A solid education starts with strong foundations

At Attadale Independent Primary School, you will find dynamic, hand-picked teachers empowering your children with a highly structured standard of education, delivered within a safe and inclusive learning environment. It is these strong foundations that help our students strive to reach their full potential.

Please visit www.attadaleps.wa.edu.au for more information.
Welcome to Attadale Primary School, an Independent Public School (IPS). We hope that your time here will be successful and happy for you and your children.

At Attadale PS, we endeavour to provide a vigorous and stimulating environment for your child’s learning. Our school is very much about the partnership between student, school and family and the positive difference this partnership can make.

We welcome your family into our school family.

Mr Scott Harris
Principal

1. SCHOOL DEVELOPMENT

The School Business Plan is a document, which establishes the nature of the school, its purpose, overarching learning outcomes, priorities in particular years and educational programmes to meet and measure the effectiveness of those priorities. Copies of the school business plan are available at the front office.

School Vision:

Our vision at Attadale Primary School is to equip our students with, and develop, the necessary skills, knowledge, attitudes and values to achieve their individual potential and contribute positively in an ever changing world.

Overarching Learning Outcomes and Australian Curriculum:

The learning program at Attadale Primary is structured to support all students to achieve within the framework of the following Overarching Learning Outcomes (as set out in the Curriculum Framework).

The Australian Curriculum guides the teaching, learning and assessment of all curriculum areas and can be found online at www.australiancurriculum.edu.au/

- Students use language to understand, develop and communicate ideas and information and interact with others.
- Students select, integrate and apply numerical and special concepts and techniques.
- Students recognise when and what information is needed, locate and obtain it from a range of sources and evaluate, use and share it with others.
- Students select, use and adapt technologies.
- Students describe and reason about patterns structures and relationships in order to understand, interpret, justify and make predictions.
- Students visualise consequences, think laterally, recognise opportunity and potential and are prepared to test options.
- Students understand and appreciate the physical, biological and technological world and have the knowledge and skills to make decisions in relation to it.
Students understand their cultural, geographic and historical contexts and have the knowledge, skills and values necessary for active participation in life in Australia.

Students interact with people and cultures other than their own and are equipped to contribute to the global community.

Students participate in creative activity of their own and understand and engage with the artistic, cultural and intellectual work of others.

Students value and implement practices that promote growth and well-being.

Students are self-motivated and confident in their approach to learning and are able to work individually and collaboratively.

Students recognise that everyone has the right to feel valued and be safe.

2. SCHOOL ORGANISATION

Attadale Primary School was established in 1953. Class sizes usually range from 20 - 30 children. Each staff member works to create a vigorous, challenging and enjoyable education program. We know children learn in different ways and are often at different levels so we work hard to differentiate the learning to meet their needs.

SCHOOL STAFF

Part of our approach to differentiation has been a major push into information technology. Our school is wireless networked and staff use notebooks, electronic whiteboards and ipads to support learning styles, concepts and differentiation.

In addition to the experienced and hard working class teachers, the school has support and specialist teachers (music, art, science, languages and physical education). Their roles are decided according to school needs, priorities and class organisation. Non teaching staff include the Manager Corporate Services, Corporate Services Officer, Library Officer, Education Assistants for early childhood classes and learning programs, Education Assistants for students with special needs, Canteen Manager, School Gardener, Chaplain and Cleaners. Each is a valued member of our staff, and each is given the same degree of respect from the students.

Attadale Primary School is an established school with attractive grounds and well equipped classrooms and teaching resources. It has a large grassed oval and playing areas, a junior playground, basketball and netball courts, square ball courts, volley ball courts, undercover area, canteen, uniforms shop, and a large enclosed presentation hall. The School is air conditioned and heated.

3. SCHOOL HOURS/SUPERVISION

Children should not be at school before 8.30am as adequate supervision cannot be arranged before this time. When the students arrive at school, they assemble in the under covered area until they are dismissed by a teacher to move about the school and prepare for the day’s lessons. Teacher supervision of the children is provided between 8.30am and 3.10pm.

Out of Hours School Care is available onsite through “Helping Hands Attadale”. For more information please contact them directly on 0415 256 110.
Bell Times

8.50am - 10.50am  Morning session
10.50am - 11.10am  Recess
11.10am - 12.30pm  Middle sessions
12.30pm - 1.10pm  Lunch
1.10pm - 3.10pm  Afternoon session

PLEASE NOTE: The School has early close at 2.30pm each Wednesday
for staff development

Children crossing Wichmann Road to and from the school must use the pedestrian crossing in the care of the attendant.

