



# Dowerin District High School

an INDEPENDENT PUBLIC SCHOOL

## STUDENT and PARENT HANDBOOK



Dowerin District High School: inspiring students to be socially responsible and resilient community members who strive to be the best they can be.



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## SCHOOL OVERVIEW

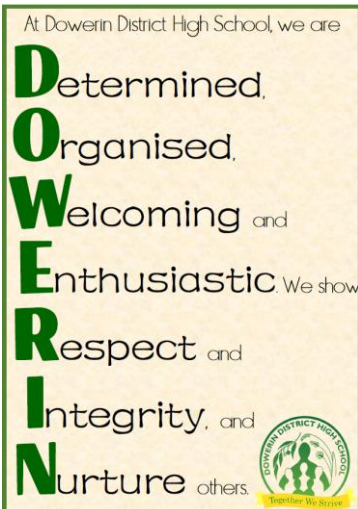


Dowerin District High School is an Independent Public School located in the Central Wheatbelt, 156km north-east of Perth. It offers an engaging educational program, catering for individual needs, to approximately 140 students from Kindergarten to Year 10. Students hail from surrounding farms and the town, with several students also coming from the nearby town of Goomalling. The school is part of the Inland Lighthouse Network of schools. The nineteen schools in this Wheatbelt network collaborate to ensure improved access to resources and expertise for each school which will, in turn, build the capacity of staff and enhance the learning outcomes for all students K to 12.

Experienced teaching staff (full and part-time), education assistants and a Student Wellbeing Officer support class sizes which are relatively small with individual student needs are well catered for. The school prides itself on multi-age activities, learning opportunities and celebrations: the whole school sits together for lunch and recess, participates in whole school literacy and sporting activities as well as special days (such as Cultural Awareness Day and various charity days), and meets as one for assemblies. Established for over 100 years, Dowerin is a well-equipped and resourced school which caters for the diverse interests and abilities of our students.

Dowerin DHS virtues form the basis for expectations of students at the school; a stimulating and inclusive environment which helps students develop the knowledge, skills and values to enable them to fulfil their potential and be valued citizens.

Dowerin is predominantly a farming community (wheat / sheep). Small business operators - agricultural and retail, together with government services (education, shire, police, and community health) support approximately 700 residents.



## SCHOOL CONTACT DETAILS



**PRINCIPAL:** Mrs Barbara Garner

**DEPUTY PRINCIPAL:** Miss Christiana Paterson

**MCS:** Mrs Nadia Lee (Finance)  
Mrs Emma Wright  
(Human Resources)

**SCHOOL OFFICER:** Mrs Michelle Bear  
Mrs Emma Wright  
Mrs Melissa Stone

**TELEPHONE:** 9631 4400

**ADDRESS:** 35 Memorial Avenue  
Dowerin WA 6461

**EMAIL:** [Dowerin.dhs@education.wa.edu.au](mailto:Dowerin.dhs@education.wa.edu.au)

**WEBSITE:** [dowerindhs.wa.edu.au](http://dowerindhs.wa.edu.au)

**OFFICE HOURS:** 8.30am - 3.30pm  
(although there are usually staff in attendance outside those times)

## 2024 STAFF



### Class / Form Teachers

Kindergarten/Pre-Primary	Miss Charlotte Huggins
Year 1	Miss Alice McGregor
Year 2	Mr Ian Davidson
Year 3/4	Miss Shenae Cail
Year 5/6	Mrs Kate Petchell
Year 7	Miss Stephanie Hibbitt
Year 8	Miss Amy 't Hart
Year 9	Miss Emma Grant
Year 10	Mr Aron Hall

### Support and Specialist Teachers

English	Miss Amy 't Hart
Science/STEM	Miss Stephanie Hibbitt
Maths/Digital Technologies	Mis Emma Grant
Humanities	Mrs Kym Metcalf
Phys Ed/Technologies	Mr Aron Hall
Visual Arts	Miss Meagan Howe
ECE Phys Ed and Support	Mrs Linda Quartermaine
AUSLAN/ECE Support	Mrs Kristel Couper
Mentoring / Literacy	Mrs Kylie Avery

