

WARRNAMBOOL PRIMARY SCHOOL

2027 Parent Handbook



JAMIESON STREET, WARRNAMBOOL

03 5561 5955

www.warrnamboolps.vic.edu.au

Principal's Welcome

We are excited welcome you and your child to our dynamic, inclusive school. Our learning community is strong, and our expectations are high. Learning is relevant and structured, with emphasis on striving for personal best and developing the whole child.

It's the people in our community that make our school a special place to be. Staff are friendly, caring, and dedicated, and welcome your participation and feedback in the life of our school; ideas, support, and involvement are positively received. There are many opportunities for you to be involved and to get to know our school community. Some of these opportunities are school picnics, working bees, classroom helper programs, open days/nights, information nights, sports days, cultural events, assemblies, and working committees such as our Buildings and Grounds or Fundraising committees etc.

It's the people in our community that make our school a special place to be.

Educating students is a partnership between home and school. This partnership is built on developing open and honest communication and relationships with our community. Our school culture is one that values teaching, learning, and wellbeing. We encourage all students to strive to achieve their best with their academic learning, social skills, and kindness towards others.

Warrnambool Primary School has a clear vision for high-quality teaching and learning practices that cater to all students. Staff partake in rich professional development ensuring that teaching aligns to the best current practices in literacy, numeracy, and well-being. Instruction is explicit, direct, aligned with up-to-date evidence and research, and is informed by ongoing and timely assessment practices. Programs at our school are purposefully designed to meet the needs of our students.

Our intervention and well-being supports are delivered by dedicated and caring teaching and education support staff.

At Warrnambool Primary School, we aim to develop students who will thrive in the future.

We look forward to welcoming you to our wonderful school.

PETER LEE



Our Vision

Warrnambool Primary School provides an inclusive education, nurturing students to flourish and reach their academic, social and emotional potential.

Our Values

RESPECT

INCLUSIVE

ACTIVE LEARNING

SCHOOL

OPERATIONS

2027 Term Dates

Term 1	28th January – 25th March <i>(Foundation students will have the first 5 Wednesdays off in Term 1)</i>
Term 2	12th April – 25th June
Term 3	12th July – 17th September
Term 4	4th October – 17th December

School Hours

Official entry to school bell	8.45am
All students in classrooms bell	8.55am
Classes commence	9.00am
Recess	11.00am – 11.30am
Lunch	1.30pm – 2.20pm
Dismissal bell	3.20pm

The school bell will also sound at 11.10am and 1.40pm indicating when students can go outside after eating their snack/ lunch.

Music will also play 3 minutes prior to the 9am, 11.30am and 2.20pm bell as a warning to line up ready to go back to class.

Late arrivals and early departures

It's important that children arrive on time at school to begin the school day. Late arrivals may upset the class as well as the child concerned.

It's to every child's advantage to arrive at school no later than 8.55am. Punctuality is a courtesy and a desirable trait to foster. Please help your child to develop the punctuality habit.

Children who arrive later than 9am must report to the school office to obtain a late pass via the Compass Kiosk.

Parents/Carers who need to collect their child during school hours must obtain a pass via the Compass Kiosk at the School Office.

Children must not be taken directly from the classroom.

Absences

Absences can be entered on Compass by Parents/Carers. If you do not have access to a computer, the Compass app can be downloaded onto your smart phone.

If a child is going to be away for any length of time it's important that the school office is notified as soon as possible.

Frequent absences will be followed up by a phone call or email to the parent for explanation.

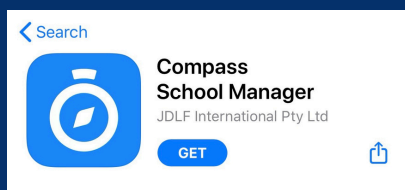
SCHOOL OPERATIONS

Compass Communications

Our main source of communicating to parents is through Compass notifications.

Compass is a secure portal that can be accessed by all Parents/Carers.

Log in details will be provided, enabling each family to access Compass from any internet-enabled device, or alternatively through the Compass app. Simply download the 'Compass School Manager' app for free from the app store.



Reporting Student Progress

Parent/Carer, student and teacher interviews take place throughout the year. This is an opportunity to discuss your child's learning and goals.

A formal written report for each child is provided on Compass at the end of Term 2 and 4.

