

## IMPORTANT CONTACTS

### POSTAL ADDRESS

Hudson Park Primary School  
23 Arnos Way  
GIRRAWHEEN 6064

**TELEPHONE NUMBER:** (08) 9345 6550

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# HUDSON PARK PRIMARY SCHOOL

**CANTEEN:** (08) 9345 6574

**DENTAL CLINIC:** (08) 9342 4217

**CHILD HEALTH CLINIC:** (08) 9343 8659



# HUDSON PARK PRIMARY SCHOOL



## Parent Information Handbook 2023

harmony

persistence

success

## SCHOOL VISION

We develop inspiring learning environments, within a collaborative community, where students have a strong sense of belonging and strive for their personal best.

## WELCOME

It is our pleasure to welcome you to Hudson Park Primary School. We hope your association with the school will be a happy one. Our school is a community where staff build upon the foundations laid by parents and children feel safe and secure. It is important that home and school work together to provide children with supportive care from kindergarten to year six. We look forward to having your family as part of our school community.

This booklet tells you everything that you need to know about your child's enrolment and the school's expectations. Please keep it handy and refer to it often throughout the year. Please be sure to download the apps, suggested by the school, in order to keep our lines of communication open.

Thank you for joining our Hudson Park Primary School family. We look forward to being a part of your child's learning journey.

Staff of Hudson Park

## ADMINISTRATIVE STAFF

<b>PRINCIPAL:</b>	Andrew Britton
<b>DEPUTY PRINCIPAL:</b>	Janet Anthony Vince Cardenia
<b>MANAGER CORPORATE SERVICES:</b>	Mirella Barilla
<b>SCHOOL OFFICERS:</b>	Myra Van Kleef Sandra Gill

**TELEPHONE NUMBER:** (08) 9345 6550

**ABSENCE TEXT:** 0437 783 389

**CANTEEN:** (08) 9345 6574

## SCHOOL SONG

High on the hill where the journey starts.  
Memories are growing, deep in our hearts.  
Where we have come from is not the key.  
It's about where we're going, our destiny.

A place to learn, a place to rise.  
A place to grow and a place to shine.  
A place to live in harmony,  
A place to persist and to succeed.

High on the hill with my friends each day.  
Caring people guide my way.  
Here as we strive to find our mark.  
Here in our school at Hudson Park.

A place to learn, a place to rise.  
A place to grow and a place to shine.  
A place to live in harmony,  
A place to persist and to succeed.

## FACTIONS

We have three factions at Hudson Park Primary School.

**Yoorn (Gold)**  
**Kwila (Blue)**  
**Djidi Djidi (Green)**

Children are allocated to factions upon enrolment and siblings are allocated to the same faction. Faction allocations are in accordance with numbers in each age group to allow for fair competition.



## ACTIVITIES AND SERVICES

### IN TERM SWIMMING

The school organises swimming classes that are held during school time at the Balga Leisure Park, to provide children with the opportunity to advance their swimming skills.

### PLAYGROUP

We have Playgroup in C7 every week. Tuesday (8.45am – 10.45am) run by Roseworth Child and Parent Centre.

### LIBRARY

All students are encouraged to borrow books from the school library. Students will often select books to read themselves, but may select more difficult books for parents to read to them. Books that go home need to be in a waterproof library bag. If a book is damaged or lost, parents will be responsible for its replacement.

### READING CLUB

Before school reading club is held every Monday, Tuesday and Wednesday at 8.15am. Students will receive additional assistance with their reading.

### BREAKFAST CLUB

The School runs a Breakfast club twice a week – Tuesday and Thursday starting at 8.00am. It is run by our wonderful group of volunteers and some staff.

### SCHOOL NURSE

The School Nurse spends one day a term, at the school assessing Kindergarten students vision and hearing and general health. If there are any areas of concern, the nurse will see other children, upon your completion of a referral form (available from Reception).

### SCHOOL PSYCHOLOGIST

The school is assisted by a School Psychologist who works with the school on a regular basis. The school psychologist supports students at educational risk through parent and staff engagement.

### CHAPLAIN

Kate Tantom is our school Chaplain. She is an important part of our school's pastoral care and provides social and emotional support and guidance about ethics, values and relationships. She is available to talk to students and parents on Mondays, Wednesdays and Thursdays. Religion does not come into a chaplain's role, making this support suitable for all students of any religion.

### DENTAL THERAPY CENTRE

The Hudson Park Dental Therapy Centre is one of several preventative Dental Therapy Centres in this area. Appointments and enquiries may be made on **(08) 9342 4217**. Although the clinic is based at the school, children who attend neighbouring schools are also eligible for treatment.

