



GOOSEBERRY HILL PRIMARY SCHOOL

2021

PARENT INFORMATION BOOKLET



24 Ledger Road GOOSEBERRY HILL WA 6076

Telephone: 9257 4600

E: GooseberryHill.PS@education.wa.edu.au

Website: <http://www.ghps.com.au>



GENERAL INFORMATION

Gooseberry Hill Primary School is an Independent Public School. The school has been established for 49 years and during this time has created an enviable record of being a nurturing school, committed to excellence and supported by a caring community. It has an excellent reputation for its Arts Program, both visual and musical.

The school has had a long term commitment to preserving and exploring its distinctive hills environment. The school community is involved in a range of environmental programs.

This booklet aims to provide parents with information about our school and how it operates. Regular newsletters on Wednesdays, weekly Friday reminders and the school diary will also keep parents informed of school activities. A copy of this booklet and other information you may need throughout the year (newsletters, permission slips, etc.) can be found on our website.

ADMINISTRATION

Principal	Matthew Snell
Deputy Principals	Fiona Elsegood Susan Archdall
Manager Corporate Services	Daphne Bifield
School Officers	Stacey Conway Jenny Avila
Telephone	9257 4600
Email	GooseberryHill.PS@education.wa.edu.au
Website	www.ghps.com.au
Office Hours	8:30am to 3:30pm
Facebook	https://www.facebook.com/gooseberryhillps

TERM DATES

All dates are inclusive

Term 1	Monday 1 February	–	Thursday 1 April
Term 2	Tuesday 20 April	–	Friday 2 July
Term 3	Tuesday 20 July	–	Friday 24 September
Term 4	Tuesday 12 October	–	Thursday 16 December

A calendar of events is emailed out with the newsletter and posted on the website and Connect App at the beginning of each term. Dates are correct at the time of printing but changes may occur throughout the term. Please check your newsletter or the website for any changes.

SCHOOL TIMES

Morning session	8:50am	–	11:00am
1 st break	11:00am	–	11:30am
Mid-session	11:30am	–	1:30pm
2 nd break	1:30pm	–	2:00pm
Afternoon session	2:00pm	–	3:00pm

ATTENDANCE

It is important that all children are ready to begin the morning session at 8:50am. Students who arrive after this time interrupt the learning program not only for themselves but also for all other students in the class.

Arriving at school before 8:30am is discouraged. Prior to that time our teachers are involved with preparation for the school day and it is impossible for us to provide supervision. The adventure playground equipment and oval are out of bounds before the beginning of school.

LATE ARRIVAL

If your child arrives at school after 9:15am they are to sign in at the school office and staff will issue a late note which is to be given to the classroom teacher.

STUDENTS LEAVING PREMISES

If a student needs to be collected for any reason during school hours, parents are asked to come to the school office and sign their child out before collecting them from the classroom. Parents will be issued with an absentee slip to indicate to teachers that this procedure has been followed.

STUDENT ABSENCE

Parents are requested to phone the school office **prior to 9:30am** on 9257 4600 or via the Connect App, if their child is going to be absent. Ten days' absence in any year places a student's academic progress at risk and our school is proactive in encouraging a high attendance rates. If your child is ill though, please don't send them to school as they feel miserable and often become distressed. They may also infect others (please refer to **Exclusion Policy** outlined in this booklet).

SCHOOL VISITORS

To ensure our school is a safe place for our students all visitors to the school must report to the office and wear identification while on the school grounds. Parents visiting the school (other than at the beginning and end of the school day for student pick-ups or when attending a school assembly or school function) and parents helping in classrooms must also sign in at the office and be issued with a visitor's sticker.

DOGS

As per Department of Education regulations, dogs are **not allowed** on school grounds. This is for the safety of our students. We do have students who are scared of dogs. Please do not bring your dog with you when dropping off or picking up your child.

ENTERING AND LEAVING THE SCHOOL GROUNDS

Traffic congestion at the beginning and end of the school day is a concern. Parents are requested to use Ledger Street as a drop off point and use Huntley Street for parking if they are leaving their cars and entering the school. Parents are asked to observe the No Standing and No Parking signs. Rangers from the Shire of Kalamunda actively patrol the school boundary streets.

