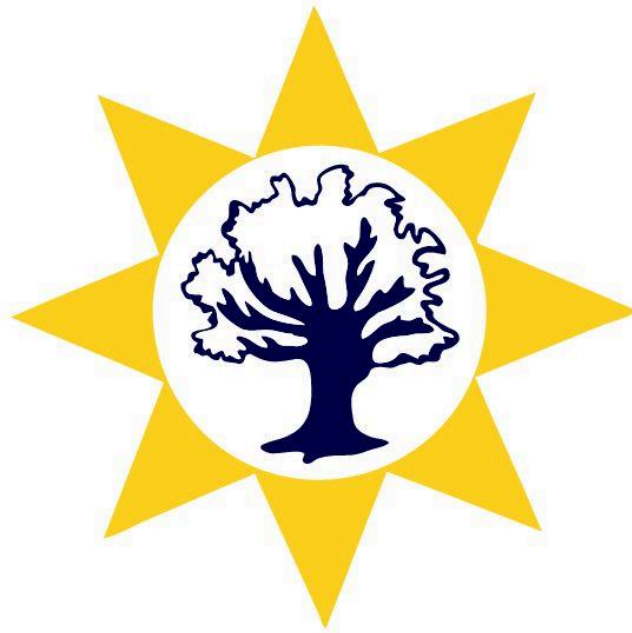


Glen Waverley South Primary School



R.E.S.P.E.C.T.

Foundation Information Handbook 2023



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

Contents

WELCOME	1
SCHOOL TERM DATES - 2023	3
CURRICULUM (PUPIL FREE) DAYS - 2023	3
PUBLIC HOLIDAYS - 2023.....	3
CONTACTING GLEN WAVERLEY SOUTH PRIMARY SCHOOL.....	3
CALENDAR FOR FOUNDATION STUDENTS – TERM 1, 2023.....	4
January / February 2023	4
March 2023	5
April 2023.....	5
PREPARING YOUR CHILD FOR SCHOOL	6
Physical Development.....	6
Eating	6
Toileting	6
Dressing.....	6
Hand-Eye Coordination	6
Social Development	6
Intellectual Development	7
Emotional Development	7
Adjusting to the School Routine	7
Safety	8
A TYPICAL DAY.....	9
Start of Day	9
Activities.....	9
End of Day Arrangements	9
School Bell Times	10
Brain food/Snack.....	10
Lunch.....	10
PARENT-TEACHER COOPERATION	11
STUDENT/FAMILY CONTACT DETAILS.....	11
COMPASS	11
LOST PROPERTY.....	11
CAR PARKING	11
VISITORS TO SCHOOL.....	12
LATE ARRIVALS.....	12



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

EARLY DEPARTURES	12
PROBLEMS.....	12
HOME ROUTINE	12
PERCEPTUAL MOTOR PROGRAM (P.M.P.)	12
INCURSIONS/EXCURSIONS.....	13
SENDING MONEY TO SCHOOL	13
WORKING WITH CHILDREN CHECKS	13
SCHOOL BOOKS AND REQUISITES.....	14
THE LIBRARY.....	14
SCHOOL REPORTS AND PARENT/TEACHER INTERVIEWS.....	14
SUNSMART POLICY	14
OUT OF SCHOOL HOURS CARE (OSHC) PROGRAM	15
SCHOOL COUNCIL	15
SCHOOL UNIFORM.....	16
STUDENT ACCIDENT AND PRIVATE PROPERTY INSURANCE	16
MEDICAL ISSUES.....	17
Sickness	17
School Medical Service	17
Head Lice.....	17
Infectious Diseases.....	18
FUTURE TERM DATES.....	19
THE AUSTRALIAN NATIONAL ANTHEM	20
Advance Australia Fair	20



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

Welcome

Dear Parents and Guardians,

Welcome to Glen Waverley South Primary School. We hope this handbook will provide some useful information about our school and help to make your child's start at Glen Waverley South Primary School, an enjoyable experience. We recommend all parents read this handbook carefully to assist in your child's transition to Glen Waverley South Primary School.

Our school staff realise that we share with you a joint responsibility in helping your child develop his/her talents and abilities to the fullest possible extent.

It is our aim to develop a school where your child will feel welcome and happy, whilst also acquiring the skills and knowledge required to equip him/her for life. It is essential that there be open communication and cooperation between home and school so that our aim may be realised.

As a parent, you can share in your child's educational development by taking an interest in work brought home, encouraging reading - both to and with your child, showing an interest in books, and participating in classroom programs and special events, as well as attending meetings with teachers on both formal and informal occasions.

