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Principal’s Welcome

On behalf of the school community, I extend a warm welcome, knowing that your association with Yuluma Primary School will be both enjoyable and beneficial for your family.

At Yuluma Primary School we view the education of your child as a partnership between school and home. Each partner plays their unique part. Our learning programs are characterised by high expectations for students and teachers. Each child progresses developmentally according to his or her abilities, interest in learning and skills acquired, with the support and leadership of the teacher.

All children are capable of learning and acquiring new skills. This fact is sometimes overlooked by adults. Children are inherently inquisitive and they will actively seek to understand the world around them and their place in it. Our experience demonstrates that a successful partnership results from effective communication between the parents and the teacher. This focuses on the learning tasks, the support and the encouragement given to a student by both parties.

I urge all parents and care givers to take an active involvement in the school. Apart from the obvious benefits of supporting your school, your child will see that you value education and you value their school, teacher and classroom.

I hope you find your experience with Yuluma Primary School and the wider school community to be successful, interesting and an enjoyable one.

If you have any questions, suggestions or matters that you would like clarified then please contact your class teacher or the administration team.

Welcome to Yuluma.

Kim Pitts-Hill

Principal

Welcome!
Our School

Yuluma Primary School evolved through the Local Area Education Planning process when the Birralee Primary School closed at the end of 1996 and amalgamated with North Innaloo Primary School. A new school was built on the North Innaloo site in Ambrose Street. Our school is situated in a park-like setting with many mature shady trees and grassed areas, complemented by paved walkways and gardens.

The School was renamed Yuluma Primary School (Between Two Waters) to reflect Aboriginal heritage in the area and was officially opened on 22nd October 1997.

The catchment area for the school are the suburbs of Innaloo, Doubleview and Karrinyup.

The school has experienced staff that have embraced a professional learning environment. The staff profile consists of Principal, Deputy Principal and teaching staff including part time and full time personnel. Support staff, including a Registrar, School and Library Officers, Education Assistants, Gardener and Cleaners; fulfil a variety of roles consistent with that of our complex organisation.

The School Board consists of the Principal and elected representatives from the school staff and from the community. An active P&C Association supports the school and its programs.

The school is well resourced. For example, in the area of Information and Computer Technology (ICT) a local area network of laptops, desktops, iPads, electronic whiteboards and workstations is available for administrative and curriculum functions, and is constantly undergoing upgrades. Internet access is available to all users with an agreed code of conduct for usage. ICT is part of the integrated approach to learning articulated in the Western Australian Curriculum.

Yuluma Primary School covers Kindergarten, Pre-Primary, and Years 1 through to Year 6. Specialist support is provided in Music, Visual Arts and Languages (Japanese). Music has always been a strong focus within the school including access to Clarinet and Guitar tuition through teachers from the School of Instrumental Music. Our Visual Arts Program produces work of a high creative content and is often acknowledged in local, state and some national competitions.

The school has a part time Educational Psychologist and School Chaplain to support its commitment to the pastoral care of the school community.

Based on the results of Value Profiling, programs have been introduced as a whole school approach to embrace the five core values of the Curriculum Framework, which are integrated across the student leadership, peer support and behaviour management programs. It is this strong emphasis on virtues, complemented by a raft of programs and activities across the school, that provides the baseline for the ethos and purpose of Yuluma Primary School.
General Information

Our school's strength is its emphasis on the individual. The size of the school means that the administration and teaching staff can get to know each child personally. This creates a friendly and caring atmosphere, which encourages children to participate and fosters self-esteem and self-confidence. We believe that children are most likely to realise their full potential if they value and feel valued within the learning environment.

Yuluma Primary School strives for academic excellence and personal growth. We aim to challenge all children and to nurture the development of competence, confidence and resourcefulness. We encourage children to operate both independently and co-operatively, to be socially responsible and to take pride and pleasure in their achievements.

An integrated curriculum that stresses Literacy and Numeracy is offered. In addition we provide programs in Science, Technology and Enterprise, Health and Physical Education, The Arts, Society and Environment and Languages – Japanese.

Additional curriculum programs are another of the school's strengths and the wide range of activities offered include Talented and Gifted Programs, Environmental Studies, and Sustainability Program, Instrumental Music and a variety of sporting activities such as swimming, athletics, cricket, basketball, netball, football and soccer.

