PERANBIN PRIMARY COLLEGE

A MULTI-CAMPUS SCHOOL

Strathbogie

Violet Town

Swanpool

Baddaginnie

PARENT INFORMATION HANDBOOK

2014
Peranbin Primary College Values

Care for yourself and others.
Do your best in all you do.
Everyone deserves a fair go.
Be honest, sincere and truthful.
Treat others as you want to be treated.
Act in a responsible way.
We are all different, and that's OK.
Dear Parents,

WELCOME

We are very pleased to welcome your child to Peranbin Primary College. We sincerely hope that their introduction to school life will be a happy and fruitful one.

If this is your first child at school, we hope that this booklet will give you some idea of the organization of the college. In addition, it provides you with some ideas you may wish to adopt prior to and on the first school day. If you already have children at the college, the booklet will serve to refresh your memory and provide you also with some new information.

Parents are reminded that the Preparatory or Foundation Grade is, as its name implies, a time of preparation during which the children adjust socially, emotionally and physically to a new environment.

During this year, children are introduced to key learning areas with a primary focus on English and Mathematics. Students also learn Japanese in our Language other than English Program.

We trust that this will be the first of many happy and profitable years in your child’s journey through their educational life. Always remember that their education should be treated as a partnership between you, your child and the school.

Yours faithfully,

Peter Matthews
Principal
Peranbin Primary College operates as one school on four campuses. The teachers are attached to Peranbin and can, and do, move from campus to campus either as part of their on-going teaching duties or at the beginning of the school year. Parents should contact the teacher who is the head of campus as their first reference point. However, the principal is always available to meet with parents to discuss any issues. Appointments may be made by contacting the Violet Town Office.

Current Staffing

**PRINCIPAL**

Peter Matthews  
Contact: 0457547148 (mobile)  
Edumail: matthews.peter.pw@edumail.vic.gov.au

**CAMPUS LEADER**

Violet Town Campus  
Kerrie Boddenberg  
P.O. Box 9, Tulip Street, Violet Town, 3669  
Phone: 03 57981431  
Fax: 03 57981453  
Edumail: peranbin.pc@edumail.vic.gov.au

Baddaginnie Campus  
Ray Donovan  
Clarendon Street, Baddaginnie, 3670  
Phone: 03 57632233  
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Strathbogie Campus  
Kate Hand  
Main Street, Strathbogie, 3666  
Phone: 03 57905250  
Fax: 03 57905355  
Edumail: peranbin.pc.strathbogie@edumail.vic.gov.au

Swanpool Campus  
Amy Bennett  
R.M.B. 1225, Swanpool, 3673  
Phone: 03 57682392  
Fax: 03 57682892  
Edumail: peranbin.pc.swanpool@edumail.vic.gov.au

**BUSINESS MANAGER**

Pat Cherry  
Violet Town Campus  
P.O. Box 9, Tulip Street, Violet Town, 3669  
Phone: 03 57981431  
Fax: 03 57981453  
Edumail: cherry.patricia.a@edumail.vic.gov.au
BEGINNING SCHOOL FOR THE FIRST TIME

BEFORE SCHOOL BEGINS

It is suggested that your child should know these. However, do not stress them if they create frustration.

❖ Does your child know their full name and address and know how to put things away after use?

❖ Can they recognize their own named belongings and attend to their own toilet needs and adjust their clothing?

❖ Do they know the importance of washing hands after visiting the toilet, and do they know how to use a tissue or handkerchief properly?

❖ Before your child actually begins school, practice the way you will come, even if you will be driving your child.

❖ Show your child where they will eventually wait for you in the school grounds, in the playground, at the gate etc. You are welcome to collect your child from outside the classroom.

❖ Talk to your child about staying within the safety of the school grounds and finding a teacher if they need help.

❖ Reinforce that starting school is a happy event. Avoid making undue fuss about starting school especially on the first day.

❖ Ensure that all clothing and personal possessions are clearly labelled and teach your child to recognize their label. Please label the school bag with the child’s name. It is a good idea to attach a distinctive key ring on the outside of the bag.

❖ Provide opportunities for your child to leave you for a few hours without becoming upset. Reassure your child that you will be back for them! It is particularly important to be on time when collecting your child once they start school.

❖ Take an interest in your child’s day and share your day with them. Your interest and support plays a vital part in their attitude to school and learning. However, avoid placing undue pressure on your child.

