



Parent Information Booklet 2023



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Index

Term Dates.....	Page 2
Welcome from the Principal	Page 3
Values.....	Page 4
Commitment to Child Safety.....	Page 5
Bushfire.....	Page 6
School Rules.....	Page 7
School Days	Page 8
Learning and Teaching.....	Page 10
Support Programs.....	Page 11
Communication	Page 12
School Uniform.....	Page 12
Health	Page 13
Facilities	Page 15
General Information	Page 16
How can I be more involved in Beaconsfield Upper Primary School?.....	Page 18

Key Personnel

Principal:	Mrs Vicki Miles
Assistant Principal:	Miss Kellie Backman
Office Staff:	Mrs Sarah Bunnell Mrs Kathryn Smith
School Council President:	Mr Brenden Tymensen
PFA President:	Mrs Kristy Walters

Term dates 2023

Term 1

Friday, 27th January to Friday, 6th April, 2023

- Teachers commence Friday, 27th January
- Students from grades F- 6 commence on Monday, 30th January.
- Foundation children do not attend school on Wednesdays during the month of February. They attend from 9 am until 3.30 pm on Monday, Tuesday, Thursday and Fridays.
- Foundation students commence full time from week beginning Monday 27th February.

Term 2

Monday, 24th April to Friday, 23rd June, 2023

Term 3

Monday, 10th July to Friday, 15th September, 2023

Term 4

Monday, 2nd October to Wednesday, 20th December, 2023

Welcome

February 2023

Dear Parents,

As Principal, I would like to welcome you to Beaconsfield Upper Primary and extend an invitation to you and your family to be active members of our school community.

We are very proud of our school at Beaconsfield Upper and continually strive to promote growth of all our members - students, parents and staff. Parents are encouraged and valued for their contribution to school life.

Parent involvement in programs such as Developing Literacy Partnerships and in classroom support encourage a team approach to learning and strengthen the community spirit which is a feature of Beaconsfield Upper Primary School. Parents are also encouraged to be a part of the various committees and subcommittees such as the School Council and Parents and Friends Association.

Our personalised learning approach is highly structured, addressing the needs, interests and learning styles of the students at BUPS. A learning environment which is relevant, dynamic and engaging allows students to develop essential skills, responsibility and strategies for problem solving.

In the Early Years, students participate in investigations where teachers ensure learning is scaffolded from the direct instruction given in literacy and numeracy, to the application of these skills and knowledge through activities chosen by the students. Children are observed, assessed, and active recording of their progress takes place. Learning is 'connected' across the day, with explicit literacy and numeracy sessions.

The provision of support programs including Physical Education, ICT, Indonesian, Instrumental Music, Visual Arts, Camps and Interschool Sport, aim to challenge and extend all children.

Beaconsfield Upper Primary is forward thinking and proactive in its philosophy and approach to curriculum, organisation and technological change.

We hope that our association will be a long and happy one, as we work together to achieve the best possible learning outcomes for your child.

Vicki Miles

Principal

Values

Beaconsfield Upper Primary School prides itself on being not just a school but part of the wider community. Our purpose is to support students to;

- Provide students with the opportunities to develop to their full potential
- Be independent learners for life and problem solvers
- Be socially competent and demonstrate empathy towards others
- Be responsible and resilient
- Be able to contribute as a member to the school and wider community and global society in the future.
- Strive for excellence
- Be socially and emotionally competent

Our core values that underpin the whole development of each person within our school are demonstrated by:

Respect

Honesty

Community

Friendship

Kindness

All members of BUPS community have a right to:-

- Fully participate in an environment free of discriminatory behaviour – including racist, sexist, ability-based, class-based and homophobic forms of harassment, bullying, vilification, violence, intimidation, abuse and exclusion.
- Be treated with respect and dignity.
- Feel valued, safe and supported in an environment that encourages freedom of thought and expression.