Parents/Carers are welcome to request an appointment with their child's teacher if they have any concerns throughout the year.

Buses

Students who require bus transportation to and/or from school, can access either town or country buses.

A teacher marks students off a school bus list and supervises the loading of buses at the Raglan Parade gate each afternoon. Please notify the school office if you would like your child added to, or taken off the afternoon bus list. Students who aren't on the bus list will not be allowed to board the bus and a Parent/Carer will be contacted.

Valuables, Mobile Phones and Smart Watches at School

Items of value shouldn't be brought to school unless requested to do so by a staff member for a specific purpose. In which case they will then be cared for by the teacher concerned. The school will not accept responsibility for the loss or damage to valuable items or toys of any kind.

Mobile phones and Smart Watches may need to be brought to school. Students with these devices are to leave them at the school office for the duration of the day.

School Newsletter

Our online newsletter is produced weekly and can be viewed through Compass, the School website and Facebook page. The newsletter contains important school information, upcoming events and student achievements.

SCHOOL OPERATIONS

Warrnambool Primary Parent's Association (WPPA)

At Warrnambool Primary School we pride ourselves on the amazing Fundraising efforts we're able to achieve. Not only do these fundraising events generate donations for improvements around the school they're also great activities for our students to participate in.

The WPPA are always looking for new people to join. For more information please contact the school office.



Lunch Orders

Phoenix Cafe provide yummy, nutritional lunch orders for our students daily. Orders need to be placed through the flexischools app by 9am each day. The app can be downloaded on any smart device.



Medication

Your child may require medication to be administered during school hours whether this is ongoing or for a short amount of time. If this is the case, a Parent/Carer must take the medication to the office (not to be sent to school in students bag) for correct storage. A Medication Authority Form must be filled out and signed, allowing office and sick bay staff to administer the medication.

Buddy Program

Each year our school runs a buddy program. This program looks to support leadership and mentoring skills among our senior students, while providing guidance and support for our junior students. Year 6 students are paired with a Foundation student. Throughout the year these pairs will undertake structured activities together as the students look to build strong relationships.

These sessions assist our older students in their mentoring skills as they assist and guide their younger peers through the early years of primary school.



School Council

The School Council is the official forum (Government Legislation) to determine the policies of the school within the guidelines which apply to all State Schools in Victoria.

It is responsible for policy in regard to the following:

- School Buildings and Grounds
- School Operations Policy
- School Finance
- School Teaching and Learning
- School Wellbeing

School Council elections are held in March each year. Generally the term of office for all members is 2 years.

All parents are welcome to attend these meetings as observers or they may submit business items for the agenda.

Before and After School Care

Warrnambool Primary School, in partnership with Their Care, offer Before and After School Care. This also includes care on curriculum days and school holidays.

Operation times are as follows:

Before School Care - 7am to 8.45am

After School Care - 3.20pm to 6pm

School Holidays - 7am to 6pm

Curriculum Days - 7am to 6pm

For more information, including bookings please contact Their Care on 1300 072 410 or visit www.theircare.com.au



TheirCare
where kids love to be!



EXCURSIONS AND CAMPS

School excursions and incursions offer valuable experiences for students from Foundation to Year 6, and directly link to topics being studied in class. Generally, each year level will experience one excursion and one incursion per term.

Our exciting school camp program offers students from Years 2-6 the opportunity to attend school camp. Although not compulsory, students are strongly encouraged to attend.



The camp program consists of:

- Foundation - Breakfast
- Year 1 - Night Walk
- Year 2 - One night camp (usually to Port Fairy)
- Years 3/4 - 2 night camp (alternating between Kangarooie and Roses Gap)
- Years 5/6 - 2 night camp (alternating between Sovereign Hill and Melbourne)



Swimming Program

Each year as part of the school curriculum, students participate in an 8 week swimming program across 2 weeks. Students walk to Aquazone and have a 30min lesson taught by qualified instructors.



LITERACY

Literacy is the cornerstone of all learning. Being literate enhances wellbeing, engagement in learning, and our ability to navigate our way through the wider world.

