

# STANSBURY PRIMARY SCHOOL

## Parent Information Handbook



**Stansbury Primary School**  
**North Terrace**  
**P O Box 11**  
**Stansbury SA 5582**

**Ph: 8852 4286**

**Email: [dl.0411\\_info@schools.sa.edu.au](mailto:dl.0411_info@schools.sa.edu.au)**

**Website: [www.stansburyps.sa.edu.au](http://www.stansburyps.sa.edu.au)**

Dear Families

Starting school is an exciting time in the life of each child. School will provide them with the challenges and opportunities they are ready for. Our school is a safe and supportive learning environment with a strong focus on literacy, numeracy and well-being.

For children, starting school is a major change in their lives. Our school has formed strong and positive relationships with the local Kindergartens. This positive relationship eases the children's transition to our school. At the end of Term 3 each year, Kindergarten children visit our school before the formal transition visits commence in Term 4. By the time students start school, they are familiar with the classroom and playground spaces, and have formed relationships with their new teachers. Their school journey has begun.

Inquiry based learning activities are used to stimulate students' wonder and creativity that will skill them to overcome obstacles and seek solutions throughout life. Rapid and continuing advances in information communication technology are changing the way people share, use, develop and process information, problem solve and access technology in school and beyond. Each student from Reception to Year 6 is equipped with a laptop and an iPad for class use.

Our approach is to place the child at the centre of learning to ensure we are creating an interactive learning environment enabling all children to achieve their personal best. The well-being of every student is foremost in the school's commitment to ongoing improvement.

In partnership with families and the broader educational community we develop relationships in a nurturing environment where a love of learning is encouraged. Staff and parents strive to equip students with capabilities that will enable them to develop lifelong resilience and understand how to use their strengths. We work together to enhance the development of school environments where students feel safe, valued, and engaged. Stansbury Primary is a happy, family friendly and safe school.

We look forward to welcoming you and your child to Stansbury Primary School.

Amanda Narroway  
2023

*Our Vision:*

"To engage every child and student so that they achieve at the highest possible level of their learning and wellbeing through quality care and teaching."

We do this in close partnership with our parents and school community that is inclusive of the Southern Yorke Peninsula cluster of schools.

*Our School Motto:*

"Preparing for the Future"

"Being the best we can be"

*Our School Values:*

Honesty, Responsibility & Friendliness

## **2023 SCHOOL STAFF**

<b>Principal</b>	<i>Amanda Narroway</i>
<b>Class Teachers</b>	<i>Petra Groom &amp; Danielle McGrath "Sharks" - Years 3-6</i> <i>Olivia Cathro "Seahorses" - Years R-2</i>
<b>School Services Officers</b>	<i>Jill Davey, Casey French and Leah Jones</i>
<b>Grounds-person</b>	<i>Peter</i>
<b>School Cleaner</b>	<i>Eva</i>
<b>Pastoral Care Worker</b>	<i>Bec Boundy</i>
<b>Play Centre (Monday 9.15-12.00)</b>	<i>Jill Davey</i>

## **CONTACTS**

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## HISTORY

### Our Story...

Stansbury Primary School has a long and rich history. The school was opened on November 6th 1878 when Stansbury was emerging as a significant oyster producing and fishing community.