Admissions

All students new to the school must provide a completed official Application for Enrolment and a School Enrolment Form for each child. This gives us detailed emergency information, e.g. medical conditions, emergency contacts, etc. Immunisation Records and Birth Certificates are also required upon enrolment. Please remember, all information on these forms remains confidential.

*It is important that parents inform the school of any change of address, student health issues, phone numbers or emergency contacts so that the school records are accurate.*
For Your Information

School Administration Staff

Principal                      Mr Kim Pitts-Hill
Deputy Principal               Ms Sandra Barnes
Registrar                     Mrs Jan Anderson
School Officer                 Mrs Tania Maslin
                                          Mrs Raelene Izett
Office Hours:                  8:00am – 3:30pm
Telephone:                     08 9244 5422
Facsimile:                     08 9446 6195
Email:                         Yuluma.ps@education.wa.edu.au

Dental Therapy Centre:         08 9446 8990

School Term Dates for 2016

<table>
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<tr>
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<th>Start Date</th>
<th>Finish Date</th>
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<td>Monday, 1st February</td>
<td>Friday, 8th April</td>
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<td>Term 2</td>
<td>Wednesday, 27th April</td>
<td>Friday, 1st July</td>
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<td>Term 3</td>
<td>Tuesday, 19th July</td>
<td>Friday, 23rd September</td>
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<td>Term 4</td>
<td>Tuesday, 11th October</td>
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School Development Days 2016 (Students Do NOT attend)

Term 1 - January, 28th & 29th, 2016
Term 1 - Tuesday, March 8th, 2016
Term 2 - Tuesday, 26th April, 2016
Term 3 - Monday, 18th July, 2016
Term 4 - Monday, 10th October, 2016
Term 4 - Friday 16th December, 2016
Public Holidays for 2016

Labour Day Monday, 7th March
Good Friday Friday, 25th March
Easter Monday, 28th March
ANZAC Day Monday, 25th April
WA Day Monday, 6th June
Queen's Birthday Monday, 26th September

School Hours

School Commences: 8:44am
Morning Recess: 11:00am – 11:20am
Lunch: 12:20pm – 1:00pm
School Closes: 3:00pm

Early CLOSE every Wednesday at 2:30pm

Parent Information

Our school community strives to create an open and caring supportive environment. We ask parents to welcome new parents and share the joys and burdens of parenting. Parental involvement enhances your child's education. You can make the school a better place for all children by being active in the school community.

You can assist by:

- being on the School Board
- attending P&C meetings
- listening to children read or assisting with other class related activities
- supporting or help organise social functions
- assisting curriculum development
- helping with and organising fundraising activities
- sharing skills or hobbies
- assisting with clubs / activities / whole school events
- helping in the Library, Canteen, Community Vegetable Garden
Absences

Daily attendance of students is compulsory under the Education Act. Acceptable reasons for absence from school include illness, medical or dental appointments which cannot be arranged outside school hours, cultural or religious events or authorised vacation. Please contact the Class Teacher or the Principal if you intend taking your child out of school for other reasons. All absences need to be explained, in writing, to the child’s teacher. Parents or students are also required to report to the office for late arrivals, and again before removing their children from class during the course of the day. Parents intending to have holidays during school which will result in their child being absent from school are required to request authorisation for an Approved Vacation. Approved vacations recognise the powerful educative aspects of holiday activities where students undertake to complete a variety of learning tasks whilst on vacation. Their absence record then shows ‘Approved Vacation’.

Attendance

The school uses SMS messages to inform parents of students absence. Parents can inform the school of an intended absence on:

**SMS - 0418 949 529**

*(This is a message only number)*

Accidents & Sickness at School

If your child is involved in an accident or becomes sick at school, every effort will be made to contact you to arrange medical attention. In the case of an extreme emergency, the school reserves the right to call an ambulance. This may be done when the parents cannot be contacted.

Children’s Records

Please ensure that any change of address, phone number, place of employment, emergency contact person etc and health issues are noted by the school office. A note to the class teacher or a telephone call to the front office ensures that your child’s records are accurate and kept up to date.

