



# Youngtown Primary School

Victoria Street, Youngtown, Tasmania

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*Inspired Today*

*Prepared for Tomorrow*

## PARENT INFORMATION BOOKLET



Tasmania  
Explore the possibilities



# Welcome to Youngtown Primary School

## **Our Mission is:**

*To inspire our children to be the very best they can be, and to prepare them with the skills, understandings and personal attributes to thrive in their lives today and into an ever-changing future.*

- *To harness the combined influence of school, parents, and the broader community as the means through which children achieve their full potential.*
- *To be deliberate in nurturing positive personal values such as honesty, compassion and respect.*
- *To be uncompromising in our focus on the academic, social, emotional and physical growth of each child.*
- *To promote opportunities to pursue personal passions and strengths so our children grow a self-confidence which fuels a lifelong desire for learning.*
- *To powerfully develop and refine children's fluency in literacy, numeracy, solution finding, collaboration, creativity, information, and media.*
- *To inspire our children through expert, passionate teaching that capitalises on their inherent curiosity, interests and motivations.*

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**Please contact the school office should you have any further queries on 63 413222.**

## **ABSENCES**

When children are absent, parents are requested to notify the school by phone: 6341 3222, Fax: 6343 3006, email [youngtown.primary@education.tas.gov.au](mailto:youngtown.primary@education.tas.gov.au) or in writing. Children who are required to leave school early must have written consent in their communication book and be collected by parents/carers in person. Parents must sign their children out from the main office register.

## **ACCIDENT**

In the event of a serious accident, parents will be contacted using information provided on student records. It is essential that parents ensure that up-to-date telephone numbers for parents and at least **two** emergency contacts are on record. It is also important that we have up-to-date emergency medical information including the name of the family doctor.

## **ANAPHYLAXIS**

An increasing number of children at our school have a condition called anaphylaxis. This is a severe allergic reaction characterised by symptoms which may include swelling, difficulty breathing and loss of consciousness. Some children are allergic to bees, wasps or ants and some children are allergic to certain foods such as peanuts or peanut products. Other children are allergic to dairy foods, cheezels and chewing gum. Ingestion of a minute particle or even skin contact with a trigger food can be fatal for these children. Dr Vicki Taylor, a specialist in allergies explained that peanut butter is a particularly dangerous food item. This food sticks to teeth and can then spray onto other children. Also, peanut butter can stick to fingers and furniture and be transferred this way. We request that parents **DO NOT GIVE CHILDREN PEANUT BUTTER, NUT PRODUCTS OR FOODS HIGH IN PRESERVATIVES AND ARTIFICIAL COLOURINGS TO BRING TO SCHOOL.** We understand many children are finicky eaters and this may be difficult for some families but your cooperation could avoid a medical emergency.

## **ASSEMBLIES**

Assemblies are held in the Multi Purpose room on a rotating cycle. They are hosted by class groups. Parents are welcome to attend. Details are in the newsletter each week.

## **BANKING**

Forms are sent home with Kinder students early in the school year inviting parents to open a school bank account for their children with the Commonwealth Bank. If your child is in another grade they can collect the forms from the office.

Children bring their deposits Thursday each week, these are processed and then the books are returned to children the same day.

This service is operated by parents on a voluntary basis and a commission is paid to the Parent Association.

## **BUS SERVICES**

### **METRO BUS**

This service runs mornings and afternoons from Youngtown and surrounding suburbs. Contact Metro for bus routes, times and costs on 13 2201.

### **RELBIA BUS**

This bus is privately operated and transports children from Relbia and Evandale. For enquiries phone George Sainty 6326 2320 or the driver Steve Baldock on 0418 516 321.

### **PERTH BUS**

This bus is privately operated and transports children from Perth and Devon Hills. Please phone Chris Mahnken on 6395 4302 (mobile 0427 584 908) regarding availability of seats.

All students travelling on bus services will require a “Greencard” or be required to purchase bus tickets.

## **BEHAVIOUR MANAGEMENT POLICY**

Our Behaviour Management Policy is based on our belief that positive interpersonal relationships enhance the quality of daily life and therefore contribute to successful schooling. We value a secure and happy learning environment in which students and adults work together.