Ledger Road has 6 bays reserved for 'Kiss and Drive'. You may only stay in these bays for 2 minutes. Please access via Waljerin Road. Extra parking bays are available at the Community Centre further along Ledger Road.

Students who ride their bicycles are able to use the bike rack in Huntley Street or next to the Library but must walk their bikes in and out of the school grounds.

At the end of the day students are required to wait for their parents near the adventure playground. Only students with parental supervision may play on the equipment.

For safety reasons parents are asked to reverse into the parking spaces in the Pre Primary car parking area. There is an ACROD bay in the Pre Primary parking area for students and parents who require access to such a bay.

The staff car park is **not** to be used for parking by parents or as a means of access to the school by students or parents. Deliveries are made via the staff car park and there is often vehicle movement throughout the day making the area hazardous to pedestrian traffic. The gravel car park at the rear of the school is strictly staff parking only. **Students should not walk through the staff car park.**

ASSEMBLIES

Our school holds regular assemblies in the Keene Undercover Area to recognise and celebrate student achievement and learning. Assemblies form an important part of our pastoral care program. They are an opportunity for classes to perform, for individual students to be recognized and for special days to be celebrated. Assembly dates are published in our School Newsletter and parents and friends are invited to join us. They are held every second Friday commencing at 8:50am.

COMMUNICATION NEWSLETTER

We publish a newsletter every fortnight. It is sent to parents by email and posted on the website. This is our main method of communicating with our students, parents and community members so it is essential that each family receives and reads the newsletter. A Friday reminder is sent out weekly via the Connect App. We use our website and Facebook page to assist with news distribution.

COMMUNICATION CONNECT NOW APP

Connect Now App is our main source of communication from the school to the parents. You will receive an email with details on how to download the Connect Now app from the [Apple App Store](#) or [Google Play](#), along with your Parent ('P') number.

You will have access to a 'Parents of Gooseberry Hill Primary School' space as well as your child/ren's specific classroom space. The School Space allows for whole school announcements such as upcoming events, newsletters and Friday reminders, while your individual classroom space will be much more class specific.

CONTRIBUTIONS AND CHARGES FOR 2021

The total amount of contributions parents and carers are being asked to pay has been contained within the \$60.00 maximum set in the School Education Regulations 2000.

Financial support provided by parents has always played an enabling role in the provision of resources that extend the school's capacity to add value to students' learning experiences. Money collected will be used to supplement the school's student-centred funding allocation from the Department of Education and funding gained from other sources. While contributions are voluntary the quality of our teaching and learning program will be maximised when each family contributes.

The Department of Education recognises that curriculum instruction is enhanced through provision of special programs and experiences which might not occur normally within the classroom. The school has worked to minimise expenses to parents as far as possible, so these charges are carefully considered before parents are asked to pay these additional costs. Students will only incur costs when they are involved in a particular activity.

A list of student requirements is provided to parents. The school negotiates a competitive price for the materials on the list, however parents are not obliged to purchase from this supplier. Staff have carefully selected items which they know to be of benefit to your children's education and as such it would be appreciated if you could purchase the specific items and not alternative substitutes.

MONEY COLLECTION

At various times throughout the year parents will be asked to pay for activities such as excursions, swimming etc. A payment envelope will be sent home with the permission slip. Payment should then be returned together with the permission slip in the envelope to the school office before the beginning of school. Please ensure your child's full name and room number is clearly marked. Money should not be given to the class teacher. Correct change is

appreciated as money is banked each day and change is not available from the office. We accept cash or cheques only, credit card facilities are not available. Alternatively, direct debit payments can be made online. Please clearly state student's name and reason for payment in the description eg. Lucy Allen - Swimming

Account Name: Gooseberry Hill Primary School **BSB:** 066-112 **Account No:** 0090 0983

If multiple items are being paid, please complete EFT payment slip on envelope eg.:

Total Amount Paid: \$77.00

into account of: *Mary Allen*

Name of Student	Reason	Amount
<i>Lucy Allen</i>	<i>Swimming</i>	<i>\$36.00</i>
	<i>Excursion</i>	<i>\$5.00</i>
<i>James Allen</i>	<i>Swimming</i>	<i>\$36.00</i>

The school has a separate bank account to the P&C and therefore cannot accept payments for P&C run activities such as Canteen, sausage sizzles, Discos etc.

