



NORTH WOODVALE
PRIMARY SCHOOL



KINDERGARTEN - YEAR 6 HANDBOOK



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1. Welcome

1.1 About North Woodvale Primary School

Welcome to North Woodvale Primary School. We place high priority on excellence in teaching and learning, strong relationships and positive support for all children. We are a proud community focused school which provides a high quality, well-rounded education where every child's learning needs are met through high quality, evidence-based teaching practices. All staff are caring and strongly committed to provide an inclusive environment where every child has the opportunity to thrive. The school has a strong focus on continual improvement resulting in hard working students and dedicated teachers. Through our core values of 'Learning, Excellence, Equity and Care', North Woodvale focuses on mental health and wellbeing, enabling our students to be mindful, empathetic and purposeful contributors in society.

We hold the firm belief that open communication is clearly evidenced in effective schools and is critical in maintaining positive relationships between the school and the community. It is this strong relationship that helps make North Woodvale a great school.

While a range of factors contribute to improved student outcomes, it is evident that teacher quality has the greatest impact. We are committed to ensuring that high-quality curriculum delivery and instruction are demonstrated in every classroom, every day.

North Woodvale staff have high expectations of themselves, the students and believe that a positive tone across the school is critical to student success.

Our students, your children, are at the heart of everything we do, and we look forward to continuing our positive partnership with you.

1.2 School Contact information

Phone number: (08) 6207 2300

Address: 4 Chichester Drive, Woodvale 6026

Email: northwoodvale.ps@education.wa.edu.au

Principal – Mr Andrew Schmidt

Deputy Principal – Mrs Teresa Reeve

Deputy Principal – Mr Thomas Hills

If you wish to discuss any matter concerning your child in confidence, please make an appointment with the class teacher. This allows staff to provide their full attention and address your concerns appropriately. Please be assured that all discussions will be treated with the utmost confidentiality.



1.3 Term Dates

Please refer to the school calendar on the North Woodvale Primary School website - [CALENDAR | North Woodvale Primary School | 08 6207 2300](#) for important dates and upcoming events.

Information, updates, and reminders will also be communicated through the **Compass Schools Platform**. Families will receive an email with login details following their child's first day at school.

1.4 School Bell Times

SCHOOL BEGINS	8:45 AM
RECESS	10:15 AM – 10:35 AM
LUNCH	12:25 PM – 1:10 PM
END OF SCHOOL	3:00 PM

2. School Information

2.1 Attendance

The School Education Act 1999 requires children of compulsory school age to attend school (applies to all students from Pre-primary). When a child is unable to attend, legislation requires that parents/caregivers forward written notification providing a reasonable cause for the absence of their child. If an absence is anticipated, please utilize the Compass app to add an attendance note. Alternatively, you can call or email the school.

The school will notify you via Compass if a child is marked absent without an explanation. Parents are expected to respond to these messages.

When an explanation is not provided to the Principal within three days of the original day's absence, the class teacher may send a letter requesting an explanation. The Department of Education classifies any student below 90% as an attendance risk. The school will work with families who fall below this percentage on an individual case management basis. Supports may include individual attendance contracts and home liaison visits by an attendance officer.

Family holidays during school terms are not encouraged. School holiday periods provide a considerable amount of time for families to enjoy holidays. Absence during school terms may disrupt children's learning and their social development with friends. A written note, providing start and end dates and reasons for the holiday, is to be forwarded to the Principal. Our teachers work hard to provide in class education and will not be able to provide additional personal vacation work should you choose to take a holiday during term.

2.2 Duty of Care

In order to protect children, no child will be allowed to leave kindergarten or pre-primary unaccompanied, or with a person other than their parent/carer, without notification from their parent/carer. If an older sibling will be collecting their brother or sister, this arrangement must be discussed and approved by the Administration staff. Please ensure that older siblings wait outside the classroom until students have been formally dismissed for collection.

For safety reasons, please DO NOT allow your child/children to play on the outside equipment before and after school.

The library is supervised from 8:15am until 8:30am. Classroom doors open at 8:30am to allow children to settle before formal instruction commences. Please be aware that this is part of the teachers' preparation time and as such you are welcome to sit with your child and complete a quiet activity. At 8:45am please allow the teachers to start lessons. It is very important that your child arrives and is collected on time. This will avoid any unnecessary distress that your child may experience due to lateness.

2.3 Absences/Illness

To notify the school of absences, please utilize the Compass app to add an attendance note. Alternatively, you can phone or email the school. Emails are to be sent to northwoodvale.ps@education.wa.edu.au. If your child is showing symptoms of the onset of an illness or recovering from illness, we recommend that they be rested at home.

2.4 Late Passes

If your child arrives after 8:45am, they must come through the Administration Office to collect a **Late Pass** which they will then take to their classroom teacher

2.5 Leaving School Early

Parents collecting their children during the school day are required to sign them out at the Administration Office. A **Leave Pass** will be provided to the parent/carer, which needs to be presented to the teacher prior to the children being released from class. It is vital that when enrolling children, the names of all people authorised to collect children from school are listed on the enrolment form. To ensure the security of all children, you may be asked for identification at the time of pick up. In the interests of child protection, no child will be permitted to be picked up by an unauthorised person.

2.6 School Visitors

All visitors to the school are required to sign in and out through the Administration Office. An identification sticker will be issued clearly outlining you as a visitor and is required to be worn at all times whilst on the school grounds during school hours.

This is a Department of Education requirement. Working with Children Check Cards are to be provided by anyone over the age of 18 who are **not** a parent of a student at the school. This includes all grandparents helping within the school community or classroom. Please see the Administration Office or visit the Working with Children website <https://workingwithchildren.wa.gov.au> if you require further information. An application can be obtained from an authorised Australia Post outlet.

