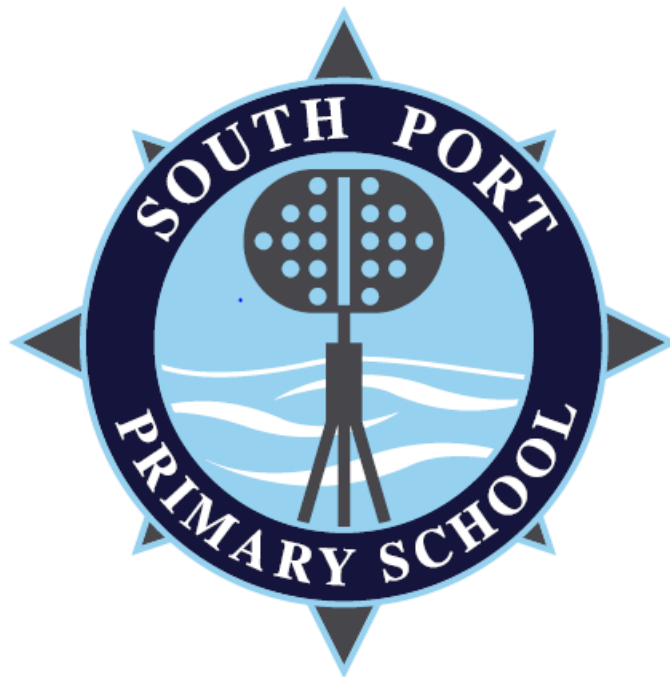


# **SOUTH PORT PRIMARY SCHOOL**

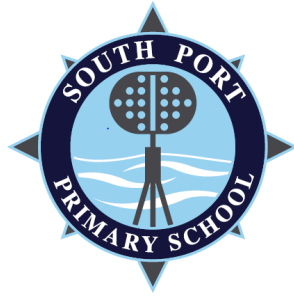


**RESPECT • EMPATHY • RESILIENCE**

## **Parent Information Booklet**

39 Jane Street  
Port Noarlunga South 5167

Phone: 83861197  
Fax: 82342576  
Email: [dl.1207.info@schools.sa.edu.au](mailto:dl.1207.info@schools.sa.edu.au)



RESPECT • EMPATHY • RESILIENCE

## WELCOME TO SOUTH PORT PRIMARY SCHOOL

**We are delighted that you have chosen our school for your child.**

The learning journey for your child started in your family group, and we will now join with you in partnership to begin the more formalised learning that schooling provides.

As a parent you know a great deal about your child, having watched them develop through the early years. You will have noticed that your child has learnt to do things at slightly different times to other children, which is to be expected, given the uniqueness of each individual. So it will be with your child's learning at school! As your child is introduced to new learning they will move at a pace that is comfortable for them, and it may appear to be different from other children. Each child has their own talents and preferences, and will respond more easily to some areas of the curriculum than others. We will be working in partnership to take your child forward, building on to and responding to the skills and abilities they bring to school.

We will be working to develop a broad picture of your child, so if you have any information to share regarding their development, please do so as it will help us to ensure we consider their needs.

Our formal reporting process includes appointment times when you can review your child's development with the class teacher. Information about these times is further on in the booklet. These are important dates for your diary.

If you have any concerns that you feel are affecting your child's work or happiness at school, please contact us. **Our telephone number is 8386 1197.** Please be assured you are always welcome to visit the school and arrange a mutually convenient time to discuss any matters with teachers.

In 2021 the school was renamed to South Port Primary School and the process of creating logos, uniforms, new values and so many more things began. The logo you see at the top of the page is our local trigs point that is situated by one of our local beaches. The trigs point is vital for local surfers and 2 surf breaks are named after the point: Triggs 1 and Triggs 2. A trigs point helps people locate places and gives direction. At South Port Primary School we would like to be the beginning of your child's school learning journey and support them to find their direction in life.

We have produced this booklet in the hope that it will answer some of the many questions you may have about our school. A regular newsletter will be emailed home twice a term to keep you informed of what is happening currently.