EMERGENCY PROCEDURES

The school has a comprehensive Emergency Evacuation Plan which has been formulated with the priority being the safety of students and staff.

If the nature of the emergency requires an evacuation, children will be taken to an agreed evacuation point by bus and as part of our procedures we will advise ABC 720 Radio, who will broadcast necessary information to the public. Parents will be advised where and when they can collect their children.

Parents are asked to not telephone the school as we need to be able to keep the phone lines free to manage the emergency. Parents are also asked not to come to the school to collect their children as this may make access difficult for emergency vehicles.

All staff have been advised of their role in ensuring the safety of students and we ask that parents allow us to follow the procedures we have put in place to safeguard your children. A copy of this plan can be found on our website.

UNIFORM

Gooseberry Hill has a school dress code and the wearing of uniform is part of our ethos and culture. There is a wide choice for both boys and girls. All students are expected to wear the school hat or similar broad brimmed or "bucket" style. **NO caps allowed.** Students should not wear jewellery, especially earrings (other than sleepers), make-up or nail polish to school. It is unnecessary and jewellery can be dangerous at times, particularly during play, sport and physical education activities. Hair must be tied up once it reaches shoulder length. Students are discouraged from dyeing their hair. Parents are requested to ensure their child's uniform is in good condition for the child to proudly represent their school.

School uniforms are available for purchase through Lowes, Midland Gate Shopping Centre, 274 Great Eastern HWY, Midland. Telephone (08) 6179 4301 or online at www.lowes.com.au

Dress uniform

- Red shirt with green collar trim
- Bottle green shorts
- Bottle green trackpants
- Red polar fleece jacket
- Bottle green zip jacket
- Bottle green reversible school hat
- Bottle green skirt
- Girls bottle green bootleg pants
- Girls dress is available from Lowes

Accessories

- Bottle green school scarf
- Bottle green tights
- Bottle green bike shorts (worn under skirts)

Faction Sports uniform

- School uniform with faction colour polo shirt and suitable footwear.
- Bottle green sports briefs for girls

Inter-School Sports uniform

- School uniform plus suitable footwear.
- Girls are requested to wear sports briefs.

All clothing and personal items should be clearly marked with the child's name.

Unclaimed lost clothing that is **not** clearly marked is re-cycled through the second hand uniform shop or given to charity. Donations of outgrown items are always welcome. Second hand uniforms will be on sale once a term. Dates will be confirmed via the newsletter and website.

Suitable footwear, such as joggers or lace up shoes **MUST** be worn at all times.

SUN PROTECTION

The School has a “**NO HAT - NO PLAY IN THE SUN**” Policy. Children will only be permitted to play in the sun if they are wearing a hat at all times throughout the year. The only hat permitted is a broad brim SunSmart style. Students need a hat for early morning fitness and sport lessons.

CANTEEN

The Canteen is managed by a sub-committee of the P&C Association. It is staffed by one paid coordinator and voluntary help. Consequently, it is able to provide nutritious food at a reasonable cost to students. In view of this, it is hoped that parents will offer their help by joining the Canteen Committee and/or offering to be rostered for duty in the Canteen. A price list is available on the website. Children are able to order their lunch at the start of the day and a variety of healthy snacks and drinks are available for purchase from the Canteen at recess and lunch. Currently the Canteen is open Monday, Wednesday and Friday. Please refer to the school website for any changes.

LUNCH ORDERING PROCEDURES

Orders can be placed using our online ordering system at <https://quickcliq.com.au>. Alternatively, orders can be placed using bags supplied by the Canteen. Order bags must be clearly printed and placed in the box available in the classroom before school begins. It would be appreciated if you could enclose the exact amount of money securely inside the bag.

MOBILE PHONES

Students should not bring mobile phones, iPods or other electronic devices to school unless requested by the teachers. As per Department of Education Policy, on occasions where students require a mobile phone after school, the student must leave the phone with their class teacher and collect it after school concludes.

VALUABLE ITEMS

Students should not bring expensive or valuable personal items such as jewellery, games, toys, radios or swap cards to school. Teachers cannot accept responsibility for the loss or damage of such items.

