

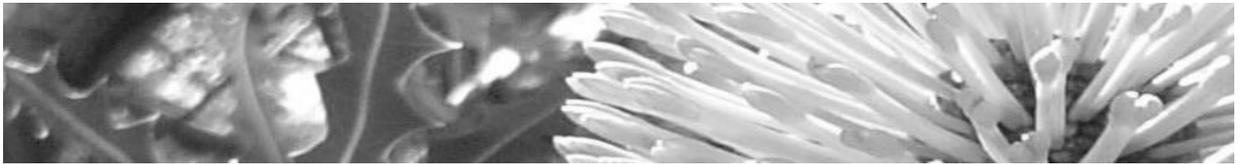
BELDON PRIMARY SCHOOL



PARENT INFORMATION BOOKLET

Check out our website at:

www.beldonps.wa.edu.au



PARENT INFORMATION



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BELDON PRIMARY SCHOOL

10 Pacific Way

Beldon WA 6027

www.beldonps.det.wa.edu.au

SCHOOL ADMINISTRATION PRINCIPAL: Mrs Mary Blechynden DEPUTY PRINCIPALS: Mr Peter Williams Ms Pamela Wilmott MANAGER CORPORATE SERVICES: Mrs Rhonda Williams	SCHOOL CONTACTS Telephone: 9401 1144 Fax: 9401 8333 Email: Beldon.PS@education.wa.edu.au
EARLY LEARNING CENTRE Pre-Primary 9401 1889 Kindergarten 9401 1144	
SCHOOL CANTEEN	9401 6593
BELDON EDUCATION SUPPORT CENTRE PRINCIPAL: Ms Michele Mason Telephone: 9402 3544 Fax: 9402 3136 Email: Beldon.ESC@education.wa.edu.au	
EDUCATION SECURITY	9264 4771
DENTAL CLINIC	9307 1425

TERM DATES 2017

Term One:	Wednesday 1 st Feb - Friday 7 th April
Term Two:	Monday 24 th April – Friday 30 th June
Term Three:	Monday 17 th July - Friday 22 nd Sept
Term Four:	Monday 9 th Oct - Thursday 14 th Dec





BELDON SCHOOL CREED

Beldon's Banksias, blowing around,
surrounding our school with a wistful
sound.

Learning, studying, competing with pride.
Striving, excelling with youth on our side.

Behind our efforts our teachers stand –
an encouraging smile, a guiding hand.

We will leave here able to say –
from Beldon with pride, we'll lead the way.





SCHOOL VISION, MISSION AND ETHOS

Aspire to go beyond

VISION

At Beldon Primary School we want to be seen as a school of which to be proud, that parents select for their children knowing they will be happily learning and developing to embrace change and their future.

MISSION

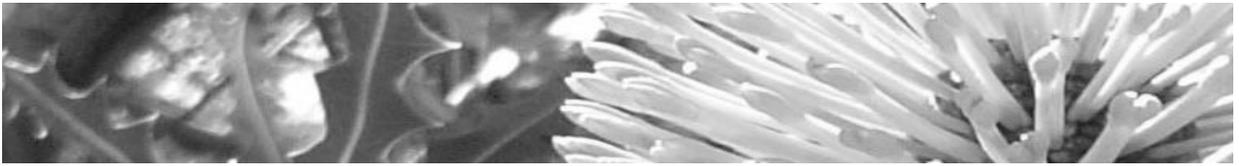
- To provide a quality education for all students, to develop life-long learners.
- To promote a work environment that acknowledges and values staff.
- To celebrate the contribution of parents as partners in the education process.

ETHOS

Beldon Primary School is dedicated to providing quality teaching and learning to enable students to happily and confidently move from where they are to where they have the potential to be.

Beldon Primary School recognises that student learning is best developed in an environment of cooperation and teamwork. We actively encourage community involvement and parent participation to enrich the fabric of school life.

Beldon Primary School fosters a sense of pride in an environment in which children feel secure and valued, enabling them to do their best and achieve success.



WELCOME FROM THE PRINCIPAL

Dear Parents

It is with great pleasure that I extend to you and your children a warm welcome to Beldon Primary School. I hope that your association with the school this year is a happy one.

Beldon Primary School prides itself on providing a caring and stimulating learning environment for your child. The school community is very active in its support of the school and its programs, and I hope you will be able to make a contribution to the life of the school in 2017.

This information brochure is indicative of the manner in which the School Board, P&C, staff and I consider effective communication to be an essential element of the school's operation.

This brochure contains details of the day to day running of our school.

The strength of Beldon Primary School is our strong belief that the education of our students is built upon the genuine partnership between home and school.

To this end I look forward to working with each and every one of you in 2017.

Yours sincerely,
Mary Blechynden
Principal



ABOUT OUR SCHOOL

Established in 1985, Beldon Primary School has seen more than 1050 children pass through its ranks. The school generally draws children of parents from a broad socio-economic and cultural range. We are now seeing traditions of attendance across family generations. It also attracts a large number of children from areas outside the local area. We are currently experiencing an influx of enrolment in the early year levels.