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## IMPORTANT DATES

### TERM DATES – 2023

#### **Term 1**

1 February – 6 April

#### **Term 2**

24 April - Friday 30 June

#### **Term 3**

18 July – 22 September

#### **Term 4**

10 October – 14 December

### PUBLIC HOLIDAYS DURING TERM

#### 2023

Monday 6 March - **Labour Day**

Tuesday 25 April - **ANZAC Day**

Monday 5 June - **WA Day**

**STUDENT FREE DAYS** – There are 6 Pupil Free Days this year. These are an opportunity for staff to attend professional learning opportunities and plan additional teaching and learning programs.

#### **Term 1**

- Monday, 30 January 2023
- Tuesday, 31 January 2023

#### **Term 2**

- Friday, 2 June 2023

#### **Term 3**

- Monday, 17 July 2023

#### **Term 4**

- Monday, 9 October 2023
- Friday, 15 December 2023

## **STEM TAGS PROGRAM**

Hudson Park Primary School has a specialist STEM lead teacher. HPPS also has a STEM Gifted and Talented program across all year levels. Teachers are supported with shoulder to shoulder teaching and delivery of STEM in the classroom. Students are required to utilise higher order thinking to collaborate and solve real world problems. Projects are linked to HASS, Maths, Technology, Science and Art.

## **ABORIGINAL CULTURAL FRAMEWORK**

Improved educational outcomes are crucial to the increased wellbeing of Aboriginal students attending Hudson Park Primary School. We acknowledge the support of the local families and communities and endeavour to create a culture of high expectations for all of our Indigenous students. Staff use culturally appropriate education resources to strengthen Aboriginal student engagement and learning.

## **PLAY BASED LEARNING LUNCHTIME CLUBS**

Clubs are held every Monday and Wednesday in B1 (B Block). Monday is for students in A cluster and Wednesday is for students who are C cluster.

## **EALD STUDENTS**

Students who come from a background other than English are supported by an Education Assistant who provides additional support in the classroom. On-Call Interpreters are always provided to parents for parent interviews or on request. Teachers also are trained to use EALD strategies to further assist students in the classroom.

## **SPEECH THERAPY (Koondoola Child Development Centre)**

Speech therapy sessions are held at the school at regular intervals organised by Koondoola Child Development Centre. Sessions are held in the admin block for students and parent interviews

## GENERAL INFORMATION

### ENROLMENT AND CONTACT INFORMATION

The information provided on the Enrolment form is an important factor in the school's custodial role. Forms need to be completed accurately and it is essential that all information on each child is kept up-to-date. Parents should notify the school in writing or via email whenever changes occur to any telephone numbers, addresses, or emergency arrangements. It is vital that the school has an email address for each family as this is an important means of communication and for sending reports.

### VOLUNTARY CONTRIBUTIONS

A charge of \$50 for **each** child (per year) has been set by the School Council and is used for photocopying expenses, computer equipment, library resources and sports equipment.

### SCHOOL COUNCIL

The council is comprised of the Principal, two selected staff members and four elected parents /community members. It is responsible for determining school priorities and ensuring the School Development Plan supports these priorities.



### P&C ASSOCIATION

The parents and citizens' association exists to support the educational and social welfare of the children who attend this school. Parents are strongly urged to become actively involved in the P&C, as participation not only provides the opportunity to influence school activities but is also an avenue for meeting other parents. Children also appreciate their parents' involvement with their school and in fundraising initiatives. To continue to contribute to the school in a meaningful way, the P&C needs parental involvement in all of its functions, as amenities that are provided through fundraising benefit by all families. The school will inform parents of meeting dates and times and we strongly encourage your attendance as your input is integral.

### SCHOOL TIMES

**First Session** - 8.50am to 10.40am

**Morning Recess** - 10.40am to 11.00am

**Lunch** - 12.50pm to 1.30pm

**End of day** - 3.00pm

**Students are encouraged to arrive after 8.30am, where they will be supervised in the undercover area.**

Children who arrive after 8.50am need to report to Reception to sign in and receive a late note for their teacher.

## STUDENT WELLBEING

### ILLNESS AND FIRST AID

If a child becomes ill or injured at school, parents will be contacted. It would be greatly appreciated if children could be collected as soon as possible. Injuries are given first-aid treatment with medical assistance being sought when considered advisable. **Please see that ALL emergency details (phone numbers, addresses and doctors contact details) are kept up to date on your child's records at Reception.**

### HEALTH CARE PLANS

At enrolment, parents are asked to provide details of **all** medical conditions. Further forms/plans that may be required will be provided by administrative staff at enrolment. If your child develops a medical condition after enrolment, it is vital that you inform the school immediately.