All members of BUPS community have the responsibility to:-

- Acknowledge their obligations under the Equal Opportunity Act 1995, Charter of Human Rights and Responsibilities Act 2006, Disability Discrimination Act 1992, Disability Standards for Education 2005 and Education and Training Reform Act 2006 and communicate these obligations to all members of the school community.
- Participate and contribute to a learning environment that supports the learning of self and other
- Ensure their actions and views do not impact on the health and wellbeing of other members of the school community.

Commitment to Child Safety

Beaconsfield Upper Primary School is committed to safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making.

Beaconsfield Upper Primary School has zero tolerance for child abuse.

Beaconsfield Upper Primary School is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability.

Every person involved in Beaconsfield Upper Primary School has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

In its planning, decision-making and operations Beaconsfield Upper Primary School will:

- Take a preventative, proactive and participatory approach to child safety;
- Value and empower children to participate in decisions which affect their lives;
- Foster a culture of openness that supports all persons to safely disclose risks of harm to children
- Respect diversity in cultures and child rearing practices while keeping child safety paramount;
- Provide written guidance on appropriate conduct and behaviour towards children;
- Engage only the most suitable people to work with children and have high quality staff and volunteer supervision and professional development;
- Ensure children know who to talk with if they are worried or are feeling unsafe, and that they are comfortable and encouraged to raise such issues;
- Report suspected abuse, neglect or mistreatment promptly to the appropriate authorities;
- Share information appropriately and lawfully with other organisations where the safety and wellbeing of children is at risk; and
- Value the input of and communicate regularly with families and carers.

Bushfire

New fire danger ratings and warnings have been introduced in Victoria to provide clear direction on the safest options for preserving life.

Schools – and children’s services – identified as being at highest bushfire risk will be closed on days declared by fire authorities to be Code Red. **Our school has been identified as a school at highest bushfire risk.**



Where possible, we will provide parents with up to three days notice of a planned closure. We will contact you directly by letter, SMS and Sentral with advice on planned closures and will confirm the decision to close by 12 noon the day before the planned closure.

Once confirmed, the decision to close will not change, regardless of improvements in the weather forecast. This is to avoid confusion and help your family plan alternative care arrangements for your child.

No staff will remain on site when the school is closed by the threat of fire.

We will also cancel any offsite activities (such as school camps and excursions) and out-of-school care if the activities are at risk. There may also be changes to school bus routes. Depending on routes, this may also occur on days when the school is not closed.

On high fire risk days families are encouraged to enact their Bushfire Survival Plan – on such days, children should never be left at home unattended or in the care of older children. For those of us living in a bushfire prone area, the safest option when a Code Red day is declared is to leave the night before, or early in the morning of the Code Red day.

What can parents do?

Make sure your family’s Bushfire Survival Plan is up-to-date and includes alternative care arrangements in the event that our school is closed. Make sure we have your current contact details, including your mobile phone numbers. Keep in touch with us by reading our newsletters, by checking our website www.bups.vic.edu.au, and by talking to your child’s teacher or any other member of the teaching staff.

Bushfire Clothes: As part of the BUPS Bushfire Emergency Management plan, in **Terms 1 and 4**. ALL children are required to have a spare set of clothes in the classroom, in the event of a bushfire drill/incident. A long sleeved top and trousers made out of wool, or cotton, needs to be labelled with your child's name and placed in a named, clear plastic bag and given to the class teacher. Over sized pyjamas are ideal as the students are required to put them on over their school uniform.

Every December the school hosts Fire Ready information sessions where the BUPS Principal informs people of the school's Fire Plan (please refer to document under "Emergency Management") and members of the CFA speak about bushfire awareness. Parents will be notified in advance of these sessions in the school Newsletter.

Most importantly at this time of year, if you’re planning a holiday or short stay in the Bush or in a coastal area, you should check warnings in advance of travel and remain vigilant during your stay.

If your child is old enough, talk to them about bushfires and your family’s Bushfire Survival Plan.

