

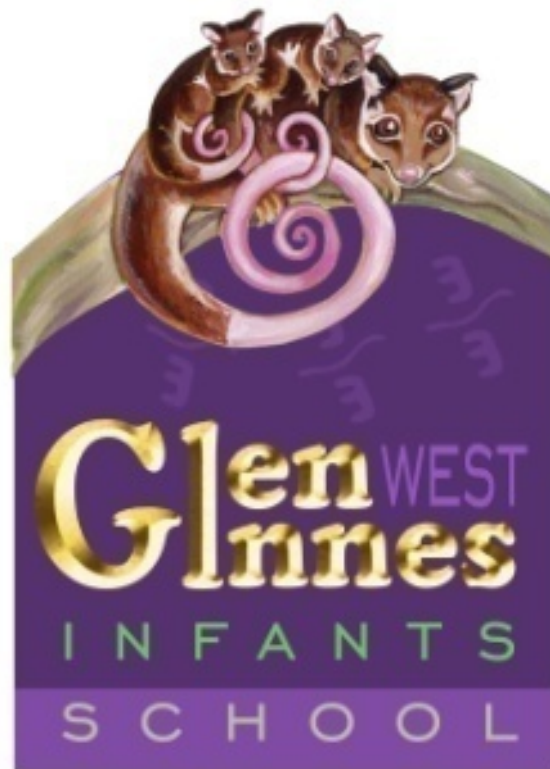
Glen Innes West Infants School

Coronation Avenue, Glen Innes

Phone (02) 67322459

Email: gleninnesw-p.school@det.nsw.edu.au

Internet: www.gleninnesw-p.schools.nsw.edu.au



2023

WELCOME

Glen Innes West Infants School has a focus on the provision of excellent education in a caring, supportive environment. Students, parents, and teachers work together to enhance teaching and learning opportunities. We are a small school with big expectations for your children and a history of great results. Many of the students who leave our school at the end of Year 2 achieve excellent results in NAPLAN and continue to achieve highly into the high school years. Due to the small size of our school, we are able to offer a high level of support for all students regardless of ability. This ensures that highly achieving students are effectively extended to reach their full potential.

SCHOOL PURPOSE

Glen Innes West Infants School provides quality teaching and learning in a safe, happy environment where students are always the focus. Your child will be known, valued and cared for.

We achieve this by:

- providing an environment which promotes learning
- providing students with a balanced curriculum with many opportunities and experiences
- providing quality teaching and learning in all classroom, sporting and cultural activities by utilising quality professional teaching and support staff working as a team around each child

All students will:

- experience success in academic, social, and cultural areas
- communicate effectively in many ways and in many situations
- develop skills to express themselves creatively in language and expressive arts
- develop their physical fitness and understand the importance of a healthy lifestyle
- develop positive attitudes towards themselves and others
- enjoy their time at Glen Innes West Infants School

FACILITIES

Glen Innes West Infants School was established in 1926. It consists of three fully airconditioned classrooms, administration block, which includes the library. There is also a dance studio and a meeting annex where playgroup is held. All rooms are well resourced including the newest smartboard technology. Every room is carpeted and provides a colourful, cheerful and stimulating learning environment.

Technological resources are in use in all classrooms. Students have access to laptop computers and i-Pads, which are used across the curriculum. Technological competencies are developed from Kindergarten to Year Two.

STAFF

Glen Innes West Infants School has a caring staff who work together to ensure they meet the educational needs of all students. All our teachers are highly qualified and continue to develop their knowledge and skills through ongoing training and self-directed professional learning.