We look forward to a long and supportive relationship with your family.

Kind regards,

Con Vellios
Principal



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

School Term Dates - 2023

Term 1	Friday 27 th January to Thursday 6 th April
Term 2	Monday 24 th April to Friday 23 rd June
Term 3	Monday 10 th July to Friday 15 th September
Term 4	Monday 2 nd October to Wednesday 20 th December

Curriculum (Pupil Free) Days - 2023

Friday 27th January
Tuesday 14th March
Friday 9th June
Monday 6th November

Public Holidays - 2023

New Year's Day*	Monday 2 nd January
Australia Day	Thursday 26 th January
Labour Day	Monday 13 th March
Good Friday	Friday 7 th April
Easter Monday	Monday 10 th April
Anzac Day	Tuesday 25 th April
Queen's Birthday	Monday 12 th June
Grand Final Friday*	Subject to AFL Schedule
Melbourne Cup Day	Tuesday 7 th November
Christmas Day	Monday 25 th December
Boxing Day	Tuesday 26 th December

* As New Year's Day falls on a Sunday, the following Monday is an additional public holiday.

* Friday before AFL Grand Final typically falls on the last Friday in September.

Note: All public holiday dates are accurate at the time of publishing, but may be subject to change.

Contacting Glen Waverley South Primary School

Address:	Whites Lane, Glen Waverley, Vic, 3150
Telephone:	(03) 9560 6371
Fax:	(03) 9561 5448
Email:	glen.waverley.south.ps@education.vic.gov.au
Web:	www.gwsps.vic.edu.au
Facebook:	www.facebook.com/GWSPS/
Principal:	Mr Con Vellios
Assistant Principal:	Miss Clare Read



Calendar for Foundation Students – Term 1, 2023

January / February 2023

Monday	Tuesday	Wednesday	Thursday	Friday
30 January No Foundation classes. Parent/Teacher interviews for Foundation	31 January Foundation students 9.00am–1.00pm <i>(Students may be picked up from 1pm, but no later than 2pm)</i>	1 February No Foundation classes. Student assessments	2 Foundation students 9.00am–1.00pm <i>(Students may be picked up from 1pm, but no later than 2pm)</i>	3 Foundation students 9.00am–1.00pm <i>(Students may be picked up from 1pm, but no later than 2pm)</i>
6 First FULL DAY for Foundation students 9.00am–3.30pm	7 Foundation students 9.00am–3.30pm	8 No Foundation classes. Student assessments	9 Foundation students 9.00am–3.30pm	10 Foundation students 9.00am–3.30pm
13 Foundation students 9.00am–3.30pm	14 Foundation students 9.00am–3.30pm	15 No Foundation classes. Student assessments	16 Foundation students 9.00am–3.30pm	17 Foundation students 9.00am–3.30pm
20 Foundation students 9.00am–3.30pm	21 Foundation students 9.00am–3.30pm	22 No Foundation classes. Student assessments	23 Foundation students 9.00am–3.30pm	24 Foundation students 9.00am–3.30pm
27 Foundation students 9.00am–3.30pm	28 No Foundation classes. Student assessments			



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

March 2023

Monday	Tuesday	Wednesday	Thursday	Friday
		1 Foundation students 9.00am-3.30pm	2 Foundation students 9.00am-3.30pm	3 Foundation students 9.00am-3.30pm
6 Foundation students 9.00am-3.30pm	7 Foundation students 9.00am-3.30pm	8 Foundation students 9.00am-3.30pm	9 Foundation students 9.00am-3.30pm	10 Foundation students 9.00am-3.30pm
13 Labour Day Public Holiday School Closed	14 Curriculum Day Students do not attend school.	15 Foundation students 9.00am-3.30pm	16 Foundation students 9.00am-3.30pm	17 Foundation students 9.00am-3.30pm
20 Foundation students 9.00am-3.30pm	21 Foundation students 9.00am-3.30pm	22 Foundation students 9.00am-3.30pm	23 Foundation students 9.00am-3.30pm	24 Foundation students 9.00am-3.30pm
27 Foundation students 9.00am-3.30pm	28 Foundation students 9.00am-3.30pm	29 Foundation students 9.00am-3.30pm	30 Foundation students 9.00am-3.30pm	31 Foundation students 9.00am-3.30pm

April 2023

Monday	Tuesday	Wednesday	Thursday	Friday
3 April Foundation students 9.00am-3.30pm	4 April Foundation students 9.00am-3.30pm	5 April Foundation students 9.00am-3.30pm	6 April Last Day Term 1 School finishes 2:30pm	7 April Good Friday Public Holiday



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

Preparing Your Child for School

School is a place where parents can expect their child will learn and grow. There are many factors which will influence a child's school experience including their physical, social, intellectual and emotional development.