MEDIA CONSENT

Under the Department of Education's Information Privacy and Security Policy, schools are to obtain parent/guardian permission before using visual images of students outside the school environment. Children's images and/or their work are often published to recognise excellence or effort and may appear in newspapers, on the website, in newsletters or on film or video.

FACTIONS

All children are allocated to one of four "Factions". The faction names were originally chosen by the children in honour of people associated with the early history of the Kalamunda district.

- **MASON** (gold) - Benjamin Mason was the founding father. He established a timber milling industry, which led to the development of the district.
- **O'CONNOR** (blue) - C.Y. O'Connor was well known for his involvement with the nearby Mundaring Weir and the Goldfields Water scheme.
- **SANDERSON** (red) - Archibald Sanderson purchased land in Lesmurdie in 1897. He was a member of the first Darling Range Road Board and later became its Chairman.
- **STIRK** (green) - In 1881 Frederick Stirk cleared the first piece of land in what is now the township of Kalamunda. Part of this land is now Stirk Park.

WHOLE SCHOOL POSITIVE BEHAVIOUR PROGRAM

Gooseberry Hill Primary School is proud to use a whole school positive behaviour program. The program is linked to our school values and our school factions. The program rewards students for their use of our school values both in the classroom and in the playground. The objectives of the program are to boost student and school morale. The way the rewards are structured highlights how positive student behaviour benefits the student, their whole class and their whole faction.

Teachers award tokens to students for demonstrating the shared values of our school community and tokens are submitted to the front office. Each assembly three tokens are drawn out, one junior primary, one middle primary and one upper primary, the student and the value demonstrated are read out to the whole school.

The students who are drawn out at assembly win one of the "Very Special Boxes" for their class for the fortnight. The Very Special Box are filled with sports equipment, games and activities that students do not usually have access to, therefore being a very motivating prize. The class that wins the most tokens receives a 30-minute reward for the whole class by one of the Admin Team. The faction that has the most tokens over the term wins a free sausage sizzle lunch.

EXCURSIONS/INCURSIONS

Our school recognises that the experiences of students outside the school grounds contribute to the development of their understandings, skills and attitudes. Teachers often build into their program opportunities for students to be involved in activities beyond the classroom. An incursion is an activity undertaken on the school site during school hours.

HOMEWORK

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 the exploration of new ideas and new situations. Homework can also extend the time available to the teacher for the monitoring of student progress.

The Department of Education promotes homework with the following considerations - *“Homework should:*

- *support the development of the student’s independence as a learner;*
- *further the partnership between school and home;*
- *avoid dependence on unreasonable levels of parental assistance or resources that are not readily available to the student;*
- *be set without impinging on reasonable time for family, recreational, cultural and employment pursuits relevant to the student’s age, development and educational aspirations;*
- *be balanced across learning areas so as to avoid stress and overload;*
- *be phased in gradually and consistently as students move through the upper primary years and sustained through the secondary years; and*
- *be consistently applied, monitored and assessed in a whole-school approach that is responsive to individual needs and learning area requirements.”*

The Student Diary is a crucial factor in advising parents of the expected homework for their child and allowing students to organize their after school time to allow the homework to be finished in an organized stress-free way.

BUILDING NAMES

As part of the school's 40th Anniversary celebrations the school buildings were named after prominent local identities who served the Gooseberry Hill and Kalamunda areas in past years.

Arts Building	Keene Area	Named after Edward Keene who organised the building of the zig-zag railway in 1891.
Library	Martin Library	Named after the Martin family who started the first ambulance service in Kalamunda in 1940.
Science Room	Cooke Room	Named after Mrs M Cooke who established the Gooseberry Hill Grammar School for Girls in 1907.
Year 6 Room	Brooks Room	Named after Charles Brooks who opened the first "proper" store in the area around 1896.
Junior Block	Farrant Area	Named after John Farrant who started the Vine and Fruit Growers Association in 1895 and was also involved in getting regular train services to Gooseberry Hill.
Senior Block	Robins Area	Named after Benjamin Robins who bought a farm in Gooseberry Hill in 1861.

PASTORAL CARE

The emphasis in our school is about developing positive relationships. Each class will spend time exploring the ideas of what makes a positive learning environment and how each child can contribute to this. Students within the day-to-day program receive rewards, encouragement, praise, care and support in extrinsic and intrinsic ways.