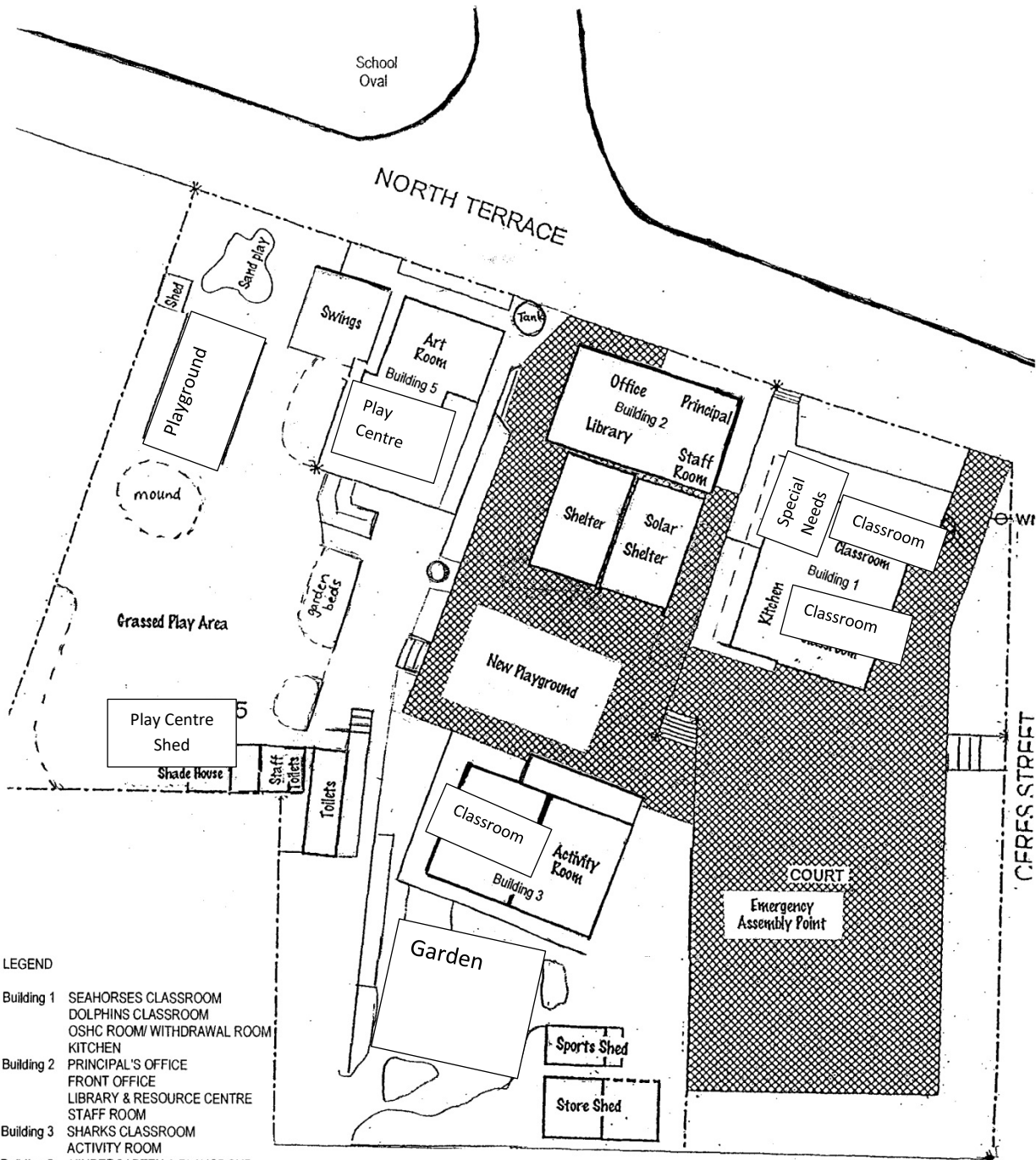
The original school house accommodated 48 pupils ranging in age from 4-16 years with one teacher Mr FW Kruger. The original building is now the Stansbury Museum with the current site established in 1908.

By 1921 the sole teacher Mr JS Welsby taught 76 students. Woodwork was taught in the kitchen of the teacher's home. With large waves of migration across the country, enrolment peaked in 1960 with 101 students attending the school. There are currently sixth generation descendants attending Stansbury Primary School today.

Over the decades multiple improvements have been added to the school and Stansbury Primary now offers contemporary learning spaces while honouring the school's rich tradition. The digital technologies that define learning today reflect a very different curriculum to the needlework and temperance lessons held in the 1800s.

