

# Wudinna Area School



## Information Booklet



Government of South Australia

Department for Education and  
Child Development

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## INTRODUCTION

Welcome to Wudinna Area School which is in the Eyre and Western Region of the South Australian Department for Education and Child Development. Our school has Quality Learning and Quality Teaching as its main priorities. We provide a caring and safe environment for all students and look forward to your association with our school being an enjoyable, rewarding and satisfying one.

We believe that quality education is best achieved when teachers, parents and learners work together in partnership to achieve best possible outcomes.

### Wudinna Area School

|                     |   |
|---------------------|---|
| <b>Our Purpose:</b> | <b>Providing a supportive learning community where we achieve our personal best.</b>  |
| <b>Our Vision:</b>  | <b>Developing a community of lifelong learners in a complex and changing society.</b> |
| <b>Our Values:</b>  | <b>Respect, Honesty, Responsibility</b>   |
| <b>Our Motto:</b>   | <b>"We reach for the Highest"</b>   |

### SITE PRIORITIES

|   |   |
|---|---|
| <b>1. Focus on Learning</b>                               | Continuous improvement in literacy, numeracy and ICT          |
| <b>2. Student Wellbeing</b>                               | Effective teaching practices that Engage Students in Learning |
| <b>3. Pathways and Transitions</b>                        | Student Retention (Reception to Year 12)                      |
| <b>4. Organisational health and professional learning</b> | All staff supported in the delivery of high quality teaching. |

### HISTORY OF WUDINNA AREA SCHOOL

The town of Wudinna was surveyed in 1915 and proclaimed on 9 March 1916. The first school opened on the 11<sup>th</sup> September 1919 and was housed in the Institute building with an enrolment of eleven pupils. On 13 June 1927 a new school was opened on the present site. In February 1946, following the closure of a number of smaller schools in the district, the Wudinna Area School was opened. Of the 152 students attending the opening day, 32 were in the Secondary school and 120 in the Primary. Enrolments were in the 400s in the 1970s and 1980s. Our current 2018 enrolment is 212 comprising 52 secondary and 160 primary students.

## BELIEFS AND UNDERSTANDINGS

### ***We believe and understand that:-***

- All people are capable of growth and responsible action if treated with consideration, respect and openness.
- We should strive for a balance between academic learning and other aspects of a student's educational development. In particular, we believe in the development of literacy, numeracy, communication skills for social living and problem solving as priorities for each student.
- Students who know that their teachers and parents care for them, and whose feelings of self worth are nurtured, protected and encouraged to grow, are more likely to be happy, well adjusted and effective learners.
- The education of the students in the school will be most effective when staff, parents and students share common goals and are working together towards the same ends.
- If students are to perform well, staff and parents will need to have a high expectation of them, and faith in them. They will need to be encouraged and not criticised.
- The more links there are between school, home and community, the greater will be the educational gain for all concerned.

### ***How parents/care providers help nurture this partnership in learning***

These include:

- Getting to know the teacher of your child/children.
- Assisting in the life of the school at events (eg Swimming Carnival, Track & Field Carnivals, R-12 Presentation Night in Term 4, SRC events).
- Attending interviews with Class teachers (held in Term 1 & 2) or as requested by parent or teacher.
- Reading the fortnightly school Newsletter and other correspondence sent home from school as well as information on our school website ([www.wudinnaas.sa.edu.au](http://www.wudinnaas.sa.edu.au)) and Facebook page.
- Helping in the classroom with hearing reading or assisting with other activities.
- Attending Assemblies held at the beginning of the school year, mid term and last week of all terms.
- Remembering to sign in at the Front Office when you are coming into the school as a visitor or volunteer, or even dropping lunch to students - this is an WH&S requirement.
- Contacting the school on ☎86802263 if you have any general enquiries.
- Expressing any concerns or issues you have by contacting the classroom teacher either by phone or by making an appointment for a meeting. (See Grievance Procedure/Policy to assist you with working through any issues - we encourage a 'sooner rather than later' approach as this enhances timely solutions.)

