



# Information Book 2024



## North Beach Vision Statement

The best teachers delivering the best and most contemporary curriculum.

*We Care...*

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# North Beach Primary School & Community Welcomes You

## IMPORTANT INFORMATION

### CONTACT NUMBERS

Office 9235 4250  
Dental Therapy Centre 9448 4566  
Zig Zags (OSHC) 0421 369 516 [admin@zigzagsoshc.com.au](mailto:admin@zigzagsoshc.com.au)

### WEBSITE AND EMAIL DETAILS

 [www.northbeachps.wa.edu.au](http://www.northbeachps.wa.edu.au)  
 NorthBeach.ps@education.wa.edu.au

### SCHOOL HOURS

8:50 am - 3:00 pm Kindy – Year 6

## TERM DATES 2024

### SEMESTER 1

Term 1	Wednesday 31 January	Thursday 28 March
Term 2	Monday 15 April	Friday 28 June

### SEMESTER 2

Term 3	Monday 15 July	Friday, 20 September
Term 4	Monday 7 October	Thursday 12 December

## SCHOOL DEVELOPMENT DAYS 2024 – (STUDENTS DO NOT ATTEND SCHOOL ON THESE DAYS)

- Term 1: Monday 29 January and Tuesday 30 January
- Term 2: Friday 31 May
- Term 3: Monday 15 July
- Term 4: Monday 7 October and Friday 13 December



# WELCOME TO OUR SCHOOL

North Beach School prides itself on being a caring school with your child's individual needs and happiness being placed foremost in importance.

## MISSION STATEMENT

To provide a quality education program in a caring environment, that nurtures and enables all students to achieve high standards and maximize their potential.

## VALUES

### ACADEMICALLY RIGOROUS

We provide a curriculum that allows all students to develop their potential across a range of areas.

### CHALLENGING

We provide engaging and purposeful learning experiences to develop skills for life long learning.

### INCLUSIVE

We recognise that every child is unique and cater for their differing circumstances and needs.

### RESPECTFUL

We are courteous to each other, respectful of diversity and promote a sense of belonging in a safe and supportive environment.

### COLLABORATIVE

The School community works together to achieve common goals by implementing strategies that improve results and reflects best practice.



## HOURS OF INSTRUCTION

<b>8:50am – 11:00am</b> <b>11:00am - 11:30am</b>	<b>First Session</b> <b>MORNING RECESS</b>
<b>11:30am – 1:00pm</b> <b>1:00pm – 1:30pm</b>	<b>Second Session</b> <b>LUNCH</b>
<b>1:30pm – 3:00pm</b> <b>3:00pm</b>	<b>Third Session</b> <b>SCHOOL CLOSES</b>

Children should not arrive at school prior to 8.30am as they may not be supervised. Any children arriving before 8.30am are required to sit outside Room 8 and not play in the school yard. When the bell sounds at 8:35am they can then move to their classrooms.

All children are expected to have left the school grounds by 3.30pm unless special arrangements have been made by parents or teachers.

## APPLICATIONS AND ADMISSIONS

When you approach the school to enrol your child for the first time you will be given an **Application Form** to complete. The information on this form is used by the Principal to assess whether the admission should proceed. A decision may take up to 48 hours or in some cases longer.

Once notified of the acceptance of your application you are required to fill in **Enrolment Forms** and present a copy of your child's Birth Certificate and immunisation records. These enrolment forms contain valuable information in helping to ensure the safety of your child.

- Please constantly update the section of the form giving information on where you can be contacted in an **emergency** and also provide the name of another person to contact if you are unavailable. **Correct, up-to-date telephone numbers are particularly important.**
- Please inform the school of any Family Court Orders etc. that are in place.
- The school will respect your privacy by not releasing information contained on the admission form to people other than teaching staff & administration staff.

You will also be asked to sign several forms:

- Agreement to conform with the school's dress code.
- Media Consent Form for the school to use photographs of your child
- Confidential Declaration - If you are likely to assist in the school in any way
- PG Viewing Consent
- Local Excursions
- Chaplaincy Program.

## VOLUNTARY CONTRIBUTION

This contribution is used to support the teaching and learning program. The amount the school can request is set by regulation and consultation with the School Board. The Board has approved the Voluntary Contribution rate of \$60 per student.

