PARENT INFORMATION

2013

Bellerive Primary School
20 Leslie Street
Bellerive Tasmania 7018
Phone: 03 6233 8432
Fax: 03 6233 8388
Email: bellerive.primary@education.tas.gov.au
Website: www.bellerive.tased.edu.au
PRINCIPAL’S MESSAGE

Bellerive Primary School provides quality education for students in a challenging, fun and vibrant learning environment. We cater for all children from Birth to Grade 6 in the Bellerive region.

Our school is located on spacious grounds in the heart of the Eastern Shore with breathtaking views of Mt Wellington and the Derwent River.

High standards and expectations are set at Bellerive Primary with all students encouraged to attain their best performance levels with their learning, social skills, attitude, school spirit and decision making.

A key feature of the school program is to establish an active partnership between school, home and the wider community to provide increased opportunities for children in a variety of areas.

I strongly encourage all parents and students to meet with me as appropriate to discuss concerns, ideas, queries and feedback in order to ensure all individuals feel valued and supported and to continually build a strong and progressive school together.

As Principal I hope you and your family experience a happy association with our school with your children maximising their full potential to achieve positive outcomes on a consistent basis.

Steven Hay
PRINCIPAL
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# 2013 STAFF LIST

## Teaching Staff
- Mr Steven Hay  
  Principal
- Miss Andrea Sagers  
  AST
- Mrs Annie Rathbone  
  AST
- Mrs Lynda McKee  
  5-6
- Ms Mandie Ellis  
  5-6 (0.2)
- Mrs Natasha Visser  
  5-6 (0.8)
- Mrs Vanessa Phillips  
  4
- Ms Angela Potter  
  3-4
- Mrs Lyn Lewer  
  3
- Ms Emily Wagner  
  2
- Mrs Arianne Jones  
  2 (0.4)
- Mrs Clare Eddington  
  2 (0.6)
- Miss Dania Taylor  
  1-2
- Mrs Natasha Visser  
  5-6 (0.8)
- Mrs Vanessa Phillips  
  4
- Ms Angela Potter  
  3-4
- Mrs Lyn Lewer  
  3
- Ms Emily Wagner  
  2
- Mrs Arianne Jones  
  2 (0.4)
- Mrs Clare Eddington  
  2 (0.6)
- Miss Dania Taylor  
  1-2
- Mrs Joscelyn Pullen  
  1
- Ms Sarah Tongs  
  Prep-1
- Mrs Lorraine Norris  
  Prep
- Mrs Kate Aldridge  
  Prep (0.4)
- Mrs Emma Wise  
  Prep (0.6)
- Mrs Anna Sander  
  Kindergarten Blue/Pre Kinder
- Mrs Janet Seymour  
  Kindergarten Green/Pre Kinder
- Mrs Louise Curtain  
  Kindergarten White/B4 Co-ordinator
- Mrs Carolyn Cross  
  Music
- Mr Tim Claridge  
  Physical Education
- Mr Simon Reade  
  Brass
- Mrs Leanne O’Rourke  
  Learning Support
- Mrs Kate Neasey  
  French
- Mrs Wendy Fletcher  
  Gifted and Talented

## Administration Staff
- Mrs Margaret Smith  
  School Executive Officer
- Mrs Jillian Watkins  
  Clerk

## Teacher Assistants
- Mrs Deb Moore  
  Kinder Green Assistant & Teacher Assistant
- Mrs Heather Karpiniec  
  Kinder Blue Assistant
- Mrs Sharon Jones  
  Kinder White Assistant
- Mrs Jan Jarvis  
  Library Technician
- Ms Louise Goich  
  Music
- Mrs Sam Arnold  
  Teacher Assistant/B4 Assistant
- Mrs Liz Nelan  
  Teacher Assistant
- Mrs Nicole Reid  
  Teacher Assistant

## School Attendants
- Mr Chris Nelson  
  Grounds
- Mrs Christine Myers  
  Cleaning
- Mr Steve Moran  
  Cleaning
- Mrs Katie Gardner  
  Cleaning

## Support Staff
- Mrs Judy Keen  
  Educational Psychologist
- TBA  
  Social Worker
- Miss Amelia Lober  
  Speech Pathologist
- TBA  
  Support Teacher

## ICT Staff
- Robert Cockerell  
  I.T. Trainee

## School Chaplain
- Mr Kerry Lee  
  School Chaplain
Enrolments
Children are enrolled in Kindergarten provided they turn 5 during 2013. Proof of date of birth and immunisation records are necessary requirements for completion of the enrolment.