The students from the Beldon Education Support Centre, which shares our school campus, are integrated into the primary school wherever and whenever possible.

There is strong community support from parents and local community who, in recent years, have funded areas such as the air-conditioning of the school, the purchase of sports equipment and the purchase of library books. The Parents & Citizens Association also runs a Safety House Program and a most successful Canteen open once each week. Approximately 100 parents regularly help in the school Library, Canteen and classrooms.

There is an experienced and loyal staff, some of whom have been at the school for over 30 years. On the staff we have a Maths Coordinator, an Indonesian Specialist and a Literacy Coordinator. A Learning Support Coordinator, a Visual Arts specialist, a Music specialist a Physical Education specialist, and Language Other Than English (LOTE Indonesian) specialist. The collaborative approach taken by all staff ensures a quality teaching and learning program.

Facilities include air-conditioned and gas heated classrooms, access to a large shire oval with a cricket pitch, basketball netball courts and adventure playgrounds. There is a fully air-conditioned enclosed hall Assembly area for cultural and sporting events, a large modern library resource centre, internet-linked computers and Wi-Fi in each classroom, an art centre and a performing arts room.

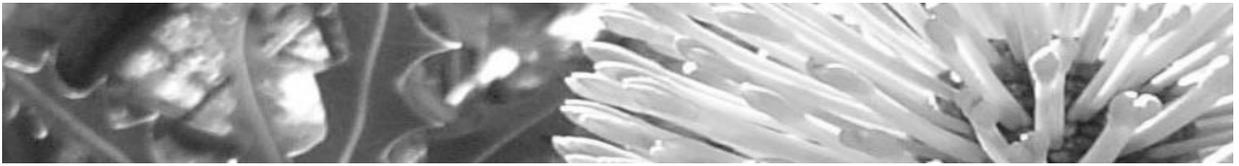


An Art program has many children from Years Pre-primary - 6 involved each year. An instrumental music program for guitar is available for selected students from Year 6. The Year 6 Leadership Program is an integral part of the school and an important component of the children's transition to high school. The children have a well-planned physical education program, supported by a Physical Education specialist, which allows all children the opportunity to take part in daily fitness and regular sport activities.

In Years 5 and 6 children identified as being gifted and talented are offered enrichment courses through PEAC (Primary Extension and Challenge). Year 1 and 2 students are identified for a district run enrichment program.

Classroom extension programs and support programs are also provided to enable all students to maximise their potential. With pride, over the years the school has built a reputation for developing resilient, capable students as they make their way into high school. Many of our students win scholarships to a wide range of programs at local secondary schools.



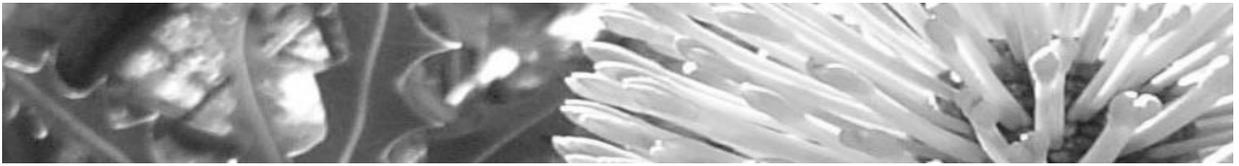


About Beldon Education Support Centre

Beldon Education Support Centre was established in 1985 as a stand-alone building on the Beldon Primary School site. Although Beldon ESC is physically separate to the primary school there is a seamless connection between the two in the form of common school policies, shared facilities, shared teaching expertise, shared newsletter, shared website and common administrative practices. The partnership, although informal, provides students at the Centre with extraordinary learning opportunities. Staff from both schools shares duty-of-care across the combined campus. The Beldon ESC and Beldon Primary School occupy a large well-fenced site sharing numerous facilities such as the pre-primary room, art room, kitchen and large garden.

The Centre is located on the south side of Ocean Reef Road in the expanding north coastal corridor of Perth. Beldon E.S.C is a school of choice because its programs are appropriate for their child. The Centre's reputation is spread via "word of mouth" promoting the quality of its exceptional individualized well-resourced early-years (K-2) program, the Early Intervention Autism Program and the improved outcomes as an Independent Public School (IPS) with better facilities and higher profile. As the Centre is without a local intake area, the school uses proximity to the school as its main criterion for prioritising enrolments.

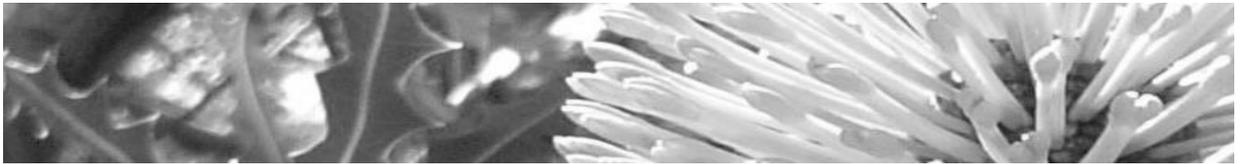
Children who live outside the Beldon Primary School catchment area are transported to and from school on a contract bus. The two institutions work in concert to resolve enrolment for families with mainstream students and a special needs students.



