OUR SCHOOL VISION

To develop and create life-long learners.

Tell me and I forget. Teach me and I remember. Involve me and I learn.

~ Benjamin Franklin
OUR SCHOOL PRIORITIES

- Engaged and active learners.
- Evidence of student learning drives future learning.
- Students benefit from learning with parents and the community.

OUR SCHOOL BELIEF

Our rural community is actively involved in facilitating life-long learning for all children to best equip them for life in a modernising world.
OUR POSITIVE SAFE SCHOOL VALUES

EVERY CHILD

Truth

Respect

Well-being

Self-motivated

Environment
GENERAL INFORMATION

ASSEMBLIES
Assemblies are held twice a term to celebrate student achievement and to showcase student learning. Parents and community members are encouraged to participate in these assemblies. Assembly times are advertised in the school newsletter and on the school calendar.

BANKING
Access to student banking is provided through the school office, banking is usually processed on a Tuesday. Forms to open new student banking accounts are available at the school office.

BUS DETAILS
The local bus contractors are Merseylink Coaches - PH 6427 7626. Any issues related to bus travel should be directed to the bus contractor. Further details about allowances and concerns related to buses are available from http://www.transport.tas.gov.au/ or the school.

CURRICULUM
Wilmot Primary School follows the Australian Curriculum in all learning areas. We have a dedicated focus to deliver high outcomes in literacy and numeracy for all students through aspects of the curriculum. The curriculum areas for 2017 include; English, Mathematics, HASS (Humanities and Social Sciences, includes Grade 6 – Civil & Citizenship) Science, the Arts, Health and Wellbeing and Technologies.

ATTENDANCE
A child is entitled and legally required to attend school from the age of five years to the age of seventeen years. In addition, a child is entitled to attend school from the year in which the child is four years old on 1st January.
If your child is absent from school please contact the school office – 6492 1421 on the day of absence or send a note to the classroom teacher when he/she returns to school.
Where illness exceeds five days you may be requested to provide a medical certificate for your child. (Education Act 1994)
**ICT & eLearning**

All students at Wilmot Primary School have access to computers, iPads, laptops and IWB - a copy of the school internet/email policy is displayed near all classroom computers. Children and parents in Grades 3 to 6 are required to sign and ICT Acceptable Use Agreement. The students will be taught to successfully use many apps, programs, the internet and emails for educational outcomes. The students will use a variety of interactive technology to support and enhance their learning. They will use the technologies in all areas of the curriculum. Students have access to ipads, laptops, desktops and other information technology hardware.

**EMERGENCY GUIDELINES (Full Policy Available)**

Students and staff are well rehearsed in emergency procedures throughout the school year. In the event of an emergency evacuation school students will be safely relocated to the hill behind the shelter shed and then if safe to do so will walk to the town hall where parents may collect them. A lockdown procedure will also be rehearsed on a regular basis. If the school requires closure due to circumstances such as no water or extended electrical outage, parents will be contacted to collect their children from school. If parents or emergency contacts are unable to be contacted, children will remain under the supervision of staff until contact can be made. Our Bushfire Response Plan follows another procedure which is supported by the Bushfire Authorisation Form sent home to all families.

**EXCURSIONS**

Excursions will be conducted as an essential part of educational programs on a regular basis with parents being notified. Permission slips will be provided to families and these must be signed and returned. Notification of excursions will be given in a timely manner. If a parent wishes to withdraw the student from a particular excursion they must do so in writing to the school, giving the reason for the withdrawal.

Parents will receive information related to major excursions such as overnight excursions at least four weeks prior to the event. School camps and overnight stays are not a mandatory part of the curriculum at Wilmot Primary and as a school we support staff and parents rights to choose.

