



SCHOOL

Independent Public School

"WITH KNOWLEDGE WE GROW"

Established 1934

Information Booklet
2018

Website <http://morleyps.wa.edu.au>

Welcome to Morley Primary School

MORLEY PRIMARY SCHOOL

Morley Primary School is located at 36 Wellington Road Morley. There are approximately 180 students at our school.

VISION STATEMENT

The vision for performance and development at our school is – commitment to a professional learning community whereby student achievement is the cornerstone of our work. The school's practice consistently reflects the highest expectations of staff and the highest aspirations for students.

SCHOOL PURPOSE STATEMENT

To provide a positive, caring atmosphere in which the students:

- Work towards achieving their academic, creative, social and physical potential.
- Take their place in society as responsible, self-assured individuals.

SCHOOL BELIEFS

Morley Primary School will:

1. Provide a safe and secure working environment in which all stake holders can participate in decision making.
2. Create a positive and effective behaviour management system that enables students to develop independence, adopt the National Values and extend thinking skills.
3. Ensure teachers are consistently up-skilled in knowledge of curriculum and best practise, having the resources and support necessary for implementation.
4. Provide connections and challenges to student learning, celebrating all achievements.
5. Maintain an appealing environment both inside and outside the classrooms, constantly encouraging student, staff and community pride in the school.
6. Foster strong links between community and the school.

IMPORTANT CONTACT DETAILS

School	9276 1153
Pre-Primary	9275 0197
Kindergarten	9276 5839
Address	36 Wellington Road Morley WA 6062
Website	http://morleyps.wa.edu.au
Email	morley.ps@education.wa.edu.au

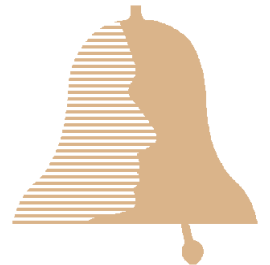
TERM DATES (FOR PUPILS) 2018

Term 1	Wednesday 31 January - Friday 13 April
Term 2	Monday 30 April - Thursday 28 June
Term 3	Tuesday 17 July - Friday 21 September
Term 4	Tuesday 9 October - Thursday 13 December

HOURS OF INSTRUCTION

Bell times are:	School starts	8:45 am
	Recess	10:15 am – 10:35 am
	Lunch	12:35 pm – 1:15 pm
	Finish School	3:00 pm

Toilet breaks as required.



PROFESSIONAL DEVELOPMENT DAYS 2018

Please note that the following dates are professional development days for school staff in 2018. This means that children do not attend school on these dates.

Term 1	Monday 29 January & Tuesday 30 January
Term 2	Friday 29 June
Term 3	Monday 16 July
Term 4	Monday 08 October

BEFORE AND AFTER SCHOOL

Students are not permitted in the school grounds before 8:15am, as adequate supervision is not available. This is a duty of care problem if students arrive too early.

Parents of Kindergarten and Pre-Primary children need to stay with their child until the bell rings at 8.45am.

Children get distressed easily if they are left waiting to be collected.

Please be punctual to collect your child after school.
Any child not collected by 3:10pm needs to report to the office so parents can be advised.

'Care For Kids' runs an Out of School Care program for before and after school care at Camboon Primary. The children are brought here by bus before school and collected from here and taken to Camboon in the afternoon. Please contact 'Care for Kids' on 0456 857 463 or camboonoshc@careforkids.net.au for further information.

Another program, 'Morley Out of School Care' runs at Weld Square Primary. Go to Morosh@bigpond.com for more information or call 9275 8887 or 0430 180 409.

