Our task is to provide quality education for all students in a supportive teaching and learning environment and in response to the needs of the children and community we serve.

*At Port Lincoln Primary school we do this by:*

- Placing a high priority on the safety and welfare of students and on developing literacy, numeracy and communication skills.
- Knowing our children well and developing curriculum and programs that support their learning and developmental needs.
- Placing special emphasis on the development of self esteem, on forming positive relationships and achieving success for all children.
- Working closely with families and outside agencies to support children, their learning and well being.
- Expecting high standards of behaviour and using a structured behaviour development code that supports children to make positive choices.
- Using assessment and reporting practices that develop children’s understanding of their learning and promotes future development and growth.
- Providing a range of learning opportunities for parents to update their knowledge of the curriculum and the methodologies used.
- Developing curriculum and programs that cater for the holistic needs and talents of our children.
- Regularly reviewing the management and administrative functions to maintain the smooth running of the school so that energies remain focussed on teaching and learning.

*We see that learning how to learn is a fundamental function of primary education.*

This happens within the state and national curriculum frameworks.

Learning Areas are English, Mathematics, Science, Technology, Health and Physical Education, Society and Environment, The Arts and Languages Other Than English.
We believe that everyone who comes to Port Lincoln Primary School has something special to offer.

This means that our school is a place where thinking, trialling, problem solving and decision making are encouraged and supported.

We develop the skills of inquiry and engage students in their learning.

**Our school values:**

- **a creative, innovative, friendly and secure environment.**
  This means that our school is a place where cooperation and sharing are modelled and the involvement of the whole school community is directed towards improving outcomes for children.

- **learning, personal excellence, effort and quality of achievement.**
  This means that our school is a place where achievement is expected and acknowledged. We take pride in achievement, effort and learning as an ongoing process.

- **a learning environment, which is socially just.**
  This means that our school is a place where individual needs are catered for and the right to self-expression is supported within an agreed code of behaviour. We treat individuals fairly and everyone is encouraged to participate fully and make the most of available opportunities.

**Our school is characterised by:**

- Staff who work cooperatively and happily with students and parents, and in doing so share pride in their school and its achievements.

- Children who enjoy learning and respect the rights of others.

- Parents who are actively involved in the life of the school and its decision making processes.

- Shared leadership reflecting the needs of the school, its community and responding positively to change.

- A positive public profile.
COMMUNICATION

HOME – STUDENT - PARENT

Education is a partnership between parents, teachers and children. Therefore, communication between parents and teachers is of utmost importance. We use a range of strategies to share information with parents including:

- diary / communication book
- class newsletter
- parent / teacher discussion meetings
- telephone calls
- student's continuous learning and assessment work samples
- open days
- special school events (assemblies, demonstrations)
- letters to and from school
- informal visits

Parents are encouraged to discuss their child’s progress, academic or social, and are asked to negotiate a time to meet with their child’s classroom teacher. This can be initiated by the parent or teacher at any time throughout the year.

A school newsletter is published every fortnight and sent home with the youngest child in each family. All staff are expected to contribute to the newsletter and offer class highlights and children’s work for publication.

HOMEWORK

*Homework that is relevant and purposeful helps support learning.*

Parents can support Homework habits by:

- being encouraging,
- communicating with school through their child’s diary,
- providing a quiet area and the tools for doing the tasks,
- negotiating with teachers and their children individual homework needs.

Taking time to talk with your child/ren at the end of the school day is part of homework. It shows that your family values your children’s learning. Positive learning habits and healthy lifestyle depends on the balance.

We ask that parents monitor and balance time commitment to homework, including music and physical activity.