**We look forward to a happy and successful association with your family at South Port Primary School.**

**Nikki Garner      Principal**

**Yvonne Haddy      Deputy Principal**

## OUR SCHOOL VALUES

The values we live by at South Port Primary School are: **Respect Empathy Resilience**  
These values are addressed throughout a student's time at South Port through classroom teaching, certificates and house points.

## GUIDING PRINCIPLES

We are committed to excellence in teaching & learning:

- ◆ High expectations of all children & students supported through individualised, targeted interventions
- ◆ Supporting children & students to achieve their potential through a range of innovative learning opportunities
- ◆ To support the ongoing wellbeing of our children & students as citizens of the school and wider community

## CURRICULUM

The Australian Curriculum sets consistent national standards to improve learning outcomes for all Australian students. It is used by teachers to design learning and assessment programs to suit the needs of our children and students.

LEARNING AREAS	SUBJECTS	LEARNING AREAS	SUBJECTS
English	English	Humanities & Social Science	History
Mathematics	Mathematics		Geography
Science	Science		Economics & Business
The Arts	Drama		Civics & citizenship
	Dance	Technologies	Design and Technologies
	Media Arts		Digital Technologies
	Music	Health & Physical Education	Health & Physical Education
	Visual Arts	Languages	Japanese

Woven through the eight areas of study are **General Capabilities** and **Cross - Curriculum Priorities**.

### General capabilities:

- Literacy
- Numeracy
- Information and communication technology (ICT) capability
- Critical and creative thinking
- Personal and social capability
- Ethical understanding
- Intercultural understanding

### Cross-Curriculum Priorities:

- Aboriginal and Torres Strait Islander histories and cultures
- Asia and Australia's engagement with Asia
- Sustainability

## SCHOOL CONTEXT

South Port Primary School (SPPS) is situated 36 kms from the Adelaide CBD. The enrolment in 2021 was 272 and is gradually increasing. Currently we have 11 mainstream classes and 2 special classes. Our special class enrolment is dependent on an assessment process run by our regional office support services. SPPS also has 3 specialist teachers for: PE, Japanese and Performing Arts. The school leadership team consists of a Principal, a Deputy Principal who has a focus on learner engagement and a part time Wellbeing Leader.

## **FACILITIES**

Our school has 3 main units called:

- Yulti (Early Years)
- Mirnu
- Patha

These names are Kurna names for local trees. These units are all open planned to allow for flexible learning spaces. Teachers work collaboratively, such as our flexible guided reading groups, to ensure the learning is relevant and stretches students to reach their potential.

We have a large gymnasium with a climbing wall that is used for PE lessons, assemblies, whole school events, at lunchtime and private hirers after school. There is also a Performing Arts hall which we use this for lessons and performances. The library is open before school and at lunchtime and is well resourced.

SPPS has extensive school grounds from a large oval, play apparatus, a chook enclosure and separate pond for the turtles and fish. All these areas have a place in a student's development and ensure there are a variety of spaces fit for different purposes.

## **1. TERM DATES FOR 2022**

<b>TERM 1:</b>	<b>31<sup>st</sup> January</b>	<b>-</b>	<b>14<sup>th</sup> April</b>
<b>TERM 2:</b>	<b>2<sup>nd</sup> May</b>	<b>-</b>	<b>8<sup>th</sup> June</b>
<b>TERM 3:</b>	<b>5<sup>th</sup> July</b>	<b>-</b>	<b>30<sup>th</sup> September</b>
<b>TERM 4:</b>	<b>17<sup>th</sup> October</b>	<b>-</b>	<b>16<sup>th</sup> December</b>

## **2. INTAKE OF RECEPTION CHILDREN**

Prior to the year the student is due to start school we ask that parents and carers join us for a group tour or make an appointment to meet with a member of the leadership team to view the school. If you have important information to share then a personal tour is preferable.

If SPPS is the school of your choice please complete the enrolment form and return at the earliest opportunity.

Currently there is one intake of Reception children every year.

## **3. ENROLMENT**

Please complete the enrolment forms but we ask that you do this before the day you would like them to start school. A meeting will occur with a member of leadership before the students starts so important information can be passed on. This also gives teachers a chance to get equipment and materials organised.

## **4. FAMILY LAW COURT ORDERS**

Please advise the front office if there is a court order in place for your child/ren and of any change of court ordered family care arrangements. It is important that the custodial document be sighted at the school. All information is confidential.