Our school is proud of its history and continues to be a significant centre of learning on the Southern Yorke Peninsula.

# SCHOOL PLAN



**LEGEND**

- Building 1 SEAHORSES CLASSROOM  
DOLPHINS CLASSROOM  
OSHC ROOM/ WITHDRAWAL ROOM  
KITCHEN
- Building 2 PRINCIPAL'S OFFICE  
FRONT OFFICE  
LIBRARY & RESOURCE CENTRE  
STAFF ROOM
- Building 3 SHARKS CLASSROOM  
ACTIVITY ROOM
- Building 5 KINDERGARTEN & PLAYGROUP  
ART & TECHNOLOGY
- Building 6 MALE, FEMALE & ACCESS TOILET BLOCK
- Building 7 STAFF TOILET BLOCK



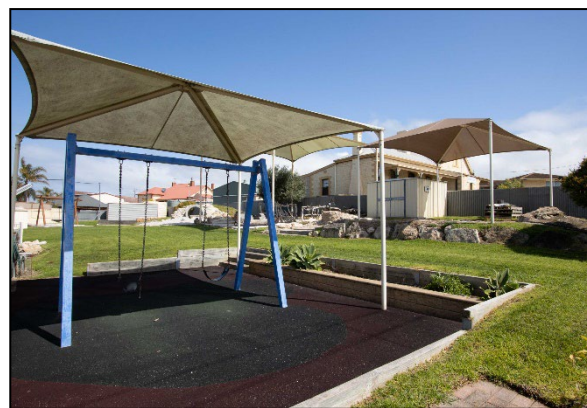
## SCHOOL INFORMATION

### What You Need to Know...

#### **Admission Policy**

All Reception students are offered a Transition Program during term 4 prior to the year they start school. This Transition program is arranged in consultation with all schools and pre-schools in the Southern Yorke Partnership including Stansbury Primary School, the local Kindergartens and the families of the child.

Compulsory schooling commences from the child's sixth birthday.



#### **Attendance**

The Education Act, Regulation 3.2.3 makes it compulsory for children between the ages of 6 and 15 years to attend school all day. Students who miss one day each fortnight will have missed one and a half years of schooling by the time they reach Year 12. In order for your child to be successful at school attendance does matter. Make every day count!

#### **Absenteeism**

Students are expected to be at school every day the school is open. When a child is absent from school a written reason, text message or telephone call is legally required from the parent. If the school has not been notified by 9am about a child's absence, the parent will be called to ensure the safety of the child.

#### **Early Dismissals**

School dismisses at 2.10 pm on the last day of each term.

#### **Lost Property**

Most of the lost property at school is unlabelled. All labelled items are promptly returned to their owner. Lost property is kept in a lost property box in the front office, and if unclaimed at the end of the term uniform garments are put into the second-hand clothes pool which are sold off at the very reasonable price of \$2.00.

#### **Lunch Orders**

On Fridays, lunches can be ordered through the local Blue Lime Café & Deli and are at the school by 12:45pm. Lunch orders need to be put in the collection box in the front office at the beginning of the school day. A current price list is available at the office. A price list is sent home at the beginning of each year to all families. Lunch orders must fit the Government's new Healthy Eating criteria with only "green" & some "amber" products being available.

#### **Newsletter**

Newsletters are sent home every three weeks, usually on a Wednesday. Newsletters are also available on the school website. Newsletters provide information about what is happening at school, upcoming events and important news for families. Articles about the school are generally included in the *Stansbury Scribble* and the *Port Vincent Focal Point*.

## **Policies and Procedures**

Policies have been developed to clarify expectations and procedures in relation to cyber safety, bullying and harassment, behaviour and attendance. These and all other policies are available at the front office.

The school's policies and procedures are also available on the school website:

[www.stansburyps.sa.edu.au](http://www.stansburyps.sa.edu.au)

## **Pupil Free Days**

Governing Council approves up to 4 pupil free days during the school year. On these days, staff attend professional development opportunities or collaborate with teachers at other schools across the partnership to ensure assessment procedures are consistent. This is called moderation. Schools are very busy places, and pupil free days enable staff to work together to improve their skills, ensuring all staff are up to date with current practices.