FACILITIES AVAILABLE, EDUCATIONAL/CULTURAL

Morley Primary School is proud to offer many different facilities, both educational and cultural, to pupils. They include:-

- A Music Specialist teacher – 2 days per week.
- School Choir
- Daily Fitness (15 mins)
- LOTE (Language other than English) Mandarin lessons in Years 1 to 6. Mandarin teaching at the school started in 1990. For the first 10 years, no other primary school offered Mandarin lessons. The school is very proud of its long involvement with Mandarin.
- P.E.A.C. – (Primary Extension and Academic Challenge) Academic external extension



- School Psychologist and Nurse
- Access to Dental Therapy Centre
- Guitar Lessons (Years 6)
- Library Resource Centre, well-stocked fully automated library
- Science Room – well equipped.
- Technology and Enterprise Room.
- Dedicated Drama Room
- Art/Craft Centre, including kiln
- Undercover Assembly area.
- Sporting Recreation - numerous outdoor courts, quadrangle, grassed ovals, fully enclosed sports area, cricket and table tennis.
- Interschool sport with local schools – football (AFL), mixed netball, athletics, volleyball, tee ball, soccer, cricket and cross country running
- Scholastic Book Club
- Sun Smart School
- Water Wise School
- All year K-6 classrooms are equipped with interactive whiteboards, laptops and ipads
- Fully operational vegetable garden
- School Chaplain



SPECIAL EVENTS

In addition, the school holds many special events throughout the year including:

- Presentation/Graduation for Year 6.
- Parent Assemblies – where Merit Certificates are presented for academic or social successes.
- Educationally based excursions and incursions throughout the year for students.
- Harmony Week family picnic
- Lapathon

As events are organised, parents will be advised through the newsletter and the website. Other communications may also be sent home.

ENROLMENTS

For all new students enrolling from Kindergarten to Year 6, a birth certificate (full or extract) and immunisation records need to be sighted, together with visa details if applicable.

Kindergarten is for children turning 4 before 30 June. The telephone number is 9276 5839. In 2018 there are two groups of Kindergarten children. Your child may be placed in either group A or B. Group A (Yellow) attends Monday, Tuesday and every alternate Wednesday, 8:45 – 3pm and Group B (Green) attends Thursday, Friday and every alternate Wednesday, 8:45 - 3pm. You will be advised as to which group your child has been placed into.

The Pre-Primary Centre is for children who turn five before 30 June. This is now a compulsory school year.

The children learn many mathematical, scientific, literacy and language concepts that are necessary to read and write. They will acquire skills and values necessary to cope with living in today's society. The students attend school five days per week, full-time.

In 2018 there will be a combined Kindy/Pre-Primary class.

PUPIL REQUIREMENTS

A Pupil Requirement List appropriate to each year level is issued in Term 4 for delivery prior to the following year. The 'Back to School Personal Item List' collection date and time is **Thursday 25th January 2017, 3.30am-4.30pm in the Music Room.**



CONTRIBUTIONS AND CHARGES

Each family is asked to contribute the following amount to the school: These funds allow us to extend the range of activities that the children are exposed to. Funds supplement the Literacy and Numeracy budgets in order to purchase more texts and consumable materials.

Kindergarten and Pre Primary	\$60.00
For a family with one child in years 1-6	\$50.00
For two children in years 1-6 from the same family	\$70.00
For three or more children in years 1-6 from the same family	\$80.00

All annual incursions and excursions are charged separately.

Please refer to the supplementary 'Voluntary Contributions and Charges' booklet for further information.

SCHOOL SWIMMING – IN-TERM

From Semester 2, children in Pre Primary upwards are eligible for swimming lessons. Pool entry and bus fare is charged for each student.



EXCURSIONS AND CULTURAL ACTIVITIES

All such activities are based on the requirements of the curriculum and therefore are educationally based. All children should be involved, as much of the program revolves around the activity as an integrated central theme. Costs will be dependant upon the admission price, bus hire, etc. To engender a school spirit and personal pride, not only in appearance but in their behaviour as well, children not appropriately dressed in school uniform will not be taken on excursions. School Uniform is the accepted dress for all out-of-school activities unless otherwise stated. Parent permission is required for all excursions and a letter will be sent home for each excursion, requesting parental permission. A medical history form will be sent home with the first excursion, to cover all excursions for the year. If this medical history should change, please advise the school as soon as possible.

