Paringa Park Primary School is a strong and vibrant learning community, providing a rich and diverse curriculum where the skills of inquiry, collaboration and creativity are valued.

Our students will be:

- *Life long learners with a strong social and environmental conscience, able to participate in local and global communities successfully.*
- *Effective communicators, who can interact positively and responsibly with others and are able to approach their future with optimism, integrity and resilience.*

We aim to engage students so that they achieve at the highest possible level of their learning and well being, through quality care and teaching.

Our values of:

- Doing your best
- Caring and respecting yourself and others
- Taking action to protect the environment
- Learning, growing: working together

are reflected in our school motto: **The Best We Can Be**

**School Grounds**

Our school has recently been redeveloped and boasts eight new learning areas and a new Performing Arts venue. Other learning areas in the school have been refurbished recently and we have a new Gym and Library. Each learning area has an interactive whiteboard and there is a school focus on eLearning. Specialist programs include French and Physical Education.

**Contact details**

Phone: 08 8296 8904  
Fax: 08 8296 9401  
Email: dl.0668_info@schools.sa.edu.au  
Web site [www.paringpkps.sa.edu.au](http://www.paringpkps.sa.edu.au)
School Hours

8:30am  Yard supervision begins: students may enter the grounds
8:45am  Lessons begin
10:35am  Recess
10:55am  Lessons begin
12:35pm  Lunch eating
12:45pm  Lunch play
1:25pm  Lessons begin
3:05pm  Dismissal
3:25pm  Yard supervision ends

Before School
Supervision by staff commences at 8:30am. For safety reasons, children are not permitted to enter the school yard until 8:30am unless attending Before School Care.

During School
Children may not leave the school grounds alone during school time or at lunch time unless signed out at the front office by a parent or caregiver.

After School
For fire safety reasons, parents of Junior Primary children are requested to wait outside the buildings to collect children on dismissal.

Staff supervision ceases at 3:25pm therefore, all children must leave the school grounds by 3:25pm. The exceptions are when a sports practice commences between 3.15pm and 3.25pm or when the child is attending Kids Care. For any sport practice commencing after 3.30pm children must go home and then return.

Children not collected by the usual time are taken to the front office and parents called.

Play on the equipment is not allowed after school except with parent supervision.

Term Dates

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<tr>
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<th>2013</th>
<th>2014</th>
<th>2015</th>
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<tbody>
<tr>
<td>Term 1</td>
<td>29 Jan – 12 Apr</td>
<td>28 Jan – 11 Apr</td>
<td>27 Jan – 10 Apr</td>
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<tr>
<td>Term 2</td>
<td>29 Apr – 5 Jul</td>
<td>28 Apr – 4 Jul</td>
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<td>Term 3</td>
<td>22 Jul – 27 Sep</td>
<td>21 Jul – 26 Sep</td>
<td>20 Jul – 25 Sep</td>
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Absences
If your child is ill or unable to attend school, we ask that you **SMS the late or absent details to: 199 100 10** by 9am to inform us of your child's absence/late. You will be contacted by SMS if we haven't received notification of absence by this time. Absences of more than a week (for any reason other than illness) require the Principal’s permission. Forms to apply for exemption from school are available from the Front Office.

- **Late arrival**
  If your child arrives after the 8.45 bell you will need to sign them in at the front office and the child will collect a late arrival slip to take to the class teacher. All late arrivals are recorded and data is included in the student reports.

- **Early departure or appointment**
  If your child needs to leave school before 3.05 you need to sign them out at the Front Office and collect an early departure slip to give to the class teacher.

Anaphylaxis
The school has developed Anaphylaxis Management Guidelines which is available from the Front Office or on the website.

Assemblies
Assemblies are held each fortnight on a Friday at 9:00am during term on even weeks. If there are any changes to the day or time of a particular assembly, parents are informed via the newsletter. Each class is rostered to organise an assembly. Assemblies play an important role in strengthening our school spirit. They also provide regular opportunities for celebrating student achievements. Parents and friends are invited to attend assemblies and share in these special occasions.

Bank
On Tuesdays your child may deposit money in his/her Bank SA account by bringing their voucher book and money to school. New accounts can be opened at any time. Please ask at the Front Office for details.

Behaviour Management
Our Behaviour Code is available from the Front Office or on the website.

Infringements during break times result in Time Out on the following lunchtime. Parents are made aware when a time out has been incurred through diaries/communication books. More than three infringements during a term result in a discussion with the parents and child.

