



Parent Information Book

“ A great place to grow, achieve
and succeed together

Respect Resilience Kindness Growth



Welcome to Delacombe Primary School

Delacombe Primary School aims to provide opportunities for all students to learn new skills, concepts, attitudes, and behaviours necessary to be successful at school and throughout their lives. We strive to provide an environment that promotes literacy, numeracy, critical thinking, self-respect and care and concern for others.

At our school we strongly support and encourage parent participation as it is well recognised that the degree of interest, interaction and co-operation between family and school is extremely important in the development of a student's full potential at school.

This Parent Handbook aims to answer the main questions about Delacombe Primary School which parents new to the school often ask.

Please take the time to read this booklet as it is designed to provide information about our school.

We look forward to a rewarding association with you.

Kind regards

Staff of Delacombe Primary School.



The Delacombe Primary School community actively strives to develop a safe, caring, and Inclusive learning environment where mutual respect and the pursuit of personal excellence form the basis for lifelong learning and future success. Our work is underpinned by the agreed values of:

KINDNESS

RESPECT

GROWTH

RESILIENCE

School Information

***Delacombe Primary School 110-
120 Greenhalghs Road
Delacombe***

School No: 5201

Region: South West Victoria

Address: 110-120 Greenhalghs Road DELACOMBE
VIC 3356

Postal: PO Box 205

REDAN VIC 3350

Phone: (03) 5335 6103

Email Address: delacombe.ps@education.vic.gov.au

Web Address www.delacombeps.vic.edu.au

Principal: SCOTT PHILLIPS

School Council President: DAN COOK

Structure of Day:

8.50am-9.00am	Bell to enter and get ready for class
9.00am-11.00am	First Learning Session
11.00am-11.05am	Snack in room
11.05am-11.30am	Recess
11.30am-1.30pm	Second Learning Session
1.30pm-1.40pm	Lunch in Rooms
1.40pm-2.20pm	Lunch Break
2.20pm-3.20pm	Third Learning Session
3.20pm	Dismissal

This timetable is being used successfully by many Victorian schools. The major benefit for children is that instructional time is maximised before lunch, when children learn best.

Principal: Mr Scott Phillips

Assistant Principal (Administration & Wellbeing): Mrs Marnie Cooper

Assistant Principal (Teaching & Learning): Mrs Stephanie Lindsay

Literacy Specialists: Mrs Jacinta Fitzpatrick/Mrs Jess Bailey

Literacy Coordinator: Ms Meg Sampson

Numeracy Specialist: Mr Nick Senior **Numeracy Coordinator:** Mrs Lauren Cotrill

Wellbeing Specialist: Mr Mark Costanzo

Wellbeing Co-ordinator: Ms Audrey Turnbull

E-learning Leader: Mrs Lucinda Wall

Classes :

ROOM 1	Prep A	Ms Meg Sampson/ Ms Audrey Turnbull
ROOM 2	Prep B	Ms Hannah Smyth
ROOM 7	Prep C	Mr Jessica Sellick
ROOM 8	Prep D	Ms Bianca Gerrard
ROOM 3	Grade Prep/1	Mr Brendan Arriagada
ROOM 4	Grade 1A	Ms Helena Thomas
ROOM 5	Grade 1B	Mrs Caitlyn Story
ROOM 6	Grade 1C	Mrs Jessica Schwedes
ROOM 9	Grade 2A	Ms Jaime Skrobolak
ROOM 10	Grade 2B	Ms Rhiannah Dunstan
ROOM 11	Grade 2C	Ms Kellie Farquharson
ROOM 12	Grade 2D	Ms Emma Foster
ROOM 13	Grade 3A	Mr David Collins
ROOM 14	Grade 3B	Ms Tanya Koenig
ROOM 15	Grade 3C	Mrs Deb Farnsworth
ROOM 16	Grade 3D	Ms Karla Bower-Hegert
ROOM 17	Grade 4A	Mrs Tess Watson/ Mr Michael Columbro
ROOM 18	Grade 4B	Mrs Rebekah Richardson
ROOM 19	Grade 4C	Mrs Lauren Cottrill/Mrs Kyra Miller
ROOM 20	Grade 4D	Mr Brandon Egan
ROOM 22	Grade 5A	Mr Andrew Toan
ROOM 21	Grade 5B	Mr Josh Zerafa
ROOM 24	Grade 5C	Ms Brooke Jorgensen
ROOM 23	Grade 5D	Ms Lynn McCutcheon
ROOM 25	Grade 6A	Mr Daniel Welch
ROOM 26	Grade 6B	Mrs Gabby Williams
ROOM 27	Grade 6C	Ms Olivia Jones
LIBRARY/ART	Re-engagement Room	Mr Mark Costanzo/ Ms Audrey Turnbull

