

Information Booklet **2020**



Artwork by: Angus Taylor

KARRIDALE PRIMARY SCHOOL

An Independent Public School

www.karridaleps.wa.edu.au



*growing through learning
active bodies, healthy minds*



Welcome to Karridale Primary School

An Independent Public School

At our school, highly experienced and committed staff, together with parents and members of the wider community, strive to create interesting and relevant programs for all children.

We focus on the individual child and cater to each child's interests and needs.

Ours is a school where children thrive and succeed. Our motto 'Growing through learning, active bodies and healthy minds' is at the forefront of everything we do.

We promote a learning environment that develops health, well being, resilience and independence.

We provide a quality education where cubbies are possible, happy memories are created and children leave with confidence about their future at high school.

Fiona Cormack
PRINCIPAL



*growing through learning
active bodies, healthy minds*



Karridale Primary School

12612 Bussell Highway

Karridale WA 6288

P: (08) 9758 5517 or (08) 9758 5586

E: Karridale.PS@education.wa.edu.au

www.karridaleps.wa.edu.au

Fiona Cormack, *Principal*

P 0418 913 076 or 9758 5517

E Fiona.Cormack@education.wa.edu.au

Robyn Dennis, *Manager Corporate Services*

P: 9758 5517 or 9758 5586

E: Robyn.Dennis@education.wa.edu.au

School Vision

*We create a safe and friendly learning environment
where children thrive and succeed.*

Students and staff at our school value:

- Respect and concern for others and their rights.
- Pursuit and knowledge and commitment to achievement of potential.
- Self-acceptance and respect of self.
- Social and civic responsibility.
- Environmental responsibility.
- Our values are enacted through the promotion of our school virtues of: acceptance; courtesy; compassion; friendliness; consideration; responsibility; honesty; excellence; reliability; self-discipline; patience; kindness; caring; and respect for self, others and their differences (acceptance), and the environment.

School Board

Principal Fiona Cormack

Chairperson Tamara Manser

Parent Representative: Kristy Hathaway, Nanette O'Connor

Staff Representative: Natalie Mulvey

Community Representatives: Tamara Manser, Margaret Martin, John Wilson



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School Staff 2020

TEACHING STAFF

Principal Fiona Cormack
K/PP/Year 1 Maria McGill

Year 2/3/4 Vicki Fiorentino
Amy Mason

Year 5/6 Rohan Bevan
Vicki Fiorentino

Instrumental Music Bruce Godden

SCHOOL SUPPORT STAFF

Mgr Corp Services Robyn Dennis
School Officer Louise van Vliet
Library Officer Lexie Elson
Ed. Assistants Jo Bingham, Lexie Elson
Michelle Mottershead
Jane Jasper
Chaplain Sharon Doyle
Cleaners Peta Marshall. TBC
Gardeners Jeff Marshall, Dave Gripton
School Psych Ali Fiorentino

School Terms 2020

SEMESTER 1	Term 1	Monday 3 February to Thursday 9 April
	Term 2	Wednesday 29 April to Friday 3 July
SEMESTER 2	Term 3	Tuesday 21 July to Friday 25 September
	Term 4	Tuesday 13 October to Thursday 17 December

School Development Days 2020 *(only staff attend)*

SEMESTER 1	Term 1	Thursday 30 January and Friday 31 January
	Term 2	Tuesday 28 April
SEMESTER 2	Term 3	Monday 20 July
	Term 4	Monday 12 October and Friday 18 December

Kindy Days 2020

Full Days	Monday & Wednesday (8.55am – 3.05pm)
Mornings	Tuesday (8.55am - 1pm) <i>No Kindy Thursdays or Fridays</i>

**Weeks 1 & 2 see page 7 for details*

School Hours

8.45am	School bus arrives (Morning Reading in the Library)
8.55am	Enter class
10.30am	MORNING RECESS
10.50am	Enter class
12.20pm	LUNCH
12.40pm	Children dismissed from quadrangle for play
1.00pm	Enter class
3.05pm	CLASS ENDS
3.10pm	School bus departs

— ADMINISTRATION —

• ARRIVAL AND DEPARTURE AT SCHOOL

Parents are requested to drop children at school **after 8.40am** and to please be prompt to pick children up **at 3.05pm**. If a friend or relative is to collect your Kindergarten or Pre-primary child, please notify the school. Pre-primary and Kindergarten children are dropped off and picked up by an adult if they are not travelling on the bus. Booster seats are available for loan, and can be signed out from Admin.

***Late arrivals and early departures**

Parents are asked to sign their children in/out of the student register in Admin if they collect their children during the day, or if their child arrives after school has begun.

• ATTENDANCE AND ABSENCES

All students are required to attend school unless they are sick. Please notify the school to explain all absences (*sick, appointments etc*). You can notify us with: a phone call, a written note, an email, an absence note via Connect, or in person.

A child who is absent more than 10% of the term, (*eg 1 day per fortnight*), is at risk of not reaching his/her potential, **no matter the reason for the absence**. Please ensure family plans enable your child to attend regularly. Regular attendance is vital for all children to succeed in all aspects of their schooling, including academically, socially and behaviourally.

***Vacation approval** is sought from the Principal for any holidays taken during term, prior to departure. We recommend family holidays take place during school holiday periods wherever possible.

• DOGS

The school is a dog free zone. Please do not bring dogs onto the school grounds.

• EMERGENCY CONTACTS

To ensure our records are up-to-date, please tell us when any of the following details change:

- *Parents home, work or mobile phone numbers*
- *Address*
- *Emergency contact names and phone numbers*
- *Doctor*
- *Medical details, including allergies*
- *Family Court matters*

Student Update Forms are distributed in February and July. Even if there are no changes to your child's information please return the forms. Current emergency contact information is vital in an emergency, including events such as evacuation due to bushfire. Our school adheres to the Department of Education's Enrolment in Public Schools Policy (*Version 2.7 – 3 October 2018*) . See also *Bushfire Plan page 12*.

• ENROLMENT

Application for Enrolment can be made at Admin. Accompanying the application we require a copy of your child's birth certificate, **immunisation details* and proof of address (*utilities account or rates notice*). **When you enrol your child's Australian Immunisation Register (AIR) History Statement* must be 'up-to-date' and the AIR statement no more than two months old. Once accepted, the parent or guardian is asked to complete a detailed *Enrolment Form* prior to commencement.

