

# Natimuk Primary School



*Natimuk Primary School is committed to being a Child Safe school*

**Principal:**  
**School Council President:**  
**Prep-2 Teacher:**  
**3-4 Teacher:**  
**5-6 Teacher**  
**Music:**  
**Art:**  
**Japanese:**  
**Office Manager:**  
**Teacher Aide:**

**Ingrid Clarkson**  
**Sara Barron**  
**Melissa Blake**  
**Hannah Hausler**  
**Ingrid Clarkson**  
**Mary French**  
**Yoko Cross**  
**Caroline Cameron**  
**Jackie Bennett**

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*Respect Integrity Responsibility Excellence*

# Mission Statement

Natimuk Primary School strives to develop resilient, responsible and caring individuals, prepared for the demands of a world characterised by ongoing change.

## Vision

Natimuk Primary School is committed to the safety and wellbeing of all children and young people. We provide a friendly and caring environment that promotes excellence in learning; encourages personal growth and wellbeing for all students; respects diversity and difference; provides support and professional motivation for staff; and involves and includes parents and the wider community.

### Teaching and Learning:

Natimuk Primary School is committed to continually improving teaching and learning programs to maximize children's potential and develop a healthy self-esteem. We encourage ongoing learning and acknowledge the importance of 'teaching how to learn' by:

- ~ encouraging and supporting ongoing learning by students and staff
- ~ providing every individual student with challenges appropriate to their level of social, emotional and cognitive development, thus providing them with opportunities to experience success and growth
- ~ nurturing the development of mutual respect and a healthy self-esteem in each and every student

## Oath

Our **Values** are reflected in our school oath, which has been developed by our students -

*“As a proud Australian I will have the courage to speak loud and strong,  
I will respect myself and others, be inclusive and supportive of my community,  
I will be responsible for my actions, be hard working and  
strive to do my best in all I do.”*

At Natimuk we believe that the school experience should promote in children

- The desire to learn.
- The ability to communicate effectively, through reading, writing, speaking and listening.
- An understanding of the number system, leading to the ability to perform accurately basic mathematical operations, to calculate and to measure and to use these skills in everyday situations.
- Awareness of the physical, biological, social and cultural environments and of some of the key concepts involved in understanding these.
- An appreciation of and the ability to express themselves in the main forms of art, including literature, film, drama, dance, music and the fine arts.
- The ability and disposition to think clearly, independently and critically and to make rational decisions.
- The ability and disposition to be imaginative and creative and to be adaptable and flexible in a changing world.
- The ability and disposition to co-operate with others and an awareness and tolerance of other ways of thinking and behaving.
- A sense of identity, achievement and worth.
- An awareness of their bodies and a disposition to keep themselves fit, healthy and safe.

## SCHOOL COUNCIL

The School Council Members include both parents and teachers all of whom have a strong interest in the school and the desire to contribute to the ongoing improvement of the school.

We extend a warm welcome to all new students and their parents

The school council has responsibilities in areas such as:

- Establishing the broad direction and vision of the school
- Developing, reviewing and updating the policies of the school
- Approving and monitoring school budgets.
- Reporting to the School Community
- Supporting the Principal and Teaching Staff
- Providing improved facilities and equipment for students and staff
- Stimulating interest in the school to the broader community.

The Council meets on a monthly basis to discuss various matters and to receive reports. I welcome all parents to consider a role on the School Council in the coming years as it is a great opportunity to have direct involvement in your child's education.

**Sara Barron**  
**School Council President**  
**Natimuk Primary School**

### **School Council Meetings**

Third Tuesday of the month, 7.30pm at Natimuk Primary School

## **SCHOOL COUNCIL (2023)**

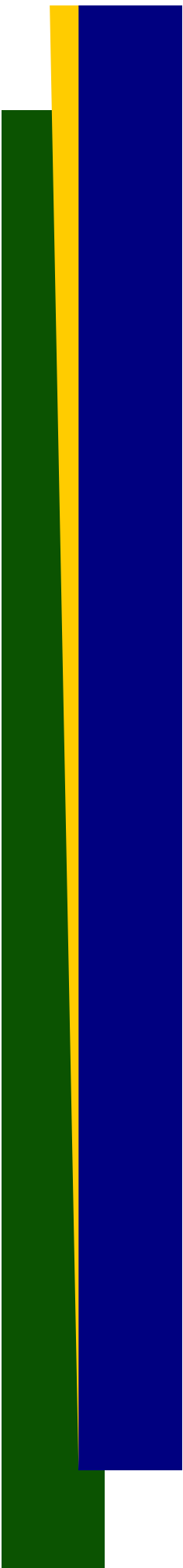
### **Non Department of Education and Training members**