The Centre has a Principal, specialised teachers and education assistants who are all trained in teaching children with disabilities. Staffing is carefully managed through a comprehensive workforce plan. Teachers are matched to classes according to special needs and interests and the staff turnover is low. The large growth in the number of education assistants has been matched by a significant growth in their duties as para-professionals. Education assistants at the Centre contribute to the instructional and assessment expertise within the classrooms through productive partnerships with teachers.

The centre values the partnerships it has with their parents and the wider school community including therapy providers.

The Centre's ethos "***Aspire to go Beyond***" is well established and well regarded in the surrounding district as evidenced by a rapid growth in enrolments. The tone of the Centre is best described as caring, quiet and steady with a clear focus on individualised instruction, within a shared school environment with Beldon Primary School.



WELCOME FROM THE P&C

Dear Parents

On behalf of the Beldon Primary School Parents and Citizens Association Incorporated we extend a very warm welcome to you and your family for the 2017 school year.

The P&C plays an important role in the school and provides additional services and resources for the betterment of our children's education. Extensive fundraising through the canteen, uniform shop, discos and whole school projects has enabled this support. Last year support was provided to assist in many areas including music, health, sport, library books and in 2015 the P&C subsidised the Origo Maths program within the school.

The P&C also provides a forum for parents and is the formal link between parents, teachers and the school administration. The School Board, comprising community/parent representatives, teachers and the Principal, is the decision-making group of the school, setting school priorities and policy.

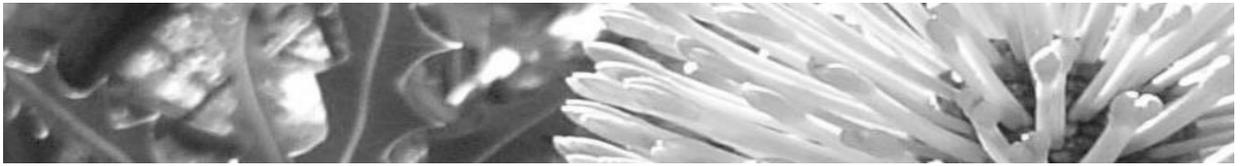
An election for 2017 representatives for the School Board will have occurred in 2016.

A regular schedule of P&C meetings provides the opportunity for parents to become involved in the school. P&C meetings will be held twice a term. All parents are most welcome and are encouraged to attend.

I am confident you will be pleased with the standard of education provided at Beldon Primary School and we encourage your participation in all aspects of the school.

Yours sincerely
P&C Association Committee
President





PARENT INFORMATION 2017

STUDENT DIARY PURPOSE

- To provide students with an opportunity to use a method to organise information and responsibilities in diary format.
- To give opportunity for teachers and parents to use the diary as a means of communicating with one another.
- To have available information about the school that will be useful to parents.

ATTENDANCE

WA regulations state that parents must ensure their child attends school. It is essential that contact details; addresses and phone numbers are updated in case of emergency. The school must be notified of any changes. Birth certificates and ACIR (Australian Childhood Immunisation Register. Medicare Immunisation Statement) need to be sighted on enrolment. Legal custody arrangements need to be shown to the Principal and kept up to date.

ABSENCES

Parents are required to provide an explanation each and every time their child is absent from school (written, verbal or via the school app, skoolbag). The note explaining the absence will clearly state the day(s) on which the child was absent and will be supplied on the day the child returns to school. A medical certificate may be required to explain prolonged absences.

TIME OF ARRIVAL AT SCHOOL

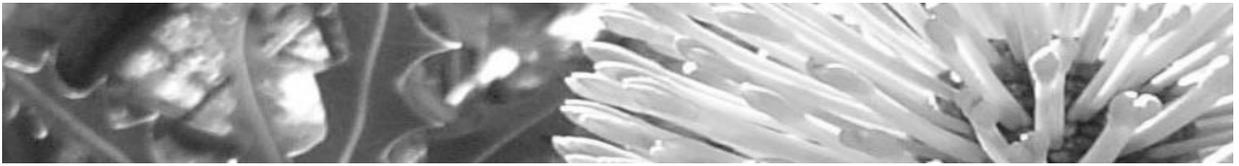
At Beldon Primary School we encourage students to arrive at school after 8.20am. Students who do arrive before this time are to come directly to the atrium area and remain there until they are released at 8.20am.

School starting time is 8.40am Monday to Friday.

School finishing time is 3.00pm Monday to Friday.

LEAVING THE SCHOOL GROUNDS

Students are not allowed to leave the school grounds without permission from the school and parent. Before taking children out of the school during school hours, the accompanying adult is required to collect an acknowledgement slip from the office.



