



# Kyilla

PRIMARY SCHOOL

• KATA DJINUNG •  
TO SEE AND TO UNDERSTAND



## INFORMATION BOOKLET FOR FAMILIES 2024

Selkirk Street, NORTH PERTH Western Australia 6006  
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## VISION STATEMENT

### *Building a strong foundation for life.*

Guided by our expectations, Kyilla's children thrive academically and socially. Our school fosters a culture of collaboration and provides a learning environment in which children problem-solve utilising creative and critical thinking.

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#### **Kyilla Primary School – a PBS School**

Kyilla is a Positive Behaviour Support (PBS) School. Our school's vision is underpinned by our shared behaviour expectations:

##### **We show *Respect***

We promote respect for self, peers, community and the environment. Individual differences and cultural diversity are embraced.

##### **We are *Responsible***

We support students to become organised individuals who treat their own property and school resources appropriately.

##### **We are *Good Citizens***

We encourage students to be dependable and honest people who are accountable for their actions; including actively making our school environment inclusive.

##### **We *Challenge Ourselves***

We set high expectations so everyone can achieve their potential in all areas of development. We promote active participation so everyone is engaged and working together.



Dear Parents and Friends

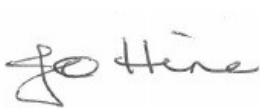
Welcome to Kyilla Primary School. We trust your association with the school is a long, happy and rewarding one.

This information booklet is designed to provide you with information regarding the organisation, programs, policies and practices at the school. It is hoped that it will clarify aspects that are unique to this school, as well as remind you of common practices across many public schools.

If any content requires confirmation or further explanation, please feel free to contact me personally or talk to one of our friendly office staff members.

We look forward to getting to know you and your children and working together to ensure that your children develop a strong foundation for their lives.

Yours sincerely



Jo Hine  
PRINCIPAL

## Term Dates For 2024

<b>Term 1:</b>	Wednesday 31 January to Thursday 28 March 2024
<b>Term 2:</b>	Monday 15 April to Friday 28 June 2024
<b>Term 3:</b>	Monday 15 July to Friday 20 September 2024
<b>Term 4:</b>	Monday 7 October to Thursday 12 December 2024

## School Development Days 2024

Throughout the year there are a number of School Development Days. On these days, staff have 'student free days' to do long term planning and build their knowledge of current educational practices. The School Development Days for 2024 are:

Term 2:	Monday 15 April 2024
Term 3:	Monday 15 July 2024
Term 4:	Monday 7 October 2024

Dates are subject to change; please refer to our school website.

## Daily Timetable

<b>Children Arrive:</b>	8.30am
<b>School Commences:</b>	8.45am
<b>Lessons:</b>	8.45am – 10.35am
<b>Morning Recess:</b>	10.35am – 10.55am
<b>Lessons:</b>	10.55am – 12.35pm
<b>Lunch:</b>	12.35pm – 1.15pm
<b>Lessons:</b>	1.15pm – 2.55pm
<b>Home time:</b>	2.55pm



### Background to the Western Australian Curriculum

The Western Australian Curriculum articulates the core knowledge, understanding, skills and general capabilities for all Western Australian students. It clearly states what all children should learn as they progress through schooling. The school uses evidence-based whole school programs for the teaching of English and Mathematics.

### Learning Areas

#### **English**

English encompasses a large part of a child's learning. Together with Mathematics, it makes up 50 per cent of the learning program.

In the Western Australian Curriculum, English has three main areas: Literacy, Literature and Language. Embedded in these strands are Reading, Writing, Spelling, Speaking and Listening, and Grammar and Punctuation.

#### **Mathematics**

Mathematics incorporates Measurement and Geometry, Number and Algebra, and Statistics and Probability. The school has developed a whole-school Mathematics plan which includes structures for lessons, common assessment tasks and a plan to ensure that all aspects of the curriculum are taught.

#### **Science**

Science has three interrelated strands: Science Understanding, Science as a Human Endeavour and Science Inquiry Skills. The strands include Biological, Chemical, Earth and Space, and Physical Sciences. Children investigate and discover scientific principles through hands-on activities and experiments.

#### **Humanities and Social Sciences (HASS)**

Humanities and Social Sciences comprises of four subjects: History, Geography, Economics and Business, Civics and Citizenship.