Lynn Starkey	- Teaching Principal Bachelor of Arts (First and Second Language Acquisition) Graduate Diploma of Education Graduate Certificate of Behaviour Management Masters of Education (Gifted and Talented students) Reading Recovery Trained Leadership Facilitator Training
Dean Gillett	- Assistant Principal Curriculum and Instruction Bachelor of Teaching Acting General Assistant
Katie Newsome	- Classroom Teacher Bachelor of Teaching Bachelor of Education L3 Trained Smiling Minds Facilitator Anti Racism Contact Officer
Melissa Ward	- Classroom Teacher Bachelor of Teaching L3 Trained
Robyn Cartwright	- Classroom Teacher Diploma of Teaching (Early Childhood) Bachelor of Education (Early Childhood) Masters of Education (Early Childhood)
Tamara Watters	- Classroom Teacher Bachelor of Education
Jill Roberts	- School Administration Manager
Alesha Epple	- School Administration Officer
Caitlin Selmes	- School Learning Support Office
Claudia Cubis	- Dance Instructor (Formal training in ballet)

The District School Counsellor visits our school on a regular basis, usually twice per term. Interviews with the School Counsellor can be arranged through the Principal.

REPORTS AND INTERVIEWS

During Term 1, parents will receive a “Health Check Report” providing information about how children have settled into school. Formal reports to parents are sent out in Term 2 and Term 4. Parent interviews are held in Term 3. Teachers are available to speak with parents through the school week. A note or telephone call to the office will ensure that an interview can be arranged if parents need to speak about specific issues. Our Principal, Lynn Starkey, is always available for interviews. Appointments can be made through the office.

SCHOOL ATTENDANCE

Government legislation requires students between the ages of six and seventeen be enrolled in a registered school and attend school each day that instruction is provided. It is the duty of the parent or care-giver to ensure that these obligations are fulfilled.

When children are absent from school a note or phone call from a parent explaining the absence is required. Notes are usually sent to school when the child returns. If the absence is for a period in excess of two days, verbal notification of the absence, supported by a written note upon the child’s return to school, is required. Doctor’s certificates are also required if an absence is for more than 2 days. Late arrivals and early departures must be signed in or out at the office by the student’s parent or caregiver.

CURRICULUM

The curriculum is all the learning experiences which are provided at school. The curriculum offered in primary schools is organised into six key learning areas.

- ENGLISH – (Oral Language and Communication, Vocabulary, Phonic Knowledge, Reading Fluency, Reading Comprehension, Creating Written Texts, Spelling, Handwriting, Understanding and Responding to Literature)
- MATHEMATICS – (Number and Algebra, Measurement and Space, Statistics and Probability, Working Mathematically)
- SCIENCE AND TECHNOLOGY – (Living World, Earth & Space, Material World and Physical World)
- HISTORY AND GEOGRAPHY – (Personal and Family History, The Past and the Present, People and Places)
- PD/HEALTH/PE – (Health, Wellbeing & Relationships, Movement Skill & Performance and Healthy, Safe & Active Lifestyles)
- CREATIVE ARTS – (Visual Arts, Music, Drama and Dance)

Glen Innes West Infants School places a strong emphasis on literacy and numeracy skills. All teachers work with our Assistant Principal Curriculum and Instruction to ensure that the latest teaching methods are applied and to continually upskill themselves to ensure quality teaching and learning takes place in our school.

School programs in literacy are structured to provide a wide range of stimulating, integrated learning experiences that facilitate the development of effective communication skills across the curriculum. Students work at their own ability level. Every student has a reading lesson with their teacher each day working on the specific skills needed to progress to the next stage of learning. Where progress is not as expected students may be put on the MiniLit Program and also work one on one with a specially trained teacher to help improve reading skills. Reading is also supported by a group of volunteers, some of whom are retired teachers. These volunteers regularly come in and support children with reading.

Home readers are sent home for all students each week. Please take the time to share some reading time with your child every evening. Home reading helps to consolidate the skills learned in class.

Glen Innes West Infants School uses the Words Their Way program. Students are assessed to determine which sounds, blends or digraphs they know and which are the next to learn. Individual spelling lists are created for each child. These may also include sight words which have been misspelt in daily work.

Writing is taught specifically each day through a “guided, modelled, independent” approach. Student work samples are used to identify areas for development in children’s writing and individual goals are set for each child.