## **Religious Education**

A Religious Education seminar may be held at the school, from time to time. This is organised by the SYP Ministers Fraternal. All children attend these non-denominational seminars unless prior exemption is received.

## **Scholastic Book Club**

Scholastic Book Club magazines are sent home when available. The Book Club provides low cost books and is another way to encourage reading. Book Club may be accessed online at [www.scholastic.com.au](http://www.scholastic.com.au). The school benefits by receiving bonus points on sales. There is an online facility for paying for orders.

## **Sending Money to School**

When there is a need to send money to school please place it in a securely sealed envelope to be taken to the front office. Clearly mark the envelope with child's name, amount enclosed and purpose / object of money sent.

## **School Hours**

Lessons begin	8:45 am
Brain Break (in class)	10.00-10.15 am
Recess	11:15 -11:40 am
Lunch	12:50 - 1:30 pm
End of Day	3:10 pm

## **Supervision**

The yard is supervised from 8:30am until 3:15pm.

Parents are asked to ensure that their children arrive and depart the school grounds within these times.

## **School Fees**

The composite fee for the 2023 year is \$269.00 and is due prior to the end of term 1. This fee covers library, curriculum subject supplies, stationery photocopying, equipment and access to Student Information Technology. Arrangements can be made to pay school fees by instalments.

## **School Card Approvals**

Families who wish to apply for school card need to complete the online form (see admin staff school).

Parents who are self-employed or wish to apply under the hardship provisions can do so by completing this online form too.

## **School Photographs**

Annual class and individual photos are taken at school with the option of family groups if required. We appreciate parents ensuring that students wear school uniform on this day.

## **School Uniform Policy**

### **Rationale**

In accordance with the Education Act 1972 and Regulation 86, SPS has determined school uniform requirements through a consultative process. This policy sets out the guidelines and arrangements for school uniform requirements across the SPS community. Students need to present themselves in a manner, which indicates that they are at school for the purpose of learning.

The benefits of students wearing a uniform include:

- Encouraging a sense of belonging and pride in our school through a cohesive identity.
- Reduces competition relating to clothing and fashion.
- Prepares students for possible future employment situations.
- Increased security for SPS students to easily identify outside intruders (both onsite and offsite).

### **Dress code guidelines**

- School uniform must be worn to school on a daily basis and offsite functions where students are representing SPS (e.g. assemblies, sports days, community events).
- Uniforms can be purchased from the SYP Surf & Sports store (located at 13 Warooka Road in Yorketown).
- Acceptable outer wear and dress code guidelines include:
  - Official navy school polo shirt, blue jumper and zip up jacket
  - Navy or dark coloured (no denim) trousers, track pants, shorts or skirts
  - Poly cotton check dress
  - Suitable and comfortable footwear for students
  - Hats are required to be worn in accordance with the sun safe policy
  - In colder weather navy beanies, navy scarves or navy gloves/mittens may be worn outside
- Whilst it is acceptable on normal school days, school uniform outerwear guidelines may be more loosely followed, it is expected that when students are representing the school at official, formal, offsite functions / activities or photographs, students will maintain all outerwear in the modest school navy, dark blue tones (including footwear) and be in a neat and tidy manner including hair style, footwear and minimal jewellery.

**Please make sure all uniforms are clearly named, so misplaced items can be easily returned to its owner.**



## **Hats**

Hats are required to be worn when the UV is 3 or above when outside as part of the 'SunsmartPolicy'. Navy school bucket hats are expected. In terms 2 and 3 a beanie may be worn instead of a bucket hat. "No hat, no play" is understood by all students. (They stay under the lunch shelter during break times.)

## **School Dental**

School dental information is sent out to families throughout the year. Please check with your local dentist for more information.