No child is to leave the school grounds during school hours or at lunch and recess periods without a student leave pass. Parents wishing to take children from the school during school hours are required to visit the office, complete the sign out register and collect a blue card to present to the child’s teacher before they can be removed from the school.

Term Dates for 2017

Semester 1

Term 1  Wednesday 1 Feb – Friday 7 April  Pupil Free Days - 30 and 31 January
Term 2  Monday 24 April – Friday 30 June  Pupil Free Days - Monday 2 May, Friday 2 June

Semester 2

Term 3  Tuesday 18 July – Friday 22 Sept  Pupil Free Day - Monday 17 July
Term 4  Tuesday 10 Oct – Thursday 14 Dec  Pupil Free Day - Monday 9 October

4. ENROLMENT  [Attadale Primary School is a local intake school]

Attadale Primary School is a local intake school. This means we have a boundary within which students are able to attend our school. If you live outside the boundary of Attadale Primary School, you may still be able to enrol your child but conditions will apply. For more information on this aspect of enrolment, please have a look at our website: www.attadaleps.wa.edu.au which has a local intake map as well as all the relevant forms, or contact the school reception.

IF YOU DO NOT LIVE IN THE ATTADALE PRIMARY SCHOOL CATCHMENT AREA, THERE IS NO GUARANTEE THAT YOU WILL HAVE A PLACE AT ATTADALE PRE-PRIMARY FOLLOWING KINDERGARTEN AT OUR LOCAL FEED HIGH SCHOOL FOLLOWING YEAR 6. TO ATTEND MELVILLE SENIOR HIGH SCHOOL, YOU WILL NEED TO LIVE WITHIN THEIR CATCHMENT AREA OR NEGOTIATE A PLACEMENT WITH THAT SCHOOL.
5. ASSEMBLIES
A whole school assembly is held on Thursday mornings each fortnight at 8.50 a.m. in the school hall and everyone is welcome to attend. Classes take turns to provide an item and often are accompanied by musical performance coordinated through our music specialist.

6. SPORT
Factions
The school has three factions. Children are placed in a house on admission to the school. Families are placed in the one faction if requested. The names of the factions are: Sapphire, Emerald and Diamond (White). The factions participate in swimming and athletics carnivals, along with behaviour incentive programmes.

Interschool Sport
The school enters teams in competitions annually.

Lightning Carnivals in various team games may be arranged on a casual basis between schools.

7. STUDENT REQUIREMENTS
Most student requirements are provided by the Department of Education, however, it is essential that some items be provided by parents. A list of these items is detailed on the Personal Items List sent home towards the end of the year.

8. CONTRIBUTIONS & CHARGES
School contributions and charges are required to meet expenses involved in total education programmes. Funds are allocated to areas such as ICT, music, art/craft, physical education and library resources. Contributions and charges are reviewed annually by the School Board. Attadale Primary School can provide a richer and more varied curriculum when families pay these contributions and charges. We can accommodate progress payments if required.

Parent contributions are an important part of our school budget and our provision of an enriched education for your children.
9. **FUND RAISING POLICY**

A school contribution and P & C contribution are the major requests of parents in order to support the school’s general activities. From time to time, it is agreed by the parent community to provide some resources, the cost of which is beyond the normal budget provision arising from the P & C funds. In such cases, it may be necessary to undertake specific fundraising activities.

Minor fundraising activities, such as cake stalls, car rallies, camp outs, craft stalls and the like, may be conducted by class groups or the parent support group, in order to fulfil educational or social purposes which are consistent with the school curriculum. At times, special activities may be conducted over a period not exceeding two school weeks, to raise money for a charitable purpose. Participation in such activities is voluntary. Personal approaches whether by children or staff, for the selling of raffle tickets or sponsorships within the school are not permitted unless negotiated in special circumstances with the Principal.

10. **PARENT/TEACHER COMMUNICATION**

This is an important area of school life. Parents and the general public are encouraged to visit the school and a quick word with staff is possible before and after school. An appointment is needed if you wish to discuss your child’s progress in any length with the Class Teacher and/or the Principal. Parents are welcome to attend assemblies and many other school activities.

Parent communication is facilitated mainly by email so it is imperative that we have your correct email address at all times and we are exploring the use of other technology to continue building the lines of this communication. A fortnightly newsletter, “Nexus”, is sent home by email every second Thursday. Information from P & C Meetings is reported through the school newsletter or through their own “Bits and Pieces” newsletter.

Communication of your child’s progress will be done via:

- **Class Parent Meetings** - these are held early in term one and offer parents the opportunity to hear about the class teachers’ programmes, policy and procedures that will operate during the year. It is also an opportunity for parents to meet other class parents.