# GENERAL INFORMATION



## FACILITIES

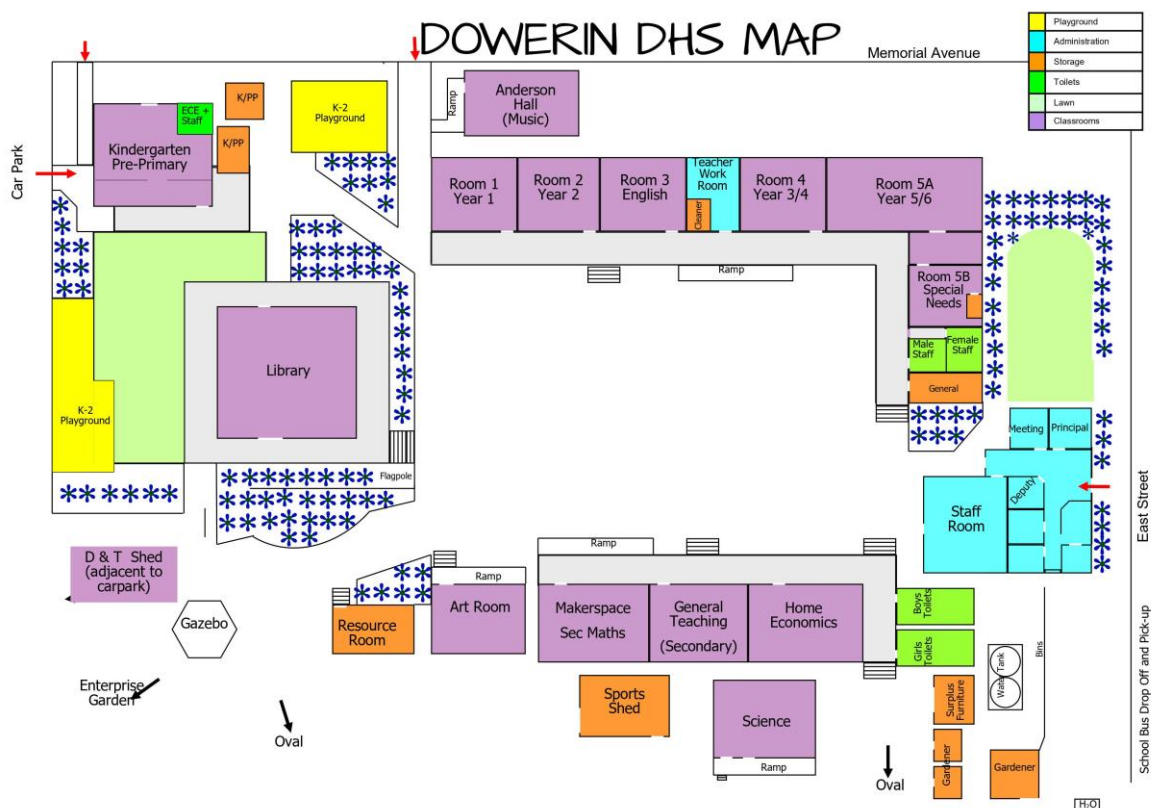
Dowerin District High Schools offers an extensive range of well equipped, purpose-built facilities to support all areas of learning. These include:

- A well-resourced Early Childhood facility with two playgrounds and grassed area.
- Science Laboratory
- Home Economics room (completely refurbished in 2016)
- Specialist Design and Technology Workshops (woodwork and metal work) completed in 2021.
- Anderson Hall; music and performing arts area (a heritage listed building)
- Visual Arts room refurbished in 2021
- Library
- Interactive whiteboards in every teaching classroom.
- Class sets of laptops (from Year 3-10) and iPads (25) with wireless internet connection and printing
- Enterprise garden; shade and hot house, vegetable garden and chook yard
- Undercover area housing lunch benches
- Quadrangle; basketball /netball court, four-square and variety of game boards
- Well maintained gardens and oval, with gazebos

We also have a close partnership with the Dowerin Shire, who allow the school to access facilities at the adjacent **Dowerin Community Centre**. These facilities include:

- Cricket nets
- Tennis courts
- Bowling green
- Oval
- Indoor netball and basketball courts
- Badminton courts

