

Wagin District High School



2018 Parent Information Booklet



Kindergarten

Our Vision: to provide an empowering environment for life-long learning.
Whole School Expectations: Be Engaged Use Manners Show Understanding Always Strive

Welcome to Wagin District High School

At Wagin District High School, we pride ourselves on our school motto to Aim High.

Our school vision: to provide an empowering environment for life-long learning, underpins all of our decision making.

On behalf of myself and all staff members, we welcome you to Wagin District High School and look forward to sharing your child's learning journey together.

Cassandra Harris-Moroney
Principal

SCHOOL INFORMATION

Address: 10 Ranford Street WAGIN WA 6315
Telephone: 08 9861 1877 Facsimile: 08 9861 1835
Email: wagin.dhs@education.wa.edu.au
Website: www.wagindh.wa.edu.au

Staffing

Principal: Mrs Cassandra Harris-Moroney
Primary Deputy: Mrs Emma Kirk
Secondary Deputy: Mrs Jolene Abbott
Manager Corporate Services: Mrs Ann Ward

Term Dates

Term 1 Wednesday 31 January – Friday 13 April
Term 2 Tuesday 1 May – Friday 29 June
Term 3 Monday 16 July – Friday 21 September
Term 4 Tuesday 9 October – Thursday 13 December

School Development Days

Monday 29 January
Tuesday 30 January
Monday 30 April
Monday 20 August
Monday October 8
Friday 14 December

Public Holidays

Labour Day – Monday 5 March
Good Friday – 30 March
Easter Monday – 2 April
Easter Tuesday – 3 April
WA Day – Monday 4 June

Kindergarten Days

3 x full days: Monday, Wednesday and Friday.

School Times and Days

8.30am	Classrooms open
8.50am	School commences
10.50am to 11.10am	Morning Recess
1.10pm to 1.50pm	Lunch
3.20pm	School Finishes (except for Mondays*)
	*2.30pm Early Close Monday

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ASSEMBLIES

Kindergarten students start to attend the whole school assemblies from Semester Two.

Each assembly is hosted by a class to celebrate what they have been learning and involve merit certificates and awards being presented by the Principal. Details and dates of assemblies will be published in the school newsletter and website.

ATTENDANCE

Arrival and Departure

Student drop off is from 8.30am. On arrival, Kindergarten students need to;

- hang their bags on the hook outside their classroom
- bring their drink bottle and lunchbox inside.

To build independence and responsibility for their belongings, it is important that you guide your child to do this for themselves.

Parents are welcome to stay with their child until 8.45am; when the school day starts.

Please be prompt in picking up your child at the end of school each day (2:30pm on Mondays and 3:20pm on the other days)

In the interest of your child's safety, Kindergarten students are to be dropped off and picked up by a parent or nominated adult. Please notify the teacher if someone other than yourself will be picking up your child.

Absences

Although Kindergarten enrolment is not compulsory, once your child is enrolled, they should attend each day. If they are absent, we ask that you notify the school upon their return. This can be through a phone call, email to the school office or a note when your child returns to school.

The below table presents information regarding the educational risk to students through non-attendance.

Educational Risk Through Non- Attendance			
Period of Absence from Year 1-10	Rate of Absence	Equivalent Schooling Missed	Level of Educational Risk
Average of 5 days per term	90%	1 year	Regular attendance
1 day per week	80%	2 years	Indicated Risk
1 ½ days per week	70%	3 years	Moderate Risk
2 days per week	60%	4 years	Moderate Risk
3 days per week	40%	5 years	Severe Risk
5 weeks a term	50%	6 years	Severe Risk

BIRTHDAYS

Parents are welcome to bring a cake or cupcakes for the class to share as part of your child's birthday celebration. If you wish to do this, please contact the class teacher beforehand to check if there are any allergies to consider.

BUSES

If you require access to a bus service, please apply online directly through the School Bus Services on <http://www.pta.wa.gov.au>

Kindergarten students will be met at the bus each morning and walked to their buses each afternoon.

Parents of bus students need to contact the driver directly if their child will not be on the bus either in the morning or afternoon. If your child will not be going home on the school bus, please notify your child's teacher as well.

BOOKCLUB

Throughout the year, students have the opportunity to purchase things through Scholastic Bookclub. If wanting to purchase something, payment needs to be given to the class teacher by the set due date, either in cash or by cheque made out to Wagin DHS. Orders will then be sent to the school and distributed.

CLOTHING

Parents are requested to send children in school uniform as it assists them develop pride in their school and a sense of belonging and inclusion. The uniform list is attached for your information.

Children are required to wear a bucket hat each day and wear shoes they can manage, for example shoes with velcro or elastic straps that can be put on and off themselves; encouraging independence.

Please also provide a spare change of clothes in a plastic bag inside your child's school bag in case of accidents and ensure to label all items of clothing.

School Factions

Students are placed in factions upon enrolment. Wagin DHS has three factions; Cancanning (gold), Norring (green) and Puntapin (red). Children are required to wear faction colours for event days such as Faction and Swimming Carnivals.