2.7 Parent Participation

We greatly value the contribution of parents and community members who generously share their time and skills to support our school. Whether helping in classrooms, assisting at the canteen, supporting excursions and sporting events, volunteering at fundraising activities, or contributing to P&C initiatives, your involvement helps create a positive and engaging environment for our students.

All visitors to North Woodvale Primary School are required to complete an induction. To complete this, please come into the school office. It's just a matter of scanning a barcode to complete.

Please be aware helpers other than parents will require a Working With Children Card. Forms are available in the school office for completion.

2.8 Records/Information

Please advise the office of any changes to addresses, phone numbers, emails and medical information as we need to be able to contact parents quickly if children are unwell.

Please notify staff if your child has any medical condition or other circumstances that may affect their wellbeing. It is important that staff are kept fully informed of any changes to your child's health or routine so that appropriate care and support can be provided.

In some cases, a medical management form may need to be completed outlining the procedures to follow in the event of an emergency. Please note that medication can only be administered once all required documentation has been completed and submitted. These forms are available from the front office.

Within the first few weeks of the school year commencing, each student will take home a "Student Update Form" to confirm the information that we have on file or to make necessary corrections.

2.9 Access Restrictions

Parents/carers are reminded that the School Education Act 1999 obliges parents/carers to inform schools of any Family Court Orders or other orders which are applicable to their children. The school must sight the original documents, and all details are treated in the strictest confidence. Any changes to orders must be provided to the school as soon as possible.

2.10 Incursions/Excursions

Educational excursions and incursions are an important part of the learning program for all classes. Permission is required for all excursions, and failure to complete the permission form via the Compass app will prevent your child from participating. This procedure is strictly followed to ensure compliance with safety and legislative requirements.

The school will publish a costing document each year which provides details for the expected maximum expenditure that each year level may incur. We also offer payment plan options for families who require financial assistance. Please contact us for more information

2.11 Canteen

At North Woodvale Primary School, we are proud to have a five day-a-week Canteen that is open for both recess and lunch. This means our students can enjoy freshly made food daily and parents have this as an added convenience.

There are 2 options to order:

- To take advantage of ordering online simply go to www.quickcliq.com.au and register.
- Alternatively, lunch orders can be handed into the school canteen before start of school on a brown paper bag with the child's name, class, and correct money enclosed. Please fold to avoid money falling out.

Counter sales occur during recess and lunchtime for healthy treats. Multiple purchases of ice-creams or drinks are not permitted.

Our school canteen is a valuable service for students and is made possible thanks to the dedication of our Canteen Manager, Cathie Lynch, along with the support of volunteer helpers. We welcome parents, guardians, and grandparents to become involved. Volunteers can contribute as little as once a year, or as often as once a week – whatever suits your availability. No prior experience is necessary. All training is provided, and there is no obligation to continue if you find it's not the right fit for you.

Volunteering in the canteen is a great way to meet other members of the school community and support our students in a practical way. If you are interested in volunteering, please contact Cathie Lynch on (08) 6207 2308 or 0448 877 083.



North Woodvale Primary School Canteen

2.12 School Uniform

A selection of second-hand uniforms is available for purchase from the Community Hub. The service operates on an honour system, with pricing, sizing information, and payment details displayed inside the cupboard door. Payment is accepted via bank transfer only and should be made directly to the P&C.

Our official uniform supplier is Uniform Concepts, located at 5/7 Delage Street, Joondalup. Uniforms can be purchased in store or online - <https://uniformconcepts.au/collections/north-woodvale-primary-school>

2.13 Factions

Our faction names have been selected based on surveys, feedback, and input from our community. Local native fauna names were the preferred choices for faction names. The native fauna chosen also tie in with our Public Art Project located in the undercover area. Our faction colours have been chosen to represent the landscape in WA. Students will be allocated a faction on enrolment. The faction names, and their colours are:

Hovea – Blue

Zamia – Green

Acacia – Yellow

Grevillea – Red

2.14 Library

Our Library is an engaging, stimulating centre, fostering both formal and informal learning opportunities. All classes have rostered Library borrowing time. Children must have library bags to protect school library books from damage or loss. Books and equipment that have been damaged or misplaced will be charged to your child's account.

2.15 Emergency Procedures

The school has a clearly documented emergency procedure. All staff are taken through these at induction and drills are conducted regularly throughout the school year to ensure that staff and students know what to do in the event of an emergency.

2.16 Sun Smart & Severe Weather Response

North Woodvale Primary School is a Sun Smart school for the safety of all children. All students must wear a wide brimmed school hat when engaging with activities outside of the classroom all year round. This includes recess, lunch, physical education and other outside activities. Please ensure your child's hat is clearly labelled with your child's name. Children without hats will be supported by playing in designated shaded or undercover areas. Each classroom has sunscreen available for students.

During periods of extreme weather, students, staff, and the wider school community may be at greater risk of health issues. North Woodvale Primary School is committed to maintaining a safe and healthy learning

and working environment during these times. The school will monitor severe weather conditions closely and take appropriate action to ensure the safety and wellbeing of all staff and students.



2.17 Lost Property

All unlabelled items that have been found, such as clothing, will be placed in the lost rack, located outside the Administration block. Students and parents are welcome to look before and after school to recover lost items. We ask for your assistance by ensuring that all personal belongings are clearly labelled with your child's name to assist us in returning items. Children are asked not to bring along valuables such as mobile phones, jewellery, toys or unnecessary money that might be lost or damaged during school hours. No responsibility will be accepted for valuables of this nature.