• EXCURSIONS

Excursions may be planned to enrich and complement school-based learning. You will be provided with advance notice, including details of cost. Students require written parent permission and payment prior to attending excursions. Parents are asked to inform the

school if any of the medical information changes between returning forms to the school and the actual day of the excursion. All children are to be dressed as per school dress code (see page 18) and the exact requirements are also outlined on the excursion note.

- **KINDERGARTEN**

Full-time Kindergarten (*full days Monday and Wednesday and Tuesday morning until 1pm*) starts **Monday 18 February 2020** for children born between **1 July 2015 to 30 June 2016**.

For the first two weeks of Term 1 your child will attend Kindy from **8.55am to 12.20pm** on **Mon 3, Wed 5, Mon 10 and Wed 12 February**.

*** If you wish your child to attend full-time Kindy from the Monday 4 February 2020 please let Admin know so we can plan for your child.*

- **PRE-PRIMARY TO YEAR SIX**

Pre-primary to Year Six students start school on **Monday 3 February 2020** full time.

- **SCHOOL BUS**

The school bus **arrives** at **8.45am** and **departs** promptly at **3.10pm**. The service is provided by Carol and David Payne (0408 582 326 or 0466 652 162). Please notify the driver in writing if your child is to be dropped off at a different stop. If possible, contact the driver if your child will be absent for the day. Also notify the school, or driver, if you intend to pick up your child from school. Inappropriate behaviour on the bus is unacceptable and will be dealt with by the bus driver as we wish to keep everybody safe.

Pre-primary and Kindergarten children are also able to travel on the bus. Parents of Kindergarten children can apply for a *Conveyance Allowance* for the year if they do not wish to use the bus.

For details on how to register for transport assistance visit **www.schoolbuses.wa.gov.au** (P: 9326 2625, or 13 62 13, E: schoolbus@pta.wa.gov.au). If you don't have internet access, you're welcome to use the school access.

Requests for variations to school bus routes are completed on line and go directly to the School Bus Services.

- **SENDING MONEY TO SCHOOL**

All money should be sent to school in a secure envelope clearly labelled with your child's name and purpose of payment.

- **SPORT FACTIONS**

Students belong to one of two factions, *The Boomers* (blue) and *The Emus* (black). The Athletics Carnivals (Faction and Interschool) are held during Term 1.

- **VALUABLES and MOBILE PHONES**

We don't encourage students to bring mobile phones or valuables to school. If a student does need to bring a mobile to school, we require the phone to be left at the office. Phones are to be switched off and not used in classrooms. Students found to be recording, distributing or uploading images or videos of students, parents or staff on school premises will be immediately suspended, as per the Department of Education policy.

- **VISITORS**

We ask all visitors and volunteers to sign our visitors book in Admin on arrival and departure.

— COMMUNICATION —

• ASSEMBLIES

Student Council Assemblies are held regularly with class assemblies held during Term 2 and 3. Class assemblies are usually held at 9am on Fridays in the Undercover Area. Assembly dates and times are advertised in newsletters, on Connect and term planners.

• CONNECT

Connect is a safe and free communications platform developed by the Department of Education WA for staff, students and parents in public schools. Connect is able to be logged into on any internet-connected device so that you can access notices sent by the school as either an email or a notification on your phone and through the Connect app. Through Connect you have easy access to newsletters, your child's reports and notices. You can notify the school of your child's absence via the Connect website (not the app).

• E-NEWSLETTER—KARRIDALE CATCH-UP

Karridale Catch-up is published digitally on Fridays four times per Term in weeks 2, 5, 8 and 10 via Connect. The newsletter is available on our website www.karridaleps.wa.edu.au

• NOTICE BOARDS

School and community information is displayed on notice boards outside the office and Rooms 1 and 4.

• PARENT / TEACHER MEETINGS

Please approach your child's class teacher to make an appointment at any time if there is anything you wish to discuss. We ask you to phone or email first to arrange a mutually agreeable time to meet. Please respect that before school is teacher preparation time and **impromptu meetings are not convenient**. Whilst parents may be used to speaking informally with the Kindy/Pre-primary teachers this daily contact is not always available. Teachers are keen to meet with you so please don't hesitate to phone to make a time.

Email addresses: FirstName.Surname (*of staff member*) @education.wa.edu.au

eg. *Fiona.Cormack@education.wa.edu.au*

We welcome regular contact between home and school. Parent/teacher meetings will be offered at the end of each semester, as part of our reporting to parents process.

• REPORTING TO PARENTS

Written reports to parents are published twice yearly at the end of each semester. Reports are distributed via Connect unless parents request a hard copy. At the end of Semester One, parent/teacher meetings are held as part of the reporting process. School position reports are also offered twice yearly where there are 10 or more students in the cohort.

• TALKING WITH MY SCHOOL

We are committed to responding promptly and helpfully to all enquiries. The leaflet "Talking with my school" available from the office staff is a useful guide if you have an enquiry or concern to discuss. This leaflet is distributed as part of our enrolment package and also available on Connect.

• TERM PLANNERS

Term Planners are sent home at the start of each term and are also available on Connect. Term planners outline events, activities and holidays for each term.

- **WEBSITE**

Visit our school website for information such as the school calendar, newsletters, photos and events at www.karridaleps.wa.edu.au

— CURRICULUM —

We value-add to our curriculum through many excursions and incursions each year to ensure the curriculum outcomes are linked to personal experiences for each child from Kindy to Year 6. We're always keen to form links with community groups.

With an emphasis on active bodies, healthy minds we offer a variety of programs in Health and Physical Education. We provide a Visual Arts program K-6 and Italian lessons for students in Years 3-6.

- **DIGITAL TECHNOLOGIES AND DESIGN AND TECHNOLOGIES**

The school is well resourced and design and digital technologies are used to enhance learning across the school.

- **LIBRARY**

We have a well resourced library collection with a wide range of books for all ages. Children are required to have a library bag for borrowing. All classes visit at least once a week.

- **MUSIC**

The School of Instrumental Music (SIM) program is offered to students in Year 5 and 6 to study classical guitar during school. A visiting teacher attends once a week. The school has two loan guitars available for loan.