## STUDENT REQUIREMENTS

The following year's Personal Items Lists are sent home towards the end of each school year. For your convenience, you may order through the School Board approved supplier, Campion Education, however parents are under no obligation to do so. If you have taken advantage of ordering via the school, the packages are available for collection prior to the commencement of Term 1 in the following year or can be home delivered by Campion. You may find that during the year you will need to restock your childrens stationery items, such as ball point pens, crayons, pencils, erasers, files, rulers etc.

## ATTENDANCE

Attendance of students is compulsory. Please **email or phone the school** by 9:30am with your child's name, room number and reason for absence. Staff members are expected to know where students are at all times. We encourage punctuality on all occasions and seek your support. Please ensure your child is regularly arriving at school around 8.35am in order to prepare themselves for the day.

## TERM DATES

The Department of Education releases term dates through the media. The school will also release those dates at appropriate times through its newsletter.



# **KINDERGARTEN and PRE PRIMARY**

## **PRE PRIMARY**

Pre-primary is the first compulsory year of schooling in Western Australia. Children attend five days per week. Fully qualified staff ensure exciting and enriching programs are offered.

## **KINDERGARTEN**

Children will attend the equivalent of two and a half days per week. For 2024 the school will be running two full day sessions one week and three full day sessions the other week, for three groups.

A separate Kindergarten Information Booklet is issued to all parents of Kindergarten students.

### **Delivery and Collection of Kindergarten and Pre-primary Children**

Please make sure your child is delivered to and collected from the Kindergarten and Pre-Primary promptly. Although Kindergarten is not compulsory, regular attendance is important to ensure continuity in your child's educational program. Please inform the school if your child is to be absent for the day by either phoning the office, email us at:

[northbeach.ps@education.wa.edu.au](mailto:northbeach.ps@education.wa.edu.au) or using the app.



## **SCHOOL UNIFORM**

It is the policy of the P&C Association and School Board of North Beach Primary School that each child wears the full school uniform. (Optional for Kindergarten children) To assist parents, the P&C operates a Uniform Shop, which opens Assembly mornings from 8.30am – 9:00am. The preferred method to order uniforms is via Quickcliq. They will be packaged up and sent home with your child on a weekly basis.

**Footwear** - The recommended footwear is enclosed shoes. Sandals may be worn in summer but thongs are not permitted (except during interm swimming lessons).

## **MANAGING STUDENT BEHAVIOUR**

At North Beach School we strive to encourage and develop a positive classroom and playground environment. We are doing this through a variety of positive reinforcements of desirable behaviour. Rewards and incentives may include praise, stickers, stamps, and points for class, groups or individuals, house tokens, awards, Aussie of the Month, free time, gold slips and many more.



**Below is a condensed version of our Positive Behaviour Policy**

## **OUR VALUES**

North Beach School and Community will promote:

- A love of life, learning and the environment.
- Honesty in thought, words and actions.
- Courtesy, co-operation and consideration of others so all can work together in harmony.
- A sense of responsibility for the environment, property and the needs of others.
- Respect for ourselves through self-discipline and the development of self-esteem, in order to reach our highest potential.
- Respect for and appreciation of differences in culture, language and religion.
- Independence, perseverance and personal excellence.
- Creativity, initiative and reliability.

Our school desires behaviours based upon the following:

1. Courtesy and respect for people and property.
2. Respect the right of everyone to teach and learn.
3. Playing in a safe and caring manner.
4. Being punctual and prepared.
5. Following the teachers' instruction the first time.

A committee of students have put these behaviours into wording they prefer

1. Try to do your best at all times
2. Be kind to yourself.
3. Consider other people.
4. Be friendly.
5. Look after our environment.

If a child chooses to display undesirable behaviour the following sequence of consequences will be put into place.

### **Classroom Procedure**

Positive behaviour is encouraged through rewards and incentives.

Children not complying with the rules receive two verbal warnings.

If a further infringement occurs their name is recorded on a card. The child forgoes the reward of extended recess time given to well behaved children each Friday.

A second entry on the card in the same day results in lunch time detention. Parents receive notification of this.

### **Playground Procedure**

A positive playground environment is encouraged through rewards and praise.

For minor misbehaviours the child either has to accompany the teacher on duty or sit on a designated spot for a given time.