❖ Set aside a quiet time each day to read with your child. Shared reading time will be a very important part of your child’s schooling. Talk about the stories, giving your opinions and reactions to the stories and pictures. This will encourage your child to talk to you about the stories you share.
STARTING SCHOOL
Every effort is made to ensure your child settles happily, securely and safely into school. Each campus has an orientation program, which most beginners will have participated in during the previous year. A four-day week Wednesdays off, until the Labor Day weekend, is an important part of this planned entry. Children need to adjust to new surroundings, new friendships, energetic playground activity and much longer days. Watch for signs of acute tiredness (irritability is a common one) as an extra day’s rest may be needed. Let the teacher know you are considering this.

Clearly labelled clothing and lunch boxes, a bag large enough to be packed easily with a lunch box, drink bottle, books and “show and tell” items, as well as gentle encouragement to take responsibility for packing the bag before school will help ensure your child settles happily into school. Above all, talk to the class teacher if you have any concerns or queries at all.

We ask that during your child’s first two weeks at school you deliver them and collect them from the classroom, thus enabling the teacher to associate child with parent. We request that you do not speak at length to the class teacher before school. The teacher must be available to give their undivided attention to the children to re-assure them and provide a happy start to the day. After school has been dismissed would be a much more suitable time for any discussion.

STARTING SCHOOL - YOU, THE PARENT
Having a child start school can be a very emotional experience for both you and your child. You are advised to tell your child that they will be missed at home and that you will be looking forward to them coming home.

Most children adjust readily to the school environment. At this school, Preparatory grade teachers are carefully selected for their role. Warmth, skill and compassion are the guiding principles in this selection.

Please remember that you are very welcome at school either as a visitor or a helper. You were the child’s first teacher and will continue to play a huge part in their education - there will never be a teacher who will exert a greater influence than you. The teachers at the school appreciate your interest, loyalty and understanding. Make yourself known, speak with the teacher regularly and help us to make the school a happy, caring place.

SOME CHARACTERISTICS OF THE FIVE YEAR OLD
Very active, but now activity has more purpose and direction.
Enjoys the company of other children and like to play in small groups.
Interested in many things at the same time.
Better understanding of right and wrong.
Likes to be approved of and beginning to assume responsibility for his / her own actions.
Needs security and love.
Likely to be unsure in new situations.
Is often very tired at the end of the day.
Follows instructions to perform simple tasks and errands.

YOUR CHILD’S PROGRESS
Each child is an individual and brings with them his / her background, experiences and capabilities, physical attributes and emotional state.
Much of the work your child will do at school for the first few months in the Prep grade may appear to be play. However, to the child and the teacher it will be important.
As not all children develop at the same rate, you are asked to be aware of not comparing your child’s progress with that of older brothers and sisters or with children of the same age.
LUNCH PRACTICE

- Have several “school lunches” with your child at home. Children need practice in handling a lunch box successfully.
- If the school is within walking distance from your home, follow the route to be taken there and back with them prior to the commencement of the school year.
- Acquaint them with road safety and travelling safely on the bus if necessary.
- Warn them not accept rides from strangers and to go home immediately school is dismissed.

How can you help your child?

Show a real interest in school and remember that teachers and parents are partners. An interested, relaxed and helpful parent is a valuable co-worker.

READING

- Talk to your child. Bathe them in language.
- Read to your child. Every time you read to them you are building an appreciation of books and reading.
- Listen to your child. The more the child talks in general, the better they are likely to read.
- Teach your child how to take care of books.
- Build up a reading atmosphere at home. Present a good model. Let your child see you reading frequently.
- Encourage your child to visit and join a public library.
- Buy games and puzzles for your child. These help in the learning of shape and form and assist them to relate words to things.
- Make simple games by cutting words and pictures from magazines.
- Praise your child. Encourage them. Set aside regular times to hear them read.

COMMUNICATIONS - PARENTS/SCHOOL

Orientation Meetings

Parents of school beginners will be invited to a meeting at the school in 4th term preceding your child’s start at school. Notification of the date will be forwarded to you.

Attendance at such meetings will acquaint you with the school expectations for beginners and the programs in which your child will be involved during this most important first year of their primary schooling. It also serves to provide you with the opportunity to seek clarification of areas, which may be causing concern.

