Welcome to Creaney Primary School

Principal
Deputy Principal (K-2)
Deputy Principal (3-7)
Registrar
School Officers

Mr Trevor Mitchell
Mrs Sue Hanson
Mrs Kristy Brandwood
Mrs Rosemary Bruce
Ms Lisa Leo
Mrs Jackie Goldberg

Welcome to Creaney Primary School.

I hope this parent booklet will be a useful reference point for you in providing general information about our school operations.

Creaney Primary School has a high quality, professional staff dedicated to the ongoing education of your child. Our school motto is ‘Caring’ and this is supplemented with a strategic focus on developing ‘Community, Achievement, Respect, Excellence’.

I hope you will work in partnership with us on your child’s learning journey and strongly encourage your assistance in classes, participation in special events and involvement with committees. I also welcome your ideas and feedback for school improvement.

I sincerely look forward to you either continuing, or establishing, a keen interest in our school as well as becoming involved in your child’s education. If you have any further enquiries regarding Creaney Primary School or your child’s education, I encourage you to organise a time to discuss these matters with your child’s teacher/s.

Trevor Mitchell
Principal
INDEPENDENT PUBLIC SCHOOL
Creaney Primary is an Independent Public School with additional flexibilities and responsibilities involving staff recruitment, community involvement and resource management.

WOODVALE LEARNING COMMUNITY
Creaney is part of the Woodvale Learning Community and our students feed into the Woodvale Secondary College. All schools in the cluster work collaboratively to provide the best learning opportunities for students. Creaney students can also feed into Greenwood Secondary College.

SCHOOL TERM DATES

<table>
<thead>
<tr>
<th>Semester</th>
<th>Term 1 Teachers</th>
<th>Teachers</th>
<th>Term Break</th>
<th>Mid-Semester Teachers</th>
<th>Teachers</th>
<th>Students</th>
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<td>1</td>
<td>Thursday 30 January – Friday 11 April</td>
<td>Monday 3 February – Friday 11 April</td>
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<td>Term 2 Teachers</td>
<td>Monday 28 April – Friday 4 July</td>
<td>Term Break</td>
<td>Mid-Year Teachers</td>
<td>Saturday 5 July – Sunday 20 July</td>
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<td>Students</td>
<td>Monday 28 April – Thursday 3 July</td>
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<td>Term 3 Teachers</td>
<td>Monday 21 July – Friday 26 September</td>
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<td>Term Break</td>
<td>Mid-Semester Teachers</td>
<td>Saturday 27 September – Sunday 12 October</td>
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<td>Term 4 Teachers</td>
<td>Term 3 Teachers</td>
<td>Students</td>
<td>Students</td>
<td>Monday 13 October – Friday 19 December</td>
<td>Monday 13 October – Thursday 18 December</td>
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Note: Staff commence on Thursday 30 January 2014 and conclude on Friday 19 December 2014.

SCHOOL DEVELOPMENT DAYS
The following days are School Development Days for 2014; students do not attend school on these days.
Term 1: Thursday 30 January and Friday 31 January
Term 3: Monday 21 July, Friday 8 August
Term 4: Monday 13 October, Friday 14 November, Friday 19 December

STAFF MEETINGS
Staff meetings are held every second Thursday after school and all staff rostered on that day must attend. Teachers are advised that parent interviews and personal appointments are not to be organised in staff meeting time slots.

PUBLIC HOLIDAYS
Labor Day: Monday 3 March
Good Friday: Friday 18 April
Easter Monday/Tuesday: Monday 21 April
Anzac Day: Friday 25 April
Foundation Day: Monday 2 June
Queens Birthday: Monday 29 September
HOURS OF INSTRUCTION – Monday to Friday
Primary: Morning  8:40am – 10:40am  
11:00am - 1:00pm
Afternoon  1:40pm – 2:50pm

Kindergarten:  5 day fortnight
2 Groups  Monday/Tuesday/alternate Wednesday
Thursday/Friday/alternate Wednesday

Classroom doors should be opened by 8.30am.

ARRIVAL & PICK UP
Kindergarten and Pre-Primary children are to be personally delivered and picked up from the classrooms by their parents or guardians.