2.18 Mobile Phones and Electronic Devices

In October 2019, the State Government announced a new Student Mobile Phones in Public Schools policy to take effect from the start of Term 1, 2020. The policy requires all public schools to implement a ban on the use of mobile phones for all students from the time they arrive at school to the end of the school day. This extends to the use of smart watches which need to be on aeroplane mode during school.

Students are not encouraged to bring mobile phones or electronic devices to school. However, where parents require that their child carries one to and from school, it must be secularly placed in their classroom or in their school bag. The use of mobile phones and electronic devices is not permitted during school hours. School staff will contact families whenever necessary, and parents can contact the front office if they need to urgently get in touch with their children. Neither the school nor the Department of Education will accept any responsibility if mobile phones or electronic devices are lost, damaged or stolen.

2.19 Birthdays

Your child's special day is important to us, and we want to help them celebrate. Staff will not be able to cut cakes, so it is suggested that you may provide allergy aware cupcakes or individually wrapped items. If you are giving out birthday cards or invitations, please do so privately. Treats will be handed out at the end of the day.

3. Communication

We pride ourselves on our positive relationship that is evident between the school and the community in which it serves. A critical component of our relationship is the positive and respectful manner in which we communicate.

There are many pathways a parent can take to ensure effective, clear communication with the highly trained professionals who look after your children at North Woodvale Primary School.

The school's website has a range of information that parents, and community members will find useful.

Additionally, the school has an active P&C and a committed School Board - they help to maintain our critical partnerships with the school community.

When communicating with teaching professionals, please:

- Speak respectfully, honestly and with integrity.
- Trust in the professional judgements of the teaching team and school administrators.
- Be constructive with your questions and comments.
- Communicate directly with us rather than relying on second hand information.

Remember that your child is a very important member of the class, however as they are one of many, there are high demands on teachers and while all communication is important, when you email our staff, please be aware that we will endeavour to get back to you in a timely manner however it may not be immediate.

We encourage you to contact your child's teacher if you have any concerns about your child or want to celebrate how your child is performing. Speak to the classroom teacher at an appropriate time, make an appointment or send an email.

3.1 Compass School Manager

North Woodvale Primary School utilises Compass School Manager to communicate with our community.

Through Compass, you can:

- Submit attendance notes
- Receive news and updates from classroom teachers
- Approve and pay for school events
- Access general updates and reminders from the Administration Team

You will be provided with login details for Compass following your child's first day of school.

3.2 Facebook

If you would like to stay connected with our school community, you can follow our Facebook and Instagram pages, as well as the North Woodvale Primary School P&C Facebook page. These pages share news, events, and highlights from our school community.

4. School Grounds

4.1 Parking

Access to school is via Chichester Drive. Please do not use the staff car park (main carpark and early childhood carpark) as this has limited parking for school staff. We ask parents to respect this rule as movement of children through this area is a safety issue.

4.2 Dogs on School Grounds

The Department of Education's policy regarding dogs in and around school grounds states, "Dogs should not be on school grounds unless part of a school organised event. This includes dogs owned by school staff. There is no "safe" dog. Small dogs account for more than half of serious attacks on children. Friendly dogs are still a risk around children. Family pets account for 40% of attacks." For the safety of our students, staff

and visitors it is important that everyone respects and follows this advice as requests to remove pets may offend.

4.3 Smoke Free School

Parents and visitors are asked to adhere to the Department of Education Policy prohibiting smoking or vaping on school grounds or near school gates.

5. School Community

5.1 Getting Involved at North Woodvale Primary School

- Attend whole school events such as our annual mental health and wellbeing day (Grow Your Mind Day), athletics carnivals, sporting events and assemblies.
- Join the P&C and volunteer at community events.
- Nominate for the School Board.
- Volunteer in the canteen.
- Talk to your child's teacher about being a parent helper.

By involving your family in these sorts of activities, you can increase a collective sense of belonging in our community.

5.2 Whole School Events and Assemblies

Assemblies will be a feature of our whole school activities program and be linked to our school values and mission. In addition, many other events to promote parent and community involvement and celebrate student learning and good behaviour will be a feature of our school.

5.3 Student Voice / Leadership

Students are encouraged to take on leadership roles during all their years at school. Your child will have the opportunity to be a leader within their class and have various roles in the classroom throughout the year. These opportunities and jobs will build their skills with time management, organisation and responsibility, laying the foundation for future leadership roles as they grow older. In the older years, students will have many opportunities to be a formal leader in different areas. These students will be nominated and voted on by their peers and school staff.

5.4 Parents and Citizens Association

North Woodvale Primary School has an active P&C Association. All parents are welcome to attend meetings. The P&C is a great opportunity for parents, teachers and community members to support the learning and infrastructure of the school. Funds raised by the P&C contribute to the funding of programs and facilities within the school, which makes for a better educational experience for our kids! To find out more, contact northwoodvalepandc@gmail.com. Dates for P&C monthly meetings are advertised through the North Woodvale P&C Association Facebook page: <https://www.facebook.com/northwoodvalepnc>

5.5 School Board

The School Board works with the school community to achieve the best outcomes for students. It plays an important role in contributing to quality school governance and that ensures community expectations and the school's priorities reflect the needs of the students.

The functions of boards are covered by legislation and include both approval and advisory roles. Some of the matters boards may make decisions on include fees and charges, book lists, sponsorship and dress codes. Boards make these decisions with the principal who ensures the decisions adhere to legislative and policy

requirements. Principals also seek the advice of boards to understand local community views. The council/board does not intervene in the control or management of the school. This is the role of the Principal. If you are interested in becoming a Board member, please contact the school

6. Contributions and Charges and Personal Items

6.1 What to send to school.

School Bag: A school bag of at least 35cm x 50cm is the recommended size. A back-pack that is large enough to carry home schoolwork, a lunch box, water bottle and spare clothing is required.

