



# Briar Hill Primary School



## **PARENT & CARER HANDBOOK**

25 Gladstone Rd, Briar Hill 3088 • (03)435 1633 • [www.briar-hill-ps.vic.edu.au](http://www.briar-hill-ps.vic.edu.au)

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## WELCOME FROM THE PRINCIPAL

We welcome you to our small, inclusive Prep to Six school, offering a nurturing learning environment in the tranquil surrounds of our permaculture gardens and natural spaces.

Established in 1927, Briar Hill Primary School is in the City of Banyule, between Greensborough and Eltham.

Our students and families play an important part in our wonderful, close knit school community. We pride ourselves on being home to two classes from the Diamond Valley Special Developmental School, and we eagerly embrace the diversity this opportunity offers.

We work hard to create vibrant programs that enable our school's values to be upheld and practised. We recognise that our greatest asset is our children, and we actively foster opportunities for every child to thrive.

Our programs, which have a Steiner influence, are inquiry-based and enhance children's opportunities for authentic learning.

Our school continues to develop whole school approaches which clearly align to the expected Victorian Curriculum Standards, and reflect our core focus on quality learning and teaching.

Our programs are based on three interconnected areas of learning:

<b>Physical, Personal and Social Learning</b>	Students learn about themselves and their place in society. They learn how to stay healthy and active. They develop skills in building social relationships and working with others. Students take responsibility for their learning, and learn about their rights and responsibilities as global citizens.
<b>Discipline-based Learning</b>	Students learn the knowledge, skills and behaviours in the Arts, English, Humanities, Mathematics, Science and other languages.
<b>Interdisciplinary Learning</b>	Students explore different ways of thinking, solving problems and communicating. They learn to use a range of technologies to plan, analyse, evaluate and present their work. Students learn about creativity, design principles and processes.

We are working together to ensure high quality curriculum delivery to support all students to be their best.

Briar Hill Primary School offers a range of specialist programs in addition to core classroom programs. These include Science, Language Other than English (LOTE) German and P.E. Our Steiner influenced programs include gardening cooking drama and singing.

Currently Briar Hill Primary School has 220 school enrolments in 11 classes.

**Rowan Kayll**  
**Principal**



## STARTING SCHOOL - Preps

Each year government schools are provided with four student-free days for a variety of administrative purposes. Our School takes two days at the start of the year to allow for planning to take place for the arrival of students. The remaining two days will be advertised through the newsletter and on our website.

Some important things to remember:

**m Arrival of preps will be staggered on their first day and the allocated time will be sent out to families prior to the start of the school year. This will allow for each family to make the most of this milestone moment.**

**m Prep students do not attend school on Wednesdays, until the first week in March.** This is a rest day for Prep children as they become accustomed to school. You will also be allocated a time on one of the Wednesdays for your classroom teacher to get to know your child as an individual. Preps attend from 9.00 to 3.30 on the other 4 days.

**m After this transition period, it is expected that all Prep children will attend school every day.**

School attendance is critical and it is important that children attend every day.



## SCHOOL AND TERM DATES - 2021

Period	Start	Finish	Length
Pupil Free Days	Wednesday 27th	Thursday 28th	
Term 1 – Children Start	<b>Friday 29<sup>th</sup> Class 1 to 6 start</b> <b><u>Monday 1<sup>st</sup> February PREP children start</u></b>	Thursday 1 <sup>st</sup> April	10 Weeks
School Holidays	Friday 2 <sup>nd</sup> April	Sunday 18th April	
Term 2	Monday 19th April	Friday 25th June	10 Weeks
School Holidays	Saturday 26 June	Sunday 11 July	
Term 3	Monday 12 July	Friday 17 September	10 Weeks
School Holidays	Saturday 18 September	Sunday 3 October	
Term 4	Monday 4 October	Friday 17 December	11 Weeks
2020/2021 Summer School Holidays	Saturday 18 December	Thursday 28 January	



