



**2024**

*Welcome to Woodlands Primary School.*

*We look forward to working together to provide a  
quality education for your child.*

### **School Contact Details**

School Office: 9416 9800  
Kindergarten A&B 9416 9809  
Pre-Primary 1 9416 9807  
Pre-Primary 2 9416 9818

Email - [woodlands.ps@education.wa.edu.au](mailto:woodlands.ps@education.wa.edu.au)  
Website - [www.woodlandsps.wa.edu.au](http://www.woodlandsps.wa.edu.au)

### **Compass Education School Management System**

The school uses Compass to manage a range of school functions. Parents are encouraged to download the app. Functions include:

- School communications (via text and email)
- Student attendance
- Payments for school activities
- Links to the school webpage
- School calendar of events

### **2024 School Term Dates**

**Term 1:** Wednesday 31<sup>st</sup> January – Thursday 28<sup>th</sup> March  
**Term 2:** Monday 15<sup>th</sup> April – Friday 28<sup>th</sup> June  
**Term 3:** Monday 15<sup>th</sup> July – Friday 20<sup>th</sup> September  
**Term 4:** Monday 7<sup>th</sup> October – Thursday 12<sup>th</sup> December

### **School Development Days for 2024 are:**

Monday 29 January 2024  
Tuesday 30 January 2024  
Monday 29 April 2024  
Friday 31 May 2024  
Friday 23 August 2024  
Friday 13<sup>th</sup> December 2024

## **SCHOOL ROUTINES AND PROCEDURES**

### **Arrival at School**

Parents are asked to ensure that students do not arrive at school prior to 8.30am on school days, unless supervised by parents or attending supervised coaching on school grounds. Supervision cannot be guaranteed prior to this time.

As a safety measure, Woodlands Primary School expects students who arrive at school before 8:30 to sit on the bench outside the Administration Office. Supervision is provided from 8:30-8:50. Between 8:30-8:50, students need to go to their classroom to prepare for the day and then, may play on the basketball courts.

Students who arrive late to school are required to come to the Administration Office and sign in via the Compass Kiosk, to ensure they are marked as late and not as absent, before going to their classroom.

### **School Hours**

8:30	Students go into class.
8:50-9:00	Instructional time begins.
9:00-10:00	Block 1 – Literacy
10:00–11:00	Block 2 – Literacy
11:00-11:40	Break 1
11:40-12:40	Block 3 – Numeracy
12:40-1:40	Block 4 – Integrated curriculum
1:40-2:00	Break 2
2:00-3:00	Block 5 - Integrated curriculum
3:00	Dismissal

### **Kindergarten and Pre Primary**

Kindy and Pre Primary hours are 8.50am to 3.00pm. Kindy students attend five-days per fortnight, Pre Primary students attend five days a week. Students in Kindy and Pre Primary must be dropped off at and collected from the classroom by an adult (parent or carer). The classroom doors open at 8:30am to allow parents to settle the children, before leaving so students can start the school day.

### **Absences**

If your child is going to be late or absent, please advise us via the Compass App with a brief explanation or alternatively call the front office on 9416 9800 or send an email to [woodlands.ps.frontoffice@education.wa.edu.au](mailto:woodlands.ps.frontoffice@education.wa.edu.au). Frequent unexplained absences will lead to enquiries by our Regional Education Office.

Explanatory notes from parents are required for:

- daily absences from school
- permission to leave the school grounds
- exclusion from sport and physical education activities for medical reasons.

Students are expected to attend school unless they are ill, attending a course or have a reasonable reason for not attending. Research indicates that student attendance needs to be at least 90% to make appropriate progress. Less than 90% affects student learning.

All students once enrolled are subject to compulsory attendance. Every effort should be made to have family holidays during the school vacation periods.

## **Collecting Students during School Hours**

A student may leave the school grounds during school hours, only if they are collected by an authorised, responsible adult. Students must be signed out using the Compass Kiosk. Parents are asked to inform the class teacher the day before or on the morning that the student will be leaving early.

## **Break Times**

During breaks students must:

- vacate classrooms (unless otherwise directed)
- wear a hat outside
- walk on verandas
- place all rubbish in a bin
- play only in designated areas
- eat lunch seated in/near the undercover area.

## **Crunch and Sip**

At Woodlands, students can bring food for Crunch and Sip breaks. Crunch and Sip helps to refuel. Student are encouraged to snack on fruit and vegetables and rehydrate by drinking water. Students who are not hungry and are well hydrated, perform better in the classroom, show increased concentration, and are less likely to be irritable and disruptive.