CONTINUOUS LEARNING – ASSESSMENT AND COMMUNICATION

*Assessment Communication:*-

- indicates a student’s capacity for further learning and growth as well as what they know now.
- that is negotiated and owned by both students, parents and teachers and provides a powerful tool for ongoing dialogue and learning.
- is most valued when it is relevant to parents, meaningful to students and is timed to meet individual learning needs.
- is most valued by students and families when it is honest and engages the learning through a process of reflection and planning for future learning.
Authentic assessment and communication reflects individual learning and teaching styles and is a continuous process including:

- parent acquaintance meeting/evening early in Term 1,
- authentic samples of children’s work at least once a term,
- 3 way conversation – parent, student, teacher in term 1 and optional additional conversations – family or teacher initiated throughout the year,
- written learning review/summaries midyear, end of year,
- invitation to class events, participation in class learning activities, celebrations of success, class or whole school open days/nights.

**Parent Acquaintance Evening/Meeting**
- may be organised by individual teacher or as part of a team.
- opportunity for staff to discuss and share learning beliefs, goals, outline Assessment and communication plan, expectations, routines for home-school communication, negotiate homework plans, provide a brief snapshot of teaching and learning styles and touch on other key ideas/events etc.
- invite parents/families to meet informally (at later date) to share information for greater understanding of children’s needs / learning styles.

**Authentic Work Samples**
- forwarded home at least once a term, includes all aspects of learning across the year.
- may be in the form of profile folder, daily work books, progress book or learning journey reflections.
- include teacher, student and parent reflection and feedback as part of ongoing learning cycle.
- provide opportunities for children to regularly share their learning with their families.
- display children’s learning journey and achievements throughout the year.

**3 Way Conversations between parent, child and teacher. (or family/teacher conversations)**
- to plan, review individual learning plan focus.
- to be negotiated between teacher and family for Term 1, with additional conversations initiated by family or teacher throughout the year to discuss learning achievements, things to consider and to update learning plans.
- includes core learning, personal and social competencies development, integrated essential learnings, student initiated learning.

**Written Learning Review/Summary**
- Mid Year Learning Review.
- End of Year Learning Summary with focus on learning achievements, things to consider and student’s reflection on their learning.

Assessment and Communication is only one way of valuing a child’s learning and achievements. A child’s learning is like a jigsaw puzzle. It develops and grows as the pieces are placed. When parents are involved in the life of their children’s learning and class activities, they help to place the pieces.

**PARENT PARTICIPATION**
We value parent participation because it maximises children’s learning. We understand that parents know their children best. We need your help and support by:

- participating in Governing Council
- supporting classroom activities
- helping in the Canteen
- assisting on camps and excursions
- participating in special projects eg. Mentoring, Racing to Read, ITAS tutoring, Fundraising
PORT LINCOLN R-7 SCHOOL GOVERNING COUNCIL

Role of the Governing Council
The Governing Council is jointly responsible with the Principals for the governance of Port Lincoln Primary and Port Lincoln Junior Primary Schools.

Its function is to involve the school community in the governance of the schools, to strengthen and support public education in the community. This includes:

1. providing a focus and forum for involvement of parents and the school community.

2. ensuring cultural and social diversity of community is considered and particular needs appropriately identified.

3. setting broad directions and visions of the schools.

4. strategic planning for the schools including considering, approving, and monitoring human resources and asset management plans.

5. to determine school policies including safety, welfare and discipline of students.

6. to determine application of total financial resources available to the schools including regular budget reviews.

7. monitor and review the service agreement.

8. report to the school community and Minister on the strategic plan, finances, operational plans and Council’s operation.

9. has responsibility for the proper care and maintenance of any property owned by the Council.

10. has responsibility for the employment of any persons required for the operation for the School Canteen.

Composition of the Governing Council
1. Port Lincoln R-7 Schools Governing Council comprises of 24 Councillors including:
   2 Principals, 4 Staff Representatives and 18 Parent Representatives.

2. The majority of Councillors must be elected parents of the schools.

3. Persons elected at the Annual General Meeting are elected for a 2 year term with usually half of the positions falling vacant each year.

4. Any Councillor elected by SRC or the Student Body will be elected for a 1 year term.

5. Staff representatives are elected for a 1 year term.

6. Councillors are eligible for subsequent re-election, re-nomination or re-appointment.
These compliment and value add to the core learning areas.