## BELL & SESSION TIMES

8.45am	Schoolyard supervision commences
8.55am	Music - Line up in allocated area
9:00am	School begins
9.00 - 9.50am	First session
9.50 - 10.40am	Second session
10.40 - 11.10am	Morning recess
11.10am - 12.00pm	Third session
12.00 - 12.50pm	Forth session
12.50 - 1.00pm	Eating Break
1.00 - 1.50pm	Lunch time
1.50 - 2.40pm	Fifth session
2:40 - 3.30pm	Sixth session
3:30pm (2.30pm last day of term)	Dismissal
3.45pm	Schoolyard supervision end

Our school day begins promptly at 9.00am, and it is very important that children arrive at school on time, before the first bell, to enable them to play, settle, line up, meet their teacher and start the day promptly.

Before 8.55, please bring your child to the class line up point, where their teacher will meet them. Please ensure that your child is on time, to ensure a positive start and a positive connection with their peers.

Students are normally dismissed at 3.30pm, except on the last day of each term, when dismissal time will be at 2.30pm.

Bells ring at the start and end of each day, recesses and lunch breaks. The children will soon learn that the first bell is a signal to finish play, visit the toilet, and have a drink before going to line up.





### ANAPHYLAXIS/ALLERGY MANAGEMENT

Please notify the school if your child has any allergies which may lead to anaphylaxis or asthma. Our Anaphylaxis and Asthma Management Policies require the completion of anaphylaxis and/or asthma management plans for any child with medically diagnosed conditions.

It is impossible to effectively ban the many products that have 'traces of nuts', therefore we have adopted procedures to minimise the risk to anaphylactic students. For more details, please refer to the policies section of the school website: [www.briar-hill-ps.vic.edu.au](http://www.briar-hill-ps.vic.edu.au)

### ASSEMBLIES

We hold a whole school assembly each week. This is where we come together to celebrate and showcase our children and their great work.

**Assembly is held on Mondays at 2.45.** (this may change in 2020 – please refer to our Newsletter)

### ATTENDANCE

At Briar Hill P, we adopt a culture of respect through our kindness framework. We encourage the community kind through our class connection and this includes being on time. We acknowledge the skills of being on time and how this promotes the skills of community kindness.

Please try to avoid any unnecessary absences other than those which are due to illness. Absences are disruptive to your child's routine, and excessive periods away from school can affect their learning, behaviour and social relationships.

If your child is going to be away, please inform the school on or before their first day of absence. This can be done through Compass. **The school will provide a login.**

phone 9435 1633

If the office is unattended,  
a message can be left on our answering machine

email [briar.hill.ps@edumail.vic.gov.au](mailto:briar.hill.ps@edumail.vic.gov.au)

# B

## BAGS

Please provide your child with a school bag. Please clearly identify the bag with an external name tag.

Bags are left in the corridor outside the classroom, so nothing of value should be left in them.



## BRAIN FOOD

Healthy snacks ('brain food') and good hydration keep our brains healthy and help us to learn. Teachers provide time for brain food during class time, and students are encouraged to sip from their own water bottle.

# C

## CANTEEN

We call our canteen the 'tuckshop'.

Please refer to the information under the heading TUCKSHOP.

"My teachers  
and classmates  
are very kind"

## CASUAL RELIEF TEACHERS

If teachers are absent, we will endeavour to replace them with suitable casual relief teachers (CRTs). If CRT replacement is not possible, classes may be split.

Sometimes classes need to be split, for a variety of reasons. In this instance, each class is organised into small groups, so that each child is always accompanied by a friend.

## COMMUNICATION

We value clear communication. Newsletters are published weekly and loaded onto compass. They contain important information, notices and dates to remember, as well as news about activities and opportunities for parent involvement. Please take the time to read them carefully. Our website also has an up to date events section.

Class carers also assist in passing on information between teachers and parents and guardians.

Please email our Assistant Principal if you have any concerns about your child's welfare, learning or development.



