

Parent Information Brochure



The school motto of **'strong and smart'** encourages all children to be strong enough to say **'no'** when they know something is wrong. To have enough **'strength'** of character to stand up for what they know is right. To be **'strong'** for themselves and their family. To make **'smart'** decisions about their education, attendance and behaviour. **'Be smart, be strong'**. It inspires students to be the best they can be.

2 Westcott Road, MEDINA, WA, 6167

Email: medina.ps@education.wa.edu.au

Phone Number: 6174 1100



OUR VISION: 'STRONG AND SMART'

Our shared vision for the Medina Primary School community is to develop an understanding and commitment to the promotion of a 'Strong and Smart' ethos, incorporating strength of mind, body and soul. We aim to establish an inclusive school community that encourages acceptance, respect, compassion and C.A.R.E.

At Medina, we support and encourage all learners to be risk takers and to achieve their full potential. We aim to do this through relevant, engaging and challenging programs that cater for the learning needs and styles of individuals.

We endeavour to prepare students for life in the 21st century, developing adoptive and lifelong learning skills.

OUR VALUES

At Medina Primary School we show C.A.R.E.

Co-operation

Achievement

Respect

Engagement

We pride ourselves on our diversity with students from a wide range of backgrounds and cultural communities. We want our students to value and respect themselves and others. To develop a sense of belonging and responsibility to the school, their family, their culture, the Medina Community and the wider world in which we live. We want our students to be happy at school and in life.

Embedding our behavioural expectations of C.A.R.E. (Co-operation, Achievement, Respect, Engagement), our policies and curriculum provide an inclusive approach to education regardless of a child's individual differences, backgrounds and learning styles. We pride ourselves on our diversity with students coming from a wide range of backgrounds and cultural communities.

OUR MISSION

- We believe all children can and will learn in an environment that is safe, happy and supportive.
- We strive to create positive relationships between students, teachers, parents and the wider community.
- Relationships are based on respect, C.A.R.E., compassion and acceptance.
- By promoting high standards and high expectations we will improve our academic performance and standards of behaviour.
- Good teachers and good quality learning programs are essential for successful students and effective schools.

ENROLMENT

Parents/Carers of children wishing to enrol at Medina Primary School must fill out an **'Application for Enrolment'** form. If your child's application is successful, detailed student and medical forms are required to be completed. Approval for photographs for your child and any legal documentation to do with custody is required.

ENROLMENT DETAILS

When you enrol your child at Medina Primary School please bring the following with you in order to complete the enrolment:

- Child's birth certificate
- Up to date immunisation records
- Passports and Visa, where applicable
- Child's custody papers, where applicable
- Legal forms e.g., restraining orders, where applicable
- Proof of address

VOLUNTARY CONTRIBUTIONS

We ask that school contributions are paid upon enrolment. Contributions for all students from kindergarten to year 6 are \$40 per child per year.

PUPIL REQUIREMENTS

Copies of the booklist for each year level are available from the office. As per the booklist, students will need to provide their own pens, pencils, rulers and coloured pencils. In some classes students may be required to share stationery.

SCHOOL ADMINISTRATION

Principal	Karen Davey
Deputy Principal	Gerry Foletta
Manager Corporate Services	John Oliver
School Officer	Robyn Cavanagh

SCHOOL TERM DATES 2020

Term 1:	Mon 3 rd Feb	School commences
	Fri 9 th Apr	End of Term 1
Term 2:	Tue 28 th Apr (TBC)	School commences
	Fri 3 rd Jul	End of Term 2
Term 3:	Mon 20 th Jul (TBC)	School commences
	Fri 25 th Sep	End of Term 2
Term 4:	Mon 12 th Oct (TBC)	School commences
	Thu 17 th Dec	End of Term 4



PUBLIC HOLIDAYS 2020

Monday	2 nd	March	Labour Day
Friday	19 th	April	Good Friday
Monday	13 th	April	Easter Monday
Monday	27 th	April	Anzac Day Holiday
Monday	1 st	Jun	Western Australia Day
Monday	1 st	Sep	Queen's Birthday
Friday	25 th	Dec	Christmas Day
Monday	28 th	Dec	Boxing Day Holiday

SCHOOL HOURS

School commences	8:30am
Recess	10:40am – 11:00am
Lunch	1:00pm – 1:30pm
School finishes	2:30pm

Please note that in the interest of safety, children are not to arrive at school before 8:00am.