## 5. CHANGES OF ADDRESS & TELEPHONE NUMBERS

We really do need this information to be current. School records need to be kept up to date in case of emergencies so we need to know if:

1. You change your address and telephone number.
2. You change your emergency contact numbers.

## 6. SCHOOL HOURS

8.30a.m.-8.50a.m.	Yard supervision begins
8.50a.m - 9.40a.m.	Lesson 1
9.40a.m.–10.30a.m.	Lesson 2
10.30a.m.-11.20a.m.	Lesson 3
11.20a.m.-11.30a.m.	Eating
11.30a.m.-12.00p.m.	Lunch play time
12.00p.m.-12.10p.m.	Interception / Mindfulness/ Reflection Time
12.10p.m.-1.00p.m.	Lesson 4
1.00p.m.-1.50p.m.	Lesson 5
1.50p.m.-2.10p.m.	Recess
2.10p.m.-3.00p.m.	Lesson 6
3.00p.m.	Dismissal
3.15p.m.	Yard supervision ends.

## 7. ATTENDANCE

**All children aged between 5 and 17 years of age must be enrolled and attend school regularly.**

At South Port Primary School, children aged 5 are also expected to attend school regularly once they are enrolled.

Under the Education Act of South Australia, Parents and/or Carers are held responsible for the regular attendance of all children in their care.

## 8. ABSENCES

If you know your child is going to be absent from school please contact the school by 9.00am. The roll is marked in the morning by the teacher and if there is an unexplained absence or late for your child you will receive an SMS from the school asking for the reason why your child is late or away. Whenever your child is absent from school for 3 or more consecutive days and we do not know why, the class teacher will contact you by telephone.

Please commit to sending your child to school every day on time. Missing school can impede a child's academic progress and they can miss important interactions with their peers and teachers.

## 9. DISMISSAL OF CHILDREN

Children can arrive at school from 8.30am as that is when yard supervision begins. Please don't drop off your child before that time. If your child arrives late to school from 8.55am parents/ carers need to come through the front office and sign the child in and collect a late card to pass on to the class teacher.

Children are dismissed at 3.00 p.m. each day. If children are to be dismissed early you will be informed by the school through the newsletter.

If you wish your child to leave early, e.g. dental or doctor's appointment, please make sure you let the school, and particularly the child's teacher know of the changed arrangements. You are required to sign your child out at the front office before collecting your child from their classroom.

The car parks are for staff only and are not drop off or pick up areas as this is a safety concern. There are disabled parking spaces for those who require them for students who might have mobility issues. We ask the parents and carers display their disability permits at all times when using the spaces.

There is a kiss and drop area on the western side of Jane Street but it's a no standing zone between 8-9am and 2.30- 3.30pm. Please do not stop for periods of time or leave your car in this zone. There's ample parking around the school and many of our students skateboard, scooter or bike in. There are racks provided to store these items but if using a rack outside please lock up your bike or scooter.

## 10. OUT OF SCHOOL HOURS CARE

Seaford Early Learning Centre, (private childcare centre) is located a short distance from the school and has a pick up and drop off service. They can be contacted on 8386 2007. Families make their own arrangements for this service.

## 11. LIBRARY AND INFORMATION CENTRE

**Borrowing:** All children are encouraged to regularly borrow from the library. This can be done each morning from 8.30am onwards.

- Students can borrow up to 3 items.
- The loan period is for two weeks. Children should return books as soon as they have finished with them. This can be before the due date.
- Overdue notices are sent home regularly. Accounts will be sent for badly damaged and lost items.
- Please ensure library books are not put into bags with drink bottles.

## 12. NEWSLETTERS

Newsletters will be emailed to your nominated email address twice termly – **Please look out for your email** as they are the main source of communication between the school and home. Newsletters are also available on the school website at <https://southportps.sa.edu.au/> and we also print a small amount of hard copies in the Front Office.

## 13. OTHER COMMUNICATION

Any letters are sent home with the youngest member of the family. We encourage responsibility and independence and hope that the children remember to do this. Letters are also replicated on Class Dojo. Class Dojo is our most immediate form of communication and all educators use it for class and school information so please ensure you download the app and join using the email that is sent at the beginning of the year.