Primary children should not arrive at school prior to 8:30am and are required to leave the school grounds by 3:00pm. Students are required to wait outside their classrooms – play is not permitted before school.

USE OF PLAYGROUND EQUIPMENT BEFORE/AFTER SCHOOL
The use of playground equipment and sports equipment/games before or after school is not permitted for safety and duty of care reasons.

CONTRIBUTIONS, CHARGES AND PERSONAL USE ITEMS
Under provisions of the Education Act, it is a requirement of schools and school boards to indicate to parents all likely educational expenditures for the coming year:

Personal Use Items: Many parents order these items through Office Max. The children will need to have the items listed in their possession each school day in order to maximize their participation in the learning programs provided. Parents may need to replace some items such as pens and pencils throughout the year. Year level lists for personal use items are available from the front office.

Charges: These are “optional costs”. That is, it is not compulsory for students to take part, though if they do, payment is required. The table below identifies the maximum anticipated costs per year level. Actual costs incurred in many cases are likely to be considerably less. It is important to realise this and that costs will not exceed the scheduled figure. Information from Regional Office on such is detailed below.

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<thead>
<tr>
<th>Description</th>
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<th>PP</th>
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<td>Yr 6/7 Dinner Dance</td>
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<td>Yr 6/7 Farewell Activities</td>
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<td>Yr 6/7 Farewell Polo Shirt</td>
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<td>Yr 6/7 Enrichment/Transition</td>
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<td>Yr 6/7 Woodvale Polo Shirt</td>
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2014 CONTRIBUTIONS
The total amount that parents are asked to pay has been contained within the $60 maximum set in the School Education Regulations 2000. Money collected will supplement the school expenditure in the areas listed below. For 2014 this amount has been set for Yrs K - 7 at:
Many parents opt to pay this voluntary amount at the time of paying for Personal Use Items, though full or part payments are welcome at the school office at any time. Whilst contributions are voluntary, the quality of our teaching and learning program will be maximized when each family makes a contribution towards supplementing funding gained from other sources, including the State and Commonwealth Governments.

DIFFICULTY WITH PAYMENT
We are aware of the financial demands families may face and the school is very willing to assist in any possible way. For example: Camps and Voluntary Contributions payments can be progressive throughout the year.

LESSON ATTENDANCE
Teachers are required to mark the roll within the first five minutes of the day. Students arriving after the siren should go to the office for a Late Slip to hand to their classroom teacher.

MONEY COLLECTIONS
Parents are requested to assist our office staff by sending money to school through the class teacher for such items as excursions/incursions, In-Term Swimming, camps etc.

CANTEEN
The canteen is managed by the P & C Association. A menu is available and special deals are advertised through the fortnightly newsletters. Our Canteen has received a 4 star Starcap rating through the School Canteen Associations Accreditation program and has consistently achieved 99% of all sales being healthy food choices. We continue to offer nutritious meals, which are low in fat, sugar and salt and many foods are homemade. Multiple purchases of ice-creams, drinks etc for students are not permitted. The Canteen operates Tuesday to Friday for morning tea and lunch. Counter sales occur during recess and lunchtime. Orders are to be written on brown lunch bags with the child’s name, class and correct money enclosed. Please wrap coins in a tissue to avoid money falling out. Orders can be placed in the basket located in the classroom before the commencement of school. Online ordering is being investigated for possible commencement later in 2014.

ALLERGY AWARE SCHOOL
Some children and staff at Creaney Primary have severe allergic reactions to bees and nuts that require immediate medication and hospitalisation. Therefore, we aim to be an allergy aware school. Students with severe allergic reactions have a medical action plan that staff should be aware of and is located in the staffroom.

DOGS
Parents are requested to ensure that their dogs DO NOT follow children to school. Dogs create a considerable nuisance and dangerous encounters may arise. The school has adopted a policy of contacting the local Council if the owners cannot be identified if an unsupervised dog arrives on the school ground. Parents are advised to wait outside the school boundary with their dog and to not bring their dogs on-site for duty of care reasons.

PARENT COMPLAINTS
We aim to develop and maintain open communications and positive relationships between home and school. A process of listening, discussing and resolving issues is encouraged and parent complaints will be directed to staff members/class teachers concerned. A brochure and process for complaints management is available from the office.