Specialist Roles:

Physical Education: Mrs Sue O'Brien (M,T,W,T) Mr Adam Storey (M,T,W,T,F)

Arts: Mrs Mary-Clare Svilicic, Mrs Rebekah Dawson

Chinese Mr Jason Shorter (M,T,W,Th)

Digi-Tech: Mrs Lucinda Wall (M, W, Th)

Music: Mrs Aileen Shearer-Cox (T, Th & F))

Tutor: Mrs Kyra Miller (M,T,W and F), Mrs Gabby Williams (M,T and W)

Administration:

Business Manager: Mrs Danielle McCann

Office Manager: Ms Lauren Salter

Office administration: Mrs Tracey Stevens

Enrolment Officer: Mrs Tracey Stevens

Daily Organisation: Mrs Maria Hodder

First Aid Manager: Mrs Maria Hodder

DASH/Office admin: Mr Greg Hodder

School Wellbeing Officer: Ms Laura Wallis

Integration Aides:

Mr Phillip McGrath, Ms Hannah McGuire, Mrs Alice McQuin, Mrs Ainsley McMaster, Mrs Robyn Hamilton, Mrs Nicole Reilly, Ms Claire Johnstone, Ms Jaymie McDonald, Ms Madeleine Withers, Ms Danielle Jones, Ms Abby Simpson, Mrs Jade Lourey, Mr Josh Lee, Mrs Amanda Kaye, Ms Sarah Quiddington, Ms Anne Kuijntjes, Ms Rebecca Young, Mr Adam Smith, Mrs Jenna Plews, Ms Tayla Schefferle, Ms Melissa Ellen, Mr Shane Moore and Ms Bridie Boag.

Library Technician: Miss Abby Simpson

Computer Technician: Mr Jerry Gouralas

Garden Specialist: Ms Jodie Goldring

Handyman: Mr Phillip McGrath/Simon Faithfull (Th)/ Warren Stork (Mon,Th)

Kitchen Specialist/Canteen: Mrs Kate Tanaka

DASH Co-ordinator: Ms Hannah McGuire, Mr Greg Hodder, Mr Jeffrey Vinton

SCHOOL COUNCIL MEMBERS:

Current until June 2024

President

Daniel Cook

Vice President

Felicity Hickingbotham

Secretary

Marnie Cooper

Treasurer

Scott Phillips

Principal

Scott Phillips

Parent Representatives:

Daniel Cook	Felicity Hickingbotham
Mark Wall	Amanda Anderson
Anita O'Neill	Lauren Powell
Briony Oldaker	Kate McDonald
Martijn Verheij	Marnee Charles

Staff Representatives:

Scott Phillips	Marnie Cooper
Stephanie Lindsay	Danielle McCann
Brendan Arriagada	

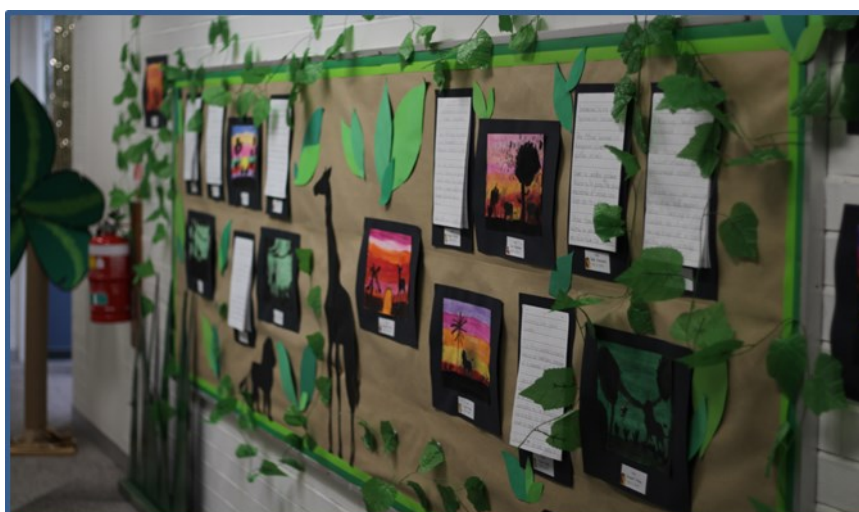


School Map



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2024 Term Dates for students:

Term 1 29th January – 28th March

29th & 30th January - Curriculum Days

Term 2 15th April – 28th June

24th April – Curriculum Day

Term 3 15th July - 20th September

31st August – Curriculum Day

Term 4 7th October - 20th December

Students 1-6 commence the year on Wednesday 31st January with Preps commencing on Monday 5th February.



DASH

The school runs After School Care, Before School Care and Vacation Care under the banner of DASH. We have employed a terrific team to run this program in the kitchen located near the office. The program is extremely popular and is every changing.

Our aim is to provide the students with a fun and engaging program and make use of the schoolwide resources and community partnerships to achieve this. For more details or enrolment information, contact Hannah McGuire, Jeffrey Vinton, Greg Hodder or the front office.



Assembly

The school has an assembly held on a Wednesday at the Delacombe Primary School Stadium from 2.30pm as per the term calendar. Our school captains help run our assembly, and parents are most welcome to attend.

Attendance

If a child is absent for any reason, it is good for the school to receive an explanation. You can inform the school of an absence by contacting the office staff.

If you would like to collect your child from school prior to 3.20pm, please do this through the office and make sure they are signed out. Students who arrive after 8.50am are required to check in at the office before going to class. Our school supports the “Every Minute Counts” policy. Students are expected to attend school on every school day. Of course, if a student is ill, they should stay at home.

If your child is absent from school, parents are asked to ring the school and inform them of the absence. A text message will be sent out automatically at 10.00am if the school has not been notified.

Learning commences at 9.00am and we ask that all students be at school before 8.50am. Students arriving late often miss out on important information at the beginning of the day. Late arrivals also disrupt the class. Statistics have been gathered about how being late or absent from school impacts on the learning opportunities for children. Please consider the following:

Between Prep and Year 12 a child will receive 13 years of education. If a child is absent from school for 5 days per term they will have missed over 260 days or over a year of schooling. Missing 1 day a week would add up to more than 2 years. Being late by half an hour each day would add up to more than 1 1/2 years of missed schooling. Given these statistics, it is very important that schools and families work together to make sure that absences are minimised as much as possible.

Bus Travel

Please contact the school if your child will be travelling on the local School buses.

Book Club

To promote reading and a love of literature, Scholastic Book Club enables children to purchase their own books at reasonable prices approximately twice each term. There is no obligation to buy. If you wish to order, all orders must be placed online by the due date. Books usually arrive at school approximately one week after orders close.

Breakfast Club

Breakfast Club is a vital service Delacombe Primary School offers its students. Breakfast Club runs Wednesday to Friday during Term from 8:10-8:40am and is open to every Delacombe student. Breakfast Club is run by Staff and has Community Sponsors who are actively supporting our Delacombe community.

Breakfast Club provides a safe, warm and friendly atmosphere that gives students a positive start to their day - especially to those who struggle leaving home to start school. Students often enjoy socialising with their peers over Breaky. Feel free to encourage your child to come along. It can also be a relaxed way to do school drop-offs.



Code of Conduct (Delacombe PS Express)

Delacombe PS is consistent in its approach to learning behaviours. We use the Delacombe Express as our mantra for behaviours and this language is used in every classroom. You can find a copy in your enrolment pack.

Delacombe Primary School is a kind school. We promote a positive, caring community of learners, where all members of the school community (students, staff, and parents) are encouraged to work co-operatively with each other.

This is the Delacombe Primary Recipe for success:

Respect Resilience Kindness Growth

The four values are important and assist in developing a positive and caring learning environment. The expectation is that all members of the learning community abide by the agreed values. Enclosed in this information pack is our Student Wellbeing & Engagement Policy and guidelines. These underpin everything we do at Delacombe Primary School.

