



**Tuart Hill Primary School**  
**Est. 1910**

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*Creating Bright Young Futures*

**KINDERGARTEN**

**and**

**PRE PRIMARY**



**INFORMATION**

**BOOKLET**



## **WELCOME**



Welcome to Tuart Hill Primary School Pre Primary and Kindergarten Classes. We believe that high quality Early Childhood Education leads to lasting intellectual and social benefits which persist through adolescence and adulthood. As partners with you, we are committed to ensuring your child has the best possible start to school. This booklet is to help parents become acquainted with the school and the Kindergarten/Pre Primary program. Please take some time to read through it. We hope your child will have a happy and rewarding year.

Early Childhood education program aims to be flexible, by contributing to the child's physical, social, emotional and intellectual growth. Please remember that it is not vital that your child has an obvious piece of work to bring home each day, as children learn so much from other areas of the centre.

## **OUR VISION**

To provide a safe and caring environment in which we are constantly striving for excellence while preparing our students for the challenges of an ever-changing world.

## **OUR MISSION**

At Tuart Hill Primary School our mission is to:

- Foster a love of learning.
- Encourage students to reach their potential with innovative teaching practices that recognise their individual needs.
- Provide a positive environment that promotes excellence and offers support in all learning endeavours.
- Promote and celebrate the cultural diversity of our school.
- Develop resilience, adaptability and critical thinking.
- Use our core values to help develop creative, connected, caring and committed citizens.

## **CORE VALUES**

To provide a safe and caring environment in which we are constantly striving for excellence while preparing our students for the challenges of an ever-changing world.

### **Learning**

We believe that:

- All students have the capacity to learn.
- Quality teaching is the key to learning achievement.
- A whole school approach to all curriculum areas is the best way to achieve positive outcomes.
- Sustainability and ICT should be imbedded in our teaching and learning practices.
- Using quality data to drive school planning helps improve student achievement.

### **Excellence**

We believe in:

- Setting high expectations for staff in all areas of teaching and learning.
- Setting high expectations for students to strive to achieve the very best academic and social outcomes.

- That all parents have a responsibility to support teachers and students in their pursuit of excellence.
- Embracing innovative practices to enrich teaching and learning at our school.
- A planning, teaching and assessment cycle.
- Celebrating the achievements of our students.

### **Care**

We believe in:

- Providing a safe and supportive environment that is respectful, honest and friendly, and that instills a sense of pride in our school.
- Working in a collaborative manner across the school community to make the most of individual strengths and help every child achieve.
- Fostering clear and open lines of communication between parents, students and teachers to break down barriers and provide better outcomes for everyone.

### **Equity**

We believe:

- An equitable school is one that respects the individuality of all children and adapts teaching to their needs.
- In celebrating the rich environment of our culturally diverse school, and allowing all voices to be heard with respect.
- In following the professional standards in our staff code of conduct at all times.
- In abiding by the student code of conduct at all times.
- In fostering positive relationships and partnerships that enable our school community to achieve the very best outcomes for everyone.

## **SCHOOL CONTEXT**

Tuart Hill Primary School is an independent school, enabling the community to have greater freedom and flexibility to make decisions about curriculum, student support, staff recruitment, financial management, governance and accountability. Tuart Hill Primary School was opened on the 25th of April 1910 in the suburb of Tuart Hill, 5 kilometers north west of the Perth CBD. The main school buildings were constructed in the late 1940s. Our most recent building was provided by the federal government through the Building the Education Revolution. It was opened in 2010 and consists of two classrooms and a purpose built music and art room. This building is used to provide specialist instruction as well as accommodates an after school care program and early learning program.

The school also has a purpose built kindergarten/pre-primary and library. The school has three large play areas including an oval and playground equipment. A Dental Clinic is located on the school grounds and a Community Kindergarten which is linked to the school is located approximately 800 metres off site. Specialist programs provided to students include LOTE(Spanish), Physical Education, Art, Music as well support being provided for environmental programs and ICT. The school has interactive whiteboards in each classroom as well as a computer lab and ipads for classroom use.

Approximately 46% of our students come from a language background other than English with over 40 different languages being spoken. All staff are committed to helping students reach their full potential through the development of a curriculum that caters for the needs of all individuals. At Tuart Hill Primary School, we believe parental support is critical if students are to reach their full potential. We actively

promote our school in the wider community and encourage parental input into how our school operates.