## SCHOOL MAP



## SCHOOL TERM DATES - 2024

Term 1	31 <sup>st</sup> January – 28 <sup>th</sup> March
Term 2	15 <sup>th</sup> April – 28 <sup>th</sup> June
Term 3	15 <sup>th</sup> July – 20 <sup>th</sup> September
Term 4	7 <sup>th</sup> October – 12 <sup>th</sup> December

### **KINDERGARTEN STUDENTS**

**Semester 1:** Kindergarten students attend school for a full day on Monday and Wednesday.

**Semester 2:** Kindergarten students attend school for a full day on Monday, Wednesday and Thursday.

Make sure you read the newsletter and annual calendar carefully as the school has several 'School Development Days' when students are not required to attend.

## SCHOOL HOURS AND BREAKS

	Period 1	Period 2	RECESS	Period 3	Period 4	LUNCH	Period 5	Period 6
Arrival after 8.30am	8.55am	9.50am	10.40am	11.00am	11.50am	12.40pm	1.15pm	2.10pm
	–	–	-	-	–	-	–	–
	9.50am	10.40am	11.00am	11.50am	12.40pm	1.15pm	2.10pm	3.00pm

**ARRIVING AT SCHOOL:** At the commencement of the school day (8.30am), students are expected to present to their classes and get ready for the day. The expectations may vary from class to class. Your child's teacher will inform you of these. Once ready, students may play in the quadrangle until the siren sounds. Students should arrive at school after 8.30am and should leave upon the final siren at 3.00pm. Permission must be sought from the Principal or Deputy to attend outside these hours.

**PARKING:** There is a designated parent car park at the eastern end of the school on Memorial Avenue. When driving, parents are encouraged to use this drop off and pick up zone. There is also parking on East Street outside the administration building.

**BUSES:** Students who live out of town can apply to access School Bus Services by going online to <http://www.schoolbuses.wa.gov.au/>. Go to the '**Parents**' tab, '**Online Forms**' then '**Application for Transport Assistance**'. Complete the online form and you will be notified when the service is available for your child to use. If you do not have internet access at home, the school can assist you to apply.

**RECESS and LUNCH:** Children are encouraged to store their lunch in fridges that are provided in each classroom. Please be mindful when choosing your child's lunchbox as overly large containers can make it difficult to find room for everyone.

All students, from Kindergarten to Year 10, sit at assigned tables in the undercover area to consume food during recess and lunch breaks. Secondary students may choose to sit on the library veranda for lunch. Students are encouraged to display good table manners. We promote healthy eating at school and request that your child brings healthy and nutritious food. This helps them to function at their best during the school day. Specific direction about recess snacks is given to Kindergarten and Pre-primary students. We are an '**allergy aware**' school and request that you do your best not to send high allergen foods such as nuts since there are students who have anaphylactic reactions to this allergen.

Once they have consumed food at recess time, students seek permission from the duty teacher to leave the area for play. Students are required to remain seated for the first 15 minutes of the lunch break. When 3 duty teachers are present, students may ask to be excused to go and play. There are duty teachers supervising the separate play areas during breaks. One teacher supervises the children during the first 15 minutes of the lunch break.

At the conclusion of each break, students are given a two-minute warning (music plays) during which time students are expected to go to the toilet and get a drink. By the time the music finishes, student are expected to be lined up at their classes ready to learn.

Sports equipment is available for students to use during recess and lunch breaks. This is available from storage baskets in the quadrangle and at the sports shed on the oval.

## **LUNCH ORDERS**

Lunch orders are provided through the Bear Pantry Café using the Spriggy Schools App.

To place orders parents need to:

- Download the “Spriggy Schools” App
- Register your details
- Create a profile for your student/s

Orders are open on the App until 9.30am and will not be processed after this time. Late orders can still be made at the Café in person until 10.30am.

**Please note:** The Department of Education and this school’s Healthy Eating Policy strongly encourages healthy food. This helps children to grow and develop, concentrate, and have the energy to participate in physical activity.