KISS AND DRIVE
A 14 bay parking facility is directly in front of the main entry into our school on Creaney Drive. The three most forward bays are “Kiss and Drive”. This means children can be set down and picked up quickly and safely without parents getting out of cars. This system only works if all parents follow the guidelines below and refrain from stationary parking in the Kiss & Ride bays.

ROAD SAFETY
Traffic near a school will always present a hazard to children. Parents are asked to be actively involved...
in the school’s campaign to lessen the chances of serious accidents. The 27 car-park/embayments established along the verges of Kingsley and Creaney Drives are for use in emergencies and wherever possible for the Kindergarten and Pre-Primary parents to use as required to deliver children into the care of teachers. Parents have access to over 140 parking bays around the school. Parents are reminded that they are not permitted to park in the staff car park; this is DoE property and increases the risk to staff and students.

GUARDED CROSSING
The Police Department pays an attendant to assist parents and children to cross Kingsley Drive during the busy times before and after school. Parents are asked to set a good example by using the crossing and to insist that children always use it as well. At times the crossing may be unattended due to circumstances out of the School’s control. When notified, the school will advise students. Parents will be notified of this situation if notice is given.

SAFETY HOUSE SCHEME
The school district is well served by the Creaney Safety House Scheme. The members of the community who supply this service ensure that the safe conduct of children to and from school is assisted by the availability of Safety Houses. Parents who are interested in being involved with the committee are welcomed to attend the monthly meetings which are advised through the school newsletter.

BICYCLES AT SCHOOL
For safety reasons bicycles and scooters are not to be ridden in the school grounds. Children should dismount at the school boundary and wheel their bicycles or scooters to the nearest designated area. Bicycles and scooters are to be placed in the bike racks provided. A padlock and chain are desirable for security. Student bicycles, scooters or personal items are not covered by the school’s insurance when left at school.

OUT OF SCHOOL CARE
The YMCA operate an after school care program next to the Kindy classroom. This is well organised and resourced and children are thoroughly supervised by YMCA staff. It operates from 3.00pm – 6.00pm Monday to Friday, as well as holidays and School Development Days. Enquiries and enrolments can be directed to YMCA staff that is in the centre by 2:00pm each day. This facility is available for children from the year they turn 4 through to 12 year olds. For further information please phone 0403 347 949.

CARE OF SCHOOL GROUNDS AND FACILITIES
All parents and staff are requested to encourage children to treat the school grounds and facilities with respect. It is greatly appreciated when parents and motorists keep an eye out over the school during after hours’ periods. This has dramatically assisted us in reducing the number of incidents of vandalism to our buildings and grounds. The security fence has greatly reduced all issues of vandalism and theft and will enable us to embark on grounds beautification programs.

SCHOOL CHILDREN ACCIDENT INSURANCE
This is the responsibility of parents. Numerous insurance companies offer cheap rates of accident insurance for students and these can usually be extended to include valuable personal items including prescription glasses and dental plates.

SCHOOL BANKING
Teaching children the all-important skills of money management and saving when they’re young can empower them for success in the future. The School Banking initiative teaches valuable financial literacy skills that will last well beyond school life. The School Banking Program also offers the financial benefits for our school. School Banking is held in the Hall as advised on the Term Planner (Wednesday in the Library for 2014).

CAMPS/EXCURSIONS
Camps are dependent on staff willingness to attend in their own family time and the commitment and support of parents. Currently we have a Year 7 camp at Creaney. All excursions and visits by groups are planned as an integral part of the learning program. Children learn a great deal from these experiences and parents are urged to allow their children to participate in these activities when they are arranged.

Parents will be advised of all planned activities by specific notices. Parents who experience any
difficulties or hardships in paying for excursions are invited to discuss these problems with the Principal. Special arrangements will be made to fit each circumstance. Complete confidentiality will be ensured at all times.

**SCHOOL UNIFORM**

Parents are asked to fully support the school and P & C by ensuring their child attends school in full school uniform at ALL times. The wearing of uniforms gives children a sense of belonging and assists in building a tradition of pupils being proud of themselves and of their school. The school has always received outstanding support from parents on the matter of uniform. Details of the school uniform are provided on a separate sheet which is available from the school office. It is particularly important that all students are dressed in school uniform for excursions, as they are representing the school. The colours of the official school uniform are gold and navy blue.