## COMPASS

Compass is a web-based system that is accessible on any modern web browser (Internet Explorer, Firefox, Chrome, Safari) or by using the Compass iOS or Android apps. For the App, search for 'Compass School Manager' in the store. Using Compass allows you to access up-to-date and meaningful information about our school and your child's progress. Compass includes many different features, including the ability to:

- Monitor your child's attendance, and enter an explanation for absence or lateness
- Communicate with your child's teachers, and update your family contact details
- Download and view your child's progress and semester reports
- Book parent-teacher conferences

Every family receives a separate login to Compass, which will be provided to you by our school. To access the parent portal, go to our school's Compass link. If you do not have your login information, please contact the office. Alternatively, if you are having trouble finding the Compass link you can go to <https://schools.compass.edu.au> where you can search for and find our school's direct URL.

To log in you will require your unique family username and password. These details will be provided to you by our school. If you do not have your login information or are having trouble logging in, please contact the office. Upon first login, you will be required to change your password and confirm your email address and mobile phone number. These details may be used by our school for SMS, password recover and email communication throughout the year. If you have lost your details or forgotten your password, you can recover your details by clicking the 'Can't access your account?' link on the front page.

## CUBBIES

Our students love to build cubbies. Briar Hill Primary School is one of the few schools that allow the building of cubbies, which allows children to explore the school environment, engage in creative play and take responsibility for the safe use of sticks.



# D

## DOGS

For health and safety reasons, pet dogs are not permitted inside our grounds.

However, we do have our own pet dragon.

There is no restriction on the use of guide dogs or companion dogs.



# E

## EARLY DEPARTURE

All adults must enter the school and report directly to the school office before collecting their child.

Students may only be collected by a parent, or by another adult who has been authorised by that parent, to pick up the child.

If the authorised person is not known to the school, photographic verification of identity (e.g. driver's licence) must be provided. The adult collecting the child must provide a written record before the child/ren can leave the school.

## ENTRY TO SCHOOL BUILDINGS

Because of safety and security reasons, entry to, and movement through and around school buildings is carefully monitored. For this reason, all adults should report directly to the school office and sign in, before proceeding to classrooms.

# F

## FINANCIAL ASSISTANCE

For specific information about the forms of financial assistance to parents of school aged children, please refer to <http://www.education.vic.gov.au/school/parents/financial/Pages/default.aspx>.

## FIRST AID

Basic First aid is available for students in our care. If we have any concerns for your child, we will make contact with you and make arrangements for them to be collected from school.





## FOOD

Briar Hill Primary School encourages the formation of healthy, everyday eating habits. For this reason, teachers teach and assist all students to monitor adequate and appropriate fluid and food intake. Students will be encouraged to keep sweets, chocolate, soft drink etc. for special occasions, at home.

The concept of 'nude' (unpackaged) food is also encouraged, as an environmental approach to help us cut down on resource consumption, waste and litter at school. Our 'nude food' approach discourages food with excessive packaging, but fresh nutritious food often tends to come in its own delicious wrapper!

Prep children will need to bring a packed play lunch and a lunch, in a lunch box every day.

Snacks such as yogurt, fresh vegetables, or cheese and crackers are excellent to include for 'little play'. We suggest that a more substantial 'lunch' includes one or two pieces of fruit, a nutritious sandwich or similar, and a drink bottle (water only please).



## FOOTWEAR

Slip-on shoes, shoes with Velcro tabs or boots are practical. If your child wears lace-ups, please encourage her/him to learn to tie her/his own shoe laces.

Due to reasons of safety, all shoes and sandals should be of the closed-toe style. They should be worn with socks, as children can easily develop blisters, or can trip when running in open toed sandals. **Thongs, slip on scuffs or shoes such as 'Crocs' are unsuitable** for school, and should not be worn.



## GARDENING

As part of our commitment to hands on learning, outdoor education and sustainability, our Gardening program is provided for all years Prep to 6. Students have an opportunity to plant, dig, harvest and hear stories of nature. They begin to develop an understanding of seasonal cycles, biodiversity, tool usage, plant cultivation and food preservation and preparation.





## HEAD LICE

As much as they are unpleasant, head lice are almost inevitable in an environment where children work closely. Please ensure that you keep a close and regular check of your child's hair, and treat head lice if/as necessary.