Voluntary Contributions and Charges

The voluntary contributions and charges are set at $60-00 per child and are used to support curriculum programmes. Students must provide items for their own personal use such as pencils, pens, rulers, etc. These items will often need to be replenished during the year. In order to provide the school with a working fund to enrich your child’s education, parents are asked to pay the requested Voluntary Contributions and Charges promptly. A proposed schedule of Voluntary Contributions and Charges will be sent home annually in Term 4. This schedule will cover all costs including swimming, camps and excursions.

Volunteers

We appreciate anyone who volunteers their time and expertise to our school. Helping in the canteen, shelving or covering resources in the Library, reading in classrooms, etc.
Dress Code

The P&C and School Board endorse the wearing of school uniform. All uniforms are available from the school uniform shop located in the Community Room (Block 1). The Uniform Shop is run by P&C volunteers and opens on:

**Tuesday between 8:30am and 9am**

**Thursday between 2:45pm and 3:15pm**

Order forms are available from the front office or from the Uniform Shop.

Sun Protection

All children MUST have hats for outdoors throughout the year for protection from the sun. There is a **no hat / no play in the sun** policy at all times during recess and lunch. Hats must be worn for all outdoor excursions and incursions. The application of sun block cream is also advised for school during the summer. Broad brimmed and bucket hats are mandatory as opposed to ‘caps’, which are not endorsed by the Sunsmart Policy.

SAER (Students at Educational Risk)

We have a number of mechanisms in use across the school to support our students to achieve their potential from Kindergarten to Year 6. Parents are urged to discuss the progress of their child with the class teacher. If additional support is required the Deputy Principal will co-ordinate this in consultation with teachers, parents and support providers.

Specialist Programs

Yuluma Primary School has specialist teachers in the areas of Music, Visual Arts, Japanese and Physical Education. Each of these specialist areas offers outstanding programs.

Behaviour Management

We have a school wide approach to managing student behaviour. We support our students to behave in a safe and respectful manner at all times. We reward appropriate behaviour with a number of reinforcers e.g. Verbal Praise, Virtue Awards, Letters of Commendation, Merit Awards, Gold Book Entries, Faction Tokens and Care Awards.

We do not tolerate offensive, dangerous or disruptive behaviour and have a procedure for managing inappropriate behaviour. Please request by email or pick up a printed copy of the BMIS Policy and Student Contract. [Email Yuluma.ps@education.wa.edu.au]
School Rules

The school rules are designed for the safety and well being of all children as well as for the maintenance of school property. School rules will be discussed with the children at the commencement of the year so they understand the need for their acceptance.

Factions

The school has 3 faction groups; Ocean Blue, Fire Red and Desert Gold. The factions allow sensible management of competitive events including the Athletics Carnivals, Tokens Competition, Attendance Awards, Behaviour Rewards and Fund Raising. Each faction has Faction Leaders in Captains and Deputies.

Graduating Students

Each year the school graduates its final year students. Graduands attend the Graduate Excursion and Graduate at the Official Graduation Ceremony. Planning for the Graduation and celebratory events includes parents at both the conceptual level and the pragmatic tasks of preparation and presentation. If your child is graduating from year 6, offer to become involved in the event by contacting the Deputy Principal.

Student Leadership

Student Leader Positions are held for our 3 Factions, School Councillors and Student Leaders. These roles are filled through a whole school community approach and the use of democratic and consensus processes. Nominations, speeches and voting eventually identify leaders from the senior student group. Leaders fulfil specific tasks and roles across the school and are identified by their Leader Badges and exemplary conduct.

Reporting

Parent / Teacher interviews are held once a year in Term 1 of the normal school day curriculum program is suspended, or on request, with your child’s teacher (s). These interviews are to discuss student progress. Written reports regarding student progress are sent home at the end of each Term. Term 1 and 3 have interim reports, where 2 and 4 have end of semester reports.

Kindergarten

The Kindergarten centre is located within the school grounds.

A separate Information Booklet is available upon request at the front office reception.
Pre Primary

Compulsory Pre-Primary children will commence school full time at the beginning of Term 1. There are no half-day sessions. Pre-Primary students must be handed over directly from a Parent / Caregiver to the teacher from 8:30am. If your child experiences any difficulties please consult with the class teacher.