For more serious behaviour infringements the child will have their name recorded in a file and will be benched for the rest of that break. The child forgoes the reward of extended recess time given to well behaved children each Friday.

A second entry in the file or classroom card within the day results in lunch time detention.

## **SEVERE CLAUSE**

In the case of gross disobedience, intimidating behaviour, verbal abuse, fighting, immoral behaviour, vandalism and repetitive misbehaviour a child will be sent to the office and one of the following consequences will result:-

1. Lunch time detention
2. Office isolation. (Half day).
3. Office isolation (Full day).
4. Suspension.
5. Exclusion panel.

## **REPORTING SYSTEM**

### **FORMAL WRITTEN REPORTS**

At the end of Semester One and Two a formal written report will be issued. The report is the same for all schools.

### **GENERAL REPORTING**

The staff value parents as a team member in the learning process and encourages good communication. Class Dojo is a great form of communication and we encourage parents to download the app and join the North Beach PS community. Homework diaries offer a regular means of communication between the parent and school. Parents may request an interview at any time but please give notice so the teacher can give you full attention without disrupting the learning program of the class. Our only request is that unplanned interviews, particularly before school be reserved for critical incidents only. This is a valuable preparation time for teachers and to have their time absorbed through an unplanned interview can set the whole day's teaching program back.

## **ASSEMBLY**

### **Parent Assemblies**

These are specifically programmed to give the school an opportunity to display to parents the activities in which the children have been involved. A roster for these will be set each year and advertised on the Term Planners on the website. Each class will take the responsibility of running one of these assemblies each year.

Assemblies when rostered are held at **8.50 am on Fridays (usually fortnightly)**

## **NEWSLETTER**

The school newsletter is published on a weekly basis. It is issued on Fridays and distributed via email and Dojo. The newsletter is a means of informing the school community of happenings within the school and coming events as well as informing parents of current educational issues. The administration retains the right to choose what will or will not be included in the newsletter from outside entities.