Ms Sara Barron (President)  
Mr Carl Sudholz  
Mr Rob Sudholz  
Mr David Kenny  
Mrs Ashleigh Maybery  
Mr Bryce Hateley

### **Department of Education and Training members**

Miss Melissa Blake  
Mrs Ingrid Clarkson





**The environment in which a child grows up has a dramatic effect on how much and how quickly they can learn. A loving family, plenty of talking, laughing and playing provide strong foundations for active brains, confidence and curiosity and successful learning through life.**

Each child is at a different stage of development at the time they enter school. Some can read and write, some want to read and write others still want to play. Even when they play children are at different stages – on their own, alongside others, with others.

*We all learn in different ways.  
There are three learning styles:*

**Visual** – tend to create vivid visual images to help retain information so using pictures, diagrams, maps and videos helps them to learn and apply knowledge.

**Auditory** – gather information through listening and hearing explanations and stories, talking things through and analysing the meaning of what they hear.

**Tactile/Kinaesthetic** – will express themselves through movement. They learn best through a hands-on approach, actively exploring the world around them.

### **How can we make the transition from home to school easier?**

#### **1. Establish routines –**

- sleep
- packing their bag and lunch box
- have a water bottle
- having school uniform labelled and easy to put on
- where will you drop off and pick up your child
- get to school on time
- write in the diary
- be familiar with the school (through regular use of the diary and newsletters)

**2. Encourage healthy eating** and ensure your child has breakfast. Provide food packaging that your child can open themselves.

#### **3. Develop Independence**

We want our children to grow up into confident people who can do things for themselves. Children will be expected to look after their clothes, decide what to eat for little play and lunch, what games or puzzles to play and what to do if their friend is away. You can assist by talking about these things at home.

## **Literacy and Numeracy**

In the years 0 – 5 children are acquiring three skills:

1. Learning to listen with understanding and building vocabulary
2. Learning to discriminate different sounds in words and to recognize letters
3. Learning to read signs in the environment, how letters make words and words make stories and give information.

You can support this by providing a literacy rich environment

- With stories and play with rhymes
- Have conversations and use big words in context so their meaning is clear
- Listen to questions and encourage them to investigate and wonder why and how things happen
- Draw children's attention to signs, symbols and words around them
- Share books
- Encourage children to comment on films, TV shows and join in songs and games
- Demonstrate reading and writing for real adult purposes
- Have writing tools and equipment available so children can experiment, play and practice. Write in lower case letters.
- Have a variety of print material available so children can cut out letters and words

### **Natimuk Primary School provides a Literacy and Numeracy rich environment**

- Children have the opportunity to play to develop oral language and link literacy and numeracy learning.
- We have a 90 minute literacy block and 90 minute numeracy block to provide explicit instruction.
- We have Literacy and Numeracy Intervention programs.
- Children undergo assessments to determine their level of learning and we can refer children to Student Services if further assessments and programs are necessary ie: speech, autism, learning difficulties.
- Laptops, tablets and Interactive Whiteboards are used to provide information technology in literacy and numeracy to aid learning through interactive games and programs.

### **Take-Home Readers**

In the first few months of a Prep year we would expect that parents will read to their child or share reading with their child. Even if a child takes a book home from school they would not be expected to read it on their own. A book may also be taken home more than once, this can help to develop or reinforce a variety of reading skills.

### **Communication**

Parents and Teachers will use the diary as a means of communication. Children will use the diary to record special events, results and record the books they read.