**Performing arts**
All children have the opportunity to learn through the Arts. A nominated arts focus person supports staff and student learning and on occasions this is showcased in the wider community. Visiting performances are carefully selected to link with current priorities. The school offers all interested students from year 4 onwards the opportunity to learn the recorder. Successful students with this instrument have the opportunity, at a later date, to be considered for tuition with other instruments (i.e. Brass/woodwind/strings) by district teachers.

**Choirs**
The school has 2 Choirs (Senior years 5-7 and Junior years 3-4). These students perform at school assemblies, and community functions.

**LOTE** (Languages Other Than English)
The school provides a comprehensive program in Indonesian from years 3 - 7, which is linked to studies in Indonesian at Port Lincoln High School. Language education is an investment in Australia's global future and learning a LOTE has many benefits:
* It enhances students' social, cognitive and intellectual potential.
* It enables students to communicate with other users of that language.
* It expands students' cultural awareness.
* It widens students' post school options both in the domestic and global context.

In Year 7 students are introduced to Japanese with a view to broadening LOTE choices in PLHS. Year 7 LOTE program: 2 terms Indonesian and 2 Terms Japanese.

**STUDIES OF ASIA AND AUSTRALIA**
As part of ensuring that children know about and understand their near neighbours and their connection to Australia, all classes focus on an aspect of being globally and Asian literate each year.

**LEARNING TECHNOLOGIES**
Port Lincoln Primary School promotes the integration of Learning Technologies across all learning areas.
* The entire school is networked and has access to the Internet.
* Computers are used as a tool to integrate Learning Technologies.
* Interactive whiteboards are placed in every classroom.
* Mobile suites of laptops are available for classroom use.
**INDIGENOUS EDUCATION INITIATIVES**
These programs are managed and delivered across year levels by the Indigenous Education team to achieve learning goals and outcomes identified from Individual learning Plans.

These include:
- Nunga Kids Café,
- Health JarJums, and Nutrition Program,
- Community Links,
- ITAS Tutoring,
- Cultural Studies.

**LITERACY and NUMERACY**
Literacy and Numeracy support programs within each class cater for children with special needs on an individual and group basis.

**HEALTHY EATING and PHYSICAL ACTIVITY**
Healthy eating, hydration and regular physical activity throughout the day ensures children maintain adequate levels of glucose, oxygen and hydration. Evidence is showing that as a result, classroom atmosphere is often quieter, with improved student concentration.

As a healthy and active school community we:-
- Promote the consumption of fruit, vegetables and nuts by encouraging regular healthy snack breaks (brain food) for children during class, recess and lunchtimes with healthy snack packs, fruit drinks and ices also available from the school canteen.
- Encourage children and adults to drink plenty of water throughout the day and to have their own water bottles with them in class.
- Encourage active breaks during the day, with daily physical activity (15-20 minutes), structured games/ sports as part of lunch playtime program, after school recreation activities, involving children in clinics for a variety of sports, in addition to a minimum of 100 minutes Physical Education per week.
- Implement EatWell SA guidelines in our school and Canteen.
The information requested in the Student Enrolment Form will enable DECS to:

- undertake school administration and student care responsibilities
- collect necessary statistical information
- report to other government authorities and funding agencies; and
- undertake an analysis of the composition and performance of the student population.

Certain information that is requested is required to be collected in order to meet the requirements of the Education Act 1972 and to enable all available facilities and services to be provided to students.

The disclosure of personal information held by the Government is regulated by the Information Privacy Principles (Department of Premier and Cabinet Circular No. 12). Personal information will only be disclosed to State and Commonwealth public sector agencies for the above purposes as permitted by those Principles. DECS will not otherwise disclose the information without your consent.

**CLASS PLACEMENT PROCEDURES**

A child’s class must meet:

- the academic, social and physical needs of that child and
- be of a size to provide for quality teaching and learning.

**Placing Particular Students**

Teaching staff consider:

- the availability of teachers and their skills,
- the programs we offer,
- the needs of individual children and the collective needs of their group. This is assessed each year as individual and group needs change over time,
- parent requests.