SCHOOL UNIFORM

The School Board, P&C Association and staff of Morley Primary School feel it is important for children to take pride in their dress and support the wearing of the school uniform. Because of this consensus of opinion, children are expected to wear school uniform. Thongs or similar are not permitted.

(Pupils in Kindergarten have the option of wearing school uniform or free dress). A code of dress has been formally established by a committee and endorsed by the School Board.

Boys and Girls:

Gold polo (tab front) shirt with school logo

Bottle green track pants

Bottle green zip jacket with school logo

Year Six Leavers shirt (from 3rd term on)

Boys: Green shorts.

Girls: Bottle green dress, skirt or green shorts.

HAT: Bucket style in bottle green with school logo. As we are an endorsed "Sun Smart" school, hats are required to be worn all year.

Hair: Hair shoulder length or longer to be tied back for safety and health reasons.

Jewellery: Only sleepers or studs are to be worn in pierced ears. No chains, necklaces or bracelets are to be worn.

Nail Polish: No nail polish to be worn at school

FACTION UNIFORM

Screen printed polo (tab front) shirt in faction colour. Faction Colours are:

Athena	-	Rust
Zeus	-	Purple
Poseidon	-	Aqua

Boys: Bottle green shorts or track pants.

Girls: Bottle green shorts, skirts or track pants.

Shoes: Appropriate sports shoes

Hat: As per uniform

SCHOOL RULES AND POLICIES

NUT FREE POLICY

Morley Primary is a Nut Free School Zone. We do have children that are highly allergic to all nuts. Please refer to the policy document for further information.



MANNERS

Good manners and politeness are expected at all times and are always encouraged.

DISCIPLINE POLICY (Code of Behaviour)

The Policy was formulated with the assistance of the staff, parents and students. Please ask for a copy from reception, if you require one, or visit our school website to download a copy.

The **School Rules** are as follows:

Be Kind, Be Fair, Be Safe

HOMEWORK

Morley Primary has a Homework Policy that was endorsed by the School Board.



PHOTOGRAPH PERMISSION

Each parent is asked, upon enrolling their child, if they give permission for their child to be photographed.

The photographs are often used in the student's work, hence sent home for parents to see. Alternatively they are placed into the school's electronic newsletter or the school website. No surnames are used, only first names and an initial. It is a great way to share with family and friends, the work your child is involved in at school.



INTERNET AGREEMENT

It is an Education Department requirement that all children accessing the internet have agreed to a set of protocols for its use. This agreement is signed by parents on the enrolment papers. The children are often required to do research on the computers so it is a vital resource at the school.

ORGANISATION

- Office area, staffroom, storerooms and car park are out of bounds unless under teacher supervision.
- A teacher must be present if students are in a classroom.
- No student leaves the school grounds without permission from the Principal.
- Follow teachers' instructions.

PARKING

Provision is made for school staff, tradespeople and departmental officers to park inside school grounds. There is a parking bay for disabled visitors. Parents may park in Mangini Street and Vera Street, adjacent to the school. Please do not park in the "NO STANDING ZONES" on these streets as children can not cross safely. The children's safety is of paramount importance – **DO NOT DRIVE INTO THE SCHOOL GROUNDS TO DROP OFF CHILDREN.**



Parents are welcome to park in the Morley Recreation Centre's car park. Please walk children into school on the pathways provided, not through the staff car park.

REPORTS

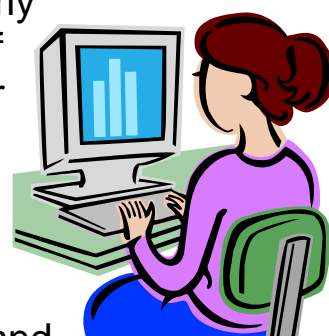
The school issues a Standardised Report for each child in years P-6 at the end of Semester 1 and Semester 2.

INTERVIEWS WITH TEACHERS

This is encouraged and a time convenient to all may be arranged as teachers have DOTT time (duties other than teaching).

NEWSLETTERS

Newsletters are emailed to each family representative regularly during the year. Please provide an email address to the staff at the front office. If you do not wish to have the newsletter emailed please notify staff so that you may receive a paper copy. Please note paper copies do not contain all the photographs and attachments that are available with the electronic version.