PEAC (Primary Extension and Academic Challenge) and TAGS (Talented and Gifted Students)

Selected students from Year 5 and Year 6 are offered the opportunity to participate in the Primary Extension Academic Challenge Program facilitated by the North Metropolitan Regional Education PEAC Centre. Students eligible to participate in this program will be notified by the Deputy Principal. (The school hosts the North Metropolitan PEAC Administration Centre on site)

A Junior Primary Talented and Gifted Students (TAGS) is offered from term to term for selected students and is designed to foster the growth of excellence in the Early Childhood Area (Years 1-3).

Medicines

Medicines can only be brought to school and administered to a child on the authority of the parent. These are to be left at the front office where a Drug Administration form must be completed by the parent. All medicines, including Asthma sprays / pumps, should be named and include all relevant Student Health Care Summaries.

Allergy Aware School

OUR SCHOOL IS ALLERGY AWARE and we would appreciate your support with this matter. We need to emphasise the seriousness of this concern as we have students who can become seriously ill. Even if food items contain traces of nuts, please avoid giving them to your child in their lunches.

Medications and Epi-Pens

If your child requires an Epi-Pen or other medication at any point throughout the school day, please do not send it in your child’s bag. Ensure you hand any medication to the office and complete appropriate documentation, as well as informing the class teacher.

NB: It is very important for the office to have up to date medical information on students.
Community Nurse

A Registered Nurse comes to Yuluma Primary School to conduct health assessments with students from Kindergarten to Year 6. Vision and hearing screening is provided as per the Health Department schedule. Information regarding the schedule is available upon enquiry.

Dental Health

The school Dental Service provides free general and preventative dental care for all enrolled students up to Year 11. The Dental Therapy Centre is located on site at Yuluma Primary School and operates from 8:15am to 4:30pm Monday to Friday and most school holidays.

The Dental Therapy Centre can be contacted on 9446 8990.

School Chaplain

Yuluma Primary School has a Chaplain who is supported by a local Church Council three days a week. Chaplaincy offers pastoral care support to the school community as an integral part of the day to day running of the school. As well as providing one-on-one support, there are a number of programs that are currently being run through the Chaplain at the school:

A) Breakfast Club

This runs Monday – Friday between 8:15am and 8:30am during the school term. Breakfast Club is a place where children can come and enjoy a healthy breakfast before school and enjoy a warm family type atmosphere and social interaction with their school friends. There is no cost to children or parents, or restriction on who may attend. Breakfast is supplied by FoodBank and the kind donations of parents and local churches. Volunteers to assist with Breakfast Club are always welcome.

B) Rainbows

Rainbows is a grief and loss program which is offered to students who may benefit from additional support. Groups need to be small and so this program is offered on a needs basis.

C) 3 Year Old Playgroup

Playgroup is a great way of helping children and parents to prepare for the future and assist relationship building with other children, parents and staff at the school. This year a new playgroup has commenced on Friday mornings between 9.00am and 10.30am during school term for pre-kindergarten aged children. For further information or to make a booking please contact the front office on 9244 5422.
Canteen

The school canteen operates on **Monday**, **Wednesday** and **Friday**. Volunteer helpers assist in the canteen and any assistance you can offer is always very much appreciated. Canteen menus are available from the office. Drop in and say hi to Anna our Canteen Manageress.

Library

The School Library is used by all classes on a timetable basis as arranged by the classroom teachers. Our School Library is fully automated and has a variety of technology software including CD ROMs and internet access for use by children in their studies. Children are entitled to borrow two books at a time, (Year 1’s one book), but children may return these books as often as they wish if they would like to borrow more books. Your help in returning the books promptly is appreciated. Should a book be lost or damaged, replacement costs may need to be met by the child’s family. Parental help in the day to day running of the library and the covering of books is also helpful and appreciated.

School Newsletter

The newsletter is a vital link through the school community to keep parents informed of the latest school, sport and community events. We therefore urge all parents to keep the office informed of their updated email address. If parents are unable to access the newsletter via email, paper copies are available by collection from the school office. This is in keeping with our school focus on sustainability. Your efforts in supporting this are very much appreciated.

School Assemblies

Parents are always invited to our assemblies which are held Tuesdays and Thursdays at 8.44am for 15 minutes. Approximately twice each term a large celebration assembly with class items and awards is held. Celebration assemblies run for about 1 hour. Dates will be confirmed in the Term Planner issued at the start of each Term. At these assemblies a class takes on the responsibility of presenting an item and Merit Certificates are presented to worthy recipients.

