the beginning of the school year. A copy of the School's Homework Policy is available on the school website.



School Policies

Remote Learning

The school has developed a comprehensive plan to support students if we are required to move to remote learning due to a pandemic or other unforeseeable event.

Chaplaincy Program

The school has a Chaplain. Their work is non denominational and largely pastoral care and they will be available to assist children, parents and staff with problems they may encounter or issues of concern. They will be assisting in the classroom and will be available to speak individually with children or parents. Your child can however be excluded from individual contact with the Chaplain at your request. Ask for a form at the front office to exclude your child/ren.

Use of Confectionery as Prizes / Incentives Policy

Classroom teachers may use wrapped confectionery in conjunction with other prizes as one of the forms of positive reinforcement in the classroom according to the Policy guidelines. Please advise the school office if you do not want your child to receive confectionery.

Hire of School Facilities

The school facilities are available for use by community organisations, through arrangements with the Principal. A hire fee is charged depending on the facilities which are used.

Book Club

Scholastic operate a book purchase scheme through the school on a regular basis. Order forms are sent home with children and must be returned with the payment for the order. This is coordinated by volunteer parent helpers. Commissions received from Book Club are used to purchase books for the school library.

Factions

Each child is allotted to a faction for sport and other activities. New families to the school will be advised of their child's faction. Faction points may be awarded for activities in the classroom and around the school. The faction names were chosen with the local flora in mind.

<i>Hovea</i>	Blue
<i>Sturt</i>	Red
<i>Zamia</i>	Green
<i>Acacia</i>	Gold

Psychologist

This school has the services of a School Psychologist who visits the school on a weekly basis to help with problems of a social or emotional nature as well as learning difficulties. Parents are welcome to make contact through the school if their child is having problems of this nature.

PEAC

Primary Extension and Challenge (PEAC) program caters for academically talented children in Years 5 and 6. Year 4 children are tested to determine their eligibility. The parents of these children are responsible for transporting them to and from the PEAC Centre.

Student Council - Year 6

Elections are held at the end of the previous school year to select 6 Student Councillors for the following year. They will form the Student Council and will be coordinated by a senior staff member.

Swimming Classes In-Term

A series of 8-10 lessons will be held during the first or last term of each year for children in Years Pre Primary to Year 6. Students are expected to participate in swimming classes as these are considered as part of the normal school program. The only costs involved are for transport and entry to the swimming pool.

Out of School Hours Care

Camp Australia run an Out of School Hours Care program on the school grounds, before and after school.

*Enrolment forms are available at:
www.campastralia.com.au or call 1300 105 343.*

Health and Safety

Breakfast Club

Our School Chaplain, along with several volunteers and staff, run a Breakfast Club on Tuesday and Thursday mornings from 8:15am to 8:30am. We expect that students will have breakfast at home and Breakfast Club will provide a top up to students before they start their day at school. Breakfast Club can provide cereal, toasted sandwiches, fruit and a drink for students.

Infectious Diseases / Conditions

Infectious diseases and conditions are managed in school as per Doctors recommendations and / or Department of Health guidelines. For further information please visit the Department of Health website at www.health.gov.au.

Parents are asked not to send sick children to school. We do not have the facilities to cater for sick children and parents will be contacted and asked to make other arrangements for their children if this happens. Certain contagious illnesses and infestations require children to be excluded from school. This applies particularly to Pediculosis (Head Lice) and Impetigo (School Sores). It is the responsibility of parents to treat these conditions.

Help and advice can be obtained from the school. Some common conditions are:-

- **Pediculosis (Head Lice)** – it is the responsibility of parents to check their children's hair every week. Stand the child in the sun (or in a good light) and check the crown of the head, the nape of the neck and around the ears for nits. The nits look like small pearly grains of sand and are attached to the hairs. The lice are tiny, crawling insects. The scalp will be itchy.

For the latest in Health Department advice and treatment please visit www.health.wa.gov.au/headlice or contact the school office for a fact sheet. The child may return to school when all the live head lice have been removed. Children must be examined by the Deputy Principal or Principal prior to being re-admitted to class.

- **Chicken Pox** – there are only a few early symptoms before the rash appears. Eruptions become clear, watery blobs which dry off to form scabs. The child is excluded from school and can only be re-admitted on a doctor's certificate that the disease is no longer contagious or after 7 days from the onset of the disease if the child is well. Scabs are not an indication for continued exclusion from school.
- **Measles** – this disease should not be taken lightly. Red, blotchy spots on the face, hands, and other parts of the body follow an apparently bad head cold. Cases are excluded from school and re-admitted on a medical certificate of recovery or after at least 7 days from the appearance of the rash, if the child is well. Unvaccinated contacts should be excluded.

Upon enrolment parents will need to provide proof of immunisation against Measles. Parents of children who are not immunised against Measles will be contacted by the School Nurse.

