

Myrniong Primary School Enrolment Booklet

Our caring, dedicated and enthusiastic teachers implement a comprehensive curriculum filled with interest, variety and challenge. Our curriculum is based on the Victorian Curriculum domains English, Mathematics, Science, Information and Communication Technology, Health and Physical Education, Interpersonal Learning, Personal Learning, Civics and Citizenship, The Arts and L.O.T.E. (Japanese), Communication and Critical & Creative Thinking. We also provide specialised support programs for students at risk, and an Enhanced Learning Program. Teachers ensure that individual student's learning styles are catered for, providing differentiated teaching programs and Individual Learning Plans. Special days, camps, excursions and multi-aged group activities enhance and expand our comprehensive curriculum. Students in Foundation are encouraged to learn through the Kathy Walker, Developmental Play Based approach. From Grades 1 to 6, children learn through Inquiry and Problem-based learning. All students are encouraged to become independent learners, leaders, and risk takers in searching for and acquiring skills, knowledge and understandings. Our school has a fair, equitable and consistent Code of Conduct, which builds on community and family values of Respect, Co-operation, Acceptance, Resilience, and Doing our best.

Our school believes, together in partnership, we go forward building a positive and enthusiastic attitude towards students' learning.

Myrniong Primary School has so much to offer. The only way to appreciate and experience our school is to visit. So I invite you to contact me for a guided tour.

David Garner

PRINCIPAL



PRINCIPAL'S MESSAGE

Dear Parents and Children,

Welcome to our school, Myrniong Primary School. Myrniong Primary School's motto "Facing the Future Together" emphasises the strong partnership between our school and its community. Together we begin a journey as partners in education. We aim to provide a safe, secure and caring atmosphere where every child is valued, respected and able to learn, grow and play in a wonderful environment.

HISTORY OF THE SCHOOL

Myrniong Primary School is among this State's oldest, most enduring schools. Since its establishment over 150 years ago, on 1st October 1859, the school has served the local community and surrounding districts under a variety of official names.

Located in an area called Blow's Flat, the following names have applied:-

1854	Pentland Hills National School	
1863	Myrniong Common School	No. 487
1873	Myrniong State School	No. 487
1970	Myrniong Primary School	No. 487

Within the original building of handmade bricks, red pine walls, baltic pine flooring overhung by a shingle roof, books were few, slates were scarce and expensive. The rest of the school's equipment comprised of little more than an easel, blackboard or two, together with a few primitive maps and charts. These were displayed before an overcrowded classroom of pupils uncomfortably perched on long backless desks that were the vogue of the nineteenth century.

Today our school's main building comprises the staff room, meeting room, staff/disabled toilet, principal's office, first aid room, foyer and administration area.

Our state of the art learning area comprises 8 classrooms, a shared open learning area and a fully equipped library. Our computer facilities are leading edge, with an interactive whiteboard in all classrooms, and an extensive mini laptop program.

Our school site is in a unique country setting with a magnificent view of Mount Blackwood and the surrounding range. The picturesque grounds provide an engaging Environmental Science learning area including a tall ship, vegetable patch, chook shed, water saving, composting and waste systems and an Indigenous garden. The attractive grounds include a smart grass oval, adventure playground, wet weather shelter, shaded areas, sealed games area, student / staff /disabled toilets and disabled access to all buildings. The Outside School Hours Care is provided on the school site.

An enhancement to our facilities is the multipurpose shed. This spacious building consists of a large multi-purpose room, a sports storage area and a school canteen.

SCHOOL ADMINISTRATION

ENROLMENTS

The Department of Education and Training regulations require that certain documents relating to your child must be maintained at school. These are Child's Birth Certificate and an Immunisation Records.

PARENT PAYMENTS

Parent Payment Charges \$200 per child which covers the following:

1. Literacy and Numeracy Resources & consumables
2. First Aid costs
3. Computer usage and consumables
4. Classroom Requisites (eg exercise books)

Voluntary Levy – At own discretion.

These amounts are revised yearly when budgets are revised in October.

SCHOOL SUPPORT SERVICES

A Speech Pathologist and an Educational Psychologist are available for student referrals. Any issues that you may have with regard to your child's educational progress should be discussed with the class teacher in order for appropriate action to be taken.