Welcome Back letters are sent home by the end of week 1 for each term and Curriculum Overviews are sent at the end of week 2. These are vital pieces of information to ensure parents and carers know what is happening for the term from key dates to learning expectations.

## 14. TRANSITION VISITS FOR SENIOR STUDENTS

Our regional secondary school is Seaford Secondary College located at Main Street, Seaford Rise. A Memorandum of Agreement between the River Hub Partnerships schools sees the majority of our Year 6 students' transition to the middle school at Seaford Secondary College to start Year 7. The middle school caters for students from Years 7-9 with students grouped into sub-schools. All of our senior school students leaving the school graduate at the end of the year. A transition program is negotiated for all students that involves visits to their new school and open days. Information is provided to students later in the year. Mid year the Department will send out an email to parents and carers asking about their preferred secondary school.

## 15. ENROLMENTS

2022 estimated enrolment is 275.

## 16. PRE-SCHOOL TRANSITION VISITS TO SCHOOL

Our major feeder Pre-school is South Port Kindergarten which is located on site. Other enrolments occasionally come from Frieda Corpe Community Kindergarten, Seaford Rise and Moana Kindergartens.

All children who will attend this school are supported to access the same transition program regardless of the preschool they have attended.

The transition program usually consists of a welcome letter and invitation to meet the Principal as well as a School Tour. In devising the transition program we try and be flexible and responsive to

the needs of the new Reception children. Prior to the transition commencing we ask all families to complete the Enrolment form and return to the school. For students who are enrolled at South Port Pre-school, the children may attend Book Week, Reconciliation Assemblies and some other school events as they arise. The pre-school and school staff also plan sessions and events together.

## 17. ESPECIALLY FOR PARENTS OF CHILDREN STARTING SCHOOL

Whilst most children will have experienced Pre-school, the transition to school life is a time of yet more changes in their life.

Please read through these points and help your child enjoy a smooth transition.

- talk to your child about what starting school might mean
  - making new friends
  - being with old friends and older siblings
  - eating lunch at school
  - learning new skills
- help your child learn to tie shoes, manage clothes, recognise their lunch box, drink bottle, bag etc.
- name all possessions clearly to ensure safe return of misplaced items
- encourage independence eg tidying up toys and putting them back in their place
- ask your child to perform a variety of tasks around the house which require one or two directions
- read to your child and talk to them about the story and illustrations
- talk with your child and listen to what they are telling you
- ensure that your child has plenty of sleep, this new transition will use up lots of energy!
- teach your child to use the toilet and clean themselves properly without assistance, flush the toilet and wash their hands
- help them to use a tissue independently

## 18. WHAT CAN YOU DO TO HELP YOUR CHILD AT SCHOOL

1. Most of all **BE INTERESTED**.
2. **TALK POSITIVELY** to your child about starting school. Talk about making new friends, playing new games, singing songs, making things etc.
3. Encourage them by **ADMIRING THEIR WORK** when they bring it home e.g. Give their paintings etc. a place of honour for a few days.
4. It is very likely that your child will bring home a variety of books and other things from school. **ENCOURAGE** them by:
  - \* **READING to and with him/her.**
  - \* **SHARING and DISCUSSING what they have brought home.**
  - \* **LISTENING to them**
  - \* **ASSISTING them where you can.**
  - \* **PRAISING THEIR EFFORTS – remember 3 positives to 1 negative**
5. **TAKE** an **ACTIVE** part in as many **SCHOOL ACTIVITIES** as you can.

## 19. HOMEWORK POLICY

At South Port Primary School we believe that students should have as much exposure to reading as possible. Therefore, our expectation is that students are read to or read independently for 20 minutes at home, every day. It's also important that parents and carers take the time to discuss the reading content to improve comprehension.

As students move through the school teachers have individual expectations but parents and carers will be informed of this through the termly Welcome Back letter.

## 20. REPORTING STUDENT PROGRESS TO FAMILIES -TIMELINE

Throughout the year parents and carers are offered a variety of opportunities to discuss their child's progress. We offer:

- Acquaintance Night
- Learning Discussions twice a year
- A written report twice a year

A strong relationship between home and school is vital to support a child's progress so we encourage parents and carers to make time with their child's teacher at any time if there are items to be discussed and shared.