### **LOTS**



### **SOMETIMES**



### **RARELY**



## **COMMUNICATION**

Good communication is vital to ensure parents and the school work positively together to maximise the educational opportunities for students and ensure their social and emotional wellbeing. To be effective, communication must be two-way, regular, open and honest. The school attempts to communicate with parents in a variety of ways and we do our best to keep you fully informed of events and activities happening at the school. If you have questions or concerns, we urge you to address these promptly by contacting the appropriate staff member (teaching or non-teaching). The Principal and Deputy Principal are happy to meet with you at any time, provided they do not have a prior appointment or are teaching. To ensure your suggestions or concerns are addressed thoroughly, an appointment is advisable. These can be made by contacting the office.

### **SCHOOL SNIPPETS**

Each fortnight **Snippets** are included in the local paper, *The Dowerin Despatch*. The Snippets feature “What’s On” and showcases what has been happening around the school. This is available on the school website and also shared through *Spacetalk Schools*.



### **SPACETALK SCHOOLS AND SCHOOL WEBSITE**

School information will be communicated via the *Spacetalk Schools* app so it is important you install this app on your phone. Urgent or very important information will also be emailed. You can also use the *Spacetalk Schools* app to notify the school of absences, to download Snippets and other important forms. You can download the app from the App Store and it is available on Apple Devices or on Android. The website is available at <http://www.dowerindhs.wa.edu.au/>

### **CLASS COMMUNICATION**

Teachers use a variety of means to keep parents informed of classroom news and events, and individual classroom teachers will inform you of the methods that will be used. All primary classes use Seesaw as their primary means of communication.

**COMMUNICATION WITH TEACHERS** – Teachers are readily contactable by email. Parents are encouraged to make direct contact with classroom teachers to deal with matters of concern. If you require a face-to-face meeting, please make an appointment through the front office and advise us of the matters you wish to discuss prior to the meeting so we are able to address the issues promptly and professionally. Any parent wishing to discuss concerns regarding their children with the school Principal or Deputy Principal will, in most instances, be expected to have addressed the concerns with the teacher first.

**MESSAGES** – Occasionally situations arise where parents need to give their children messages during the school day. This can be facilitated through the front office but we request this is done as a **last resort**. Please be aware the office cannot be left unattended so, while we will do our best to pass messages on in a timely manner, requests of this nature which are made at the end of the school day can be difficult to manage. Changes to bus routines should also be communicated with the bus driver.

**PARENT CONTACT INFORMATION** – It is **vital** the school has current contact information at all times. This is extremely important in times of medical emergencies. This includes all parents/carers and emergency contacts; home and mobile phones and addresses. If your contact details change at any time, please contact the school immediately to update your information.

## **FINANCIAL INFORMATION**

Parents and guardians are asked to contribute financially to their children's education. This contribution will be in the form of contributions and charges. Parents may also contribute positively to the school finances by supporting P & C fundraising events.

### **CONTRIBUTIONS AND CHARGES**

Parents are notified several weeks before the commencement of the school year of financial requirements for their children. These fall into two categories:

**Voluntary Contributions** are monies collected from parents to supplement school expenditure in the curriculum learning areas. While the contributions are voluntary, the quality of our teaching and learning programs will be maximised when each family makes its contribution to the cost of supplementing funding gained from other sources, including the State and Commonwealth governments.

**Charges:** These are costs children/parents MAY be asked to pay over the school year. Payment is only required when a child engages in an activity (such as a school camp) or purchases an item (like the School Year Book). The school will notify parents if payments are required.

Payments to the school may be made via direct deposit to the Westpac Banking Corporation. Account details are: **BSB** 036-608 **Account** 330125

## **SCHOOL CALENDAR**

School events are communicated to parents on the Annual and Term calendars. Updates are also given in each school newsletter. Annual events include:

### Term 1

- Parent Information Evening
- In-term swimming lessons
- Faction Swimming Carnival
- Interschool Swimming Carnival
- NAPLAN (previously Term 2)

### Term 2

- Primary Winter Carnival
- Secondary Winter Carnival
- Faction Cross Country
- Faction Talent Quest
- Formal School Reports

### Term 3

- Interschool Cross Country
- Dowerin Field Days
- Faction Athletics Carnival
- Interschool Athletics Carnival

### Term 4

- Book Fair
- FIRST Lego League
- Formal School Reports
- Presentation Evening

## **SMOKE FREE**

Please note the school site is a smoke free environment (including e-cigarettes) and smoking at school events outside the school is strongly discouraged.