Uniform Shop

The Uniform Shop is run by volunteers and is open each Friday between 8.30 and 10.30am. If you are unable to make it during those times, an order form and payment can be left at the front office. Uniforms will then be passed onto students during school the following Monday.

FORMAL REPORTS

Kindergarten children will receive a formal report at the end of each Semester; June and December outlining their current skills and abilities.

LUNCH

Please pack a healthy lunchbox for your child and a drink bottle filled with water only - not cordial or juice. Sandwiches and snacks of nutritional value are highly recommended and necessary for your child's physical and academic development. Some suggestions of healthy snacks include fruit and veggie sticks, yoghurt as opposed to Yogo, crackers as opposed to biscuits with high sugar levels, and cheese portions.

You also have the option to order your child's lunch from the canteen. If you would like to order lunch, clearly write their name and room number on an envelope along with what you would like and the price. Place the money inside the envelope and secure ends. Canteen price lists are issued at the beginning of the year and are always available from the front office and the school website.

Allergies

Wagin DHS is an allergy aware environment. This means that nuts or nut products such as Nutella or peanut butter should be avoided due to some students and teachers having severe allergies. Please keep this in mind as you pack your child's lunch.

Crunch and Sip

Wagin DHS is a Crunch and Sip school. This means that Kindergarten students take a short break each day at 10.30am to eat fruit to promote healthy eating. Please ensure to send a piece of fruit/ healthy snack for your child to eat at this time. Suitable options include fruit, vegetables such as carrots, celery or sultanas.

Recess and Lunch

Kindergarten children have recess at the same time as the rest of the school. At recess and lunch (12.30pm) children play in the enclosed area with the Pre-Primary students. We feel it is valuable for them to spend a little time interacting with older children. Staff members will be there for safety and supervision.

PARENT INVOLVEMENT

We believe that children's learning journeys should be a partnership between teachers and parents/families and therefore welcome your involvement in our classrooms. At any time of any day feel free to come in and help.

Meeting with Teachers

If you would like an interview or time alone to speak with your child's teacher, a suitable time can be arranged by either speaking with them directly or by contacting the office at the school.

Parents and Community (P&C)

The P&C meets twice a term and is comprised of parents, teachers, community members and the Principal. They play an important role in supporting the school and students through fundraising,

applying for grants to attract additional funds and assisting with events such as faction carnivals. Anyone is invited to attend and join the P&C.

Even if you are not a member of the P&C, you are welcome to support the school throughout the year with P&C events such as fundraising, working bees, catering etc. All details of events are notified through the school newsletter.

School Council

The Wagin District High School Council is made up of representatives from the parents and community, members of the general community, and school staff.

They meet once a term to undertake the following responsibilities:

- Take part in establishing and reviewing the school's objectives, priorities and policy directions
- Financial planning to support the above
- Promoting the school in the local community
- Assist to formulate codes of conduct
- Determine dress code for the students
- To approve charges and costs

Council members are responsible for liaising with the groups they represent to ensure that decisions made at Council Meetings reflect their views. An election for parent representatives is held each year. The election of the P&C representative to School Council is held at the P&C Annual General Meeting each school year.

Visitor Pass

Visiting parents or guests must sign the 'Visitors Book' at the school administration office or cluster kitchen and wear a visitor's pass at all times while on school grounds. Passes should be returned prior to leaving.

STUDENT HEALTH CARE

Dental Treatment

Each year the dental van comes to school to conduct dental treatments and services. Families are contacted directly by the School Dental Service.

Head Lice

Head lice are a constant occurrence in the school environment. Please check your child's hair regularly and treat it as required before sending them back to school. Long hair should always be tied back.

Illness/Injuries

Sick students should be kept at home. If a student becomes ill at school or has an accident, he/she will be cared for by staff and parents will be contacted. If a student suffers a serious accident that requires emergency care, he/she will be transported by Ambulance to hospital.

Medical Conditions

If your child has an allergy, parent/guardians are required to provide a medical management/action plan. This plan will be followed in the event of an incident relating to our child's health care needs. Parents are required to notify staff and the front office of any changes to medical conditions or allergies your child may have and complete the necessary health plans.

Medication

Staff will administer prescribed medications to your child on your request only and within the following guidelines:

- Parent/ guardian complete a medication form. This can be collected at the front office.
- The staff member administering medication will sign the medication form when medication is given.
- Staff will only administer medication to a child if his/her name is on the label.
- All medication must be handed to the front office staff for safe storage/handling. Under no circumstances can medication be left in a student's school bag.

School Health Nurse

The school health nurse, Pia Lambert, visits the school every Wednesday to conduct health screenings, hearing and eyesight checks. Parent consent is required before any testing is undertaken. Specific requirements can be expressed to your class teacher to seek a referral.

Speech and Occupational Therapy

Wagin DHS accesses speech and occupational therapy services through Narrogin Primary Health. A referral can be made through class teachers.