#### **Health and Physical Education**

It is a requirement that all children participate in two hours of physical activity each week. One of these hours is taught by the school's Physical Education teacher and the other will be arranged by the class teacher through fitness, weekly sport and other outdoor activities.

The faction and interschool athletics carnivals are held in Term 3. Pre-primary to Year 6 children participate in the faction carnival and parents are welcome to be spectators or assist with specific jobs.

We have three factions: Fire (Red), Water (Blue), and Earth (Green). The names of these factions were selected by the children in 2013. Upon enrolment, children are allocated with a faction which they keep for the length of their time at the school. Siblings are in the same faction so that parent loyalty is never divided!

At the interschool carnival we compete against a number of neighbouring primary schools which may include North Perth, Nollamara, Yokine and Sutherland-Dianella. The make up of the competition is dependent upon a divisional system that is used each year.

When representing the school, children are required to wear full school sports uniform and their behaviour needs to be of the highest standard.

Health lessons are taught by the class teachers and each term has a focus. Key areas include resilience, cyber safety, physical wellbeing, road and bike safety, and growth and development.

#### **Technology**

Children apply knowledge, skills, experience and resources to innovate and develop new products that can be useful and creative. Children also develop their computer skills as part of this subject area.

#### **LOTE—Japanese**

In 2024, Japanese is taught to students in Years 3 to 6.

## **The Arts**

**Visual Art:** Visual Art is taught by a specialist teacher who provides a range of opportunities for children to explore their creativity and develop techniques.

**Music:** The school's specialist music program ensures that children can sing, learn to read music, play instruments and perform at special school events such as assemblies and the ANZAC ceremony. We have a wide range of tuned and untuned musical instruments for the children to play.

Children from Years 4 through to 6 can join the school choir which rehearses on a weekly basis.

Year 4 students are assessed on their musical aptitude and some are then offered weekly tuition by peripatetic music tutors through the Department's School of Instrumental Music. Tuition is only offered to children in Years 5 and 6. Instruments offered through this program are clarinet, brass and guitar.

## **Kindergarten and Pre-primary**

We offer two excellent 15 hour per week Kindergarten groups and two five-day Pre-primary groups.

The Early Years Learning Framework, NQS and Western Australian Curriculum underpin the learning programs for children in Kindergarten and Pre-primary. The Western Australian Curriculum outlines the curriculum content and achievement standards for Pre-primary students.

For Kindergarten, the program focuses on developing each child's personal and social competence, numeracy and literacy skills, and physical development. The Kindergarten Curriculum Guidelines are taught in each class.

Kindy Ngarna is on Monday and Tuesday each week and Kindy Yiibi, Thursday and Friday. Wednesday is alternated between the two groups so, for example, Kindy Ngarna will attend three days one week and then two days the next. Please refer to the Kindy calendar so that you are aware of when your child should attend school.

Pre-primary attendance is compulsory. Whilst Kindergarten is not compulsory, regular attendance means that children participate in all of the activities planned, maintain friendships, and develop good habits for school. If enrolled in Kindergarten, children are required to attend.

## **Library**

The library is well stocked with a range of fiction and non-fiction books. Children borrow books once a week and need to have a library bag. It would be appreciated if books could be returned by their due date. In addition to books, the library has a collection of iPads, laptops and STEM equipment.

## **Swimming Lessons**

Pre-primary to Year 6 children attend two weeks of swimming lessons. Information about these lessons, and the Year 3-6 swimming carnival, is sent home with the term planner and newsletter.

## **Excursions, Incursions and Camp**

The purpose of excursions and incursions is to further student learning and it is expected that all children will participate in these events. In previous years, children have visited a range of places including the Perth Zoo, AQWA, Scitech, WA Museum and Fremantle Prison.

Incursions, which occur on the school site, are planned for the whole school and relate to activities or themes pertinent to the learning program.

The Year 6 children attend a three day camp in Term 4 at Point Peron Camp School in Rockingham. The camp is an annual highlight with children having the opportunity to participate in a range of activities including ropes courses, bike riding and raft making.

## PEAC

Through the North Metropolitan Education Regional Office, selected students may be involved in extension programs known as PEAC (Primary Extension and Academic Challenge). Year 4 children sit a test to determine their suitability for the PEAC programs organised for Year 5 and 6 children.