## **Preparing for school**

- Talk about going to school with your child.
- Getting ready – have some practice-runs before school starts. Start the night before.
- Establish a bed time routine to ensure your child gets enough sleep.
- Develop independence – dress themselves (easy fasteners, shoes, shorts etc), toileting. Label all belongings. Make children aware of the lost property location.
- Allow plenty of time to get ready to avoid the last minute rush. Allow time to say goodbye.
- Once settled in, a short and reassuring goodbye encourages independence. Always tell them you are leaving and when you will see them next.
- Check bag for newsletters, diary entries or letters each night

## **Communication between Home and School**

Strong links exist between home and school:

- Diary (reader bag)
- Newsletter—please read for all important dates and upcoming events. The newsletter is emailed to families Wednesday and also published on our website and Facebook page.
- Parent Teacher Interviews to discuss reports and student needs, as well as informal meetings.
- Reporting using the Victorian Curriculum

## **Prep Procedures**

Buses:

- bus notes, routine at the end of the day

What to do on the first day:

- Where do bags go?
- Notes
- Library Books – once a fortnight with the MARC van
- Broad brim hats for term 1, 2 and 4
- Children are not required at school on Wednesdays for first term only

## Partnership Programs

- Parent Helpers are always welcome
- Nati Frinj - Bi-annually
- Natimuk Agricultural Show
- Natimuk Nursing Home

## Curriculum

- The standard curriculum program includes the core learning and teaching activities associated with the Victorian Curriculum.
- Emphasis is on the development of reading, writing, oral language skills and mathematics.
- Close links exist between family and home to optimise learning.

## Literacy Program

- Teaching is conducted based on the needs of individuals in a whole-part-whole program.
- Literacy awards are presented at assembly.
- Teaching to individual needs – running records, Literacy Interviews and other thorough assessments.

### Literacy Programs include -

- CAFÉ Reading
- SMART Spelling Program
- Lexia Reading and Reading Plus Program
- Morning Talk – encourages speaking and listening skills
- Daily Buddy Reading program P - 6



## Mathematics program

- Involve children in hands on experiential Mathematics activities
- High student engagement
- Learning in groups and individually
- Assessment is ongoing - includes Numeracy Interviews
- Intervention and support programs



## Specialist Programs

- Literacy intervention program which provides intensive assistance
- Speech Therapy through Student Support Services in Horsham and through the STAP program provided by qualified school staff
- Art / STEM
- Music
- Science / STEM
- PE/Sport
- Japanese
- Buddy Reading
- Library -MARC van fortnightly
- Junior School Council
- Buddies - Year 5 or 6 are paired with a Prep to provide support and friendship in their first few weeks of school and beyond





## Sport Programs

- Swimming lessons are held in first term for 3 - 6 at the Goroke Pool and in fourth term for Prep - 2 at the Horsham Aquatic Centre
- House Athletic Sports Term 3
- Interschool Athletic Sports Term 2
- 15 minute fitness activities daily
- Lightning Premierships 3 - 6 in Term 2 - netball, football, soccer
- Cross country
- Jump Rope for Heart once every two years
- Opportunities to represent at Zone and State levels in various sports and athletics



## School Programs

- Camps and Excursions ( Somers Camp for Year 5 and 6 in alternate years)
- Cultural Performances
- Book Week, Literacy Week and Education Week
- Assembly
- School Concert
- Healthy Relationships through the “You can Do It” program and Respectful Relationships, to promote values and positive attitudes
- Book Club—twice a term
- KIP (Knowledge is Power) program for Year 5 and 6

Parents are always welcome to come into the classroom to share in their child’s experiences.





## Facilities and Technology

- Interactive Whiteboards
- Laptops
- Ipads
- Spheros
- 1:1 ratio of computers to students
- A Library

## Prep Orientation Days

**August**— Book Week Parade

**October**— Pre-school Visit

**November**— Primary School Visit

**November**— Parent Information Session

**November**— Buddies visit the Pre-school

**December**— One Up day Pre-school visit

## Enrolment Requirements

- Enrolment Form

**Attachments** — Permission forms for: head lice check, to use child's photo for education purposes, walking around Natimuk,

- Birth Certificate
- Immunization Certificate
- Medical form
- Asthma Management Plan
- Other medical details
- Comprehensive vehicle insurance form for taking students on excursions
- Working With Children's Check

## SCHOOL ORGANISATION

Classes will always be organised into multi-age groupings. Which year levels form the classes will be dependent on enrolments and number of students in the year levels. The preferred option is P-2 and 3-6 but will be configured on a year to year basis.