## **School Assembly**

Assemblies are held at the end of the day on the Fridays of Weeks 5 (2:45 pm) and the last day of each term (1:45pm). The Week 5 Assembly is presented by the Sharks class and the last day of term Assembly is presented by the Seahorses. All families are welcome to be part of this celebration of student learning.

## **Transition to Secondary School**

The Education Department's bus service takes High School students (and Kindy students) from Stansbury to Minlaton District School. The majority of Stansbury students do their secondary schooling at Minlaton. During the year prior to starting high school, Year 6 students from Stansbury, Curramulka and Minlaton are involved in an Interaction & Transition program.

## **Sunscreen**

It is advisable for children to wear sunscreen for protection when playing outdoors. Encourage your children to develop sun safe behaviour.



## LEARNING AND TEACHING

### Our Core Business...

#### Curriculum

Stansbury Primary School is passionate about delivering all the key learning areas of the Australian Curriculum, using high quality teaching and learning approaches. We aim to develop expert learners, by fostering deep understanding and promoting dialogue as a means of learning. We create safe conditions for rigorous learning and challenge our students to achieve at high standards.

The Australian Curriculum is the foundational document for all learning for students at Stansbury Primary School. Subjects include: English (literacy), Mathematics, Science, Health and Physical Education, Humanities and Social Science, Japanese, Arts and Technologies.

We design learning, starting with the curriculum and include current approaches to differentiate and scaffold learning.



#### Assessment / Reports

Assessment and reporting is an ongoing process throughout the year. Where student achievement is closely monitored, with learning programs adjusted to meet student need. More formal data is gathered through PAT-R and PAT-M testing twice a year, regular running records for all emergent readers, Year 1 Phonics screening and NAPLAN testing each year for students in Years 3 and 5. Assessment data monitors progress and informs ongoing planning. Regular reporting to parents is undertaken by the school to inform parents of their child's progress.

Parent/Teacher interviews are held in Terms 1 and 3 and at other times as required.

Written reports are sent home at the end of Terms 2 and 4 each year.

If you wish to discuss your child's performance please don't hesitate to contact their teacher.

#### Camps

Camps are held every second year and form an important part of the school's social and personal development program. While on camp, students are expected to be good ambassadors for the school. Every effort is made by the school to ensure camps maximise educational opportunities, are enjoyable and cost efficient.

#### Display Boards

Class teachers and students take pride in displaying finished work in and around their classrooms. Families are most welcome to come in and look around. The children appreciate their families showing an interest in their learning.



## **Environmental Projects**

Stansbury Primary School has a long history of involvement in KESAB and environmental programs including researching natural vegetation and replanting local sites. Senior students are involved in the NRM environmental program, collaborating with other schools in the area to visit sites around the Southern Yorke Peninsula each term. All students participate in the annual Tree Planting Day, coordinated by the Yorke Peninsula Council. At a local level, the school has a vegetable garden and composting. Waste management and recycling awareness is taught and nurtured at school.

## **Extra Curricula and Sport**

Throughout the school year, students have the opportunity to attend performances held either at Stansbury Primary School or at neighbouring schools. Footsteps Dance provides a day of fun learning for all students. Theatrical companies tour the region annually enabling students to access high quality theatre and music.

Being located at the beach, water safety is an important part of the summer learning program. Water safety and water based activities are held in Term 1 at Bluff Beach and senior students participate in an aquatics program at Port Vincent each year.

In Term 1, students participate in the Small Schools Sport's Day with other small schools. In addition the Yorke Peninsula Sport's Day involves all students in sporting competition at a regional level. These events are a highlight of the sporting calendar.

SAPSASA gives Year 6 students the opportunity to be part of sports teams representing S.Y.P. competing in Country Carnivals in Adelaide. Sports include Netball, Softball, Cricket, Tennis, Football, Golf and Athletics. Students involved in SAPSASA sporting events are acknowledged at the end of year presentation night.