**REQUEST ENROLMENT**

**COMPLETE “INTENTION TO ENROL”**

**APPOINTMENT, INTERVIEW TO ESTABLISH CONTEXT**

**ENROLMENT** **WAITING LIST**

Considerations include:

* Communication with previous school.
* Student needs.
* Possible support services involvement.
* Timing.
* Class availability.
ATTENDANCE

School Times
Supervision of the yard begins each day at 8.30 am.
8.55 am Classes begin
10.45 – 11.05 am Recess
12.45 – 12.55 pm Lunch (eating)
12.55 – 1.35 pm Lunch (play)
3.30 pm Class Dismissal

Parents are requested to:
• contact the school by phone regarding non-attendance, late arrival, early departures or appointments children may have during the day,
• write a note in the diary on the day of the child’s return.
• Foster a positive, open communication with the school.
• Reinforce the importance of attendance and value of learning.
• Extended absences need the consent of the Principal.

As a school we will support regular attendance through:
• Senior staff – assisting with monitoring, record keeping and follow up strategies for children whose attendance is of concern,
• Liaising with other relevant support agencies – Families SA, Community and Adolescent Mental Health Service (CAMHS), Police, West Coast Youth Services, Yarredi and CYHS,
• Informing parent/caregiver of their responsibilities through the newsletter, phone calls, personal contact – home visit, written advice (posted),
• Senior staff liaising with DECS Social Inclusion Coordinator – re: Absenteeism patterns,
• Implementing legislative procedures when appropriate.

Illness / Accidents
The school policy on students who are ill or suffer an accident at school, is that the parents/caregivers listed are contacted to determine if the child can go home or to appropriate care. Our facilities to provide extended health care are very limited. An ambulance will be called as required.

Children will be collected by the nominated adult once contact has been made with an appropriate family member to ensure that the necessary supervision is available.

Health Information
All requested health information is required so that schools can provide first aid and plan for any individual health support requirements. AS failure to provide all health information means the school is limited to providing standard first aid only.

If a student is ill or injured, school may use or disclose such health information on a needs basis to emergency care providers. In accordance with privacy principles, this information is only disclosed to provide first aid and seek emergency medical assistance.
Custody Details
It is essential that parents inform the Principal of custody arrangements that apply to their children, and that the Principal sights copies of the applicable legal custody papers.

By sharing this information, the school is in a position to protect the interests of the children should the need arise. It is important to recognise that if no formal arrangements have been made by the Court, the school is unable to prevent contact by a parent having shared custody of a child, no matter what arrangements have been entered into between the parents.

PARENT GRIEVANCE PROCEDURES
Do you have a problem or concern about your child’s education? Then choose from the following:

1. SPEAK TO YOUR CHILD’S TEACHER
   Speaking to the teacher or writing a letter will help to find out what the problem is and how it can be managed.

2. SPEAK TO THE PRINCIPAL
   Contact the Principal by phone (8682 1544 – during office hours) or by arranging a meeting time.

3. SPEAK TO A MEMBER OF THE SCHOOL COUNCIL
   School Councillors will listen carefully and advise you on how to deal with the concern.

4. ARE YOU STILL UNHAPPY?
   If you believe that the problem has not been resolved then the Principal can advise you about seeking help outside the school.

The Principal has a responsibility to address your concerns and the Regional Director of Education can be approached to assist.

Small problems can develop into BIG problems if not addressed please contact us

School Fees
Each family will be invoiced for school fees at the beginning of the school year.

It should be noted that our school fee does not include costs of excursions, performances, swimming/aquatics program, school camps, recorder tuition or the hire of musical instruments.

The total school fee is to be paid before the end of Term 3.