- **By letter, phone call, email or note** - this communication will be made when the teacher believes such communication is in the best interest of the child.

- **Work Sample Packages** – which are sent home periodically as part of the school’s reporting policy.

- **Interviews** - these need to be arranged when a discussion will take more than a few minutes. This can be arranged directly with the class teacher at a mutually acceptable school time.

- **Formal Reports** – these go home at the end of Semesters 1 and 2.

- **Open Night** - the school has an open night that is held in Semester Two. All family members are invited to visit their relevant classrooms.

- **Communication** from parents to teachers should be written and not verbal via the child. This ensures clear communication at all times.
HOMEWORK

As a general rule, homework for children in junior years should be restricted to practice in reading, spelling and number facts. In the other years, research work may be added. Set written homework for a period each night is not whole school policy and may vary from class to class. A school homework policy is available from the website.

HELPING YOUR CHILD

Suggestions parents can use to support their child’s learning:

- Have a positive attitude to the class teacher, to school and to your child’s activities at Attadale Primary School.
- Express interest in your child’s activities, eg. an openness to listen to the child about activities, give the child time, lend a hand in class or at school-based activities.
- Oversee that your child has the necessary materials required each day for school activities, basic books, equipment, meals, clothes and additional money if required.
- Make sure that your child has a healthy diet and regular sleep patterns, so that they arrive at school ready to learn to their potential.

11. SCHOOL BOARD

Membership: The board is of up to 15 people comprised of the following:

- Principal – Executive Officer
- P & C representative
- Parents, Teachers or Community Members including School Board Chairman.

If you would like to serve on the school board, please contact the Principal. Meetings are held twice a term. It is an opportunity to help shape the direction of the school’s policies and represent other families in the school community.

FUNCTIONS OF SCHOOL BOARDS

School Board – Non-Incorporated (Attadale School Board is a Non-Incorporated Board)

The functions of a non-incorporated Board are to take part in:

- Establishing and reviewing from time to time, the school’s objectives, priorities and general policy directions;
- The reviewing of financial arrangements necessary to fund those objectives, priorities and directions;
- Evaluating the school’s performance in achieving them;
- Formulating codes of conduct for students at the school;
- Determine, in consultation with students, their parents and staff a dress code for students when they are attending or representing the school;
- Promote the school in the community;
- Approve: 1. Charges & Contributions for the provision of certain materials, services and facilities;
  2. Extra cost optional components of educational programs;
  3. Items to be supplied by a student for personal use in an educational programs;
  4. Any agreements or arrangements for advertising or sponsorship in relation to the school.
• Provide advice to the Principal of the school on:
  1. A general policy concerning the use in school activities of prayers, songs and material based on religious, spiritual or moral values being used in a school activity as part of religious education; and
  2. The implementation of special religious education.

We welcome new parents to the school board.

12. P & C ASSOCIATION
The P & C Association is the official body for parents. The Association meets twice a term at the school. The two meetings report achievement, progress and establish direction for the P&C activities along with occasional guest speakers and the sharing of ideas. The Principal reports on the activities at the school and discusses with members in attendance, ways in which the Association can assist. The Annual General Meeting is held in Feb/March of each year. The P & C

There are several P & C Sub-Committees, which require helpers.

• Canteen Committee
• Parent Support Group
• Fundraising Committee
• Class Representative Organisation

Supporting these groups of parents is one way in which you can support our school and share in your child’s education.

13. BEHAVIOUR MANAGEMENT AND DISCIPLINE POLICY
In order to achieve the school purpose we must have a safe and caring environment where all people and property are respected. To ensure this safety, care and respect, we have a whole school approach to discipline which emphasises:

• a positive approach
• the right of all children to learn in a pleasant and safe environment
• that all children will accept responsibility for their own behaviour
• a consistent approach across the school that is fair and equitable
• clear rules and consequences that are widely known
• that parents and staff are kept informed

All students are expected to be responsible for their own behaviour. School staff are committed to creating a caring and positive environment inside and outside the classroom. Copies of the complete policy are available on request from the School Office or can be found on our school website. www.attadaleps.wa.edu.au
14. **SAER – STUDENTS AT EDUCATIONAL RISK**

This is a policy across all Department of Education Schools designed to ensure that the learning program for all students is maximised. SAER includes students with disabilities, learning difficulties, underachievers, gifted and talented students and students with attendance issues. SAER students are identified and monitored by class teachers and are co-ordinated by administrative staff. An educational psychologist forms part of the Students Services’ Team and visits the school on a regular basis. Administration intervention and parental approval is required for access to this service.