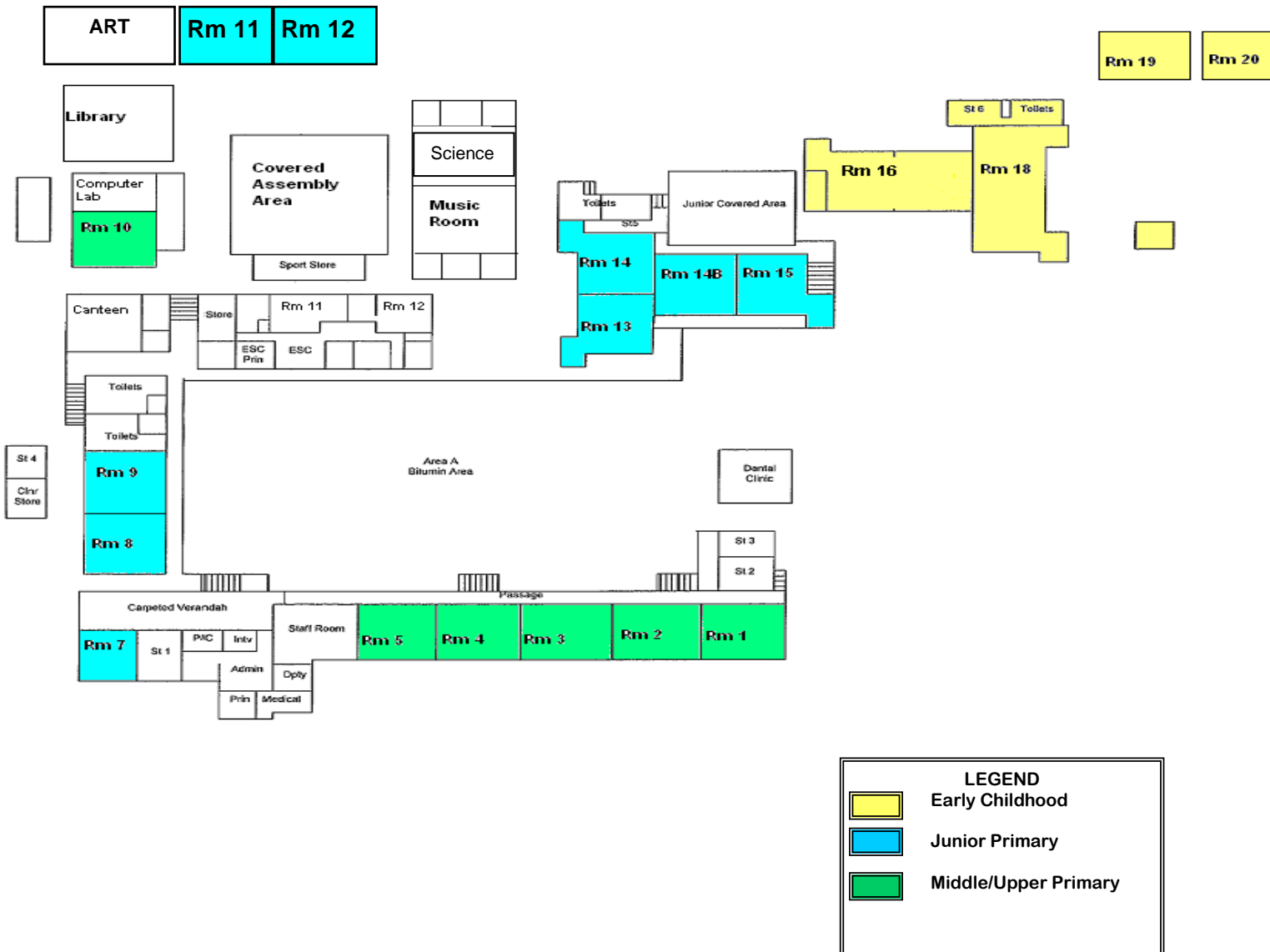
## CONCERNS & COMPLAINTS

The Principal and Teachers are always willing to discuss matters relating to the school. It is preferred that an appointment be made so that an uninterrupted time can be provided. Appointments may be made by telephoning the office or emailing: [northbeach.ps@education.wa.edu.au](mailto:northbeach.ps@education.wa.edu.au)

Where the matter of concern is to do with a particular classroom or teacher it is best to make contact at that point rather than through the Principal, however, the Principal always remains willing to discuss these matters if need be.

Please avoid unplanned interviews with the teacher, particularly before school, as this is a very busy time for staff and an interruption at this point may disrupt the whole day's program.

## SCHOOL MAP



## **FACTION SYSTEM**

Children will be placed in one of the three factions – **Lennard (Red), Hamersley (Blue), Waterman (Green).**

Children in the same family will be placed in the same Faction. Sporting, social and leisure activities are structured within the faction system throughout the year.

## **LEADERSHIP GROUPS / SCHOOL CAPTAINS**

The School Captains are elected by their peers and school staff. Children placed into these positions are expected to demonstrate responsibility and leadership qualities. All children in year six are placed in Leadership Groups and are provided with various opportunities to develop leadership skills.

## **HOMework**

School homework is a valuable aspect of the learning process and contributes to the development of sound study habits. It gives opportunity to:

- develop reliability
- develop time management skills
- practise newly acquired skills
- parents to see the work the child is currently doing

As a general rule, homework may be given up to four nights of the week for approximately half an hour. For younger students the time is reduced accordingly. Reading for pleasure should be a scheduled part of the homework program.

Please discuss the matter of homework with your child's teacher whenever necessary.

If, on a particular night, other commitments prevent your child doing the homework please write a brief statement to that effect in the diary and name an alternate time for the homework completion.

If the time spent on homework exceeds the 30-40 minutes expected contact the teacher so it can be established whether this is a difficulty with the work or a difficulty with your child's self organisation i.e. work meant to be completed in stages over several nights left to the last night.

If you prefer your child not to be given homework please notify the school in writing. When making your decision please take into account that excluding your child from homework will limit the school's ability to develop in your child habits of reliability and to give extra practice of newly mastered skills.

## **COMPUTER EDUCATION**

Computer awareness is a feature of the educational program at North Beach School. Every child has the opportunity to use computers in school.

We have a bank of PC's, laptops and iPads to enhance learning programmes.

The school has a library of computer programs suitable for computer-assisted learning and also places strong emphasis on word-processing as a skill that can be utilised by children.

