

## OUR ETHOS AND VISION

The Merriwa Campus provides an inclusive child centred learning environment which encourages all children to develop skills, understandings and concepts to achieve a high level of personal achievement, develop a passion for life long learning, and foster responsible citizenship qualities.

Our aim is to provide purposeful and relevant learning programs that support the individual towards enabling meaningful participation in the community. An outcomes focused curriculum delivered in a supportive, safe, stimulating and inclusive learning environment ensures the development of academic, social, creative and physical skills while fostering independence in each child.

Our philosophy is to consider the needs of the individual child in every decision. Our Centre is child focused with an intention to provide purposeful and authentic learning opportunities for all students in our care.

## MISSION STATEMENT

At Merriwa Primary School and ESC we strive to work together to fully develop the academic, social and emotional potential of every student. These qualities are based on our school expectations and the values of:

I am RESPECTFUL  
I am POSITIVE  
I am FRIENDLY  
I ACHIEVE

## VOLUNTARY CONTRIBUTIONS AND CHARGES

One Child: \$ 40.00  
Two Children: \$ 80.00  
Three Or More Children: \$120.00

Your contributions provide teachers with the opportunity to provide an enriching experience for your child. We rely on every parent/carer contributing to supporting their child's education.

***It would be appreciated if contributions could be paid at the beginning of the year. Arrangements can be made for confidential alternative payment plans through the Principal where necessary.***

### Monies collected via Contributions are used to fund:

* Materials/ Resources for Art, Music, Drama and Cooking	\$ 20.00
* Sensory Resources	\$ 5.00
* Literacy Resources	\$ 5.00
* Phys. Ed. Resources	\$ 5.00
* Maths Resources	\$ 5.00

Additional charges that may occur throughout the year include;

Swimming	maximum	\$ 60.00
Interschool Sport	maximum	\$ 10.00
Incursions/Excursions	maximum	\$100.00
Year 6 Day Camp Activities	maximum	\$150.00
Year 6 Graduation	maximum	\$ 60.00
Classroom Activities	maximum	\$ 50.00
Community Access Program	maximum	\$150.00

## STUDENT TERM DATES

Term 1	Monday 4 February	-	Friday 12 April
Term 2	Tuesday 30 April	-	Friday 5 July
Term 3	Monday 22 July	-	Friday 27 Sept
Term 4	Wednesday 15 October	-	Thursday 19 Dec

## PUPIL FREE / STAFF DEVELOPMENT DAYS

Term 2	Monday 29 April
Term 4	Monday 14 and Tuesday 15 October

## PUBLIC HOLIDAYS (During School Term)

Labour Day	Monday 4 March
West Aust Day	Monday 3 June

## SCHOOL HOURS

Children should not arrive at school before 8.10am.

Staff supervision does not commence until this time.

First Bell	8.20am
Commences	8.30am
Recess	10.30-10.50am
Lunch	12.50-1.30pm
Closes	2.40pm

## MEDICAL

### SICK CHILDREN

Illness can spread very quickly through a school and all members of our school community should act responsibly by not sending sick children to school. If a child is found to be ill at school, parents will be requested to take them home.

### ACCIDENTS AND INJURED CHILDREN

Teacher judgement determines whether a parent/carer is notified over an injury to a student. In the case of a serious injury, and inability to contact the parent/carer, the Principal may arrange for a child to be treated by a medical professional. It is clearly very important for the school to have current contact details

### MEDICATION

Staff are not permitted to administer medication without authorisation from parents/carers of the doctor.  
A form is available from the front office.

### HEALTH PLANS

There are many and varied medical conditions that require specific handling, such as allergies, heart conditions or epilepsy. Children with special health needs that require specific handling will require a health management plan. Forms are available which your doctor completes. This completed medical advice is used by school staff to create a health management plan in consultation with the parent or carer.

## ABSENCES

An explanation is required for all student absences. Parents/ Carers can explain an absence directly to the teacher, ring the school or send a note. Attendance checks are done regularly and standard letters are sent home for unexplained absences. Please note that the Department of Education requires prior permission from the Principal to take vacations during school time.

## ASSEMBLIES

School assemblies are conducted on a fortnightly basis on Friday in the undercover area commencing at 8.30am.

## CANTEEN

Children can order lunch through the On Line Canteen system. Information is available from the office and on the website.

## CARS AND PARKING

Parents and Carers are not permitted to use the staff car park or drive into the school grounds. The beginning and ending of the school day is a very busy and congested time and all drivers need to show care and consideration to avoid the risk of a child being injured. There is parking for Acrod Holders in the rear carpark. Students are not permitted to ride scooters or bicycles in the school grounds

## CHAPLAIN

Our school Chaplain provides pastoral care and support for students, families and staff. If you wish to chat with the chaplain, please contact the office.