You can access more information about school closures on the Department of Education and Early Childhood Development website – see www.education.vic.gov.au/bushfires.

For up-to-date information on this year’s fire season, visit the CFA website at www.cfa.vic.gov.au or call the 24-hour Victorian Bushfires Information Line on 1800 240 667.

School Rules

Follow staff directions the first time.

Behave appropriately in designated play areas.

Keep hands, feet and objects under control at all times.

Children are expected to be courteous and considerate to others.

School equipment, grounds and buildings are to be used appropriately.

Restorative Practices

The school is committed to the use of restorative practices with students. Restorative Practices:

Restorative practices are intended to move away from a punitive consequence that is based on the establishment of wrongdoing. Rather it seeks to value and support those involved so that they feel empowered to take a positive action to address the situation and move forward. Restorative practice is about being respectful of every member of our school community, encouraging responsible behaviour and actions ensuring that personal pride and dignity is maintained.

How we support positive behaviour and relationships

BUPS requires the active involvement of parents in the learning and behaviour of each student. It seeks to foster this cooperative approach with parents through 'Getting to know you interviews' at the beginning of the year, reports, parent-teacher interviews, positive phone calls, meetings and the use of diaries.

In encouraging and building this cooperative approach it is acknowledged there will be behaviours and events that occur that compromise this ideal. When this occurs the school will use a restorative approach to repair damaged relationships with individual and groups. Where appropriate the school will inform and involve parents in these processes through a Student Support Group.

A restorative question approach:

When things go wrong	When someone has been hurt
<ul style="list-style-type: none">• What happened?• What were you thinking at the time?• What have you thought about since?• Who has been affected by what you have done? In what way?• What do you think you need to do to make things right?	<p>What did you think when you realised what had happened?</p> <p>What impact has this incident had on you and others?</p> <p>What has been the hardest thing for you?</p> <p>What do you think needs to happen to make things right?</p>

School days

School Hours

Hours of instruction within the school shall be from 9.00am until 3.30pm on each school day. Children are supervised in the school grounds from 8.45am – 9.00am and after school until 3.45pm. On the last day of each term children will be dismissed at 2.30pm and at 1.30pm on the last school day for the year.

9.00 am	School begins
11.05 am	Morning recess
11.30 am	Second teaching session begins
1.30 pm	Children begin eating lunch in classrooms
1.40 pm	Lunch recess
2.30 pm	Final teaching sessions begins
3.30 pm	School finishes

Lunch Orders

The “Up The Hill Bakehouse” provides lunch orders on Thursdays and Fridays.

A price list is sent home at the beginning of each year with updated items and prices. To order lunch from the bakery you simply write on the outside of a paper bag the following:

- Child's Name
- Grade
- Items required and their cost.

You then place the correct money in the bag and have it placed in the lunch order box located at the office by 9.00 am.

The lunches will then be delivered to the school by 1.30 pm. Students have plenty of time to eat lunch and are encouraged to take home any food that they have not eaten for the day. Please check bags for left over lunches. We encourage students to bring a piece of fruit to school for a fruit break through the morning.

Money sent to School

In making cash payments for an excursion, fees or an event, parents are asked to forward payment **to the classroom teacher** in a sealed payment envelope, available from the office, which includes:

- Child's Name
- Child's Grade
- Reason for Money, (eg. payment for grade 5 camp)
- Amount of money enclosed and

School days

Cash, Cheque and Eftpos paid at school

If paying via Cash or Eftpos at school a computer receipt will be generated and sent home with the student.

For your convenience EFTPOS and credit card facilities are available from the office. We also have available the QKR! app. Please ask at the office for details.

QKR! With Masterpass

Our school uses the QKR! With Masterpass App for any school payments such as fees, excursions and PFA fundraising. We recommend you download and install the App so you need never have to worry about missing a payment. Receipts are automatically stored in the App so you can track what you have and haven't paid for.