Parents of Kinder enrolments and children transferring from interstate or private schools will need to complete enrolment, medical and excursion forms. The information of students from other Tasmanian government schools will be available electronically from their previous schools.

Our enrolment zone is Bellerive and Mornington, east of South Arm Road, however, children living outside our zone may be considered for enrolment based on factors such as siblings at the school, family history with the school and special circumstances.

The Department of Education will be finalising an enrolment policy in 2013 to provide guidelines to schools.

Levies
The school sets a composite levy. This levy provides for stationery, books and learning materials. A component of the levy is provided for day excursions and cultural performances. The levy is calculated annually and is payable by all families at the beginning of each school year. Payment of levies should be finalised before the end of first term unless special arrangements are made with the Principal.

Families receiving Student Assistance (STAS) are not required to pay levies. The levy payment for 2013 is:

- Kindergarten: $180
- Prep to Grade 6: $250

School Hours
It would be highly appreciated if all students could arrive at school at least 10 minutes prior to the commencement of the school day.

Kindergarten Blue: Monday, Tuesday and Wednesday, 9:00am to 2:30pm
Kindergarten White: Monday, Tuesday and Wednesday, 9:00am to 2:30pm
Kindergarten Green: Wednesday, Thursday and Friday, 9:00am to 2:30pm

Prep to Grade 6
- First block: 8:55am—10:55 am
- Recess: 10:55am—11:15am
- Second block: 11:15am—12:45pm
- Lunch: 12:45pm—1:25pm
- Third block: 1:25pm—2:50pm
2013 Term Dates (Prep to 6)

Term 1
Tuesday 5 February – Friday 19 April
Easter Break
Friday 29 March – Tuesday 2 April

Term 2
Monday 6 May – Friday 5 July

Term 3
Monday 22 July – Friday 27 September

Term 4
Monday 14 October – Thursday 19 December

Kindergarten

Term 1 Start
Kinder Blue and Kinder White – Tuesday 5th February
Kinder Green – Thursday 7th February

Term 4 Finish
Kinder Blue and Kinder White – Wednesday 11th December
Kinder Green – Friday 13th December

Professional Learning Days
Thursday 28th March
Friday 19th April
Monday 22nd July
Friday 25th October
An Overview
The Australian Curriculum is adopted at Bellerive Primary School. The Curriculum Framework highlights the areas of learning from which our students’ program is drawn. The framework is made up of the following areas:

- English
- Mathematics
- Science
- Information and Communications Technology
- Society and History
- Geography
- Arts
- Health and Wellbeing

Within the Australian Curriculum our school has developed and implemented a whole school approach in English, Mathematics and Science.

English
English focuses on reading, writing, speaking and listening. All parents are encouraged to support these elements of English at home by ensuring their children read at home and are provided with opportunities to communicate orally and in the written form.

Arts
Visual arts and performing arts are strands in this learning area. In Music, students have a weekly class lesson and there are options for students to participate in guitar, ukulele, brass and choir. Our music teachers are Mrs Carolyn Cross, Mr Simon Reade and Ms Louise Goich.