COMMUNICATION

The staff at Beldon Primary School welcomes parent contact. Should parents have any concerns regarding their child's progress or any other matters, they should contact the teacher. Parent messages can be entered in the School Diary.

It would be appreciated if you let the teacher know that you would like an interview through a note, so they can arrange to meet at a mutually suitable time.

The newsletter will be issued every second Thursday via email, the school app and on the web site. Hardcopies can be requested and sent home via the youngest child attending the school.

Communication through the School Diary is also encouraged to keep parents informed of what is happening at the school.

HOMEWORK

Students will, on many occasions, have work to complete at home. This may range from a few pages of a reading book to completion of work or projects. The key to a successful homework program is parent interest and support. Homework is an excellent opportunity for students to consolidate their skills with the help of their parents. (Homework Policy Appendix I)

SCHOOL BOARD

Beldon Primary School has a school board made up of the School Principal, parents, community members and staff. The board meets several times throughout the year.

The functions of the school board:

- Contribute to the establishment of and review the school's objectives, priorities and general policy directions
- Endorse financial arrangements necessary to fund those objectives, priorities and directions
- Evaluating the school's performance in achieving them
- To promote the school in the community
- To take part in formulating codes of conduct for students at the school
- To determine, in consultation with students, their parents and staff of the school the student dress code



SCHOOL ASSEMBLIES

School assemblies are held each week. Some weeks, Thursday afternoons are staff and student administration assemblies' while classes take turn to organise the Friday morning assemblies, from 8.40am until approximately 9.30am, in the undercover area. Parents, friends and extended family are invited to be present to view and share in the class item and other school presentations. Parents are notified of their child's up-coming class assemblies through the school newsletter. School **Certificates of Merit** and other awards are also presented at assemblies. Letters are sent home to parents to inform them when a merit certificate is being presented to their child/ren. Parents of the class conducting the assembly may be invited to join the class for morning tea following their assembly.

SIREN TIMES

School starting:	8.40am
Recess:	10:40 –11.00am
Lunch:	12:20 – 1:00pm
End of School:	3.00pm

SCHOOL LIBRARY

The Library contains a wide selection of fiction, non-fiction and picture books. It is managed by our library officer and is fully automated. The library is open Monday to Friday before and after school for the returning of items. Maintenance of books is a constantly recurring need. Parents prepared to come along and cover/mend books and assist with shelving are always very welcome.

In an effort to make our books more durable, parents are asked to provide a library bag for children. Any parent interested in helping in the library should contact the Library Officer, Mrs Tracie Lavers, on 9401 1144.

SCHOOL VOLUNTARY CONTRIBUTIONS AND CHARGES

Each family is asked to contribute according to a scale set by the School Council. In 2015 the voluntary contributions will provide funding for school programs in areas of computing, music, sports carnivals, assemblies, student texts, reading books, library books and concerts.

Payment of the contribution with the booklist or early in the school year would be greatly appreciated.



2017 Voluntary Contribution Scale (K - 6)

\$50 First child in the family

\$40 Second child in the family

\$30 Third child and subsequent children in the family

Throughout the year parents will be asked to pay charges for certain events and activities. Stephanie Alexander Kitchen Garden (SAKG), swimming lessons, incursions, camps and excursions are examples of school activities for which parents need to pay a charge in order for their child to participate. There is the option to pay directly into the school bank account, cheque or cash. The account details are as follows:

BSB: 016494

Acc: 340833383

Schedule of possible charges for 2017 was sent to each family in December 2016.

Parents experiencing difficulties with payment of the contribution are asked to contact the school to discuss this matter in privacy with the school Principal.

DRESS AND UNIFORMS

The wearing of school uniforms is school policy.

The uniform shop is located to the south side of B Block in the parent room. The shop is open on Friday 3.00pm - 3.30pm. Both new and second-hand uniforms are available.

The shop is open at least one each week. The exact day and times will be published regularly in the school newsletter. Uniform order forms are available from the office and on the app; if they are submitted with the correct monies to the office, then the uniform gets delivered to the child's class.

UNIFORM LIST:

Polo Shirt

Round Neck T-Shirt

Polar Fleece Half Zip Top

Polar Fleece Jacket

Dry and Cosy Jacket

Gaberdine Cargo Pants

Gaberdine Cargo Shorts

Wide Brim Hat

Girls Boot Leg Pants

Dress

Skort

(Uniform Policy Appendix II)



DISCIPLINE

At Beldon Primary School we aim to develop in students:

- Consideration for feelings, rights and property of others, and tolerance of other people and their differences.
- Respect for the authority of staff, adults and others required for the fair and safe running of this school.
- A clear understanding of the values held by the school, community and society with regard to rules, fairness, safety and consequences.
- The empowerment to own and accept the responsibility for their behaviour.