Curriculum

Most of your child's learning will take place within their own classroom. We do have specialist teachers for Art, Digi-Tech, Chinese & PE.

All students will attend these specialist classes. All students in PLC 3-6 also participate in the Stephanie Alexander Kitchen Garden Program, and PLC F and PLC 1-2 students enjoy a modified program. If a student cannot participate in sport for health reasons they require a note from their parent. Student will also need to bring along a library bag to take home library books (these are available from the office). Term planners with a brief explanation of what your child will be studying will be sent home at the beginning of each term. Some classrooms also send home their own newsletter to keep parents up to date on what is happening in their classrooms.

Emergency Contact Details

The school keeps emergency information records for each child. The information recorded includes parents' home and work address, phone numbers, people other than parents to contact if the parents are not available and name of family doctor. **If at any time this information changes it is important our records are also changed so please notify the school immediately.** In an emergency, accurate records are essential.

Emergency Clothing

We keep on hand a small supply of clothing for loan to children on those occasions when a change of clothes is necessary. Please note that this clothing is only on loan and should be returned to the school as soon as possible after laundering. We would appreciate further donations of suitable clothing for this purpose.

Family Court Orders

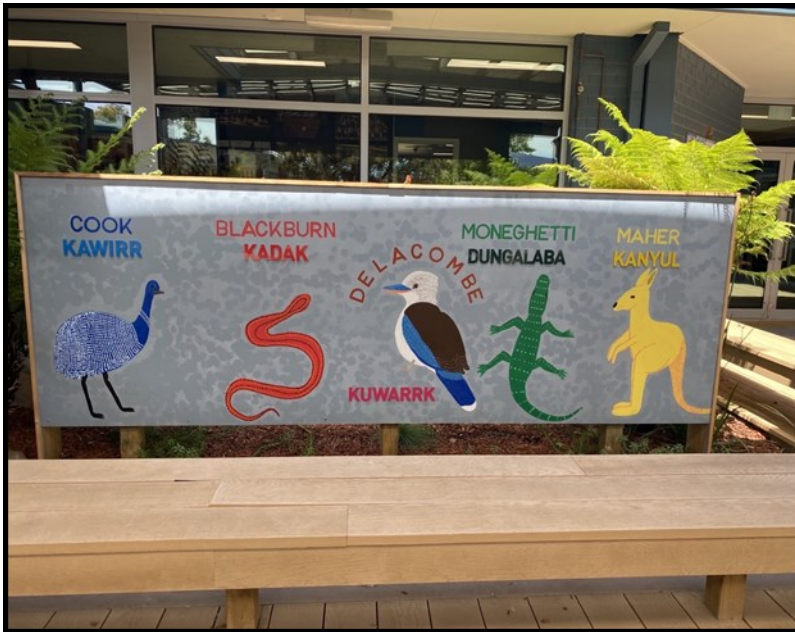
Copies of all Family Court Orders are required for students who have custody and access arrangements within the Family Law Court. The school can only act on these orders as literally presented. If you have any access/custody concerns please speak with the Principal.

Footwear

Our school runs a Prep to Grade 6 Physical Education Program and suitable footwear for these sessions is important. Students do not wear their shoes inside. It is suggested that students bring slippers to school for the colder winter months.

Head Lice

From time-to-time children become infected by head lice. Anyone can get head lice from direct hair to hair contact with another person who has head lice. This can happen when people play or work closely together, so it is important that parents regularly check their children for infestation. If your child is infected, please advise the school and seek treatment. Children with head lice are excluded from school until they have been treated. Treatment information is available at the school office.



CAMPS AND EXCURSIONS

Parents are always given prior notice of camps and excursions. Parents are required to sign consent for every excursion on Compass. Payment can be made on Compass or alternatively made by cash or Eftpos at the front office. Payment Plans can be organised by contacting the front office.

If you have a Healthcare/Pension Card you may be eligible for the Camps Sports and Excursions Fund (CSEF), which is a \$125.00 payment to your school account that can be allocated to camps and excursions. If you think you are eligible please collect a form from the front office.

Following is a description of each of our major camps.