In Mathematics children manipulate materials to develop competence, understanding, reasoning and problem-solving skills. There is a strong emphasis on developing effective mathematical thinking strategies which can be applied throughout a person’s life. Any student experiencing difficulty with Mathematics receives individual tutoring. After being assessed by the Assistant Principal Curriculum and Instruction a personalised program is developed for focussed daily tutoring sessions.

Each morning students participate in fitness activities, including physical and mental fitness via the Smiling Minds Program. Our whole school Sports Day will be advised early in the year via the school newsletter. Children are to wear joggers on this day. There is no separate sports uniform. Students regularly participate in athletics, cross country and swimming carnivals held in conjunction with other small schools in the area. During Term 4 students engage in Water Safety and Water Awareness activities at the local pool. Generally, this covers a one-week period (weather permitting).

Students participate in weekly dance lessons as part of the creative and practical arts curriculum. Our dance teacher is a formally trained classical ballerina who brings a wealth of knowledge about dance and performance to our school. We regularly participate in the annual Celtic Festival, Dance Spectacular and other community events. The school regularly participates in visiting performances and excursions to support learning through a wide range of experiences at no cost to parents.



SCHOOL TIMES

8.45am - 3.00pm

Our gate is opened at 8:45am and lessons commence promptly at 9.30am. There is a warning bell at 9:15am for fitness. This is followed by a quick morning assembly to relay any important messages. School concludes at 3.00pm with buses departing by 3.10pm. No student supervision is provided outside of these hours.

LUNCH - 11.30am – 12.00noon (includes 15mins eating time)

AFTERNOON TEA - 1.30pm - 2.00pm (includes 10mins eating time)

Morning supervision commences at 8.45am. All children must enter through the southern front gate. No children are to enter through the car park. We request that an adult open the gate for child safety reasons.

DISMISSAL OF PUPILS

All classes are dismissed at 3.00pm.

A supervising teacher walks the students to the gate.

Parents wait for their children on the footpath outside the north entrance gate. In wet weather, bus students wait in the hallway with teachers, all other children will meet parents under the C.O.L.A.

At the beginning of each school year, parents nominate the means of transport that will be used to convey children from school. Any variation to a student's travel arrangement must be provided in writing. In the case of a last minute or temporary change to routine, please phone the school office.

BUSES

All K-2 children are entitled to free bus travel. Travel application forms are available online.

Any parent who drives their child more than 1.6 km to the bus stop is entitled to a conveyance subsidy. Please go to the Transport NSW website for further information. K-2 children should not ride bicycles to school as per recommended safety guidelines unless they are accompanied to and from the school by an adult. Students must wear a helmet and bikes are to be left outside the office.

TRANSITION PROGRAMS:

In terms 3 and 4 the school runs a transition program for incoming kindergarten students. Parents are invited to send their child for one day per week in late Term 3 and early Term 4. This allows children to familiarise themselves with school routines and establish friendships for the following year. A benefit of the program is that the students are emotionally secure and transition to Kindergarten is happy and trouble-free.

At the end of Year 2 students transition to Year 3 at other local schools. Glen Innes West has developed arrangements with all of these schools to ensure a smooth transition. Children attending Glen Innes Public School in Year 3 undergo exactly the same transition program as students currently at Glen Innes Public. This is due to the nature of their split campus where K-2 children at Glen Innes Public rarely visit the primary area.

VOLUNTARY CONTRIBUTIONS

Voluntary contributions are set each year. In 2023 the contribution is \$80 per student. This fee covers the cost of all excursions and day trips, books and stationery.

BOOK CLUB

The Scholastic Australia Book Club operates within the school. Twice a term order forms will be sent home with children. The orders are to be returned to the office by the nominated date.

Although this is a good way of obtaining relatively cheap books, there is no obligation to buy from the book club.

BREAKFAST PROGRAM

Breakfast is available to any student daily as necessary. Please ask your child to tell their teacher or the Principal if breakfast is required. Fruit is provided for snacks courtesy of Woolworths.