Our School-wide Positive Behaviour Support Framework is underpinned by our core values of:

- ***Learning***
- ***Relationships***
- ***Integrity***
- ***Compassion***
- ***Creativity and Innovation.***

These values essentially capture the way we live at Youngtown, known in our community as “The Youngtown Way”. They were developed in an extensive consultative process with students, families and staff.

We have high expectations of behaviour from students and adults; it is expected that everyone behaves well and accepts responsibility for their own behaviour. When there is an infringement of the school expectations/rules consistent consequences are applied.

We work with the child to modify inappropriate behaviour. Data is collected on all students and is maintained on a central data base. Restorative practices are employed at all levels of school life. This ensures an accurate record of student behaviour is maintained. Wherever appropriate Restorative Practises are applied to restore harmony and dignity.

We ensure parent contact is made if there are any concerns at all regarding a student’s inappropriate choice-making.

The following rights and responsibilities underpin our work here at Youngtown Primary:

### **Rights and Responsibilities**

#### Students

- Students have the right to learn and are responsible for their own behaviour. Their choices result in appropriate or inappropriate behaviour. Students are responsible for reporting any teasing, harassment and bullying behaviour they may experience.

## Parents

- Parents have the right and responsibility to develop and support their child's optimal learning outcomes in partnership with the school. This includes reinforcement of the school's behaviour expectations.

## Teacher

- Teachers have the right to teach and the responsibility to support the personal well-being and safety of students. Teachers must ensure parents are well-informed of processes and outcomes.

We use a wide variety of strategies to reward and reinforce responsible positive behaviour. Celebrating and rewarding good choices occurs daily in classrooms, and at a whole school level.

## **BREAKFAST PROGRAM**

Children can enjoy a free breakfast every Tuesday and Thursday between 8.30am & 9am in the GP Hall. This is provided courtesy of some very generous community parents and volunteers.

## **CHILDREN'S PROGRESS**

A comprehensive suite of communication opportunities occur between staff, students and families each year.

Parent teacher discussions are held in Term 1. In addition to this, parents are welcome to visit the school at any mutually convenient time to discuss children's progress with teachers.

Teachers ask that whenever possible these appointments be arranged after school. The time between 8:30 a.m and 9.00 a.m. is a very busy one for them, and it is difficult to give parents the undivided attention they would like because of the demands made by children and preparation for the day ahead.

If commitments make after school appointments inconvenient, it is possible to arrange an alternative meeting time. This requires notice so that a staff member can be organised to release the teacher involved.

A comprehensive mid year report and summary end of year report are provided for families.

## **HEAD LICE**

### TREATMENT OF HEAD LICE

Like coughs and colds, it seems head lice are a fact of life. The Department has the following policy on the treatment of head lice:

Parents have the prime responsibility for detection and treatment and should be encouraged to check their children regularly for head lice. The treatment recommended by the Department of Community & Health Service is a pyrethroid or pyrethrum based products. Students may return to school following an application of the recommended lotion and removal of all eggs. All eggs (nits) must be removed to avoid reinfestation. Lice combs 'Robi Comb' can be purchased from your local pharmacist to assist with the removal of lice and eggs.

Head lice are a NUISANCE not a disease. If a child has head lice the school will:

- Notify the child's parents to collect the child.
- If several cases are reported in the same class over a short period of time information is sent to all parents and the child health nurse may contact parents.

## PREVENTATIVE MEASURES:

- Brushing hair morning and night, this damages lice and they cannot breed.
- Long hair should be tied back.
- Brushes, combs and hats should not be shared, and if shared should be washed in hot soapy water.
- Adults should check children for head lice once a week. They are commonly found in the fringe, behind the ears and in hair at the nape of the neck.

## HOMEWORK

The Youngtown Primary School community places value on regular homework for older students as part of the teaching and learning program.

Homework will be set within the following guidelines: -

- The homework will be relevant to the student
- Teacher, student and parent will be clear about the purpose of the homework
- The frequency and amount of homework will be determined at the beginning of the year
- Homework will not be set on Fridays

## ILLNESS

Whenever a child becomes ill at school, they will be supervised whilst a parent or emergency contact person is contacted to collect the child. We do not have a facility / first aid room where children can remain for any length of time. **ONCE AGAIN UP-TO-DATE INFORMATION IS ESSENTIAL.**

Please do not send children to school unless they are completely well.

The table below indicates minimum periods of exclusion for infectious diseases.