MEDICAL INFORMATION

For the safety of your child it is imperative you inform your child's classroom teacher of any prescribed or non-prescribed medications and any other medical conditions. Any medication to be taken at school must be handed to the teacher, along with a note giving the teacher authority to administer the medicine, stating:

- ❖ Student's name
- ❖ Name of the drug to be administered
- ❖ Dosage required
- ❖ The frequency
- ❖ Permission

UNIFORM

Myrniong Primary School believes that a student dress code will encourage a sense of individual and collective pride in students and their identification with the school. In addition, it has the potential to promote group security and enhance the safety of individual students. School uniform is compulsory

and must be worn by all students while at school and on school related excursions. Students are expected to have varnish free nails and to adhere to the safety requirement which permits the wearing of studs only in the ears.

A full uniform list is available from the office and the uniform is purchased from the school.

Please note parents may seek exemption from wearing the uniform on religious or disability grounds only. A request must be made to the principal in writing. The school welcomes parental feedback on uniform.

The compulsory uniform consists of :

- The navy school slouch hat (compulsory from September 1st to 30th April), but also encouraged to be worn throughout the year
 - Navy school windcheater, hoodie or bomber jacket (with logo)
 - Sky blue polo shirts (with logo)
 - Navy winter track pants
 - Navy summer shorts
 - Blue/white check summer dress
 - Black shoes
 - Hair accessories in school colors only
- *It is important that all uniform items are clearly named and checked regularly as names often wash out.

LOST PROPERTY

Lost Property basket is located in the General Office. Named items are returned to children regularly. This basket holds a range of unnamed items. Please feel comfortable going through this basket when one of your child's items has gone missing.

SCHOOL BANKING

If you wish to use this service, a school bank application form can be obtained from the office. Student banking day is Thursday.

SCHOOL PHOTOGRAPHS

Each year all children are photographed individually and in their class groups. Family groups can also be arranged. Parents are given plenty of warning to ensure children look their best on this special day.

BRINGING MONEY TO SCHOOL

When children bring money for school purposes (levies, excursions etc.) please put it in an envelope with the necessary information on the outside - child's full name, room number, purpose and amount. Money to be spent at the canteen during

recess or lunchtime should be put in a small purse with the child's name clearly marked.

The school has payment envelopes should parents wish to use them. These can be collected from the general office.

CAMPS SPORTS EXCURSION FUND

This is a Government allowance payable to all parents who hold a current Health Care Card or Pension Card and have children attending our school. Students must be enrolled on the first day of school and cards must be valid on that day as well.

CONVEYANCE ALLOWANCE

A travel allowance is available from the Government to families who take their child(ren) to school by car daily. The following criteria must be met:

- ❖ Travel more than 4.8 kms one way to Myrniong P.S.
- ❖ The current bus route is unavailable to you
- ❖ You do not pass another Primary school to attend Myrniong P.S

CANTEEN

The school canteen is run (under strict supervision) by the Junior School Council. The canteen provides healthy snacks and drinks on a Wed/Thurs/Fri.

LUNCHES

A pie warmer facility is provided all year to enable children to heat lunches. Please ensure food is wrapped in foil and clearly labelled with the child's name. Pie warmers are distributed to students at 1:30pm by staff members. (Max. 3cm height)

GENERAL INFORMATION

School Address:

Myrniong Primary School
Address : 13 Muddy Lane
Myrniong 3341

School Number 0487

☎: 5368 7232

Email: myrniong.ps@edumail.vic.gov.au

Website: www.myrniongps.vic.edu.au

Business Manager: Karen Konieczny

School Council President Ainsley Bellette

TERM DATES 2021

Term 1: 28th January to 1st April

Term 2: 19th April to 25th June

Term 3: 12th July to 17th September

Term 4: 4th October to 17th December

PUBLIC HOLIDAYS

In line with DET guidelines, the school observes the following public holidays – Labour Day, Easter Monday, Anzac Day, Queen’s Birthday and Melbourne Cup Day.