Physical Development

Your child's teacher needs to know if your child has any health issues affecting their eyesight, hearing, speech or general health. Physical health issues can affect your child's ability to learn and participate in school activities. We recommend you have your child's eye sight, hearing and general health checked by the relevant health professionals before your child commences school.

Eating

Your child will need to be able to eat and drink independently of an adult. Give your child practise eating a school type lunch at home, before sending them to school for the first time. Also practise opening and closing containers and food packets at home.

Toileting

It is important that your child can manage their own toileting needs with confidence and independence. Practice and positive reinforcement are very useful tools. Reinforce the need for them to wash their hands after visiting the toilet as well as before they eat. **All parents need to ensure a change of clothes is kept in the school bag at all times. This must include shorts/long pants & shirt or school dress, underwear and socks.**

Dressing

Encourage your child to practise putting on and removing their jumper/bomber jacket and tying their shoelaces, without assistance. Many five year olds find shoelaces difficult. Shoes with buckles or velcro fasteners are a popular alternative.

Hand-Eye Coordination

Encourage your child to practise writing their first name, drawing, painting, cutting with scissors, and catching a ball. These are important skills for learning to write.

Social Development

Give your child opportunities to relate to adults outside the family. This can help your child relate to the teacher and do what is asked when it is asked. Does your child get along with other children? In school, children work in groups and need to be able to take turns, share and cooperate with others. It is a good idea to organise play dates with similar aged children to assist in social development.



Intellectual Development

Does your child know colour names? Does your child show an interest in books? Can your child state their name, address and telephone number? Your child's intellectual development will be stimulated by seeing, hearing and doing. Talking with your child, reading stories, saying nursery rhymes, going on special outings (such as a picnic or a trip to the zoo), all help to broaden your child's experiences and facilitate their learning. Counting of everyday objects in the home, setting the table, talking about the time and helping with the cooking are valuable experiences in developing mathematical skills.

Emotional Development

School is a much more enjoyable experience for both you and your child if they are able to separate easily from you. Be positive about the school experience, emphasising the benefits of school (more friends, lots of activities, etc.). When leaving your child at the start of the school day, don't linger. Be firm and leave when you say you are going to leave. Remind your child that you will be back after school to collect them.

You can help your child develop their self-control by trying to teach them that they won't always get their own way. Frequent praise about achievements and tasks well done can assist in developing your child's self-confidence.

Encourage your child to take responsibility by ensuring they put things away after use and keep their clothes and belongings tidy. Give your child plenty of small responsibilities at home to develop these important behaviours.

Help your child practise their independence by giving them appropriate tasks to complete with minimal adult assistance. Encourage them to solve problems without your help.

Adjusting to the School Routine

Parents can help children adjust to the routine of school by:

- Practising eating a packed lunch e.g unwrapping gladwrap, opening containers and drink bottles
- Practising zipping and unzipping school bags, and removing items from bags
- Practising taking off and putting on their jumpers and shoes/socks independently
- Practising sitting on a chair and at a table
- Encouraging them to pack away their toys and tidy up after themselves
- Encouraging them to share with other children
- Encouraging a daily routine (go to bed at a reasonable time each night, get up, wash, eat, etc.)
- Encouraging careful listening skills
- Providing them with opportunities to play with other children
- Showing them that rules and regulations are important and need to be respected



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

Safety

The happiness and safety of your child is a priority at Glen Waverley South Primary School. Our teachers are constantly teaching and reinforcing safe behaviours. Parents can assist in their child's safety at school by reinforcing the following:

- Never leave the school grounds without permission.
- The importance and timing of school bell times.
- Enter the school at the correct entrance gates, NOT through the staff car park.
- Do not enter/exit the school via the administration building unless you need to visit the office.
- Never accept rides from strangers.
- Always walk on the footpath.
- Arrangements for going home and who will be there to collect your child at the end of the day.
- Never bring dangerous articles to school such as toy guns, knives, skateboards, slingshots, whistles, sticks and throwing toys (except balls). These types of toys/items are banned from being brought to school in the interests of safety. Toy rings and sharp badges should not be worn. Toys brought to the school are the child's responsibility and should be labelled. Do not allow your child to bring expensive toys to school.
- Use school crossings, pedestrian crossings, traffic lights and obey Crossing Officers. A school crossing is only legal when the flags are displayed.
- Parents need to obey the road rules when parking near the school and should not drive onto the school grounds.
- Stop and look both ways before crossing streets/roads.
- Children must walk their bikes through the school gate. Bikes, scooters and skateboards are NOT to be ridden in the schoolyard. All children riding bikes, scooters or skateboards to school must wear helmets.
- Children with pierced ears are only permitted to wear sleepers or studs.
- Bubble gum/chewing gum is not allowed.
- Children must not enter school buildings before school, after school or during break times, unless they have permission from a teacher.
- Games played in the grounds must be sensible and not dangerous to others.
- Always go to the school office if there are any problems when you are not with your teacher.



A Typical Day

Start of Day

Please make sure your child arrives at school before the first bell (8.55am). For the first few days, when this bell rings, parents are invited to bring their child into the Foundation classroom to start their school day. The teachers will advise parents when this is no longer necessary. Children will independently enter the building and hang up their bags.

Activities

A typical day for a Foundation student may include some of the following activities:

Stories	Counting	Outdoor Play	Experimenting
Songs	Sand & Water Play	Simple Games	Cutting & Pasting
Poems	Jigsaws	Catching	Dress Ups
Discussions	Constructions	Throwing	Phonics
Rhymes	Sorting	Writing	Language Experiences
Short Excursions	Classifying	Drawing & Colouring	Speaking & Listening
Finger Plays	Painting	Computer Games	Movement to Music
Drama	Playdough		

Show interest in your child's account of the day. Really listen to what they say and look at what they show you. Encourage them to talk about school, find something to praise, and **display their work in a special place**. Understand that through "play" a child builds confidence, establishes sound social relationships with other children, improves powers of conversation and promotes dexterity. Try to provide materials such as sand, water, manipulative equipment, blocks, a cubby house, etc., which will stimulate imagination and initiative, and above all, **encourage them to play with other children**.

End of Day Arrangements

Many children are still in need of a rest in the afternoon, especially as the days in first term can be very hot, and adjusting to the new social demands of classroom and playground can be very exhausting. With this in mind, February attendance times for Foundation students have been arranged to gradually accustom your child to the school week. (see Calendar for Foundation Students – Term 1, 202 on page 4) Please arrange for yourself or another adult to be on time to collect your child. Young children can easily become distressed if their parent is delayed. If for any reason you are delayed in arriving to collect your child, be sure to call the school office. We can then ensure your child is safe and supervised until you are able to arrive at the school.

Foundation students must be collected by an authorised adult. At the end of the day our Foundation students will be taken by the class teacher to the outside decking area. We ask that parents and siblings wait for Foundation students outside the Foundation building, not inside.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

School Bell Times

8.55am		First bell for students to move into class.	
8.58am		Music plays while students unpack their bags.	
9.00am		Second bell, morning role is marked, students begin their class work.	
9.00am	-	10.55am	Class time (morning block).
10.55am	-	11.00am	Morning snack (children eat in their classrooms).
11.00am	-	11.30am	Recess play time.
11.30am	-	1.30pm	Class time (middle block).
1.30pm	-	1.40pm	Lunch (children eat in their classrooms).
1.40pm	-	2.30pm	Lunch play time.
2.30pm	-	3.30pm	Class time (afternoon block).
3.30pm		Students are dismissed for the day	

Brain food/Snack

Young children use up a lot of energy at school and need a mid-morning snack to keep them going. Most children will have experienced fruit for their morning snack at preschool. We encourage parents to continue this healthy practice. At 10.00am each day, the children in Foundation have a five minute break to eat 'brain food' (bite size pieces of fruit/vegetable). They will **also** require a healthy snack to be eaten at recess time. The recess morning snack is eaten in the classrooms at 10.55am.

Lunch

Lunch is eaten in the classrooms with teacher supervision. When children bring a cut lunch from home, please ensure the lunch bag or container is clearly labelled. Wholemeal bread, salads, cheese, vegetables and fruit are preferable to biscuits and sweets. Rice, noodles and pasta are also acceptable, however food will not be heated up for students. It is advisable to have several "practice school lunches" at home before your child starts school. This will give your child experience in successfully handling a lunch box and drink. (Drinks should be water and must be in a non-glass container). Please remember we are a nut free school. We ask all families not to send any nuts or nut products to school. This includes Nutella and peanut butter.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

Parent-Teacher Cooperation

Our desire is always to work in cooperation with our families, so that together we can do everything possible to make each child's school days happy and successful. The children take part in an initial 'Learning How to Learn' program to ensure they have happily settled in to the school environment. Formal learning begins once students are settled in and feel secure at school. The social and emotional adjustments that have to be made are vital factors in your child's development.