Lunch Box: We are a “Nut and Allergy Aware” school and we strongly discourage lollies and chocolate treats in lunchboxes at school. We encourage minimal packaging in lunch boxes.

Hats: It is vital that all children wear a broad brimmed hat while playing outside as we have a “No Hat, No Play Policy”. This policy remains in force throughout the year. Children who do not have a hat available are asked to remain in the sun protected areas while the other children are at play.

Shoes: Shoes that children are able to take off and put on themselves are highly recommended. Please, no gumboots or thongs – for safety reasons. We recommend sturdy shoes and sandals with VELCRO fastening to encourage independence and lessen children’s frustration with long laces and floppy elastic.

Kindergarten students are strongly encouraged to wear the school uniform. Boys and girls are encouraged to climb and explore the use of equipment, so comfortable and non-restrictive clothing is essential. Please remember it is inevitable that the children will sometimes come home dirty. A spare set of clothes and underwear, clearly labelled with your child’s name, is essential. These items need to remain in your child’s bag and need to be repacked if they are required.

Sunscreen: Sunscreen should be applied to your child before they arrive for the day's programme. We are a SunSmart school and have Sunscreen in all learning areas for students to use.

Toys: Please do not allow your child to bring toys to school, thus avoiding upsets when things are lost or broken. Birthdays and ‘news-telling requests by the teacher’ are the only times when it is permissible to bring toys.

6.2 Personal Use Items

A list of Personal Use Items will be distributed to you. It is important that you provide your child with each of the items on the list – which has been approved by the School Board. Please clearly label all personal belongings.

6.3 Voluntary Contributions

The North Woodvale Primary School Board endorse the Schools Voluntary Contributions. Whilst these contributions are voluntary, the quality of our teaching and learning program will be enhanced when each family makes its contribution to the cost of supplementing funding gained from other sources, including the State and Commonwealth Governments. All contributions are used for the direct benefit of children.

6.4 Extra Optional Charges Contributions

Voluntary courses and activities where an election is made by the parent or student to participate. The participation of a student in an extra cost optional component is conditional on payment of the costs of that component by the due date. The determination of charges for extra cost optional components is to be viewed

as an upper limit. Participation in these components is voluntary, but a charge is payable if the student opts to participate

6.5 School Payments

Payments for school events can be made easily via the Compass app.

Alternatively, payments can be made by direct deposit using the following details:

- BSB: 066040
- Account Number: 1990 7574
- Account Name: North Woodvale Primary School
- Description: Please use your child's full name and the purpose of the payment (e.g. *TOM SMITH – Swimming or School Fees*).

We also accept EFTPOS payments at the School Administration Office.

Please note that a student's participation in an event is conditional upon payment and submission of the permission form by the due date.

7. ICT

7.1 Supporting your child with ICT

Information Communications Technologies (ICT) are becoming more readily available to our children every day. As a primary school our role is to prepare our students for the future. This must include learning to use computers and devices but also giving students the skills to conduct themselves in a safe and responsible way in digital environments. The school acknowledges the recommendations set out by the eSafety Commissioner. This is covered in Years 3–6 alongside a Bring Your Own Device (BYOD) program where devices are integrated into the education program in preparation for how the students will work at Secondary School.

We can help our children safely navigate the online world by taking some basic steps to reduce the risks. There are three key strategies that offer support and guidance and can give our children the knowledge to make sound decisions online and the confidence to ask for help when they need it.

Be engaged, open and supportive

- Get involved with your child's online activities as a family. Play games together. Talk about favourite apps, games or websites.
- Keep lines of communication open. Ask about their online experiences, who they are talking to and whether they are having any issues.
- Reassure your child they can always come to you, no matter what. Your child may not communicate openly about things that worry them online if they fear being in trouble if they tell you. Let them know you will not cut off internet or device access if they tell you they're feeling uncomfortable or unsafe online.
- If you notice a change in your child's behaviour or mood, talk with them about it. If you are concerned, consider seeking professional help – from your GP, a psychologist or school counsellor.

Set some rules

- Set rules for devices and online access, with consequences for breaking them. As they grow in online skills and maturity you can review your rules together.
- Get your child's input — this will help them understand risks.

- Model behaviour that you would like to see. Children will be more likely to follow rules if they see you doing the same.
- Consider creating a [family tech agreement](#) (sometimes called a family media plan or family online safety agreement). This is a set of rules about how devices are used in your home as well as what acceptable online behaviour looks like. eSafety has created downloadable templates for families with children under 5 or those with kids aged 5 to 8 years. For families with older children, The Family Online Safety Contract from [ThinkUKnow AustraliaExternal link](#) is a good starting point.

Use safety features and settings

- Get to know the devices you and your children use and set them up for [privacy](#) and online safety. Take advantage of parental controls to monitor and control screen time and access to content, based on your child's age and experience. See our guide to [parental controls](#).
- Choose apps and games carefully, and visit the App Store or Google Play for age ratings and consumer advice.
- Refer to our advice about [screen time](#) and [online gaming](#) if these are of concern.
- [The eSafety Guide](#) provides valuable information about the latest games, apps and social media, including how to protect your personal information and report harmful content.
- You can visit the [Australian Classification Board's online databaseExternal link](#), [Children and Media AustraliaExternal link](#) and [Common Sense Media \(US\)External link](#) for information about movies, apps, games and websites, searchable by age.