## ENROLMENTS

Parents/Carers should complete admission forms at the front office. An extract of the child's birth certificate, proof of address and immunisation card needs to be presented upon enrolment. Enrolment into the ESC is subject to eligibility and approval from the Lead Psychologist and Student Services team in Regional Office.

## FACTIONS

School Factions are Akita, Baltimore, Palermo, and Calabar. Children are allocated a faction on enrolment and siblings are placed in the same faction.

## HATS

The school has a 'NO HAT NO PLAY' policy at all times. Hats are available from Lowes Clothing Store at Ocean Keys Shopping Centre.

## INSURANCE

Items brought to school are at your own risk. There is no insurance for parents, carers or students personal possessions at school, or at school events, such as camps, carnivals or excursions.

## INTERVIEWS WITH TEACHERS

All interviews should be arranged in advance with the classroom teacher. Teachers hold parent information sessions. During the first two weeks of the school year.

## KEEPING US INFORMED

When important details change: such as address, telephone numbers, emergency contacts, custody arrangements or health issues, please contact the front office to ensure our database is amended and your records are up to date.

## LEAVING SCHOOL GROUNDS

Students are not permitted to leave the school grounds without permission. Parents/Carers wishing to take their children from the school early must obtain an Exit Pass from the front office and present this to the teacher responsible.

## LUNCH

Between 12.50 and 1.00pm children will remain seated and eat lunch under the supervision of their duty teacher. Once they have finished eating, children can play in designated areas from 1.00pm to 1.30pm.

## MOBILE PHONES AND ELECTRONIC DEVICES

All mobile phones and electronic devices need to be given to the teacher for safe keeping during the day.

## MONEY

Money for camp, excursions and school activities is to be paid to the child's classroom teacher before school each morning. Please send money and permission slips in a sealed envelope labelled with your child's name, classroom and activity.

## NEWSLETTERS

A newsletter is sent home every two weeks with the eldest child in the family. It is also available on the website.

## PARENTS AND CITIZENS ASSOCIATION

Merriwa P & C Association services both the PS and ESC and meets at the school in the Staff room. Dates and times are advertised in the school newsletter.

## REPORTING TO PARENTS

Parents will receive information on their child's progress throughout the year through informal meetings with the classroom teacher and a formal report at the end of each Semester. We also invite you to a Learning Expo in term 3.

## SCHOOL BOARD

The School Board comprises school, parent and community representatives and is a forum for the school community to work together to ensure the most effective school operations.

## SCHOOL NURSE

The school nurse visits the school regularly to monitor health, conduct screening and to support the health program. She can be contacted through the front office

## SCHOOL PSYCHOLOGIST

The School Psychologist visits the school to assist in the development of skills and programs to support student learning. Some counselling is available but parents must understand and sign referrals before their child is seen by the school psychologist.

## UNIFORMS

Children are encouraged to wear the school uniform and show pride in their school. Uniforms must be worn on all school excursions. Uniforms are available from Lowes clothing store which is situated in the Ocean Keys Shopping Centre. All students must wear appropriate footwear.

## VISTING THE SCHOOL

It is essential that all visitors to school sign in at the office to receive a visitors badge. Any person not wearing a visitors badge will be asked to report to the office or leave the school. This does not apply to parents/carers dropping off or picking up children and the beginning or end of the day.



# Merriwa Education Support Centre

An Independent Public School

'LEARNING FOR LIFE'



**MERRIWA**  
PRIMARY SCHOOLS

67 Baltimore Parade

Merriwa WA 6030

Telephone 08 6206 2330

Email: [Merriwa.ESC@education.wa.edu.au](mailto:Merriwa.ESC@education.wa.edu.au)

Website: [www.merriwaps.wa.edu](http://www.merriwaps.wa.edu)

## PARENTS and CARERS INFORMATION 2019



**Dedicated and passionate staff providing learning programs for children with disability**

### ESC

ESC Principal  
Associate Principal  
Manager Corporate Services  
School Officer

Karen Macri  
Christina Maunick-Sallie  
Kylie Mantell  
Lyn Smart

### PS

PS Principal  
Associate Principal  
Associate Principal  
Associate Principal  
Manager Corporate Services  
School Officer  
School Officer

Sue Waterhouse  
Jeff Hoskins  
Sandra Long  
Louise Carroll  
Tracey Bell  
Nevis Evans  
Alison Humble