SCHOOL CHAPLAIN

The Chaplain works at our school for two days per week as part of the State Government funded Chaplaincy Program and support from the School and Youthcare. The program is completely voluntary and students and parents have the option whether or not to use the services of the School Chaplain. The Chaplain's role is non-religious and they will respect the range of religious views in the school and will not influence the children's beliefs. Some of the areas where the Chaplain may assist your child include family concerns, peer and social issues.

RAINBOWS

We have five staff members trained as Rainbow facilitators. This is a program offered to students who have concerns or are feeling unsure about issues such as moving to a new school, parents' divorce or separation from loved ones. This program is confidential and caters for a maximum of 6 students at a time in a 13-week program. If you feel your child might benefit from such a program, please contact your child's teacher or the office.

PROMOTING ALTERNATIVE THINKING STRATEGIES (PATHS)

This program taught from K to 3, encourages children to recognise both their feelings and the feelings of others. It also helps provide children with strategies to solve problems with personal and social conflict.

VIRTUE

We focus on *The Virtues Project* by Linda Kavelin Popov. We believe this is an excellent basis for the students to learn about virtues such as peacefulness, understanding and consideration. The weekly virtues are mentioned in the school diary, fortnightly assembly and morning announcements. The students are acknowledged for demonstrating these virtues during class times and receive a virtue token which allows them to go into a fortnightly raffle and then all tickets go into the end of year raffle which is drawn at the final assembly.

URSTRONG

This internationally recognised program was introduced to Gooseberry Hill Primary School in 2014. The program composes of a 6-week program which will be conducted in school. The aim is to empower students with the necessary skills to learn how to manage friendships.

ZONES OF REGULATION

Is a program to promote self-regulation and awareness of ones emotions.

ACT BELONG COMMIT

This program encourages students to understand the importance of being mentally healthy by actively engaging within the community, belonging to community organisations and committing to keeping a strong healthy person. Our school provides opportunities for students in all of these areas.

SCHOOL EMBLEM

The green and red school emblem represents the colours of Western Australia's state floral emblem, the Kangaroo Paw. The axes symbolise the Kalamunda area pioneers, as many of the first Europeans who settled in the hills were woodcutters. The lines symbolize the Darling Range 'Zig Zag' Railway.

The motto "Seek Wisdom" which was adopted by the school many years ago is derived from the Greek tales - Chiron was a wise centaur who taught legendary heroes such as Jason and Achilles when they were children. As an underlying principle, these children were taught that irrespective of their strength or power, they should continue throughout their life, to learn and improve their mind, thus seeking wisdom!



SCHOOL CREED

Here at this school, children, our future, stand as tall as the trees
Caring is our foundation
Trusting is our walls
This is the fortress of our commitment.

We strive for excellence to achieve pride and joy
Friends will be made and never forgotten
Gooseberry Hill is a school that cares for its students and staff
We share and work as one, because alone we do well, but together, we do better.

(This creed was written by the Student Council in 2003)

SCHOOL SONG

We work hard, we work strong, and we work together
We have pride; we carry on, striving to do better
We make friends on our way, and we hold them very dear
We are treasured and encouraged, our future is clear

*Gooseberry Hill, together.
We'll seek wisdom, forever
Strong as the trees nearby.
We'll learn, we'll grow, one day we'll fly*

We care for our surroundings, we cherish the land
To keep our planet safe, we'll lend a helping hand
We care for our community and we welcome all new friends
Our journey includes giving, the learning never ends

Chorus

Opportunities are given, we learn more every day
Our minds and hearts are nurtured, in many different ways
It is here we learn to work towards our future plans and dreams
Taking with us memories, and the skills to achieve

Chorus

STUDENT HEALTH

In an emergency our staff will administer basic first aid to students. If a child's injuries appear more serious we will make all attempts to contact parents to advise them of the problem. If, for some reason we cannot contact you, we will make the decision to seek further help. If necessary, an ambulance will be called (parents will be responsible for any costs involved). At all times the safety of the child is our priority.

Our school has a comprehensive policy on prescribed medications. If prescribed medication forms a necessary part of your child's health plan, please discuss this with the Principal.