Various coaching clinics are conducted at the school throughout the year.





## **Homework**

The staff of Stansbury Primary School believe it is vital that children have the opportunity to have quality time with their family and be involved in the many beneficial activities outside school hours which lead to a balanced lifestyle.

Homework supports the development of students so that they learn to work independently, are able to manage their own time and take responsibility to fulfil their own learning requirements and practise their learning from school.

All students are expected to read every night for at least 15 minutes.

Depending on the age of the students, they may be asked to do any of the following:

- Unfinished work from class time
- Complete homework contracts
- Practise concepts learnt in class.

It is the student's responsibility to fill in the homework information in their diary so that parents can see what is required.

Parents are asked to check and sign their child's diary each day for homework activities.

## **Library**

Our school has a well-resourced library and children are encouraged to borrow books on a regular basis.

**Torn or damaged books** - sometimes library books are damaged at home and attempts at repair them are made. We ask that damaged books are returned to school for mending. Using sticky tape damages the books and we ask that books simply be returned to school.

### **Library Borrowing:**

- 'Sharks' may borrow 4 books at time while 'Seahorses' may borrow 2 books at a time.
- Students are asked to return books directly into the Returns Box in the Library.

## **Premier's Reading Challenge**

All students at our school participate in the Premier's Reading Challenge each year and receive recognition for achieving set goals. It is an expectation that students are reading every night as it is through daily practice that students develop the skills they need to be independent readers.

## **Referrals to External Agencies**

Children develop and learn in a unique ways. Sometimes it is helpful to seek specialist support from Speech Pathologists, Educational Psychologists and Hearing Services. This process happens in consultation with families, teachers and the principal. When someone from outside the school is involved, written parent consent is ALWAYS required.

## **SAFETY AND WELLBEING**

### **Our Small Size is Our Strength...**

#### **Pastoral Care Worker**

Our school's Pastoral Care Worker, is Bec Boundy,

Her main roles are –

- To support the school in its aim to be a safe and supportive learning environment.
- To provide pastoral support to students, staff and parents.
- To link families to community resources and services.

Bec is always available and more than happy to assist with any concerns you may have regarding the health and wellbeing of your children or family.



#### **Fire Policy**

In case of fire or other disasters the school siren will sound in short bursts for several minutes – signalling **Emergency Evacuation procedure**. All people should vacate all buildings in a safe orderly manner and assemble in the lower court area so that everyone can be accounted for. Staff have allocated roles during such emergencies, including contacting authorities.

If the students are required to stay inside because of a danger outside, the siren will sound continuously, indicating **Emergency Invacuation procedure** until all students are accounted for.

During such emergencies students will be held at school until collected by a parent or authorised person.

Fire drills are conducted each term to practice these procedures.

#### **Allergy Awareness**

##### **Purpose:**

- To provide a safe learning environment for all members of the Stansbury Primary School community by lessening the possibility of severe allergic reactions
- To raise the awareness of all members of the community regarding severe allergies.

##### **Management:**

We are an allergy awareness site and take allergies seriously. Risk assessments are written for each child with food allergy.

## **Family Contact Details**

It is important that the school has the **current address and telephone numbers of parents and other emergency contacts**. Please advise the school promptly of changes of address, telephone numbers or employment. Thank you.

## **Bikes**

Children riding bikes to school can leave them in the bike rack during the day. After school they put on their helmet before leaving the yard. Bikes must be walked from the rack to the road. Students travelling north must walk their bike across North Terrace before riding away. Students riding west and south must walk them past the parked cars before riding on the road. This will avoid any bikes riding past the vehicle pick up point in Ceres Street or encountering incoming traffic from Adelaide road.

## **Car Parking / Pick-up**

Please help to ensure the safety of children by parking on the western side of Ceres Street. There is no parking in the area in front of the wooden barrier by the front gate. For student safety it is requested that no one parks across the road near The Pines to pick up students.