Grade 2 Sleep Over

Description:

In Term 4 the Grade 2s have a sleep over at school in our buildings. The sleep over provides the Grade 2 students with the experience of staying overnight in a familiar location which is close to home (most without a parent or guardian). This is a natural lead up to the Grade 3 camp where students travel to Creswick for one night.

Cost:

The cost for participating in the sleep over is approximately \$15.

Grade 3 Lady Northcote Discovery Camp

Description:

This camp will be held in Term 4 with students staying for 1 night and 2 days. This camp provides students with the opportunity to stay overnight away from their family (most without a parent or guardian). The learning focus on this camp is team work and adventure. The students travel to and from camp by bus.

Activities:

Students participate in a variety of outdoor activities such as giant ropes, hut building, map reading, low ropes, bouldering, bush walking and bush cooking. Evening activities include a night walk, star gazing, talent night with skits and songs, disco and trivia etc. Students will be staying over-night in their cabins. All meals are provided including snacks.

Cost:

Cost for this camp is approximately \$160

Grade 4 Cave Hill Creek Camp

Description:

The Grade 4 Camp is usually held in Term 2 with students staying for 2 nights. This camp provides students with the opportunity to stay overnight away from their family (without a parent or guardian). The learning focus on this camp is teamwork and adventure. The students travel to and from camp by bus.

Activities:

Students participate in a variety of outdoor activities such as abseiling, canoeing, bikes, hut building, map reading, low ropes, bouldering, bush walking and bush cooking. Evening activities include a night walk, star gazing, talent night with skits and songs, disco and trivia etc. Students will be staying over-night in either cabins or glamping tents for 2 night and 3 days of activities. All meals are provided including snacks.

Cost:

Cost for this camp is approximately \$287

Grade 5 Norvill Camp Grampians

Description:

Grade 5 Camp is usually held in Term 3 with students staying for 2 nights. This camp provides students with the opportunity to stay overnight away from their family (without a parent or guardian). The learning focus on this camp is team work and adventure. The students travel to and from camp by bus.

Activities:

Students participate in a variety of outdoor activities such as abseiling, bush walking and bush cooking. Evening activities include a night walk, star gazing, talent night with skits and songs, disco, and trivia etc. Students will be staying over-night in either cabins or glamping tents for 2 night and 3 days of activities. All meals are provided including snacks.

Cost:

Cost for this camp is approximately \$310



Grade 5 Sovereign Hill Costume school experience

Description:

In 2023 this excursion occurred in Term 2 for 2 school days with no overnight stay. All students have the opportunity to dress in clothing from the 1850s and take part in a two day role-play experience.

Cost:

Cost for this experience is approximately \$65

Grade 6 Camp

Description:

In 2024 this camp will be in early Term 1, with the students staying 2 nights in Melbourne at Melbourne City (CYC). The purpose of this camp is for the students to familiarise themselves with the city and the public transport system. The students travel to and from Melbourne by train and make their way around the city on trams, trains, ferries and on foot.

Activities:

The program changes from year to year, but generally includes visits to the Melbourne Sports & Aquatic Centre (MSAC), the Queen Victoria Market, the MCG, Melbourne Gaol and Parliament House.

Cost:

The cost for this camp is approximately \$320



Health

Sick children need to be kept at home. Our sickbay facilities cater for children who become ill or suffer injury whilst at school. We are not sufficiently equipped or qualified to deal with children who are not well enough to be at school.

Should your child become ill or injured whilst at school we will attempt to contact you at the designated phone numbers. In case of serious injury we will arrange for medical attention or ambulance transport.

Please make sure that the school always has current contact phone numbers. **It is crucial that the office has full details of any serious medical conditions relating your child/ren**, e.g. Asthma, Diabetes, Epilepsy, Infectious Diseases, etc.

Parents of children who suffer from asthma will be asked to provide a school asthma management plan for their children. The cost of Ambulance transport (if necessary) is the responsibility of the parents.

ICT Resources

The school has a fully networked computer system. Our classrooms from Grade 3-6 use Chromebooks that are provided to each individual student. Our classrooms in P-2 have at least ten iPads available per class for students to use. In addition to classroom computer facilities, the school has a Digi-Tech Lab, interactive televisions and 3D printing.