Health and Wellbeing
In Physical Education a weekly lesson is timetabled for students. Athletics is held in Term 1. Cross country in Term 2. Football and netball are the main sports played in Terms 2 and 3, with other opportunities for senior students to participate in futsal, squash, basketball, table tennis and hockey. In Term 3 swimming is the rostered sport. Relevant health topics are built into the program to support student growth, decision making and development. Our P.E. teacher is Mr Tim Claridge.
Homework
Homework is an out of school activity which helps children develop long term habits of learning and time management techniques which will support them in lifelong learning. It should provide opportunities for children to share their learning with their parents/carers. The type of homework set may vary from teacher to teacher and class to class. Types of tasks may include reading, projects, research, contract work, written assignments, discussion topics, surveying, collecting information, vocabulary study and maths activities. A guide for time allocation is:
  - Years 4 to 6: 20-30 minutes per night or 2 hours spread over the week
  - Below Year 4: Between 5-20 minutes per school night.

ICT
The use of computers as a teaching and learning tool is adopted in all classes. Each classroom has 4 to 6 computers and a fitted data projector. Smartboards have been installed in 5-6M, 5-6V/E, PrepA/W and PrepN. The school will develop a computer lab in Term 1 this year which will accommodate 28 computers. Primary classes will each have a weekly I.T. lesson taken by Mrs Lynda McKee.

Mathematics
The strands in Mathematics include:
- Number and Algebra
- Measurement and Geometry
- Statistics and Probability

In this learning area the four main elements which teachers focus on are:
Understanding of concepts; computational ability; mental computation and applying maths to real life situations.

Outside School Hours Activities
Activities offered on site after school hours include drama classes, cheerleading, and Active After School Communities Program. Please contact the school office for further details.

Science
The Science curriculum focuses on the following four strands for student learning:
- Science as a human endeavour
- Scientific enquiry
- Scientific communication
- Science as a body of knowledge
**Society and History**
Society and History focuses on the changing nature of studies of society in an increasingly globalised world. This learning area relates to identity; relationships and culture; civics and citizenship; systems; resources and the environment. History focuses on concepts and skills that specifically relate to time, continuity and change.

**Testing**
The testing program at Bellerive Primary provides data which can be used to:
- Identify students at risk or who may need extension
- Monitor the effectiveness of learning programs at various grade levels
- Provide direction for teachers in planning programs to meet the needs of students.

State and national tests include:
- Kindergarten Development Checklist – KDC
- PIPS – Prep
- NAPLAN – Year 3 and 5

Further tests will be conducted at Bellerive Primary at other grade levels to track student progress and to identify students who require additional support or extension.
HEALTH AND SAFETY

Allergies
Please advise the school if your child suffers from any allergies, particularly if your child is allergic to nuts or eggs. It is very important that students do not share any food brought to school. Our school is a nut free and asthma friendly school.

Bicycles
Students who choose to ride a bike, scooter or skateboard to school must wear appropriate protective gear. Students must dismount as soon as they enter school grounds and walk their bike, scooter or skateboard to the school bike rack or their classroom.

Car Park Safety
Parents are requested to be mindful of students’ safety when using the school car parks. All students should use the footpaths to and from the car park and parents are requested to accompany their child through this area of the school. Zebra crossings have been painted at the entrance of car parks to increase student safety.

Infectious Diseases
Parents are asked to contact the class teacher and/or office in cases where children contract communicable diseases (chickenpox, conjunctivitis, head lice, German measles, hand/foot and mouth, measles, mumps, slap cheek and school sores). Once notified, the school can then offer further information and advice on the requirements regarding the length of absence from school. Recommended minimum exclusion periods for chickenpox, conjunctivitis and head lice are listed below:
   - Chickenpox—Your child needs to be at home until at least five days after the LAST spot appears. Notify the school.
   - Conjunctivitis—Your child will need to be at home until the eye is treated by a doctor and the discharge from the eye has ceased. Contagious illness. Notify the school.
   - Head lice—Your child needs to stay at home until treated with the recommended lotion. Following the initial treatment students may return to school. However, continued treatment should be continued by applying conditioner to the hair and combing with a fine toothed comb regularly each day until all eggs are removed from the hair.

Medication
If your child requires regular medical or health care that must be carried out during school hours a Medical Action Plan must be completed. Parents/carers should be aware that the Department of Education requires a signed authority from parents/carers and, in some cases the prescribing doctor, for school staff to administer medications. Forms are available from the school office.