Parent/Teacher Consultation

We realise that you are interested in your child and welcome your visits to the school. Parent/Teacher information sessions will be arranged where you will be able to discuss any aspect of your child’s progress with the class teacher. You are also most welcome to visit anytime you feel the need.

However, if you wish to discuss your child’s progress or behaviour would you please arrange this through the office. In this way teachers and children are not interrupted and an interview time suitable to you and the school can be arranged.
INFORMATION TO GET YOU STARTED

Enrolling your child.

When enrolling your child you will need to:

- Provide a Birth Certificate
- Proof of Immunisation. The immunisation certificate, obtained from the Shire Offices, will stay with your child’s records. Some Children may not be able to be immunised for medical or other reasons. The Health Officers from the Shires of Delatite or Strathbogie will explain what you need to do in these circumstances.
- Health Care Card if owned, which enables you to claim the EMA (Education Maintenance Allowance.) see page 14.
- Fill in the information forms.
  This will provide the school with such details as:
  - A contact person / persons if child is ill.
  - Medical history.
  - Permission for excursions etc.

School Hours

<table>
<thead>
<tr>
<th>Time</th>
<th>Morning Sessions</th>
<th>Recess</th>
<th>Mid Morning Session</th>
<th>Lunch</th>
<th>Afternoon Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.00am to 11.00am</td>
<td></td>
<td>11.00am to 11.30am</td>
<td>11.30am to 1.00pm</td>
<td>1.00pm to 2.00pm</td>
<td>2.00pm to 3.30pm</td>
</tr>
</tbody>
</table>

2014 Term Dates

- Term One: Teachers Tuesday 28\textsuperscript{th} January to 4\textsuperscript{th} April
- Term Two: Monday 22\textsuperscript{nd} to 27\textsuperscript{th} June
- Term Three: Monday 14\textsuperscript{th} July to 19\textsuperscript{th} September
- Term Four: Monday 6\textsuperscript{th} October to 19\textsuperscript{th} December

You will be notified of the four pupil-free days for 2014 with adequate time to make arrangements for your child. In 2014 the first day of each term was a pupil free planning day for teachers. This is yet to be confirmed for 2014.
STUDENT PERSONAL REQUISITES

1 long sleeved smock - an old shirt will do.

Note:
Because of the type of activity included in our Arts Program, it is essential that some form of clothing cover be provided. For ease of identification of garment, we suggest that as well as an attached name tag, the child’s Christian name be printed with a permanent marking pen or embroidered on the outside front.

1 Library Bag - drawstring bag 30cm x 40cm approx. with name on outside
*  Please put your child’s name on all articles.

Note:
❖ See that each item has your child’s name on it and the child has been trained to look after it.
❖ Teach your child to cope with buttons, zips, buckles, school bags etc.
❖ Thongs are not permitted for health and safety reasons.

Labels
We request that all personal requisites and removable clothing are clearly marked with your child’s name. If your child has difficulty in identifying their name, coloured wool or sewing thread could be used for their personal motif near the name.

Please label school bags inside with name, address and phone number. It also assists identification if a plastic tag holder containing your child’s name is clipped onto the handle ring.

Lunches
Parents are requested to provide children with a wholesome lunch. No sweets / lollies or drinks in glass bottles are permitted. It is vital that school encourages healthy diets, which will enable children to make the most of their learning potential.

Newsletter
A weekly Peranbin Press newsletter is distributed to the eldest child in each family. Newsletters are a vital link in keeping parents informed of up-coming events and Department of Education directions. They are the official communication links with parents and therefore it is extremely important to read them. Each Campus has a newsletter for local information which is attached to the Peranbin newsletter. We encourage all families to provide their campus with an email address for newsletters as well.

Buddy Program
The Prep children each have a buddy at school. Most children will have met their buddy during the kinder transition program. The older children take pride in being responsible for helping the younger children during the Prep year. The program involves structured activities as well as helping each other during playtimes.

Excursions
Excursions are held in conjunction with the topic being studied with the costs being kept to a minimum. Some performances are held at the school – for example puppet plays, visiting musicians and artists. The school works on an Inquiry Learning approach to curriculum program. When working on a particular topic children may sometimes need assistance to find information that they can share with the class. Excursions and camps are an important part of the school program. Arts Council performances, camps and sports days are some of the experiences offered to children. Costs are always kept as low as possible and excursions are spread throughout the terms. Newsletters advise of coming events.
**Fundraising**
Your help would be greatly appreciated. Please contact the school office if you can assist in any way.