Snacks during Crunch and Sip should only be fruit or vegetables.

## **Canteen**

Our school canteen (operated by the P&C) provides a lunch ordering service from external provider Locavora on Friday.

To place an order (by 8:30am Friday morning):

1. Set up an account with Locavora (schools.locavora.com.au) making sure you select Woodlands Primary School.
2. Once created and logged in go to the Manage Students section and set up your child/children's names and classes – you can then browse the Woodlands menu via the Lunch menu tab.
3. Select an item from the menu and select which student it is for.
4. Proceed to checkout and select lunch delivery date then proceed to Payment.

If you have any queries, you can contact Locavora on 9481 4500 or 0473 779 244 or email [contact@locavora.com.au](mailto:contact@locavora.com.au)

The canteen is always looking for volunteers to help with lunch distribution on Friday before Break 1. If you can help, sign up online via

<https://signup.com/go/sAnxJwM>

## **School Board**

The Board is formed with the fundamental purpose of enabling parents and members of the community to engage in activities that are in the best interests of students and enhance the education provided by the school.

The Board is comprised of 4 Parents, 2 Teachers, 2 Community Members and the Principal. The Board meets twice per term, usually weeks 3 and 7.

The Board has the following functions:

To take part in:

- establishing and reviewing from time to time, the school's objectives, priorities, and general policy directions
- the planning of financial arrangements necessary to fund those objectives, priorities, and directions
- evaluating the school's performance in achieving them and formulating codes of conduct for students at the school
- With the approval of the Director General to:
  - take part in the selection of, but not the appointment of, the school principal or any other member of the teaching staff
- To approve:
  - of a charge or contribution determined by the principal for the provision of certain materials, services and facilities.

## **Parents and Citizens' Association (P&C)**

The main purpose of the P&C is to support the school for the benefit of all students. The Woodlands Primary School P&C consists of enthusiastic parents, staff and other interested community members who contribute their ideas and skills to the school in a variety of different ways.

The P&C meets in the school library on Monday of Week 4 and Week 8 of each term commencing at 6.30pm. A \$1.00 annual membership fee applies to all voting members.

For more information, email [President@woodlandspandc.org.au](mailto:President@woodlandspandc.org.au).

## **Classroom Assistance**

Parents play a valuable role in the classroom extending the students' experiences. Parent rosters are set up by the class teacher, or alternatively your help may be requested for other curriculum-based activities such as sports carnivals, excursions etc. Assisting in the classroom gives you an insight into our learning programs. It is important that confidentiality is maintained by parents and specific details (e.g., comparing students) should never be discussed.

As part of our Working with Children check obligations a Parent Volunteer Declaration Form (available from the front office) will need to be completed annually by parent volunteers. Grandparents and other family and friends will need to have a valid Working with Children (WWC) check. WWC Check application forms are available from the front office or from authorised Australia Post outlets.

## **Reports and Interviews**

Parents/caregivers are important partners in the education of our students. The school has an open communication policy and parents are given progress reports throughout the year.

Each year, class information meetings are held at the beginning of Term 1, parent-teacher interviews are held at the end of Term 1. An Open Classrooms afternoon is held later in the year. Formal reports are provided at the end of each semester.

## **Student Requirements List**

The stationery requirements for your child are available for purchase through a school approved supplier. Your child may have stationery items that can be reused again from the previous year. The requirement list is distributed in November and made available online via Compass.

## **Contributions and Charges**

An itemised schedule of contributions and charges outlining the maximum amounts parents may be requested to pay during the following year is released in Term 4. This schedule is sent home to assist parents financially plan to ensure all students can access all learning opportunities provided by the school.

## **Annual Voluntary School Contributions**

The Woodlands Primary School voluntary contributions is \$60.00 per student. These funds are used to support the implementation of our School Business Plan, particularly in the subject areas of English, Mathematics and Digital Technology. It is reviewed annually by the School Board.