- **PHYSICAL EDUCATION**

We promote health and well-being for all children with opportunities in: swimming, football, netball, soccer, cricket, hockey, tennis and basketball.

We run an athletics carnival during Term 1. Our school is a member of the Local Interschool Sports Association where smaller schools come together.

Students from PP to Year 6 participate in the Department of Education Intern Swimming Program during Term 4.



- **PEAC (PRIMARY EXTENSION AND CHALLENGE)**

The Region offers PEAC classes to selected numbers of very able students in Years 5-6. Regional testing is undertaken in Year 4 to select candidates who commence in Year 5.

— EDUCATION AND LEARNING —

• HELPING MY CHILD LEARN

Establish Healthy Sleep Routines—What is a normal amount of sleep for a child?

- › 3-6 years..... 11 hours per night
- › 7-11 years..... 10 hours per night
- › 12-17 years..... 9 hours per night

Reduced sleep time is directly related to lower academic performance. Children who are not getting enough sleep are more likely to:

- › have speech and language difficulties
- › show hyperactivity/impulsivity
- › have problems with attention, calculation, problem solving and resilience.

Without enough sleep we simply can't function properly. Everyone knows how hard it is to concentrate and remember things when they are tired. Sleep is a learned behaviour, so poor sleepers can learn to become good sleepers. So helping your child to get a good nights sleep is one of the most important things you can do for your child each day!

• REDEFINING “HOMEWORK”

In the first years of schooling the best types of homework for young children and their parents include some time to:

- › Relax and play and be creative at home and outside each day.
- › Read together and enjoy some parent child time.
- › Share a book from school each day (participate in our Home Reading Program).
- › Limit screen time to an hour a day.
- › Eat together as a family, as often as possible, without the TV or devices on so children are practising speaking, listening and sharing together.
- › Write, draw, create and construct things.

To help your child view learning as part of life parents can:

- › Promote independence and time management
- › Provide a place free of distractions
- › Avoid overscheduling after school activities
- › Assist, if necessary, and encourage
- › Read to, or with, your child
- › Sign Reading Diaries.

• PARENTS AS PARTNERS

The staff at Karridale believe there are 7 actions parents can take that are achievable, require minimum effort and organisation, are free to do, and go a long way to showing their children that school life is valued by parents.

The 7 Actions:

1. Ensure children have adequate sleep and healthy snacks and lunches, to keep their energy levels up all day and concentrate.
2. Have children arrive before school starts (8.40am or later) and are collected promptly at home time (3.05pm) after school.

3. Children attend school at least 90% of the time ie 5 or less days absent a term.
4. Complete home reading and sign journals daily.
5. Children have shoes suitable for playing sport, a broad brimmed hat and a water bottle at school everyday.
6. Read newsletters, school notes and respond in a timely manner to requests.
7. Clarify issues, as they arise. Make an appointment to discuss concerns and attend with an open mind. Checking information against an adult version is highly recommended. Be willing to act positively to resolve differences.

• **SCHOOL BUSINESS PLAN 2018-2020**

There are 3 Focus Areas:

1. Excellence in Teaching and Learning:

- › Use SMART targets based on individual students' progress to assess growth in learning at an individual level through Individual Education Planning
- › Tie professional Learning to targeted areas of improvement to ensure curriculum and Individual Education Plans can be implemented to cater for the needs of all students

2. A Learning Environment that continues to support Health and Wellbeing

- › Social and emotional development is promoted across the curriculum with an emphasis self and social awareness and management
- › A growth mindset and mindfulness is developed K-6 to ensure students are fully engaged in their learning
- › Teachers and EAs exhibit high levels of self-efficacy

3. Students are confident and capable users of Digital technologies to support learning and collaboration across the Curriculum

- › Successfully implement the refined and documented Digital Technologies Scope and Sequence K-6
- › Staff members implement the curriculum plan with confidence
- › Students complete NAPLAN online with confidence in their own ability to do so

— **EVENTS and ACTIVITIES** —

• **AWARDS AND GRADUATION**

At school assemblies some students from each class are awarded Certificates of Achievement in academic or social areas of learning. In the last week of the school year, we host an Awards and Graduation Ceremony. The Year 6 students also have a special graduation event arranged for them at the end of Term 4.

• **EXCURSIONS + INCURSIONS**

A variety of education excursions/incursions are held throughout the year for all ages. Written advice is sent to parents for every excursion and we require forms to be signed and promptly returned with any payment that may be required.

— HEALTH and WELL-BEING —

• ACCIDENT OR ILLNESS

Minor accidents are treated at school. In cases of more serious accidents or if your child becomes ill, we will need to contact you. Please ensure that we have current contact information. Having an emergency number to ring is most important. Children who are unwell before school should not attend. As only basic facilities are available at school for ill children, parents will be contacted to discuss their child's needs and asked to collect their child as soon as possible.

• BUSHFIRE PLAN

Karridale Primary School is on the Bushfire Zone Register, which means that the school may be required to invoke a pre-emptive closure on a day for which a Catastrophic Fire Danger Rating (FDR) has been declared for the Shire of Augusta-Margaret River. A Catastrophic FDR means that if a fire starts, it is likely to be uncontrollable, unpredictable and fast moving.

What does this mean for our school?

When given advance warning by the Department of Fire and Emergency Services (DFES) that a Catastrophic FDR has been forecast for a given day, the Deputy Director General, Schools may direct the pre-emptive closure of Karridale Primary School. If the school receives such a directive, you will be informed of the possible planned closure by a letter sent home with your child. Parents of students absent on the day this letter is sent home will be contacted by telephone, so please ensure the school has up to date contact details for you.

In the intervening period between the declaration of the pre-emptive closure and the day of planned closure, DFES will keep the Department informed of any change to the FDR forecast for the declared day. The final decision to pre-emptively close the school will be confirmed with the principal no later than 4.30pm on the day before the planned closure. If the forecast changes after that deadline, the closure will stand, regardless of improvements to the weather conditions later in the afternoon of the day before the planned closure or overnight. The intention is to limit confusion or uncertainty for parents and to allow you ample time to make alternative child care arrangements.

Parents will be advised of the confirmation of closure, or its reversal, by phone on the day before the planned closure. Parents of students absent on this day will be contacted by phone.