Please do not hesitate to contact us to discuss matters concerning your child. We do request that if you wish to organise an interview with your child's teacher, you will need to arrange a suitable time directly with that teacher. You are welcome to telephone or email the school at any time if you have any concerns and we will endeavour to assist you.

Student/Family Contact Details

It is important that the school has the most up to date family and contact details for your child. Correct contact telephone numbers (home, work and mobile) are essential so that parents can be notified in case of illness or an accident. Additional EMERGENCY phone numbers of friends and/or relatives are also useful in case the parents cannot be contacted.

PLEASE NOTIFY THE SCHOOL IMMEDIATELY WITH ANY CHANGE OF ADDRESS OR TELEPHONE DETAILS FOR BOTH PARENTS/GUARDIANS AND EMERGENCY CONTACTS.

Compass

Please be aware that much of our communication home to parents is via a program called Compass. Once your child has commenced classes at GWSPS, you will receive information and parent login details for Compass. This program is used by parents for such things as:

- Approval of a student absence
- Viewing student academic reports
- Viewing school calendar information
- Updating parent emails and mobile numbers
- Providing consent and payment for most school events and charges
- Booking Parent/Teacher Conferences
- Sickbay register & Parent notification

Lost Property

Every year, a large volume of jumpers, hats and other items find their way into Lost Property. To help alleviate the problem, please CLEARLY NAME in permanent ink all belongings that are brought to school. There is a lost property tub in the community room near the main office. Any lost property items not claimed by the end of each term are donated to the school's Second Hand Uniform shop for resale.

Car Parking

Please **DO NOT** drive into the school grounds. The playing areas are reserved for children's playing only. The car park is reserved for teachers. Road side parking is available outside the school.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

Visitors to School

Parents visiting the school for any reason, are required to first go to the front office so that classes may function with minimum interruptions. All visitors must **FIRST** go to the main office to sign in via the electronic Passtab Visitor system as a visitor and obtain a visitor's badge before going to a classroom. If you are not wearing a visitor's badge you may be asked to leave the school. It is also important that all visitors sign out at the office before they leave the premises. Parents wishing to be considered as parent helpers must first provide the school office with a current Working With Children Check. Please see the section on Working with Children Checks, in this handbook.

Late Arrivals

If your child arrives late for school (after 9.00am) you need to accompany them to the school office where they will be signed into school via Compass and issued a Late Arrival slip. This Late Arrival slip is then given to the teacher when the child arrives at the classroom.

Early Departures

If you need to collect your child before the end of the school day we ask that you notify the teacher in writing before or on the day. At the time of collection, you are required to come to the school office to sign your child out via Compass and collect an Early Departure slip. You will then need to take this slip to the teacher before you can collect your child.

Problems

Young children can't/won't always tell you when they have a problem. Things that trouble children are often manifested in different ways, e.g. tears about nothing, fighting with brothers and sisters, not wanting to eat, not wanting to go to school, bed wetting, etc. If you notice any change in your child's behaviour, please discuss this with the teacher. Tired and irritable behaviour is common for Foundation students until they adjust to the longer days and more structured environment of school. **Try to give your child extra support and understanding during this period of adjustment.**

Home Routine

A good night's sleep is extremely important for all children, so do try and keep your child to a regular and reasonable bedtime. A good beginning to the school day can be helped by having a nutritious breakfast eaten in a relaxed atmosphere.

Perceptual Motor Program (P.M.P.)

P.M.P. is a program involving visual and auditory perception activities, memory work, and problem solving, using gross motor coordination activities. It is run as an adjunct to the Physical Education Program, but has a firm basis in language development.

Clothing for P.M.P.: To perform the wide variety of tasks involved in P.M.P., children need to be appropriately dressed. **NO TIGHTS.** All children should wear shorts or tracksuit pants to P.M.P.

Helpers Required: Parents are invited to assist the teachers to conduct these and other activities. Times will be announced during the year, and if you can help, please inform your class teacher.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

Incursions/Excursions

From time to time your child will have the opportunity to participate in school incursions and excursions, arranged by the teachers. These events complement the education program and we encourage all parents to give their child permission to participate.

Supervision is provided by staff according to Department of Education and Training (DET) regulations. We sometimes ask parent helpers to accompany staff and students and assist with these events. It is school policy that siblings are not able to accompany parents while they are providing parent help for the school.