**Handwriting**
At school we do not use BLOCK letters when writing so parents are encouraged to write names as follows e.g. Mary Brown. Please ask the Prep teachers for a copy of the Victorian Cursive Handwriting Script.

**Headlice**
This is an on-going issue and requires everyone to work together to help manage the problem. You will get a permission form to sign which lasts for the duration of your child’s enrolment and authorizes the school to inspect the children’s hair.
We have found this to be very successful in assisting us to better manage headlice outbreaks. We also ask parents to check their child’s hair on a regular basis.

**House System**
Many college activities are based on a team system called houses. New children are placed in a house on enrolment. Children of the same family are usually allocated to the same house. The house names are Green, Red, Yellow and Blue

**Immunization**
Due to legislation, an Immunization Certificate is mandatory for children enrolling at school. Certificates are available from the local council where your child was immunized, and must be presented to the school before your child is enrolled. If your child is not immunized he / she will be excluded from school if there is an outbreak of a serious infectious disease.

**Infectious Diseases**
Regular attendance at school is most important, but some disease like Whooping Cough, Measles, German Measles, Impetigo and Hepatitis require the child to be kept at home for some time. Please let the class teacher know if your child will be absent.

**Library Mobile Area Resource Centre ( Marc Van)**
Children have library lessons and must have a named library bag for borrowing. Please share the books with your child and help them to return the books on time and keep them safe from younger children.

**School Photographs**
School / class group and individual photographs are taken annually. Dates will be notified through the newsletter.

**Swimming**
An intensive program is run at Peranbin P C and all children participate. The Swimming Program culminates in a Swimming Sports day. This is a family day when parents are encouraged to come along. Some students who are successful in these events are able to go to district and division championships.

**Sport**
Peranbin students are usually involved in combined sports days during second term. These are held at the various campuses. Our annual athletics day involves all students, with all children except preps earning points in their activities. Parents are encouraged to come along as helpers or spectators. Some students are able to progress to district athletics championships and beyond.
Welfare Program and Kidsmatter
The school has a designated Primary Welfare Officer who attends to students and parental welfare issues. Her name is Roz Davidson who supports staff in the implementation of Kidsmatter, Program Achieve and Drug Education. Roz is available to work with students on issues affecting their learning and wellbeing and support parents in any problems that may be affecting family life. Roz is able to help families link into many community support services. Roz works across all campuses and can be contacted at the Violet Town Campus every day from 2.00pm – 4.00pm on 0357981431 or on her mobile 0407604437. The school is also involved in the Kidsmatter Program, with details at www.kidsmatter.edu.au

Leaving School Grounds
NO child will be permitted to leave the school grounds. A note must be supplied for students going home for lunch or being collected from school early.

Arrival and Dismissal of Children
Each Campus has its own official arrival time for students and it varies slightly from campus to campus. However, generally speaking no students should arrive before 8.30am and all are to be picked up by 3.45pm. Teachers have staff meetings after school every Tuesday afternoon and Thursday afternoon.

Parents must report to the Campus Coordinator or classroom teacher when collecting students before the usual dismissal time. We prefer that interruptions to learning are kept to a minimum.

Yard Supervision
Staff supervise the children at play during recess and lunch as well as after school as they leave the school grounds.

Homework
All children are required to do homework as directed by their teacher. This can be in the form of reading, extension of classroom activities and using resources at home. Homework should be enjoyable and meaningful.

School Uniforms
The college uniform colours are navy and jade. The Peranbin uniform includes a broad brimmed hat and the Sunsmart policy states “NO HAT, NO PLAY” during terms one and four and at other times when deemed necessary by the Principal or Campus Coordinator due to unusual climatic conditions. A school uniform order can be obtained from your campus.

Lost Property
All clothing and other belongings should be clearly marked with your child’s name. This applies to clothing books, school bags, hats, lunch boxes, drinks containers and art smocks.

Enquiries should be made to your campus regarding lost property. Children need to be encouraged to look after their belongings.