Arrangements can be made for payment of school fees by instalments if required. Credit card facilities are available. The school is registered with Centrelink for Centrepay and direct debit from your bank account can be arranged. Please contact the finance officer, Deb Henderson.
Material and Service Charges
Schedule of Fee Collection

**Invoice Issued**

- **Statement Issued**
  - Week 5
  - Term 1

- **Paid in Full**

- **Apply for School Card**

- **Statement Issued**
  - Week 10
  - Term 1

- **School Card NOT Approved**

- **School Card Approved**

**PAYMENT OPTIONS**
- Cash / Cheque
- Multipos including Visa, Mastercard, Bank Card
- Direct Online Payment (Contact the school for Bank Details)
- CentrePay Deductions (Ask for an application form)
- Part Payment

**DEBT COLLECTION procedures implemented.**
- Week 1 Term 4

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**School Card**
Approval for School Card will be dependent upon the proof of family income.
Applications need to be made yearly at each school site your children attend.
Applications must be made by September 30th.
SAFETY, SECURITY AND EMERGENCY PROCEDURES
Port Lincoln Primary School is committed to providing safe and healthy conditions for employees, students, volunteers and visitors to the highest possible standard.

We recognise our obligations under the Occupational Health, Safety & Welfare Act of 1986 and the need to support and implement all relevant policies necessary to achieve and maintain a healthy, safe workplace.

All members of the school community have a shared responsibility for the security of the school and we request families be vigilant after hours and follow up accordingly (eg police report if unusual behaviour within school grounds).

We encourage parents/caregivers to access their child/ren’s class at the start or end of the school day. At times between 9.15 am and 3.20 pm we ask that parents / caregivers report to the Front Office before accessing other areas of the school. This is important and helps us to protect all on site, and assists us when emergency procedures are required.

Emergency procedures, which are practised regularly, are well documented with maps located in each classroom to show appropriate movement within the school during an emergency.

Fire Danger
On the occasion that a bushfire threatens a school bus route, a decision may be made to cancel the run.
If a bus is unable to leave at the designated time (for its run) due to emergency or bushfire, it will not run at all. Families are advised to transport and/or collect children to and from school.

On fire ban days excursions outside the City of Port Lincoln are cancelled and/or postponed to another date.
The staff at the PLPS take pride in ensuring that the wellbeing of all students are met. We provide a range of services and programs to assist your child to access the learning programs at PLPS to their full potential. A full time school counsellor is employed each year. The student counsellor is available to assist students with issues related to school. They are also available to refer families to other support services as required.

Well being programs that have been developed at the PLPS include:

**Lunch time Activities**
During lunch time hands on activities are provided for students in the “well”. This provides students with a supportive and structured play opportunity. There is daily teacher supervision and interaction with students.
Students play with a range of materials and include others in their activities. We see students sharing and working with other students with whom they might not always have contact.

**Rock and Water**
The Rock and Water program offers teachers a new way to interact with students in relation to their physical and social development. Physical exercises are linked with social and mental skills. In this way the program leads from simple, self defence, boundary and communication exercises to a strong notion of self confidence.
Rock and water has been delivered to many schools across Australia and the world as an effective anti bullying tool.

**Year 7 Leadership – Blue shirt brigade**
Leadership from our year 7 students provides many opportunities for other students in the school. Leaders are easily recognised by the navy blue shirts they wear during their lunch time breaks. These students set up and run activities for other students in the school. They provide a good opportunity for students who are looking for something to do at lunch to engage themselves in a positive exercise.

**Restorative Practices**
Conflict between individuals will always occur. Our school uses these instances to teach and develop appropriate responses. Whilst working within departmental guidelines students who have damaged relationships are supported by staff to restore or repair the relationship. Our focus program is one example of this. It is run every lunchtime in the Open Space Unit and is guided by the well being team of teachers.
The teachers are not there to punish students but to assist them in determining a way to fix it.

**Resources, Programs and Initiatives**
The Port Lincoln Primary School has a budget which is managed by the well being team. This budget is used flexibly to purchase up to date resources or support students in their learning. It is also used to fund initiatives as requested by the school if it is determined that they contribute to student well being.
**School Pride**
The school Pride group was established in 2007. It is a volunteer group of students who negotiate, organise and work on improving the physical environment of the school. Projects completed so far include the renovation of the toilets, the creation of a native foods bush trail and the planting of local indigenous trees throughout the school.