## 21. UNIFORM POLICY

The South Port Primary School Uniform Policy has been developed and approved by the school community through the Governing Council. The school expects the co-operation of all students, parents and staff in the implementation of the policy

### Rationale

In keeping with one of the school values of respect, all students are expected to wear the SPPS uniform with pride and in an appropriate manner. Wearing the school uniform provides a sense of connection to the school community, assists in the provision of a safe school environment, promotes equality and provides effective identification of students when on excursions.

### Exemptions

Parents/ carers may seek exemption under the following grounds:

- Religious, cultural or ethnic
- New student
- Financial hardship
- Genuine medical or family sickness reasons

Parents are asked to speak with a member of the leadership team if one of these areas refer to them.

**All items below are purchased from JS Sports** in our school colours of predominately navy followed by white, charcoal and duck egg blue:

Short Sleeved Polo    Long sleeved Polo    Jumper

Other items of acceptable uniform:

Navy trousers            Navy shorts                            Blue and White Summer Checked Dress  
Flat-soled shoes of any colour                            Navy skirts or skorts    Navy Leggings                    Navy tights

The Year 6s have different polos and jumpers that are ordered by parents/ carers at the end of Year 5.

### The school policy does not allow:

- Thongs
- High heeled shoes
- Denim clothing
- Make up
- Clothing and hair accessories in any colour other than navy, white, charcoal and duck egg blue
- Hooded jumpers

### Jewellery

Jewellery needs to be kept to a minimum, such as small closed earrings and a small ring. Bracelets and necklaces are not acceptable due to safety reasons. Please discuss any concerns with the leadership team.

### Non-compliance

If a student is not wearing school uniform the staff will:

- Talk to the student (depends on the age of the student)
- Contact the parent/ carers via phone or Dojo

If a student is not able to wear uniform parents/ carers are expected to contact the child's teacher explaining why.

## 22. SUN SMART HOT WEATHER POLICY



## **Rationale**

A balance of ultraviolet radiation (UV) exposure is important for health. Too much of the sun's UV can cause sunburn, skin and eye damage and skin cancer. Exposure to the sun's UV during childhood and adolescence is associated with an increased risk of skin cancer in later life

### **1. Seek shade**

- The school governing council makes sure there is a sufficient number of shelters and trees providing shade in the school grounds particularly in areas where students congregate e.g. lunch, canteen, outdoor lesson areas and popular play areas.
- Students are encouraged to use available areas of shade when outside.
- Students who do not have appropriate hats are asked to play in the shade.

### **2. Slip on sun protective clothing**

- Sun protective clothing is included in our school uniform / dress code and sports uniform. School clothing is cool, loose fitting and includes shirts with collars and longer style dresses.

### **3. Slap on a hat**

All students and staff are required to wear hats that protect their face, neck and ears, i.e. bucket hats, whenever they are outside in **from 1<sup>st</sup> August- 30<sup>th</sup> April** Baseball or peak caps and visors are not considered a suitable alternative.

### **4. Slop on sunscreen**

Parents and carers are required to support their child to wear sunscreen before they come to school. Sunscreen is available in the classrooms and parents and carers give permission for this at the beginning of every year.

## **23. LOST PROPERTY**

**Please label your children's belongings** .Lost property will be placed in a storage box by the Yulti unit - please check to see if any lost articles are there. At the end of each term, lost property is washed and sold in the uniform shop or sent to charity.

## **24. FINANCE**

### **Material and Services (School Fees)**

School fees are charged annually and invoiced at the beginning of the school year. The Materials & Services charges are set and approved by the School Governing Council. It is an expectation of the Department for Education that fees are paid by the due date. There are various payment options available to parents/carers, please call the finance office for further information.

### **School Card**

The School Card scheme is administered by the Department for Education and provides financial assistance towards the cost of educational expenses for full time students of low income families. Applications for school card are required to be made on an annual basis. School Card approval does not automatically roll over from year to year. For additional information regarding the scheme or to apply online visit [www.sa.gov.au](http://www.sa.gov.au) or call the School Card Section on free call 1800 672 758. Alternately you can collect and submit an application via the school office.