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## BEFORE AND AFTER SCHOOL DUTY OF CARE

### Kindergarten and Pre-primary

During these early years, parents need to remain with their children until the classroom is opened at 8.30am. Once the door is open, parents and children can do a puzzle together, organise their things for the day and relay messages to the class teachers. Please do not leave children on their own outside the classroom or on play equipment. Playground equipment is not to be used at this time. At the end of the day, parents need to collect children from the classroom. Children will not be dismissed without a parent (or responsible adult) at the door. So that staff and children know what is happening, tell staff if you are not personally collecting your child.

### Year 1 - 6

Duty of care of children before and after school is an important area that requires clarification. Everyone needs to understand who is responsible for children. Note the following:

- Children who arrive at school prior to 8.20am are not supervised by staff. Parents are responsible for arranging care of their children prior to 8.20am.
- From 8.20am there is a staff member on duty to supervise children. Children need to meet in the alcove at the Four Classroom block.
- At 8.30am children are dismissed and go to their classroom to get ready for the day.
- At the end of the day, children must leave the school grounds. If they return to school, the school has no duty of care.
- If parents collect children from their class and then allow them to use play equipment, duty of care is assumed by parents.
- For those children who are not collected from the classroom by 3.05pm, they will be supervised by a staff member in the school office. If you are going to be late, please call so that we can ensure the safety of your children.

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## STUDENT WELLBEING

The Student Wellbeing Policy incorporates information about whole school programs such as classroom management strategies, playground organisation, how to respond to inappropriate behaviour, safe internet usage, and the resources (such as the school chaplain) available for students.

We seek to have consistent and regular contact with parents should there be concerns about student behaviour. A united front between school and home successfully nips many issues in the bud.

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## SPECIAL STUDENT RESPONSIBILITIES

### Student Prefects

Year 6 Prefects are elected each semester. The prefects are responsible for a range of duties around the school including organising assemblies, planning rosters, welcoming visitors and fundraising.

### Faction Captains

Faction Captains are elected at the beginning of the year. Their role is to support the training of faction and interschool teams, help teachers on carnival days, speak at assemblies and maintain sport equipment. We have two captains for each faction from Year 6.

### Sports Monitors

Senior children act as sports monitors in the playground at recess and lunch time. Their role is to assist children in accessing and caring for sports equipment in the playground.

## FINANCES

### Voluntary Contributions

The total amount of Voluntary Contributions parents and carers are asked to pay has been set at **\$60.00 per child**. Pre-primary to Year 6 students have an extra voluntary charge of **\$40 per child** toward the technology fund. While contributions are voluntary, the quality of our teaching and learning programs will be maximised when each family makes its contribution to supplement funding gained from other sources, including the State and Federal Governments.

Please pay your Voluntary Contributions at the school office. You can pay for the full year, half a year or term by term and we accept payment as cash, cheques (made payable to Kyilla Primary School) and EFTPOS.

### Extra Cost Option Components

A breakdown of charges for 2024 is listed below. Students will only incur costs when they are involved in a particular activity. Please be aware that these charges need to be paid to ensure your child's participation in the educational activities the school provides.

Details about how payments can be made are included with the information provided at the end of the previous year or when you enrol your children. Please come and speak with someone in the office if you are in a situation where you are not able to afford to pay for the event, as support is available. Your confidentiality will be assured.

### Charges for Extra Cost Options—Schedule 2024

These charges are **in addition** to the \$60.00 per student voluntary contribution.

*\*\*\*The cost of school photographs needs to be added to this list of extra cost options. The prices vary depending on individual package selected.*

			K	PP	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6
Charges	1	Excursions / Incursions Including Edu-Dance, Swimming lessons (P – Year 6) and the Swimming Carnival.	\$80	\$180	\$180	\$180	\$210	\$210	\$210	\$310
	2	Protective Behaviours		\$40	\$40	\$40	\$40	\$40		
	3	Music (Choir) Excursions						\$25	\$25	\$25
	4	Interschool costs			\$25	\$25	\$60	\$60	\$100	\$100
	5	Year 6 Camp								\$450
Extra Cost Options	6	Instrumental Music Instrument Hire (if applicable)							\$110	\$110
		Mt Hawthorn Area Band							\$65	\$65
		Mt Hawthorn Area Band Camp Payable to Kyilla and forwarded to Mt Hawthorn PS.							\$180	\$180
	7	Graduation Costs Include Leavers' shirt / year book / bear								\$150
	8	PEAC (refer below)			#	#	#	#	#	#
	9	Debating							^	^
	10	School Photos (refer below)	*	*	*	*	*	*	*	*