Other Services

Wagin DHS has access to a School Psychologist and Visiting Teachers from the School of Special Educational Needs. To request services or assistance, please speak with your child's teacher or the Deputy Principal.

SCHOOL CONTRIBUTIONS

A School Contribution is requested from families to support the educational program at Wagin DHS. Whilst this contribution is voluntary, the financial support provided through this extends the schools capacity to provide resources and adds value to teaching and learning programs. The contributions for 2018 is \$60.00 per child. Payment of this can be made at the front office or using direct debit BSB: 036 153 Account No: 139315. Please ensure to use your child's name as reference.

SCHOOL WEBSITE

Wagin DHS has a website with up to date information. Below is a list of some of the things you can find online;

- Fortnightly newsletters. On the home page, there is an option to subscribe. Once completed you will receive an email fortnightly with a link directing you to our online newsletter.
- Term and assembly dates
- Uniform list, canteen prices
- Whole School Policies.

TOYS / TREASURES FROM HOME

Please encourage your children to leave their toys and treasures at home as they inevitably get lost or broken. There are lots of things to do and play with in their classrooms, so it is best to leave special toys at home.

POSITIVE BEHAVIOUR SUPPORT Policy

PBS is a whole school strategy at Wagin DHS for helping students achieve important social and learning goals. As part of the PBS program we have established clear behaviour expectations for all school community members in all areas of our school.

Wagin District High School behaviour expectations are:

- E - Engaged**
- M - Manners**
- U - Understanding**
- S - Strive**

We explicitly teach these behaviours and frequently acknowledge students who are displaying positive behaviour by putting their name on an EMUS card. All EMUS cards are collected and go into a draw for a reward at Whole School Assemblies. A major prize is also drawn at the end of the year.

Wagin District High School's behaviour expectations will build on our social, emotional and academic learning program, promote a positive school environment and give more time for teaching and learning. By detailing expected behaviours and teaching them to students in a positive way, we will provide a common language and understanding for everyone in our school to be successful.

We believe that by helping our students practise good behaviour, we will build a school community where all students can succeed and grow.



Engaged Manners Understanding Strive

EMUS PBS Matrix.

	Engaged	Manners	Understanding	Strive
Whole School: All the time	<ul style="list-style-type: none"> • Arrive on time ready to start • Remain in appropriate areas 	<ul style="list-style-type: none"> • Use common courtesies when greeting • Keep hands and feet to yourself • Use appropriate language • Keep to the left when walking in corridors and verandas • Walk through the school quietly 	<ul style="list-style-type: none"> • Communicate positively • Accept each other's differences • Care for other people and the environment 	<ul style="list-style-type: none"> • Wear the correct school uniform • Do your best • Attend everyday
Learning Areas	<ul style="list-style-type: none"> • Be organized and on time • Work collaboratively • Be an active learner 	<ul style="list-style-type: none"> • Help others • Listen actively • Raise your hand to speak • Leave your classroom and work areas tidy 	<ul style="list-style-type: none"> • Start your work straight away • Follow instructions • Care for and respect resources 	<ul style="list-style-type: none"> • Complete homework • Stay on task • Aim to improve
Play Areas	<ul style="list-style-type: none"> • Be aware of others • Play safe • Play in appropriate areas 	<ul style="list-style-type: none"> • Listen to the duty teacher • Use appropriate language • Share and take turns • Be a good team member 	<ul style="list-style-type: none"> • Include others • Wear your hat 	<ul style="list-style-type: none"> • Problem solve: Stop, Think, Act • Put rubbish in the bin • Respect the environment
Eating Areas	<ul style="list-style-type: none"> • Sit when eating • Place all rubbish in the bin • Hold all sport equipment still 	<ul style="list-style-type: none"> • Listen to the duty teacher • Eat with your mouth closed • Talk respectfully 	<ul style="list-style-type: none"> • Invite others to sit with you • Wait for duty teacher to release you • Eat your own food 	<ul style="list-style-type: none"> • Stay seated until released • Pick up any rubbish
Information and Communications Technology (ICT)	<ul style="list-style-type: none"> • Use IT equipment appropriately • Shut down and store IT equipment correctly 	<ul style="list-style-type: none"> • Keep food and drinks away from the IT equipment • Respect IT equipment and report breakages • Treat others respectfully while online • Screen down when asked 	<ul style="list-style-type: none"> • Share equipment • Be patient • Access appropriate websites • Close laptops when walking • Games and music only when allowed 	<ul style="list-style-type: none"> • Increase your ICT skills
Before & After School	<ul style="list-style-type: none"> • Listen to staff • Get organized for the day • Return all equipment to appropriate areas • Move safely when arriving and leaving school 	<ul style="list-style-type: none"> • Say good morning or good afternoon to others • Wait to be released at the end of the day 	<ul style="list-style-type: none"> • Be safe on the school bus • Arrive and leave the school grounds safely • Be on time for breakfast club 	<ul style="list-style-type: none"> • Clean up your area before you go home • Be road aware