## **FACTIONS**

There are two school factions: Forrest (green) and Stirling (gold), named after explorers Sir John Forest and Sir James Stirling. When children are enrolled at school they are allocated to a faction. Immediate families will be allocated to the same faction. Parents are very welcome to attend all faction and interschool carnivals. Students compete for their faction to earn points towards winning the annual faction trophy named the **Stirrest Cup**. Points are earned for success and participation in faction sporting

carnivals and lunchtime events, academic and artistic competitions, playground behaviour and merit and virtue certificates.

## **SCHOOL PHOTOS**

Formal student and class photographs are taken every year. They are usually taken by Midland Photography in Term One. Information about the purchase of these is made available early in the school year.

Many other photos are taken during the school year at specific events and in the classroom, and some are used in school and community publications. Photos will not be published unless parents have agreed by signing the appropriate consent form upon enrolment or at the start of each year.

## **ASSEMBLIES and CELEBRATIONS**

### **Friday Afternoon Assemblies (Weekly)**

Brief assemblies are held every Friday afternoon at 2.50pm in the undercover area. The purpose is to reflect on the past week, highlight upcoming events and acknowledge student achievements. Merit certificates are awarded for achievements, Behaviour and Good Standing Raffles are drawn and winning students have the opportunity to select from prize choices. Parents are welcome to attend these assemblies.

### **Parent Assemblies (1 per term, depending on other events)**

There are parent assemblies held each term in the Undercover Area. They are hosted by the Student Leadership Team and feature a selected class. The purpose of these assemblies is to showcase student work and acknowledge student achievement. They also provide a fantastic opportunity for students to develop public speaking skills. Merit Certificates and Virtue Awards are presented at assemblies. Parents will be notified through the front office if their child will be receiving an award at assembly. Recipients of certificates and awards earn points towards their faction.

### **Presentation Evening (Last week of School)**

This event celebrates the achievements of the year. It is usually a reasonably short evening; student achievement is acknowledged with the presentation of academic and endeavour awards, graduating students are acknowledged, staff who are leaving farewelled and there is a broad reflection of achievements from throughout the school year.

## **PARENT INVOLVEMENT IN THE SCHOOL**

There are many opportunities for parents to be involved in the school. These include:

- Class rosters (see your child's teacher)
- Parents and Citizens Association
- School Board
- Attending sporting carnivals
- Working Bees
- Incidental requests such as assistance with resource preparation on a needs basis

If you would like to be involved, but are not sure how you can be, please see your child's teacher or pop in and speak with the Principal or Deputy Principal. Please be aware that when you enter classrooms the privacy of the teacher's desk and other students' equipment should be respected, and siblings should be well supervised. At times, it will not be appropriate for siblings to accompany parents. Please check with the person supervising the activity.

## **SCHOOL BOARD**

The role of the School Board is to set the strategic direction for the school and maintain oversight (not management) of the school's operation. The expertise of the Board assists the school to achieve the best outcomes for students. Parents, staff and community members serve on the School Board. The Principal is a mandated member of the Board and the Registrar (finance) is a co-opted member. Board tenures are for three years. The Annual General Meeting is held in Term 4. The Chair of the Dowerin District High School Board is **Peter Crippen**.

## **PARENTS AND CITIZENS ASSOCIATION**

The P & C meets once per term: usually the third Tuesday of each term at 3.30pm at the Dowerin Community Club. All other parent committees come under the auspices of the P & C Association. These include the Sports Committee and Grounds Committee. **Parents and interested community members are welcome, and encouraged, to attend.** The P & C:

- Provides a forum to discuss issues pertaining to the school and its community



- Coordinates fund raising to provide extra school resources, amenities and support for major student activities such as camps.
- Encourages parent participation and involvement in the school, across all year levels.
- Coordinates the supply and dispensing of school uniforms.