## SCHOOL HOURS

“It’s Not OK to be away” (Government Initiative)

**PUNCTUALITY and REGULAR attendance is essential**

Sessions are as follows:

9.00 am - 11.00 am	Session 1
11.00 am - 11.25 am	Recess
11.30 am - 1.00 pm	Session 2
1.10 pm - 1.55 pm	Lunch
2.00 pm - 3.30 pm	Session 3

It is important to advise school if your child will be away for any reason

### Term Dates for 2024

<i>Term 1</i>	<i>29 January</i>	<i>28 March</i>
<i>Term 2</i>	<i>15 April</i>	<i>28 June</i>
<i>Term 3</i>	<i>15 July</i>	<i>20 September</i>
<i>Term 4</i>	<i>7 October</i>	<i>20 December</i>

- First School day for all children is Tuesday 30th January.

### Public Holidays:

Labour Day  
Good Friday  
Easter Monday  
Anzac Day  
Kings Birthday

**School Council Holiday – Melbourne Cup Day**

## **SPECIAL EVENTS AND PROGRAMS**

### **SCHOOL ASSEMBLY**

School Assembly is held at 9.00am each Monday morning. One of the purposes of the assembly is to teach children to recognise their roles as citizens of Australia. The Australian, Aboriginal & Torres Strait Islander flags are displayed and children recite the school oath and sing the National Anthem. Assembly is also an occasion where important announcements are made and special efforts are recognised. We welcome parents to join us for this assembly.

#### **Term 1**

Parent Information Sessions  
Swimming Program 3-6  
Interschool Athletic Sports  
School Council Elections (March)  
Parent / Teacher Interviews

#### **Term 2**

Education Week  
Jump Rope for Heart/Fun Run/Cross Country/Sponsored Walk  
Student reports

#### **Term 3**

3-6 Camp program or Whole School excursion – alternate years  
Book Week/Literacy and Numeracy Week  
House Athletic Sports  
Parent /Teacher Interviews  
School Photos

#### **Term 4**

Swimming Program P-2  
Prep/1/2 Sleepover (every 2<sup>nd</sup> year)  
Student reports  
School Concert

### **Parents' Association**

You are warmly invited to join the Parents' Association. The Parents' Association is an active fund raising group for the school and assists in the implementation of many school activities. The annual meeting is held in November each year.

The aims of the Parents' Association are:

- Fun and friendship
- To work in conjunction with the teachers and the School Council, to improve amenities at the school, and therefore improve the education of children.
- Promote and support social events for the whole school community.

## Contributions and Fees

Parent contributions consist of Curriculum items (workbooks, book bag, stationery etc) and Other Contributions (bus for swimming program, voluntary maintenance & gardening contribution etc) and Extra-Curricular Items & Activities (excursions, sports events etc.). Parent Payment information and policy advice will be distributed in Term 4.

- Payments - BPay is the preferred option
- Booklists – will be filled through a school supplier
- Uniform costs – purchase at local stores

## Uniforms

- Navy track pants or shorts
- Blue check dress (summer)
- Gold polo shirt
- Navy windcheater or jacket
- Appropriate shoes—runners or flat closed in shoes
- Broad brimmed hat (to be worn in Terms 1, 2 & 4)
- Year 6 students wear the approved Year 6 jacket
- Some second hand items available from Parents' Association
- **Clearly label all items of clothing** Please Check Lost Property Box
- Tops can have the school logo printed on them—contact the school for details.



## Infectious Diseases

It is probable that at some time during your child's school life she/he will contract one of the common diseases listed below.

<i>Measles</i>	Fever, sneezing, running nose, eruption on neck, face and body.
<i>Mumps</i>	Pain, stiffness, tenderness on jaw and then swelling.
<i>German Measles</i>	Enlarged glands and pin spot rash.
<i>Chicken Pox</i>	Fever, small red spots, blistering turns yellow and later to scabs.

**Contact means child of school age and preschool age living in the same house as the patient.  
'Patient' includes carrier.**