7.2 Bring Your Own Device (BYOD) Program

As learning extends beyond the classroom and into the wider world, students benefit from having access to technology that supports flexible and independent learning. North Woodvale Primary School operates a Bring Your Own Device (BYOD) program from Year 3 onwards, enabling students to bring their own laptop to school. Devices connect to the school network, allowing students to access approved software and applications to support their learning. Teachers have successfully integrated devices into their learning programs, and students have adapted exceptionally well to this mode of learning.

8. Teaching and learning

8.1 Overview

The school has a strong mindset of continuous improvement resulting in hard working students, dedicated teachers, and a positive school culture. All teachers deliver high quality, differentiated learning resultant from a high level of instructional skills, tactics, and outstanding curriculum knowledge. This in combination enhances each child's success as a learner.

We provide positive support programs to focus on children's mental health and wellbeing for our students to be mindful, empathetic and purposeful contributors to society. With access to high quality learning opportunities in Science, The Arts, Languages and Physical Education we provide opportunities for students to excel in fun and challenging curriculum areas.

We actively promote children's learning through worthwhile and challenging experiences and interactions that foster high-level thinking skills. We use strategies such as modelling and demonstrating, open questioning, speculating, explaining, engaging in shared thinking and problem solving to extend children's thinking and learning.

We aim to foster an inclusive and supportive learning environment while delivering excellence in education.

Six Givens for Every Learning Environment:

- Strong relationships
- High expectations and excellent classroom practice
- Excellent presentation – uniforms, book work and personal organisation
- Appealing classroom environments
- Positive classroom tone
- Quality feedback to students

Three Imperatives of Student Engagement and all staff will ensure that:

- Students are safe, have trust, respect and feel valued
- Students have learning at their level
- Students have friends at school

Four Pillars of Whole School Teaching:

- Positive teacher-student relationships
- Teacher directed learning
- Evidence based, high impact instruction
- Moving student's knowledge from short-term to long-term memory

We implement evidence based whole school approaches, which integrate strong cultural perspectives, making teaching and learning at North Woodvale Primary School inclusive, supportive and individualised.

The Kindergarten to Year 6 Western Australian curriculum provides a coherent and comprehensive set of prescribed content and achievement standards which schools will use to plan student learning programs, assess student progress and report to parents.

8.2 Curriculum

The Western Australian Curriculum encompasses ACARA's Australian Curriculum English, Mathematics and Science. In addition, year-level syllabuses for Humanities and Social Sciences, Health and Physical Education, Technologies, The Arts and Languages remain broadly consistent with the Australian Curriculum but have been contextualised to make them more suitable for Western Australian students and teachers.

8.3 Early Childhood – Kindy Program

All of our programs and curriculum are based on the Early Years Learning Framework and Kindergarten Curriculum Guidelines as well as the National Quality Standards which has been implemented Australia wide in all early childhood and care settings. These three initiatives provide a framework of principles, practices, and outcomes for teachers to build the Kindergarten program. Our school recognises the importance of Kindergarten as a critically important starting point for effective literacy and numeracy teaching and learning.

We have a strong emphasis on purposeful play-based learning because this is the most appropriate stimulus for early brain development. It also acknowledges a child's social and emotional development.

We actively promote children's learning through worthwhile and challenging experiences and interactions that foster high-level thinking skills. We use strategies such as modelling and demonstrating, open questioning, speculating, explaining, engaging in shared thinking and problem solving to extend children's thinking and learning.

Your child will play.

Play is carefully structured and purposefully planned to provide intentional learning opportunities and is suited to the needs of the children. Literacy and Numeracy knowledge and skills are integrated in the play-based activities and experiences both indoors and outdoors. All children will be challenged appropriately by the activities to problem solve, practise and extend their learning so that they may move towards reaching their full potential and enjoy success in their early childhood years and in the future.

Kindergarten activities will create a classroom atmosphere of cooperation, initiative and intellectual challenge. They foster the integration of emotional, social, cognitive and physical growth by providing learning in an enjoyable environment.

8.5 Specialist Programs at North Woodvale

Science

Our Science and Technology program will reflect the needs and interests of a contemporary community, one that is quickly evolving through rapid advances in science and technology. This brings new and exciting teaching and learning opportunities. We have a dedicated science room is an ideal environment for learning science. The layout and design of the room is optimized to support collaborative learning and experimentation. Our specialist Science teacher provides students with a stimulating and immersive environment where they can actively engage with science concepts and develop their practical skills.

Japanese

Our specialist LOTE teacher actively engages our students with the Japanese language and culture, fostering a deeper appreciation and understanding of Japan and its people. We have a Japanese room that aims to create a dynamic and inclusive space where students can immerse themselves in their learning and development in this language.

Visual Arts

Our art room is a dynamic and inclusive space where students are empowered to explore their creativity, develop their artistic skills, and cultivate a lifelong passion for the arts. Our specialist art program is designed to inspire and nurture the artistic talents of our students, providing our students with the tools, resources, and support they need to explore and develop their artistic skills and creativity.

Performing Arts

Our Performing Arts department has been established to provide our students with a wide range of quality experiences in Performing Arts, including Music, Dance, Drama, Choir and much more. Together they provide opportunities for students to learn how to create, design, represent, communicate and share their imagined and conceptual ideas, emotions, observations and experiences, as they discover and interpret the world. The Performing Arts entertain, inform, challenge, and encourage responses, and enrich our knowledge of self, communities, world cultures and histories. It will contribute to the development of confident and creative individuals, nurturing and challenging active and informed citizens. Learning in the Arts is based on cognitive, affective and sensory/kinaesthetic response to arts practices as students revisit increasingly complex content, skills and processes with developing confidence and sophistication through the years of schooling. Students will have the chance to showcase their talents and share their creative expression in a range of ways.