**Student Voice**
Student from each class meet weekly with a member of the well being team. Class and school issues are discussed and a course of action determined. Student representatives deliver weekly lessons to their peers on various aspects of wellbeing. This group is also responsible for fundraising activities and improvements across the school. This is the main student voice body.

**The Arts**
The arts are used as a tool to encourage student engagement at the PLPS. Whole school performances are coordinated by our Performing Arts coordinator who also leads the school’s choir program and lunchtime competitions.

**Walk for 10**
Students are invited to walk for 10min at 8:30am with the student counsellor. The walk leaves the school grounds and encourages ‘walk and talk’.

**Team Lincoln**
This is a two week program that is delivered throughout the school within the first two weeks. Intended outcomes include team building, friendships and being in control.

**Child Protection Curriculum**
The school conducts a block of lessons from the child protection curriculum policy each term. All year levels will complete the same topic which encourages cross school discussion and allows classes the opportunity to work together.

**Cyber safety**
Port Lincoln Primary has developed a Cyber Safety Agreement which is required to be signed by all students and parents. Staff continually access the latest training and development in this area. Information sessions are offered on a regular basis to the parent/caregiver body. Students are exposed to a variety of learning programs which address this issue.

**Fruit and water time**
Morning and afternoon periods are made available for students to eat fruit. Water bottles are encouraged in all classrooms.

**Behavioural Development programs**
A number of programs are used to assist in the development of positive behaviours. Such programs include:
- Bounce back
- Program Achieve
- Brain Gym
- Mind Matters
- Listen Up
- What to do if….. (worry, temper, angry etc)
- Seasons for Growth
- The Game Factory.
Our School Uniform Shop is open during school hours and is located upstairs in the Administration Building (Old Stone Building). A range of new and second hand clothes are available for sale. School uniform is compulsory for all children. A brochure outlining a range of options is available.

All students are required to wear wide brimmed hats in Term 1 and 4 for sun protection. The Principal only, can grant exemptions to the wearing of school colours.

**Jumpers**
- Plain bottle green or with school logo

**Shirts**
- Bottle green / yellow or grey
- Polo and T-shirts

**Shorts**
- Girls / Boys: shorts, green. Boys: grey

**Track Pants / Pants**
- green, grey.

**Skirts**
- optional.

**Socks**
- green / grey / gold (preferred)

Year 7 **windcheaters** – optional

**Term 1 & Term 4 Hats**
- bottle green / yellow or canvas colour - Broad brimmed or bucket

**Jewellery:** The only jewellery to be worn at school is:
- One pair of small earrings or studs / sleepers
- An appropriate religious symbol; eg a cross may be worn under the uniform.
- One small ring.
- O rings, leather bands, bracelets and anklets are not permitted
- Make up and fingernail polish are not permitted.

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**PRODUCT LIST**

<table>
<thead>
<tr>
<th>Product</th>
<th>Description</th>
<th>Size/Color</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>POLO SHIRT</strong></td>
<td>Gold and Bottle green available.</td>
<td>Child 8 – 16, Adult XS, S, M, L (85 – 105 cm)</td>
</tr>
<tr>
<td><strong>POLO SHIRT – Long sleeve</strong></td>
<td>Gold only</td>
<td>Adult S, M, L (85 – 105 cm)</td>
</tr>
<tr>
<td><strong>WINDCHEATERS</strong></td>
<td>Green with gold logo.</td>
<td>Child 8 – 14 (65 – 80 cm), Adult 12A – 18A (85 – 105 cm)</td>
</tr>
<tr>
<td><strong>BOYS DOUBLE KNEE PANTS</strong></td>
<td>Grey garberdine, soft finish, elastic waist.</td>
<td>Child 8 – 16, 8 – 15</td>
</tr>
<tr>
<td><strong>BASKETBALL MESH SHORTS</strong></td>
<td>With side pockets.</td>
<td>Bottle green.</td>
</tr>
<tr>
<td><strong>SKIVVIES</strong></td>
<td>Gold.</td>
<td>Sizes 6 - 12</td>
</tr>
<tr>
<td><strong>EMBROIDERED BADGES</strong></td>
<td>Green with gold logo.</td>
<td></td>
</tr>
<tr>
<td><strong>SLOUCH HATS</strong></td>
<td>Green</td>
<td>Size S, M, L, XL</td>
</tr>
<tr>
<td><strong>UNI-SEX STRETCH SHORTS</strong></td>
<td>Green with one back pocket.</td>
<td></td>
</tr>
<tr>
<td><strong>RECORER MUSIC BAGS</strong></td>
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</table>
Port Lincoln Primary School aims to provide everyone with a happy, secure, caring and supportive environment that promotes learning.