Mobile Phones
Students are permitted to bring mobile phones to school, however they must be switched off and put into their school bag and not taken out until they leave the school grounds. In addition, bus students are not permitted to use their mobile phone while travelling to or from school on the bus.
**Personal Property**
The school cannot accept responsibility for lost or damaged property. Lost property which is found is placed in the “Lost Property” containers near the school office or Kindergarten. Parents and carers are requested to ensure that all items of students’ clothing, lunch and drink containers and other property are clearly marked with the student’s name.

**Road Safety**
Parents of children walking to and from school are requested to reinforce to their children rules pertaining to traffic lights and pedestrian crossings. Students are requested to use the Clarence Street crossing lights and crossings at York Street, Alma Street and Beach Street as appropriate.

**Supportive School Community**
All students, staff, parents and community representatives have the right to feel safe, be respected and be encouraged to reach their full potential and perform at a high level.

School expectations have been formulated across many systems in the school to promote positive behaviours and ensure Bellerive Primary builds and maintains high standards and displays a positive school image within the school and across the local and wider communities.

It is important that we foster a positive culture at the school to promote an environment in which students excel, work collaboratively, respect others’ feelings and views and feel a sense of belonging.

Students who make poor choices with school expectations will be required to face consequences for their actions. Parents will be notified on most occasions and be invited to work in partnership with the school to develop positive behaviours with their children.
**PARENT COMMUNICATION AND PARTICIPATION**

**Absences**
We appreciate your courtesy in letting us know the reason when your child is absent from school. A brief note or telephone call is all that is necessary. Written explanations are kept on file and are sometimes required by the Department of Education. After a prolonged absence (3-5 days) a doctor’s certificate may be requested. If your child is absent for any reason please ring the school ☎️ 6233 8432. The Principal, office staff or Social Worker may contact parents of students with high absenteeism or unacceptable reasons for absenteeism.

**Assemblies**
Assemblies are held each week for classes to share work, students to receive certificates and for information to be communicated. The assemblies are held on Fridays commencing at 2.00pm. Three special end of year assemblies will be held in the final two weeks of school:
- Performance Assembly: Wednesday 11th December ECE 9:00am; Primary 11:15am
- Certificate Assembly: Thursday 12th December 1:45pm
- Leavers’ Assembly: Thursday 19th December at 11:30am

**Early Years Program**
The early years are a critical time for child development and future school/life success. Our school offers two early years programs:
- Birth to 4 Program which is held weekly each Thursday from 9:00am to 11:30am. Mrs Louise Curtain and Mrs Sam Arnold are the co-ordinators of this program. Commences March 7th.
- Pre Kinder Program which consists of two options for parents to select a suitable day.
  - Tuesday 1:00pm – 2:30pm Mrs Seymour Commences March 5th
  - Thursday 9:00am – 10:30pm Mrs Sander Commences March 7th

All families participating in these programs should be those whose children will be enrolling at Bellerive Primary in future years.

Parents are requested to be active participants in the programs and develop skills, confidence and expertise to act as co-teachers of their children at home.

Mrs Anna Sander  Mrs Janet Seymour  Mrs Louise Curtain  Mrs Sam Arnold
Emergency Contacts
Emergency contacts for each child are kept on file at the school. It is important that these contact details are kept up to date in regard to changes in address, telephone numbers, doctor, place of employment, etc. Please inform the office of any changes.

Newsletter
Each Tuesday a newsletter is distributed to the youngest member of each family. It contains important information of coming events and communication from the Principal addressing various topics. The newsletter is distributed in hard copy and available electronically from the school website. Kinder Green students will collect the newsletter each Wednesday. If you would like the newsletter e-mailed to you, please contact the school office.

Parent Involvement
Parents/carers are encouraged to be involved in school life through a parent help program whereby parents or carers or relatives and friends come to assist students and teachers as required.