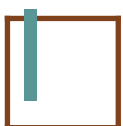
Victorian Government health information is available online at:

<http://www.education.vic.gov.au/school/parents/health/Pages/headlice.aspx>

## HOUSES

Our four school houses are named after native flowers. Children will wear house colours during school sports or on special occasions:

- m Banksia (yellow)
- m Correa (green)
- m Sollya (blue)
- m Waratah (red)



## ILLNESS

If your child is unwell, please consider the wellbeing of others and do not send them to school, but advise us of their absence as early as possible. This can be done through Compass.

## IMMUNISATION

Prior to the start of the school year, parents need to provide an Immunisation Status Certificate, issued by Medicare. Children who are not immunised can still attend school but they will still need to present an immunisation status certificate.

**If an outbreak of an infectious disease** occurs at the school, children who have not been immunised will be sent home until the risk has passed.

For further information, please refer to:

<http://www.education.vic.gov.au/school/parents/health/Pages/immunisation.aspx>



"Everybody  
is friendly  
and hard  
working"



# J

## JUNIOR SCHOOL COUNCIL (JSC)

We encourage leadership and collaborative skills to enable students to become active members of their local, and wider communities.

The JSC runs a variety of fundraising events, social events and discuss what is important in the student community. Two students are nominated from each class and attend regular meetings. It their role they represent the views of their classmates.

The JSC report back to the whole school at assembly. This is an important part of building student voice in our school.



# K

## KINDNESS FRAMEWORK

Briar Hill Primary School's kindness framework helps us support respectful behaviour. Our school values:

- m Be KIND to yourself
- m Be KIND to others
- m Be KIND to the environment
- m Be the learning KIND
- m Be the achieving KIND
- m Be the community KIND



# L

## LATE ARRIVALS

All students arriving late for school (after 9.00am) are required to sign in and collect a late pass from the school office, before proceeding to class. This needs to be given to the classroom teacher and the teacher then needs to enter these onto compass. Compass is a student attendance register that parents can access online where they can also manually enter their child's absent days. It is important to log in and become familiar with compass when your child starts school so you can access their school reports and report them absent when they are sick.

Teachers will ensure all late passes are recorded and notes retained. If continual lateness occurs, it becomes problematic to the child concerned and every other child in the class. If this is the case, parents will be asked to provide further explanation. We ask that all families respect our community KIND value by being on time for class. This shows respect to yourself and your peers who have arrived on time and are ready for learning. Please avoid interrupting of class flow and morning circle when late and use the note the communicate to the teacher.



## MAIN LESSON

The Main Lesson is consist of Steiner stories, myths and legends. They may also involve mathematical concepts, writing, geography, history and sciences. These are taught by the class teacher. During this block, the whole subject is explored, allowing children to learn deeply. This part of the school curriculum adopts a rich discovery and develops imagination, curiosity and wonder in the child.

## MEDICATION OF STUDENTS

If a child is ill, or needs to take medication for an acute illness or condition, parents should assess her/his fitness to attend school. If this is appropriate, medications should be sent to school in the original packaging with clear, written instructions about its administration, dosage, times and duration of need. The school office will keep an official written record of all medications administered.

We cannot be responsible for ongoing storage or administration of medication for students. This includes natural and homoeopathic preparations.

The only exceptions to this are children who have medically diagnosed conditions for which they might require emergency medication, such as anaphylaxis or asthma. In this case, emergency action plans will be in place, and it will be the role of parents to ensure that medications are kept up to date.

For further information about this, refer to the School Policy and Advisory Guide at:

<http://www.education.vic.gov.au/school/parents/health/Pages/medicalconditions.aspx>

## MOBILE PHONES

The use of mobile phone and other devices by students during school time is actively discouraged. All mobile phones must be handed in at the office during the day. Briar Hill PS will not be responsible for such devices and any damage, loss or breakage will be the responsibility of the parent.