### **Payments**

Throughout the year there will be opportunities for students to attend camps, excursions performances etc. The school aims to provide adequate notice of excursions to ensure that families have time to budget for these extra-curricular activities. Please ensure payment and consent forms are returned to the class teacher. Receipts for payment will be sent home with your child. It is imperative that payments are made by the due date to ensure your student does not miss out.

## **25. HEAD LICE**

Unfortunately children at primary school usually get head lice at some time so we ask that parents and carers regularly check their child's hair and inform the school if any lice or eggs are found. If a child is identified as having head lice or eggs at school the office will notify the parents and carers and ask they be collected so that treatment can begin at once.

## 26. MEDICATION

If your child requires medication, please ensure that it is left at the Front Office. The medication needs to be **in its original packaging with clear instructions for administration**. Any medication that is held in the front office also needs to be accompanied by a Health Care plan or a Medication Authority plan.

The school needs to be aware of any medical problems your child may have, such as allergies, asthma, specific medical conditions etc. Because of this need we ask parents to supply us with a number of medical facts concerning their child/ren. This is recorded on a Health Information form and filed for safe keeping. This information is confidential but very necessary in the case of an emergency.

If there is any change in your child's medical history please don't forget to tell us.

## NO ANALGESICS OR INJECTIONS (excluding Epi-Pens) ARE TO BE GIVEN BY SCHOOL STAFF

## 27. ILLNESS AT SCHOOL

Please do not send your child to school if they are ill.

Children who are ill while at school are sent to the front office where any necessary first aid will be administered by staff. Parents or emergency contacts will be notified to collect child if required.

## 28. DENTAL CLINIC

A service is provided by the SA Dental Service Noarlunga (8384 9244). Emergency dental care is available on 1800 022 222.

The school also uses the school service and a dentist visits the school every year. Parents and carers request to access the service.

## 29. SPORTS AVAILABLE TO THE CHILDREN

South Port Primary School is involved in the Physical Education area of study. Students participate in daily fitness activities, skill teaching sessions and attend various sessions run by visiting coaches and professional groups.

The school participates in SAPSASA Onkaparinga District sports including cricket, netball and soccer as well as the athletics and swimming district days when we have enough students to field teams and coaches to support them. The school also competes in the knockout competitions run by SAPSASA in such sports as netball, cricket and football.

## 30. SPORTS & HOUSE TEAMS

There are four house "teams" in the school.

When your child enrolls he/she will be placed in one of our four house teams. If he/she has a brother or sister at the school, they will be placed in the same team.

The four teams are: **Flaxman** **Red** **Nashwauk** **Blue**  
**Tigress** **Yellow** **Witton** **Green**

At the beginning of the year students may submit written nominations expressing their desire to be House Captain. In this role House Captains perform a number of duties during the year including leading Sports Day teams, running events for younger students and presenting awards at assemblies. The student body then works with Leadership to decide on the most suitable House Captains.

Children can also "earn" house points throughout the year and before each assembly the house points are totalled to find out who is the winner for that month. At the end of the year all the points go towards the final house cup. Students are very motivated to earn house points and get very excited in assembly to see if their house is victorious.

### 31. PERFORMING ARTS

We are developing a vibrant performing arts program and year groups put on performances throughout the year. Parents and carers are invited to watch the shows that are created as part of the performing arts curriculum.

A private music teacher visits the school once a week to teach guitar, keyboard, piano and ukulele. Please ask the front office for the teacher's details if you are interested in these private lessons.

### 32. BEHAVIOUR MANAGEMENT OF STUDENTS

We are committed to providing a safe, ordered and success orientated learning environment that is free of harassment and encourages personal responsibility and ownership of behaviour. Our school values are emphasised with students each year and it is expected that all students practise these. Each class also develops a code of cooperation, a positive incentive program and there is explicit teaching of social skills. Regular reinforcement occurs and a culture developed which focuses on positive reinforcement. Teachers communicate both positive and inappropriate behaviour to parents via notes in diary, phone calls and parent teacher conferences. For inappropriate behaviour, the emphasis is on redirecting/re-engaging the student.