## THE SCHOOL DAY

The yard is supervised from 8.30am until 3.30pm.  
 Students are not permitted on school grounds before 8.30am or after 3.35pm.  
 (No responsibility is taken for students on site before or after this time.)

|                      |                    |
|----------------------|--------------------|
| <b>8.55-9.05am</b>   | <b>Home Group</b>  |
| 9.05-9.50am          | Lesson 1           |
| 9.50-10.35am         | Lesson 2           |
| 10.35-11.20am        | Lesson 3           |
| <b>11.20-11.40am</b> | <b>Recess</b>      |
| 11.40-12.25pm        | Lesson 4           |
| 12.25-1.10pm         | Lesson 5           |
| <b>1.10-1.50pm</b>   | <b>Lunch</b>       |
| 1.50-2.40pm          | Lesson 6           |
| 2.40-3.25pm          | Lesson 7           |
| <b>3.25-3.30pm</b>   | <b>Home Group</b>  |
| <b>3.35pm</b>        | <b>Buses Leave</b> |

### *Siren Times*

## CURRICULUM

Students from Reception to Year 10 follow the Australian Curriculum in all subject areas.

The aim of Junior Secondary education is to provide a broad general education where students study a wide range of subjects before more specialist choices are made in Senior Secondary.

### Junior Secondary Subjects

| English                       | Mathematics          | Science                |
|-------------------------------|----------------------|------------------------|
| Home Economics                | Humanities           | Design & Technology    |
| Art                           | Pastoral Care        | Cert II in Engineering |
| Agricultural Studies          | Digital Technologies | Spanish                |
| Health and Physical Education |                      |                        |

## (Stage 1 & 2)

Students begin their SACE (South Australian Certificate of Education) in Year 10 with the Personal Learning Plan. In Year 11 students do Stage 1 and in Year 12 students do Stage 2 of the SACE.

The SACE provides choices to Senior Secondary students. Subjects may change each year according to student demand, student numbers and teacher expertise.

| Senior Secondary Subjects |                                     |                     |
|---------------------------|-------------------------------------|---------------------|
| English                   | Mathematics                         | Biology             |
| Food & Hospitality        | Personal Learning Plan              | Design & Technology |
| Textile Studies           | Art                                 | Physical Education  |
| Workplace Practices       | Information Processing & Publishing | Biology             |
| Research Project          | Business Studies                    | Community Studies   |

A handbook describing Senior Secondary curriculum choices and subjects is available.

## OPEN ACCESS/VIDEO CONFERENCING (Local Delivery)

Students can access subjects not offered face to face at this school via the Open Access College or by Video Conferencing from another school within the Partnership.

## MUSIC

Music lessons are provided by the Instrumental Music teacher for students in Year 7 and above. Instruments offered are Guitar and Drums - no lesson fee is charged, however, parents are responsible for hiring/purchasing of guitars and there is a \$20 annual fee towards upkeep of the drums. Music appreciation classes are offered to Year 5 students with the Instrumental Music Teacher.

## SPORT PROGRAMME

Wudinna Area School supports an extensive intra and inter school sports programme. It is built upon the philosophy of provision of opportunity for maximum numbers of students to involve themselves in an enjoyable way in the pursuit of achieving personal best.

Students are placed into one of three house teams

*Eyre - Blue      Sturt - Green      Gawler - Yellow*

All students from a family are placed in the same team. The initial allocation of a family to a team is based upon numbers and the aim of creating an even competition.

The teams take part in three regular intra school competitions: Swimming, Track and Field and Cross Country.



## EXCURSIONS CAMPS AND FIELD TRIPS

During the year we hold various one day (or shorter) excursions and camps of more than a day's duration. Parent consent is obtained when excursions involve cost and/or travel beyond the township of Wudinna. For excursions and camps of more than one day's duration, teachers organising the camp will provide you with information on:

- the purpose of the excursion or camp
- approximate cost
- a summary of the itinerary or main activities

Proposals for all class/year level camps are published in Term 1 of each year to allow parents to budget for the expected costs.