## MORNING CIRCLE

Morning Circle is a time when the class comes together to share in song and verses, balance and coordination games, beanbag and ball games, clapping games and skipping. Circle time supports the wider curriculum by using songs and poetry with the main lesson themes and integrating times tables practice with skipping games. This time at the beginning of the day allows the children to ground themselves, feeling centred, alert and ready to learn. Please be on time so you do not miss this special time of connecting with your class.

## MUSIC

Children follow a progressive mode of classroom singing, recorder, strings, woodwind and brass.

- m Prep – Singing
- m 1 – 2 Singing/Recorder
- m 3 – 6 Singing/Recorder and Strings \*
- m 5 – 6 Singing/Recorder/Strings or Woodwind and Brass \*

\* Children come out during class times, usually on a rotation basis to attend lessons. All children taking part in lessons attend class orchestra. These are private lessons paid for by the parents.







## NEWSLETTERS

A whole school newsletter is published and sent home each Friday. Online access to this newsletter is also available, on our website: <http://www.briar-hill-ps.vic.edu.au>

## NOTES

All notes brought to school should be presented in an envelope, clearly marked with:

- m the date
- m the child's name
- m the child's class.



## OCCUPATIONAL HEALTH & SAFETY

Health and safety is an issue that affects everyone, including staff, students, parents, contractors and visitors. Having effective health and safety practices in the workplace will assist in identifying, eliminating or at the very least mitigating risk factors which can lead to injury or illness.

The Department is committed to ensuring the safety, health and wellbeing of its employees, students and visitors through the provision of safe schools and workplaces. For more information refer to: <http://www.education.vic.gov.au/hrweb/safetyhw/Pages/default.aspx>.

Safety, health and wellbeing is a shared responsibility, and being proactive is the most effective way of preventing injury.

All education department employees, visitors, volunteers and contractors are required to:

- m report hazards and incidents when they occur
- m follow safety instructions and observe the use and/or wearing of protective equipment as required
- m consult and cooperate with the education department on safety related matters

## OUT OF BOUNDS

For safety's sake, students at school should always be within the line of sight of a teacher. If they are not, they are 'out of bounds'.

The following areas of our school are out of bounds during recess and play times:

- m the garden above the basketball court and the bluestone wall that bounds it
- m the area between the rear buildings
- m any area beyond the treated pine fence that bounds the oval
- m the carpark
- m the area behind the play equipment and 'Enviro Hub'.



At Briar Hill the whole school is accessible to every child. We pride ourselves in the care of the younger students and buddies take an active role in ensuring the younger students are cared for in the yard.

## OUTSIDE SCHOOL HOURS CARE (OSHC)

Briar Hill Primary School offers Before and After School Care, from Monday to Friday, 6.45 - 8.45am, and 3.30 - 6.30pm.

Camp Australia facilitates the OSHC program. Please contact them to discuss individual needs and to enrol. An enrolment form must be completed before attendance can occur. Information can be found at [www.campaustralia.com.au](http://www.campaustralia.com.au)



## PARKING

The staff car park, off Beaconsfield Road, is out of bounds to parents. This area should not be used as a drop-off or pick-up zone for students at any time.

Please do not park in or over the driveways or nature strips of neighbours, at any time. Respect of our neighbours' safety and rights is of prime importance.

Parking in the school grounds is not permitted, without prior arrangement with the Principal.

## PAYMENTS

Please pay your school fees on time. Payments can be made in several ways:

- m in cash
- m by cheque, made payable to Briar Hill Primary School
- m by credit card
- m EFTPOS
- m Bpay (please see the school office to get your reference number)
- m QKR app



Payments can be made in person, sent to school with your child, online or over the phone. Any money brought to school should be presented in a payment envelope, clearly marked with the child's name, class and payment purpose.

If you are having trouble making any school payments, please contact the office immediately, to arrange a payment plan.

## PLAY EQUIPMENT

We encourage plenty of active and creative outside play. Students are encouraged to use their imagination and create cubbies and safe play spaces.