## **BUSINESS PLAN**

The Business Plan 2015- 2018 is the school's long term strategic plan which outlines the direction of the school in broad terms describing key focus areas of development. The Business Plan also includes student achievement improvement targets and milestones used to monitor and make judgments about school performance in key focus areas.

## **SCHOOL BOARD**

The School Board consists of parent representatives, community representatives, staff representatives and the Principal.

The functions of the Board are to take part in:

1. Establishing and reviewing from time to time, the school's objectives, priorities and general policy direction.
2. The planning of financial arrangements necessary to fund those objectives, priorities and directions.
3. Evaluating the school's performance in achieving them; and formulating codes of conduct for students at the school
4. Determining, in consultation with students, their parents and staff, a dress code for students when they are attending or representing the school.
5. Promoting the school in the community.
6. Approving:
  - a. Charges and contributions for the provision of certain materials, services and facilities.
  - b. Extra cost of optional components of educational programs.
  - c. Items to be supplied by a student for personal use in an educational program.
  - d. Any agreements or arrangements for advertising or sponsorship in relation to the school.

## **OFFICE HOURS**

The Office is open Monday to Friday from 8.00 am to 3.30 pm

## **TERM DATES FOR 2018**

1 <sup>st</sup> TERM:	Wednesday 31 <sup>st</sup> January	to	Friday 13 <sup>th</sup> April
2 <sup>nd</sup> TERM:	Tuesday 1 <sup>st</sup> May	to	Friday 29 <sup>th</sup> June
3 <sup>rd</sup> TERM:	Tuesday 17 <sup>th</sup> July	to	Friday 21 <sup>st</sup> September
4 <sup>th</sup> TERM:	Tuesday 9 <sup>th</sup> October	to	Thursday 13 <sup>th</sup> December



## KINDERGARTEN HOURS

Monday to Friday 8.40 am – 2.50pm

Lunch 12.30pm – 1.00 pm

Group A will attend Monday and Tuesday along with alternate Wednesdays (**odd weeks**)

Group B will attend Thursday and Friday along with alternate Wednesdays (**even weeks**)

Group C will attend Thursday and Friday along with alternate Wednesdays (**odd weeks**)

**Please report to the office for a ‘Late Pass’ if you arrive after 8.40am.**

**“Please be punctual when picking up your child.”**



## PRE PRIMARY HOURS

Monday to Friday 8.40 am – 2.50 pm

Lunch 12.30 pm – 1.00 pm

**Please report to the office for a ‘Late Pass’ if you arrive after 8.40am**

**“Please be punctual when picking up your child.”**

### **SCHOOL DEVELOPMENT DATES 2018 – (Children do not attend school on these days.**

The School Development days are days that students do not attend school and school staff complete professional learning. Please see the dates below for 2018 School Development Days.

Monday 29 January  
Tuesday 30<sup>th</sup> January  
Monday 30<sup>th</sup> April  
Monday 16<sup>th</sup> July  
Monday 8<sup>th</sup> October  
Friday 14<sup>th</sup> December

## FIRST DAY TIPS

Introduce your child to a staff member. He/she will be given a name tag and shown where to hang his/her bag. Lead your child to an activity and stay for a little while. When you are ready to go, say "goodbye" and leave. If your child cries take him/her to a staff member, but leave quickly. Children not used to leaving their parents may initially find the parting difficult but prolonging the moment only makes it worse. Children may cry for a short time (about 5-10 minutes) but soon settle down to the business of enjoying themselves and socialising with other children. If you are worried or anxious, please ring the school and we will let you know how your child is getting on.



## DELIVERY AND COLLECTION OF CHILDREN

Parents are requested NOT to bring children earlier than the prescribed time. Please ensure your child arrives promptly at the beginning of the day to avoid interruption to the program. An adult is required to wait outside with your child until the door is opened. (Siblings are not permitted to deliver or collect children from the Preprimary or Kindergarten classrooms). Children must be handed over to a staff member. Students arriving after 8.40am must visit the front office for a late pass. Children should be collected promptly at the end of the day, as they become upset quickly if they are collected late. NO child will be permitted to leave the school unaccompanied or with a person other than his/her parent or legal guardian unless written permission is given to the teacher beforehand. If you arrive late to collect your child and the centre is unattended, please go to the office. If parents arrive prior to 8.30am you will be required to sit in the Hall with your child until students are dismissed. Parents will need to escort their child to Kindergarten or Pre Primary and remain with them until the doors are opened.