Our specialist music teacher provides our students with a hands-on experience with a variety of musical instruments, allowing students to develop skills and discover their musical interests and talents. By fostering a culture of musical engagement and exploration, we aim to empower students to develop a lifelong love of

music and to appreciate its transformative power in their lives and communities. We offer students the opportunity to learn fundamental music concepts, including rhythm, melody, harmony.

North Woodvale also offer Instrumental scholarships, provided by the Instrumental Music School Services (IMSS) in trumpet, trombone, guitar clarinet and flute. There are a variety of ensembles such as choir for students to participate in on a weekly basis.

Sport and Health Education

Integral to our Physical Education program will develop the acquisition of movement skills, concepts and strategies to enable students to confidently, competently and creatively participate in a range of physical activities in various contexts and settings. Students will learn about how the body moves; how to approach and resolve challenges; how to optimise movement performance; and the benefits of physical activity to themselves, others and communities. Through movement in a variety of contexts and settings, students acquire, practise, manage and refine personal, interpersonal, social and cognitive skills.

Throughout the school year we compete in inter and intra school carnivals in a variety of sports such as athletics, AFL, soccer, netball and modcrosse.

Our school provides a weekly running club each Thursday commencing at 8.10am.

8.6 Reporting to Parents

As part of accountability requirements, regular reporting to parents and feedback on student progress is an important process for our school. A variety of methods are utilised each term to keep parents informed about their child's progress.

Parent and carers will receive formal reports twice a year that comply with the Department of Education requirements to:

- Give an accurate and objective assessment of the student's progress and achievement.
- Include an assessment of the student's achievement reported as ABCDE scale, clearly defined against specific learning standards and relative to the student's peer group.

Parents and carers are encouraged to discuss their child's progress throughout the year by making an appointment with their child's teacher. Making an appointment will ensure sufficient time, attention and privacy for all involved.

9. Health & Wellbeing

9.1 Medical Conditions

Please advise the office if your child suffers from a condition that requires our attention and support. This includes conditions such as asthma, allergies or other medical conditions. It is important that you provide the school with an Action Plan provided by your family doctor if your child has a known medical condition. A confidential record of students with specific conditions is maintained within our electronic records system. It is preferable that prescription and non-prescription medication is administered to your child at home before and after school. However, we acknowledge that medication may be required to be administered whilst your child is at school. If this is the case, you must complete the appropriate Health Care Plan which can be obtained from the front office.

9.2 Allergies

North Woodvale Primary School is a Nut Aware School. We acknowledge that due to food processing practices it is impractical to eliminate nuts or nut products entirely from an environment where there is food. Therefore, we have opted to be 'Nut Aware' which means:

- Please do not send nuts or nut products to school for your child's recess or lunch.
- No nut products to be included in food on special days i.e. birthday cakes, or in any cooking activities at school or on school camps.
- Staff will supervise students eating at recess and lunch time.
- Students will be encouraged NOT to share food.
- Staff have participated in training for understanding and dealing with Anaphylaxis.
- All staff are made aware of specific students via their Medical Plans including photographs, emergency response planning and medication advice.

Please alert the school to any allergies that your child/children may have on enrolment so we can implement the appropriate plan to support them

9.3 Accidents and Illness

North Woodvale Primary School has a nominated first officer on Duty at each lunch break. In the event of a child being sick or having an accident at school, one of the parents or carers will be contacted if possible. All parents and carers are asked to ensure that the school has an up-to-date contact phone number, address and emergency contact details, so contact can be made without delay.

In the event of a serious accident where parents cannot be contacted, an ambulance may be called (note the expense for this action is to be met by the family not the Department of Education).

Important: Please note that if your child may be (or is) ill with any infectious condition, including colds and stomach ailments, they should not attend school and they should return to school only when fully recovered. The risk of cross infection in schools is very high despite the best efforts of staff and students. When in doubt, please keep your child at home and if necessary, seek medical advice.

9.4 Health and Wellbeing at North Woodvale Primary School

Health and Wellbeing is at the forefront of what we do here at North Woodvale Primary School. Our school fosters positive emotions and relationships in order to strengthen overall wellbeing, academic performance and achievement. It is embedded in our school plans through evidence-based programs, explicit teaching, mindfulness and student leadership.

We have developed our positive approach to mental health and wellbeing based on the belief that the skills needed to flourish in life can be taught. Our students explore a range of skills and harness character strengths to improve wellbeing, enabling them to become flourishing members of society. At North Woodvale, our vision is to provide our students with opportunities to flourish and help them to learn for life. Our health and wellbeing practices support our school to achieve this by encouraging our students to be creative, positive, resilient learners who are innovative thinkers and compassionate community members. It builds wellbeing and strengths to live a meaningful and thriving life.

At North Woodvale Primary School, we foster the development of students' social and emotional skills through a variety of avenues, such as:

9.5 Student Engagement

Our Student Engagement Policy focuses on engaging students in a positive manner, through a tiered response that aims to cater for individual student needs. A part of this policy is the behaviour policy that includes teaching, rewarding and reinforcing desirable behaviour, and providing appropriate support as required. It is based on the Positive Behaviour Support framework and provides clear school and classroom behaviour expectations with fair and appropriate consequences which are applied consistently and equitably.

Our journey as a positive supportive school will be a highly collaborative one with students and staff actively involved in the construction of our school values and a matrix that will identify behaviour expectations, reflective of our values and will provide a common shared language throughout the school. Bullying is not tolerated at our school. Children are encouraged to report all acts of bullying so that action can be taken. The Student Engagement Policy includes a section on bullying – how to prevent it, and how we respond to it.