### MEDICATION

Should your child need medication to be administered at school for a short time e.g. antibiotics, please do the following:

- Complete the Medication Consent Form available from Reception
- Medication must be in its original packaging
- Clearly label the medication with your child's name and class
- Hand both the form and medication to office staff.

### COMMUNICABLE DISEASES

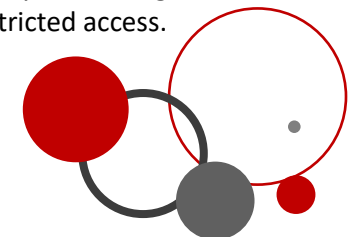
The Public Health Department requires school exclusion if children have contracted the following:

- Chicken Pox; Conjunctivitis;
- Diarrhoea;
- Impetigo (School Sores);
- Measles; Meningococcal Infection; Mumps;
- Pediculosis (**Lice - It is advisable to check your child's hair regularly**);
- Ringworm; Rubella (German measles);
- Scabies;
- Streptococcal Infection (including Scarlet Fever);
- Trachoma (Eye disease)
- Whooping Cough.

Please inform the school immediately if your child contracts any of the above and check which conditions may apply.

### WELFARE ISSUES

We treat students' welfare as our highest priority; therefore, it is important that parents inform schools of any Family Court Orders or other orders which are applicable to their children. A copy of a Family Court Order must be supplied to the school, so that staff members are aware of family arrangements including restricted access.



# WHAT YOUR CHILD NEEDS?

## STUDENT REQUIREMENTS LIST

These are issued in November and are available from Reception and the school website for all year groups.

## LIBRARY BAG

Children need a waterproof library bag to be able to borrow books from the school library. Bags available from the uniform shop.

## SCHOOL UNIFORMS

The wearing of a uniform gives children a sense of belonging and assists to build a tradition of pupils being proud of themselves and their school. The School Council has established a dress code that is available from Reception and encourages the wearing of uniforms and appropriate clothing for school.

The uniforms may be bought from the Uniform Shop (located in the undercover area near the Canteen) Mondays to Fridays between 8.30am and 8.50am. Uniforms may also be ordered by completing the order forms at Reception and paying by direct deposit to:

**Hudson Park Uniform Shop**

**BSB: 306074**

**Account Number: 0617294**

**(Use your child's name as reference)**

Part of the children's uniform is a school bucket hat. Hudson Park Primary School practices Sunsmart principles and so the rule of "NO HAT, NO PLAY" applies to all children.

## SCHOOL CANTEEN

Canteen menus are available from Reception. Lunch may be ordered daily from the school Canteen in the undercover area.

### **Ordering at school:**

1. Orders will be accepted at the Canteen between 8.30am and 8.50am each morning.
2. Lunch orders must be written on a lunch bag as follows:

<b>Mary Smith</b>	<b>Room A2</b>
<b>Pie</b>	<b>\$3.40</b>
<b>Small Orange Juice</b>	<b>\$2.20</b>
<b>Sauce</b>	<b>\$0.40</b>
<b>Total enclosed:</b>	<b>\$6.00</b>

### **Ordering by phone:**

1. Please call the Canteen (08) 9345 6574
2. Paying by direct deposit to:  
**Hudson Park Canteen**  
**BSB: 306074**  
**Account Number: 0617286**

**(Use your child's name as reference)**

Lunches are delivered to the children's classes.

## CRUNCH&SIP

Hudson Park Primary School is a Crunch & Sip school. Students are encouraged to bring a clear bottle containing water, and fresh fruits and/or vegetables to school each day. They will be encouraged to 'Crunch & Sip' during the school day.

## COLLECTING CHILDREN FROM SCHOOL DURING SCHOOL HOURS

Children are not permitted to leave the school grounds without permission. Parents wishing to collect their child/ren from school during school hours must report to Reception to sign their child/ren out **before** collecting them from classrooms. Children are only allowed to be collected by their parents or by a person who has been authorised by the parents to pick up their child. If the authorised person collecting the student is not known to the school, parent/s will be contacted.

## ABSENCE

If your child is ill, please keep them at home.

Please supply a reason for the absence by sending a text to **0437 783 389** or calling reception at **(08) 9345 6550** or sending an email to [HUDSONPARK.PS@EDUCATION.WA.EDU.AU](mailto:HUDSONPARK.PS@EDUCATION.WA.EDU.AU) or sending a written note to school when the child returns. This is a requirement from the Department of Education. Parents who fail to ensure that their children attend school regularly or who fail to provide satisfactory explanations for absences may face a penalty of \$1,000 for each offence.