The newsletter is an important means of communication and parents are encouraged to read it. Other notices will be sent home from time to time or check the school website at <http://morleyps.wa.edu.au> as we update the content regularly.

PARENT ASSEMBLIES

Merit Certificates are presented at the fortnightly assemblies held on Wednesday at 8.45am. Parents are invited to attend. It is a great opportunity to see work done around the school.

SCHOOL RECORDS

It is important that the **school is informed of any changes** of address, phone numbers, emergency contacts, occupation or relevant information that affects the updating of records. **This is crucial.**

MESSAGES

Verbal messages via children between school and home are **not acceptable**. Please communicate with the school either by letter or telephone.

SICK CHILDREN

We do not have the facilities to care for sick or injured children at school.

In the event of children becoming ill during the day, or suffering a serious injury, parents will be notified and asked to make arrangements for their care. In extreme emergencies when parents cannot be contacted, the child may be taken to a doctor or a hospital for treatment. Payment for such treatment will be the parents' responsibility.



ABSENCES

Communication via a letter, phone call or website notification is required **EXPLAINING ALL ABSENCES**. Medical certificates may be required to explain prolonged absences.

If pupils have infectious diseases, they must be excluded from school until the infectious period has passed. Common infectious diseases include:

- Chicken pox,
- Measles
- Mumps
- Conjunctivitis
- Impetigo (school sores)
- Ringworm
- Head Lice (nits)

Please notify the teacher if an infestation of head lice is found.

Please ensure your child's immunisations are kept up-to-date and inform the school where necessary.

LEAVING SCHOOL GROUNDS DURING BREAKS

Children are not permitted to leave school grounds unattended. If leaving the school for an appointment, the parent/caregiver is required to sign the student out at the front office. In the event that a family member or friend is signing out the child, a permission letter or call from the parent is required, prior to student being released.

LOST PROPERTY

Each year a huge amount of clothing is lost. Please ensure that **all clothing is marked clearly with your child's name**. Money and valuable items are handed into the School Reception and enquiries should be directed there. Lost property may be found hanging outside Room 6.

VALUABLES

Students are discouraged from bringing any items of value to school; in particular the following items should not be brought to school: any toys, computer games, radios, trinkets or rings as no responsibility can be taken for their loss or breakage. In the event that these items are brought to school for projects, plays, etc, every care will be exercised and it is strongly recommended that all items be identified with a name. All students bringing money for excursions/incursions must do so in an envelope with the child's name clearly marked.

The School has a **mobile phone policy** in place which stipulates that the phone must be immediately left with administration on arrival at school and collected at the end of the day.



FAMILY INVOLVEMENT (School Board, P&C)

MORLEY PRIMARY SCHOOL BOARD

This is a formal decision making group. The School Board is comprised of the Principal, parents and staff, with the majority of representation from the parent group. The School Board meets as required; a minimum of once per term. It is responsible for making decisions in regards to the School Plan, policies, promotion of the school, endorsement of the school budget, uniforms, contributions and charges, etc.

PARENTS AND CITIZEN ASSOCIATION

Morley Primary School has a P&C Association. P&C Associations are the forum for parents and citizens in government schools who have an interest in their children's education.

The Morley Primary School P&C Association:

- develops parents' participation and involvement in the school
- is the forum for parents to discuss issues pertaining to the school and its community through their fundraising efforts.
- promotes and supports communication and cooperation within the school community and brings educational matters to the attention of the wider community
- provides extra amenities for the benefit of the students

The P&C welcome new members at their meetings that are held in the Library at 2pm on a Wednesday Week 4 and Week 8 of each term. The AGM is held at the first meeting of each new school year. Membership is \$1 per person per year. If you would like to help, please come along to the meetings or contact a committee member by inquiring at the school office.

CANTEEN

Changes are occurring with how the canteen will be operated in future. Currently we are searching for new volunteers to manage the canteen.