## PARKING

Parking is available in marked bays on Banksia, Lawley and Cape Streets. There are also parking bays behind the school basketball courts in Acorn Lane. Park in marked bays in Cape Street and walk up the pathway near the Pre Primary/Kindergarten building.



## PARENT RESPONSIBILITIES

Full cooperation between parents and teachers is essential. Please assist staff by:

- Informing the school of any change in address and/or phone number and emergency contacts.
- Discussing with staff any information that may help us understand your child better.
- Keeping in touch with the teacher on matters concerning your child's health and well being.

Your child's "Home Contact Book" will facilitate this communication.

## FRUIT FOR KINDERGARTEN AND PRE PRIMARY CHILDREN



In the interest of the child's dental and physical health, no sweets or chewing gum are permitted in the centre. For their morning break the children will have '**Crunch and Sip**' which is fruit/veg and a drink of water. Would you please send along ONE piece of fruit or veg with your child each day in a labelled container, separate to their lunch box. If your child is allergic to any foodstuff, please notify us. Children may bring lunch from home or order from the school canteen (Tuesday to Friday only). A price list will be sent home before the first full day.

All children should bring a drink bottle containing water daily. This is kept inside the classroom and can be accessed at any time. Please label with your child's name.

## LUNCH

Please ensure your child's lunch contains healthy foods and leave out candy and chocolate. We promote the Department of Health Food and Nutrition Policy and encourage students to only eat foods which meet the "Traffic Light" criteria green and amber categories. For more information please visit [www.healthyoptions.wa.gov.au/visitors/traffic\\_light.cfm](http://www.healthyoptions.wa.gov.au/visitors/traffic_light.cfm)

Take-away foods are inappropriate for school. Parents can order lunch from the canteen but no ice creams or icy poles are available to the K & PP. Please try to only bring re-usable packaging for your child's lunch.

Please be aware that due to the increase in student allergies we request that **no nut products** are included in your child's lunchbox.

## CANTEEN

The canteen operates four days a week, (Tuesday, Wednesday, Thursday and Friday) and is operated by the P & C. The canteen also complies with the Traffic Light Criteria. The canteen supplies a range of food, snacks, ice creams and drinks all available at reasonable prices. A menu and price list will accompany children home at the start of the year. Students need to have their lunch orders in prior to the commencement of the school day. Orders can be placed at the canteen or on line at - [ouronlinecanteen.com.au](http://ouronlinecanteen.com.au). Please see the office for further information.

The staffing and efficient operation of the canteen depends largely on volunteers. One day a week, a fortnight or a month of your time will be a great help in the running of the canteen. Please contact the canteen manager if you wish to volunteer.

## BIRTHDAYS



Children love to celebrate their birthday at school. If you would like to send something to share, a simple pre-cut cake or small cup cakes are most suitable. Please ask your child's teacher how many children are in the class so there is enough for everyone.

## CLOTHING

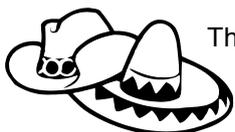


Children at Tuart Hill Primary School are encouraged to wear school uniform, which is available from the P&C Association. The uniform consists of red tops and black bottoms. Please ensure that your child can cope with zips and buttons on clothes to avoid toilet accidents. A complete change of clothes should be left in your child's classroom in case of accidents. All items of clothing, which are removable should be clearly and permanently marked with the name of the owner.

## FOOTWEAR

Due to the fact that children are climbing on equipment, sneakers are recommended as the safest footwear option. The school grounds are frequently used as a thoroughfare and various items of rubbish are often left on site. Although this is cleared daily, all children are required to wear shoes at all times for safety reasons. Please try to put 'manageable' shoes on your child. Thongs should never be worn to school. Please teach your child to tie their own laces or supply shoes with Velcro fasteners.

## HATS & BAGS



The school has a 'Hat Policy' that has been endorsed by the School Council and requires that students wear a hat whilst out in the open all year. Expectation is that

students will wear an approved school hat. Parents are responsible for providing this item. Children will need a bag which is big enough to take home their work.

## **LOST PROPERTY**

Please label all items of clothing, lunch boxes etc. The lost property is kept in a box located at the end of the corridor, outside the uniform shop. Please check there for any missing items.