How will I know when the school is reopening?

The school will typically only be required to close for a single day at a time, however this will depend on the weather. The school website and Connect will contain a notice to advise you of the current status of the school closure and when it is expected to reopen.

You are recommended to monitor local media for current information about fire danger ratings and notification of schools reopening. Staying tuned to ABC Local Radio in your locality is advisable. You can also check with DFES on 13 DFES (**13 33 37**) or **www.dfes.wa.gov.au** and Emergency WA website: **www.emergency.wa.gov.au**. Alternatively you can call Fiona Cormack on 0418 913 076 or **Southwest Regional Education Office on 9791 0300**. If any of the options listed above for finding out when to send your child back to school are problematic, please contact the principal to arrange for us to phone you to advise you when the school will reopen.

- **COMMUNITY HEALTH NURSE**

The Community Health Service is provided from the Busselton Health Campus. The Community Health Nurse makes regular visits to the school to undertake checks on children's health and development. Parents can leave a message on **08 9753 6475** for the Community Health Nurse.

- **(RAPIDS LANDING) DENTAL THERAPY CENTRE**

The *Rapids Landing Dental Therapy Centre* is part of the School Dental Service and is a public health program. They provide free general health care to students who attend a WA Department of Education recognised school, aged 5 to 16 years. The centre is located at Rapids Landing Primary School at 42 Tonkin Boulevard **9757 8211** or email **RapidsLandingDTC@dental.health.wa.gov.au**

- **EMERGENCY CONTACT FORM**

Please contact the office staff as soon as your details change. *Student Update Forms* are sent out in Terms 1 and 3 and must be completed and returned for our records and bushfire preparedness. Please return forms, regardless if details have changed or not.

- **HAT POLICY—SUN PROTECTION POLICY**

Children are required to wear a broad-brimmed hat or they will be required to play in the shade. Children are expected to wear a hat during Physical Education classes and daily fitness sessions. Hats are needed at school each day. Sunscreen is recommended to be applied on days when UV is 3 or more.

- **HEAD LICE**

We recommended that parents check children's hair on a regular basis, and when required, treat immediately. Please notify Admin if you have noticed lice/nits so we can promptly notify families. For information about management alternatives log on to www.healthywa.wa.gov.au and search for "treating head lice".

- **HEALTH CARE PLANS**

The parent's responsibility is to provide the school with adequate information regarding the details of a child's medical condition that may require action or treatment under emergency conditions. *Student Health Care Plans* may be required, and are available from Admin. Please ensure this is noted on the enrolment form and changes updated as required.

Parents are advised that if children need to have medication administered by school staff then a *Student Health Care* form will need to be completed **including appropriate** information from the prescribing doctor. Medication is to be handed to the class teacher for safe storage. All medications must be in a clearly labelled container showing: name of drug, name of student, dose and frequency and expiry date.

Please contact the Admin in February to check/update records, and thereafter as required throughout the year.

- **INTERSCHOOL SPORTS**

Children from Years 1-6 compete. The Athletics Carnival occurs at the end of Term 1.

- **MEDICATION**

There are strict procedures we are required to follow in relation to the administration of medication. If your child requires medication during school hours, it must be brought to the office and parents are required to sign the *Administration of Medication* form.

CONTRIBUTIONS AND CHARGES 2020

DEFINITION	AMOUNT
<p>Schools are required to notify their communities of the schedule of contributions and charges for the following year, at least two months before the start of the school year. The 2020 schedule has been endorsed by the 2019 Karridale School Board.</p> <p style="text-align: center;">CONTRIBUTIONS K-6</p> <p><i>A Contribution is 'voluntary' and the funds collected are used towards the cost of materials, services and facilities used by students in their educational program. (Schools can request up to a maximum contribution of \$60 for Years K-6). For 2020, the School Board has set the amount at \$46 per child attending the school. Contributions collected at this school assist in the provision of resources used in classes including: tissues, printing, the provision of technology resources, physical education resources and art equipment, some text books in maths and spelling and class resources.</i></p>	\$45 per student
<p style="text-align: center;">CHARGES EXTRA COST OPTIONAL COMPONENTS</p> <p><i>The term <u>charges</u> refers to the provision of extra cost optional activities that are part of an education program not covered by contributions. Participation in these options will require payment. If you have problems paying for a particular event you are encouraged to discuss payment choices with the Principal or the Manager Corporate Services.</i></p> <p><i>The estimated costs provided are at an upper limit and costs for the year <u>will not exceed</u> this amount. If a particular event isn't held within the school year, charges will not apply.</i></p> <p>2020 extra cost optional activities which have been approved by the School Board are:</p>	
<p>Swimming Lessons Year P-6 MAXIMUM COST PER STUDENT \$40.00</p> <p><i>Swimming lessons are usually offered in Term 2. Instructors are provided by the Department of Education. Funds collected are used towards the cost of the bus to and from Margaret River and the pool entry. Transport costs are often subsidised with school funds to reduce the cost.</i></p>	\$50.00
<p>Excursions</p> <p><i>Excursions are used to supplement learning experiences and are encouraged. Often costs are reduced through PCAP subsidies from school funds. Parents will be asked to pay prior to excursions.</i></p> <p>Incursions</p> <p><i>Examples of Incursions are events such as visiting Science Shows, School Band visits, Theatre Groups, Puppet Shows etc. Parents will be asked to pay prior.</i></p>	<i>Combined charge for incursions and excursions not to exceed</i> \$100.00
<p>Year 5-6 Camp MAXIMUM COST PER STUDENT \$200.00</p> <p><i>Actual cost may be less depending upon subsidies eg fundraising, school funds, P&C funds etc. If payment of Camp costs is difficult, you are encouraged to discuss payment choices with the Principal or Manager Corporate Services.</i></p>	\$150.00
<p>Graduation T Shirts - Year 6</p> <p><i>T-Shirts are ordered for Year 6 students in Term 3. Students are allowed to wear these to school for the remainder of the year as part of their school uniform.</i></p>	Up to \$55.00
<p>Instrumental Music Year 5-6 (Cost is dependent upon individual supplier)</p> <p><i>A small number of students are offered tuition in classical guitar during Year 5 and 6. Parents are required to supply a guitar, music stand and footstool and the recommended music book. The school has available for loan one guitar, footstool and music stand to support a student accepting the offer to participate in the program, if required.</i></p>	At individual purchase price
<p>Talented/Gifted Students Programs MAXIMUM COST PER STUDENT \$45 / \$90</p> <p>Primary Extension and Challenge (PEAC)</p> <p><i>Students invited to attend various Talented and Gifted programs through the year may incur a charge. Programs can include excursions, camps and workshops. Charges may total \$90. Students will be billed directly by PEAC Co-ordinator.</i></p>	\$45.00 - \$100.00

