PARENT INFORMATION

2015

Bellerive Primary School
20 Leslie Street
Bellerive Tasmania 7018
Phone: 03 6244 1200
Fax: 03 6244 1299
Email: bellerive.primary@education.tas.gov.au
Website: http://education.tas.edu.au/belleriveprimary
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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## 2015 STAFF LIST

### Teaching Staff
- **Mr Steven Hay**  
  Principal
- **Mrs Andrea Curran**  
  AP (0.6)
- **Ms Annie Rathbone**  
  AST and 5-6 (0.9)
- **Mrs Lynda McKee**  
  5-6 (0.6)
- **Ms Mandie Ellis**  
  5-6 & IT (0.4)
- **Mrs Natasha Visser**  
  5-6 (0.8)
- **Ms Natalie Wickham**  
  4-5
- **Mrs Monique Hamilton**  
  4
- **Ms Amanda Skelly**  
  4 (0.6)
- **Mrs Therese Chaperon**  
  4 (0.4) Support Teacher (0.4)
- **Ms Angela Potter**  
  3
- **Mrs Lyn Lewer**  
  3
- **Ms Emily Wagner**  
  2
- **Mrs Allison Payne**  
  2
- **Mrs Julia Lovatt**  
  1-2
- **Miss Sarah Tongs**  
  1
- **Ms Joscelyn Pullen**  
  1
- **Mrs Dania Richardson**  
  Prep
- **Mrs Lorraine Norris**  
  Prep (0.8)
- **Mrs Carmen Altmann**  
  Prep (0.8)
- **Mrs Emma Wise**  
  PrepA (0.2) PrepN (0.2) Flying Start (0.2)
- **Mrs Anna Sander**  
  Kindergarten Blue/Pre Kinder (0.7)
- **Mrs Janet Seymour**  
  Kindergarten Green (0.6)
- **Mrs Louise Curtain**  
  Kindergarten White (0.6)/B4 Co-ordinator (0.2)
- **Mrs Carolyn Cross**  
  Music (0.6)
- **Mr Tim Claridge**  
  Physical Education (0.6)
- **Mr Simon Reade**  
  Brass (0.1)
- **Mrs Wendy Fletcher**  
  Gifted and Talented (0.4)
- **Mrs Ariane Jones**  
  Flying Start (0.6)
- **Miss Mia Rowland**  
  Flying Start, Music, Library (0.6)
- **Mrs Ans Van Heijster**  
  French (0.2)

### Administration Staff
- **Mrs Margaret Smith**  
  School Executive Officer
- **Ms Kelly Thorne**  
  Administration

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

### School Attendants
- **Mr Chris Nelson**  
  Grounds
- **Mrs Christine Myers**  
  Cleaning
- **Mr Nick Davis**  
  Cleaning
- **Mrs Robyn Miller**  
  Cleaning

### Support Staff
- **Ms Elyse Shelley**  
  School Psychologist
- **Miss Kath Palfrey**  
  Social Worker
- **Mrs Sarah Kearney**  
  Speech Pathologist
- **Mrs Therese Chaperon**  
  Support Teacher

### ICT Staff
- **Mr Roland Layh**  
  I.T.

### School Chaplain
- **Mr Kerry Lee**  
  School Chaplain
Enrolments
Children are enrolled in Kindergarten provided they turn 5 during 2015. 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 currently 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.

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 2015 is:
- Kindergarten $200
- Prep to Grade 6 $280

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
2015 Term Dates (Prep to 6)

Term 1
Wednesday 4 February – Friday 2 April

Term 2
Monday 20 April – Friday 3 July

Term 3
Monday 20 July – Friday 25 September

Term 4
Monday 12 October – Thursday 17 December

Kindergarten

Term 1 Start
Kinder Blue and Kinder White – Wednesday 4th February
Kinder Green – Thursday 5th February

Term 4 Finish
Kinder Blue and Kinder White – Wednesday 9th December
Kinder Green – Friday 11th December

Professional Learning Days

Tuesday 3rd February
Thursday 2nd April
Monday 20th July
Friday 23rd 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
- 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, woodwind, marimba, 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. In Term 4 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.

**IT**
The use of computers as a teaching and learning tool is adopted in all classes. Each classroom has 4 to 6 computers and an Interactive Whiteboard. The school has a computer lab which accommodates 28 computers.