## POLICIES

Briar Hill Primary School has several school policies. We encourage all parents to read the policies available on the school website under policies. [www.briar-hill-ps.vic.edu.au](http://www.briar-hill-ps.vic.edu.au)





## QUESTIONS

It is important for you to communicate with your child's teacher if you have any concerns about school matters. This ensures that appropriate procedures can be followed and support mechanisms can be enacted if need be. It is always best to make an appointment for after school, as teachers are busy with class preparation before school. The teachers will also communicate their best method of contact

Issues that relate to the school more broadly need to be referred to either the Principal, Assistant Principal or School Council. All ideas for school council can be put in writing via the website.



## REST

We encourage families to purchase their prep child/ren a sheepskin. Sheepskins provide comfort and nurturing when at their desks and are also used on the floor for rest time and storytelling.

Children are generally tired at the end of a school day, and will need plenty of rest. Quiet, simple and regular after-school and weekend routines will help your child adjust to the new demands of school.



## RULES

It is vital, at all times, that all parents and visitors should model and encourage:

- m the observance and practice of our school's values framework
- m a thoughtful approach to the wellbeing of others
- m a 'common sense' attitude
- m an awareness of potentially problematic issues.

In this regard, there are some clear rules that need to be in place to ensure everybody's safety:

- m Students must not enter the buildings before school, during recess or lunchtime, unless instructed and/or supervised by a staff member.
- m Walk in the corridor, and around all corners.
- m The toilets are not a play space.
- m Our stone walls, fences and trees are not for climbing on during supervised school hours
- m Chewing gum is not allowed at school at any time.
- m Lollipops with sticks should not be brought to school.
- m Bikes, scooters and skateboards must not be ridden in the school grounds.

In addition to these rules, some areas of the school are 'out of bounds'. (See above)  
If school rules are broken, we will follow the Student Management Plan, to provide a clear and consistent approach to student management and classroom discipline (see below).



## SCHOOL MANAGEMENT

Put simply, teachers are responsible for delivering their teaching and learning programs, and safely managing school activities with the children.

The Principal is responsible for the overall management of the school and school accountability, and reports to the education department.

The School Council is an elected body that works with the Principal for the purpose of shared school governance. The council includes representatives of the teaching staff, parents and the Principal, although the composition of School Councils can vary slightly from school to school.

The Briar Hill School Council is the peak body to which various committees report. These committees have responsibility for finance, policy, Outside School Hours Care, buildings and grounds maintenance and care, and fundraising.



## SCREEN TIME

Media and ICT in P-2

- m A minimised media environment in the P-2 classrooms so Laptops and computer banks will not be used by the children.
- m Digital music and talking books may be used in classes.
- m Teachers will however use a variety of media platforms to assess and support individual students in accordance with the Victorian Government Curriculum.



Media and ICT in P3-6

- m Multi-media platforms will be purposeful and is an integral part of the teaching and learning program.
- m Laptops, tablets, data projectors, and cameras will be part of the learning, utilising media in a mindful way by teaching specific skills and targeting the use of ICT in accordance with the Victorian Government Curriculum. This will prepare students for secondary schooling.

## STAFF ROOM

The staff room is an area that is allocated for priority use by school staff. Parents may use this area only with permission, and only when staff are not present.



## STEINER CURRICULUM

Briar Hill Primary School is a state school that offers a unique model of education. Our Progressive Steiner Influenced Curriculum meets the expected standards of the Victorian Curriculum F-10 and incorporates elements of the Australian Steiner Curriculum Framework F-10.

Briar Hill Primary School believes that education entwines the gifts brought by the head, heart and hands. We aspire to create an environment that supports children in their lifelong journey of self-development, discovery and growth. Our aim is to educate children to be deep critical thinkers with a sense of moral, ethical and social responsibility.

Go to: [www.briar-hill-ps.vic.edu.au](http://www.briar-hill-ps.vic.edu.au) - "What is a Steiner" influence to download the PDF.

## STUDENT-FREE DAYS

Each year schools receive four student-free days (when student instruction does not occur) for professional development, school planning and administration, curriculum development, and student assessment and reporting.

You will be reminded well in advance of these days to enable for the organisation your own family. The dates will be published in the school newsletter and on the school website.

## SUN-SMART

We have a Sun-Smart policy which clearly sets out behavioural guidelines for sun protection.