9.6 Behaviour and Bullying





North Woodvale Primary School is committed to meeting the behavioural and social-emotional needs of individuals, whilst recognising the rights of others in a safe, caring and positive school environment.

URSTRONG is all about empowering kids with friendship skills. Students are given proven, skills-based strategies to help them build and maintain healthy friendships. Through the Friendology 101 curriculum, students, parents and staff are equipped with a common, easy-to-follow language of friendship.

9.7 Zones of Regulation

Feelings are complicated. To make them easier to talk about, think about, and regulate, The Zones of Regulation organizes our feelings, states of alertness, and energy levels into four coloured Zones – Blue, Green, Yellow, and Red. The simple, common language and visual structure of The Zones of Regulation helps make the complex skill of regulation more concrete for our students and those who support them. We learn to regulate our emotions to support our overall well-being.

The ZONES of Regulation

			
Blue Zone Sad Bored Tired Sick	Green Zone Happy Focused Calm Proud	Yellow Zone Worried Frustrated Silly Excited	Red Zone Overjoyed/Elated Panicked Angry Terrified

9.8 Resilience

A whole-school priority at North Woodvale is to provide students with the skills to be resilient through the explicit teaching of personal and social capabilities that foster resilience and wellbeing from Kindergarten to Year Six students. We have incorporated the use of Road Safety and Drug Education (SDERA) Challenges and Choices resources to increase students' understanding and awareness of concepts such as bullying, conflict resolution, communication skills, interpersonal skills, positive self-esteem, empathy and decision-making skills. The skills and attitudes taught are listed under four elements:

1. Self-awareness
2. Self-management
3. Social awareness
4. Social management

Your child needs the personal skills and attitudes to help them bounce back from everyday challenges such as making mistakes, falling out with friends, getting a new teacher, moving to a new school or losing an important sporting match. Your child might also face more serious challenges such as family breakdown, adapting to a stepfamily, the illness or death of a family member or bullying.

9.9 Protective Behaviours

All students at North Woodvale participate in a comprehensive Protective Behaviours program. Protective Behaviours develops personal safety skills that can be used by children and young people to help keep them safe in different environments. The program includes independent living skills and personal safety which aims to strengthen the resilience of students and ensure their safety as they grow and develop.

9.10 Promoting Resilience and Positive Wellbeing at Home

All young people can build the personal skills for resilience. As a parent, you have a big role to play in helping.

You can support this by:

- When your child comes home from school, ask them what went well today and share your own experiences of successful parts of your day.
- Encourage your child to keep a gratitude journal or make time every day to express three things that they are grateful for.
- Focus on the idea of working hard, not being 'good' or 'bad' at something – praise the effort and not necessarily the outcome.
- Provide clear boundaries regarding access to social media and screen time.
- Act, Belong, Commit; encourage students to be part of the wider community by joining a sports team, club or volunteering.
- Encourage your child to exhibit North Woodvale's core values of care, empathy, excellence, and learning.
- Talk to your child about their network of trusted adults that are a support system and who they can turn to if they need help such as grandparents, aunts, uncles, or teachers.

9.11 Chaplain

Our school chaplain is available at North Woodvale Primary School two days per week, providing care and support to students and families within our school community. The chaplain works with small groups and individual students on a one-on-one basis as needed, offering social, emotional, and pastoral support.

If you would like your child to speak with the chaplain, please contact the Student Services Team, who will assist in facilitating this process.

9.12 School Psychologist

Our School Psychologist works at our school one day a week. Any concerns you may have with your child are first discussed with the class teacher. The teacher will then contact our psychologist on your behalf.

10. Extra-Curricular

10.1 Care for Kids OSHC

North Woodvale Primary School are fortunate to have onsite Outside School Hours Care (OSHC) through Care for Kids. Our OSH is run in our undercover area.

They provide before school care, after school care and vacation care. For more information please visit-

[North Woodvale Primary School | Care for Kids WA](#)

Or email - woodvaleoshcnorth@careforkidswa.net.au

10.2 Before and After School Activities

North Woodvale Primary School have built strong relationships with co-curricular providers in our school community, these include.

Tennis Lessons – Monday mornings – robinsontennis@inet.net.au

Guitar Lessons – Various afternoons – nixguitarlessons@gmail.com

Chess Club - Wednesday evenings - rob.maris@perthchessclub.org.au

11. Useful Information

Preparing your child for school.

The following list is intended to help prepare your child in a variety of developmental areas to make the transition into kindergarten as smooth as possible.

Oral Language Children’s ability to communicate and use language affects their access and participation in education. In the early years of schooling, oral language competence is of particular importance because it underpins the emergence and ongoing development of reading, and broader literacy skills. Promoting oral language early provides the best opportunity to make a difference to children’s education and life opportunities. To improve children’s educational outcomes, we explicitly teach oral language skills.