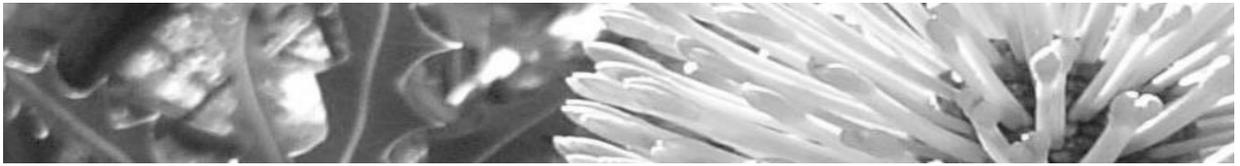
At Beldon Primary School we aim to create a positive environment where:

- Everybody is happy and where self-esteem, emotional and physical well-being are seen as highly important.
- Staff, students and parents feel content and worthwhile with everyone respecting themselves, others and the environment.
- Clear behaviour management guidelines that protect the rights of all individuals, where the procedures, consequences and rewards are clearly defined and known by the school community. (Behaviour Management Policy Appendix III)

CRISIS MANAGEMENT PLAN

The school has developed and operates a comprehensive “Crisis Management Plan” which specifies actions to be undertaken should emergencies arise.

Part of the Plan is an “Evacuation Plan” which nominates how the school is to be evacuated should it become necessary. Maps of evacuation are distributed on walls and display boards throughout the school. Regular practices are held. In case of a school wide emergency the parent re-unification point is in the centre of the shire oval, south west side of the school. All students must be signed out by their caregiver.



SPECIALIST ART PROGRAM

A specialist Art Program is conducted in the purpose-built Art Room. Students take part for approximately 60 minutes each week in Years 1 – 6. They are given opportunities to develop skills, techniques and processes to express themselves with assorted media. In addition, students are given time to reflect on, respond to and understand, various art styles and works.

SOCIAL SCIENCES (HISTORY + LOTE)

History is taught to all Year 3 – 6 students by our specialist teachers. The Australian Curriculum History is organised into two interrelated stands: **Historical Knowledge** and **Understanding and Historical Skills**. The curriculum focus is on local/national history. LOTE (Indonesian) is commencing in 2017 for years

LEARNING TECHNOLOGIES

Beldon Primary has a computer network throughout the School, providing each classroom with direct internet access via at least two computers per room; and, in addition, the School has a bank of 15 computers in the library for class and individual use. Each classroom has an interactive whiteboard and the school has a growing set of ipads for use throughout the school. The aim is for students to use computers as a tool to assist learning through publishing, research and communication in a range of learning areas

INTERNET USAGE

Student access to the internet will only occur following receipt by the School of a signed “Agreement Form”. The policy and annual agreement forms are distributed during the first weeks of the new school year..

DROP OFF AND PICK UP ARRANGEMENTS

Parents are expected to use the parking in Pacific Way, Gradient Way and Nautical Grove when dropping off and collecting their children.

The staff car parks of both the Beldon Primary School and Beldon Education Support Centre are for staff and Dental Clinic visitors only.



SCHOOL REPORTS

A formal written report is sent to parents at the end of Term 2 and Term 4. Work samples providing evidence about children's progress at school will be available to parents during the course of the year. The students take their parents on their Learning Journey during Semester 2. Parent-teacher interviews are always invited. Please contact the office to make a mutually convenient time.

SCHOOL CANTEEN

The school canteen is open one day each week. The canteen menu is revised regularly and issued with the newsletter and the app. The canteen menu adheres to the healthy eating "traffic light" system, with an emphasis on green light foods and occasional amber light food. The canteen operates with the aid of volunteer parents and your assistance is welcomed. Contact the Canteen Manager via the school administration.

DENTAL THERAPY CENTRE

This free service operates at Beldon Primary School. Its purpose is to provide a continuous preventative dental service for each enrolled child from Pre-Primary to Year 11. It is important that regular dental examinations are continued throughout high school, even if your child is attending a specialist, such as an orthodontist. The Centre is supervised by a Dental Officer of the Public Health Service, and is staffed by Dental Therapists who are specially trained to provide dental care for children. Each enrolled child is taught proper care of teeth and gums, and routine preventative therapy is applied. Any treatment required (fillings or extraction) is carried out at the Centre.



Appendix I

BELDON PRIMARY SCHOOL

HOMEWORK POLICY

RATIONALE

Homework can support higher levels of student achievement by extending the time available for students to consolidate skills and concepts learned at school. It also extends the time available for exploration of new ideas and new situations.

Homework can also be a means of furthering school - home relationships and can assist in keeping parents informed about the student's program and progress.

Consideration may be given for homework to begin with the home reading program in the early childhood phase of development and progress to a self-planned individual study and revision program for many students in the adolescent phases.

Preparation of students for the time commitment of homework anticipated in years to come is not, in itself, a reasonable basis for setting homework. Homework may not be required every evening.