No medication can be administered by a staff member without written authorisation.

It is important that your child's records are kept current. You need to give your current home telephone number, your work number (if applicable), and at least two reliable emergency addresses and telephone numbers. When choosing an emergency contact person please ensure sure that they are aware of the commitment and that they may need to respond to the call. **It is imperative that you keep us informed of any changes to all contact details.**

You also need to keep staff informed about a serious but not always evident/visible disability (epilepsy, kidney malfunction, heart problem, etc.). If your child has a disability, which can lead to an emergency, you **MUST** discuss an emergency action plan with the Principal.

Please inform the staff if your child is under emotional stress (separation, illness of a close relative, death of a family member/friend, loss of a pet). We can often help and/or give comfort if we are told about the situation.

If your child is ill please don't send them to school as they feel miserable and often become distressed. They may also infect others (please see our Exclusion Policy below)

SICK CHILDREN EXCLUSION POLICY

Parents are advised that according to the Western Australian Department of Health Communicable Diseases Guidelines, students are to be excluded from school if they have the following illnesses.

- Chicken Pox – exclude until crusts have formed on rash and for at least 5 days from when rash first appears.
- Conjunctivitis – exclude until discharge from eye has ceased.
- Diarrhoea – exclude until 24 hours after diarrhoea has ceased.
- Hand, foot and mouth disease – exclude until blisters have formed crusts that are dry
- Impetigo (School Sores) – exclude for 24 hours after antibiotic treatment starts. Lesions on exposed skin need to be covered with a waterproof dressing.
- Influenza (Flu) – exclude until all symptoms are resolved.
- Measles – exclude for 4 days after rash appears in consultation with Public Health Staff.
- Mumps – exclude for 9 days after onset of symptoms.
- Pertussis (Whooping Cough) – exclude until 5 days after antibiotic treatment, or for 21 days from the onset of coughing.
- Pediculosis (Headlice) - exclude until after treatment has commenced and live lice are removed.
- Rubella (German Measles) – exclude for at least 4 days after onset of rash.

This list is not an exhaustive one but covers the most common illnesses that require exclusion. For more information, refer to the Communicable Diseases Guidelines (there is a link to this document on our school website in Community Links, Health Issues) or contact the school office.

ALLERGIES

A list of children whose allergies (bee-sting and others) may be of concern is maintained and placed in the medical room. All staff are informed in case of an incident during recesses. We urge parents to inform the class teacher or the office of any possible allergies and complete the necessary medical forms available from the school office.

ALLERGY FRIENDLY SCHOOL

Gooseberry Hill Primary School is an Allergy Friendly School which means we understand that there are some students who have allergies to products and this requires us to be proactive to ensure the children are safe at school. It is for this reason that we say **no nuts or nut products** should be brought to school where nuts are a listed ingredient on the product. It is in the interests and safety of all children that the School Council has endorsed this direction. Parents and carers: *your observance of this when preparing lunches is appreciated. It is VERY important!* We have students at our school who are anaphylactic; this means that they have a severe reaction to their allergy which could be potentially fatal. Therefore, we ask for your assistance in ensuring no nut products are sent to school please.

DENTAL THERAPY CENTRE

Following enrolment to Gooseberry Hill Primary School the Kalamunda Dental Therapy Centre will contact parents and ask them to complete an enrolment form for the School Dental Service. The Centre is staffed by a dental therapist and a dental nurse and has a consulting dentist who makes regular visits for dental work and referrals. The Dental Centre is located at Kalamunda Primary School and can be contacted directly by phoning 9293 2801.

PARENT INVOLVEMENT

Parents are encouraged, welcomed and invited to participate at our school. This can be done in numerous ways including:

- Attending P&C meetings.
- Participating in the decision making processes at our school through involvement in parent reference groups.
- Attending class meetings or parent information sessions.
- Reading the school newsletter and discussing it with your family.
- Attending assemblies and other whole school activities.
- Assisting in the classroom – especially in the ECE area.
- Volunteering for any of the sub committees.
- Talking with school staff if you have concerns or problems. If you have a concern please see the school in the first instance.
- Promoting a positive image of our school in the general community when good things occur.
- School Board

SCHOOL BOARD

The Gooseberry Hill Primary School Board is formed with the fundamental purpose of enabling all members of the school community to work with the school staff to engage in activities that are in the best interests of students and will enhance the education provided by the school. It is comprised of representatives from the school staff and the P&C. Members of the wider community are also invited to become members. At present the Board members are Tom Atkinson, Raquel Bebbington, Brook Durling (Chairperson), Kylie Eaton, Lauren Johnson, Janessa Kennington, Cameron Maitland, Donna Marshall, Suzanna Robertson, Chris Rogers, Matthew Snell and Samantha Stotter.