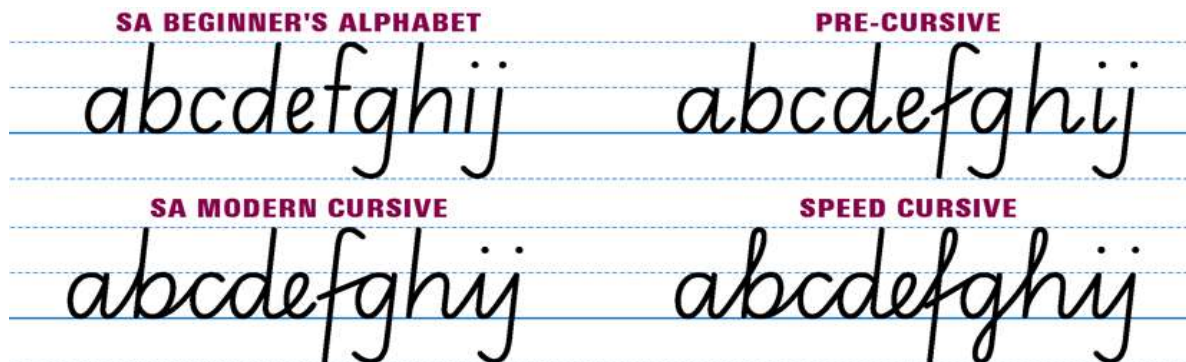
Read Books Every Day for at least 20 minutes. Without a doubt, this is the most important activity you can do to help your child develop language and reading skills. The 3 R’s of Reading are Repetition, Rhythm and Rhyme. Children enjoy books about their world and having books read over and over. There are many interesting letter books to teach recognition and sounds. Visit your local library and perhaps your child can have their own card. Snuggle, bond, and cuddle while you share a love of reading.

After reading, ask your child what happened in the beginning, middle, and end of the story. Give your child plenty of opportunities to draw (without colouring books). Ask them to draw the things they see around them.

Follow 2 and 3-Step Instructions. “Please get your shoes and put them on.” Velcro is one of the greatest inventions ever. “Go to the bathroom, flush the toilet, and wash your hands, please.”

Handwriting. North Woodvale Primary School uses the South Australian Font to explicitly teach letter formation developmentally over each Phase of Learning.

Kindergarten to Year 1 students learn a foundation style of handwriting using the **South Australian Beginners Font**. In Year 2, students will be introduced to the South Australian Pre-Cursive font and from Year 3 onwards, South Australian Modern Cursive is taught. Students learn how to join letters to form a cursive script.



SABeginnersBold

0 1 2 3 4 5 6 7 8 9

abcdefghijklmnopqrstuvwxyz

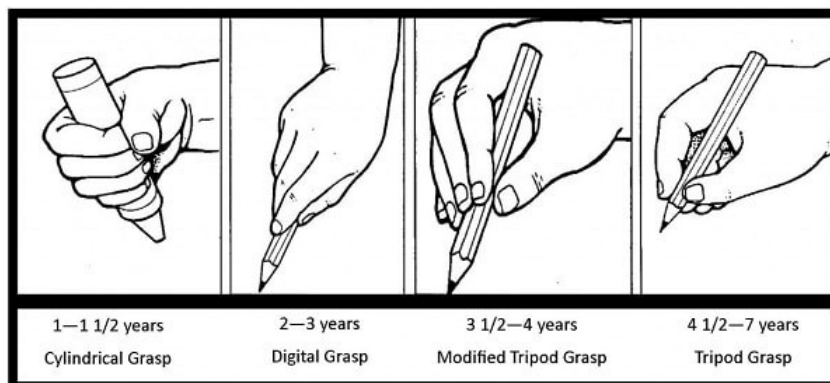
ABCDEFGHIJKLMNOPQRSTUVWXYZ

TUVWXYZ

Develop fine motor skills and help your child learn to hold their pencil. One of the most important decisions affecting the success of handwriting is the extent to which learners are taught and encouraged to develop basic techniques.

The tripod grip (see illustration) is the preferred grip but there may be developmental stages as learners move towards its achievement.

It takes time, patience and practice to have a proper pencil grip. Model and praise often, offer large crayons and pencils, and use playdough to develop muscles.



Numeracy

- **Number Recognition and Concept:** Help your child learn to count with concrete objects such as marbles, rocks, dolls, cars, beans, pasta. Play hopscotch then have your child place the correct number of items on each number.

- Have your child help you sort items according to colour, size, and shape (laundry, blocks, silverware, toys, and other household items work well).
- Teach your child to make various patterns (red, blue, red, blue). Garage sale dot stickers or craft pom-poms are great for this purpose.
- Practice counting aloud to 20 while driving in the car.
- Teach your child numerals 1-10
- Count objects in your home. Have your child point to each object as they count.
- Go on a shape hunt. Point out circles, triangles, squares, and rectangles to your child while you are taking a walk or grocery shopping.
- Talk about positional and directional concepts like up/down, over/under, in/out, behind/in front, top/bottom, beside/between, off/on, stop/go.
- Talk about opposite words (big/little, empty/full, slow/fast).

Manners: Model saying please and thank you and listening without interrupting. Talk to your child about raising their hand when they want to ask the teacher a question.

Social Skills: Playing with other children teaches children how to share, take turns, communicate, and problem-solve.

Help Your Child Take Responsibility: Encourage them to clean up toys and messes, dress and use the bathroom by themselves, get own drink and healthy snacks, and take responsibility for their actions. Remember to praise your child often for their successes. Every day give hugs and tell them you love them. Communicate, listen, and answer their seemingly endless questions. A curious child's questions reflect their cognitive and emotional development.

Some Useful Websites:

- [Starting school - Department of Education](#)
- www.education.com/resources/kindergarten
- [Child and Family Health Service www.cyh.com](http://www.cyh.com)
- www.@education.wa.edu.au
- [National Quality Standard | ACECQA](#)
- [k10outline - Early Years Learning Framework \(scsa.wa.edu.au\)](http://scsa.wa.edu.au)
- [Helping Your Child at Home: An activity guide to support Early Reading and Phonics.](#)

12. Conclusion

If you have any concerns about your child's progress, please make an appointment to see the class teacher to discuss these matters.

The school administration team are available to discuss any further concerns or policy matters with you. Our school values the partnership that we have in educating your child and welcomes your inquiry.

We look forward to having your child join our school community.



13. School Map



LEARNING FOR LIFE



NORTH WOODVALE
PRIMARY SCHOOL



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