Our ICT Rubric is attached to page 20.

Fete/Concert

We alternate these two big events as our major fundraiser for a given year. The concert is held on even years in Term 3. Our next concert will be held in 2024. Each class performs an act of their own or combines with others to perform an act. We perform for paying audiences on Thursday afternoon, evening and Friday evening. We need to run 3 performances to give all families the opportunity to purchase tickets.

The fete is held on odd years and is usually mid-term 1 to hopefully coincide with some nice weather. Classes or year levels run stalls and activities in the evening from 4:30 – 7:30, which amounts to lots of fun.

At Delacombe Primary School we...

- show respect to others when we communicate online
- use technology responsibly
- enjoy and are grateful to have access to a range of school devices
- are considerate of our classmates and teachers when using devices
- are trusted to use our devices appropriately
- use devices to enhance and support our learning



If we **do not** follow our school values when using technology at Delacombe Primary School, we understand the following steps will take place...

Offence	Low	Medium	High
<p><i>First time consequence →</i></p> <p><i>Second time it escalates to the next level.</i></p>	<p>- verbal warning</p> <p>- next offence is a loss of device</p>	<p>- Immediate loss of device</p> <p>- Lose the device for the following day</p> <p>- In Digi Tech it is for the rest of the session</p> <p>DETENTION</p>	<p>- Immediate loss of device</p> <p>- Lose for the following 3 days</p> <p>- In Digi Tech it will be the following week as well</p> <p>DETENTION</p>
Going off the app or website they're meant to be on	Student opens another tab/app, got straight back out of it, most likely an accident.	<p>Not accidental</p> <p>Student has actively searched for another website and is doing something on that site</p> <p>Student has gone into another app and done something in that app</p>	Student doesn't have the website open they are meant to, has actively searched for another website, is playing on it intentionally and not doing their work
Inappropriate Online Communication	Silly comments (YOLO, yeet, like for a comment, sweet, etc.)	Unkind comments (directing mean words at another student, or about another student)	Bullying another student (repeated mean comments directed at another student or about another student)
Touching other people's devices without permission	Student has touched another student's device without asking	Student has touched another student's device without asking, and has committed an offence from the list	
Damaging a device	Student has broken part of a device accidentally	Student has purposely damaged a device (key, screen, cover, etc)	
Playing online games	➔	Student had finished their work and went on an online game	Student is playing online games and is not doing their work
Deleting history	➔	Student has deleted their internet history (remind them we can find it anyway)	
Changing log in details of others	➔	Student has changed the log in details of another student	
Using personal accounts at school	➔	Student has used a personal account to access a website or app at school	
Deleting accounts	➔	Student has deleted their account from a device on purpose (remind them we can see anything they did while logged on anyway)	

Signatures

Infectious Diseases

These spread very quickly at school. The following rules govern the times that patients and siblings or ‘contacts’ should stay away from school after contact with certain illnesses.

Illness	Patients	Siblings/Contacts
Chicken Pox	Excluded until all blisters have dried, or at least one week after the eruption first appears.	Not excluded.
Conjunctivitis	Excluded until discharge from eyes has ceased.	Not excluded.
Head Lice (Pediculosis)	Excluded until appropriate treatment has commenced.	Not excluded.
Mumps	Excluded until fully recovered.	Not excluded.
Measles	Excluded until five days from appearance of rash, or until receipt of a medical certificate of recovery from infection.	Non-immunised contacts must be excluded for fourteen days from appearance of rash in last cases, unless immunised within 72 hours of the first contact
Rubella (German Measles)	Excluded until fully recovered, or a least 5 days after appearance of rash.	Not excluded.
School Sores (Impetigo)	Excluded until sores have fully healed. The child may be allowed to return provided appropriate treatment is being applied and sores are properly covered.	Not Excluded.

Please contact the school for information on other diseases.

Immunisation Certificates

Before your child can be enrolled at a Primary School, an immunisation certificate must be presented. This is available on your Medicare or MyGov App. It confirms your child has/has not been fully immunised against various diseases and allows the child to attend school.

Program for students with disabilities

At Delacombe Primary School we offer an extensive Integration Program. We cater for a wide range of abilities and run individual and group programs suited to the needs of each child.