At Warrnambool Primary School we prioritise explicit and systematic instruction of core literacy skills providing a solid base for learning in all subject areas. Teacher-led Instruction is delivered in an explicit way where concepts and skills are fully modeled and explained in clear logical steps. Checking for student understanding occurs frequently throughout each lesson, enabling prompt targeted feedback. Focused attention is given to word-level reading, spelling, oral reading fluency, handwriting, sentence construction, and building a learning environment rich in knowledge. As students progress through each year level, content and skills are reviewed, refined, and expanded upon. Students will learn to apply both knowledge and skills in increasingly sophisticated ways.

Learning to read and write are not natural processes. We reference a large body of research about how the brain learns to read and write, and integrate evidence-based instructional practices at all levels.

Literacy instruction spans across all curriculum areas each day incorporating the following key components:

- Oral language – Speaking and listening.
- Phonological and phonemic awareness – Ability to hear, identify, and play with sounds in spoken language including rhymes, syllables, and the smallest units of sound (phonemes).
- Phonics – Learning about letters and letter combinations (graphemes), and the sounds (phonemes) they represent.
- Vocabulary – Learning about words, word parts, word meanings and their origins (morphology/etymology).
- Fluency – Automatic word recognition for smooth, expressive oral reading, and an understanding of what is read.
- Comprehension – Thinking about, understanding, and responding to spoken and written language.
- Writing – Handwriting is explicitly taught from the formation of individual letters to words, then to sentences, and short passages. Writing is a complex process where students communicate their ideas in print. They learn about sentence and text structure, syntax, grammar, and punctuation.

LITERACY



NUMERACY

At Warrnambool Primary School, we aim to develop learners who are Mathematical thinkers and have a grasp of how related concepts surround us in everyday life. Our Mathematics program is taught in alignment to the Victorian Curriculum.

The proficiencies of Understanding, Fluency, Problem Solving and Reasoning are fundamental to learning mathematics and working mathematically. These proficiencies are applied across all six interrelated strands of Mathematics – Number; Algebra; Measurement; Space; Statistics; and Probability. A sequence of learning is applied to all strands with skills and knowledge developed cumulatively over time. Developing mathematical capabilities at primary school is important for students in their personal, work and civic lives, and provides the fundamentals for further mathematical study and career opportunities.

Across the school, students engage in a minimum of four-five hours of Mathematics each week and year level teaching teams plan Mathematics units together, ensuring consistency of practice across all classrooms.

From Foundation to Year 6, students are provided with high-quality instruction. Instruction is delivered through hands on, challenging, and enjoyable learning experiences. A whole school lesson structure is implemented with all students participating in lesson stages – Engagement; Explicit Instruction; Guided Practice and Independent Practice; Reflection and Feedback. Each lesson students work on tasks at and beyond their current levels of thinking. Teachers establish classroom norms for working independently and collaboratively, communicate high expectations, offer purposeful feedback, and encourage a growth mindset where students continually look to stretch and challenge themselves. During instruction, teachers differentiate tasks to cater for the needs of all students.

Problem Solving is embedded through all Mathematics units and this approach ensures the provision of intervention and extension that caters to students at their point of need. In addition, we offer a targeted small group Maths Enrichment program for extending students who are working beyond their expected level in Years 5 and 6.

At Warrnambool Primary School, our aim is to ensure that students are confident and creative users, and communicators of mathematics, who can investigate, question, represent, and interpret math related situations as active members of a community.

SCIENCE AND TECHNOLOGY



Science provides children with the opportunity to learn about their world in an orderly way. Investigating and handling everyday things allows children to collect information about their environment that is meaningful to them.

STEM education (Science, Technology, Engineering and Maths) gives students the knowledge and skills to produce quality products that solve problems or meet needs. It involves students studying mechanical, electronic, electrical and other technological systems.

LANGUAGES

Our Japanese language program is designed to introduce students to the rich cultural and linguistic aspects of Japan, fostering an appreciation for diversity and global citizenship. The program focuses on developing students' ability to communicate in Japanese, with an emphasis on listening, speaking, reading, and writing skills. Students learn to use Japanese for real-world interactions and are exposed to both modern and traditional elements of Japanese culture.

The curriculum encourages learners to explore how language and culture are interconnected, fostering an understanding of Japan's history, customs, and values. By studying Japanese, students also enhance their cognitive and social skills, laying the foundation for lifelong language learning and intercultural competence



The Arts

At Warrnambool Primary School, all students experience a rich and engaging Visual and Performing Arts program filled with highly creative tasks that support innovation, learning by doing, and opportunities for spontaneity.