BELL TIMES

9:00am School starts

9:05 Monday Assembly in the Multipurpose shed

11:00am - 11:30am Morning recess

1:30pm - 1:45pm Lunch in classroom

1:45pm – 2:27 Lunch recess

2:27pm-2:30pm Yard Clean Up

3:30pm School dismissal

3 minutes of Music precedes the bell so children return to class on time.



SCHOOL PROCEDURES

PUNCTUALITY

Classroom sessions begin at 9:00am each day. As students may need to undertake routines such as pie warmers, housing of bags and changing of take home books, it is recommended that they arrive at school in plenty of time to complete these tasks.

Please ensure your child is at school by 8:55am as the first five minutes of class time each day are most important. This is when the day's routines are outlined. Students who arrive late for school prevent the class from having a smooth start by interrupting the classroom program.

STUDENT SUPERVISION

During all recess breaks, and for fifteen minutes before and after school, there are teachers on yard duty in the playground. If it is too wet or hot for the students to play outside during recesses, yard duty teachers supervise students in classrooms.

Students are not permitted to be in classrooms when a teacher is not in attendance. **Students should not be in the school grounds before 8:45am when teacher supervision begins or after 3:45pm when supervision ends.** Please deliver and collect your children between the above times.

Parents are requested to make full use of the Out of School Hours Program. Students can be booked in for before or after school care and enjoy fully supervised activities.

ABSENCE DURING SCHOOL HOURS

Sometimes it may be necessary for parents to take students early. On such occasions advance notice is appreciated and arrangements must be made for the collection of the students from school. Prior to the student being collected from the classroom parents must complete the student sign in / out book, located at the Office.

BEHAVIOUR AND WELLBEING

At Myrning Primary School we respect diversity within our school community. Our school values are Respect, Co-operation, Acceptance, Resilience and Doing Our Best. At our school, we aim to provide a supportive learning environment through the implementation of a consistent approach to student welfare. The emphasis is on reinforcing and fostering positive student behavior.

The Student Engagement and Wellbeing guidelines and the Community Values and Bullying statements aim to foster respect and understanding and to develop a safe and happy environment for all members of the school community. It reflects student, staff and parent rights and responsibilities.

VISITORS TO SCHOOL

All visitors must report to the School office and sign the visitors book upon entering the School grounds. Any family members that wish to provide assistance and support in the classroom must have a working with children check.

<http://www.workingwithchildren.vic.gov.au>

APPOINTMENTS

At Myrning Primary School we are proud of our “open door” policy. We welcome parents into our school on all occasions. If you have any concerns that you would like to discuss, please contact the school (Phone 53687232) so that an interview can be arranged at a mutually convenient time.

OUT OF SCHOOL HOURS CARE

Out of Hours Care Program operates every weekday from 6:30 – 8:45 am and 3:30 – 6:30 pm. To use this facility, children must have an up-to-date enrolment form. It is a good idea to register even if you may only require occasional care. For care availability on Pupil Free Days, please speak to the coordinator. Enrolment forms for the program are available from the centre or at the general office. Session fees are available from the school office. *Late fees exist for pick-up after 6:30PM

Bookings:

Co-ordinator: Mrs Zamira Ludewig

Phone 5368 7027 between 6:30am – 9:00am

3:30pm – 6:30pm



FLEXIBUZZ

We communicate vital information and celebrations to parents through the Flexibuzz App. Messages, notifications and photographs are all sent to your mobile phone for your convenience.

ASSEMBLY

Each Monday morning an assembly is held for all the school at 9.05 am. Parents, family and special friends are welcome to attend. Each class presents an item on a rotating basis. Our Assembly program also includes the singing of the National Anthem.

NEWSLETTER

Newsletters are emailed home each fortnight as well as put onto Flexibuzz and the school website.

It is an important communication, which gives details of events and activities within the school. Parents are also encouraged to use the Newsletter for advertising as required. It is important that parents take the time to read through the weekly Newsletter with their children.

PARENT/TEACHER INTERVIEWS

Each year, parent teacher interviews are scheduled across Semester 1 & 2. Parents are notified at the beginning of each year as to the Interview schedule for the year. Bookings are done through our online booking system.