Orientation
Orientation Days will be held for incoming Preps in Term Four. These will be arranged in conjunction with local kindergartens and usually involve a series of half-day visits leading to full day visits. Students in year 6 also have at least one Orientation Day at their secondary school. Teachers from the secondary schools visit the primary school students before Orientation day to introduce themselves, discuss issues, questions and concerns the student may have and to liaise with the primary school teachers. Parents will be invited to attend secondary school Orientation Evenings too.
**Prep Attendance**
Prep children do not attend on Wednesdays up until the Labour Day weekend.
Prep students **WILL NOT** participate in the swimming sports day, which will be held on a Wednesday early in Term 1.

Prep students find school extremely tiring.
Prep year is just that – a preparatory year for school. Your prep child may gain from having the occasional day at home initially, but should adopt full attendance thereafter. This must be discussed with their teacher.

**Sick Children and Attendance**
In the Appendix (1) is a copy of the Infectious Diseases Exclusion Table.
Other aspects of health not mentioned in the regulations are:-
(a) If you even suspect any disability, especially in sight or hearing, it is wise to have a doctor examine the child. Ensure that the school and each teacher your child has, are fully aware of any disability.
(b) It is unfair to the child, other children and teachers to send a child who is obviously ill or not fully recovered from illness, to school. Such children are not receptive to learning or to school routine and our facilities for caring for them are severely limited. **THE BEST PLACE FOR A CHILD WHO IS ILL IS HOME UNDER FULL TIME CARE.**
(c) A written explanation is required for each absence. This is a requirement of law and such absence notes must be filed in the school for inspection. There is a form available from each campus.
(d) If you wish to take your child from school early, please obtain permission from the Principal or Classroom Teacher. We do not want children removed from school by unauthorised persons or children leaving school without adult supervision.
(e) Aim at punctuality and regular attendance, Absences for any other reasons than illness compromise the teacher’s work.
(f) Rules that we have are for the safety and best interests of **ALL** children. A child feels secure when they know what they may and may not do, and know that parents and teachers will be firm and consistent.

**Medicine**
Children are not permitted to have medicines in their possession. Should your child require medication at school, please hand the medicine to the teacher, with full written instructions. Unless written instructions are provided, medication will not be administered. Self-administered inhalers for asthmatics are permitted. (this is the only exception)

**Medical Costs and Insurance**
The school does not carry medical cover for its students. Any medical treatment costs must be met by the parents. The school is unable to pay these costs. Parents need to have their own medical insurance if they wish to be covered for such costs.
**Accident Insurance** is available from most insurance companies and the Strathbogie campus has insurance cover for all its students, paid from their fundraising. This is paid for with local funds. Usually parents are expected to meet these costs.

**Emergencies**
Parents are required to complete an emergency information and contact form. Teachers refer to this in an emergency. Please ensure the information is accurate and is kept up to date. Where a child is injured at school or becomes ill, parents (or emergency contact person) will be contacted.
Monies sent to School
Throughout the year you may be asked to send money to school for things such as school photographs, excursions, swimming, book club, fund raising efforts etc. Please send all monies in a sealed, named envelope, stating what the money is for and how much is enclosed.

Buses
The college has a Bus Traveller’s Code of Conduct, designed to keep children mindful of appropriate behaviour when travelling to and from school and/or camps or excursions. Children may be suspended from travelling on the bus if their behaviour is inappropriate and after warnings have been given. Parents will be given prior notice to any suspension.

REPORTING STUDENT PROGRESS
Written reports of children’s progress are sent home twice a year—mid year and December. These written reports are descriptive and include the DEECD requirement that individual student’s achievements are assessed against, Essential Learning Standards. Early in the school year an opportunity is given to parents to formally request an interview. This meeting usually provides the classroom teacher with information about the student and allows the parents to raise issues of concern with the classroom teacher. Interviews are also held Term 3 and provide the opportunity for the classroom teacher to report back to the parents. The NAPLAN (National Assessment Plan—Literacy and Numeracy) data will also be presented to parents of students in year 3 and 5.

We strongly encourage parents to contact teachers if they have any concerns, if family circumstances change, as we want the flow of information to and from the teacher extend through the year, rather than at reporting and interview times.

If children are experiencing particular difficulties, or if specific problems arise, parents will be notified and requested to discuss the matter with the teacher involved. We hope that parents will share information about their child, which may help us understand problems, which arise. These areas include: physical impairments, fears and phobias, attitude to school, relationships with family members etc. Similarly, parents who have concerns about any aspects of their children’s school progress, behaviour, or attitude should contact the Principal, Campus Coordinator or classroom teacher to arrange an interview.