Student Details

Please notify the school of any change of address, new telephone numbers for home and work, place of work, emergency contact person and phone number etc.

This is most important and failure to do so often causes serious inconvenience and distress, especially in the case of sick children.

Attendance

The school understands that full attendance is a key to engagement that maximises every student's ability to learn and our teachers to teach effectively. The school has actively embraced the 'It's not okay to be away' approach. If your child will be absent from school you must notify the school by 10am the day of their absence (or earlier) via the Sentral App or a phone call.

Late Arrivals and Early Leavers Register

Please report to the front office if your child is late for school or if you are withdrawing your child from school early. Office staff will provide a slip which must be taken to the class so teachers are aware the students have been signed in or out. This ensures the safe collection of children and record of children's attendance.

Assembly

Assembly is held every Friday afternoon at 3.00pm in the BUPS Stadium unless otherwise notified.

Out of School Hours

The Before and After School Care program is located in the Multi Purpose Room and is coordinated by OSHClub. Great activities are provided for the children such as cooking, painting, drawing, theme days etc. The activities are varied and interesting for all age groups.

Out of School Hours Activities provides a healthy and nutritious snack for the children each day including fresh fruit.



Learning and Teaching

It is the intention of Beaconsfield Upper Primary School that learning and teaching practices should improve the quality of learning for all students in the school.

Beaconsfield Upper Primary School emphasises the following five recommendations in an attempt to improve learning and teaching for all students:

The school will actively involve all students in their learning

Students will participate in setting learning goals, planning activities and reflecting on the effectiveness of their learning. Our school will involve students in solving problems, making decisions, analysing, evaluating and taking action.

The school will build upon students' experiences and interests

Learning will be purposeful and must be based on students' experiences and have relevance to their lives, both present and future and must be inclusive to all students.

The school will link theory to practice

Beaconsfield Upper Primary School will ensure that the experiences in school will have a direct application to the students' lives out of school.

The school will foster communication and cooperation

Students will have opportunities to express and discuss their ideas, to recognise the achievement that is possible through team approaches, to develop skills in cooperative activity, and to share responsibility for common tasks.

The school will encourage risk taking and learning from errors

Students working individually or in groups will have the opportunity to apply their own ideas and skills, to try solutions and learn from errors as well as success.

Just a few highlights:

- An extensive learning program covering The Victorian Curriculum F – 10 and the Victorian Early Years Learning and Development Framework (VEYLDF)
- A Literacy Program based on the latest teaching approaches in all aspects of Literacy including reading, writing, spelling and oral language.
- A 'hands on' mathematics program that focuses on practical problem solving approaches relevant to everyday life situations.
- An excellent buddy program (Preps and Grade Sixes) that builds protective relationships in the playground and is a very good base for our cross-age tutoring program.
- Investigations and integrated learning sessions.

Learning and Teaching

- Energy Breakthrough – a wonderful technology project for the senior school that involves students, parents and teachers. This project culminates in an exciting Human Powered Vehicle and Pushcart competition at Maryborough in November.
- A comprehensive sports program from Prep – Grade 6 incorporating Fundamental Motor Skills leading to major sports. The school is represented in Swimming, Cross Country, Athletics and Interschool Sport for Summer and Winter. We are affiliated with the Casey District Sports Association.
- Excellent ICT resources including a lab of 25 computers, iPads and lap tops available for all classes to use to deliver students the access to global learning.
- Access to school support staff: Educational Psychologist, Speech Therapist, Social Worker, Chaplain and a Visiting Teacher for students with hearing and other impairments.

Just a few more highlights:

- A variety of curriculum support programs including:
- A swimming program held in term 4 for grades Prep- 4.
- A water safety/ lifesaving program held in term 1, every second year for grades 5/6 to coincide with the Wilsons Promontory camp.
- Incursions and excursions that add variety and depth to the children's experiences
- Whole theme days that celebrate the childrens' work
- Multicultural day, Technology day, Special persons day
- Camps program for Grades 3 to 6
- Early Intervention Literacy program and support
- Developing Literacy Partnerships

Support Programs

Students are supported through learning programs within the classroom. We also provide early support for students academically, as well as wellbeing initiatives and programs.