DEFINITION	AMOUNT
<p>PERSONAL USE ITEMS:</p> <p><i>These items, (refer to Personal Items for Student Use lists on following pages), have been approved by School Board as being required by students for personal use in the educational programs provided by this school.</i></p> <p><i>Please refer to the list for each year level in the Information Book for 2020. Prices have not been quoted, as they are dependent upon the supplier.</i></p>	Per supplier
<p>APPROVED VOLUNTARY COLLECTIONS</p> <p>The following voluntary funding requests are approved by the School Board</p>	
<p>Student Council Fundraising Activities</p> <p><i>The Student Council generally organises a voluntary charitable collection activity each term. Children can participate voluntarily and generally bring a gold coin for collection for the nominated charity.</i></p>	Approx \$4.00-\$10.00 for the year
P&C Membership	\$1.00 Per adult
P&C Voluntary Contributions	\$15.00 per family
<p>School Photos</p> <p><i>The P&C and/or school organise for class photos and at times individual and family photos to be taken each year, generally in September. Parents have the opportunity to purchase directly from the company providing the service at the market price and cost is dependent upon the products selected.</i></p>	At market price
<p>Chaplaincy</p> <p><i>Voluntary charge for Chaplaincy \$5 per student.</i></p>	\$5.00 per student

• PAYMENT OPTIONS

We accept direct debit, cheque or cash (sorry, no EFTPOS)

Direct debit is our preferred option. Please include your **child's name** and a **brief description**. Our bank details are:

ACCOUNT NAME: Karridale Primary School **BSB:** 016 520 **Account No:** 4992 64442

Extra cost option charges and voluntary collections are collected as they arise throughout the year. However, full payment of the contribution amount, early in the year is appreciated. Extra cost option charges are expected to be paid in full prior to the activity. Please contact Manager Corporate Services if you wish to discuss a payment plan.

• REFUND OF CONTRIBUTIONS AND CHARGES

Parents are entitled to a refund of any unused portion of the contributions and charges they have paid if their child transfers to another school prior to the end of the school year. Refunds will be arranged on your request and will be based on pro rata each term.

NOTE: All Contributions, Charges, Personal Use Items, Rates of Refunds and Additional Requests have been endorsed and approved by the School Board and comply with the current Education Act and Department of Education Policy.

Fiona Cormack
Principal, Karridale Primary School

• **PHYSICAL ACTIVITY**

Students have daily fitness activities, and need to wear suitable clothing and shoes for these sessions each day. A wide brimmed or legionnaire style hat is also required for protection from the sun and we remind you that parents are to supply their children with sun-screen for personal use.

• **POSITIVE STUDENT BEHAVIOUR PLAN**

A summary of the plan is sent home in Term 1 and outlines the expectations. A copy of the full document is available on request from the office staff.

• **SCHOOL CHAPLAIN**

Our school chaplain, Sharon Doyle, supports our focus on health and well-being. Our Chaplain shows care and concern and can connect people to additional resources when required. School chaplains are not counsellors and can't offer counselling services, but they can be a great support to families in need.

Participation in the school chaplain program is voluntary. Chaplains do not proselytise. Chaplains accept, respect and are sensitive to other's views, values and beliefs. Chaplains may be from any faith.

Sharon Doyle is available every Thursday and every second Wednesday. For questions, queries or appointments with Sharon please phone **9758 5517**.

• **SCHOOL PSYCHOLOGIST**

A School Psychologist is provided by the Department of Education. His/her role is to assess students experiencing difficulties with learning and to make recommendations. To access the service, a referral is completed by the class teacher and/or Principal and this will take place after matters have been discussed with the parents. The School Psychologist for 2020 is yet to be confirmed.

• **STUDENTS AT RISK OF NOT REACHING THEIR POTENTIAL**

The school has in place procedures for the identification and planning of support needs for Students at Risk of not achieving their potential, including students with disabilities and diverse learning needs and gifted and talented students. A copy of the guidelines is available on request.

— **PARENT INVOLVEMENT** —

• **CANTEEN**

The Karridale Primary School P&C aims to provide morning tea and lunch from the school canteen once a fortnight, dependent on the availability of volunteers. Menus are sent home prior. Lunch orders are placed in a box, in Admin, before canteen day.

We promote healthy choices and our menu is compliant with the Healthy Food and Drink policy. Our canteen uses locally sourced, seasonal produce. The canteen is run by volunteers and to be involved please contact the office staff or a P&C member.

• **MORNING READING PROGRAMME**

Established in 2005, the benefits of our Morning Reading Programme continue to promote reading for development and pleasure. All children are expected to participate. Reading diaries are provided for children to record their nightly reading at home. Before school each day, children are encouraged to read aloud to a volunteer in the library. Milestones are built around the number of nights read. Children who reach 200 nights or more receive a trophy or a book voucher at our Awards and Graduation Ceremony.

Parents are encouraged to volunteer to listen to children read in the library before school to ensure this routine continues into the future. All you need to do is turn up at the library and take a seat. Year 6 students can answer any questions you may have about the programme, as they are also present to listen to children read.

• **P & C (PARENTS AND CITIZENS ASSOCIATION)**

Our school is fortunate to have an active and supportive P&C Association that assists the school in many ways throughout the year. Parents are asked to support the P&C by attending meetings during the year, that are held at parent friendly times. Membership is \$1 per adult and \$15 voluntary contribution per family.

Our P&C members look forward to welcoming new parents, new ideas and input. The AGM will be held in Term 1 2020.