<b>Disease</b>	<b>Patients Shall be Excluded from School</b>
<i>Chicken pox</i>	Until fully recovered or at least one week after the first eruption occurs. <i>Contact</i> - Not to be excluded.
<i>Viral Hepatitis</i>	Until a medical certificate of recovery is produced, or on subsidence of symptoms but not before seven days after onset of jaundice. <i>Contact</i> - Not to be excluded.
<i>Impetigo (school sores)</i>	Until sores have fully healed. The child may be allowed to return provided that appropriate treatment is being applied and that sores on exposed surfaces such as scalp, hands and legs are properly covered with occlusive dressing. <i>Contact</i> - Not to be excluded
<i>Measles</i>	For at least five days from the appearance of the rash or until a medical certificate of recovery is produced. <i>Contact</i> - To be excluded for 13 days after last contact unless medical documentation or prior infection of immunisation is provided
<i>Mumps</i>	Until fully recovered. <i>Contact</i> - Not to be excluded.
<i>Conjunctivitis</i>	Until discharge from eyes has ceased. <i>Contact</i> - Not to be excluded
<i>Pertussis (Whooping Cough)</i>	Until two weeks after the onset of illness & until a medical certificate of recovery is provided.
<i>Ringworm</i>	Until appropriate treatment has commenced, <i>Contact</i> - Not to be excluded
<i>Rubella</i>	Until fully recovered and at least 5 days from the onset of the rash. <i>Contact</i> - Not to be excluded.
<i>Streptococcal infections, Including scarlet fever.</i>	Until a medical certificate of recovery is Produced. <i>Contact</i> - Not to be excluded.
<i>Pediculosis (Head Lice)</i>	Until appropriate treatment has commenced. <i>Contact</i> - Not to be excluded. Close contact should be inspected regularly for signs of infestation.

## **Additional Information**

### **Absences**

All absences need to be accounted for even if they are of short duration (1/2 hour). As the school has a duty of care for students while they are at school we need parental approval for all absences. A reason for the absence must be included as it is recorded on the Department of Education and Early Childhood data base.

An SMS will be sent in the morning if an absence has not been approved.

### **ANAPHYLAXIS — Nut and Allergens Awareness**

This includes supporting and responding appropriately to students with mild to moderate allergies. The policy applies to students with an ASCIA Action Plan for Allergic Reactions (Green Plan) which is a document completed by the student's medical practitioner and is for students who have mild to moderate allergies.

### **Bus Travel**

The Wyn Wyn/Duchembegarra bus run is exclusive for Natimuk Primary School Students. The bus driver is Mr Lyndon Crozier. Contact the school if you wish to make arrangements to catch the bus.

Students are able to access other bus services that will deliver them to the school.

### **Bikes**

Children who ride bikes or scooters must wear a helmet. Bikes and scooters are to be placed in the bike rack at the entrance to the school.

### **Changes to travel arrangements**

If your child is not travelling on the bus please inform the bus driver (Lyndon Crozier 0438 793 915). The school should be notified, in writing, of any changes to your child's travel arrangements (include the date).

### **Conveyance Allowance**

For students who travel more than 4.8kms to school or to their bus stop by private car, an allowance may be available. Contact the school to find out if you are eligible.

### **Collection of Students During School Hours**

Students can only be collected by their parents (subject to any court orders) or by a person who has been authorised by the parents to pick up their child. The school must be able to confirm the identity of the person picking the child up before allowing the child to leave.

### **Head Lice Checks**

Children will be checked once a term or when required.

### **Internet Banking**

A BPay facility is offered to pay any monies.

### **Lunch Arrangements and Lunch Orders.**

During terms 2 and 3 children can bring suitable food that can be heated in the Pie Warmer. Food should be wrapped in foil and clearly marked with the child's name and the type of food it is. The food should be thawed not frozen.

Children will eat lunch in the classroom between 1.00 pm and 1.10 pm, with teacher supervision.



## **Additional Information**

### **Medical Examination**

The Department School Nurse examines all Prep children. Parental permission envelopes are distributed early in the year and must be returned to the office promptly. Teachers may refer older students. Parent's permission will be sought.

### **Medication at School**

If children are required to take medication while at school, parents are requested to provide the class teacher with a written authority that includes details of medication, dosage and any likely reactions. Medication must be handed to your child's teacher. Only the dosage to be administered should be sent to school. Paracetamol should be treated in the same manner as prescription drugs. A medical authority form will be kept at the school and a record will be kept regarding the distribution of medication.

### **Illness/injury at School**

The school has staff trained in First Aid.

Serious injury will be treated by Ambulance and parents contacted. Parents will be notified or contacted if minor injuries and illnesses involve first aid, especially for head injuries in case of concussion.

### **Student of the Week Awards**

Each week teachers select a student from their class to receive a Student of the Week Award. The awards are values based and the recipient needs to exhibit the appropriate value assigned to the term. The student will receive a certificate and a sticker.

### **Sunscreen**

Sunscreen is provided by the school and children will be reminded to apply sunscreen to exposed skin during term 1, 2, and 4. Parents may supply their own sunscreen for their own child. Please alert the school if your child has any allergies