## PARKING

Please observe the signs posted in the parking areas as the safety of our students depends on parents' careful driving. Please be patient and courteous and drive slowly (5km/h) around and through the car parks.

## BICYCLES AND SCOOTERS

Bicycles and scooters are not to be ridden in the school grounds but are to be wheeled onto the property and parked and locked in the bike racks located beside the Library. By law, bicycle helmets need to be worn for safety reasons and the WA Police recommend that children under 10 years should not ride a bike to school unaccompanied by an adult.

## LOST PROPERTY

An enormous quantity of clothing, shoes and belongings are lost and unclaimed each year. All clothing and lunchboxes should be clearly marked with the child's name **and** room number (as this changes each year). The Lost property box is located outside the Chaplain's office.

## MOBILE PHONES

The Department of Education does not permit the use of mobile phones in public schools. All mobile phones brought to school are to be switched off during school times and left in the front office for safe keeping.

## ADMINISTRATIVE INFORMATION

### HOMEWORK (YEARS 1 – 6)

Students of all ages at Hudson Park are encouraged to read or be read to every night. To encourage reading we have the **200 days/nights of reading**. Other homework may include spelling practice. In the middle/upper year levels students may be given other homework tasks but this will always be in consolidation of learning in class. These tasks should not produce tension for the child or the parent, as in most cases it will be tasks the child can complete independently.

### ASSEMBLIES

Our assemblies are held approximately every third Friday in the undercover area. Parents will be informed of these dates and are most welcome to attend.

### MONEY COLLECTION

Payments to the school can be made as follows:

1. Correct Cash/Cheque (payable to **Hudson Park Primary School**) in a sealed, school payment envelope, may be put into the black money box located in Reception.
2. EFTPOS available at Reception
3. Direct Deposit  
Hudson Park Primary School  
BSB: 066137  
Account Number: 00902416  
**(Use your child's name as reference)**

### NEWSLETTERS

Newsletters are sent home from school every fortnight on a Tuesday via the youngest child in the family. As these are an important means of communication between the school and home, please encourage your child to read these with you. Newsletters are also posted on the Connect app.

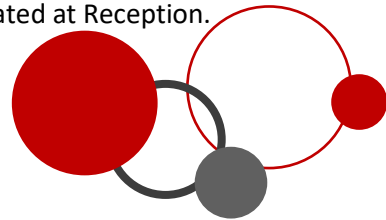
### PARENT-TEACHER CONTACT

The Principal and teachers welcome contact with parents and are always happy to meet with parents concerning any problems that may arise. Meetings may be arranged by contacting Reception on telephone number **(08) 9345 6550** or through Connect.

Parents who are worried about their child's lack of progress or emotional wellbeing should contact the school, so that a meeting can be facilitated.

### REPORTS

A formal written report is provided twice a year, at the end of each semester (July and December). Parents are invited to have interviews with each individual teacher about their child's progress mid-year. Reports are emailed to the addresses on file. Please be sure to keep your email address updated at Reception.



## BEHAVIOURAL MANAGEMENT

### SCHOOL VALUES

The **You Can Do It!** program is implemented across the school. This program identifies five keys to success:

- Organisation
- Persistence
- Getting Along
- Confidence
- Resilience

### GOOD STANDING

Our Good Standing Policy emphasises the importance of students taking responsibility for the choices they make on a daily basis. Positive behaviour is acknowledged and rewarded with dojos from the ClassDojo program. Rewards are earned by maintaining Good Standing of 98% and above.

## CODE OF CONDUCT

### STUDENTS HAVE THE RIGHT TO:

- access the curriculum in order to learn in a purposeful and supportive environment;
- work and play in a safe, secure, friendly and clean environment;
- receive respect, courtesy and honesty;
- clearly defined rules and consequences.

### PARENTS HAVE THE RIGHT TO:

- be informed of behaviour management procedures, and their child's behaviour;
- expect their children to be provided with a safe and supportive school environment be heard in an appropriate forum on matters related to the rights of their child.

### STUDENTS HAVE THE RESPONSIBILITY TO:

- ensure that they behave in a manner that is not disruptive to the learning of others;
- ensure that the school environment is kept neat and tidy;
- treat others with care and respect;
- behave in a way that protects the safety and wellbeing of themselves and others;
- identify and respond effectively to bullying.

### PARENTS HAVE RESPONSIBILITY TO:

- ensure that their child attends school;
- ensure that their child is provided with appropriate learning environments and materials;
- encourage children to treat others with respect
- support the school in behavioural decisions