Literacy Intervention

A Literacy program aimed at students who need support with their reading and writing skills. Children work individually or in small groups with a teacher from the Literacy Support Team for 30 minute sessions. Each lesson is designed to meet the specific needs of each child and best support their literacy development. During each session the child: reads familiar books to develop confidence and practice strategies already taught, writes a sentence then reassembles a cut-up sentence, works with letters and words to assist in reading and writing new words and reads a new book to extend their reading skills.

Transition Program – Buddy system

Each Prep student is allocated a Grade 5/6 buddy to assist in settling in Preps and to have an older person to look up to at school. The number of students in each level dictates how many buddies are allocated in each Prep.

Excursions and Camps

Excursions are planned to tie in closely with the curriculum and follow up activities that are an important part of the particular theme being taught. Therefore we encourage all children to attend these excursions. The camping program involves children from grades 3 - 6. Grades 3 & 4 alternate camps every second year to Forest Edge and Camp Manyung and stay for three days. Grade 5/6 students attend Sovereign Hill for four days one year and then go to an outdoor camp, under canvas to Wilsons Promontory for five days the alternate year.

Communication

Parent / Teacher Communication

Beaconsfield Upper Primary School monitors children's progress very carefully and makes regular contact with parents.

- Parent / Teacher interviews are held twice a year, in Term 1 and Term 3. Term 1 interviews are aimed at parents informing the teachers about their child and to discuss the learning program for the year. This assists the partnership between parents, teachers and children to gain the maximum learning outcomes and enjoyment at school for your child. Parents are then given the opportunity in June to come along to discuss their child's progress and half year report. This interview is in the format of a Student Led Conference, giving the students the opportunity to showcase their learning.
- Parents will receive at least two written reports during the year, one in July and the other at the end of the year in December which includes reports from specialist teachers. These reports indicate student achievement.
- Parents may also request appointment times to come along and see their child's classroom teacher or discuss any concerns with the Principal or Assistant Principal at other times throughout the year.
- Many classes also have successful communication books operating on a weekly basis which details how the children are progressing. Each grade has a parent class representative who will distribute email notices from the classroom teacher to parents that have nominated to receive notices in this manner.
- Sentral App - we encourage all families to have the Sentral App for emergency situations and for notifications of Newsletters, notes home and reminders of upcoming events.

Uniforms

School Council policy determines that the wearing of a school uniform is **compulsory** for all students in Prep to Grade 6 attending Beaconsfield Upper Primary School.

This encourages a sense of unity and pride in our school especially on such occasions as excursions, school photographs and inter-school sports.

School uniforms promote the school image whilst in public and enhance individual student safety and group security.

Windcheaters, jackets, polo-shirts and tracksuits are available with the school emblem as well as school bags. We also have shorts, culottes, dresses and pinafores. All uniform items are available through Beleza in Pakenham or Hallam. Footwear is to be chosen from low-heeled closed toe shoes, boots, sneakers or sandals. Appropriate socks must be worn with all footwear.

There are no prescribed coats for school uniform. During the colder months, students are encouraged to wear coats to and from school.

Gloves, scarves, hair ribbons/bands etc are permitted but should be in the school colours wherever possible.

As we are a Sunsmart school, all students are required to wear compulsory school hats during the times they are outside during terms 1 and 4. Students without hats will be asked to play in the shade of the pine tree. Students are required to have a hat for sport during these terms.

Children will not be permitted to wear clothing and footwear that is considered unsuitable for school. The wearing of jewellery (other than earring studs or sleepers), make-up and nail polish is not encouraged.