Payment can be made via:

- 1) Student Requirements Stationery Order (through credit card)
- 2) Direct Debit – online  
Woodlands Primary School  
BSB: 066 040  
Acct: 19904445  
Ref: Student Name
- 3) EFTPOS – in the front office by 3.30pm
- 4) Via the Compass Portal

## **P&C Voluntary Contribution**

The P&C voluntary contribution for all Kindergarten to Year Six students is \$75.00 per family for one child and \$150 per family when two or more children attend the school. Payments can be paid the following ways:

- 1) Via the Student Requirement list
- 2) Direct Debit online:  
Woodlands Primary P&C  
BSB: 016 334  
Acct: 340959357

The P&C works with the school and community to raise funds for important items such as ICT infrastructure and resources, home reading books, early childhood resources, sports equipment, playground equipment and upgrades to school facilities such as bathrooms and basketball courts.

## **Enrolments**

Kindergarten caters for students turning 4 between 1 July and 30 June the following year. Their hours are 8.50am to 3.00pm and allocation days and an orientation day will be advised in Term 4 of the preceding year. Once a student has been enrolled their attendance is compulsory.

## **CURRICULUM PROGRAMS**

Specialist curriculum areas include Japanese, Music, Art, Physical Education and Science.

### **Music**

The music specialist teaches singing, theory, percussion, movement, and recorder, to students from Year 1 to Year 6.

Special instrumental programmes are available for selected students in music. Students are chosen based on a set criterion, which includes a music aptitude test. Instruments on offer 2024 are:

<b>Clarinet / Trumpet</b>	from Year 5 (5 students each year).
<b>Violin</b>	from Year 3 (8 violins).
<b>Cello and Viola</b>	from Year 4 (3 cello and 4 Viola each year).
<b>Percussion</b>	from Year 5
<b>Ensemble</b>	the cello teacher conducts a string ensemble class one morning per week.

### **Physical Education**

Students from Year 1 – 6 participate in physical education classes weekly with the school's PE specialist. Sporting highlights throughout the year include the faction athletics, cross-country and swimming carnivals. Our network of school provides an inter-school sporting competition for selected students. Parents are welcome and encouraged to attend these events.

### **Calendar of Sporting Events**

- Faction Swimming Carnival Years 4 to Year 6 (Term 1).
- Interschool Swimming Carnival Years 4 to 6 (Term 2).
- Extra swimming training sessions are traditionally held in the weeks leading up to these events. Training sessions are optional and will be conducted by the swim coaches from WASWIMMING at Churchlands SHS.
- Interschool activities in netball, football and soccer (Term 2).
- School Cross Country (Term 3), Pre-Primary to Year 6.
- Interschool Cross Country (Term 3), Years 4 to 6.
- Faction Athletics Carnival (Term 3) Pre-Primary to Year 6. This includes table tennis, track, team and field.
- Interschool Athletics Carnival (Years 3 to 6). We compete against 5 other schools (Term 3).

## Factions

We have four factions:

- Banksia                      red faction
- Tuart                         blue faction
- Hakea                        yellow faction
- Jarrah                        purple faction

Factions are allocated to students at the end of their kindergarten year. If students have an older sibling at the school, they will be assigned to the same faction.

## In-Term Swimming

Each year the students from Pre-Primary to Year 6 are offered swimming lessons co-ordinated through the Department of Education. At all times the school and swimming lesson staff are aware of the need to be vigilant of student safety.

Bus transport and pool admission charges are met by parents. Please note, the **transport cost** component of in-term swimming is a fixed price set at the time of the booking and then calculated per student, which means transport costs are **non-refundable** if a student is unable to attend.

Kindergarten students are not involved in in-term swimming.

## Excursions/Incursions

Excursions may be organised to complement and enhance the student's learning program.

As excursions are additional to the learning program student attendance is optional (although the school highly recommends all students attend) with any associated costs being charged to the families of the attendees. The school strives to minimise excursion costs to parents.

Please note, the **transport cost** component of an excursion is a fixed price set at the time of the booking and then calculated per student, which means transport costs are **non-refundable** if a student is unable to attend.

Information notes and consent forms completed online via the Compass Portal These are posted before the excursion by the class teacher. Permission must be given via the Compass App for all incursions/excursions. If you are unable to access Compass, please contact the front office on 9416 9800 to arrange a paper version. Parents are often invited to assist on the excursion day.

Transport is normally by charter bus with seatbelts. Private transport is used on rare occasions for small numbers of students. When private transport is used, each student must wear a seat belt and drivers are required to provide proof of a valid driver's licence, vehicle insurance records and a valid car registration receipt.

## Year 6 Camp

Year 6 students attend a school camp, usually at a site away from the school, involving overnight stays. School staff attend the camp along with selected parent volunteers. As an extracurricular activity, camps are subject to review annually.