When an incursion/excursion has been planned for your child's class, you will be notified in writing and/or by a Compass Newsfeed. For your child to participate, we require parent consent and payment (if applicable) by the due date.

Sending Money to School

The available methods of payment at GWSPS are:

1. Use a credit card or debit card on Compass (for certain events).
2. Telephone the school office with your credit card details.
3. Come into the office and pay with cash or EFTPOS.
4. Use your child's CSEF money (for eligible activities).
5. Pay by BPay. Your family BPay details will be on your school statement. Allow at least 3 days before the due date for BPay payments to be received by the school.
6. You may choose to send cash or credit card details to school with your child, however we cannot accept any responsibility for the safety of these methods of payment.

When sending money to school, please make sure it is carefully sealed in an envelope and clearly labelled with your child's full name, their class, the amount of money and the purpose of the payment. School receipts are usually sent home within 1 week of payment being received.

Working With Children Checks

If you would like to assist with any form of parent help and you hold a current WWC Check, you need to provide your card to the office staff (if you have not already done so) who will take a copy of your card and keep this in a confidential file. If you would like to assist with any form of parent help and you do not yet hold a current WWC Check, you need to apply for a WWC Check as follows:

1. Complete an application form (available online at <https://www.workingwithchildren.vic.gov.au/>) and submit with a passport size photograph of yourself at any participating Australia Post outlet, where a receipt will be issued.
2. You will then receive your WWC Check in the mail, 2-6 weeks later. Once received, you will need to provide your card to the school office staff who will take a copy of your card to keep on file.

There is no cost involved in obtaining a volunteer WWC Check, other than the cost of the passport photo. The school maintains a confidential list of all parents/guardians who hold a current WWC Check. Only parents/guardians on this list are able to provide parent help. Once you have provided the school with your WWC Check, please speak with your child's class teacher regarding any parent help they may require. For further information regarding WWC Checks, visit:

<https://www.workingwithchildren.vic.gov.au/>



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

School Books and Requisites

At Glen Waverley South Primary School, we are proud to offer our students a comprehensive and well-resourced educational program. The Victorian Government provides government schools with some funding to cover the costs of teaching the standard curriculum and basic operational costs including staff wages, contract cleaning, gas, electricity, telephone, water rates, some maintenance of buildings, facilities and grounds, some curriculum support and professional development. Unfortunately, these government funds are not enough to support the programs offered at most schools. School Council therefore requires additional funds to be paid by families so that we can continue to provide the quality programs and facilities currently offered at Glen Waverley South Primary School. School Council makes every effort to keep all school costs and charges to a minimum and reasonable amount.

The Library

Your child will be able to borrow their first library book in Term 1. You can help your child by following these suggestions:

- Talk to your child about their library books and how to look after them.
- Read the library books to/with your child.

Library books can be borrowed for a maximum of two weeks. If your child's book is lost or misplaced, you will be charged the cost of the book so that it can be replaced. Many children worry unnecessarily about the whereabouts of their book. Please help your child to care for their book and to take the responsibility of knowing where it is and returning it to the library. When at home, keep it in a common place for easy accessibility. This will also encourage your child to be responsible for their own belongings.

We hope this will be the beginning of an exciting time for your child. Books provide enjoyment and pleasure for children and a stimulus for the language and reading skills that will be expanded in their primary school years.

School Reports and Parent/Teacher Interviews

Parent/Teacher interviews are held with each family at the start of the year and again in the middle of the year. The start of year interviews and assessment sessions will be organised by the teachers directly with the parents or via Compass. Parents are required to book in for their mid-year interviews via Compass. Should you wish to see the class teacher at some other time, please send a note with your child or telephone the office to leave a message for your child's teacher so that a mutually convenient time can be arranged.

SunSmart Policy

Glen Waverley South Primary School is a SunSmart school and students are encouraged to always protect themselves from skin damage. The school's SunSmart Policy requires all students to wear their school hat on all school days from 1st September each year, until 1st May the following year. Students without a hat are restricted to playing in the designated shade areas.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

Out of School Hours Care (OSHC) Program

The OSHC program is a paid service where students are supervised in a safe and caring environment outside normal school hours. The program aims to be a home away from home where the students are involved in planning the activities and where they genuinely enjoy attending. The program offers the following services:

Before School Care	7.00am – 8.45am	After School Care	3.30pm - 6.00pm
Holiday Program	7.00am - 6.00pm	Some Curriculum Days	7.00am – 6.00pm

Students have the opportunity to participate in stimulating activities, mix with their peers and have fun. The program can be used either casually or on a permanent basis and is registered with the Family Assistance Office which enables families that qualify, to claim the Child Care Subsidy. At Before School Care, students receive a nutritious breakfast. During After School Care, students have healthy and varied snack options including fruit, pancakes, pasta, sandwiches, dips and biscuits. Students who attend the OSHC programs participate in games, outdoor play, cooking and craft activities as well as having the opportunity to complete homework, mix with their friends and enjoy themselves. The Holiday Programs often involve excursions, incursions and planned theme days.