Health

Absences and Illnesses

Our school has a sickbay and first aid room which caters for minor upsets and emergencies only. If children are ill or injured at school, we will contact parents or emergency contacts as soon as possible.

It is extremely important that all medical information about your child is relayed to the office in writing to ensure our information for staff attending the sick bay is current, such as allergies, injuries or illnesses. As circumstances arise, please let us know immediately.

It is a requirement of the Department of Education and Training that if your child is absent from school you notify the school on the morning of the absence, or earlier if you know in advance. You may do this via a phone call to the school or by lodging and absence using the Sentral app. A phone call will be made to parents of any student who is not at school by 10am without a reason..

If parents' home or work phone numbers change, it is very important that the school is notified immediately. Also emergency contacts must be currently available. Please notify the office without delay if any details change.

Medications

Medications of any kind cannot be administered to any child at school without written consent from parents. Clear directions must be given as to the dosage, frequency and any other requirements.

The exception to this is ventolin, which we strongly advise any child with asthma bring to school, and keep in their school bag in case of an asthma attack. Should your child require assistance with taking their ventolin, you may store it at the office.

Head Lice

Periodically, there are outbreaks of this problem in our community. It is easily caught from others but it can be easily eradicated as long as everyone follows the Beaconsfield Upper Primary School Head Lice Policy. See attached information. It is wise to regularly check your child/ren for head lice. If you find that your child has head lice, they are not permitted at school until they have been treated.

Immunisation

It is government policy that students should be immunised against Diphtheria, Tetanus, Poliomyelitis, Whooping Cough and Measles, Mumps and Rubella. Parents however can exercise their rights not to have their children immunised. In this case the school would direct Parents/Guardians of students not immunised to keep their children at home for the recommended period during outbreaks of diseases; see more information on exclusions attached.

Health

Exclusions from School

There are certain infectious diseases which are contracted by children and which will preclude them from attending school until they have recovered. The list below nominated the exclusion periods for more common infectious diseases.

Measles	Yes; until at least four days after the appearance of the rash. Children not immunised must be excluded for 14 days after the appearance of a rash in the last person to be infected.
Mumps	Yes; for nine days or until the swelling goes down
Whooping Cough	Yes; until five days after antibiotic treatment has begun.
Scarlet Fever	Yes; until your child has had antibiotics for at least 24 hours, and feels well.
Rubella	Yes; until fully recovered or can return to school
(German Measles)	four days after appearance of rash.
Conjunctivitis	Yes, until the discharge from the eyes has stopped.
Head Lice	Until treated.
Scabies	Students can return to school the day after treatment has begun.
School sores	Yes, until treatment has begun. Sores not exposed.
(Impetigo)	Surfaces must be covered with a watertight dressing.
Covid19	Isolate for 7 days. (close contacts may attend school provided they are wearing a mask and return a negative rapid antigen test daily until the isolation period has ended)



Facilities

New Buildings

The first stage of our School Rebuilding Master Plan was completed in April, 2006. The new buildings included Classrooms, Gallery and Administration wing, Sick Bay, Staffroom and Toilets. Stage 2, which incorporated the new Early Years Learning Centre (EYLC) was built in 2008. The EYLC includes six permanent classrooms, a gallery, a computer lab and toilet block. The construction of our BUPS Stadium was completed in 2010.

Art Centre

The students have an Art Centre staffed by a teacher who takes one session per week / two session per fortnight with all classes across the school.

Library- Love of Literature

The school's Library stocks a wide variety of books for students to borrow. All grades have scheduled weekly library sessions where they learn about the different aspects of a library and borrowing. Students have an option to bring a library bag to store and carry the books that they have borrowed from the library. This keeps our books clean and cared for. Parents can make their own library bag in any material of their choice or purchase a library bag. If all else fails a plastic bag will suffice. Each year children have the opportunity to participate in state wide events such as the Premier's Reading Challenge or MS readathon. We have a specialist teacher who runs weekly sessions with each grade encouraging a Love of Literature, through author studies, topic studies and welfare sessions through engaging stories.