![Computer Lab](image)

**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.

**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

![Science Class](image)
History
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. Our school liaises closely with the Bellerive Historical Society.

Geography
Geography focuses on exploring, analysing and understanding the characteristics of the places that make up our world. It integrates the areas of natural sciences, social sciences and the humanities and uses the concept of space to investigate location and distance.

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 aware 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. There is limited car park space within school grounds.

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 for all medication and a signed authority by a medical practitioner for all prescribed medication before school staff are able 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. The only exception to this are students in classes that conduct a Bring Your Own Devices to school program which is embedded into the teaching and learning program. 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 the use of 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 are accountable for their actions. Parents will be notified on most occasions when students make a very poor decision 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 ☏ 6244 1200. 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 for all Grade 1 to 6 students. Kinder and Prep Assemblies are on Wednesdays from 1.45-2.15pm in the school hall for these dates: 13th May, 17th June, 12th August, 16th September and 28th October.

Three special end of year assemblies will be held in the final two weeks of school:
- **Performance Assembly**  Monday 7th December ECE 9:15am;  
- Friday 11th December Primary 9:15am
- **Certificate Assembly**  Friday 11th December 1:45pm
- **Leavers’ Assembly**  Thursday 17th December at 11:00am

**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 6th.

**Pre Kinder Program** which consists of two options for parents to select a suitable day.
- **Tuesday 1:00pm – 2:30pm**  Mrs Anna Sander  Commences March 3rd
- **Thursday 9:00am – 10:30pm**  Mrs Anna Sander  Commences March 5th

All families participating in the Pre Kinder program should be those whose children will be enrolling at Bellerive Primary in 2015.

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 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 eldest 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 web site. 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:

- **Term 1:** Progress Report
  - Parent/Teacher interviews
- **Term 2:** Major Report
- **Term 4:** Summary Report

**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**

- Phillip Excell – Chairperson
- Jo Brodie – Deputy Chairperson
- Tania Lethborg - Secretary
- Justin Clifford –Treasurer
- Ron Franks
- Keiko Townsend
- Mark Newbold
- Kath Bergin
- Darren Stops
- Andrew Rankin
- Angela Ogg
- Adrian Birkett
- Jason Browne

**Staff**

- Steven Hay
- Andrea Curran
- Annie Rathbone
- Natalie Wickham
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 Jo Flood and Ms Sally McGrath.

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, Thursday and Friday. Our Canteen Manager is Mrs Lisele Rankin. Parents are encouraged to volunteer their assistance in the canteen. Our canteen will be working towards Gold accreditation in 2015.
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.

School Psychologist
Our Educational Psychologist, Ms Elyse Shelley, visits Bellerive Primary School each Wednesday and Friday fortnightly. 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.

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 ECE 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 Tuesday mornings each week. Families and children experiencing social or emotional problems can access assistance from the Social Worker. Our social worker is Mrs Kath Palfrey.

Speech Pathologist
Our Speech Pathologist, Ms Sarah Kearney, is available to students each Monday to support the speech and language needs of at risk students in this area.

Support Teacher
Our Support Teacher, Mrs Therese Chaperon, provides assistance to teachers and teacher assistants by developing educational programs to support the learning of at risk students.
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>$52.00 - $57.00</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>$28.00 - $29.00</td>
</tr>
<tr>
<td>Unisex shorts</td>
<td>$20.00</td>
</tr>
<tr>
<td>Winter skirt</td>
<td>$50.00 - $57.00</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>$57.00 – $62.00</td>
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<tr>
<td>School bucket hat</td>
<td>$ 9.00</td>
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<tr>
<td>Scarf</td>
<td>$12.00</td>
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<tr>
<td>Socks</td>
<td>$ 8.00</td>
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<tr>
<td>Beanie</td>
<td>$10.00</td>
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<tr>
<td>Sunglasses</td>
<td>$10.00</td>
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<tr>
<td>School bag</td>
<td>$40.00</td>
</tr>
<tr>
<td>School library bag</td>
<td>$ 8.00</td>
</tr>
<tr>
<td>Hair accessories</td>
<td>$3.00 - $8.00</td>
</tr>
</tbody>
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**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.