**FACILITIES**

Parents/Guardians are reminded that students should be supervised at all times when using school facilities such as play equipment. The school grounds can be used by children outside of school hours, e.g. weekends and school holidays, provided that all children are under the direct supervision of their parent or guardian. No dogs are to be brought onto school grounds unless you have the prior approval of the Principal for specific learning purposes.
FIRST AID (Full copy of the Drug Policy Available)
School staff will administer minor first aid and a note will be sent home with your child detailing the action taken. In the event of an emergency parents/guardians will be contacted and arrangements made re-transport to a medical facility. Please ensure that you complete the necessary forms, available from the school office, if your child requires medication at school. The school requires written documentation from your family doctor and the medication does need to be in its original packaging.

The use of analgesics is prohibited at Wilmot Primary School. Non-prescribed oral medication (such as Panadol and over-the-counter medication) are not to be kept at school by students. If a student requires such medication, the parent/guardian should come to the school to administer it.

WORKING WITH VULNERABLE PEOPLE CARD
The Tasmanian Education Department require all employees, relief, trainee staff and volunteers to have a Working with Vulnerable People card prior to working in our school. We actively encourage parental and community involvement in our children’s learning. This can take the form of; classroom parents help, excursion, special events or other learning activities. Therefore all adults will need to obtain a Working with Vulnerable People card. The school office can assist you with this process.

HATS & OUR SUNSAFE POLICY
All students are required to wear a school hat in terms 1 and 4 in line with our Sun Smart Policy. Students not wearing a hat will be required to play/sit in the shade during that time. Hats are available for sale from the School Office at a cost of $8.00 each. All hats must be clearly named and must not be shared.
HEALTH & WELLBEING
All students at Wilmot Primary School will participate in 15 minutes of daily exercise. Students will also participate in a weekly specialist health and wellbeing lesson for a minimum of 90 minutes. This program is part of Our Farm Kitchen. This facilitates learning in all aspects of wellbeing including mental and emotional health. The children also access a weekly physical education lesson. This lesson allows children to develop movement knowledge and skills in a variety of sports.

INQUIRY and INVESTIGATIVE LEARNING
We provide highly engaging learning opportunities for children to develop their own knowledge and drive their own learning. The processes we involve the children in are heavily set in the best current teaching practices to develop children into; critical, creative, collaborative, global citizens of the twenty-first century. The children will access Inquiry learning on a regular basis each week.
OUR FARM KITCHEN
Our unique setting enables us to offer hands-on student centred learning opportunities throughout our 25 acre property. All children are involved in our farm kitchen through weekly lessons and other learning opportunities. The children will access and be involved in; our orchard, vegetable patch, chickens, small farm animals and other rural experiences. We will use the Stephanie Alexander program along with others to support their learning in the curriculum areas of English, Mathematics, Technology, Science and Health & Wellbeing.

LAUNCHING INTO LEARNING
The Launching into Learning program aims to give children from birth to four years old, the opportunity to interact with others and explore their world through a variety of rich experiences. We currently run a playgroup session on Monday mornings between 9:00 am and 10:30 am. We also run a separate Pre-Kinder session on Friday afternoons. In 2017 we will also offer more for our young children including special events and short focused programs.
LEARNING IN FAMILIES TOGETHER
Our LiFT program is co-ordinated by a member of staff and parents who form the LiFT committee. This program further support families to be an active part of their child’s education with a focus on connecting school and home learning in the areas of literacy and numeracy. The focus years for this program are Prep to Grade 2 children. We look forward to continuing work with families on this initiative.

LEVIES
Levies are set by the School Association at their AGM each year and are payable in February. Individual payment options are available – please contact the office to choose a plan that best suits your family. The levy structure includes student stationery, learning materials, transport costs and day excursion fees. Students assessed as eligible for the Student Assistance Scheme (STAS) are exempted from paying school levies. (Details regarding STAS are available from the school).
2017 Levies: Prep – Grade 6 = $200.00, Kinder = $100.00

LOST PROPERTY
Most lost property is returned to the owner in the normal course of the school day or week but if you have items that are missing, the lost property is stored in a cupboard near the office, please come to the office and ask for assistance.
HEALTHY FOOD CHOICES
We actively support the healthy food choices advertised by Move Well Eat Well at our school. Our Farm Kitchen Garden and Health and Wellbeing programs are active ways for our children to learn the importance of where food comes from and what is gives our bodies. We support children to have healthy food options on a daily basis.