The current P&C Committee members are:

President	Nanette O'Connor	Book Club Co-ord	Sandra Wood
Vice President	Jo Taylor	Canteen Manager	Sandra Wood
Secretary	Nat Mulvey	Uniform Co-ord	Donna McDonald
Treasurer	Eline Wensveen		

P&C Payments (eg Uniforms, stationery items etc)

We accept direct debit, cheque or cash (sorry, no EFTPOS). Direct debit is the P&C's preferred option. Please include your **child's name** and a **brief description of the payment**. The P&C bank details are:

ACCOUNT: Karridale Primary School P&C **BSB:** 633 000 **Account No:** 154 038 079

The P&C Facebook page to keep up with events and activities happening at school.

• **SCHOOL BOARD**

The School Board represents the staff, students, parents and community in educational decision-making. Elected parents, staff, community members and the Principal form the School Board. The School Board takes part in establishing and reviewing the school's objectives, priorities and policy directions; promoting the school in the community; formulating codes of conduct and dress code; and advising the Principal regarding Religious Instruction.

The School Board generally meets twice a term, for an hour and a quarter each meeting. The first meeting for the 2020 year is a public meeting where the 2019 Annual Statement will be presented.

• **VOLUNTEERS**

We greatly appreciate the valuable assistance of parents and community members who complement our school curriculum in many areas. If you would like to volunteer, please see your child's class teacher or pop in and see the office staff. Please be aware that you will not be under any obligation to offer your services if the time of the request for help is not convenient for you.

Volunteers are asked to sign in/out in the office when arriving and departing school. All volunteers are required to have completed a *Working with Children Check*, after 5 visits, unless they are a parent of a student at the school. This is a State Government initiative.

— SCHOOL DRESS CODE —

Please label all clothing with your child's name.

• BACKGROUND

Karridale Primary has dress requirements for students. These requirements are aimed at supporting all students to fully participate in all aspects of the curriculum daily. Our dress code is designed to: promote a positive image of our school, be affordable, comfortable, made from easy care fabrics, appropriate for activity and suitable for all body shapes.

With an emphasis on health and well-being, students need to be suitably dressed to participate in physical activity with sun protection every day. The dress code sets a standard that allows reasonable opportunity for self expression and takes into account diversity.

Exemptions and sanctions are managed according to principles of fairness, equity and consistency. Non-confrontational approaches assist in clarifying the reasons for objections to complying with dress requirements.

• DRESS REQUIREMENTS

For daily wear at school may be any of the following:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Royal blue polo shirt | <input checked="" type="checkbox"/> Royal blue windcheater |
| <input checked="" type="checkbox"/> Royal blue polo vest | <input checked="" type="checkbox"/> Royal blue fleecy zip jacket |
| <input checked="" type="checkbox"/> Black skirt | <input checked="" type="checkbox"/> Black pants |
| <input checked="" type="checkbox"/> Black shorts | <input checked="" type="checkbox"/> Dress |
| <input checked="" type="checkbox"/> Royal blue hat (wide-brimmed) or legionnaire style, although a variation of this may be needed for some sport situations or when the hat poses a risk to safety during rigorous activity eg hats with long strings or stiff brims. | |
| <input checked="" type="checkbox"/> Appropriate footwear for activity eg <u>sport shoes</u> are recommended. | |

Temporary exemptions may be provided informally when the dress requirements become impractical because of extreme weather conditions or a temporary health condition.

The P&C manages the purchase and distribution of these items with the school logo printed on them, for parents wishing to purchase items with the logo. The wearing of items with the school logo is encouraged. Reading folders, library bags, school bags and pencils cases printed with the logo are also available.

Second hand uniform items may be available through the P&C at minimal cost.

• EXCURSIONS

All children are expected to be in school dress requirements for all excursions as specified in excursion notes when they are sent home.

• FACTION SPORTS

There are two sports factions, The Boomers (blue) and The Emus (black). Either a royal blue or a black top (depending upon the faction the child is in), is required on the day of the Faction Carnival.

• NON COMPLIANCE WITH DRESS REQUIREMENTS

All students are asked to meet dress requirements unless an exemption has been granted. Parents are asked to take responsibility for outfitting their children according to requirements. Enrolment is not conditional upon agreement.

Exemptions can be granted through the Principal in a formal or informal way. Students and their families who do not comply with the requirements are counselled and their concerns resolved where possible.

Sanctions do not include suspensions, exclusions or any approach which would inhibit participation in the student's educational program. Sanctions are limited to preventing the students from any activity in which the student would have represented the school, preventing the student from attending or participating in any school activity that, in the opinion of the Principal, is not part of the educational program.

- **LOST PROPERTY**

Parents are encouraged to clearly label all water bottles, lunchboxes and uniform items, especially items children remove such as jackets and hats. A lost property box is located in the Photocopy Room on the entry to the library or please enquire at Admin.

— PERSONAL USE ITEMS —

We have made an effort to keep expenses to a minimum and we ask that consumable items be checked at the end of each term and topped up if necessary. Some basic items are available at the canteen and local newsagencies stock items.

Your children need to have the following items in their possession each school day in order to maximise participation in all programs.

- **HATS** To be sun-safe, students need a broad brimmed, or legionnaire style, hat daily.
- **SCHOOL BACK PACKS (very sturdy and a good size)**. Back packs with the school logo are available for **\$52.00**
- Hats, backpacks and other items are available from the P&C as listed. Payment for these items is to the P&C, please see details on page 17 of this booklet.

— PERSONAL ITEMS FOR STUDENT USE - KINDY —

Kindy students share stationery items, so please don't individually label

- 1 hat broad brimmed/legionnaire style (**P&C item - \$15**) ☐
- 1 library bag (named), to fit large library books (**P&C item - \$10**) ☐
- 1 reading folder (**P&C item - \$12**) ☐
- 1 school bag, big enough to fit construction and large art work (**P&C item - \$52**) ☐
- 1 sunscreen kept in school bag (*Term 1 and 4*) **for children needing special sunscreen due to sensitive skin* ☐
- 1 pop top drink bottle ☐
- 1 **change of clothes** to be left in student's school bag ☐
- 1 black A3 art folder with plastic sleeves ☐
- 2 black permanent markers (*size 90*) ☐
- 1 packet of 12 crayons (*large size*) ☐
- 1 packet of wide connector textas (**thick only**) ☐
- 1 pair of scissors..... ☐
- 2 x glue sticks ☐
- 1 x packet of coloured pencils (**formative**) ☐
- 1 x headphones with jack (*not Bluetooth*) ☐