Parents, students, and staff aim to work together as a co-operative unit, developing a partnership to ensure development of responsible behaviours.

Our school aims to provide a success oriented environment.

Every one in our school community will show respect for the rights of people, property and the school environment.

Everyone in our school community is encouraged to take responsibility for their own decisions and behaviours.

**RIGHTS AND RESPONSIBILITIES IN OUR SCHOOL COMMUNITY**

For our School to operate effectively and meet the needs of all students on our site, students, staff and parents must understand and accept that certain behaviours are expected and encouraged.

We believe that each person should be treated fairly and that each person – students, staff and parents – has **rights** which will be accepted and recognised by all members of the school community.

Related to these rights are certain **responsibilities** which must be accepted and recognised by all members of the school community.

It must be recognised and accepted that certain **consequences** will occur when these rights are infringed or these responsibilities are not accepted.

Appropriate behaviour will be acknowledged.

**EXPECTATIONS**

At Port Lincoln Primary School we follow yard and class rules.

- We communicate with others respectfully.

- We move and play safely in our school.

- We take pride in our school, our belongings, and our appearance.

- We treat people respectfully and consider their rights.

- We solve our disagreements fairly and in non-violent ways.

- We respect the right of people to learn and teach.
CONSEQUENCES OF INAPPROPRIATE CLASSROOM BEHAVIOUR

Individual classroom organisation may vary in appearance but we aim for the intent of individual class strategies to be consistent with the following:

- Expectation reminder or warning.

- Choice or logical / fitting consequence.

- Time Out / Take a Break -
  a) in own class (short term eg 3-5 minutes).
  b) In buddy class (to be negotiated) – removal of distraction.

- Parent communication via classroom teacher.

- Office Time Out to be negotiated with leadership – out of class support.

**Minor Yard Issues**

Yard duty teachers to put in place logical or fitting consequence to repair or restore damage/relationships, or sit out time to be used to enable student recovery and re-entry into play.

**Significant Yard Issues**

Consequence Focus during next lunch time.

1\textsuperscript{st} = 1 day \\
2\textsuperscript{nd} = 2 days \\
3\textsuperscript{rd} and subsequent = 3 days (School Service) \\
On the 3\textsuperscript{rd} instance parent contact is made.

For students with special needs alternative strategies may need to be considered (e.g. restricted play area).

Student development plans may be negotiated at any time.

Serious and/or ongoing inappropriate behaviour may lead to take home/internal suspension, suspension, exclusion or police intervention as per Department of Education and Children’s Services (DECS) guidelines.
The staff of Port Lincoln Primary School welcomes your family to our school.

Our school offers a warm, friendly and secure environment where your children can develop academically, socially and emotionally.

Members of our school community are very proud of their school. We recognise that parents / caregivers are the first and most important educators in a child’s life and we look forward to working in partnership with you to provide the very best education possible.

We promote the development of social responsibility – in our communications, caring and respect for self, others and property. A high value is placed on all learning, effort and success. We promote the growth of girls and boys as persons, each with their own unique individuality and learning styles.

The following provides a snapshot of our school.

We encourage you to have personalised involvement with the school to support your child’s learning opportunities.

We expect that your time here with us is both rewarding and enjoyable.

Yours sincerely
The Port Lincoln Primary School Staff 2014