PARENTS AND CITIZEN ASSOCIATION

The Gooseberry Hill Primary School P&C Association is a voluntary organization that meets regularly to allow parents and community members to be involved in the school. The committee liaises with the school administration as well as providing direct representation to the School Board. All parents are encouraged to attend the P&C meetings and participate in P&C activities. The P&C has a number of sub committees which support the endeavours of the school such as ECE, library and fundraising.

Meetings are currently held monthly in the school library. Dates of the meetings are published in the school newsletter. The P&C newsletter is published regularly with the school newsletter to keep parents informed. More information can be found on the school website.

REPORTING TO PARENTS

Reporting should be seen as an essential part of the teaching and learning process. It should inform:

- Parents of student achievement.
- Students of the directions their learning should take.
- Teachers of the planning they need to undertake to move students along their learning journey.

It is our aim to provide parents with relevant and useful information about their children's development. Reporting at our school takes a variety of forms which may include:

- Parent Information Evenings in the second or third week of Term 1.
- Formal and informal interviews as required.
- Open Night at the end of Term 3.
- Samples of class work.
- Formal Reports at the end of Term 2 and 4.
- Workshops as appropriate.
- Assemblies – classes take turns to present an item at each assembly.
- Support in the classroom – parents are welcome to assist in your child's classroom.
- Diary Entries form an essential means of communication between the home and school.

PARENTAL CONCERNS

Gooseberry Hill Primary School is a large vibrant place, with many staff and students actively learning and interacting with one another on a daily basis. From time to time, it is natural for parents to develop concerns about what is happening to their children in the school. It is very important to the school that parents feel that they can be listened to and have their concerns addressed in a timely and appropriate manner.

The process, which will support a satisfactory solution for all, is:

- Discuss the issue with your child and provide strategies for your child to solve the problem.
- If the issue is ongoing ensure you have as much information as possible to discuss the issue with the teacher concerned. Make sure that you make an appointment so that the teacher has enough time to discuss this fully with you.
- If the issue is not able to be resolved at this level make an appointment to discuss it with the Principal or Deputy Principal.
- If the issue is not resolved at this level then a formal letter of concern should be submitted to the school.
- If the issue is still ongoing then further intervention should be sought by contacting the Co-Ordinator of Regional Operations at South Metropolitan Education Regional Office on 9336 9563.

It is essential that the school and parents always work together in a strong and supportive partnership in order to promote the best interests of individual children. When this partnership breaks down children often become confused about the behaviours and attitudes expected of them.

It is essential that parents make appointments to see members of staff at school. While we would like to be available to everyone all the time, the simple fact is that if you don't make appointments, the person you want to see is often unavailable. Please contact the school office to organise a suitable appointment.

SOCIAL MEDIA

Parents are requested to use social media for positive comments about our school. If you have a concern then please adhere to the process outlined above.

BEHAVIOUR MANAGEMENT

The school community has agreed that the principles underpinning the Behaviour Management Policy are respect, tolerance, fairness, consistency and simplicity. We believe that the school has a duty to ensure the safety and wellbeing of the whole school community and that there is no place for bullying and intimidating behaviour. Each person is to be respected. We also believe that we are all responsible for helping our students to demonstrate appropriate behaviour and that the “problem” belongs to no one individual to resolve.

Our School aims to:

- Create a positive environment within the school and classroom so that the teachers and students can work together in harmony.
- Create a caring school environment where the rights and responsibilities of the individual are recognized and respected.
- Recognize those members of the school community whose exemplary behaviour promotes a positive and caring school environment.
- Establish a clear set of rules that protect the rights of all individuals.
- Establish a clear set of consequences for individuals who do not accept their responsibilities and break rules, so that they are encouraged to recognize and respect the rights of others.
- Establish procedures so that conflicts can be resolved in a positive non-violent manner.