For further information, including fees, please see the school website: <https://www.gwsps.vic.edu.au/oshc>

School Council

School Council extends a warm welcome to all new parents of Glen Waverley South Primary School. The School Council has a most important role to play in the effective functioning and governance of the school. Members of the School Council are also committed to maintaining and improving school facilities. This can only be achieved with the support and help of the wider school community.

YOUR INPUT IS VITAL.

School Council Meetings are usually held monthly in the staffroom, commencing at 7.00pm. School Council subcommittees also require parent involvement. The current School Council subcommittees are Finance, Fundraising, Student Learning and Wellbeing, Property, Sustainability and Out of School Hours Care (OSHC). The school newsletter details the dates and times of all School Council and subcommittee meetings.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

School Uniform

It is school policy for ALL children to wear the school uniform and appropriate footwear.

SUMMER:	Dress (girls):	School check
	Shorts (boys & girls):	Navy
	Short sleeved polo shirt:	Navy with gold trim and school logo
	Hat	Broad brimmed or Legionnaire with school logo
	Socks:	White
	Shoes:	Black leather school shoes and runners
WINTER:	Track Pants (boys & girls):	Navy
	Bomber Jacket:	Navy with school logo
	Long sleeved polo shirt:	Navy with school logo
	Winter tunic with school polo and navy tights (girls)	
	Summer dress with navy tights (girls)	

Student Accident and Private Property Insurance

Please be aware that the Department of Education and Training (DET) **does not** provide personal accident insurance or ambulance cover for students. Parents and guardians of students, who do not have student accident insurance/ambulance cover, are responsible for paying the cost of medical treatment for injured students, including the cost of ambulance attendance/transport and any other transport costs.

In some circumstances, medical or other expenses will be paid by the Department where it is assessed that it is likely, that the Department is liable for negligent (careless) acts or omissions of its staff/volunteers. For more information about the claims process please go to:

<http://www.education.vic.gov.au/school/principals/spag/governance/Pages/claimsprocess.aspx>

Student accident insurance/ambulance cover policies are available from some commercial insurers, and can be obtained by parents/guardians for individual students. The Department cannot advise parents/guardians on whether to purchase a student accident policy/ambulance cover, or which policy to purchase. It is recommended that parents seek assistance in this matter with their insurance broker or find a suitable personal accident insurer in the Yellow Pages or online.

Private property brought to school by students, staff or visitors is not insured and the Department does not accept any responsibility for any loss or damage.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

Medical Issues

Sickness

Regular attendance at school promotes security, social adjustment and the development of independence. Please do not send your child to school when they are unwell. If your child is absent from school, you are required to notify the school by Compass, phone, email or written note. Written absence notes should be sent to the class teacher. Should your child become ill or meet with an accident at school, you will be notified. Regulations about Infectious Diseases can be ascertained by contacting the school. Generally, a child should not return to school after a long illness until advised by a Doctor.

PLEASE MAKE SURE THE SCHOOL HAS YOUR CURRENT CONTACT DETAILS AND EMERGENCY CONTACT DETAILS AT ALL TIMES.

School Medical Service

The Department of Education and Training provides each public school with a School Nurse who visits the school at certain times each year. The School Nurse conducts health examinations for any Foundation students whose parents have provided consent. Any children with noted health problems are then reviewed annually.

All children starting school at Foundation level should have an Immunisation Certificate. This should be provided to the school office as part of your enrolment information. You will automatically receive an immunisation history statement from the Australian Childhood Immunisation Register (ACIR) after your child has completed their 4-year-old vaccine schedule. You can call ACIR on 1800 653 809 to obtain an immunisation schedule if you do not already have one. Children who are not immunised will be excluded from school if there is an outbreak of these diseases in the community. Other infectious diseases are also covered by specific Health Department instructions as outlined on the following page.