CURRICULUM

Our curriculum is based on the Department of Education's Western Australian Curriculum. Learning and teaching programs are developed using these documents.

Our school priority areas include:

Student success

Quality teaching and leadership

Strong community partnerships & engagement

Other focus areas are:

English and Mathematics

STEM

Attendance

Behaviour Management

COMMUNICATION

We consider communication between home and school is important for children's social and academic development. Parents are invited to make an appointment to see the classroom teacher regarding their child's progress or other matters of concern. We operate an open door policy and the Principal or Deputy are always available to deal with the concerns of parents but in the first instance, please contact the classroom teacher.



ADMINISTERING OF MEDICATION

The school will comply with reasonable requests for assistance. Parents are required to complete a 'Student Medication Request' form, an 'Action Plan for Medical Condition' form and an 'Asthma Action Plan' where applicable.

DRESS CODE

Our School Uniform policy asks that all students wear a school uniform every day. Upon enrolment, we expect parents to commit to the wearing of school uniform by making sure their child has a uniform and is wearing it each day. To help families, the school has a loan program where students can borrow a uniform each morning and return it each afternoon. Appropriate footwear must be worn. Thongs or beach sandals are not acceptable. Students are also required to wear a Medina PS navy blue broad brimmed hat. Our dress code includes a 'no hat no play' policy all year round.

UNIFORM

School uniforms can be purchased from LOWES in the Kwinana Marketplace. Uniforms can be purchased by either cash or card. A layby option is also available.

BREAKFAST BOWL

Medina Primary School provides a healthy breakfast from 8:00am to 8:30am each day. New volunteer helpers are always welcomed.

NEWSLETTER

A newsletter is completed on Thursdays of Weeks 3, 6 and 9 of each term. Parents and carers are notified via email and the school's Face Book page. The newsletter is accessible via the Medina Primary School website. Occasionally throughout the year they are printed and administered to the youngest student in each family. Spare printed copies can also be found in the school's administration building. Please read this in order to keep up to date with what is happening at the school.

SCHOOL BOARD

Our School Board has a key responsibility of reviewing and monitoring of our school development and planning. This group consists of the Principal, Deputy Principal, Manager Corporate Services, teachers, parents and community members. The Board meets twice a term on Monday afternoons.

PARKING

Parents are asked to park in the area provided to the south of the school on Westcott Road. The old car park on Budden Way is no longer accessible and is locked at all times.



CROSSWALK ATTENDANT

Your child's safety is paramount and all students are expected to use the crosswalk facilities provided.

TOYS AND VALUABLES

The bringing of toys and valuables to school is not permitted. No responsibility is accepted by the school for any toys and/or valuables brought to the school. This includes mobile phones.

ATTENDANCE

Regular and punctual attendance is compulsory for all students from Pre Primary to Year 6. All students, once enrolled, including kindy students, are required to attend regularly. All absences require an explanation. The school can be notified of your child's absence by a written note, telephone, the school's website or by text through our MGM Outreach messaging system.

ACCIDENTS / SICKNESS

If your child is involved in an accident or becomes ill at school, our administration will make every effort to contact you and/or arrange for medical attention.

It is important that your child's medical parental contact and emergency contact details are kept accurate and up to date.

Whilst we encourage good attendance at Medina Primary School please keep your child home if he/she is sick.

From all here at Medina Primary School we hope that your time with us is safe and enjoyable. Our school community welcomes you to take part in the vibrant and inclusive environment we provide.