Junior School Council

The Junior School Council allows students the opportunity to have real input into planning environmental, fund raising and other events for the school community. The J.S.C. also develops important skills for its members in leadership and meeting procedures. One student is elected from each classroom by their classmates and have regular meetings with the J.S.C co-ordinating teacher.

Library

All children are encouraged to borrow books from the school library. Please read these books to your child and share the enjoyment of reading. Children should bring along a library bag to carry their books to and from school. A library bag can be purchased at the front office. All students attend weekly library classes.

Lost Property

All student clothing should be clearly named. This allows us to return lost items to owners. If your child's belongings are lost at school please inform the teacher as soon as possible. Lost clothing is located in both the junior and senior areas at school. Please check these areas regularly for lost items.

Lunches

Lunches are eaten in classrooms between 1.30pm and 1.40pm. Children are permitted to take food outside, but Delacombe has a No Paper Wrappers policy where no wrappers/papers are to be taken into the playground. Where possible we encourage lunch to be provided in reusable containers or packaging.

Lunch Orders

Lunches are provided by S&P Catering on a Tuesday and Thursday.

If your child wishes to order lunch you need to download the QKR App. Orders need to be submitted by 8am the morning of. Orders can be cancelled on the day up until 8:29am, a credit will be applied to the family QKR account.

Qkr will not provide a refund but will give you a credit towards your next order. Lunch orders cancelled via Qkr before the online ordering cut off (8.29am Tuesday/Thursday) will be given a credit. To cancel an order, go into the main menu and select receipts. Open the order you would like to cancel and select to cancel order.

Medication

Parents will need to complete a Medication Form which is available from the front office. This is for all types of medication (non-prescription & prescription).

Mobile Phones

We do not encourage students to bring mobile phones to school. If students must bring a phone to school, they are to follow the guidelines of the mobile phone policy. This can be found on our website.

Compass

Compass is a parent portal that provides parents with information on the following:-

- Excursion/Camp Notes
- All news items
- Attendance notifications
- Reflections received
- Sick Bay entries
- Student reports
- Newsletter links



Newsletters

Our newsletters are sent out fortnightly on a Wednesday night. The newsletter is uploaded to the school website and Compass. Please check newsletters for current items of interest, important upcoming dates, community notices and student after school activities.

Parent Helpers

Our school encourages parents/volunteers to come to the school and assist the classroom teacher with reading, maths, S.A.K.G.P. and other classroom programs. We sometimes require extra assistance on excursions and appreciate assistance by parents. All parent volunteers must have a current Working with Children Check. All parents helping within the school need to sign in at the front office when they arrive and sign out as they leave.

Parents and Friends Association

The Parents and Friends Association is an important part of the school body. It is an active group which helps to achieve and support the school programmes in an informal manner. It gives parents the opportunity to communicate with the school body. The Parents and Friends Association organise many activities through-out the year for the benefit of the students. Regularly all parents/guardians are invited to come along, join in on these meetings and give their support.



Portfolios

You will receive at the end of each term your child's portfolio work. This is a collection of work that allows you to see the progress your child has made in class. A parent comment is welcomed before you return the portfolio to the classroom.

Reports

Student reports are uploaded into Compass at the end of each semester (end of term 2 & 4). Please ensure that you download all reports. Reports are no longer available to download once your child has left Delacombe Primary School.

School Council

The school council has major responsibility for deciding the educational policies for our school. The Council is also responsible for:

- The expenditure of all government and locally raised money
- Ensuring that all buildings and grounds are maintained
- Employing cleaning and clerical staff
- Developing school community relations

School council membership is shared among teachers and parents who work together for the benefit of all students. School Council meetings are normally held each month and are advertised in the school newsletter.

At the front of this booklet there is a current list of school councillors.

School Crossing

Please always use the crossing crossings correctly. When the orange flags are out traffic must stop to let the children walk across, but they must take care at all times.

Please encourage your child to observe these rules. You are a role model for this so please be consistent in your use.

Riding Bikes

Several children ride bikes and scooters to school. All children who ride are required by law to wear approved safety helmets. Children are required to alight from bikes and scooters at the school crossing or at the gate. Riding or scooting is not permitted in the school grounds. Bikes and scooters must be parked in the racks provided. Children are encouraged to lock their bikes to the racks. Children must keep well away from the bikes during the day to avoid damaging bikes, accidental or otherwise.