The Morley Primary School Canteen was operated on a volunteer basis overseen by a Canteen Committee, a sub-committee of the P&C. The aim of the Canteen is to provide and promote a variety of nutritious and healthy foods to the students and staff and contribute directly in the development of good health in students.

The philosophy behind canteen service is to provide healthy food choices at a competitive price and at the same time raise funds for school facilities. As a result the burden of fund raising is shared by all of the school community.

Students order their lunch from the canteen before school. Menus are available from the Canteen, the school office or on the school website.

<http://morleyps.wa.edu.au>

Volunteering is a great way to make new friends, possibly learn new skills and contribute to the school community. The success of the Canteen depends upon volunteer help. It is important that all parents make the effort to assist in some way during the term.



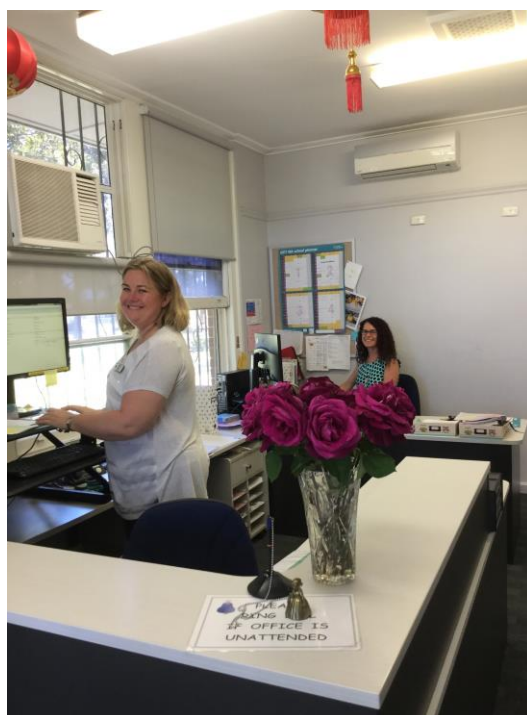
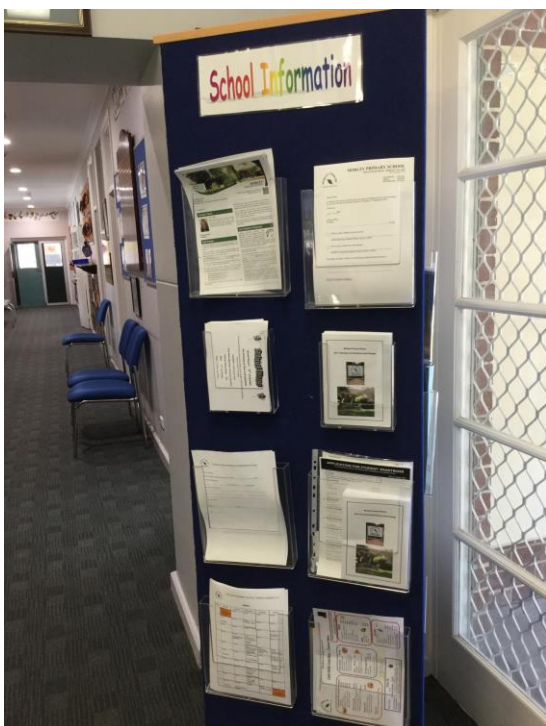
UNIFORM SHOP

This is located in the Albert Kravich Arts Centre and is open on Monday mornings from 8.30am–9.00am.

The Uniform Shop is a voluntary service provided by parents. There is no telephone number for the uniform shop. Price lists and order forms are available in the front office and attached to the electronic newsletter and the school website. Second hand uniforms are sometimes available.

PARENT 'FOYER' AREA

All parents are welcome to visit this area where materials and resources are housed. The school foyer is updated with data for parents. Use this opportunity to keep abreast of happenings within the school.



School Creed

This is our school.

Let peace dwell here.

Let the rooms be full of contentment

Let love abide here

Love of one another

Love of mankind

Love of life itself and love of God

Let us remember

that as many hands build a house

So many hearts make a school.