ICT Lab

The computer laboratory is also located within the EYLC building. There is a bank of 25 computers with Internet access for the children. The children have a weekly session using and learning about computers.

There are also lap top computers and ipads available for each grade to be used as tools for learning. BUPS has had an increased focus on STEAM which is the teaching Science, Technology, Engineering and Mathematics. This has included introducing a range of technology including Lego Mindstorms and Dot and Dash robots which work towards improving students coding and problem solving capabilities.

General Information

Grounds

Our school features a full size sports oval for football, cricket and athletics, netball/ basketball and tennis court, two well equipped playgrounds, recreation reserve and nature sanctuary and a Multi – Purpose Gymnasium and Performing Arts Centre.

Newsletters

A link to the school newsletter is posted on the school website and the Sentral App every Tuesday afternoon. It contains all current information pertaining to the running of the school, eg, extra curricular activities, important dates and news from the principal. The newsletter is our most important means of circulating information and we ask that you read it regularly. You can register on the website (www.bups.vic.edu.au) to receive an email notifying you when the newsletter is available.

PFA

The Parents and Friends Association (PFA) is a group of friendly parents who meet each month in the PFA room.

We raise money through events such as the Mothers & Fathers Day Stalls, School Disco, Hot Food Days, Icy Pole Days, Christmas Hamper Raffle, Bunnings Sausage Sizzle, just to name a few.

Each year our Committee decides what our fundraising efforts should go towards and in the past we have raised money for Computers, outdoor play equipment, books for the Early Reading Share Program, games for wet weather lunchtime programs, resources for Mathematics, new Library books, a new School Banner and shade tents for sports days, Easter Eggs for all our students, Grade 6 Graduation gifts and the lollies for the CFA Santa on Christmas Eve.

We welcome any parents who have a few hours to spare, would like to meet some new people and help raise much needed funds for our school children.

Car Parking

Parents are able to park around our school oval where children can enter the school from the top of the basketball court. There is also a drop and go zone, where parents can drop off their children without exiting their car near the crossing at the oval. Parents may also drop children off at the front entrance to the school in the drop and kiss zone there. Car parking can present some difficulties of drivers who don't use common sense. I would ask all parents to be very aware of the children in the car parking area.

Valuables

We recommend that children do not bring valuable items or large amounts of money to school as the school and staff cannot be responsible for any items that children bring.

Mobile Phones – Increasingly students bring mobile phones to school. Students always have access to a phone via the office for appropriate purposes. If children have to bring them to school they are to be held at the front office for safe keeping.

General Information

Special Events

Often the school will run special sporting days, excursions and events involving the whole school. In the event of wet weather, please ring the school to find out whether the special event is scheduled or if alternative arrangements have been made.

Curriculum Days

Curriculum days are arranged in accordance with the agreement between the Department of Education and Early Childhood Development (DEECD) and schools. Children do not attend school on these days.

The curriculum days are held before the children commence the school year. Please see "Term Dates" on page 2.

School House Colours

Dewhurst(Blue), Cardinia(Red), Emerald(Green) and Guys Hill(Yellow) are our four School Houses. These House names are locations surrounding our school. Each child is placed into a House group at the beginning of their school life and will represent that House in events that occur at the school. Family members will be placed in the same house.

Name tags

All student belongings including clothing (especially hats), books, pencils and school bags need naming for easy identification. For Prep and Grade 1 students, it is handy to attach a tag or toy to their bag that is easy for them to recognise as their own.

Bicycles

Parents should ensure their child's good road sense and sensible use of their bike before they be permitted to ride to and from school.

- All children must wear a suitable helmet as per the law.
- Once children are at school; bikes should be stored in the bike shed. Students may only ride bikes during the school day when supervised by a teacher.