## INTERNET

The Internet is a valued learning tool but can give access to undesirable sites. Every endeavour is made to avoid this but a risk always remains. To help control access to the Internet each student from Year K-6 is asked to sign an agreement of usage and parents are asked to countersign that agreement. Basically the agreement sets out when your child can have access to the internet, for what purpose and what to do if an undesirable site is encountered.

## SPECIALIST SUBJECTS

All primary classes at North Beach School are given a minimum of 45 minutes Music instruction by a specialist. They also have 45 minutes Art plus 90 minutes of Science.

The Music program is aimed at developing, in all children, the appropriate skills for active participation in music making. This is done through a variety of activities - including singing, listening, movement, and, in the senior grades, recorder studies. The school endeavours to include music-making as part of many significant occasions in the school calendar. The children are also given the opportunity to perform in the wider community and to hear other performers.

## CHOIR

Students from Years 3 – 6 are welcome to join the Choir. Every opportunity is taken to involve them in presentations in and away from the school.

## INSTRUMENTAL TUITION

Instrumental tuition is available in violin, cello and clarinet for students identified through The School of Instrumental aptitude test . Commencement is at Year 3 for violin, Year 4 for cello and Year 6 for clarinet. External tutors from the School of Instrumental Music come to the school to work with these small groups.

## LIBRARY

Parents are encouraged to use the library - the non-fiction section is extensive and can be of invaluable assistance to parents in helping their children complete school assignments.

The library has a comprehensive computer and catalogue system and children may borrow several books a week. Each child is required to have a library bag to be used when borrowing books.

It is important that library books are returned on time. Overdue notices will be issued and lost library books will be invoiced at the end of each term for their replacement cost.

## SPORT

Sport activities and swimming lessons are a regular part of a child's balanced educational program and everyone is expected to participate. The school does provide an option of choice in sporting activities with no distinction on gender. Medical certificates are required if a child is to be exempted from sport.

**Senior sport** is conducted each Friday. Parents' assistance is sought to ensure that children always wear a HAT to sport and in the playground.

**Inter-school sport** is conducted, mainly in winter, and includes football, netball, volleyball and soccer.

An **Inter-Faction and Interschool Swimming Carnival** is held in Term 1 for children in Years 3 to 6. In Term **Swimming lessons** are organised annually and cater for children from Pre Primary to Year 6.

## LANGUAGE OTHER THAN ENGLISH (L.O.T.E.)

In accordance with Department of Education Policy a second language is taught to all children from Year 1 to Year 6. This school provides instruction in French. Children are able to continue this study at their local high school, Carine Senior High School.

## PARENTS & CITIZENS ASSOCIATION

The P&C Association works in harmony with the Principal and teaching staff to ensure the school has the very necessary resources to enable our children to grow and develop. They would like to encourage parents to give approximately ten hours per year of volunteer time to help out in either the Canteen or the classroom.

New parent involvement in the P&C is welcomed and encouraged and you are invited to join the P&C at any of its meetings or social functions. It is an ideal opportunity for all parents to understand and assist with their child's development.

The P&C organises fundraising events to contribute extra funds for the school's use. This is done on a class by class basis with every year group running one event each year. Apart from raising much needed funds, this has become a great way to get to know other parents in the school.

### Meetings

Notification of up coming meetings is via the Facebook page and school newsletter. The **Annual General** meeting is held in February each year.

## SCHOOL BOARD

In 2012 we became an Independent Public School which saw us form the North Beach School Board. In partnership with the Principal, the School Board sets and monitors the key directions and oversees the schools performance.

## LUNCH ARRANGEMENTS

Teachers supervise the lunch eating period from 1.00pm to 1:10pm each day to ensure children eat their lunches before becoming involved in other activities.

## CANTEEN

Canteen ordering is available Wednesday and Friday through Locavora. Details available on the website [Locavora Schools – Lunch Orders for Schools](#). Place your order/s before 8:30 am for Wednesday delivery and before 7:00 am on Friday delivery.

## ILLNESS AT SCHOOL

Parents are encouraged to keep their children home if they appear sick prior to school. Children become very distressed if they are not well at school. Should your child be sufficiently ill to be withdrawn from class you will be contacted and requested to collect your child from the school.