Wednesday Healthy Lunch Day – students and staff run a Healthy Lunch Day. If you are available to help out please let us know as this year we will be using many items from our Kitchen Garden with the children to prepare lunch Mondays to eat on a Wednesday.

Drink – Students need to bring a drink in their own drink bottle (clearly named) to school with them each day to school filled with water. At school water is the preferred drink, other drinks are not permitted in classrooms. We have a water fountain and water cooler for students to refill their bottle when required.

Fruit & Veg Break – classes have a small healthy eating break at 10:00 am each day. Please make sure your child has a suitable amount of vegetables or fruit each day.

Recess & Lunch Eating – Children will have time to sit and eat their food before playtimes. We support a balanced healthy diet at Wilmot Primary School and encourage a wide range of foods to be brought from home and eaten at these times. This ensures that our children have access to energy for learning and playing.
**NEWSLETTER**
Our newsletter is the best way to stay informed about our children’s learning and events coming up at our school. We recommend reading this document that celebrates student’s achievements and provides vital learning information to parents/guardians. The school newsletter is also available on the school website [http://education.tas.edu.au/wilmotprimary](http://education.tas.edu.au/wilmotprimary)

**SHARING LEARNING with the SeeSaw APP**
The SeeSaw app is used by classes to share children’s learning on a daily basis. Each child has a unique code which your family can use for free access to the app on any device. We encourage families to use this app to share in our school learning.
NWPSSA (North West Primary School Sport Association)
Students in Grade 3-6 have the opportunity to participate in a variety of extra sporting opportunities throughout the year. These sporting events include the Cross Country, Athletics, Gr 3/4 and Gr 5/6 Sports Days. Parent help is always required for these events and we appreciate any assistance you can offer.

OFFICE
The office is open from 8.00am to 3.15pm daily.
Please contact the office - 6492 1421 if your child is going to be away, has been away or will be leaving early.
All visitors to the school, including parent help, should report to the office before entering any classrooms. Visitors will be asked to sign a guest book which will assist if there is an emergency situation.
All medication should be delivered to the office in its original packaging by an adult.
When the office is unattended an answering machine will take your phone calls and is checked at scheduled breaks and before the bus departs.
School uniforms, including hats, are available from the school office.

ONLINE ACCESS CENTRE
The Wilmot Community Online Access Centre is situated on the school grounds and provides a variety of services to the community. The Online Access Centre is managed by the Devonport LINC.
Students under the age of 16 must be accompanied by a parent/guardian when accessing the Online Access Centre. Opening hours are Mondays and Tuesdays 9:30 am – 4:00 pm.

PARENT/COMMUNITY MEMBER HELP
Individual teachers may invite parents/community members, with a Working with Vulnerable People card to assist in their classrooms on a regular basis. All volunteers are reminded to sign the guest book situated in the office when entering the school – this assists us to locate everyone in the event of an emergency. Volunteers are also reminded that they may not use student toilets. During 2006 the School Association wrote a code of conduct for adults in the school community, if you would like to have further input to the code please contact the office or a member of the School Association management committee.
Parent / Guardian
Code of Conduct
- All visitors to the school must report to office to sign in before entering any classroom.
- Respect the rights, dignity and worth of every person, regardless of their gender, ability, cultural background and religion.
- Respect school community members (staff, students, parents) and teach children to do likewise.
- Respect school decisions and teach children to do likewise.
- Support all efforts to remove verbal and physical abuse in the school environment.
- Remember that children learn by examples set by adults.
- Always abide by the rules and settle disagreements without resorting to hostility and violence.
- Participate and attend school functions showing respect for the presenters.
- Treat school property with care, reporting any damage or personal injury.
- Maintain a high level of confidentiality about school issues when outside school.