— PERSONAL ITEMS FOR STUDENT USE: PRE-PRIMARY —

Pre-primary share stationery items, so please don't individually label

- 1 hat broad brimmed/legionnaire style (**P&C item - \$15**)..... ☐
- 1 library bag (*named*), to fit large library books (**P&C item - \$10**) ☐
- 1 reading folder (**P&C item - \$12**) ☐
- 1 school bag, big enough to fit construction and large art work (**P&C item - \$52**) ☐
- 1 sunscreen kept in school bag (*Term 1 and 4*) **for children needing special sunscreen due to sensitive skin* ☐
- 1 pop top drink bottle ☐
- 1 **change of clothes** to be left in student's school bag..... ☐
- 1 black A3 art folder with plastic sleeves..... ☐
- 2 permanent black markers (*size 90*) ☐
- 1 packet of 12 crayons (*large size*) ☐
- 6 blue formative pencils (**thick only**) ☐
- 1 pkt connector textas (**thick only**) ☐
- 1 pkt learner's pencils (*coloured*) – (**formative only, thick**) ☐
- 1 pair of scissors ☐
- 2 x glue sticks ☐
- 1 x headphones with jack (*not Bluetooth*) ☐

— PERSONAL ITEMS FOR STUDENT USE: YEAR 1 —

Please mark all items clearly with your child's name

- 1 hat broad brimmed/legionnaire style (P&C item - \$15) ☐
- 1 library bag (named), to fit large library books (P&C item - \$10) ☐
- 1 reading/homework folder (P&C item - \$12) ☐
- 1 pencil case (P&C item - \$10) ☐
- 1 sun screen kept in school bag (*Term 1 and 4*) ☐
- 1 pop top drink bottle ☐
- 1 permanent black marker (*size 90*) ☐
- 1 fine point black marker (*0.4*) ☐
- 1 packet coloured pencils ☐
- 6 HB pencils (*lead – better quality easier to sharpen*) ☐
- 4 2B pencils ☐
- 1 packet of textas ☐
- 1 highlighter pen ☐
- 1 packet 12 thin wax crayons (*wind-ups or similar*) ☐
- 1 sharpener ☐
- 1 pair of scissors ☐
- 1 calculator (*large keys only*) ☐
- 1 painting shirt ☐
- 3 x glue sticks ☐
- 1 art sketchbook A3 size (*only if new to the school or your old one is full*) ☐
- 1 x headphones with jack (*not Bluetooth*) ☐

Some consumables, such as coloured pencils, may need replacing during the year. Please check with your child during the year.

— PERSONAL ITEMS FOR STUDENT USE: YEAR 2 —

Please mark all items clearly with your child's name

- 1 hat broad brimmed/legionnaire style (P&C item - \$15) ☐
- 1 library bag (*named*) - big enough to take large library books (P&C item - \$10) ☐
- 1 reading/homework folder (P&C item - \$12) ☐
- 1 pencil case (P&C item - \$10) ☐
- 1 sun screen kept in school bag (*Term 1 and 4*) ☐
- 1 pop top drink bottle ☐
- 1 permanent black marker (*size 90*) ☐
- 1 fine point black marker (*0.4*) ☐
- 1 packet coloured pencils ☐
- 12 x HB pencils (*lead – better quality easier to sharpen*) ☐
- 2 x 2B lead pencils ☐
- 1 sharpener ☐
- 2 x white erasers ☐
- 1 packet of textas ☐
- 1 packet 12 thin wax crayons (*wind-ups or similar*) ☐
- 2 x highlighter pens ☐
- 1 30cm wooden ruler ☐
- 1 pair of scissors..... ☐
- 1 calculator (*large keys are better*) ☐
- 1 painting shirt ☐
- 3 x glue sticks ☐
- 1 art sketchbook A3 size (*only if new to the school or your old one is full*) ☐
- 1 x headphones with jack (*not Bluetooth*)..... ☐
- 1 x USB (*minimum 8GB*) ☐

Some consumables, such as coloured pencils, may need replacing during the year. Please check with your child during the year.

— PERSONAL ITEMS FOR STUDENT USE: YEAR 3 —

Please mark all items clearly with your child's name

- 1 hat broad brimmed/legionnaire style (P&C item - \$15) ☐
- 1 reading/homework folder (P&C item - \$12) ☐
- 1 library bag named ☐
- 1 document wallet (Maths sheets) ☐
- 1 pencil case (P&C item - \$10) ☐
- 1 sun screen kept in school bag (Term 1 and 4) ☐
- 1 pop top drink bottle ☐
- 2 x glue sticks (*will need to be replaced during the year*) ☐
- 1 x thick black marker (90) ☐
- 1 x 0.4 fine point black marker ☐
- 1 x packet coloured pencils ☐
- 12 x HB lead pencils ☐
- 2 x 2B pencils ☐
- 1 x sharpener ☐
- 2 x white erasers ☐
- 1 x packet of texta markers ☐
- 2 x highlighter pens ☐
- 1 x 30cm ruler ☐
- 1 x pair scissors ☐
- 1 x calculator (*large keys are better*) ☐
- 1 x art sketchbook A3 size (*only if new to the school or your old one is full*) ☐
- 1 x painting shirt ☐
- 1 x headphones with jack (*not Bluetooth*) ☐
- 1 x USB (*minimum 8GB*) ☐

Some consumables, such as coloured pencils, may need replacing during the year. Please check with your child during the year.

— **PERSONAL ITEMS FOR STUDENT USE: YEAR 4** —

Please mark all items clearly with your child's name

- 1 hat broad brimmed/legionnaire style (P&C item - \$15) ☐
- 1 reading/homework folder (P&C item - \$12) ☐
- 1 library bag named ☐
- 1 document wallet (Maths Sheets)..... ☐
- 1 pencil case (P&C item - \$10) ☐
- 1 sun screen kept in school bag (Term 1 and 4)..... ☐
- 2 x glue sticks (*will need to be replaced during the year*) ☐
- 1 x thick black marker (90)..... ☐
- 1 x 0.4 fine point black marker ☐
- 1 x packet coloured pencils..... ☐
- 12 x HB lead pencils ☐
- 2 x 2B pencils ☐
- 1 x sharpener..... ☐
- 2 x white erasers..... ☐
- 1 x set of texta markers..... ☐
- 2 x highlighter pens..... ☐
- 1 x 30cm ruler ☐
- 1 x pair of scissors ☐
- 1 x calculator (*large keys are better*) ☐
- 1 x art sketchbook A3 size (*only if new to the school or your old one is full*) ☐
- 1 x painting shirt..... ☐
- 1 x headphones with jack (*not Bluetooth*) ☐
- 1 x USB Pocket Flash Drive (Memory Stick) 16GB ☐

Some consumables, such as coloured pencils, may need replacing during the year. Please check with your child during the year.