REPORTING TO PARENTS

As mentioned previously, early in the school year parents are able to meet with staff and discuss any matters relevant to their child's schooling for that year.

Parent-teacher interviews are held each semester (Term 1 and Term 3). Written reports are completed midyear and at the end of year. Students in Years 3 and 5 will receive a National Assessment Program – Literacy and Numeracy (NAPLAN) report following the assessments held each year. The purpose of reports and interviews is to share information regarding your child's progress.

Parents are welcome to discuss any matters relating to their child's education. An appointment needs to be made at a mutually convenient time to discuss areas of concern.

CURRICULUM & REPORTING DAYS

Schools are allocated a number of child free days per year for curriculum development and reporting and assessment. On these days the school will be closed for students. Advance notification will be given of these closures.

SCHOOL COUNCIL

The School Council is the focal point for school decision-making. School Council responsibilities include areas such as curriculum, finance, facilities, school-community relationship. The Council consists of parent representatives, teachers, Principal and co-opted members. School Council meetings are held once a month and all parents are invited to attend but only elected members have voting rights. The School Council offers the opportunity for parents to take part in the educational decision making at the school level.

STUDENT LEADERSHIP

Junior School Council is made up of representatives from each year level F - 6, elected by their peers. These students are led by two Year 6 School Captains and two Year 6 Vice Captains. Junior School Councillors meet regularly and have input as to how their fundraising monies are spent, provide feedback to the principal on ideas for the school and offer student voice into other school operations.



CURRICULUM

INFORMATION NIGHTS

During the year curriculum information evenings may be held. These events are family occasions and the emphasis is on strengthening the educational partnership between teachers, parents and children.

ICT & B.Y.O.D PROGRAM

Information and Communication Technology (ICT) is integrated into all areas of the curriculum. All junior classrooms have access to iPads and computers and a range of tools including Interactive Whiteboards, cameras, sound and video equipment, wireless keyboards and iPads.

In Grades 3-6 we offer a Bring your own device program, where students can bring their own iPad air or above. Parents will be informed of which Applications need to be installed onto their child's device. Teachers have undertaken extensive Professional Learning in this area and are very aware of their responsibility to ensure children are educated appropriately in using ICT.

SWIMMING

An intensive swimming program is offered to all students in Foundation to Year 6. Fully qualified Auswim instructors conduct the swimming lessons. Children are placed into ability groups and learn swimming and survival skills.

INSTRUMENTAL MUSIC TUITION

Tuition from private music teachers are available for keyboard, guitar and drums. Application forms are available at the school office.

JUNIOR ENROLMENT CURRICULUM

FOUNDATION (PREP) INTERVIEW

All Foundation children will undertake an individual Foundation Entry Assessment. Each child will have an appointment to allow this assessment to take place. Parents are asked to attend a follow-up interview to discuss their child's assessment.

FOUNDATION BUDDY PROGRAM

Each Foundation child is matched to a Year 5 buddy during the transition program prior to the year of entry. Buddies ease the transition from kindergarten to school by providing a special older friend in the playground. The program aims at developing confidence, promoting leadership skills and a learning environment built on trust and co-operation.

SCHOOL MEDICAL SERVICE

A School Nurse makes annual visits to the school to examine Foundation children, and may see others referred by teachers or parents. The School Nurse will check your child's sight, hearing, speech and gross and fine motor skills. The School Nurse also offers a parent information session prior to her examination of children. Parents are notified of a pending visit. Head Lice checks are held randomly and/or when needed.

MOTOR SKILLS PROGRAM

Children in their first years of school, participate in Perceptual Motor Programs, which are designed to improve each child's fundamental motor skills, co-ordination, balance and body and space awareness.

DEVELOPMENTAL CURRICULUM

The Walker Learning Approach:

We use an investigative-based curriculum in the Foundation classes at Myrning Primary School. It is a child-centred curriculum, which allows students to explore their own interests, whilst practising a variety of skills and learning intentions planned and scaffolded by the teacher. Rather than all students learning the same 'topic' they are learning skills to use in a variety of Students are then able to link back to these rich learning experiences in the formal Literacy and Numeracy sessions.