Classes set rules at the beginning of each year. Children misbehaving in class are given 2 warnings and then sent to a buddy class. If behaviour continues, the student will be sent to the Front Office. This results in a letter home to parents with a tear-off slip to be returned to school. Both class and yard misbehaviour is recorded on the DECD database.

Extreme misbehaviour results in immediate removal to the Front Office and depending on severity can lead to short term suspension.

Book Club
Books can be ordered through the Scholastic Book Club twice per term. Order forms are distributed through class teachers and returned to the Front Office. Books are delivered approximately 4 weeks later.

Buddy Classes
At the beginning of each year older classes and younger classes are “buddied” together for the next 12 months. During this period the teachers and students plan a variety of activities together so that vital relationships are developed and strengthened between older and younger students.

Canteen
Our school canteen has a healthy menu and offers a wide choice of lunches and snacks to students and staff each day of the week. Lunch order bags can be found in the canteen basket in your classroom or the canteen.
Please read the instructions on the menu on how to use the order bags. Orders are placed in the class boxes in the morning and sent to the canteen by 9:15am. Lunch boxes are to be collected at the first bell. The canteen is open for over the counter purchases at recess and lunch.

Please see our canteen manager if you are able to help. She would greatly appreciate your assistance whether it is once a fortnight, or once a month. Volunteering is a great way to meet other parents and to learn more about your child’s school.

Christian Pastoral Support Worker (CPSW)
Paringa Park Primary School is fortunate to have the services of a Christian Pastoral Support Worker. This person’s role is to:
- Work in co-operation with the teachers, and leadership team to support students
- Be available to students and families as a listener, supporter and confidant
- Offer support, resources and referrals for families, teachers and other members of our school community.
This person is employed for 15 hours each week by the School’s Ministry Group in conjunction with Governing Council.

Choir
Students in Years 5, 6 & 7 are given the opportunity of joining the Paringa Park Primary School Choir. The choir performs annually at the Primary Schools Festival of Music at the Festival Theatre in Adelaide in September. The Choir rehearses every week.

Communication
School
Newsletters are sent home every fortnight of odd weeks with the youngest child in the family. Other notes are sent home as required. Newsletters are also on our website and we encourage families to access it here or to request a copy sent by email.

Class
Students have either a diary or a home book which is used for communication between teacher and parent.

Curriculum
Our curriculum is based on the South Australian Curriculum, Standards and Accountability Framework (SACSA). Broadly the curriculum is divided into eight required areas of study. They are
- English
- The Arts
- Technology
- Maths
- Science
- Society and Environment
- French
- Health & Physical Education

Included in these required areas of study are the following essential skills and understandings:
- Communication Skills
- Information Skills
- Mathematics
- Health & Safety
- Planning and Design
- Social Skills
- Environmental Skills
- Technology & Work Skills

Cyber-safety
Paringa Park Primary School’s Network and Internet accounts provide students with access to curriculum related material and online learning opportunities. Paringa Park Primary School expects students will use the Network and Internet in a responsible manner.

Dental Clinic
The South Australian Dental Service provides a range of dental services for children at clinics throughout Adelaide and all major country regional centres. Dental care is provided by dental teams comprising of Dentists, Dental Therapists and Dental Assistants.
All preschool, primary and secondary students under age 18 years are eligible for care with the School Dental Service. Fees and conditions apply. Please contact our local school dental clinic for further information.

Marion GP Plus
08 7425 8400
Hours of Opening
8:30am – 4:30pm

Dress Code
The Paringa Park PS dress code is based on the school colours of bottle green, gold and navy. All students who attend this school are expected to wear the prescribed colour code as we believe the choice within the dress code provides alternatives, demonstrates pride and commitment to the school and acts as a safety feature especially on school excursions. Further information about the Dress Code is available from the office staff. The policy and a price list are also available on the website.

Electronic and Portable Digital Devices
The school cannot take any responsibility for any electronic or digital devices brought to school. Please refer to the Portable Digital Device Acceptable Use Policy on the website.

Emergency Contacts
All families are required to complete an enrolment form, which includes emergency contact information when enrolling their child at Paringa Park Primary School. At the beginning of each school year a record of the current information the school has for contacts is sent home for you to verify. There are some occasions at school when children have accidents or are sick. In these cases parents must be contacted as soon as possible. To ensure the school has the most up to date information concerning newly diagnosed illnesses and allergies, changes of address and telephone numbers and change in parents' places of work, please inform us promptly, should information on these forms change at any time during the year.

Should there be any legal information e.g. custody of the child, it is essential for the well being of the child that this information is clear on these forms.