HOMEWORK MAY INCLUDE

Years 1 – 3 (Up to 10-15 minutes)

Home Reading Program

Reading at home

Practicing/Learning of word list (according to level of development)

Maths activities and games

Years 4 – 6 (Up to 15-25 minutes)

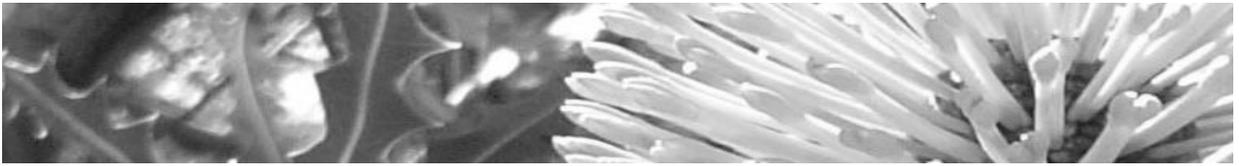
As for Years 1-3

Completion, refining or research to support class work.

Weekly assignments may be set to reinforce concepts currently being taught in that class.

Reviewing work completed in class and posing questions, if required, for the teacher (in later years this is known as "study").

Music practice for those involved in the school's instrumental program is in addition to class homework.



HOMEWORK MUST BE:

- Used to assist the achievement of learning outcomes.
- Linked to the classroom program
- Appropriate for individual achievement level
- Towards development of independence as a learner
- To further the partnership between school and home
- To enhance family life, not impinge on home pursuits
- Determined by the teacher for consolidation, completion or review

GUIDELINES

- Homework should support the development of the student's independence as a learner.
- Parents will be kept informed of the homework systems, requirements and issues for their child's class.
- Parents are asked to inform the teacher if a student is unable to complete their homework either because of time issues or difficulty of task.
- Parents may choose for their child to do far less homework than suggested; however, this should be done in consultation with the teacher.
- Preparation and organisational tasks in readiness for the next school day should be routine for all children.
- Homework will not be as punishment or for discipline.
- There will be no consequences for failure to do homework.

SOME ADVICE TO PARENTS

- Children need to play and relax after school.
- Ask your child to explain what he/she is doing for homework.
- Homework is best done at a quiet time and place set aside for homework completion.
- Assisting children with homework is only valuable if the child actually does the homework themselves.
- Completing homework in front of the television is not recommended.

CONCLUSION

Homework should be a positive experience for children and parents.



Appendix II

BELDON PRIMARY SCHOOL DRESS CODE FOR STUDENTS

RATIONALE:

The Beldon Primary School community through the School Council believes the wearing of a school uniform discourages competitive dressing amongst students and promotes a sense of identity. The School Council has determined that a school uniform should be worn.

PURPOSE:

- To provide parents and students with a dress code that is safe and appropriate for school activities, reasonable by contemporary standards, provides some choice, is affordable to parents, and considers the risks of ultraviolet radiation.
- To encourage the wearing of the school uniform by providing sanctions for students not complying with the dress code.
- To provide appropriate processes for exemption or modification related to student health, ethnic considerations, religion or any other matter, which in the Principal's opinion, is sufficient to exempt a student from the dress code requirements.

GUIDELINES:

Items designated on the current "School Uniform Order Form" constitute the dress code. In summary this is:

WINTER:

Light Blue Polo Shirt
Navy Blue Tracksuit
Navy Blue Zipper Jacket
Navy Blue Dance Pants
Navy Blue Cargo Pants

SUMMER:

Light Blue Polo Shirt
Navy Blue Shorts
Navy Blue Cargo Shorts
Navy Blue Skort
Summer Dress

NB: A "No Hat, No Play" policy operates September through May.

SPORTS UNIFORM

Boys: Navy shorts and school shirt or faction colour polo shirt (red, blue, green, gold) school hat and sport shoes.

Girls: Skort navy and school shirt or faction colour polo shirt (red, blue, green, gold) school hat and sport shoes.



HAIR

Shoulder length hair needs to be tied up, for either boys or girls. Hair ties, ribbons and headbands are to be in school colours.

JEWELLERY

The wearing of jewellery for adornment is not appropriate at school. Plain sleepers or ear studs for pierced ears for either boys or girls are acceptable.

FINANCIAL DIFFICULTIES

Families who may experience financial difficulties regarding the purchase of a uniform should contact the Principal to seek a solution.

MODIFICATIONS TO THE DRESS CODE

Parents of students who for religious or health reasons, may wish to modify the school dress code, are required to make an appointment with the principal or a deputy principal. Staff will be informed of any student granted a modification to the dress code.

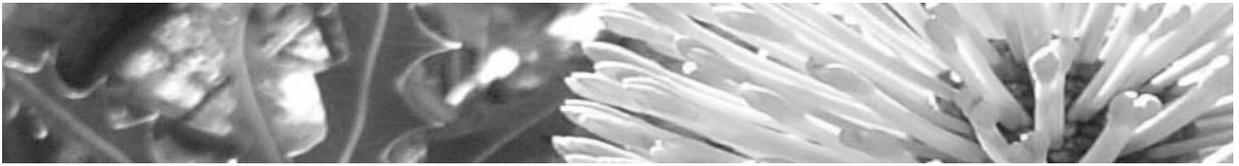
SANCTIONS

Students not complying with the dress code will be counselled and resolution of their concerns sought. Non-compliance with the dress code where exemptions have not been sought will result in a student being prevented from attending any activity in which the student is representing the school, in school or out of school hours, and may include representative teams of participants or spectators in areas of sport, drama, music, excursions and school social functions. Ongoing noncompliance of the dress code may lead to a loss of Good Standing.