As infection spreads very quickly within a school, we ask parents to co-operate in helping us minimise the spread through the school. If needed, details regarding the duration of the absence from school for infectious diseases can be obtained from the school office.

Parents are requested to co-operate in the control of **head lice** (nits) by regular examination and prompt treatment where necessary.

## **SAFETY**

### **SUPERVISION**

Every endeavour is made to ensure the safety of children in the playground at recess times. At morning recess and lunch recess three teachers are rostered on duty, each with specific areas to supervise.

To aid supervision and safety the following rules are applied.

- Children should not arrive before 8.30 am in the morning as this is a busy time for staff preparing for the day. Those that do arrive before that time must sit quietly outside Room 8 or along the basketball court. At 8.35 students will be dismissed to classrooms to begin the day.
- Contact games at break times, such as football, rugby, wrestling, are not permitted unless being directly supervised by an umpire.
- No child is permitted to leave the school grounds unless accompanied by an authorised adult.

### **PARENTS & VISITORS IN THE SCHOOL GROUNDS**

For the safety of children the school insists on all visitors and parent classroom helpers come to the office to sign in and be given an identification badge.

### **COLLECTING A CHILD FROM SCHOOL**

If you need to collect your child before the end of the school day, we require you to sign them out on the Ipad at the school office. Take the slip provided to the classroom teacher and collect your child. This slip ensures the teacher that your child's leaving has been approved.

### **CROSSWALK**

A crosswalk attendant is on duty in North Beach Road before and after school. Children coming to North Beach Road from the south side, whether walking or cycling, must use that tended crossing.

### **PARKING**

Parents are requested to exercise particular care when picking up or dropping children near the school's entrance.

### **STAFF CARPARK**

The teachers' car parking area is fully utilised by staff. Parents are requested not park in this carpark. There is, in addition to the inconvenience, the grave danger of an accident occurring if this request is disregarded.

### **PRE-PRIMARY DELIVERY & COLLECTION**

Special dispensation is given to parents of Pre-primary children when delivering or collecting their child by motor vehicle. A circular drive, entered through the eastern car park for teachers, may be used as a "quick" drop off point. If you are to leave your vehicle for even a short time then do not use this area to park as spaces are reserved for teachers and visitors to the dental clinic.

### **BICYCLES / SKATEBOARDS**

It is not until a child is at least ten years old that they have sufficient awareness and broad vision to safely handle traffic situations unaccompanied but we encourage as many families as possible to share this time together, walking, skating or riding to school whenever possible.

### **HATS**

To protect children against the sun the broad brim hat has been made part of the school uniform. This is supported by our school rule that the hat must be worn all year round – NO HAT NO PLAY.

## **ALLERGY AWARENESS**

There are children in the school who are highly allergic to nut, wheat and egg products including peanut paste etc. We request parents not to send foods containing nut products to school and the canteen observe the same guidelines. An EpiPen may need to be administered if a child has an anaphylactic reaction. Procedures for treating students who are anaphylactic are revised each year with staff.

Parents are asked not to include foods containing nut products in the foods they provide their child for school. Peanuts, cashews, hazelnuts, Peanut Paste, Nutella, Muesli Bars etc.

## **MOBILE PHONES**

If a child brings a mobile phone to school it must be switched off and handed to the front office for safe keeping. Under no circumstances will the school accept responsibility for the loss, theft or damage to a student's mobile phone if it is not handed to the office.

## **LOST PROPERTY**

A lost property box is maintained. Loss can be kept to a minimum if all articles are clearly marked. The school takes no responsibility for lost articles.

## **DENTAL CARE**

The Dental Therapy Centre is located on site and serves this school and neighbouring schools. It provides free treatment to all children in the school.

Initial permission of parents is necessary after which routine preventative work is carried out by the Dental Therapist. Parents are notified by form when filling work or extraction work is to be carried out.

A qualified dentist visits the school weekly and inspects and treats more complex problems and arranges referrals to specialists.

## **THE SCHOOL OUT-OF-HOURS**

The school is not open to the public out-of-hours, unless special arrangements have been made by an organisation. Children are not permitted in the school grounds out of school time, except under control of a teacher or authorised sport official.

If you see suspicious behaviour or damage that has been done to the school when it is unattended, please contact:

**EDUCATION SECURITY                      9264 4771**

**POLICE                                        131 444**