## **Medications**

From time to time, students may require medication during the school day. Please understand that school staff are not permitted to administer any medications other than asthma puffers and Epi-pens. If your child needs to have medication during the school day please consult with staff and arrange to come in to the school to administer medications. Students with ongoing medical conditions (e.g. asthma, diabetes or allergies) must have a Health Care Plan in place.

## **Infectious Diseases**

Below is a list of the most common infectious diseases likely to be contracted by your child, and the prescribed period of absence.

<b>Chicken pox</b>	Exclude until all scabs have dried.
<b>Measles</b>	Exclude for 7 days from appearance of rash. All children should be immunised against Measles, preferably 12 months of age and certainly before entry into pre-school unless they have had the disease.
<b>Mumps</b>	Exclude until appropriate treatment has commenced.
<b>Ringworm</b>	Exclude until appropriate treatment has commenced.
<b>Rubella</b>	('German Measles') Exclude until fully recovered.
<b>School Sores</b>	Exclude until sores have fully healed - may be allowed to return provided appropriate treatment is being applied and sores on exposed surface, such as scalp, face, hands and legs, are properly covered with a dressing.



**Whooping cough** Exclude for 4 weeks from onset of illness - less if a medical certificate of recovery is produced (treatment with antibiotics can reduce the period of exclusion to 5 days following commencement of treatment).

**Head Lice** It is important to realise that anyone can catch head lice. It is not a disgrace or a health hazard and is not related to the cleanliness of the home. If you discover your child has head lice or eggs notify the school and exclude child from school until the day after being treated. Students need to report to the office first thing to be checked. There is information available from the office on how to treat head lice.

## **PARENT AND COMMUNITY PARTNERSHIPS**

### **Working Together...**

#### **Parent Engagement**

Parents and teachers form a unique partnership in the development of each child. Parents are the first educators of their children and play a major role in determining children's success.

At school we explicitly teach and use the language of Growth Mindset where failure is seen as an opportunity for learning. Reinforcing the language of encouragement at home, impacts on student's ability to overcome obstacles.

Parent engagement in learning sets children up for success. Reading to young children and listening to reading daily once children commence school, creates a time for sharing a love of books.

In our technological age, it is important for children to have a good night's sleep without the interruption of devices. Establishing predictable routines around reading and bedtime is important.

Parents and community members also assist our school by serving on the Governing Council and its committees. This is an important role in the school and an opportunity for parents to have a voice in steering school directions.

#### **GOVERNING COUNCIL**

The function of the school's Governing Council is:

- Joint responsibility with the site manager for the governance of the school.
- Set the broad direction and vision for the school (strategic planning/site learning plan).
- Develop and approve policies for the school.
- Determine the application of the total financial resources (budget).
- Present plans and reports to the school community and Minister.

The Council AGM is in February and the Governing Council meets twice a term thereafter.

## Members of the 2024 Governing Council are

**Chairperson** Will Glazbrook  
**Deputy Chairperson** Elle Moss  
**Secretary** Amanda Pitt  
**Finance Representative** Will Glazbrook  
**Play Centre Representative** Jill Davey  
**Community Representative** Beth Faulkner  
**Member** Sheridan Eccles  
Kerri Ayling

### Play Centre

Parents of preschool children meet at the Play Centre on Monday mornings from 9.15 to 12:00. Play Centre offers inviting play spaces to engage children's imagination as they explore their world through play. A gold coin donation per child is paid which enables access to resources.



### Volunteering at School

When families are interested and involved in their child's education, and value school, children's learning improves. At Stansbury Primary School we welcome parents into classrooms to assist with reading programs. A number of volunteers from the community also listen to reading on a regular basis.

There is an active Fundraising Committee at our school where parents organise a fundraiser each term. We are grateful to families for supporting these projects as the money raised directly benefits all students.

Our spacious grounds provide expansive areas for students to learn and play. Maintaining our school's garden beds requires ongoing attention. Families are always welcome to assist with the gardening around the grounds.