## **Digital Technologies**

Woodlands Primary School is a BYOD (Bring Your Own Device) school. Students in Year 3 to Year 6 participate in a 1:1 iPad learning environment.

The school uses Jamf School as its mobile device management system to manage students iPads, monitor and track usage, and support safe online use.

During the school day all student devices are managed from 8:15am to 3:15pm by Jamf School - a Mobile Device Management (MDM) system purpose-built for education.

Parents have access to the Jamf Parent App. Jamf Parent is an app that allows you to manage your child's school-managed device at home. Using Jamf Parent, you can manage/restrict apps and device functionality after school hours. To download the app, follow the steps below or watch the instructional video that explains how to setup this up.

Setting Up your Jamf Parent Account

Video Link [https://www.youtube.com/watch?v=NCPicZpYvbY&ab\\_channel=Jamf](https://www.youtube.com/watch?v=NCPicZpYvbY&ab_channel=Jamf)

Step 1: Download the Jamf Parent App

Download Jamf Parent from the iOS app store or google play store.

Step 2: Display QR code

On the student's device, open the Jamf Student App and select the users profile icon in the top-left corner to display user settings. From here, press Authorize Parent to display the QR code.

Step 3: Scan QR code

On the parent's device, open Jamf Parent and select Scan QR Code.

Scan the QR code that is displayed on the student's device from step 2.

Following these steps will link your device to your child's device, enabling you to apply restrictions to your child's device keeping them safe online at home.

If you require any further support, please contact your child's classroom teacher.

## **Homework**

It is important that all primary school students read every day, practise a musical instrument (if they are studying one), complete relevant work (if not completed in school time) and do work set by their teacher. Homework is important to develop students' time management skills and establish home routines.

## **Kindergarten/Pre-Primary**

Home reading in Kindergarten/Pre-Primary should foster a love of reading. Students at this age should be read to every day. Parents are encouraged to read books to their young children and discuss characters and events. It is important at this age that students read and re-read books to develop understandings of texts.

## **Years 1 – 6**

Home reading is encouraged. It is important that students read regularly. Home reading may include printed texts, or digital/online texts.

Students may be required to complete work set from school hours at home. Extra homework may be set for students in need.

## **Positive Behaviour Support (PBS)**

Woodlands PS is a Positive Behaviour Support (PBS) school. PBS is a whole school framework which helps to create positive learning environment and is based on the following beliefs:

1. Relationships are the foundation of social and academic achievement.
2. Student achievement is maximised when staff develop positive classroom cultures where caring teacher-student relationships and student – student relationships:
  - Promote and exemplify positive student behaviour and interactions
  - Make students feel that they are both cared for and supported to succeed.
3. One size does not fit all. Positive behaviour is learnt, and consideration needs to be given to the individual needs of students. Just like every class has students on individualised learning plans because they require additional support and guidance in curriculum areas, some students benefit from individualised behaviour plans developed by parents, school staff and the school psychologist.

More information outlining this framework can be found on our website.

## **Good Standing Policy**

At Woodlands Primary School, the *Good Standing Policy* supports our values of Respect, Belonging, Humanity and Possibilities by acknowledging and rewarding exemplary behaviour, positive work ethic and dress-code adherence. We believe learning is enhanced in a welcoming, inclusive, collaborative, and caring environment.

*Good Standing* is a status all Woodlands Primary School students are granted at the start of the year. It is the responsibility of each student to maintain their *Good Standing*. Students with *Good Standing* will have the opportunity and privilege to participate in various events throughout the school year. Examples of these events include interschool sporting events; extra-curricular clubs including coder dojo and running club; discos; and Year 6 Graduation activities.

More information on our Good Standing Policy can be found on our website.

## **Areas Out of Bounds to Students**

- Classrooms, library, music, art/science room, storerooms during recess or lunchtime unless under teacher direction and supervision.
- Front lawn area, school vegetable garden, science classroom outdoor learning area, and school oval behind the Kindergarten C building except for lesson purposes under teacher direction and supervision.
- Outside school boundaries during school hours.

## **Toys/Personal belongings**

Students are discouraged from bringing toys and personal belongings of any kind to school unless they are part of a class lesson. Difficulties such as loss, damage or arguments about ownership could cause unnecessary distress or conflict.

## Telephone Calls/Mobile Phones

The Department of Education does not permit use of mobile phones in public schools unless for medical or teacher directed educational purpose. Students are not to bring mobile phones or other cellular devices (e.g., Apple Watch) to school.