Reporting to Parents
The Bellerive Primary Reporting to Parents Policy is as follows:

<table>
<thead>
<tr>
<th>Term</th>
<th>Report Type</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td>Progress Report</td>
<td>March 12th</td>
</tr>
<tr>
<td></td>
<td>Parent/Teacher interviews</td>
<td>March 18th – March 27th</td>
</tr>
<tr>
<td>Term 2</td>
<td>Major Report</td>
<td>July 2nd</td>
</tr>
<tr>
<td>Term 4</td>
<td>Summary Report</td>
<td>December 10th</td>
</tr>
</tbody>
</table>

School Association
The School Association is an elected body consisting of parents, teachers, community members and the Principal. The School Association sets the overall policy directions, priorities and budget settings of our school. The Association meets regularly during the year. Copies of the current Constitution are available from the School Office.

The members of the School Association are:

Parents
Jason Browne – Chairperson
Ron Franks – Deputy Chairperson
Kate Faull - Secretary
Phillip Excell – Treasurer
Justin Clifford
Adrian Birkett

Staff
Steven Hay
Margaret Smith
Andrea Saggers
Annie Rathbone
SCHOOL SERVICES

Banking
The Commonwealth Bank provides a banking service to students each Tuesday. Bank books are collected in class at 8:55am and returned the following day. Students are encouraged to use this service as a means of developing a savings habit. Our banking officers are Mrs Jodie Hayes and Mrs Toni Smith.

Buses
The following bus services operate for children living in areas outside the local community.

Mornington
Mornings:
Route 404 from Mornington (leaves Eastlands at 8:20am) and arrives at school at 8:50a.m.
Afternoons:
Route 410 to Mornington departing school at 2:55pm

Clarendon Vale/Rokeby
In the afternoon Bus 367 leaves Corpus Christi school at 3:10p.m. The bus travels to Clarence High School where students disembark and then board Bus 415 which goes to Rokeby then Clarendon Vale.

Howrah/Camelot Park
Students catch Bus 367 from Corpus Christi at 3:10p.m. In addition there are general public buses which can be boarded on Clarence Street heading to the Rokeby/Howrah localities.

For further information contact Metro ☏ 6233 4232 or www.metrotas.com.au

Student Bus Pass
Student bus passes are issued by the Department of Infrastructure, Energy and Resources. Applications can be made on-line or through the Department of Infrastructure. To apply you will need to supply your Centrelink Customer Reference number from your current concession card.

Canteen
Bellerive Primary operates a canteen service for lunches each Wednesday and Friday. Our Canteen Manager is Mrs Lisa Robertson. Parents are encouraged to volunteer their assistance in the canteen. Kinders are free to order their lunch on Wednesday.
Dental Service
A dental service for Bellerive Primary School children is provided at the Clarence Community Health Centre, Bayfield Street, Rosny Park. For appointments, phone 6211 4590. This clinic is open Monday to Friday from 8:30am to 4:15pm daily. Dental examinations are free and parents are requested to be in attendance. Any treatment required will cost $50 per child. This fee covers a 12 month period. If parents hold a health care or pension card, or are receiving Student Assistance, there is no charge for treatment. Parents wishing to access this service are advised to phone for an appointment.

Educational Psychologist
Our Educational Psychologist, Mrs Judy Keen, visits Bellerive Primary School each Monday and Wednesday. Individual children are assessed at the request of a teacher or parent. All requests are considered for referral by the Principal. Following assessments, reports are completed to assist in developing learning plans for the child.

Family Child & Youth Health Service
A vision and hearing check is offered for Prep students. If parents have any concerns about children in other grades please contact the school office or School Contact Nurse ☎ 6211 4528.

Immunisations
Grade 6 students will receive an immunisation at school free of charge. Children will have two vaccinations - HEP B and Chickenpox. The HEP B shots are given three months apart. Chickenpox is given as a separate vaccination.