## **PERSONAL PROPERTY**

Children are asked not to bring personal effects to school, ie. jewellery, sporting gear, expensive toys, ipods, mp3, cd players, electronic games, mobile phones etc.

## **SCHOOL PROPERTY**

All books, games, etc remain the property of the school. Please encourage your child to treat these with respect. Damaged and lost items must be replaced. We would appreciate the return of any equipment that may have come home by accident. Our supplies deplete rapidly and cannot always be easily replaced.

## **CODE OF BEHAVIOUR**

The school code of behaviour is as follows:

- Follow staff directions
- Respect people, property and the environment
- Eat and play in allocated areas
- Remain in school grounds
- Use appropriate language/behaviour
- Walk on paths, verandas and in buildings
- Walk bicycles through school grounds
- Be punctual

## **MEDICATION POLICY**

If your child needs to receive any medication during school hours, please discuss this with either the class teacher or office staff. There are set forms and processes to be followed as part of the school's responsibility in "duty of care" towards your child.



## **QUESTIONS/PROBLEMS/CUSTOMER FOCUS**

If you have any matter which you feel the need to discuss please contact your child's teacher or the Principal. In some cases, parents discuss what they feel are problems with other parents but fail to notify the school. The quickest way to solve such problems is to get in touch with the school. In short,

***"If you are happy tell your friends.  
If you are unhappy tell us."***

## ABSENCES FROM SCHOOL

If your child is to be absent for the whole day you are required by the Department of Education and Training to notify the school, either by phone on 9349 1799 or the school's sms system.

Vacations during school term: Parents are required to inform the Principal of all in term holidays. This should be submitted in writing at least one week **prior** to the absence. These can be submitted to the office or sent via email. Holidays that are taken without written notification are recorded as unauthorised absences.

## SMS MESSAGING

Tuart Hill Primary uses SMS messaging to notify parents of a child's absence. Each morning parents of students who are absent will receive a message similar to this:

"Tuart Hill PS records show Joe Bloggs is absent Monday 23/3/13"

Parents can reply by texting to 0417 931 262 or calling the office on 9349 1799. Your message should include your child's name, class room number and the reason for the absence.

## SICK CHILDREN - INFECTIOUS DISEASES

A written explanation is required for all absences from school.

As determined by the Health Department of WA, if your child contracts any of the following communicable diseases, she/he must be excluded from school:

### Chicken Pox:

Exclude child from school. Re-admit 10 days from onset if well, or on presentation of medical certificate that the child is no longer infectious.



### Infectious Hepatitis:

Exclude child from school until certified well by a medical practitioner.

### Measles:

Exclude child from school. Re-admit on medical certificate.

### Mumps:

Exclude child from school. Re-admit on medical certificate.

### Pediculosis - (Head Lice or Nits):

Exclude from school until completely clear and **ALL** eggs are removed.

### Ringworm:

Exclude child from school. Re-admit on medical certificate.

### Rubella - (German Measles):

Exclude from school. Re-admit on medical certificate.

### Scarlet Fever:

Exclude from school. Re-admit on medical certificate.

### Whooping Cough:

Exclude from school. Re-admit on medical certificate.



Children should remain at home if they are sick and they should not return until they are fully recovered. Remember that young children need longer to recover so please be strong and refuse to listen to pleas from your child for an early return to school. This usually results in the quick spread of infection to other children.

## HEAD LICE

It is the parent's responsibility to treat head lice and we ask that you make a regular weekly check on children's hair. If we identify a case at school a note will be sent home to notify parents.

## EMERGENCIES

Parents are asked to make sure that their home address and telephone number and their emergency address and telephone number on enrolment documents are kept up to date. Wrong information can cause unnecessary delay in seeking medical attention. Please keep all medical conditions up to date – both with class teacher and with the school office. Working parents are also requested to keep the school informed if their employment changes.

## SICK CHILDREN

Parents will be contacted if their child is ill at school and we ask that you pick-up them up as soon as possible, to prevent undue stress to the child.

## ENROLMENT PROCEDURES – Pre Compulsory Education

Children are eligible for Kindergarten in the year they reach the age of four years and six months, that is, children must turn four years of age on or before 30<sup>th</sup> June in their Kindergarten year.

Children are eligible for Pre Primary in the year they reach the age of five years and six months, that is, children must turn five years of age on or before 30 June in their Pre Primary year.