— PERSONAL ITEMS FOR STUDENT USE : YEAR 5 + 6 —

Please mark all items clearly with your child's name

- 1 hat broad brimmed/legionnaire style **(P&C item - \$15)** ☐
- 1 reading/homework folder **(P&C item - \$12)** ☐
- 1 library bag named ☐
- 1 pencil case **(P&C item - \$10)** ☐
- 1 sun screen kept in school bag *(Term 1 and 4)* ☐
- 2 x glue sticks *(will need to be replaced during the year)* ☐
- 1 x permanent black marker *(90)*..... ☐
- 3 x 0.4 fine point black markers ☐
- 6 x biros - blue and 2 red - medium point ☐
- 1 packet coloured pencils ☐
- 12 x HB lead pencils ☐
- 2 x 2B pencils ☐
- 1 sharpener ☐
- 2 x white erasers ☐
- 1 set of texta markers ☐
- 2 highlighter pens ☐
- 1 x 30cm ruler..... ☐
- 1 pair of scissors..... ☐
- 1 calculator ☐
- 1 art sketchbook A3 size *(only if new to the school or your old one is full)* ☐
- 1 pencil compass..... ☐
- 1 x protractor ☐
- 1 painting shirt ☐
- 1 x headphones with jack *(not Bluetooth)*..... ☐
- 1 x USB Pocket Flash Drive (Memory Stick) 16GB ☐

Some consumables, such as coloured pencils, may need replacing during the year. Please check with your child during the year.

Karridale Primary School Virtues

Acceptance
Caring
Compassion
Consideration
Courtesy

Excellence
Friendliness
Honesty
Kindness
Patience

Reliability
Respect
Responsibility
Self Discipline

- USEFUL WEBSITES -

Health, Safety and Parenting Ideas

- **Asthma WA:** www.asthmawa.org.au
- **Australian Council on Children and the Media:** www.childrenandmedia.org.au
- **Be You:** www.beyou.edu.au
- **Bushfire Ready:** www.emergency.wa.gov.au/prepare
- **Heart Foundation Healthy Eating:** www.heartfoundation.org.au/healthy-eating
- **Immunisation:** www.healthywa.wa.gov.au/immunisation
- **Kids Helpline:** www.kidshelp.com.au or **1800 55 1800**
- **Kidsafe WA Car Restraint & Accident Safety:** www.kidsafewa.com.au
- **Lunch Box Ideas:** www.nutritionaustralia.org/national/resource/packing-school-lunchbox and www.waschoolcanteens.org.au/schoolcommunity/parents
- **Parenting Information:** www.raisingchildren.net.au
- **Quit Smoking:** www.quitnow.gov.au
- **Sunsmart:** www.cancerwa.asn.au/prevention/sunsmart

Education and School

- **My School Website:** www.myschool.edu.au and www.det.wa.edu.au/schoolsonline
- **Early Childhood:** www.det.wa.edu.au/curriculum/support/earlychildhood/detcms/portal
- **Ed-e-News:** www.education.wa.edu.au/home/detcms/portal
- **VacSwim:** www.education.wa.edu.au/swimming

Environment and Sustainability

- **BirdLife WA:** www.birdlife.org.au/locations/birdlife-western-australia
- **Nature Conservation Margaret River:** www.natureconservation.org.au
- **Waste Wise Schools:** www.wasteauthority.wa.gov.au/programs/wws/
- **Water Wise Schools Program:** www.watercorporation.com.au/home/education/waterwise-schools-program

Services

- **School Bus Services (Save Your Seat):** www.schoolbuses.wa.gov.au or (08) 9326 2784
- **Studiosity (free online tutoring for AMR shire library users):** Years 4-12 can connect to expert tutors, for one-to-one help, online assistance with homework, assignments, exam preparation and study questions, from Sunday to Friday 1pm-10pm.
Step 1: Go to: www.amrshire.wa.gov.au/your-library-service
Step 1: Click on the *Studiosity* logo
Step 2: Enter your library card member number and click *Sign In*

2020 SCHOOL DATES

Semester 1

TERM 1 Monday 3 February - Thursday 9 April
(Break Friday 10 April - Tuesday 28 April)

TERM 2 Wednesday 29 April - Friday 3 July
(Break Saturday 4 July - Sunday 19 July)

Semester 2

TERM 3 Tuesday 21 July - Friday 25 September
(Break Saturday 26 September - Sunday 11 October)

TERM 4 Tuesday 13 October - Thursday 17 December
(Break Friday 18 September 2020 - Sunday 31 January 2021)

2020 WA PUBLIC HOLIDAYS

DATE	DAY	HOLIDAY
1 January	Wednesday	New Year's Day
27 January	Monday	Australia Day Holiday
2 March	Monday	Labour Day
10 April	Friday	Good Friday
13 April	Monday	Easter Monday
25 April	Saturday	ANZAC Day
27 April	Monday	ANZAC Day Holiday
1 June	Monday	Western Australia Day
28 September	Monday	Queen's Birthday
25 December	Friday	Christmas Day
26 December	Saturday	Boxing Day
28 December	Monday	Boxing Day Holiday

USEFUL CONTACTS

- **Karridale Primary School:** 9758 5517 or 9758 5586
- **School Dental Van:** 9757 8211
- **Community Health Nurse:** 9753 6475
- **Paynes School Bus Service:** Carol 0408 582 326 David 0466 652 162
- **Margaret River Aquatic & Recreation Centre:** 9780 5620
- **Margaret River Senior High School:** 9757 0700
- **Margaret River Library:** 9780 5600
- **Augusta Library:** 9780 5670