Fees
The Governing Council sets the school fees each year. These together, with government grants and fundraising, cover the provision of quality education at Paringa Park Primary School. These fees cover consumable stationary, books, resources and equipment (including computers) used in the eight areas of the curriculum.

You are asked to pay your children’s fees (materials & Services charge) as soon as possible. Our financial resources make it difficult to “carry” outstanding accounts for other than a short period of time. Payment can be made by cash, cheque or credit card. Payments can be made at the Front Office, between 8.30am and 9.30am each morning. Credit card facilities are available at the school and also online via the school website www.paringpkps.sa.edu.au Time payments can be negotiated with the Finance Officer, if you experience difficulty paying fees in a lump sum.

The Governing Council has authorised the use of a debt collection agency in circumstances where payment does not occur in an agreed or appropriate time.

If you are on a low income or are the holder of a Health Care Card, there is a Government scheme called “School Card” to which you can apply for assistance. Approval for school card is dependent upon proof of family income. School Card application forms may be obtained from the Front Office. There are critical cut off dates for this scheme so please see the Finance Officer when you enrol or receive your Material & Services Charge invoice.

As part of the curriculum, Aquatics and Swimming are offered, as are excursions and in-school performances. We ask students to pay for each event as it happens or alternatively pay an amount to hold in credit on your child’s account.
Enrolling at PPPS
Parents and/or guardian will need to fill in an enrolment form and provide information about the location and contact details of the previous school. It is also advisable that the learning program and appropriate 'placement' into an existing class is also discussed in detail prior to the child attending. This is particularly important for families transferring from schools interstate or overseas. This can be done at any time prior to your child beginning school by calling at the Front Office.

Evacuation/Invacuation
Drills for evacuation/invacuation of classes are carried out at random times so that the students become familiar with what to do in case of a fire or other incidents at the school. An evacuation plan is prominently displayed in all classrooms.

Hats
All students and staff are expected to wear an appropriate hat during recess and lunchtimes from September 1st until May 1st. The hat must protect the face, neck and ears, i.e. it must be broad brimmed, bucket or legionnaire style NOT a baseball cap. School hats are available from the Uniform Shop. For more details about this policy please refer to our “Sun Smart Policy” available from the Front Office.

Head Lice
Getting head lice, is NOT a social stigma, a sign of un-cleanliness or poor health habits, but it can be very upsetting and a nuisance. If your child has head lice please inform the school. If staff members discover head lice in students at school, we will request that they be taken home and their hair treated. All students need to be checked for head lice regularly.

Illness or Accident at School
The school First Aid Room is available for children who become unwell during the day. Please do not send sick children to school, as this infects other students and staff. Whenever children are unable to continue normal sessions during the day due to illness or injury, parents will be contacted and asked to collect them from school. School staff will only store and supervise medication that has been prescribed by a doctor and has a clear label. Analgesics and other medication (i.e. Panadol), which can be purchased over the counter without prescription, should also be prescribed by a medical practitioner if staff are asked to supervise their use. School Staff are not required to measure doses of medication. A Medication Plan needs to be completed by the prescribing doctor and parent/guardian for students who require supervision of daily mediation (e.g. ADHD medication) at school. All medication must be handed over from adult to adult.

In case of serious injury or illness, the school will take the necessary steps to gain immediate medical assistance.

Infectious Diseases
Children suffering from Infectious Diseases shall be excluded from school until a Medical Certificate is produced or the periods stated as followed are observed:-

- Whooping Cough - Five days after starting antibiotic treatment
- Hepatitis A 7 days after the onset of jaundice or illness. Doctor’s certificate required.
- Chicken Pox - not less than 7 days
- Measles & German Measles - 4 days after the beginning of rash
- Conjunctivitis - Exclude until day after appropriate treatment has commenced.
- Ringworms (Tinea) - Exclude until day after appropriate treatment has commenced.
- Head Lice - Exclude until day after appropriate treatment has commenced.
- School Sores (Impetigo) - Exclude until appropriate treatment has commenced. Any sore on exposed surfaces should be covered with a dressing.
All of these precautions are designed to reduce the frequency of infectious diseases at school. Viruses etc should also be treated as potentially infectious diseases and doctor’s advice should be sought and adhered to.

**Instrumental Music**
A strings teacher provides lessons at school. Students can also access other DECD run music programs. Please see the Front Office for details.

**NAPLaN Tests**
Early in term 2 of every year all students in Year 3, 5 & 7 are required to participate in a nation-wide testing program. Students in Year 3 and Year 5 have a practice test before they do their NAPLaN each year. Results of these tests are given to parents towards the end of Term 3.