Enrolment in a Kindergarten program in a school does not guarantee a child a place in a Pre Primary at the same school in the following year.

A parent/guardian must submit a further application for entry into a Pre Primary program.

When the number of applications from eligible children for Kindergarten exceeds the number of places available at the school, selection criteria will apply.

Children Born	begin kindergarten at the start of the school year	begin pre-primary at the start of school year in	begin Year 1 at the start of the school year in	begin Year 2 at the start of the school year in
1 July 2010 to 30 June 2011	2015	2016	2017	2018
1 July 2011 to 30 June 2012	2016	2017	2018	2019
1 July 2012 to 30 June 2013	2017	2018	2019	2020
1 July 2013 30 June 2014	2018	2019	2020	2021
1 July 2014 30 June 2015	2019	2020	2021	2022

## ATTENDANCE

While Kindergarten is not currently a compulsory year of schooling, students who are enrolled are expected to attend on their allocated days. A written explanation is required for all absences from school. Please note acceptable reasons for absences are generally limited to illness.

Parents who wish to take their children out of school during school hours, for legitimate reasons, are asked to come to Reception before visiting their child's class and officially sign them out.

Vacations during school term: The School Education Act 1999 requires students to attend school, or participate in an educational program of the school, on the days on which it is open for instruction. A student may be excused if they are prevented from attending due to temporary physical or mental incapacity, or other reasonable cause. Parents are required to notify the school of the reason for each absence as soon as practical, and at least within three days of the commencement of the absence (Sections 23 - 25).

There is no provision in the Act for a principal to approve student absence for the purpose of family holiday. As such, in-term holidays are not supported by the Department's Student Attendance Policy and Procedures 2015.

## **SCHOOL CONTRIBUTIONS**

A schedule of charges and voluntary contributions for the Pre Primary/Kindergarten children will be issued in Term 4 and is payable the following year. The School Council has approved these charges and voluntary contributions.

We encourage all parents to pay the charges and contributions as all funds go towards the education of your child.

If you are having difficulty in meeting the costs please do not hesitate to come into the office and see the Business Manager, as we can certainly come to some arrangement.

## **BOOKLIST**

Booklists are sent home in October or November of each year. The list will include the items that will be required for your child's education in the following year. It is recommended for ease that you purchase through the school using the Ziggys option. With this service you are assured of purchasing the correct equipment and text books for your child.

## **PHOTO PERMISSION FORM**

As part of the enrolment package students will receive a Photo Permission Form which needs to be signed by a parent and returned to school. If signed, the form gives the school permission to use images of your child on the school intranet/website and publish their name or work in the school newsletter.

## **P&C ASSOCIATION**

The P&C Association is an extremely important part of our school. You will be advised of the first and subsequent meetings via the school newsletter and you are most welcome to attend. P and C meetings are held every week 2 and 6 of a school term. They are held on Tuesdays with a 5:45 for coffee and a 6pm start.

## **THINGS THAT YOU CAN DO TO HELP YOUR CHILD ENJOY KINDERGARTEN / PRE PRIMARY**

Talk about Kindergarten/Pre-primary as fun, something to look forward to.

Send your child to Kindergarten/Pre Primary regularly and promptly.

Show interest in what is done at Kindergarten/Pre Primary especially in the work that is brought home.

Praise all effort.

Read to your child as often as possible.

## LIBRARY



All children must have a library book bag before they can borrow books from the library. A book can be “on loan” for one week. All returned books are checked for marks, rips and other vandalism. If a book is damaged the person who borrowed it will not be able to borrow books until the damaged book is paid for. It is important that children care for these books so others may borrow. The books are very expensive and belong to the whole school community and, as such, great care must be taken.

## BOOK CLUB

In an effort to encourage leisure reading by students, ‘paper-back’ and ‘hard-back’ books are available twice a term from the Scholastic Book Club.

Order forms must be filled out clearly and placed in a sealed envelope with the payment. You may pay by cash (correct money please), cheque or pre-arranged credit card. No late orders can be accepted.

## MONEY COLLECTION

All money should be placed into the clear box at the Administration desk ***first thing in the morning***. Voluntary Contributions can also be paid at the office. Please place money into the envelope provided and fill in the details. ***Please send the correct money as change is not given.***

To make direct deposit payments to the school, please use the account details as shown below.