We encourage you to contact the school if you have any questions about a proposed field trip or excursion.

## SCHOOL FEES AND STATIONERY

- School Fees are determined annually by the Finance Committee and are approved by School Council.
- Fee lists are sent home in January (2018 Primary - \$250 and Secondary - \$320).
- Families may seek financial support towards payment of school fees by applying for Government Assistance. Some families can now be automatically approved for School Card. Please make enquiries directly to the School Finance Officer if you feel you may be eligible or want to know more about the scheme.
- Students are issued at the start of the school year with a basic set of stationery.
- Other items needed during the year are the responsibility of parents. The school Bookroom is open for sales from 8.45am - 9.05am each morning.

## ABSENCE FROM SCHOOL

- **All students are required to attend school from ages 6 to 17.**
- Students who are absent from school must either have an Absentee note, ring the school or have a note in their diaries from their parent/caregiver when they return giving a reason for the absence. This is required for attendance records.
- If a student is to be away for three or more days, it is preferred that the school is notified ahead of time and require a written note in their diary.
- For periods of long absence (eg family holiday) a letter requesting exemption must be sent to the Principal.

**Late arrival** - Students who arrive late to school are to check in at the Front Office to have attendance recorded. A Late Arrival Slip is printed, which students are to present to their subject teacher upon entering the class, and then to their Home Group Teacher (Secondary) at the following Recess or Lunch break.

## LUNCH ORDERS

School lunches are outsourced to the Wudinna Bakery. All students order lunches during class period using a lunch order bag (available from the Front Office in bundles of 40 for \$2.50). Class lunch orders are delivered to the Front Office by class monitors and are collected by Bakery staff. Lunches are delivered to the school at lunchtime.

## LUNCH AND EATING AREAS

- Primary teachers supervise students during the eating of their lunch.
- Secondary students may sit in corridors of secondary classrooms, quadrangle, pergola or lawns as appropriate.

## SCHOOL BUSES

- Buses deliver students to school from rural areas in the district.
- Bus drivers publish an annual timetable for families along the bus route.
- Families who travel more than 5km from their place of residence to the bus stop are eligible to apply for a Travel Allowance from DECD. Please ask for an Application Form from Front Office staff.



## SCHOOL UNIFORM POLICY

The school community has determined the School Dress Code Policy. *The wearing of the school uniform is compulsory.*

### **A General Procedure**

- The school uniform colours are black, white and red.
- Jumpers - Red with official WAS emblem (available from Front Office), or plain red.
- Jacket - black/red with official WAS emblem (offered on order only)
- Shirts/T-shirts - with official school emblem (available from Front Office), or plain white or red.
- Summer Dresses: Red check summer fabric with or without sleeves.
- Shorts/Long pants/Skirts: Plain black.
- Shoes/Sandals
  - Shoes must be closed
  - Sandals must have a back strap
  - No thongs.

It is acknowledged that at times it can be difficult to obtain unbadged clothing items. A small discrete brand name, in school colours, on black shorts or trousers is satisfactory as long as it is minimal and is not a fashion statement.

Common sense is required as it would be disappointing to purchase brand name items and then find they don't meet dress code requirements.

Uniform Order Forms (for items not kept in stock) are placed in the school Newsletter near the end of each term.

## **B Sports Clothes**

### **Physical Education Lessons (Secondary): -**

- Suitable attire for the current activity is expected.
- Secondary students are expected to change before and after PE lessons.
- Students should change into appropriate shoes for sports activities.
- Only non-marking shoes to be worn in Gymnasium.

### **Interschool Sports**

- Students are expected to wear appropriate sports clothes in school colours.

## **C Hot Weather Dress**

- At all times the school strongly insists that all students take appropriate precautions against skin cancer (eg clear sun screen lotion and hats). It is compulsory that broad brimmed or approved bucket hats be worn during all outside activities (including recess and lunch breaks) during Term 1 and Term 4.
- Students not wearing hats are required to stay in class porches, move to the Library or the Pergola area.