**National Competitions**
Throughout the year a number of National Competitions are available for our students to participate in. These range from English, Maths, Science and Computing. Participation is optional and there is a cost involved. Our students have gained some outstanding results in these competitions during recent years. Information about enrolling in these competitions will be sent home at the appropriate time.

**Lost Property**
The lost property box is located outside LA 1-9 near the canteen. Please label all children’s property clearly (particularly hats and jumpers) so that items can be returned to their rightful owners. Parents & Community Group organises the sale of un-named items at the end of each term.

**Money and Valuables**
Please do not allow your child to bring unnecessary amounts of money or valued / valuable items to school. Classroom teachers cannot be held responsible for losses by children. If an item is bought to school, it is with the understanding that parents take responsibility for any loss or damage to that item.

**Out of School Hours Care – Kids Care**
This vital program offers before and after school care as well as vacation care. The program is available to children aged 5 to 13 years, whose parents are both working, single parent families where the sole parent is working, families where parents are studying, families with special needs and to families who require occasional care. An enrolment/medical form must be completed before a child can attend the program.

Phone: 0430 223 509 anytime to leave a message
- Morning Care: 7:00am – 8:45am
- Afternoon Care: 3:05pm – 6:00pm
- School Closure Days: 7:00am – 6:00pm

Vacation Care operates during the school holidays. Further information about the service is from the Front Office and is on the school website.

**Parent Involvement**
Parents are both welcomed and encouraged to be an integral part of the Paringa Park Primary School community. Individual teaching staff value parent support and help in their classrooms, e.g. listening to children read, assisting with excursions, camps, cooking activities, art/craft activities, computing etc. There are also more formal ways to participate in our community by being elected onto the Governing Council, joining the Parents & Community Group, participating in the LAP program (Learning Assistance Program), helping in the Library, assisting with sporting teams and activities and being co-opted onto a variety of committees or working parties.
Parents and Community Group
The Parents and Friends and Fundraising Committees have joined to create the committee whose role is to organise both social and fundraising events for the school community as well as making contact and welcoming new families to the school. There are opportunities for parents to help out on single event or for as many as they wish.

Parking/ “Drop Off” Points
The following rules are made for the safety of all children in our school:
- Margaret Street Kiss & Drop zone may be used to drop children off and collect children. It is a NO PARKING zone at all times.
- Bowker Street Car Park is for staff and visitors and should not be used as a drop off or pick up point for children. Please do not even walk your children through the car park.
- Choose one of the parking areas on the streets to drop off or wait to pick up your children. Be careful not to choose one of the NO PARKING areas.

Payment for excursions etc.
The Finance Office located in the Front Office area is open from 8.30 to 9.30 each day. Money needs to be accompanied by the excursion permission form. Credit card facilities are available online via the school website www.paringpkps.sa.edu.au and can be also be used for payment.

Photographs
A commercial photographer is engaged to take individual and group photographs once a year without obligation for parents to purchase.

Pupil Free Days
Our Governing Council can grant up to five Pupil Free Days per year, one of which may be a School Closure. Kids Care is open on these days for your convenience however, bookings are essential.

The Pupil Free days enable Staff Training and Development in school priority areas for that year

Reception Children
You will need to fill in an enrolment form and provide proof of the child's date of birth. This can be done at any time prior to your child beginning school through the front office. All children must be five years of age on or before the starting date and are under compulsion to attend school from the time they turn 6. Reception students can start at the beginning of each Term providing they turn 5 by their first day of school, which will be the Monday of the first week of Term. If they turn 5 after this day, they will need to wait until the following Term to begin school. The school has four admission dates for children beginning school for the first time. These are at the beginning of each term. Children enrolling in the school are invited to attend 3 transition visits before they officially start.

It is DECD policy that new enrolments are dismissed at normal dismissal time of 3.05pm unless early dismissal is requested by the parent. Please consult your child's teacher if your child is unable to cope with the full day. Experience suggests that the transition from half day at Kindergarten to a full day at Junior Primary school needs to be monitored.

The length of Junior Primary Education (Reception to Year 2):
Under normal circumstances:
- children enrolled in January will spend twelve terms in junior primary classes
- children enrolled in second term will spend eleven terms
- children enrolled in third term will spend ten terms or fourteen terms
- children enrolled in fourth term will spend thirteen terms

Children with exceptional abilities, taking into account social and emotional development may proceed to Year 3 after completing ten terms while some children may spend up to fourteen terms in junior
primary classes. Decisions about the progress of particular children will result from regular consultation and negotiation between parents, teachers and the principal.