## INFECTIOUS DISEASES

Disease or Condition	Exclusion of Cases	Exclusion of Contacts
CHICKEN POX	Until fully recovered or at least 1 week after the eruption first appears.	Not excluded
CONJUNCTIVITIS	Until discharge from eyes has stopped	Not excluded
DIARRHOEA	Until receipt of a medical certificate of recovery from infection.	Domiciliary contacts excluded until investigated by the medical officer of health or a health officer and shown to be clear of infection.
HEAD LICE	Excluded until all eggs are removed and treatment has been undertaken.	Excluded until treatment has been carried out
HEPATITIS A & B	Until receipt of a medical certificate of recovery from infection or until symptoms disappear.	Not excluded
HUMAN IMMUNODEFICIENCY VIRUS INFECTION (HIV)	Exclusion is not necessary unless secondary infection.	Not excluded
	Until sores have fully healed. The child may be allowed to return earlier provided appropriate treatment has	Not excluded

IMPETIGO (School sores)	begun and that sores on exposed surfaces are properly covered with moisture-proof dressing.	
MEASLES	Until at least 5 days from the appearance of rash or until receipt of a medical certificate of recovery.	Non-immunised contacts must be excluded for 13 days from the first appearance of rash
MENINGITIS	Until receipt of a medical certificate of recovery from infection.	Domiciliary contacts must be excluded until they have received treatment.
MUMPS, RINGWORM, SCABIES, TRACHOMA, RUBELLA	Until fully recovered or at least 5 days after onset of rash.	Not excluded
STREPTOCOCCAL INFECTION INCLUDING SCARLET FEVER & WHOOPING COUGH	Until receipt of a medical certificate of recovery from infection. Exclude for 5 days after antibiotic treatment.	Not excluded Exclude unimmunised household contacts aged less than 7 yrs. For 14 days after exposure

## LEVIES

The levy policy has been developed by the Department of Education. Our levies are always ratified by our School Association.

A levy information pamphlet is prepared by the school each year and is distributed with end of year reports in December.

The Tasmanian Principals Association supports the view that a child's levy will be paid once only in a calendar year. This means that families transferring from school to school are not disadvantaged.

## LIBRARY

Children are asked to provide a bag to protect and carry their library books. There is a waterproof satchel available for purchase at our uniform shop. They are sturdy and a student should only ever require one for their entire years of schooling at Youngtown.

## MEDICATION

Parents or guardians are required to fill in a form if they wish prescribed medication to be administered to students. All such medication is stored in the school office and given to children by a member of staff. Forms designed for this purpose are available at the office. No medication can be administered **unless** the required forms are completed.

## MUSIC

All children at Youngtown are involved in weekly specialist music lessons. Music helps to develop creativity, confidence, singing and listening.

## NEWSLETTER

Our eNewsletter is published each Thursday through Schoolzine. To receive the newsletter subscribe to Schoolzine on the following link <http://youngtownps.schoolzineplus.com/subscribe>. You will be able to print out the newsletter from the site if you prefer to read a hard copy. Alternatively you may install the Schoolzine App on your phone. Information to install the Schoolzine App is available from the Office.

## OPTIONS PROGRAM

We believe every child should have opportunities to pursue those activities that bring them joy and energy. We call this their **'Spark'** Grade 3-6 children have this opportunity each Friday afternoon through our **'Options'** Program. This includes activities in sport, craft, art, performing arts, community service, science and technology. Prep – grade 2 children enjoy **'Spark'** afternoon twice each year.

## PARENT/CHILD GROUP

Weekly parent / child sessions are held in the kindergarten room for children (birth to 4) who are not yet old enough for Kindergarten. These sessions begin in Term 1, start dates are advertised in the newsletters.

An Early Start programme operates for children who will begin Kindergarten in the following year. A brochure is available from the office.

Please contact the school for further details.

## PARENTAL INVOLVEMENT

Our school welcomes and relies upon the support and assistance of parents and friends. The active participation of many adults helps us to provide the best possible services for children.

There are many ways in which parents may be of help. These include:

- Assisting in classrooms
- Involvement in the School Association (Parent Association)
- Working in sub-groups: "Youngtown Yummies" or uniform shop
- Library work
- Organising and assisting with sporting events

## PHYSICAL EDUCATION

A physical education teacher works in the school each week. The program is planned to foster physical development from Kindergarten to year 6.

Additional lessons are provided for small groups of children who need extra help to assist in the development of physical skills.