Bank:	Westpac Banking Corporation
Account Name:	Tuart Hill Primary School
BSB:	036-053
Account:	920 622
Reference:	Child’s Surname / Room No / Code (E: Excursion / I: In-school Activity / C: Contributions / P: PEAC / S: SIM)
<b>Example:</b>	<b>Smith 9 E</b>

## HANDWRITING SCRIPT

The Foundation handwriting script is taught in WA schools. Please encourage your child to use this handwriting style whenever possible.

**a b c d e f g h i j k l m n o p q r s t u v w x y z**

**A B C D E F G H I J K L M N O P Q R S T U V W X Y Z**

If you encourage your child to write his/her name please use the lower case style for example:

**Christopher Jones**

## STUDENT PROGRESS

Parents will be advised of their child's progress through a written report at the end of Semester 1 and Semester 2. Kindergarten students may also receive a folio of work samples with each report.

## PARENT HELP

As parents you have been your children's first teachers. A positive receptive attitude to learning at home supports a successful program and happy atmosphere. We hope you will take an active interest in your child's Early Childhood program and participate in it. A roster will be placed outside the centres for you to put your name on. Regular helpers may be asked to complete a 'Confidential Declaration' prior to spending time in your child's class.

## LAUNDRY ROSTER

Each Friday we will send home tea towels, hand towels and painting aprons for washing. We ask that you wash and return these items with your child on their following session. Thank you.



## DONATION OF MATERIALS

The Early Childhood Centre appreciates donations of the following:

Good quality paper	Cardboard tubes ( <b>not toilet rolls</b> )
Continuous paper	Cotton wool
Card	Plastic punnets (tomato)
Fabric	Cotton reels
Bottle tops	Magazines
Spray can tops	Attractive pictures
Wrapping paper	Old socks
Tinsel	Ribbon and lace off-cuts
Old jewellery	Wool
Greeting cards	Clean meat trays
Corks	Buttons
Cereal boxes	Shoe boxes
Bread ties	

## TRANSFER PROCEDURES

If children are transferring to another school we would appreciate a few days warning so that personal items can be collected and library books etc returned. The new school will send a transfer note and we will then forward any relevant records to them.

## **SPECIAL SERVICES**

We have several professional support staff who visit the school on a regular basis. If you need to see any of the following with special concerns please contact your child's teacher.

### **Nurse**

A community nurse will be visiting the school on a regular basis during the year. She will be screening all Kindergarten and Pre Primary children who have not been previously assessed. Teachers' or parents' requests will be met for all other years. Parents will be contacted by the nurse should any referrals be necessary.

### **Psychologist**

A School Psychologist attends the school and works as a member of the school team to evaluate and assist with any difficulties students may have. Parents need to contact their child's teacher to discuss any concerns.

### **Dental Therapy Centre**

All students are offered enrolment at the Tuart Hill Dental Therapy Centre from Pre Primary to Year 7. Once enrolled, students receive regular dental care, preventative treatment and oral hygiene instruction. Parents can contact the clinic at any time by phone or call in during clinic hours.

Telephone: 9344 1585

Hours: 8.15am – 4.30pm

## **UNIVERSITY STUDENT SERVICES**

### **Information about University Student Services**

Occupational Therapy, Speech Pathology, Psychology and Social Work students from Curtin University, Edith Cowan University and the University of Western Australia will be providing services to students at Tuart Hill Primary School as part of the student services program at the school.

The university support students are supported by Tuart Hill Primary School staff as well as their respective university supervisors.

Please see below an overview of the university students support services on offer at Tuart Hill Primary School and services they can provide to support your child.