SCHOOL ORGANISATION
College Council
The College Council is a representative body of parents, teachers and members of the community. The composition (14 members) of the College Council is as follows:
- 6 elected parent representatives who are non Department of Education employees.
- 4 elected Department of Education employees. These are usually teachers but may be parents who work for the Department of Education.
- 3 Co-opted members. Council usually co-opts parents in April and attempts to gain equitable representation of campuses through this process.
- 1 Principal as Executive Officer
The School Council’s duties are:

(I) to advise the Principal and staff on the general educational policy of the school.

(ii) to ensure that buildings and grounds are kept in good condition, make recommendations for replacement, extension, alteration and general improvements of buildings and grounds.

(iii) to enter into contract for and/or construct buildings with D.E.E.C.D approved.

(iv) to ensure that school funds are used for proper purposes and arrange for annual audit.

(v) to conduct general educational activities for the local community and authorise the use of the school grounds and buildings under conditions they may consider desirable.

(vi) to generally stimulate interest in the school.

(vii) to employ non-teaching staff, part-time teaching staff for special subjects and community education and teacher aides. The Principal oversees this role.

(viii) to arrange cleaning, suitable accommodation for teachers and carry out any other prescribed duties.

Parents who are unable to serve on the council, are invited to contact any of the Council Members who will raise matters on their behalf at monthly meetings. In most years there are 8 evening meetings. Parents are also reminded that observers are always welcome at Council meetings, which are advertised in the Peranbin Press. They may be heard but they do not have voting rights.

If any additional information is required about the School Council please contact one of the School Councillors. Early each year, there are School Council elections where a number of positions become vacant, and this is an opportunity for parents to become involved in school. The full list of School Councillors is released in February when the election process is completed.

The College Council runs sub-committees, which meet on a regular basis. The convenor of these committees is usually a college councillor, though parents who are not councillors are encouraged to be members.

In general, much of the work of research and decision making is done by the members of these committees. The decisions are then presented to college council for discussion and approval.

FINANCES

The finances of the school are monitored by the College Council. Money to be expended comes from government grants, education allowances, parent contributions and monies raised through grant submissions. The council is required to present an audited annual account. The Principal has overall responsibilities for school finance.

Parent Participation

You are very welcome to inquire at your Campus as to how you can help out and volunteer for particular activities. This sends a clear message to your child as well that you are interested in their school. Some suggestions include -

Classroom helper
Excurions / Camps
Fundraising Committee
Learning Support
Library – book covering, reshelving.
**Parent Contributions**

Parent contributions are required from parents each year. These essential funds, paid to the school, are used directly to purchase books, papers, pens and other curriculum materials and supplies. The 2014 contributions level is yet to be determined by School Council. In 2013 these funds also covered - Student Materials, Photocopying Costs, Cultural Performances, and Travel Costs (eg. Sports and swimming).

These fees are not voluntary, as they cover costs incurred. Contributions are capped at $400.00 per family.

**Locally Raised Funds**

Campuses raise money to provide equipment and programs for the children’s use. Parents are notified of fund raising events via the newsletter. Your support is essential in this area.

Locally raised money is spent according to a priority list drawn up at the campus in consultation with staff and parents and after approval from College Council is gained. All monies raised by a campus are retained by the campus, with money held in Peranbin’s account.

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**AFTER SCHOOL CARE (Violet Town Campus only)**

**Operating times** 3.30pm – 6.00pm School Days only, No vacation care.

CRN number for Violet Town Campus After Care 403153403B

Family Assist 136150

Families must register with Family assist for rebate percentage, and then fill out registration forms for Violet Town Campus After Care.

For registration and any other information that you may require ring Coordinator Pat Cherry 57981431

**Active After School Program**

This free program is conducted 2 nights a week for 7 weeks each term at Violet Town and Strathbogie Campuses. This program will continue, subject to Sports Commission funding

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**SUMMARY**

A good school is essentially an extension of a good home. As such it should develop a caring, sharing atmosphere.

The school’s Principal and teachers are most anxious to meet parents and to share their concern and aspirations for the children. Please make a point of meeting and greeting the people who work at **YOUR** school.

School today is different to the school you attended in your childhood. Seeking to develop each individual child to their greatest potential in a non-competitive atmosphere can be challenge. The school attempts to identify the physical, social, intellectual, aesthetic and moral needs of the pupils, and together with the parents it endeavours to develop the means whereby these needs may be met. Please feel welcome to contribute to your school at any time.

