



Classroom Policy and Routines for 2021

LA1 Mrs Tolomei, LA2 Mrs Denning / Mrs Oliver (Friday), LA3 Mrs Hawkins

Philosophy

At East Beechboro Primary School, every child is provided with a safe, supportive and fun environment in which to learn. We encourage students to explore, take risks and work cooperatively with their peers. Virtues are consistently modelled throughout the school and will be upheld by the students. This is reflected through the classroom and school rules.

We believe all children have the ability to be highly literate and numerate. All students' individual needs will be catered for in a way that is challenging and is designed to allow them to reach their full potential. Students will play an active role in their education by participating in a rigorous curriculum. We follow an explicit teaching model to ensure all students achieve success. This model clearly communicates learning goals to children, provides opportunities to practise new skills in a range of contexts and allows for regular repetition of previously taught concepts.

At East Beechboro Primary School, we have very high expectations of both ourselves as teachers and your children as learners. Children will be expected to complete all work, both at school and at home, to the best of their ability with particular attention paid to presentation.

School Rights and Classroom Rules

We have the right to be free from harm.

We have the right to teach and learn.

We have the right for our property to be looked after.

School Rights and Classroom Rules are expected to be followed at all times.

Class Routine

If a student arrives at school *prior to 8.30am* they must wait in the **Undercover Area** until they are dismissed by a member of admin. **Students should not wait outside the classrooms before 8:30am.**

At 8.30am, we open the classroom doors and students are welcomed into the classroom. Each morning, students will bring their water bottles, silent munchies and homework folders into the classroom. Children can then complete their morning activities until the siren rings at which time they are asked to move to the mat to start our day.

Absentee Notes

If your child is absent for any reason, please provide notification through Connect, a phone call or a handwritten note to the classroom teacher. If no notification is provided, you will be sent a letter from the office requesting an explanation in accordance with Education Department policy.

If a student arrives at school after 8:40 am they are required to go to the office to get a *late note* and provide a reason for why they are late.

Standards

It is expected that all students at East Beechboro Primary School take responsibility for adhering to the standards set out in the School Handbook. These include:

- Students wear appropriate school uniform at all times.
- Students come to school on time and prepared with all the materials required for the school day.
- All school work should be presented at a standard that reflects the student's full capabilities.
- All school books should be covered appropriately.
- Graffiti is not tolerated on any item or person at school.

Website and Connect

The school website and Connect have important information about our school and your child's classroom. This will keep you informed and up to date on various school and classroom events, activities and items.



Silent Munchies

All students must bring a water bottle into the classroom every day. Silent munchies are pre-cut fruits or vegetables that are easy for children to eat during class time.

Meetings

If you would like to discuss your child's progress or an on-going issue, a pre-scheduled meeting is required in order to give you the most relevant and detailed information about your child. At the beginning and end of the day we may not have time for in-depth discussions.

Homework

Children will receive nightly reading and weekly spelling practice. In addition, children are encouraged to use Mathletics and Reading Eggs several times per week to support the in-class programs. It is important that a regular routine is established between you and your child in order to encourage and support their learning. Homework folders will be sent home every night containing important notes and home readers. They should be returned to class every morning.

Essential reading and writing skills are fostered during school, so it is important that these are encouraged both at school and at home. Borrowing books from the library, reading other texts and encouraging writing will all help in your child's learning. Reading books should be a positive experience for both you and your child and an opportunity for your child to receive plenty of support and praise. If your child is having any difficulty completing homework please speak to us as we are only too happy to assist you.

Specialist Teachers

Ms Veitch, Mr Maidens, Mrs Tighe, Miss Rampukar

Support Staff

Ms Cicchini, Mrs Farr, Mrs Ellis, Mrs Shah

Rewards

Pinkies and Greenies

Greenies are given for displaying virtues, appropriate behaviour, following classroom rules and the demonstration of effort or excellent achievement. Six greenies are traded for one pinkie and when six pinkies are recorded, an Andrew Stewart Achievement Award is presented to your child at assembly. Other forms of recognition and encouragement will be received during class for effort, improvement and excellence.

Head Lice

Unfortunately, head lice are a common occurrence in primary school. If there is a reported case in any of our three classes, a note will be sent home to all students to advise parents to check their child's hair. It is important to check your child's hair on a regular basis and inform the school or classroom teacher if you suspect they may have nits/head lice. Information on ways to treat head lice can be found in the office.

Change of Clothes

Occasionally at school, accidents can happen and clothes can become soiled. It is strongly encouraged that all children have a set of clothes to change into in their bag at all times. In the event of an accident, it is far less distressing for children to be able to change into their own clothes quickly and unobtrusively rather than putting on school clothes.

Mrs Tolomei, Mrs Denning and Mrs Hawkins