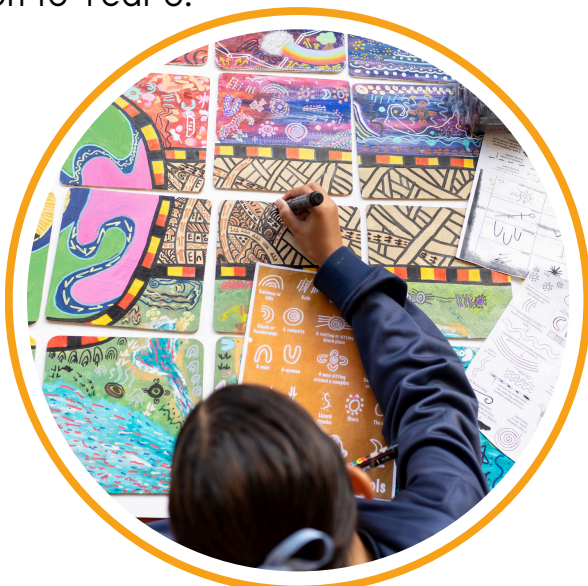
Following the Victorian Curriculum 2.0 - Visual Arts, the program is a positive and enriching part of the curriculum where all students can foster independence and self-expression through design and enquiry processes. Students are encouraged to make visual representations of their ideas, feelings, observations and imaginations, and create artist statements to support these. They explore the work of artists from different times and places, developing an appreciation of diverse perspectives and contributions to society.

Students' knowledge and understanding of the art elements grow as they explore a broad range of materials and techniques. They work with both recycled and natural mediums to create 2D and 3D artworks, refining their pieces in response to guidance and feedback while developing visual arts language and maintaining a safe and vibrant studio environment.

The Performing Arts program complements this learning by giving students opportunities to develop confidence, creativity, and collaboration through music, movement, and drama. Students build performance skills and express themselves in dynamic and engaging ways. Each year, the school proudly hosts a whole-school concert, providing students with the opportunity to showcase their talents and celebrate their learning with the wider community.

Students' artwork is displayed within the art room, around the school grounds and buildings, and at exhibition opportunities in the wider school community. Warrnambool Primary School embraces all arts culture and welcomes local artists, guest speakers, and the Artists in Schools program to further enrich learning experiences.

Visual and Performing Arts classes are enjoyed for one hour weekly by all students from Foundation to Year 6.



Physical Education (PE)

Physical Education and involvement in sport offers many benefits to developing children, from improved health and wellbeing, to a sense of belonging and achievement. To foster and encourage this at Warrnambool Primary School, students are involved in Physical Education sessions each week for one hour where participation, team skills and a growth mindset attitude are practiced and encouraged. The program is designed to prepare students for a positive lifelong relationship and understanding of physical literacy and the benefits of a healthy and active lifestyle.

Our comprehensive program provides students with a wide range of physical and sporting experiences focusing on the sequential development of fundamental motor and locomotor skills, gymnastics, dance, athletics, fitness and a wide variety of team sports, both competitive and non-competitive.

We have a vast assortment of PE equipment, which ensures a wide variety of exciting new experiences each session. The children are challenged in all PE activities to work cooperatively, follow simple instructions and rules and to use equipment and space safely. We provide opportunities for students to represent the school in a variety of organised sports such as Athletics, Swimming, Football, Netball, Basketball, Cricket, Table Tennis, Soccer and Hockey. Each year we run a school House Athletics Day, swimming lessons, whole school Cross Country and many other lunchtime activities to promote being active and to offer new physical experiences.

Our school has four school houses being Ventus (Yellow), Terra (Green), Aqua (Blue) and Ignis (Red). All students are assigned a house when they commence at our school and all families share the same house.

We encourage and welcome our school community to get involved in these areas to assist us in providing a rich and varied Physical Education program. We have strong connections with all our local sporting clubs and organisations and promote them within our school PE program.



Koorie Support

A teacher assists students and staff across the school, ensuring that Koorie Students:

- Learn about and take pride in their culture
- Achieve a **high level** of education
- Their wellbeing is supported
- Special programs/**opportunities** are communicated
- Our school builds relationships and trust with the Koorie Community
- All classes/year levels incorporate Indigenous education in their curriculum
- Our school is known as, and is, an **inclusive** environment



EAL Program

Our EAL program at Warrnambool Primary School aims to help students with English as an additional language flourish in our school and community.