**Reporting Student Progress**

Paringa Park Primary School actively encourages close contact between parents and the class teacher. Teachers will make time on most days after school to speak with you about matters regarding your child’s learning. As Tuesday is Staff Meeting Day, please select another day in which to talk to your child’s teacher if necessary. If possible, please make an appointment with the class teacher. Reporting on student achievement is critical to students, parents and teachers alike. The following components form the basis of reporting a student’s progress to parents.

**Term 1  Acquaintance Night**

This is held early in Term 1. The teacher outlines details regarding their educational program to parents.

**Student, Parent, Teacher Conferences**

These are to be held towards the end of the term. Children’s books will be available so that children’s learning can be presented and reviewed.

**Term 2  Written Report**

This is sent home to all parents on the last Friday of the Term.

**Term 3**

No formal reporting process.

**Term 4  Written Report**

This is sent home to all parents on Friday Week 8.

NB: Individual interviews may be requested by a teacher or parent at any time during the year.

**SAPSASA: South Australian Primary Schools Amateur Sports Association.**

Each year, children in years 6 and 7 are given the opportunity to try out for selection in district teams in a wide variety of sports. These teams travel to various locations for a weeks’ exchange, playing against other teams. We also take part in a number of “Knockout” competitions against other schools in many sports. The winners of these knockout competitions take part in state championships at various times during the year. Children playing in district or knockout competitions may also have the opportunity to try out for state selection for interstate competitions or attend talent camps.

**School Governing Council**

The Governing Council has of 16 members that consist of the principal, two staff members and community members. Members are elected at the Annual General Meeting held each year. The Governing Council is responsible to develop an understanding and a basis by which a partnership can be formed with the Principal and staff; and the community, including students, so that the vision and direction of the school is shared by all. The Governing Council in this framework is responsible for developing policy in a number of areas.

- School tone – dress code, homework
- Guidelines for standing committees and approval structures
- Approving the school’s financial budget and establishing priorities for expenditure
- Facilities priorities within the overall budget concerns
- Fund raising policy and management
- Feedback policies which enable the appropriate school personnel to make informed decisions.

The Governing Council is responsible for developing a strategic plan which has appropriate targets and also meets the government priorities. In all these areas of responsibility the Principal and the Governing Council should be in partnership.
Governing Council meetings are generally held on Monday nights in weeks 4 and 8 in the school staffroom.

**Students with Disabilities**
When enrolling a student with disabilities, it is important to ensure that adequate support is provided to enable that child to access the eight areas of the curriculum. For that reason, schools are required to develop a Negotiated Education Plan at the entry stage. This plan is developed at a meeting between the parents; our Special Education teacher and/or the Principal; the Disabilities Services Coordinator from Regional Services. All parties must reach agreement on what can and will be provided to support the child.

Support can be provided in a number of ways:
- outside agencies - e.g., Autism Association
- extra School Services Officer hours
- some Special Education teacher support
- visiting consultants - e.g. Guidance Officer

It is therefore important to let the Principal know about your child’s disabilities before the time of enrolment, so that this support can be negotiated with the Disabilities section of Regional Services.

**School Sport**
Paringa Park students are involved in a number of sports played out of school hours during the summer and winter seasons however, the actual availability of the sport is determined by:
- The number of children interested
- The availability of coaches/managers/helpers (in nearly all cases these are parent volunteers)

The sports we offer include:
- Summer – Tee ball, Volleyball, Basketball, Cricket and Kanga Cricket
- Winter – Football, Soccer, Netball, Basketball, Volleyball

Further information about School Sport can be found on the school website.

**Swimming and Aquatics**
Each year our students participate in these programs as a part of our Physical Education curriculum. However, because there are travelling and entrance fees to facilities, there is a cost involved. Year 6 and 7 students participate in Aquatics at Port Noarlunga during Term 1 each year. Reception to Year 5 students participate in the Learn to Swim program at Marion Swimming Centre during Term 4 each Year.

**Zoning - Geographical enrolment catchment area**
The roads which form the Zone’s boundary are:
- Commencing at the sea end of Holder Road to Brighton Road
- On the eastern side down Brighton Road to Dunrobin Road
- The northern side of Dunrobin Road to Macarthur Avenue
- Up Macarthur Avenue to Bowker Street
- North up Muriel Avenue to Oaklands Road
- Along western side of Diagonal Road to Moore Street
- On southern side of Moore Street to Brighton Road and north up western side of Brighton Road to Bath Street
- Down south side of Bath Street and Weewanda Street to the sea.

A detailed map is available for download on the school website.