## **D School Dress and Safety**

- All school workshops and laboratories are covered by Government Regulation.
- In **Technical Studies** students with long hair may be required to wear caps or tie their hair back to prevent hair being entangled in machines.
- Safety glasses must be worn when operating machinery.
- Students will wear appropriate safety clothing and use safety equipment as directed by staff. The teacher will judge the suitability of footwear.
- In **Agricultural Studies** students are encouraged to change into appropriate clothing for safety and personal hygiene reasons.
- Correct use of safety clothing is required when operating machinery or handling pesticides.

## **E School Excursions**

Students to wear appropriate clothing for excursion as advised by the teacher.

## **F School Photographs**

Each year a school photographer visits the school (usually in Term 3). Parents have the option to purchase class, individual and family photographs. Dates/times are advised via the Newsletter.

## **G The School Dress Code is reviewed from time to time by Parents, Staff, SRC and Governing Council.**

### **PLEASE NOTE:**

Jumpers, T-shirts and bags are available for purchase from the Front Office of the school.

Second hand uniform articles are often available at Second Hand Rose located at the corner of Ballantyne Street and Naylor Terrace.

Opening hours (Term time only): Tuesday 11am - 5pm  
Wednesday 11am - 2pm  
Friday 11am - 5pm



# STUDENT USE OF MOBILE PHONES, ELECTRONIC DEVICES AND GAME CONSOLES AT SCHOOL

At Wudinna Area School we respect the right of all to learn and teach

1. R-5 students **do not** have permission to use Mobile Phones/Electronic Devices/Game Consoles (eg Nintendo DS, Sony Playstation Portable) at school.  
Primary bus students, however, may keep electronic devices and games in their school bags to use **only on the bus**.
2. Year 6/7 students **do not** have permission to use Mobile Phones/Game Consoles (eg Nintendo DS, Sony Playstation Portable) at school. Year 6/7 students may, however, use iPods /Mp3 players at school to listen to music in lesson time only at the teacher's discretion.
3. Secondary students **may use** Mobile Phones/Electronic Devices/Game Consoles (eg Nintendo DS, Sony Playstation Portable) during recess or lunch breaks.  
*However, it is expected that the use of a **mobile phone** be kept to a **minimum and limited definitely to emergency calls or calls/messages of high importance only**.  
Secondary students may use iPods/Mp3 players at school to listen to music **at the teacher's discretion**.*
4. Students are responsible for the safety and security of their Mobile Phone/Electronic Device/Game Consoles (eg Nintendo DS, Sony Playstation Portable) whilst at school (*referred to from here as 'devices'*). The school accepts no responsibility for replacing lost, stolen or damaged devices either at school or while travelling to and from school. Students lending devices to other students take full responsibility for the use of that phone/electronic device.
5. **All student devices must be switched off during lessons and in change of lesson periods.** Students expecting urgent incoming calls during these times need to have that contact made through the Front Office.
6. **Students failing to follow these simple rules will have their device confiscated for the remainder of the day in the first instance. Repeated failure to follow these rules will result in contact being made with parents/caregiver and the student losing their right to bring their device to school.**
7. **There is no reason for text messages to be sent during any lesson time and this will be treated as inappropriate use of a mobile phone in the same way as in Paragraph 6.**
8. **Students sending threatening or abusive text messages will have these matters attended to in line with the school's *Bullying and Harassment Policy* and this could lead to suspension or in serious cases, become a police matter.**

## GUIDELINES FOR GRIEVANCE PROCEDURES

### STUDENTS

All students are encouraged to use grievance procedures for any personal concerns or issues that they may wish to raise. These are in line with the school's *Anti-Bullying Policy*.

- Speak to the person bothering you. You may wish to ask a friend or trusted peer to support you when you do this.
- Speak to a teacher (eg Yard Duty teacher or one you have identified as a contact teacher).
- Speak to your Home Group teacher or Class teacher.
- Speak to the Principal or one of the Senior Leaders.
- Speak to your parents.

### General Matters

These can be raised at their regular class meetings or during Pastoral Care. Classes can put items onto the agenda of the Student Representative Council where it can be discussed.