Please note:

- The amounts listed are the **maximum** amount that can be requested during the 2024 school year.
- Details of charges collected in previous years has helped guide the 2024 estimate of charges.
- Participation in all excursion and other activities is subject to payment being received.
- Students in the choir or selected for interschool events will be charged separately for these items.
- Items 2 - 9 are **only for selected students and/or year levels**.
- Graduation costs (leavers' shirt, leavers' book etc) may be reduced by fundraising and assistance from the P&C. Funds are paid direct to the organiser.

- **# Item 8 (PEAC) only if selected to participate.**
  - Year 4 PEAC Induction Day held in late 2023 for identified students \$50
  - Year 5 \$15 Round 1 Introduction to PEAC  
\$30 - \$200 — Round 2 and Round 3 of PEAC course costs \$45 - \$215 per year
  - Year 6 3 rounds of PEAC course costs \$45 - \$300 per year  
(PEAC courses range in cost from \$15 to \$100 per round)
- ^ Item 9 (Debating) - students participating in Debating are charged up to \$10 per incursion/excursion.
- \* Item 10 (School Photos) – Prices vary according to individual package selected from the provider.
- These charges are **in addition** to the \$60.00 per student voluntary contribution.

**Payment of extra cost options can either be made at the time of the event OR you can pay Option 1 by the end of March 2024.**

### **Personal Use Items (Booklists)**

All children will receive a personal use item list which includes things such as pencils, glue, crayons, a data stick and plastic folders. These can be purchased at Campion or various discount stores. Please ensure that you keep receipts for your personal taxation return.

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## **SCHOOL OPERATIONS**

### **Enrolment**

An Application for Enrolment form must be submitted for the Principal's approval before enrolment can be offered to families. At this point, parents or guardians are required to present a copy of the child's birth certificate or proof of age; immunisation records; and proof of home address details. Where applicable, details of the student's previous school enrolment will be requested.

As a local intake school, families are required to live permanently within a designated area in order for children to attend Kyilla. A map showing the boundaries is available at [www.kyillaps.wa.edu.au](http://www.kyillaps.wa.edu.au)

At the time of enrolling, the school must be made aware of any Family Court Orders or immigration visas relating to the children.

### **Transferring to another school**

When children transfer to another school, we would appreciate a few days notice so that their belongings can be collected and library books returned. On admission to the new school, a transfer note will be sent to us advising of your children's enrolment and their academic records will then be forwarded to the new school.

### **Attendance**

Students are expected to attend school everyday. Please provide the class teacher with a written explanation as to why your children are not at school, call the office and leave a message or send an email to [Kyilla.ps@education.wa.edu.au](mailto:Kyilla.ps@education.wa.edu.au). It is a requirement of the Department that we follow up unexplained absences and monitor the percentage of time your child is away from school.

### **Punctuality**

It is important that children come to school on time to ensure that they begin the day on a positive note. Children like time to chat to friends, get organised, do a pre-school day activity, and/or read. If children arrive after the siren, parents need to sign their children in at the office.

### **Signing In and Out of Students**

Children who need to leave the school premises during school hours must be signed out and, upon return, signed back in through the office by parents or guardians. During class time, teachers will only release children into the care of a parent or guardian if they are presented with a sign out slip.

### **Parent Helpers and Volunteers**

All parents and volunteers who assist in the classroom or on excursions will be asked to complete a Confidentiality Declaration Form every year. If you are involved in helping at school in any way, please ensure the school office has a copy of your form for the current year. Parents attending overnight events must have a Working With Children Check card. Grandparents who volunteer must have a Working with Children check card. All visitors/helpers must come to the front office to sign in.

## Lost Property

A lost property bin is kept in the Four Classroom Alcove. Please help us to return lost articles to the rightful owner by ensuring everything is clearly named. At the end of each term the bin is emptied and school uniform pieces are washed and given to the P&C to sell as second hand items.