- **Mumps** – the symptoms are a swelling of the side of the neck in front of the ear. Cases are excluded from school and re-admitted on a medical certificate of recovery.
- **Ringworm** – these are circular, scaly red areas on the skin. Cases are excluded from school and re-admitted 24 hours after starting anti-fungal treatment.
- **Impetigo** – cases of School Sores as they are commonly called are excluded from school until effective treatment is given. The sores should be treated with an anti-bacterial cream after the scabs have been removed. Sores should be covered to prevent secondary infection.



Health and Safety

- **Conjunctivitis** – is a common, acute, viral or bacterial infection of the eyes. Symptoms include sore, itchy eyes and discharge. It is transmitted by direct or indirect contact with secretions from infected eyes. Student should be excluded until treatment has started and discharge has ceased.

Anaphylaxis Management

Illawarra Primary School is committed to the health and safety of all our students including those affected by severe allergies. It is important that there is open and continued communication between parents and staff to ensure that allergies are managed effectively and that correct medication and instructions are available at all times.

All medication and Epi-Pens are stored safely in our medical room and staff are trained in Anaphylaxis management. We also have a number of staff trained in the administration of Epi-Pens and First-Aid. All children impacted by severe allergies have a student overview outlining important information which is located in the classroom and the staff room.

We encourage parents to discuss with us their child's anaphylaxis allergies to ensure that all aspects are clear and up to date.

Communicable Diseases

From time to time students contract illnesses that fall into the category of 'Notifiable' to the WA Department of Health. These illnesses can be viral or bacterial and short term such as Chicken Pox or they can be diseases which the child may carry with them for life, such as Hepatitis B & C. If you are aware that your child is infected with a notifiable disease and you believe that it could affect their health or the health of other students or staff, can you please advise their teacher and / or the school office to ensure that illness or injury to your child is managed and treated appropriately. Please be assured that any information provided will be treated with the strictest confidence.

Health Services

The school nurse visits the school and checks children of particular year levels for physical development and follows up any problems that may be noted. Parents are welcome to make contact with the school nurse, via the Deputy Principal, regarding health matters affecting their children.

Dental Clinic

Illawarra Primary School is serviced by a Dental Therapy Unit attached to Roseworth Primary School, 30 Stebbing Way, Girrawheen. Phone: 9342 4657. Appointments are normally made by the clinic. Parents are responsible for providing transport for their children to and from the clinic.

Smoking

Our school is a smoke free zone. Parents are asked to comply by refraining from smoking on the school site and carparks.

Dogs

In the interest of children's health and safety, dogs are **NOT** permitted on the school site except with prior permission from the Principal (eg for an organised class visit).



School Behaviour Plan

Class Behaviour Management Level 1

Green (All students start on Green) – Child receives verbal warning before being placed on Orange. Child is informed that they will move to next level if they do not make 'good choices'.

Orange – Formal Warning: Child is informed of their breach of behaviour and the consequences e.g. timeout. Students have the opportunity to 'fix behaviour' and move back to green.

Red – For repeated breaches of school or class rules: Child is informed of their breach of behaviour and the consequences may include class detention at recess or lunch.

Withdrawal – *For repeated breaches of school or class rules.* Child is withdrawn to another class for a period of time. Parents are notified by the classroom teacher.

Detention Office – *For repeated breaches of school or class rules.* Child is withdrawn from playground to complete detention for a period of time. Incident is formally recorded on school system. A blue Detention slip will be sent home with the child to be signed by the parent and returned to admin.

Serious breaches of discipline may result in immediate removal from class or playground followed by detention or suspension at the discretion of the Administration.

Formal Parent Notification

Administration Consequences Level 2

In School Suspension – *For continual unacceptable or serious breaches of behaviour.* In School suspension is at the discretion of the Administration. Incident is formally recorded on school and department system.

Out of School Suspension – *For continual unacceptable or serious breaches of behaviour.* Out of School suspension is at the discretion of the Administration. Incident is formally recorded on school and department systems.

Exclusion - Recommendation by the Principal for students receiving continual suspensions or as a result of an extremely serious incident. An Exclusion Review Panel is formed to review the school's exclusion application. Incident is formally recorded on school and department systems.

Parents will be notified of your child's behaviour when serious breaches of the school or class rooms have occurred. We encourage you to discuss the identified behavioural issue with your child using the steps listed. Please assist them to determine what they can do to improve their behaviour.



Notes



Illawarra Primary School Creed

At Illawarra excellence is our goal.

*Our teachers guide us in our learning,
to help us achieve our best.*

*We persist with every challenge,
to stretch our hearts and minds.*

*We respect ourselves and others,
and care for our environment.*

*We encourage and include everyone,
for at Illawarra, we care for people*



ILLAWARRA
Primary School

AN INDEPENDENT PUBLIC SCHOOL

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