SCHOOL ASSOCIATION (Constitution available from the office.)
All parents/guardians are members of the Wilmot Primary School Association unless they have notified the Secretary of their wish not to be a member. The Association has one sub-committee which is the Wilmot Primary Farm Committee.

The election of the ‘Committee’ representing the School Association is held in November each year and all parents are eligible to run for this two year appointment. The committee meets a minimum of four times a year to support the educational outcomes of all students at Wilmot Primary School. These meetings are at 6:00 pm and childcare facilities are available. Please come along to help share your voice in decision making for 2017. The meetings dates for 2017 are Feb 22nd, April 12th, June 14th, August 16th, Oct 18th and Nov 15th. These meetings will be held in the music room.

SCHOOL TIMES
During the school term supervised on site hours are from 8:30 am – 3:00 pm, Monday – Friday. At the end of each school day, all children should return to their home as soon as possible. Children must not be at school prior to 8:30 am as there is no DUTY of CARE supervision.

8:55 am – 10:40 am – Morning Learning Session
10:40 am – 11:00 am – Recess
11:00 am – 12:35 pm – Middle Learning Session
12:35 pm – 1:15 pm – Lunch Eating 10 minutes, Play 30 minutes
1:15 pm – 2:45 pm – Afternoon Learning Session
SCHOOL FACEBOOK and WEBSITE
The school has a website http://education.tas.edu.au/wilmotprimary on there you will find parent information, a calendar and the school newsletters. We also have an active Facebook page, the focus of both of these being to celebrate learning and pass on information to families and the wider community.

UNIFORM
Unisex: Grey/Navy Trousers/Shorts
Yellow Polo Top with logo
Navy windcheater with logo
Navy and Gold Polar Fleece Jumper
Navy bucket hat with logo
Footwear suitable for educational program, including daily PE.
Girls:
Summer School Dress (Blue/White check)
Winter – Navy blue skirt and stockings or navy blue trousers

Items available from the school office;

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<th>Polo Tops</th>
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<td>Size 7/8/10/12/14</td>
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<td>Polar Fleece Jumpers</td>
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<td>Size S &amp; M</td>
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</tr>
<tr>
<td>Track Pants</td>
<td>Size 6 – 14</td>
<td>$20.00 inc GST</td>
</tr>
<tr>
<td>School Hats</td>
<td>x small, small &amp; medium</td>
<td>$8.00 inc GST</td>
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Second hand uniforms are available – please speak to Raelene in the office.
WATER SAFETY PROGRAM
The Tasmanian Department of Education, ensures every child in state schools has an equal opportunity to participate in quality swimming & water safety instruction. Each student in years 3, 4 & 5 in all primary schools has an opportunity to participate in ten consecutive periods of Swimming and Water Safety annually. Further information is available through the school or the following website http://www.discover.tased.edu.au/hpe/Swim/default.htm.
In 2017 all students will be attending the Swimming & Water Safety Program.

CONTACT DETAILS
Wilmot Primary School
61 Main Street Wilmot TAS 7310
Getting ready for Kindergarten starts at birth.

Children who are confident and involved learners thrive at Kindergarten

Confident and involved learners:
- Can communicate their needs, wants and share their experiences.
- Are curious, creative and enthusiastic explorers.
- Don’t give up easily and stay focussed for extended periods of time.
- Manage their emotions in an appropriate way.

We can support children to be confident and involved learners by:
- Talking with and listening to them from when they are born.
- Reading books and playing with them everyday.
- Responding to their needs and interests.
- Ensuring they have warm and nurturing relationships.
- Encouraging them to be independent and explore new things.
- Helping them to identify and manage their emotions.
- Encouraging them to keep trying when they can’t do something.

Department of Education