## School Records

It is very important that the school is advised if there are any changes to contact details, emergency contacts or medical conditions. Having the correct information will allow the school to ensure that we contact the right person in case of an emergency, know who to ring with every day questions and that information is being sent to an email that is regularly checked.

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## SCHOOL UNIFORMS

### Dress Code

The school's dress code has been set by the School Board and is in place to promote a sense of belonging and school pride. It is the expectation of the school that students will wear the uniform at all times unless granted an exemption. Such exemptions may be granted on health and cultural/religious grounds after negotiation with the Principal. Acceptance of enrolment at Kyilla assumes agreement that the enrolling student will comply with the dress code unless an exemption has been granted.

**Kyilla Primary School chooses to have a School Dress Code, which is based on a uniform in School Colours, because at Kyilla Primary School we believe that:**

- ⇒ A uniform establishes a sense of pride, belonging, purpose and identity among students.
- ⇒ A uniform assists in building the school identity.
- ⇒ A uniform is a quality product which provides long term savings, eliminating the pressure of "what to wear".
- ⇒ A uniform can create a perception of a sense of order and discipline in the school environment.
- ⇒ A uniform is a safety measure and makes it easy for duty teachers to see if any unwelcome visitors are in the school environment as well as to recognise students when on out of school activities.

**The school will not penalise a student or family whose circumstances prevent adherence to this code; however:**

- ⇒ The school may contact parents to seek support for the school dress code and to provide assistance where needed.
- ⇒ For participation in a school excursion, students will be asked to wear a full school uniform in order to attend, and may be provided with one.
- ⇒ Students who attend in non-school clothes may be discreetly directed to change into spare uniforms kept for that purpose in the school office.

This school uniform code will be communicated to parents through: the school information booklet; updates and reminders in the school newsletter and connect, as well as with a copy provided on enrolment.

### School Uniform Code Requirements:

Summer Uniform	Winter Uniform
Blue Polo Shirt with Kyilla PS logo and/or Faction shirt with: <ul style="list-style-type: none"><li>• Royal Blue shorts OR</li><li>• Royal Blue netball skirt OR</li><li>• Royal Blue skort</li></ul> <b>OR</b> Royal Blue checked dress	Blue Polo Shirt with Kyilla PS logo and/or Faction shirt with: <ul style="list-style-type: none"><li>• Royal Blue shorts OR</li><li>• Royal blue jazz pants / tracksuit pants</li></ul> <b>OR</b> Royal Blue checked dress with navy leggings with <ul style="list-style-type: none"><li>• Royal Blue jacket with Kyilla PS logo OR</li><li>• Royal Blue polar fleece jumper</li><li>• Navy long sleeved shirt under school Polo shirt (if required)</li></ul>

## GENERAL:

<b>Hat</b>	Royal Blue wide brimmed reversible, faction hat with Kyilla PS logo (to be worn all year round).
<b>Footwear</b>	Closed in shoes and socks or sandals with ankle straps. No thongs, boots, or high heeled shoes for safety reasons.
<b>Hair</b>	For health and safety reasons, all hair shoulder length or longer needs to be tied back. Hair that is obscuring vision will also need to be tied back.
<b>Jewellery</b>	No jewellery other than: A watch (set to flight mode if a “smart” watch); Stud or sleeper type earrings; Jewellery may need to be removed for sporting activities.
<b>Other</b>	No fake nails or make-up.

Some exemptions may occur during specific curriculum based activities under the direction of the school.  
Exemptions may also be granted for religious and/or cultural reasons.

**Uniforms can be purchased from Uniform Concepts, 832 Beaufort St Inglewood. 9270 4658. Please visit our [website](https://www.kyillaps.wa.edu.au/for-parents/uniforms/) for an order form and further information.** <https://www.kyillaps.wa.edu.au/for-parents/uniforms/>

A small selection of second-hand uniforms is available to purchase for a gold coin donation.

## Hats

It is school policy that all children wear hats outside **every day** as we have a 'NO HAT NO PLAY IN THE SUN' policy.

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## COMMUNICATION

### Getting In Touch With Staff

There are a number of ways of communicating with staff. You can write a letter, record a note in your child's diary, send an email or call the office and or contact the teacher through Connect. All staff members have an email address which is usually name.surname@education.wa.edu.au. For example: Betty.Smith@education.wa.edu.au. Alternatively you can send an email to Kyilla.ps@education.wa.edu.au which will be forwarded to the relevant staff member. The latter email is checked by the school administrative team throughout the day. If you are going to email, it is the best one to use.