Students who, for personal reasons, must bring a mobile phone to school must bring it to the Administration Office at the beginning of the day and collect it at the end of the day. Smart watches must be kept on aeroplane mode during school hours.

Students may make telephone calls at the front office at the discretion of the administration staff.

## Emergency Management

All schools in Western Australia are required to have an emergency management plan which details appropriate approaches to emergency situations.

An emergency evacuation procedure is practised and reviewed each year. During an emergency evacuation, all present on the school site are required to gather on the oval (evacuation point).

## Visitors to the School

All visitors to the school must report to the office, sign in using the Compass Kiosk and wear the visitor sticker provided. Parent volunteers must sign in and complete a Volunteer Declaration Form.

## Assemblies

Assemblies take place on allocated Fridays from 8.50am to approximately 9.30am in the undercover area. Each class takes turns in running one assembly per year and parents are encouraged to attend. In addition, there are specialist assemblies throughout the year to showcase various talents and achievements. Assembly dates are included on the calendar of events on the Compass calendar.

## Smoke Free Zone

The school grounds and buildings are **smoke free zones**.



## **SCHOOL UNIFORM**

### **Policy**

The policy of this school is to strongly encourage the wearing of the school uniform for students in Kindy to Year 6. Kindergarten students may wear general clothing if parents prefer.

It is felt that students wearing the school uniform:

- adds to a student's feeling of "belonging".
- contributes to a student's pride in the school.
- is sound economics.
- minimises competition with clothing.

Faction T-shirts and sport shorts may be worn on sports and Phys Ed days. The interschool shirt is worn only for interschool events (swimming, cross country, netball, and athletics).

When representing the school on an excursion, Pre-primary to Year 6 students are expected to wear the official school uniform – a dark green polo shirt, school skirt or shorts, school dress, windcheater, and hat.

Where the school uniform policy could present financial hardship to a family, on request, the school will arrange the loan of all or part of the required uniform. Purchase of pre-used uniforms can also be made at the uniform shop which is run by the P&C.

### **Boys Uniform**

The boys' uniform consists of:

- ◆ Light/dark green polo shirt with school logo.
- ◆ Faction coloured polo shirt with faction logo.
- ◆ Green shorts and green sport shorts.
- ◆ Zip jacket/windcheater/fleece vests.
- ◆ Track pants.
- ◆ Shoes or joggers and socks, or sandals.

### **Girls Uniform**

The girls' uniform consists of:

- ◆ Light/dark green polo shirt with school logo.
- ◆ Faction coloured polo shirt with faction logo.
- ◆ Dress.
- ◆ Green shorts/green skirts/green sport shorts.
- ◆ Zip jacket/windcheater/fleece vests.
- ◆ Track pants.
- ◆ Shoes or joggers and socks or white/green tights, or sandals

## **Hair**

Woodlands Primary School has a well-established tradition of students being well presented in their school uniform. This includes students maintaining clean, neat, and natural hair colour.

It is a common understanding in Department of Education primary schools, that for occupational health and safety reasons students, both boys and girls:

- should not have hair impeding their vision at any time; and
- shoulder length hair needs to be tied back in a neat fashion.

## **Jewellery**

Jewellery should not be worn except for ear studs and inexpensive watches. Students become very distressed when they lose or break jewellery. In some cases, jewellery can also be a cause of injury.

## **Graduation Shirts**

Graduation shirts for Year 6 students are organised by the Year 5 teachers. Parents will be advised of ordering details by the classroom teacher once finalised.

## **Hats**

The Sun Smart Policy recommends the wearing of broad brimmed (>8cm brim), bucket or legionnaire hats.

Bottle green hats with the school logo are encouraged. These are available to purchase from the uniform shop. Students are advised to wear hats based on the recommendations of the Bureau of Meteorology, which are regularly revised by the school. A 'no hat no play' policy applies at recess and lunchtimes during these periods. Students without an acceptable hat will be required to remain under the covered areas of the school.

## **Uniform Shop**

All of the clothing items listed in clauses 8.2, 8.3, and 8.7, as well as second-hand clothing, is available from the school uniform shop. The uniform shop is currently open between 8.30 and 9.30 every second Friday.

Uniform order forms can be found in the front office. Uniforms can be ordered and paid for through Quikcliq or complete the credit card details on the order form and place it in the locked P&C box in the front office. Uniform staff will collect, process, order and then deliver your order to your child's classroom on Friday morning to take home.