Outside School Hours Care
Phoenix Children’s Services offer after school care for Bellerive Primary students from 2:55pm until 6:00pm on school premises. Applications should be made to the Co-ordinator, Kathryn Laing ☎ 6247 1222. This child care is available for children from Kindergarten to Grade 6 and operates out of the Middle Block. Kindergarten students will be collected at 2:30 and escorted to the after school care room.

School Chaplain
The role of the School Chaplain is to provide pastoral care, counselling and support for students and their families as appropriate. The School Chaplain is Mr Kerry Lee who visits our school each Monday and Wednesday.

Social Worker
Our Social Worker visits Bellerive Primary School one day per week. Families and children experiencing social or emotional problems can access assistance from the Social Worker. Our social worker is TBA.

Speech Pathologist
Our Speech Pathologist, Miss Amelia Lober, is available to students at the school to support the speech and language needs of at risk students in this area.

Support Teacher
Our Support Teacher provides assistance to teachers and teacher assistants by developing educational programs to support the learning of at risk students. Her role is to liaise with parents and outside organisations to support student and family welfare.
Uniform Shop
All students are requested to be attired in school uniform at all times and not to accessorise their school clothing with non school uniform items particularly long sleeve shirts under polo tops.

A committee of staff, students and parents selected a new school uniform list in 2007 which is available at excellent prices from the Uniform Shop. The shop located in the school hall is run by parent volunteers. Opening hours are advertised at the school office and on the door of the uniform shop. The Bellerive Primary School uniform list is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polar fleece jacket</td>
<td>$31.00</td>
</tr>
<tr>
<td>Polar fleece vest</td>
<td>$24.00</td>
</tr>
<tr>
<td>Rugby jumper</td>
<td>$60.00</td>
</tr>
<tr>
<td>V neck wool jumper</td>
<td>$50.00 - $56.00</td>
</tr>
<tr>
<td>Spray jacket</td>
<td>$55.00</td>
</tr>
<tr>
<td>Polo shirt</td>
<td>$26.00 - $29.00</td>
</tr>
<tr>
<td>Navy track pants</td>
<td>$26.00</td>
</tr>
<tr>
<td>Cargo shorts</td>
<td>$30.00</td>
</tr>
<tr>
<td>Winter skirt</td>
<td>$50.00 - $54.00</td>
</tr>
<tr>
<td>Girls winter shirt</td>
<td>$30.00</td>
</tr>
<tr>
<td>Boys white shirt</td>
<td>$25.00</td>
</tr>
<tr>
<td>Summer dress</td>
<td>$50.00 – $56.00</td>
</tr>
<tr>
<td>Girls skort</td>
<td>$19.00</td>
</tr>
<tr>
<td>School bucket hat</td>
<td>$ 8.00</td>
</tr>
<tr>
<td>Scarf</td>
<td>$12.00</td>
</tr>
<tr>
<td>Socks</td>
<td>$ 8.00</td>
</tr>
<tr>
<td>Beanie</td>
<td>$10.00</td>
</tr>
<tr>
<td>Sunglasses</td>
<td>$10.00</td>
</tr>
<tr>
<td>School bag</td>
<td>$30.00</td>
</tr>
<tr>
<td>School library bag</td>
<td>$ 8.00</td>
</tr>
<tr>
<td>Hair accessories</td>
<td>$3.00 - $6.00</td>
</tr>
</tbody>
</table>

GIRLS

| Winter | Summer |

BOYS

| Winter | Summer |
Our School Values

**Care and Compassion**
Care for self, others and property.

**Doing Your Best**
Strive to do your best. Persevere and be positive.

**Respect**
Be courteous to others and have high regard for yourself, property and the environment.

**Honesty and Trustworthiness**
Be honest, sincere and seek the truth.

**Resilience**
Be able to bounce back positively after setbacks and tough times.

**Responsibility**
Be accountable for your own actions.
Be involved in the well being of your school and your community.

**Teamwork**
Work and play together fairly.
Co-operate well to achieve common goals.

**Inclusion and Acceptance**
Be aware of others and their cultures.
Value difference.
Be included and include others.

**Integrity**
Be a strong individual
who makes good decisions in all situations.