Unless previously arranged, it is not appropriate for parent-teacher interviews to occur first thing in the morning as confidentiality is not assured, teachers are preparing lessons and talking with children about their learning.

Keys to successful communication:

- Clearly identify the problem or topic before the appointment so that the right solution can be found to the right question.
- Listen carefully to what you are told and ask questions if you are unsure.
- Remain calm. At no time will yelling or being aggressive towards teachers be tolerated. If you feel like the interview is not going as you expect, please ask for the interview to be concluded and come to the office for assistance.

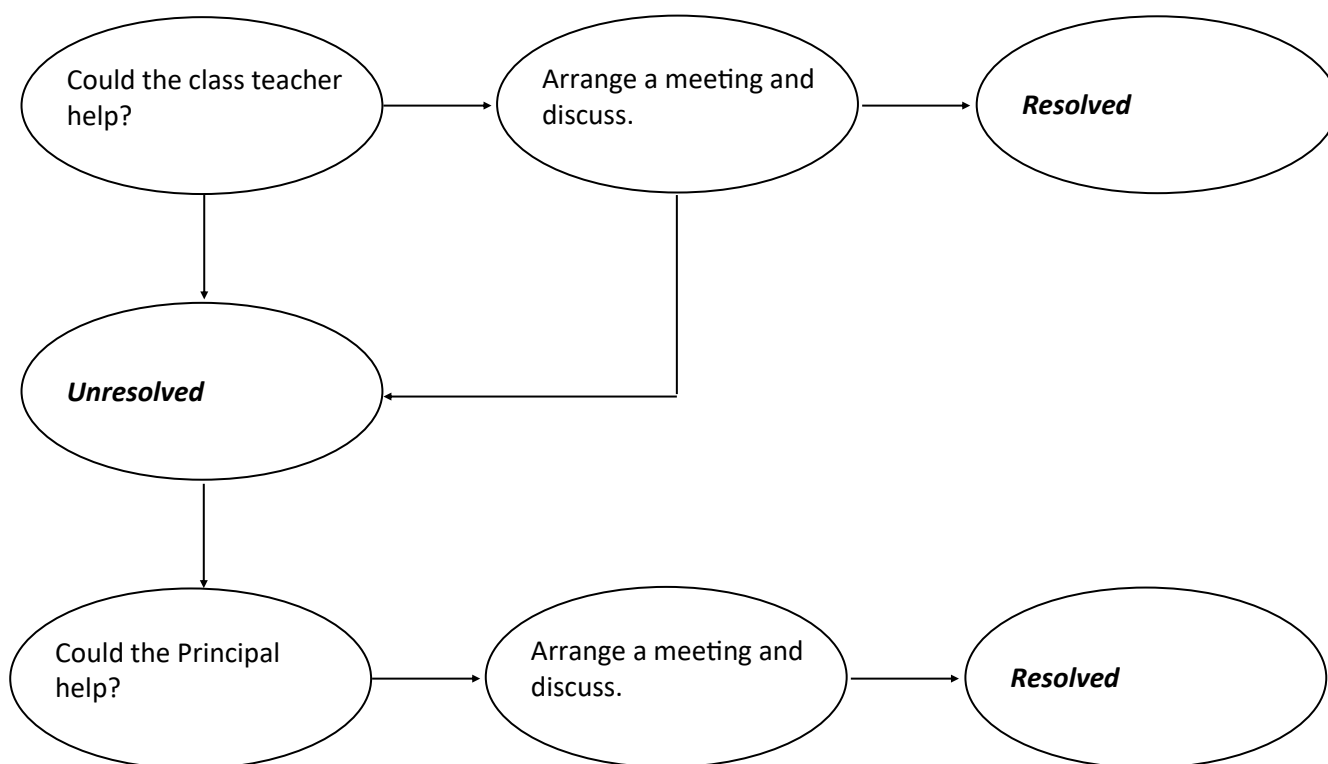
### Parent Communication and Complaints

The relationship between home and school is critical to the success that children experience at school. Where a partnership exists, it is easier for parents to feel confident about the learning program and for problems to be addressed quickly.