ENROLMENT

Parents and students will be informed of the Beldon Primary School dress code at the time of enrolment. **Acceptance of enrolment at this school assumes an agreement between the school, the parent/guardian and the enrolling student, that the student will dress within the guidelines of the school dress code.** Any grounds for exemption should be raised and an agreement reached at this time.

Parents of students already enrolled at Beldon Primary School are assumed to agree with this dress code. Any parents wishing to discuss exemptions should do so at the start of the school year.



REVIEW OF THE DRESS CODE

As consultation with the school community has occurred via newsletters, the P & C meetings and the School Council, it is intended that this policy will have a life of five years before review.

Reviewed by Beldon Primary School Board Dec 2013
Mary Blechynden – Principal





Appendix III

BELDON PRIMARY SCHOOL BEHAVIOUR MANAGEMENT POLICY

Our Behaviour Management processes aims to develop in students consideration for the feelings, rights and property of others and tolerance of other people and their differences; respect for the authority of staff, adults and others as required for the fair and safe running of this school. A clear understanding of the values held by the school, community and society, with regard to rules, fairness, safety and consequences, will help achieve this.

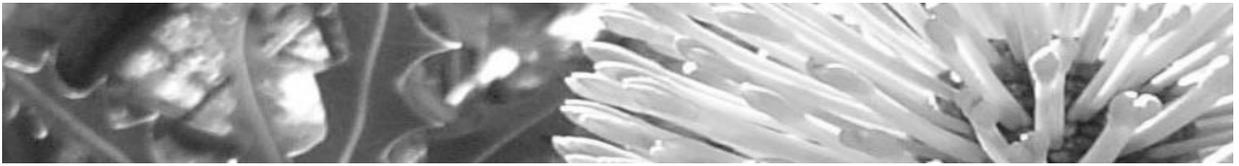
OUR AIM

At Beldon Primary School we are proactive when managing student behaviour. We use a restorative approach to ensure that students are happier, more cooperative and productive. A Restorative Process allows us to work **with** the students to restore relationships harmed by their behaviour. Students are given the opportunity to understand how their behaviour affects others in the school community, assuming accountability for their actions.

SCHOOL RIGHTS

At Beldon Primary School we have the right to:

- 1 Feel safe and be free from harm
- 2 Teach and learn
- 3 Feel valued and achieve our potential
- 4 Respect ourselves, others and the environment



CLASSROOM MANAGEMENT

APPROPRIATE BEHAVIOUR:

Students are recognised and rewarded for appropriate behaviour with gold cards, tracking sheet raffles, positive comments and actions.

INAPPROPRIATE BEHAVIOUR:

Engage in a restorative process when required.

Restorative Comment: warning (name on behaviour record sheet)

Restorative Comment: Reflection Time (3 minutes)

Restorative Comment: Buddy Class (5 minutes)

Restorative Comment: Administration referral

Note:

Each stage of inappropriate behaviour is recorded on the 'Behaviour Record'. The 'Behaviour Record' is for teacher/school reference and students may be unaware.

It is expected that teachers will deal with student behaviour at a classroom level.

PLAYGROUND MANAGEMENT

Appropriate Behaviour: Students are recognised and rewarded for appropriate behaviour with 'Bug Awards' (gold cards), positive comments and actions.

INAPPROPRIATE BEHAVIOUR: *Engage in a restorative process when required.*

Restorative Comment: warning

Restorative Comment: Reflection Time (Sit & Think ~ 3 mins)

Restorative Comment: Walk with duty teacher

Restorative Comment: Administration referral

Note:

Each stage of inappropriate behaviour is recorded on the 'Playground Behaviour Record'. The behaviour record is for teacher/school reference and students may be unaware.

It is expected that teachers will deal with student behaviour in the playground.



RESTORATIVE PRACTICE QUESTIONS

Restorative practice questions provide a framework for those most affected to resolve their problem and build/restore relationships. When deemed appropriate, all involved parties should be taken through the following process.

WHEN THINGS GO WRONG

What happened?

What have you thought about since?

Who has been affected by what you have done? In what way?

What do you think you need to do to make it right?

WHEN SOMEONE HAS BEEN HURT

What did you think when you realised what had happened?

What impact has this incident had on you and others?

What has been the hardest thing for you?

What do you think needs to happen to make things right?

BULLYING

BULLYING WILL NOT BE TOLERATED AT BELDON PRIMARY SCHOOL.