**Classroom** – Teachers work with their students to develop a fair and explicit system for continuing inappropriate behaviours. For example: a reminder, class time out, out of class time out and Reflection Room where restorative conversations occur. Leadership, along with the teacher may develop a plan with the student and family. This supports the behaviour to change and success celebrated. If a student continues to show reluctance to follow school behaviour expectations then suspension from school may occur after communication with parents. There is also an option to work with a Behaviour Coach from our regional Student Support Team.

**Yard** – When students are unable to follow the yard rules of; movement, safety, treatment, conflict, a range of consequences occur, depending on its seriousness. Consequences include walking/talking with the yard duty teacher, sitting out in the yard, time out. For some students a Safe Play Program is developed that may include Buddy support, restricted play areas and monitoring charts. Parents and carers will be informed of any programs.

**Bullying and Harassment** - At South Port Primary School we have a zero tolerance to Bullying and Harassment. Behaviour Management and Anti-Bullying policies are available for parents/carers to read and discuss with your child.

Teachers explicitly teach lessons to help students recognise the types of bullying and harassment that can occur and strategies that students can follow if they need to report incidents.

**Interoception-** Interoceptive awareness can be broadly defined as the conscious perception of an internal body state e.g. breathing. These senses are related to emotional experiences. Awareness of both biological and emotional internal body cues are impacted in individuals who are affected by trauma.

At SPPS we teach interoceptive awareness through a variety of activities across the school day e.g. sitting with your hands resting in your lap and notice how they feel when relaxed. These activities support children to learn to understand their bodies and emotions which leads to improved self-management and self-regulation. Classrooms where interoception is being taught are calmer as behaviour challenges are reduced.

### 33. CONCERNS ABOUT YOUR CHILD - and/or CHILD'S PROGRESS

We encourage parents and carers to talk to us regarding any concerns as soon as they emerge.

1. Make an appointment to see the classroom teacher involved and let them know what you wish to discuss so everyone can be prepared. There are times when teachers are unable to meet you due to teaching and staff meeting commitment so please be aware of this when booking a time. You can message the teacher on Dojo or call the front office to make a time or email the teacher directly.

If the issue is not resolved after this time or further support is required:

2. Seek an appointment with a member of leadership. If you are unsure who to speak with please call the front office and they will advise or direct the concern to the relevant member

of leadership. This process can take time as depends on the availability of the appropriate person so we ask for patience.

If you are still dissatisfied you can:

3. Contact the principal again to air your concerns or contact the Customer Feedback Line who then speak to the school about the issue.

Further information is available at: <https://www.education.sa.gov.au/department/about-department/contact-department/feedback-and-complaints-about-school-or-preschool>

### **33. EXCURSIONS**

Excursions are an important part of the school's curriculum. This is termed 'out of class learning' and deemed essential for all students. If your child's class is going on an excursion we strongly encourage your child to attend. At times, you may be invited to accompany a group on an excursion or to provide transport. In line with the current Volunteer's Policy you can only agree to do this if you have completed all the requirements in the Volunteer process. This includes a current Working With Children Check. Information and permission notes will be provided before the excursion.

**We encourage all children to attend excursions. It is very important therefore that the signed permission forms are returned promptly to school.** If you have any concerns about an excursion please make sure you contact the organiser (usually the class teacher) so that he/she is aware of your concerns.

### **34. COMMUNITY USE OF SCHOOL BUILDINGS**

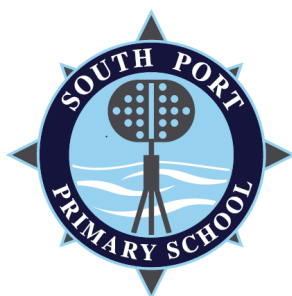
We believe the school to be a vital part of the community and we encourage the use of the school buildings and grounds by community groups. Further information can be sought from the Front Office.

### **35. VOLUNTEERS**

We would encourage any parent, grandparent or carer who wishes to become involved in the life of the school to do so. However, they need to complete all the components of the Volunteer Policy before they commence volunteering at school. Please see the front office for this process.

**Thank you for taking the time to read this important information about our school.**

**We wish your child/ren and your family a happy and enjoyable association with the school.**



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