**UNIFORM Pre-Primary – Year 7:**

**GIRLS**
- Navy blue skirt, shorts, skort (skirt/shorts) or trousers

**BOYS**
- Navy blue shorts or trousers

**GIRLS & BOYS**
- Navy blue windcheater, zip jacket with emblem or rugby windcheater
- School hat (2 styles in navy blue)
- School navy and gold polo shirt, sports shorts
- School hat (2 styles in navy blue)
- Homework Bag

**UNIFORM Kindy only**

**GIRLS & BOYS**
- Ice Blue T Shirt
- Navy shorts or trousers
- Navy blue windcheater, zip jacket with emblem or rugby windcheater
- School hat (2 styles in navy blue)
- Homework Bag

These and quality second hand items can be purchased from the school through the P & C uniform shop located in the school hall and the opening hours will be advertised in the term planner. This school has a School Board approved uniform policy.

**FOOTWEAR**

For health and safety reasons, it is a requirement that children wear proper footwear to school. Shoes, sneakers, gym shoes, joggers or buckle-up sandals are all appropriate forms of footwear. No thongs or dress up shoes please.

**HATS**

Creaney is a SunSmart school with a SunSmart policy. In the interests of preventing harmful damage caused by the sun, children are required to bring their hat to school every day. It is policy that children wear the school hat in the yard all year round. We have a policy of “No hat, No play” in the sun. School broad brimmed and bucket hats, yes! No caps at Creaney Primary.

**SUNSMART SCHOOL**

Parents are asked to apply sunscreen to their child before school. In addition, the P&C provides sunscreen for all classrooms for children to re-apply before going to lunch.

**MONEY, VALUABLES AND TOYS**

It is recommended that children’s valuable personal items and toys are not brought to school. On occasions when items are requested for a special project or class display, please ensure all items are well labelled. Once again these items are not insured and the school will not be responsible. Children are requested to hand their money to their class teacher for safekeeping.

**MOBILE PHONES**

Personal items such as mobile phones are not insured and children bring them to school at their own risk. The school will not accept responsibility for mobile phones that are damaged, lost or stolen. Mobile phones must be handed into the office in the morning and collected after school. Unacceptable use of a mobile phone will be addressed using the school’s Behaviour Management Policy. Parents need to contact the office if their child is required to have a mobile phone at school, which is only to be used for before and after school purposes.
ENROLMENTS

KINDERTGARTEN ENROLMENTS
Children entering Kindergarten in 2014 have their date of birth between 1 July 2009 and 30 June 2010. Children entering Pre Primary in 2014 have their date of birth between 1 July 2008 and 30 June 2009.

LOCAL INTAKE SCHOOL
Creaney Primary School is a Local Intake School and enrolments are taken from a prescribed catchments area in the suburb of Kingsley. Applications for enrolment need to be completed with proof of residence, birth certificate, immunization details sighted by office staff prior to submitting to the Principal.

When the school receives more kindergarten applications than places available, the following criteria will be applied to prioritise applications as per the Department of Education and Training’s Enrolment policy:

- First priority will be given to the child whose usual place of residence is in the intake area for the school and who has a sibling enrolled at the school for that year and who lived nearest the school;
- Second priority will be given to the child whose usual place of residence is in the intake area for the school and who does not have a sibling enrolled at the school for that year and who lives nearest the school;
- Third priority will be given to the child whose usual place of residence is NOT in the intake area for the school and who has a sibling enrolled at the school for that year and who lived nearest the school; and
- Fourth priority will be given to the child whose usual place of residence is NOT in the intake area for the school and who does not have a sibling enrolled at the school for that year and who lived nearest the school.

Out of catchment students are not guaranteed an enrolment at Woodvale Secondary College.

PARENT INVOLVEMENT

P & C ASSOCIATION
The official parent representative body is the Parents and Citizen’s Association. Great support has been afforded the school by this group and all parents are urged to become members and be involved in the activities and functions. The association has control over the following sub-committees:

- The Uniform Committee
- The School Assistance Club (SAC) - Fundraising
- The Canteen Committee
- The Safety House Committee

P & C meetings are held at 7:30pm in the staffroom as advised in the term planner (Weeks 3 & 7 each term). All parents are welcome to attend. Please see the school website for committee members’ details and further information.