We believe children learn best when

- Their learning environment provides opportunity to experience a variety of learning styles.
- We cater for their individual needs.
- They are in a caring environment where they feel safe and secure [both at home and school].
- Learning is linked to prior knowledge and it is relevant and purposeful, using prior knowledge to have confident input and discovering answers.
- They are involved in relevant, challenging and purposeful activities supported by the teacher’s enthusiasm and energy.

RIGHTS AND RESPONSIBILITIES

- Everyone has the right to learn without disruption.
- Everyone has the right to be treated with courtesy and respect.
- Everyone has the right to work in a clean, safe environment.
- Everyone has the right to feel proud of this school.
- Be courteous to all, consider others and use your common sense.

To help keep students safe and happy and achieve these rights and responsibilities the children are expected to follow our behaviour expectations.

CLASSROOM AND BEHAVIOUR MANAGEMENT

Each class from P-6 utilises a common traffic light approach as a visual support for classroom management. It is a traffic light system, with red, yellow and green circles, but we also add silver and gold to acknowledge children displaying good and excellent work habits. Students start each day on the green circle – ready to learn, and can move up to silver and gold; or down to amber and red, depending on their classroom behaviour.

The Zones of Regulation is a curriculum designed to foster skills in self-regulation, improving emotional control and sensory regulation. The approach uses four colours (or “zones”) to help students visually and verbally self-identify how they are functioning in the moment given their emotions and state of alertness. This strategy is used from Kindy to Year 6.

GOOD STANDING POLICY

The Good Standing Policy supports the Behaviour Management Policy used at Gooseberry Hill Primary School. The policy is recognition of good behaviour and will be used to encourage students to take responsibility for their actions. This strategy is intended for students in middle to upper primary. At the beginning of the year all students are considered to have Good Standing.

To maintain the student's 'Good Standing' the Behaviour Management Policy, Dress Code and the Sun Protection Policy are to be followed. These policies are outlined on the School's Web site, in this booklet and in the school diary. The students are also expected to adhere to attendance and punctuality guidelines as determined by the Department of Education.

Good standing allows the students the privilege of participating in school activities such as excursions, camps, reward days, interschool representation, incursions, discos and special leadership responsibilities.

IMPLEMENTATION

STUDENTS

At the beginning of each year the students will have 'Good Standing' and Code of Conduct explained to them. Students are made aware that there are consequences to the loss of 'Good Standing'.

A student who follows the 'Good Standing' Policy would:

- Follow the school's Code of Behaviour.
- Follow the School's behavioural expectations.
- Wear full school uniform at all times.
- Be punctual and attend school regularly.

Students are reminded of their 'Good Standing' status at class meetings, parent meetings and as individuals.

STAFF

As staff at Gooseberry Hill Primary School, the responsibility is to role model all expected behaviours of all school policy and codes at all times. Teachers and Admin staff will monitor students' behaviour in the class and the playground.

PARENTS

Parents are informed about 'Code of Conduct' and 'Good Standing' at Parent Information Sessions held at the beginning of each school year. As parents of students at Gooseberry Hill Primary School, the responsibility is to model and support the expected behaviours of all school policies and codes.

CONSEQUENCES OF FAILURE TO ACCEPT RESPONSIBILITY

Student behaviour and attitude which is consistently inappropriate is entered on the school's behaviour management system. These entries are monitored and when a student displays consistent inappropriate behaviour a discussion with the staff, the student and the parent occurs. If the student continues to behave inappropriately a meeting would be held with Admin, staff, parents and the student and a decision regarding the student's 'Good Standing' would be made. Where a student fails to uphold their 'Good Standing', privileges are withdrawn for an agreed period of time.

As an endeavour to regain 'Good Standing' the student will have mediation with the classroom teacher, a member of administration and the parents. The student will be given the opportunity to demonstrate his/her willingness to regain 'Good Standing' through a consistent positive change in the behaviour. The student would earn back their 'Good Standing' by making appropriate choices over a period of time as negotiated by all stakeholders.

The student and their parents will be notified that their 'Good Standing' has been re-instated.

GOOSEBERRY HILL PRIMARY SCHOOL