Right from the beginning, talk and listen to your child. It is important as it will help to develop good communication skills, vocabulary and reasoning, which are all so very important. Never be so busy that you can’t spare the time to listen.

**Peter Matthews, Principal**
<table>
<thead>
<tr>
<th>Disease or Condition</th>
<th>Exclusion of Cases</th>
<th>Exclusion of Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amoebiasis (Entamoeba histolytica)</td>
<td>Exclude until diarrhoea has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Campylobacter</td>
<td>Exclude until diarrhoea has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Chickenpox</td>
<td>Until fully recovered or at least one week after the eruption first appears.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Until discharge from eyes has ceased.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Diphtheria</td>
<td>Until receipt of a medical certificate of recovery from infection.</td>
<td>Domiciliary contacts excluded until investigated by the medical officer of health, or a health officer of the Department and shown to be clear of infection.</td>
</tr>
<tr>
<td>Giardiasis (diarrhoea)</td>
<td>Until diarrhoea ceases.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Glandular fever (mononucleosis)</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hand, foot and mouth disease</td>
<td>Until all blisters have dried</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hepatitis A (infectious hepatitis)</td>
<td>Until receipt of a medical certificate of recovery from infection or on subsidence of symptoms.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hepatitis B</td>
<td>Until recovered from acute attack.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Hepatitis C</td>
<td>Exclusion is not necessary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Human immunodeficiency virus infection (HIV/AIDS virus)</td>
<td>Exclusion is not necessary unless the child has a secondary infection</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Impetigo (School sores)</td>
<td>Until sores have fully healed. The child may be allowed to return earlier provided that appropriate treatment has commenced, and that sores on exposed surfaces (such as scalp, face, hands or legs) are properly covered with occlusive dressings.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Influenza and influenza type illnesses</td>
<td>Exclude until well</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Leprosy</td>
<td>Until receipt of a medical certificate of recovery from infection.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Measles</td>
<td>Until at least five days from the appearance of rash, or until receipt of a medical certificate of recovery from infection.</td>
<td>Non-immunised contacts must be excluded for 13 days from the first day of appearance of rash in the last case unless immunised within 72 hours of first contact.</td>
</tr>
<tr>
<td>Meningitis (bacterial)</td>
<td>Exclude until well</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Meningococcal infection</td>
<td>Until receipt of a medical certificate of recovery from infection.</td>
<td>Domiciliary contacts must be excluded until they have received appropriate chemotherapy for at least 48 hours.</td>
</tr>
<tr>
<td>Disease</td>
<td>Duration</td>
<td>Exclusion Notes</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Mumps</td>
<td>Until fully recovered.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Pediculosis (Headlice)</td>
<td>Until appropriate treatment has commenced.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Pertussis (Whooping cough)</td>
<td>Until two weeks after the onset of illness and until receipt of a medical certificate of recovery from infection.</td>
<td>Domiciliary contacts must be excluded from attending a children's services centre for 21 days after the last exposure to infection if the contacts have not previously had whooping cough or immunisation against whooping cough.</td>
</tr>
<tr>
<td>Poliomyelitis</td>
<td>Until at least 14 days after onset of illness, and until receipt of a medical certificate of recovery from infection.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Ringworm, scabies</td>
<td>Until appropriate treatment has commenced.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Rotavirus (diarrhoea)</td>
<td>Until diarrhoea ceases.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Rubella</td>
<td>Until fully recovered or at least five days after onset of rash.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Shigellosis (diarrhoea)</td>
<td>Until diarrhoea ceases.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Streptococcal infection including scarlet fever</td>
<td>Until receipt of a medical certificate of recovery from infection.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Trachoma</td>
<td>Until appropriate treatment has commenced.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Tuberculosis</td>
<td>Until receipt of medical certificate from a health officer of the Department that the child is not considered to be infectious.</td>
<td>Not excluded.</td>
</tr>
<tr>
<td>Typhoid and paratyphoid fevers</td>
<td>Until receipt of a medical certificate of recovery from infection.</td>
<td>Not excluded unless the medical officer of health or a health officer of the Department considers exclusion to be necessary.</td>
</tr>
</tbody>
</table>

![Image of a schoolhouse with a bell and a tree](image-url)