School Uniform

At Delacombe Primary School we have a great school uniform that allows for easy play and comfort at school. The wearing of our uniform is compulsory. Uniform items are available from Beleza.

Please **LABEL** all clothing and belongings brought to school with your child's name as it is easy to misplace things.

Delacombe Primary School uniform is as follows:

Plain navy blue track suit pants

Plain navy shorts at knee length (no bike, athletic shorts)

Jackets not to be worn in the classrooms

Plain navy blue pants (No leggings)

Navy tunic or Skort (worn with navy tights)

Sport skort (Worn with socks)

School Burgundy polo shirts (long or short sleeved)

School Burgundy windcheater

School Navy blue polar fleece top

White or navy blue socks

School Navy blue broad brimmed hats

Runners or black school shoes

Students in Grade 5 and 6 may wear a special SENIOR rugby top (these are not to be altered in anyway).

Summer Dress with socks (no tights).



It is suggested that hair longer than shoulder length be tied up. The only jewellery to be worn is studs/sleepers in ears and a watch.

Coats and slippers are recommended during the winter months.



Smoking

Under State Law no smoking or vaping is allowed in the school buildings or school grounds.

Sports Houses

At Delacombe we have Four sports Team Houses. They are Moneghetti (Green), Blackburn (Red), Maher (Yellow) and Cook (Blue). Each child across the school is placed in a House and competes for their team in athletic sports. Siblings are placed in the same House group.

Parent Voluntary Contributions

Voluntary contributions can be made to items and activities that students use, or participate in, to access the school Curriculum. Payments can be made via QKR under Voluntary Contributions, alternatively pay to the front office with EFTPOS or cash. If you wish to pay over a number of smaller payments, please make these arrangements with the office. If you have a current Health Care Card or Pension Card you will be eligible for CSEF (Camps, Sports and Excursions Fund)

Student Wellbeing

Our school has a strong commitment to the wellbeing of all students. We encourage parents to contact the classroom teacher, Principal or Assistant Principal should there be any problems, concerns, issues with your child which may impact on their schooling. In addition to this we have a Wellbeing Specialist, Wellbeing Coordinator and Wellbeing Officer on site to support students and families.



Sun Smart

The school policy states children must wear a school hat when playing outdoors in Terms 1 and 4. In Term 2 and 3 children will be expected to wear their hats if the UV rating is above 3. Children will be notified each day. Children not wearing hats need to play in our designated no hat no play areas during playtimes. They will also need to sit in a shaded area when a class is participating in sport activities. School hats are to be navy blue, broad brimmed, school logoed hats.



Swimming

Prep – Grade 4 students are offered 5 swimming sessions each year. All programs will be held at the Shayne Reece Swimming Centre. Our senior students are offered a water safety program at the start of each year.

The swimming program is taken by qualified Aust-swim instructors and school staff.

Toys, Games etc

Expensive and/or loved toys, collector cards games etc should not be bought to school. These items may be lost or damaged causing great distress to the child. Students who bring items from home do so at their own risk.

Visitors in the School

To ensure student safety, all visitors, parents etc. entering the school (except for parents dropping off or picking up students,) must first check into the school office by logging into the visitors Ipad. All visitors **MUST** carry their Working With Children's Check or VIT card at all times.

Visitors' Parking

For the safety of pupils it is **important** that motorists take care near the school. Parents are asked to observe all parking and speed restriction signs at the school. Traffic officers and police regularly patrol areas near school crossings and offending motorists will receive fines. All visitors to the school are asked to park outside the school grounds. For the safety of our students we ask that parents **DO NOT USE THE STAFF CARPARK.**



A Final Word....

We are very proud of our school and we hope this booklet is a useful reference for you and your family.

If you have specific questions or would like to take a tour of our school please contact us on 5335 6103. We would welcome your personal visit and would be very happy to answer any further questions you may have.

We look forward to you and your family joining our Delacombe Primary School community.

**Staff, Students and Parents
Delacombe Primary School**

“A Great Place to Grow”



Respect Responsibility Integrity Personal Best Consideration Enjoyment