<b>Area of Service</b>	<b>Year Level of Students</b>	<b>Possible Services</b>	<b>Delivery of Service and Duration</b>
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<p><b>Social Work</b></p>	<p><b>UWA</b> Masters of Social Work students</p> <p><b>Curtin</b> 3rd and 4th year students</p>	<p><b>One on One Support Service</b> Positive strengths based one on one support program or to address specific concerns as identified by parent and teacher.</p> <p>and/ or</p> <p><b>Small Group Work</b> Possible areas could include learning social skills, responding appropriately to challenges, playing appropriately with other children, communication skills, making friends, dealing with conflict, or other needs as identified by parent and teacher.</p> <p>Services also available to work with parents in a wholistic approach to support the student.</p>	<p><b>One on One Service</b> 1 student per session. Duration: One session per week. Session time: 20 to 60 minutes depending on age and needs.</p> <p><b>Small Group Work</b> A maximum of 2-5 students per week will be allocated to each social work student. Students may access support for up to 8 sessions. Duration: One session per week. Session time 30-60 minutes depending on age and needs.</p>
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<p><b>Psychology</b></p>	<p><b>Curtin</b> 5th year Master students</p>	<p>Individual and group work in the following possible areas as identified by the teacher and parent. Possible areas could include daily routine, group participation, emotional regulation and resilience building, social skills. Services also available to work with parents in a holistic approach to support the student.</p>	<p>Duration: One or two sessions per week depending on the need of the student. Session time 30-50 minutes depending on age and needs.</p>
<p><b>Counselling Psychology</b></p>	<p><b>Curtin</b> 5<sup>th</sup> and 6<sup>th</sup> year Masters students</p>	<p>Individual and group work in the following possible areas as identified by the teacher and parent. Possible areas could include helping students meet social, emotional, learning and behavioural needs, resilience building, confidence and self esteem building, anger management, dealing with conflict, anxiety, trauma, emotional regulation, interpersonal skills, social skills, development, attention span and processing assessments. Services also available to work with parents in a holistic approach to support the student.</p>	<p>Duration: One session per week or maybe twice a week depending on need. Session time 30-50 minutes depending on age and needs.</p>
<p><b>Occupational Therapy</b></p>	<p><b>Curtin</b> 4th year students</p>	<p>Individual and group work in the following possible areas as identified by the teacher and parent. Possible areas could include gross motor skills: coordination, balance, strength, posture, object manipulation, body awareness, play skills, visual motor integration, visual perception; concepts ie. colours, shapes and sizes, position in space; fine motor skills ie. handwriting, drawing, pencil grip, dexterity, puzzles, colouring, self care, eating, dressing, tying shoe laces, toileting.</p>	<p>Duration: One or two sessions per week. Session time 30-60 minutes depending on age and needs.</p>

<b>Speech Therapy</b>	<b>ECU</b> 3rd year students	Specialised language and academic intervention on individual or small group level. Support students' academic and social performance through speech and language development techniques. Attention paid to language development, articulation, fluency, phonological awareness and pre-literacy skills.	Duration: One session per week running for 30-45 minutes.
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## Frequently Asked Questions

### Q. How can my child access these services?

Please either speak to your child's teacher or Principal Beverly Innes to inquire about support services available. Support options and processes will be discussed with you, and if you choose to proceed a referral form must be completed. Following this you will be contacted by one of the university students of the identified service.

### Q. What is the process for these services?

For details on different services please see the table above. Please note in the case of all psychology and social work student services, you will be contacted by the university student prior to them working with your child to discuss the process and any relevant information about your child.

### Q. Are the university students who are providing the support services supervised?

All university students providing support services in the school are supervised by experienced and qualified professionals in the relevant field and the supervision sessions occur on a weekly basis.

### Q. Do the university students who are providing services have working with children checks and national police clearance?

All university support students have working with children checks and national police clearances. This information has been provided to the school prior to commencement of services.

### Q. Are these student records kept confidential and who is this information shared with?

Confidentiality processes have been set in place to ensure information is shared with only the identified people that the parent has provided permission for.

Each service will provide updates on progress with the teacher and parent. Information shared with the teacher will depend on the nature of the service and the level of sharing agreed by the parent/guardian. If at any time you would like to discuss your child's progress relating to the service/s provided, please request this through your class teacher, or directly with the university support student.

### Q. Is there any additional work the child is expected to do outside of the support services provided?

This is optional. Some services may be able to offer specific strategies and exercises to use at home, such as speech or occupational therapy practices. If you would like additional strategies to support your child's progress at home, please speak with your child's teacher to request this, or speak directly with the university support student.

### Q. Who do I talk to if I have any concerns or questions regarding the university student support services?

Please either speak directly to your child's teacher, or Principal Beverly Innes, or Louise Matthews, the school's Partnership Coordinator on 9349 1799.

### Q. Can I withdraw my child from university student services?

Parents/guardians may withdraw their child at any time from support services. If you would like to withdraw from these services, please notify your class teacher at any time to provide permission to withdraw from services.

If you are interested in further details on their role in the school or possible assistance for your child, please see Beverly Innes, Principal.