THE SCHOOL ASSISTANCE CLUB (SAC)
The School Assistance Club performs functions to assist the school and all parents are urged to give this group their support. Meetings are held in B1 as advertised in the term planner.

SAFETY HOUSE COMMITTEE
The Safety House Committee has the specific task of maintaining the Safety House Scheme in the Creaney area and parents who wish to contribute to this aspect of community service are invited to attend meetings when they are held.

SCHOOL BOARD
The School Education Act 1999 came into effect from January 1, 2001 and requires all schools to form a School Board. Our School Board will meet at least once per term and its key functions include taking part in;

1. Establishing the school’s objectives and priorities
2. Financial planning and directions
3. Reviewing the school’s performance
4. Formulating codes of conduct for students
5. Determining through consultation, a dress code for students
6. Promoting the school in the community
7. Approving charges and contributions and personal use items

The School Board has developed a constitution, a copy of which is available from our office. This details the purpose of the Board, membership, elections, meetings and proceedings. The School Board consists of parents, school staff and the Principal. More information can be obtained from the school website.

ASSEMBLIES
Assemblies are conducted throughout the year with classes being rostered to direct proceedings. Parents are advised beforehand of relevant details. Assemblies occur in the hall on a Friday morning and commence at 8:45am. The school has a closed assembly on Fridays when formal day assemblies are not scheduled. This is called our ‘Friday Muster’.

REPORTING TO PARENTS
Our staff will aim to keep parents up to date with information on their child’s progress. Formal reporting arrangements in 2014 will include:

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<tr>
<th>Term 1</th>
<th>Throughout the year work samples are collected as evidence of student achievements.</th>
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<tbody>
<tr>
<td>Welcome Newsletter</td>
<td>Week 1</td>
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<tr>
<td>Parent Interviews</td>
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<td>Learning Journey</td>
<td>Week 10</td>
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<td>Term 2</td>
<td>Formal Report</td>
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<td>Term 3</td>
<td>Interviews if required</td>
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<td>Term 4</td>
<td>Formal Report</td>
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Please refer to the school's assessment/reporting policy. Teachers are required to report honestly about students’ level of achievement and behaviour, and to use a combination of standardised and teacher based judgements. Parents should always be informed prior to the report going home of any issues that may cause tension or a degree of surprise on their behalf.

PARENTAL INVOLVEMENT
A number of avenues exist for parents to be involved in the daily functioning of the school. Parents are welcome into classrooms and will find that assisting the school in this way is a rewarding experience. Some areas where continuing assistance is required are:-

- Reading and Writing in Junior Classes
- Small group work in Maths and Science
- Library resource centre
- Parental helpers on excursions
- Sports coaching and umpiring
- Talks to classes to relate experiences
- Volunteering in the canteen

STUDENT SERVICES

SCHOOL PSYCHOLOGIST
Both Deputy Principals are responsible for case management of students at education risk (SAER). A School Psychologist is available to Creaney Primary and is based at West Coast District Education Office. The services of the School Psychologist are free and available on referral. Parents may also make an appointment with the School Psychologist through the SAER case manager to discuss any concerns they have regarding the progress and development of their children. Our School Psychologist is available on Thursdays on a needs basis.

CHAPLAIN
A Chaplain is here to offer support to students and their families in a variety of capacities, such as:

- Support and a listening ear when facing difficulties or “rough patches”.
- Specific strategies to help deal with challenging situations and transitions.
- Leadership skills development for our student leaders/prefects.
- Working together with class teachers to achieve curriculum objectives on topics such as goals, values, conflict resolution and anger management, etc.

The chaplain’s role statement is to support students and staff at Creaney Primary. This takes the form of students, teacher and parent counselling, small group work, special programs, mediation sessions,
excursions/camps, games, school morale, pastoral care and student services intervention.

DENTAL CLINIC
A Dental Therapy Centre caters for all children at this school. It is located on 12 Merivale Way Greenwood. This service is free for all children from Pre-Primary to Year 11. An enrolment form and information sheet will be issued to each child on enrolment at the school. Enrolled children will be examined throughout the year. Parents are invited to call into the centre or phone to make an appointment (at any time); if they have any queries regarding their child’s Dental Health. The Dental staff for 2014 are: Jim Howe – Dental Officer, Daphne – Dental Therapist and Anne – Dental Assistant. The phone number is 9203 5611.