It is designed to support mainstream education and develop each student's English language skills so they can reach their highest competency in English by providing focused support. These support sessions may occur within the classroom environment, through small groups, or through individual withdrawal. The program also assists students who struggle to make friends in developing positive friendships with their classroom and school peers through supervised playtimes. EAL students have individual profiles created that are expanded on each year by the classroom teacher and EAL coordinator. These profiles will be passed on to secondary schools in their transition records.

EAL students work individually or in small groups with the multicultural aide on a program developed to reflect their individual needs at key points along their EAL pathway on the EAL Developmental Continuum. The program assists our EAL students in understanding Australian cultures while acknowledging their cultures of origin. Cultural activities help students form positive identities that anchor their background cultures and build awareness regarding the local culture.



Uniform Policy

Our school colours are Navy and Gold.

Official school uniform items to be purchased from the school:

- Navy Long or Short Sleeve Polo Shirt with school logo
- Navy Polar Fleece Jumper with school logo
- Navy School hat with school logo with reversible house colour
- Senior School Jumper (Year 6 only)
- Chair Bag (*Foundation to Year 2 only*)
- *Navy Satchel/reading folder*

Items that can be purchased from the School or other retailers:

- Navy shorts
- Navy tracksuit pants
- Navy culottes
- Navy dance pant

Items to be purchased from other retailers:

- Navy and white check school dress
- Plain Navy coat
- Black school shoes or runners

(thongs, or open toed shoes are not permitted)

- Black or white socks
- Navy tights
- Headphones

All bottoms must be plain navy without any other logos.

ALL ITEMS SHOULD BE CLEARLY NAMED.



STUDENT WELFARE & WELLBEING

Our Student Welfare and Wellbeing program aims to develop good safety habits for your child. It's important however, for your child's safety and the welfare of others, that they know the basic rules of safety associated with attending school.

These basic rules consist of:

- knowing their full name and address
- travel directly between home and school
- stop and look both ways before crossing roads
- walk, not run across roads
- use lights or school crossings (adults must also use crossings)
- stay on the footpath when walking to school, avoiding walking in or climbing on private property
- not to play on footpaths or roads
- never run from behind parked cars, or buses
- never accept rides from strangers
- never bring items to school which may cause harm to themselves or others
- show respect for those in charge of safety parents, teachers, bus drivers, crossing supervisors etc.
- ride bicycles, scooters or skateboards on footpaths only if it is clear of pedestrians

School Sunsmart Policy

Our school Sunsmart Policy states that all students are required to wear a broad brimmed hat whilst outside from mid August to 30th April or if the UV is 3 or above.

School hats are part of the compulsory school uniform and can be purchased at the school uniform shop



Student Welfare & Wellbeing

As part of our Wellbeing program, Warrnambool Primary School encompasses a program called BIG Life - Footsteps. The overall aim of this framework is for our students to be well rounded people once they leave our school and go out into the world, allowing them to reach their full potential and lead a happy life.

A Big Life is all about encouraging people to think about their big life. We recognise the potential of the young people in our schools, homes and community. With their futures as our focus, we can help equip them with the skills they need to navigate the ups and downs of life. We want to encourage young people to enquire, reflect on and discuss life's big questions. We want them to get the most out of every day by feeling connected, calm, clear, grateful and kind. As this discussion becomes more persistent in the minds of young people, they will begin to reframe the way they see themselves and the world around them.

Our own stories of leading a big life - as individuals, as families and as a community - can become sources of meaning and inspiration for our young people. We can demonstrate that life is not a straight line. It has twists and turns, successes and setbacks, and living them is how we fulfil our promise.

We all have moments of truth in our lives, moments of such clarity and purpose that we can see the horizon of our promise. These moments shared bond us together in hope, excitement and inspiration. There is where we find the joy of leading a big life.

Warrnambool Primary School also runs Peaceful Kids groups to build skills around anxiety and stress management in our students. A small group program is available for students in Years 3-6, and a modified classroom program for Years Foundation to 2.

There is also additional support for children who may require further assistance with anxiety symptoms and stress management skills.





Warrnambool Primary School

'Creating Lifelong Learners'