Head Lice

To stop an infestation of head lice from spreading, it is advisable to check your child's hair regularly. The eggs are white, are usually attached to the hair and can be difficult to remove. A Permission Form for nominated school staff, or the Monash City Council Nurse, to check your child/ren's hair, must be completed. If a child has head lice, treatment must have been commenced before they return to school. Further information about treating and controlling head lice can be obtained from: <https://www2.health.vic.gov.au/public-health/infectious-diseases/head-lice>



Infectious Diseases

DISEASE	PERIOD OF EXCLUSION FROM SCHOOL
CHICKEN POX	Until fully recovered, or at least one week after the eruption first appears. Note: Some remaining scabs are not an indication for continued exclusion. Scabs must be covered if still weeping.
CONJUNCTIVITIS	Until discharge from eyes has stopped.
DIARRHOEA	Until diarrhoea has stopped.
DIPHTHERIA	Until receipt of a Medical Certificate of recovery from infection.
VIRAL HEPATITIS	Until a receipt of a Medical Certificate of recovery from indication, or until symptoms disappear.
IMPETIGO	Until sores are fully healed. The child may be allowed to return earlier, provided that appropriate treatment is being applied and that sores on exposed surfaces such as scalp, face, hands and legs are properly covered with moisture-proof dressings.
LEPROSY	Until receipt of a Medical Certificate of recovery from infection.
MEASLES	Until at least five days from the appearance of rash or until receipt of a Medical Certificate of recovery from infection.
MENINGOCOCCAL	Until a Medical Certificate of recovery is produced.
MUMPS	Until fully recovered.
PEDICULOSIS (Head Lice)	Until appropriate treatment has commenced.
PERTUSSIS WHOOPING COUGH	Until two weeks after the onset of illness and until receipt of a Medical Certificate of recovery from infection.
POLIOMYELITIS	Until at least 14 days after onset of illness and until receipt of a Medical Certificate of recovery from indication.
RINGWORM	Until appropriate treatment has commenced.
RUBELLA	Until fully recovered and at least five days from the onset of the GERMAN MEASLES rash.
SCABIES	Until appropriate treatment has commenced.
STREPTOCOCCAL INFECTIONS (including Scarlet Fever)	Until receipt of a Medical Certificate of recovery from infection.
TRACHOMA	Until appropriate treatment has begun.
TUBERCULOSIS	Until receipt of a Medical Certificate stating that the patient is no longer infectious.
TYPHOID and PARATYPHOID	Until receipt of a Medical Certificate of recovery from infection.



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

Future Term Dates

2023 TERM DATES	Start Date	Finish Date
Term 1, 2023	27 January Students start 30 January in government schools	6 April
Term 2, 2023	24 April	23 June
Term 3, 2023	10 July	15 September
Term 4, 2023	2 October	20 December

2024 TERM DATES	Start Date	Finish Date
Term 1, 2024	29 January Students start 30 January in government schools	28 March
Term 2, 2024	15 April	28 June
Term 3, 2024	15 July	20 September
Term 4, 2024	7 October	20 December

2025 TERM DATES	Start Date	Finish Date
Term 1, 2025	28 January Students start 29 January in government schools	4 April
Term 2, 2025	22 April	4 July
Term 3, 2025	21 July	19 September
Term 4, 2025	6 October	19 December

2026 TERM DATES	Start Date	Finish Date
Term 1, 2026	27 January Students start 28 January in government schools	2 April
Term 2, 2026	20 April	26 June
Term 3, 2026	13 July	18 September
Term 4, 2026	5 October	18 December



Glen Waverley South Primary School is **committed to lifelong learning** by providing an inclusive, supportive and nurturing community in which diversity is valued and celebrated.

R.E.S.P.E.C.T.

The Australian National Anthem

Advance Australia Fair

Australians all let us rejoice
For we are one and free.
We've golden soil and wealth for toil,
Our home is girt (ringed) by sea.

Our land abounds in Nature's gifts
Of beauty rich and rare.
In history's page, let every stage,
Advance Australia Fair

In joyful strains then let us sing
Advance Australia Fair!

Beneath our radiant Southern Cross,
We'll toil with hearts and hands;
To make this Commonwealth of ours
Renowned of all the lands;

For those who've come across the seas
We've boundless plains to share;
With courage let us all combine
To Advance Australia Fair.

In joyful strains then let us sing,
Advance Australia Fair!

Glen Waverley South Primary School

ABN 49 140 012 401

Whites Lane, Glen Waverley, Victoria, 3150

Telephone: (03) 9560 6371

Email: glen.waverley.south.ps@education.vic.gov.au

Web: www.gwsps.vic.edu.au

Facebook: www.facebook.com/GWSPS/