SCHOOL NURSE
Our school Community Health Nurse is Mohsin Husain employed by North Metro Health Service. Kindy. He will conduct full Health Appraisals for Kindergarten children later in the year.

HEALTH/INFECTIONOUS DISEASES
Under Public Health regulations children suffering from the following diseases are to be excluded from school: Chicken Pox, Mumps, Measles/Rubella, Trachoma, Ringworm, H1N1 (Swine Flu), Impetigo (School Sores). Children at school suspected of having an infectious disease will need to be collected and taken home.

ACCIDENT OR ILLNESS AT SCHOOL
Minor injuries or illness during the day are normally attended to at school. Students are either sent home or stay in class, as there is no rest allowed in the first aid room. Children should not be resting in class as this poses duty of care supervision issues for the classroom teacher.

Parents are requested to make sure that the emergency address and phone number registered on the enrolment form up to date. At the beginning of each year a student update form is sent home to all students for parents to complete. The information provided on SIS is an important factor in the school’s custodial role. If this is done, unnecessary delays for medical attention will be averted.

STUDENT ABSENCES
The Department of Education regulations require that all pupil absences be explained by a dated note sent to the class teacher when the student returns to school. Alternatively, parents may phone or SMS the school office the morning of the absence to provide an explanation. This will assist teachers to manage the learning program and to enable checks to be made to ensure all children who are sent, actually arrive at school. Office staff will document on SIS if parents ring with an explanation for absence (eg: Jacob, A1 sick with chickenpox).

SMS MESSAGING
Creaney Primary introduced SMS communications to build on existing attendance procedures and to ensure that parents are notified as soon as possible if their child is absent from school without an explanation. This system has been shown to assist in making schools (and parents) more aware of where students are and to improve student attendance. These factors will enhance learning opportunities for all students and contribute to their safety. Parents are informed by mobile phone SMS each time their child was absent when an explanation hadn’t already been provided to the school. If a child was absent and a reason had been provided before the time the SMS was due to be sent, a text message won’t be sent. SMS will also be used to provide information to parents about school community events.

WITHDRAWAL OF PUPILS FROM SCHOOL DURING INSTRUCTION TIME
Teachers have a legal responsibility for children throughout the school day. Long term requests to take children away from school during the school term must be in writing (signed by the parent) to the class teacher or directly to the Principal. Pupils are not permitted to leave the school grounds without permission. Parents must complete the file at the front office when a student is taken out of school, a yellow slip will then be given to the parent which is to be then presented to the class teacher.

APPROVED CONTACT
 Whoever is taking a student out of the school must be listed on the school’s approved emergency contact list; otherwise the student will not be released.
IN-TERM SWIMMING
The school organises swimming classes for years PP – 7 to be held during school time to provide children with the opportunity to advance their swimming skills. Parents will be advised by special notice of the arrangements for these lessons.

INTERSCHOOL SPORT
In order to help foster correct attitudes of sportsmanship, interschool fixtures will be arranged from time to time during the year. When it is necessary to travel to another school, a permission note will be required for the participant. This will detail the date, purpose of the trip, cost and mode of transport. Parents are urged to encourage their children to play weekend sport and to become involved themselves.

INTERSCHOOL SPORTS WINTER PROGRAM
The sports specialist teacher coordinates the Interschool sports program which involves Years 6 and 7 children. Year 5 children may be chosen if need be.

EXEMPTION FROM PHYSICAL EDUCATION
All children are expected to take part in all set physical education and sport sessions. Children will only be exempt from these lessons if a note or medical certificate is forwarded to the class teacher. A hat and correct footwear must be worn during these sessions.

FACTION FRIDAY
Students are encouraged to wear their faction shirt each Friday and will earn a point for their faction if they do so.