The parents of the host class are also requested to bring in a cake for our cake raffle which raises funds for our World Vision Child.

School Camp

Each year the school runs a 3-4 day school camp for Upper Primary Students. Locations have included Dwellingup, Bridgetown, Kalgoorlie and Rottnest. Community Living and an Outdoor Experience is the emphasis of the camp. Parents are advised of costs in the year prior to the camp.
Excursions / Incursions

These are an important part of our educational program. They provide experiences for the children which relate to classroom programs. A note will go out to each child, prior to the excursion/incursion, detailing the event. Payment will be required, together with a signed permission slip for each excursion/incursion in a named and sealed envelope. Payment of excursion/incursion will need to be made within two weeks of the note going home. If payment isn’t made within the two week period, children will not be permitted to attend.

Without permission children cannot attend the excursion/incursion. Medical information must be up to date for each child.

School Psychologist

The School Psychologist visits the school once per week for assessment of any problems affecting your child’s academic, social or emotional progress. Referrals are made through the school staff following expression of concern in specific areas. Parents concerned by their child’s progress can meet with the Deputy Principal.

Enquiries

Contact can be made with the school in a number of ways as listed below:

Front Office:

Messages may be left or appointments may be made with teachers or the Principal through the Registrar or School Officer. Parents may phone 9244 5422 or directly approach the office.

Contacting Children:

Urgent messages only may be left for children at the office. To minimise disruption please ensure messages are left for emergencies only.

Contacting the Class Teacher:

Minor concerns such as lunch arrangements, money for excursions, reasons for absences, etc, can be directed to the teacher. The best time to speak briefly to teachers is between 8:30am and 8:45am and after 3:10pm. Please make an appointment if a longer interview is required.

All the above can also be attended to by emailing the school on Yuluma.ps@education.wa.edu.au

SMS Absence Messages can be sent to 0418 949 529.
Leaving the School Grounds / Returning to School

Children will not be permitted to leave the school grounds alone at any time, for any reason, without the knowledge and direct approval of the Principal or delegated authority at that time. Parents must sign children out through the office before collecting their child from the classroom if they are required to leave school for any reason during the course of the day. Students returning to school inside of normal hours (eg: after 8:44am or before 3:00pm) must report to the office.

In Term Swimming Classes

All children from Pre-Primary to Year 6 attend a fortnight of swimming lessons during the year as part of the school curriculum. Parents will be advised of all details of times and costs prior to the event.

Money

When money is requested by the school it should be sealed in an envelope and clearly marked with the child’s name, class and event. All money should be directed to the front office unless otherwise advised.

EFTPOS facilities are available for amounts greater than $10-00.

Personal Use Items

Stationery for your child may be ordered through the school at the end of each year. Orders will be bagged in individual packs by the supplier, OfficeMax and delivered free to your home. However, parents may choose any retail outlet to purchase these items. Please ensure your child has all the items on the list.

PLEASE MARK EVERY ITEM CLEARLY WITH YOUR CHILD’S NAME.

Lost Property

All student property should be clearly labelled with your child’s name. Lost property can be claimed from the lost property box located in the Undercover Area. Any unclaimed items will be displayed at the end of each term before being handed over to charitable organisations or to the second hand Uniform shop for resale.

Toys and Personal Effects

No toys, jewellery or valuables should be brought to school, please. This reduces the risk of loss, breakage or injury.
Mobile Phones

Children are encouraged not to bring mobile phones to school, however if a parent deems this necessary, the mobile phone must be handed in to the front office at the beginning of the day and collected on departure at the end of the day. Important messages to students may be left at the front office.

Parking

Parking is available on 3 sides of the school on Ambrose Street, Morris Road and Diana Street. For safety reasons please do not use the marked Staff Car Park. Visitors and parent vehicles should not be parked in the road marked ‘Kiss & Drive’ side bays at the front of the school, especially during peak periods at the start and end of the day. Please take note of parking restrictions and the bus bays in Ambrose Street. Do not Double Park as this causes a traffic hazard and is extremely dangerous. Children are not to walk through the staff car park.

City of Stirling Rangers patrol the area from time to time and do issue fines and brochures indicating appropriate parking habits to drivers who are unclear.