Sometimes parents are unhappy about a situation at school. If you would like to raise these issues, please follow these steps:

- Talk to the teacher/s.
- Arrange a meeting with the Deputy Principal or Principal.
- A resolution will be sought and all parties will be kept informed about the process and outcome.

### The flow diagram outlining the steps for complaint resolution



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#### School Website ([www.kyillaps.wa.edu.au](http://www.kyillaps.wa.edu.au))

The school has an up to date website that includes news and events, curriculum information, important dates and general school information. Please make sure that you check it regularly.

#### Newsletters

Newsletters are published fortnightly on the school website and via Connect. In the event you do not have access to the internet we can arrange to have newsletters printed off and sent home with your child.

#### Parent-Teacher Interviews

Parents are encouraged to maintain regular contact with class teachers. Please make an appointment if you would like to discuss your child's academic progress and behaviour.

You are welcome to speak with the Deputy Principal or Principal. Again, appointments would be appreciated.

#### Semester Reports

At the end of Terms 2 and 4, reports are published via Connect for all children. If you have questions about the report, please see your children's teachers. The report format is predetermined by the Department of Education.

#### Assemblies

Throughout the year, each class will present an assembly and these dates are advertised in the newsletter and on the term planner. In addition to the rostered class showing work or presenting an item, awards are presented and general school news is shared.

As required, staff and students meet for housekeeping assemblies to talk about the school expectations and remind children of upcoming events.

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## STUDENT HEALTH

#### Health Care

It is vital that the school is informed if your children have asthma, allergies or other medical conditions. There are a number of forms that need to be completed on an annual basis. In most cases, the forms can be completed by you but in some circumstances, doctor input is needed. Please come to the office to collect the forms.

**Crunch&Sip**

During the day, time is allocated for children to have a piece of fresh fruit or cut vegetables and a drink of water. Children need to bring this food in a separate container so that it is easy to get and cut up so that it is quick to eat.

**Asthma Friendly**

The staff has had asthma awareness training and actively promotes self-management of asthma.

**Allergy Aware (Nut Friendly School)**

A number of students have severe allergies to nuts. To ensure the well being of all children, nut products are not permitted at school. Children are not permitted to bring peanut butter and Nutella sandwiches to school. Please read all food labels to ensure that snack bars are nut free.

**Medication**

If your children require medication at school, please come to the office and discuss it with the Deputy Principal or Principal. Forms are required for both short and long term medication administration. It is not the Teacher's responsibility to administer medication.

**Sick and Injured Children**

If children are injured at school, simple first aid is administered. For any injury that is considered to be serious, parents will be contacted and/or medical advice sought.

There is a medical room in the school; however, if children are sick then parents will be contacted.

If you believe your child has an infectious disease, such as chicken pox, measles, mumps, rubella or whooping cough, please get advice from your doctor and advise the school accordingly. More information about communicable diseases is available at [www.public.health.wa.gov.au](http://www.public.health.wa.gov.au).

In the event of any medical emergency, the school will contact your child's doctor or call an ambulance. Where this happens, all medical expenses are the parent's responsibility.

**Headlice**

Unfortunately it is almost impossible for a school to be 'nit-free'. Parents can play their part in limiting the spread of nits by regularly checking their children's hair and treating them as required.

**School Nurse**

There is no nurse at the school on a regular basis. The nurse does, however carry out vision and hearing screening for early childhood children and can be consulted for advice and referrals.

**School Psychologist**

The school has been assigned a school psychologist who is here on a weekly basis. If you believe that the school psychologist needs to be consulted on matters related to your children's education, please speak with the Deputy Principal or Principal.

**Dental Services**

Free dental treatment is available to all children and is provided at the Tuart Hill Primary School Dental Therapy Centre in Banksia Street, Tuart Hill. Appointment cards for children will be sent to the school office and distributed to students. The Dental Therapy Centre can be contacted on 9344 1585.

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## SCHOOL PREMISES

**After-Hours Use of School Grounds and Play Areas**

Please be aware that permission to use the school grounds after school hours must be given by the Principal in all cases. All students and parents should vacate the school grounds at the end of the school day. If students wish to play after school hours, Kyilla Park is an ideal option and parent supervision is strongly advised.

Our After School provider has a licence agreement for the ECE playground in the afternoons so we ask families to not use this space after 3pm.