POLICIES

BEHAVIOUR MANAGEMENT
At Creaney Primary School children are encouraged to have respect for themselves, consideration for others and compassion for those less fortunate than themselves. In keeping with the school motto of “Caring” the school has a positive approach to discipline. The atmosphere of the school is to be friendly and harmonious with children being encouraged along the road to self-discipline by teachers praising good work and appropriate behaviour. The school environment is to be one in which the rights of teachers to teach and of students to learn are respected. For those who violate these rights, consequences are applied and the help of parents sought. Parents will be informed if a child’s behaviour is unacceptable and will be party to the management strategies. Only through the united efforts of school and home can high expectations for children be fulfilled. Parents will be an integral part of any behaviour management plan that relates to their child.

The School operates a whole school faction Token/Ticket program to reward appropriate behaviour. Reward play is also provided every Friday for all students who maintain a ‘Good Standard’ during the week. The behaviour management system reflects restorative practices and the traffic lights (stop, think and go) system. Letters of commendation and letters of concern keep the parents informed about both positive and negative behaviour.

INTEGRATION
Creaney Primary and Creaney Education Support Centre have an active and supportive integration policy. Please refer to policy.

PARENT FEEDBACK
The school welcomes feedback; queries and visits from parents who wish to make suggestions or inform the school about issues that may concern them. Parent-teacher interviews may be requested at any time by contacting the classroom teacher. The Deputy Principals and Principal are also available to parents, though it is advisable to make an appointment with the class teacher about classroom issues/concerns first.
<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
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<tbody>
<tr>
<td>Principal</td>
<td>Mr Trevor Mitchell</td>
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<tr>
<td>Deputy Principal (K-2)</td>
<td>Mrs Sue Hanson</td>
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<tr>
<td>Deputy Principal (3-7)</td>
<td>Mrs Kristy Brandwood</td>
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<tr>
<td>Registrar</td>
<td>Mrs Rosemary Bruce</td>
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<tr>
<td>School Officers</td>
<td>Ms Lisa Leo</td>
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<td>Mrs Jackie Goldberg</td>
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<td>TEACHERS</td>
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<tr>
<td>Kindergarten</td>
<td>Mrs Monika Thomas K2</td>
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<td></td>
<td>Mrs Alison Ferguson K1</td>
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<td></td>
<td>Mrs Samantha McCulloch K1 &amp; K2 (Wed)</td>
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<td>A1 PP</td>
<td>Miss Emma Hartmann</td>
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<td>A2 PP</td>
<td>Mr Robin Luck</td>
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<tr>
<td>A5 Year 1</td>
<td>Ms Liana Watson</td>
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<tr>
<td>A3 Year 2</td>
<td>Mr Nathan Spilcker</td>
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<tr>
<td>A4 Year 1/2</td>
<td>Ms Sue Beardshaw</td>
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<tr>
<td>B2 Year 3/4</td>
<td>Miss Erin Sansalone</td>
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<td>B3 Year 4/5</td>
<td>Ms Kerry Gow/Miss Alexandra Collins</td>
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<tr>
<td>B4 Year 4/5</td>
<td>Mr Steve Wylde</td>
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<tr>
<td>B5 Year 3/4</td>
<td>Mrs Sue Stocks</td>
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<td>B6 Year 2/3</td>
<td>Miss Pam Bartlett/Mrs Donna Sandford</td>
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<td>C3 Year 6/7</td>
<td>Mrs Aileen Clack</td>
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<tr>
<td>C5 Year 6/7</td>
<td>Mrs Pam Anderson</td>
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<td>SPECIALIST TEACHERS</td>
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<tr>
<td>Physical Education</td>
<td>Miss Alexandra Collins</td>
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<td>ICT</td>
<td>Mr Chris Dowding</td>
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<td>Science</td>
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<td>Miss Emily Nascimento</td>
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<td>SCHOOL SUPPORT STAFF</td>
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<td>Library Officer</td>
<td>Mrs Tracey Sutton</td>
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<td>Mrs Tina Cochrane</td>
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<td>Education Assistant/Sp.Needs</td>
<td>Mrs Lorraine Lofthouse</td>
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<td>Mrs Judy McDermott</td>
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<tr>
<td>Chaplain</td>
<td>Mr Tim Mullen</td>
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<tr>
<td>Gardener</td>
<td>Mr Murray Ellison</td>
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<tr>
<td>Head Cleaner</td>
<td>Mrs Di De Biasi</td>
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