Parents play an important part in the support network for their children. Guidance for students as to the most appropriate place to raise an issue is paramount.

### PARENTS

Guidelines for raising a grievance

- Raise the issue with the school, bearing in mind that there are many perspectives to an issue.
- Be prepared to provide specific information. Be willing to talk about your own child and the particular incident.
- Parents can use an advocate to assist them in raising an issue.
- All grievances need to be kept confidential by all parties.
- On occasion, you may seek support and guidance from friends to gauge their reaction. Whilst this is a natural reaction, seek guidance wisely.
- At all times it is important that relationships between students and their teachers are protected. Criticising a teacher in front of the student is counterproductive and can ruin a positive working relationship within the classroom.
- When a grievance is discussed, the student involved needs to be confident and reassured that the issue can be resolved at a school level.
- The school can only deal with issues that are raised in this way - hearsay concerns coming from other community members cannot be dealt with effectively.

## Personal Matters

Issues of this nature need to be raised in a confidential manner directly with the school. The first five steps should be actioned prior to moving on to Step 6.

- Step 1** Make an appointment with the classroom teacher concerned. *This allows the staff member to give their full attention to the issue and discuss issues confidentially.*
- Step 2** If the situation is not resolved, make an appointment with the Senior Leader, Primary (R-7) or Senior Leader, Secondary (8-12).
- Step 3** Make an appointment with the Principal at school if you are not satisfied with the situation. *Ensure they know the subject matter of the meeting when making the appointment to allow for informed discussion.*
- Step 4** Meet with the Principal to discuss the issues. *Contact will be maintained after the meeting to monitor the situation; further meetings may need to be arranged with the parent, teacher and Principal to achieve resolution; outside support agencies may need to be contacted to gather advice and useful strategies (eg Social Worker, Behaviour Management, etc)*
- Step 5** If the problem is still apparent, a further meeting will be organised between parents, Principal and staff member involved.
- Step 6** If after Steps 1-5 parents feel the situation is not resolved, approach the Central Eyre Partnership in Port Lincoln (phone 8682 0700) who will consider the situation and implement steps to deal with the issues.

## General Matters

Members of the Governing Council are prepared to raise general school matters as your representative. The Principal and staff can be contacted about general school matters during normal school hours. It may involve leaving a message.

## WELLBEING

Our school values of **Respect, Honesty & Responsibility** form the basis on how we interact with each other at school and as a whole school community. This means that all students have the right to learn and play and teachers have the right to teach in a safe, secure and happy environment.

With these rights come responsibilities both in the classroom and yard times. This school has a School Behaviour Management policy which has its basis on the positive recognition of appropriate behaviour and consequences of inappropriate behaviours. They are based on Treatment, Communication, Movement and Safety and are aligned with our 'anti bullying' policy, both inside and outside the classroom.

Whole school rules are reviewed regularly by staff, students and parents.

Responsibilities and rules in classes are negotiated between students and Home Class Teachers at the beginning of each school year.

Parents are welcome to discuss Class Rules with teachers.

Consequences for inappropriate behaviour include reminders, time out and withdrawal. Student Counselling is an important part of our Student Behaviour Management process.

## GOVERNING COUNCIL

### **The Role of the Governing Council**

Our schools and preschools are at the heart of our communities and benefit from a long standing tradition of parental and community involvement in education and care. This experience forms the foundation for the continuing community participation in education and care in this state.

The primary role of the Governing Council is the enhancement of students' learning through the cooperative efforts of parents, students, staff, and others in the community.

## SRC (Student Representative Council)

The Primary and Secondary SRC consists of two representatives from each Home Class. The Year 6/7 class has four representatives. Each member serves for the period of the school year. Reception to Year 5/6 class have two representative per Semester. The aims of the SRC are:

- to promote student voice and the interests and welfare of the students of the school
- to provide experience in democratic meeting procedures
- to provide an avenue for students to participate in the decision making in making the school a meaningful and enjoyable place to learn and socialise.