Orders for summer are to be placed in October/November for summer clothes and March for winter clothes.

## **Lost Property**

Please ensure that all items of clothing have your child's full name on them. This assists in the return of lost clothing back to your child, alternatively we have a lost property tub in the Undercover Area. Unclaimed and unnamed items will be placed with all the 2<sup>nd</sup> hand items for sale in the uniform shop or sent away to a charitable organisation.

## HEALTH

### When a student becomes ill at school

When a student becomes ill at school, they are to inform their teacher and the teacher will make a judgement at the time as to the best course of action. The student may be sent to the school office and parents will be notified.

In the event of illness or an accident at school, parents will be contacted as soon as possible, to arrange further care for the child. Office staff will inform the parent of the nature of the illness, students are encouraged to speak to their parent by phone so the parent can ascertain the best course of action.

### Medication

#### Short Term Use of Medication (up to two weeks)

For administration of **short-term** medication such as a course of antibiotics, our school requires written authority from parents/carers. This authority can be provided by completing an **Administration of Medication form**. These forms can be obtained from the office.

Note:

- The medication must be clearly labelled with the child's name and provided in packaging from the pharmacy or the manufacturer.
- Documentation must be signed and dated by a parent or carer and provided to the school with the medication.

#### Long Term Use of Medication

If you require the school to administer medication to your child for a period of more than two weeks, and if you have not already done so, you may need to complete a *Student Health Care Summary* and a *Management/Emergency Response Plan* for your child's particular health need. In most instances, this documentation will have been completed when you enrolled your child or as part of the school's process for updating student health care records. If this is not the case, please discuss with the office. **It is vital to the student's health and well-being that parents advise the school of any health issues as soon as possible.**

#### Anaphylaxis/Asthma/Allergies

Parents of students who suffer from any of these medical conditions will need to complete an action plan available from the front office. Medication will be kept and stored in a secure location until the end of the school year. All medical conditions must be discussed with the class teacher.

#### First Aid

First aid for minor injuries will be administered by staff.

For more serious injuries the Principal or Deputy Principal will be consulted. Where there is any doubt as to the severity of the injury parents will be notified.

In an emergency, an ambulance will be called, and parents notified.

#### Immunisation

An up-to-date immunisation record must be provided when you enrol your child. Please make sure all your immunisations are kept up to date.

### **School Nurse**

The school nurse visits Woodlands Primary School as needed for various health screenings throughout the year.

### **Dental Therapy Clinic**

The Dental Therapy Clinic is located at Yuluma Primary School (9446 8990). Parents may contact the clinic directly should a problem arise. The dental therapists check students' teeth on a regular basis. All students require written permission from their parents to be treated at the clinic. A form is given to the students after enrolment.

### **Sun Smart Policy**

The policy was reviewed by staff and approved by the School Board. Students wear broad brim, bucket, or legionnaire hats throughout the year when outside or remain under the covered areas of the school. For a copy of the policy please contact the school office.

### **Head Lice**

A child may attend school once appropriate treatment has been undertaken and no eggs are evident. Information pamphlets are available on request and frequently distributed to parents via classrooms.

### **Infectious Diseases**

The following may assist in determining how long to keep a child at home in case of illness:

- Chicken Pox: Exclude from school. Where no medical certificate of recovery is available, students can attend 5 days after the rash first appears and once the blisters have all scabbed over. Contacts not excluded.
- Measles: Exclude from school. Where no medical certificate of recovery is available, students can attend 4-7 days after rash appears, if well. Contacts not excluded. Should a measles outbreak occur, children not vaccinated against measles can be excluded from school until they show medical proof of vaccination.
- Mumps: Exclude from school. Where no medical certificate of recovery is available, students can attend 9 days after onset of swelling. Contacts not excluded.
- Ringworm: Exclude from school. Re-admit the day after fungal treatment has begun. Contacts not excluded.
- Impetigo: Exclude from school until treatment starts. Sores should be covered with a watertight dressing.
- Slapped Cheek: A child may attend school, as they are most infectious before rash appears.

### **Dogs on School Grounds**

Due to health and safety concerns **dogs are not permitted** on the school grounds at any time, during or after school hours.