Dogs in the School Grounds

Dogs should always be on a leash and for safety reasons should not be brought into school grounds or the oval during the school day 8.30 – 3.00pm. If dogs wander onto the school grounds during school hours the Ranger will be notified. Exercise of dogs on the oval is encouraged only if owners collect, bag and bin all faeces. A dog droppings bin is on the south east corner of the oval.

Visitors to the School

All visitors and parent helpers to the school are requested to ‘sign in’ at the front office and wear a visitors badge while in attendance at the school.
School Board

The School Board exists to provide community input into the School Planning Process. The Board consists of Staff and Community elected representatives. Functions and the relationship to the P&C are detailed below.

Functions:

1. Primarily the School Board formulates the following aspects of the School Business Plan.
   - A brief, but clearly expressed statement of the School’s Vision and Purpose.
   - The education outcomes the school is seeking for students.
   - The school priorities for the next planning cycle.

2. Examines Performance Information in summary format i.e. School Annual Report, drawn from the school’s Management Information System (MIS), to determine the success in achieving the School Purpose.

3. Views and endorses the School Budget.

4. May initiate the need for the school to formulate a policy and ensures policies reflect the School Vision and Ethos.

5. Endorses the School Business Plan.

6. May be involved in providing input to the local selection of staff.

Parents and Citizens Association

The school is very well supported by a hard working body of parents and community members on the Parents and Citizens Group. Parents are encouraged to take an active role in the P&C as resources provided by the P&C benefit the entire school community. The P&C facilitates a range of activities including school canteen 3 days a week, the uniform shop, School Banking, Book Club as well as many fundraising activities over the year. Many activities require parent help which may include: fundraising, helping with excursions, sports days, reading, cooking, art and craft activities. Please talk to parents in the Parent Community Room or your class teacher if you can provide assistance on the P&C.
Parents and children preparing to help with the Community Vegetable garden busy bee.

This is an important group within the school and relies on the support of the entire school community. Meetings are held monthly as advised in the school newsletters.

**Functions:**

- The P&C Association provides financial and resource input to the school as deemed necessary.
- The P&C receives information from and discusses information which can be passed on to the School Board for examination and possible inclusion in the School Development Plan and / or Policy.
- The P&C can only make policy for itself – not for the school.
- The P&C has one representative currently on the School Board and thus has a contribution in the decision making process.

**Objectives:**

The objectives of the P&C Association are to promote the interest of Yuluma Primary School through:

1. co-operation between parents
2. fundraising for the school; and
3. the fostering of community interest in educational matters.

An Association cannot:

1. interfere in the control or management of a school or the educational instruction of students; or
2. exercise authority over staff or other persons employed at the school.

**Summary**

Both the P&C and School Board are essential for the smooth operation of the school because both service different areas of need. This close relationship continues grow in a positive way.

*Parents and children preparing to help with the Community Vegetable garden busy bee.*
Commonwealth Bank School Banking

School Banking is here!

The Commonwealth Bank School Banking program is at Yuluma Primary School to help our children develop strong financial literacy skills, plus earn some extra benefits for our school.

The School Banking program includes an exciting Rewards Program designed to encourage children to get into the habit of making regular savings. Every time your child makes a deposit they receive a Dollarmites token which can be exchanged for really cool gifts. Students will have lots of fun saving their tokens and working towards their goals.

Our school earns $5 for every new account opened through the school and we also receive commission with every deposit made.

Check out the website – www.coinland.com.au – an animated virtual world where the children can meet the Dollarmites and learn about key basic financial concepts such as earning money, saving and setting savings goals in a safe and fun environment.

Every child who opens a new account through School Banking will receive a free Platybank moneybox.

If you are interested in opening a Commonwealth Bank Youthsaver Account to take part in the School Banking program please come to the front office to collect a package. Alternatively, if your child has an existing Commonwealth Bank Youthsaver account they can start banking straight away. They just need to bring their deposit in every week using their Dollarmites deposit wallet.

School Banking Day is every Thursday, 8:10am until 8:40am in the Parents Lounge. Any questions – feel free to contact your School Banking Co-ordinator.
SCHOOL CREED

This is our school,
Let peace dwell here,
Let the rooms be full of gladness,
Let love abide here –
Love of one another,
Love of mankind,
Love of God,
And love of life itself.
Let us remember – that –
As it takes many hands to build a house,
It takes many hearts
To make a school.
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