Bullying is ongoing wilful, conscious behaviour intended to hurt another person, either physically or emotionally.

As part of the School's health program, students will know:

What constitutes bullying (Physical, emotional & cyber bullying)

Bullying is not okay

If you are being bullied you must tell someone you trust

Any parties who see bullying occur and do nothing are considered 'bystanders'.

Dealing with Bullies:

Any instance of bullying, including bystanders, will be dealt with through a restorative process with all parties involved.

Note:

Whole school health program: 'You Can Do It'

'Challenges & Choices'



BELDON PRIMARY SCHOOL SUN PROTECTION POLICY

RATIONALE

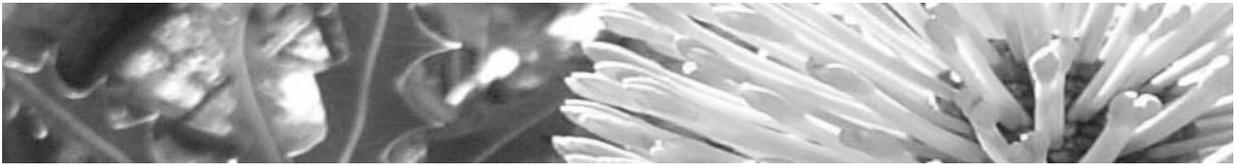
Australia has the highest rate of skin cancer in the world. Research indicates that childhood and adolescent sun exposure is an important contributing factor to the development of skin cancer. As students are at school during times when UV radiation levels are highest, schools play a major role in minimising student's UV exposure.

Our sun protection policy has been adopted to ensure that all staff and students attending Beldon Primary School are protected from skin damage caused by UV radiation from the sun. This policy is to be implemented throughout the year, but with particular emphasis from the beginning of September through to the end of May. The sun protection practices outlined in this policy will be applied to all school activities, including sports carnivals, excursions and camps. The policy has been developed in consultation with the whole community.

OUR COMMITMENT

Beldon Primary School will:

- Inform parents of this sun protection policy when they enrol their child/children.
- Promote sun protection via newsletters, assemblies, daily messages, whole school activities, and parent and staff meetings.
- Encourage staff, parents and guests to wear broad-brimmed hats when participating in and attending outdoor school activities.
- Require students to wear broad-brimmed hats when outside.
- Require staff and students to wear a swim top for swimming (this may not be appropriate during competitive swimming).
- Review the school dress code to include sun protective items such as shirts with collars and longer sleeves, and swim tops for swimming.
- Encourage staff and students to use shaded or covered areas when outside.



- Timetable as many outdoor activities as possible – including assemblies, sport and physical education – before 10am and after 3pm. When this is not possible activities should be scheduled as far from 12 noon as possible.
- Encourage the use of SPF30+ broad-spectrum, water-resistant sunscreen.
- Incorporate sun protection and skin cancer awareness programs into the appropriate Key Learning Areas of the school curriculum.
- Review the sun protection policy annually.

OUR EXPECTATIONS

Parents/carers will:

- Ensure your child/children has a broad-brimmed hat.
- Ensure that your child/children's clothing provides adequate protection from UV radiation.
- Ensure that your child/children has access to SPF30+ broad-spectrum, water-resistant sunscreen before leaving for school.
- Provide a personal sunscreen for your child to use at school.
- Act as positive role models by practising SunSmart behaviour.
- Support the school's sun protection policy and help design and regularly update the policy.

Students will:

- Be aware of the school's sun protection policy.
- Take responsibility for their health by being SunSmart.
- Comply with SunSmart rules and guidelines by wearing suitable hats and clothing.
- Apply SPF30+ broad-spectrum, water-resistant sunscreen 20 minutes before going outdoors.
- Use shaded or covered areas outdoors.
- Act as positive role models for other students in all aspects of SunSmart behaviour.
- Be actively involved in initiatives to protect the school community from over-exposure to the sun.
- Help design and regularly update the SunSmart policy.
- Participate in SunSmart education programs.



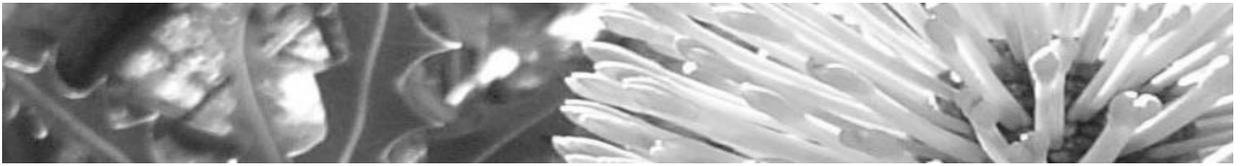
EVALUATION

The School Board will review the effectiveness of this policy each year.

They will:

1. Review the SunSmart behaviour of students, staff, parents and visitors and make recommendations for improvement.
2. Assess shade provision and usage and make recommendations for increases in shade provision.
3. Update and promote curriculum material relevant to SunSmart activities.





Updated April 2017