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## PARENT AND COMMUNITY INVOLVEMENT

### School Board

The School Board meets twice a term and is involved in the decision making processes related to school planning, review of school performance data, financial management, contributions and charges and the school dress code. The School Board has parent representatives who are elected by the school community.

### P&C Association

The P&C Association is an important part of the school community and meets twice a term. Whilst there may be a perception the P&C is all about fundraising, P&C meetings are also opportunities to hear about what is happening in the school, assist in the organisation of some whole-school events, oversee Book club and canteen, and further the relationship between the school and community. An AGM is held at the beginning of each year to appoint office bearers. Meetings commence at 7pm and usually last for 1 to 1½ hours. The degree to which you are involved in the P&C is very flexible and you can do as much or as little as you can manage. The most important thing about the P&C Association is that you get involved!

### Kyilla Community Farmers' Market

One of the biggest and ongoing achievements of the P&C Association is the development of the Kyilla Community Farmers' Market. Held each Saturday between 8.00am and 11.30am at Kyilla Park (next to the school), this public market is for anyone who wants to buy fresh produce, excellent coffee and fresh juices. It's a lovely way to catch up with school families and community members. Each class is responsible for setting up and packing away of the markets and running the Kidszone. Parents from the specified year group have a roster via the Sign Up Genius site and can nominate which time slot they will like to volunteer in.

### Canteen

The P&C Association oversees the running of the canteen which is open on Mondays and Fridays at recess and lunch. The P&C employs two part-time managers who are supported by a team of volunteers. If you would like to be on the roster, please visit the canteen. We believe schools should set an example in good foods so only stock appropriate lines. Lunch orders must be placed between 8.30 and 8.45am or via [Quickcliq](#).

### Volunteering

There are numerous opportunities for parents to contribute to the school. You can assist with morning reading and at whole-school events such as faction carnivals, Kyilla Community Farmers' Market and on excursions. Volunteers are called for through class letters and newsletters. When working in the school you may see and hear things about other people's children as you help, so it is vital that you maintain confidentiality.

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## STUDENT SAFETY

### Bicycles

If your children are riding their bikes to school, they must be placed in the racks and locked up during the day and be wheeled once on the school grounds. Children must wear a bike helmet. To ensure safety, it is important that children are very familiar with the route and road rules.

### Scooters and Skateboards

Some children come to school on scooters or skateboards. These are not to be used inside the school grounds. Scooters must be stored with the bikes and skateboards at the classroom.

### Cars in School Grounds

Under no circumstances are cars to be brought into the school grounds.

## CAR PARKING AROUND THE SCHOOL

At drop off and pick up times, parking around the school is very limited. There is no designated area set aside for a specific year level. The following parking is available around the school grounds:

- Angle parking along the Lawler Street and Selkirk Street sides of the school.
- Parents, friends and grandparents who pick up children by car are advised to take careful note of the "No Standing" signs in order to avoid the possibility of being fined.
- Please do not park on the verge of other people's property and at the intersection verge of Selkirk and Doris Streets anytime.
- Please ensure that you use the marked bays only.

***Parking in the bus bay in Bedford Street is prohibited at all times.*** Remember student safety is paramount so your consideration and cooperation is required.

#### **40 km/h School Zones**

Please remember that there is a 40 km/h speed limit around the school from 7.30 to 9.00am and from 2.30 to 4.00pm each week day.

#### **Before and After School Care**

Camp Australia operates a before and after school care program on-site at Kyilla. Should you require further information, please telephone them on 1300 105 343.

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### **TIPS FOR PARENTS**

In order to help children get the most out of being at school, here are a few things we really value:

- Send your children to school regularly and on time. You are not doing children any favours by suggesting that education is an option that fits around other things.
- Make sure your children are prepared for school by checking that they:
  - o have had breakfast and bring lunch / recess
  - o have had a good night's sleep
  - o have the correct materials such as pencils etc.
  - o are in a clean, neat and tidy uniform
- **Read with, and to, your children on a regular basis.**
- If you are concerned about anything, speak to the class teacher, Deputy Principals or Principal so that problems can be dealt with promptly.
- Take an interest in your children's education. You can actively support learning by having positive conversations about the school, its learning program, the staff and other children.
- Label all items of property, especially clothing, so that it can be returned quickly.
- Ensure all enrolment details are kept up to date, especially change of phone numbers.