During the year there are Swimming (grade 3-6 only), Athletic and Cross Country Carnivals.

Grades 3, 4 and 5 students participate in a swimming and water safety program.

## ROAD SAFETY

The safety of children travelling to and from school is of great concern. Children must be encouraged and assisted to use the crossings near the school. They should cross only at the flags and between the broken lines marked on the road. We are fortunate to have some community members who have trained to become Volunteer Road Crossing Guards.

The underpass below Hobart Road near its junction with Napoleon Street should be used by all children needing to cross Hobart Road.

**Parents are urged to drive with utmost care around the school and to park correctly.**

Our Road Safety Officer visits regularly to ensure drivers are observing safety rules near the school.

## SUPERVISION BY TEACHERS OF CHILDREN AT SCHOOL

This begins at 8.30 a.m when teachers are in attendance and ends when children leave school. Children who travel on the Relbia bus will be supervised until they board the bus at approx 3.20 p.m.

**Pupils should not be sent to school prior to commencement of the supervision at 8:30 a.m. and should be collected promptly at 3.00 p.m.** There is an after school care provider operating from School to assist parents that cannot collect children at this time.

Please call Pedder Patter on 6344 9993 for further information or to enrol children in this program.

## SCHOOL ASSOCIATION – (Parent Association)

Members of the school association work with staff and any other kindred body to provide optimum opportunities and welfare for all the children in our school.

One of the main functions is to assist the school with finances and this is accomplished by fundraising activities throughout the school year.

The Association executive meets each month and a general meeting will be held once per term in the School Staffroom. Details of dates / times will be published in the newsletter. All parents and friends are warmly invited to attend the general meetings and to participate in association activities.

For any further information on the association please request a contact phone number from the school office.

## SCHOOL TIMES

School commences at 8:55 a.m. and finishes at 3:00 p.m. (Kindergarten finishes at 2.50pm)

- Recess is from 11.00 to 11:30 a.m.
- Lunch is from 12:50 p.m. to 1:40 p.m

Teachers are on duty from 8:30 and children are **NOT** to arrive before this time.

Kindergarten sessions are held for a total of 15 hours per week for each child.

## **SUPPORT SERVICES**

### **(School Psychologist, Social Worker, Speech Pathologist, Chaplain)**

Please contact the school office on phone 6341 3222, fax 6343 3006, E-mail [youngtown.primary@education.tas.gov.au](mailto:youngtown.primary@education.tas.gov.au) regarding specific times for the availability of these services.

Students are referred by parents and staff to the school co-ordinator who liaises with Support Services personnel.

Teachers always talk to parents before referring students to support service personnel.

## **SCHOOL PSYCHOLOGIST**

A School Psychologist visits the school regularly and is available to assess children's ability and diagnose learning difficulties.

The School Psychologist provides information and advice to teachers and parents.

## **SOCIAL WORKER**

A Social Worker visits weekly and is available to assist children and their families in cases of hardship, difficulties or crisis.

## **SPEECH PATHOLOGIST**

A Speech Pathologist visits weekly and runs a wide range of programs. Children are nominated for assessment and assistance by teachers and parents.

## **SCHOOL CHAPLAIN**

We are fortunate to have a School Chaplain working in our school for 1 day per week. This service is supported by the branch church. The chaplain is available to support children and families. This role also includes supporting our breakfast program.

## **DENTAL SERVICE**

Children can be treated at the Kings Meadows Health Centre in McHugh Street, appointments can be made by telephoning 6336 5160 or 6336 5170.

## **SCHOOL SISTER / NURSE**

A School Sister / Nurse conducts prep screenings and follow ups. The sister is available for consultation by appointment.

Phone 6337 2850.

## **UNIFORM**

Uniform is strongly encouraged by both the school and the School Association. At Youngtown Primary it is our expectation that students wear their school uniforms.

Specific Youngtown logo items are available from the school clothing pool with other items being available through local retail outlets.

The clothing pool is open before the start of term 1.

It opens weekly on a **Tuesday morning from 8:30am – 9.15am & 2.30-3.00pm**. Arrangements can be made to purchase uniforms outside of these hours with our school office. Opening times are subject to change.

## **LOST PROPERTY**

**Please name all items!** Lost property is placed in a basket in the corridor. At the end of each term, unclaimed items are placed in uniform sales or donated to charity.