School Photographs

Annual photographs are taken of each child and of each class group. Family photos of school children are also arranged. Parents will be advised as to dates and ordering details.

Nude Food

Did you know that BUPS is aiming to be a 5* Sustainability School? We are certainly committed to our environmental obligation and we are all endeavouring to make a conscious effort to reduce the amount of rubbish we each produce. There are a number of reasons for this, the main ones being... Landfills are filling up at an alarming rate and producing vast amounts of greenhouse gases, rubbish that doesn't make it into landfill eventually ends up as pollution in our waterways, destroying and killing both plants and animals. Without rubbish, our school grounds stay cleaner and a lot more attractive. It's a lot cheaper to buy foods in bulk with less packaging. Instead of buying individually wrapped items, buy a large packet and put a handful in a NAMED container. 'Nude foods' are generally a much healthier option. Any 'packaging' with fruit and vegies can of course be either composted, which helps to improve soil quality, or fed to the 'girls'. We are all very proud of the NUDE FOOD results we have at BUPS! Over the past decade the whole school community has embraced the concept, demonstrating a great commitment to the sustainability of our planet. So, continue to stay NUDE everybody, it's certainly worth it!



Getting Involved

School council

An excellent way to learn how the school runs and to have an input into programs and policies. Each year in Feb/March school council election process is held, nominations for school council membership will be notified via the school newsletter and by notice at the administration window. The terms are for two years.

Parents and friends association (PFA)

All parents are warmly invited to become involved in school matters and a variety of social and fund raising activities. The Parents and Friends Association meet once a month at school and the aim is to support the school staff and School Council both by organising fundraising activities, and by helping to provide services which would not otherwise be available to the school eg, Mothers Day Stall.

Class room helpers (see below Volunteering in the Classroom)

At BUPS, we value and encourage parent helpers. We have an open door policy and welcome assistance across the curriculum. Each year level will have:

A daily reading program, which encourages enjoyment, both at home and at school. Parent assistance is vital to the success of this program, enabling children to strive towards independence whilst enjoying reading. It is important to bring books to and from school each day

Literacy sessions

Students participate in reading tasks independently and in small group activities, designed to meet the individual needs of children.

Maths sessions

Students participate in a range of mathematical tasks at their point of need. Parental assistance may look like supporting students in small groups.

Integrated sessions.

A variety of activities covering all aspects of the curriculum, (eg Science, Technologies etc). Children undertake individual tasks, allowing them to control their own learning and strengthen their individual intelligences. Parents can provide knowledge and expertise to activities undertaken.

Investigations

Students are provided with a variety of learning areas where they are able to guide their learning. Each area is led by students interests.

Volunteering in the classroom

If you wish to volunteer your time in the classroom for reading, cooking, investigations etc, you must have a current, valid Working With Childrens Check and be triple Vaccinated against Covid19. You apply for this online and then take to the post office to lodge. It can take up to three weeks for approval. You must enter B.U.P.S as the place you volunteer on the application. Once you have received your WWCC card, bring it to the office for verification along with your Covid19 vaccinated status. You will then complete a site induction and then you are all ready to volunteer in the classroom, for PFA or on excursion if required.

Driving for an excursion

If you're volunteering to drive the students on an excursion you will need your WWCC, Covid19 vaccination (see above) and an authorised drivers form completed. This form is available at the office.

Chooks/ Garden

Our school is fortunate to have a veggie garden where fresh vegetables are grown each day. Students can join Garden Club at lunch times. We also have chooks that lay fresh eggs.

Production

Each year our school puts on a production with every student having a role. We perform the production for our community.

ILPs (Individual Learning Plans)

ILPs will be provided for students twelve months below or above for expected progress. However, every student will have individual learning goals at their level that they are working towards.

Grade 5/6 Energy Breakthrough

Assisting the children to build vehicles, train for the event and share the thrill of the big competition in Maryborough.

Sports program

Supervision of teams, help with training and umpiring games is always appreciated