## **PASTORAL CARE PROGRAMS**

### **School Psychologist**

The role of the School Psychologist at Woodlands Primary School is to assist in the improvement of learning outcomes for students by providing specialist consultation in the areas of counselling, education psychology and policy development. The School Psychologist is available one day per week. Enquiries to access this service can be made by contacting your child's classroom teacher.

### **School Chaplain/Student Wellbeing Officer**

Woodlands Primary School employs a School Chaplain or Student Wellbeing Officer one day per week to support student wellbeing in areas such as anti-bullying, relationship skills and eSafety. Services are determined based on the needs of the school are accessed through the Deputy Principals.

### **School Values**

The students at Woodlands Primary School are expected to follow the 4 values of Belonging, Possibilities, Respect and Humanity. We have mascots called "The Woodlandians" that embrace these four values and encourage the students to do the same. More information on our values and the Woodlandians can be found on our school website.

## **SENIOR STUDENTS**

### **Student Leaders**

There are a variety of leadership roles available to students who would like to nominate themselves. Some of these roles include school captains and councilors, faction captains and music captains.

### **Year 6 Graduation**

A Year 6 Graduation will be held to mark the completion of primary school. The achievements and special talents of the students are acknowledged in a formal ceremony. This will occur in the last week of Term 4 and parents and family are invited to attend.



## **SAFETY**

### **Road Safety and Parking**

In the interests of the safety of all students attending Woodlands Primary School parent or caregiver vehicles are not to be driven onto any part of the school grounds without the express approval of the principal. Parents are asked to follow all road rules and road safety guidelines when dropping students off or picking students up from school. The school promotes safe routes to school, common sense, courtesy, and safety.

- Park on the school side of the road facing the correct direction of traffic flow.
- Students are to leave and enter the car from the kerb side.
- Travel in the direction your vehicle is facing.
- No U-turns.
- Do not use driveways for drop-off or pick up.
- Do not use driveways for turning around.
- Use the kiss and drop as it is intended, don't leave your vehicle.

Where possible choose alternative modes of transport (i.e., walk, cycle). More information about parking, traffic flow and school road rules can be found in the latest traffic bulletin on our school website [www.woodlandsp.s.wa.edu.au](http://www.woodlandsp.s.wa.edu.au)

### **Use of Bikes, Scooters, Skateboards and Rollerblades**

- Bikes are not to be ridden on school grounds at any time.
- Bikes must be stored in the bike enclosure and scooters in the designated cage. Due to the danger of theft, bikes and scooters should not be left overnight and bikes should be chain locked.
- Electric scooters are not allowed.
- Skateboards, roller blades etc. are not to be ridden to school and are not permitted on school grounds during school hours.
- Students on bikes must exercise care when entering or leaving Teakwood Avenue. By law, bike helmets are compulsory.

***The National Safety Council strongly recommends that children under 12 years of age do not ride bicycles on the road because:***

- ***their judgement of speed and distance is not fully developed***
- ***they have limited skills in handling the vehicles***
- ***they have limited "road sense".***
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We strongly recommend that students up to Year 5 are always accompanied by an adult when riding to and from school.

## **SCHOOL WATCH**

Your assistance in helping prevent vandalism and theft at the school would be appreciated. If, outside of school hours, you see any suspicious behaviour in or around the school please contact Education Security on **9264 4771 or 9264 4632**.

## SCHOOL SONG

### World of Opportunity

#### Chorus:

We're Woodlands and we're proud to wear the green shirt on our chest.

Belonging to this mighty school we'll rise above the rest.

We see the possibility with the values we believe,

Respect (respect) humanity, will guide us when we leave (Woodlands)

#### Verse 1:

Stand tall, if you fall pick yourself up, put your back against the wall

And face your fear for help is near,

You'll never know courage if you haven't shed a tear.

#### Verse 2:

Don't tempt fate, watch your mate, be patient, sometimes wait,

But when you go, let them know don't spectate, be a part of the show!

### A Nyoongar translation of our school song

We're Woodlands and we're proud to wear the green shirt on our chest

*Gnulluk boorna boodjera gnulluk moorditj bhooka gnulla ngoornt*

Belonging to this mighty school we'll rise above the rest

*Ngannilak nitja moorditj kuttadjin yira yira koorl ngoondiner*

We see the possibility with the values we believe

*Gulluk djinoong yew murdo ang wa-rda*

Respect (respect) humanity, will guide us when we leave (Woodlands)

*Wardagadak moortak ciurcacolin gnulluk koorliny boorna boodjera*

Make life well spent, be excellent.