PERFORMANCES

Cultural performances are an important part of the school curriculum. Each year visiting performances are invited to the school. Performances are chosen to provide students with valuable, entertaining experiences. In a small school it is essential that these shows are supported by all. Fees for visiting performers are included in the yearly contribution. Other small schools and Glen Innes Preschool are regularly invited to join us for these shows.



SCHOOL NEWSLETTERS

A school newsletter is emailed to parents each week. If a parent prefers, a paper copy will be provided. This newsletter is valuable communication between school and home. Newsletters contain information about school events, P & C notes, the occasional permission note, additional notices and pamphlets may be attached. Extra copies are available from the office. The newsletter is also available on the school website. The school has a Facebook page which reminds parents of events and activities. A virtual newsletter is also put up on the Facebook page each week.

COMMUNITY AND PARENT INVOLVEMENT

Glen Innes West Infants School enjoys strong parent and community support. The P & C Association supports all school activities including organisation of special lunch days and events, and providing financial support for the purchase of resources and improvements to the school environment. Meetings are held after school on the second Thursday of each month and are advertised in our newsletter. All parents are invited to attend. New members are made to feel very welcome.

The school regularly runs programs to assist and support parents such as the Triple P Parenting Program and Playgroup. Our Little Possums Playgroup is run by a qualified teacher each Thursday morning from 9:30am until 11am in the meeting annex. A flag is usually placed by the gate to indicate that playgroup is on. Information about playgroup is also available on our Facebook page. We strive to form strong bonds with local pre-schools to ensure a smooth transition to school for all children.

UNIFORM

Girls

Purple polo shirt

Black shorts or skorts

Black or white socks

Black shoes

School jumper with logo

Black waterproof jacket (optional)

In cold weather black track pants may be worn.

Boys

Purple polo shirt

Black shorts

Black or white socks

Black shoes

School jumper with logo

Black waterproof jacket (optional)



All school uniform items (except shoes and socks) are available from the school and are sold to parents at cost price. Each new student receives a free polo shirt, shorts or skirts and hat upon enrolment. Please mark all clothing with your child's name to enable lost property to be promptly returned to its owner. At the end of each term unclaimed items of clothing will be donated to our clothing pool.

Students with pierced ears should only wear studs or sleepers. Students are encouraged to leave personal toys and belongings at home. On News/Show and Tell days these items should be clearly labelled and not taken to the playground. Playground equipment and toys for the sandpit are supplied by the school.

SUN SMART POLICY

The school promotes sun safety at all times. At Glen Innes West Infants School, children are requested to wear their purple hat every day. The "No hat, play in the shade" policy operates all year round. School hats are available at the school office. Students are requested not to wear multi-coloured hats and caps with advertising logos. Sunscreen is supplied for use when required.

RELIGIOUS EDUCATION

Scripture classes are conducted each Friday afternoon. Scripture teachers are volunteers approved and organised by the local clergy. Scripture instruction is provided in grade groupings. Teachers remain in classrooms during Scripture to supervise students.

LIBRARY LESSONS

Library lessons are held each week on Friday. Students are provided with a drawstring, fabric bag for borrowing library books on entry into Kindergarten.

Students should be encouraged to read and care for library books at home. After reading, put the book back into the library bag to return it to school. Library books are to share with children and are not necessarily books they can read independently. Reading to children is an integral part of developing a love of books and reading. Parents are welcome to visit the library. Awards for reading and borrowing are presented at the end of each year at our annual presentation day.

POSITIVE REWARDS SYSTEM

Good behaviour and work ethic is encouraged with a system of positive rewards. Students receive "Green Slips" for a range of desired behaviours. Green Slips accumulate and, when specific levels are reached, students receive special awards. "Red Slips" are issued for breaches of conduct. Parents will be contacted if a pattern of behaviour emerges or where serious breaches occur. This system is highly successful. Results have been tracked since its instigation in 2016 and demonstrate that the incidence of undesirable behaviours are significantly less in our school than in other like schools.

We look forward to working with you as your child begins their education journey in an environment where they will be known, valued and cared for.

Kindest Regards,
Lynn Starkey
Principal