All children are expected to wear a broad brimmed hat or a bucket hat in Terms 1 and 4. These are the times of the year when the school's 'No hat = No play' policy applies. All children without hats will remain in the shaded area beneath the oak tree or on the large deck adjacent to the canteen.

Please note that baseball caps do not provide sufficient shade and are not suitable for school wear. Hats or beanies, to keep warm, are encouraged during the cooler weather.

Sunscreen should be applied before school, then carried in your child's bag for them to apply before lunch.

Please note that teachers are not permitted to apply sunscreen to a child.



## TELEVISION AND SCREEN TIME

The gentle images, ideas and experiences we work actively to bring to your children are very easily overridden by the direct impact of electronic media.

In general, teachers and focused school programs should not need to compete for children's attention, against noisy soundtracks and flashing screen images of television and computer games, which also distract children from active, creative play.

However, we acknowledge that it is ultimately your choice as to whether you allow your child to engage with electronic media.



## TRANSITION

We run a transition program each November, for children enrolled in Prep for the subsequent year. Parents are notified about the arrangements for this in Term 3.

## TUCKSHOP

Thursday is lunch order day! Our school tuckshop provides nutritious home cooked meals to teachers and students once a week. The weekly Menu is written on the blackboard outside the tuckshop window on the decking. Lunch orders can be placed using the QKR app



## UNIFORM

Uniforms are not compulsory. The school uniform consists of a red polo, navy shorts, skort, long pants and navy windcheater. It can be purchased through our school office or Primary Schoolwear: [www.psw.com.au/retail/](http://www.psw.com.au/retail/)

SunSmart hats are required in Term 1 & Term 4.

Shoes and sandals need to be of the closed-toe style, worn with socks or tights. Thongs, slip on scuffs, 'Crocs', or shoes without a heel strap are unsuitable for school, and should not be worn.



## VOLUNTEERS

Parent helpers are a big part of the school program.

We believe Communities have a major impact on the educational outcomes of children.

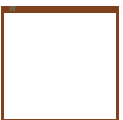
At Briar Hill PS parents & carers are encouraged to be involved in their child's education.

Volunteers can contribute to the school in a variety of ways including reading with students, helping with craft, serving at the tuckshop, coaching interschool sport, joining the school council, attending working bees and contributing to the running of our seasonal festivals and sporting events.

It is helpful for us to know what special abilities or interests you have, whatever they may be. If you have cooking skills, sewing skills, wood work skills, plumbing skills, if you are a motor-mechanic, an artist, an actor, if you keep goats or star-gaze for a hobby-whatever it is, it may be very helpful to know.

For further information, please refer to:

<http://www.education.vic.gov.au/school/parents/involve/Pages/parent.aspx>



## WET AND/OR HOT DAYS

On days of extreme weather conditions, the curriculum will be adapted so that students can participate in activities which are suitable to the weather. For this reason, during lunch and recess on such days, children may be required to stay indoors.

On these days, a wet/hot day yard duty timetable will be followed.







## YARD DUTY

Our duty of care implies that there needs to be continuous, adequate supervision of students. For this reason, there is a supervising teacher on yard duty:

- m before and after school
- m during all outside play periods



## ZZZZZ...

All children require a good night's sleep, to be bright, active, happy and attentive. Tiredness may lead to inattentiveness and missed opportunities for learning.

## CAN YOU HELP US?

We are continuing to develop this booklet. Although the information we have included is helpful, we realise that it is far from perfect. If you have any suggestions for content, if something is not clear, or if you believe prospective parents need more guidance in a particular topic area, please let us know.

## WANT TO KNOW MORE?

For more information about any aspect of your child's schooling:

- m contact us directly, in person, or by phone: **9435 1633**
- m visit our website at: [www.briar-hill-ps.vic.edu.au](http://www.briar-hill-ps.vic.edu.au)
- m visit the Victorian education department's website at:  
<http://www.education.vic.gov.au/school/Pages/default.aspx>.

"It's the best  
primary school  
a kid could  
ever go to"