**President:** Ebony Gard  
**Vice-President:** Adam Metcalf  
**Secretary:** Shea Donegan

**Treasurer:** Jo Holberton  
**Uniform Coordinator:** Michelle Bear

## STUDENT WELLBEING



### ACCESSING STUDENTS AND THE SCHOOL

Parents and carers are very welcome to accompany their children to classrooms before school and meet their children at classrooms at the conclusion of the school day. At all other times parents, along with other visitors to the school, must report to the front office and sign in. There is opportunity for parents to be part of 'before school' activities, especially in the early years; helping with reading rosters, doing puzzles and playing games with their children.

### BICYCLES, SKATEBOARDS AND SCOOTERS

Bicycles, skateboards and scooters must not be ridden in the school grounds. All modes of transport should be placed in the racks near the Memorial Avenue entrance. Helmets are mandatory. Students are responsible for all equipment and should harness their property with an appropriate locking device. The school cannot accept responsibility for lost or stolen bicycles, skateboards, scooters or helmets.

### BEHAVIOUR EXPECTATIONS

At Dowerin District High School, we are

**D**etermined,  
**O**rganised,  
**W**elcoming and  
**E**nthusiastic. We show  
**R**espect and  
**I**ntegrity, and  
**N**urture others.

Dowerin District High School expects a very high standard of behaviour from students at all times. Playground and classroom expectations are clearly stated to students and reflect the school virtues. Our approach to school discipline is **restorative** in nature; focussing on reflection of behaviours and restoring relationships with others.

We strongly believe that displaying excellence in key virtues is an important life skill. We have adopted an acronym (displayed in the poster to the left), that matches our school ethos and forms the basis for student behaviour expectations.

Virtues are explicitly taught throughout the school, and students regularly displaying these virtues are recognised at formal parent assemblies which occur each term.

The school's Good Standing Policy sits with in the Behaviour Management Policy. If students have 5 instances within a fortnight where their do not meet school expectations, they will lose their Good Standing. They may also lose their Good Standing for an event which is considered significant. This is at the discretion of the administration team. Students with Good Standing are rewarded with a variety of extra 'fun' activities. Students without Good Standing will spend these times reflecting on how they can adjust their behaviour to meet school expectations.

Teachers develop classroom expectations with students at the commencement of each school year. These are clearly displayed in classrooms. Behaviour breaches are dealt with restoratively.

In the playground, students across a variety of ages play together. The junior primary play areas are limited to children younger than Year 4. Students from Pre-Primary to Year 10 may freely access the

quadrangle and oval. Each area is supervised at all times and students are expected to respect the games and abilities of others; playing appropriately and with consideration of the group they are interacting with.

## BREAKFAST CLUB

Breakfast Club operates on Monday and Thursday mornings in the Home Economics room. All students are welcome and no prior notice is required. It opens at 8.15am and last breakfast is served at 8.40am. A healthy breakfast is provided so students are 'fuelled up' and ready to make the most of their day. Improved punctuality, a sense of community and belonging, social development and peer relationships are some of the many benefits for those students who attend. Parents are very welcome to volunteer to come and assist. If you would like to be involved, please contact the school.

## DRESS REQUIREMENTS

Dowerin District High School prides itself on the appearance of students. Uniform orders can be placed through the front reception. Students must be in full uniform every day except for specified free dress days. The Uniform Policy is included with your enrolment documents but, in summary, the uniform is:

- Plain black 'bottoms' –pants, shorts, skorts or skirt (all of modest length)
- School polo shirt. Student may wear black or grey undershirts in cooler weather
- School jacket
- School polar fleece jumper
- School hat – full brim
- Black scarf
- Shoes – preferably covered, but must be secured at foot and toe.
- Jewellery – discouraged; only minimal conservative jewellery permitted.
- Make-up is not to be worn by primary school students. Secondary students may wear minimal make-up.



## **NO HAT NO PLAY**

The school has a strict 'Sunsmart' policy. Students are required to wear a hat during all outdoor activities throughout the school year.

## ATTENDANCE

All absences are entered into our attendance management system by 9.15am. An automated message will be sent to parents whose child is absent without explanation. An absence can only be considered 'explained' (R), if the school has had notification from a **parent or guardian** and the reason is acceptable.

Explaining absences can be done via;

- A letter or note in the student's homework diary.
- Phoning the school **9631 4400**.
- Email to the classroom teacher, Deputy and/or Principal.
- SMS: Replying to the automated message sent.
- Via the *Spacetalk Schools* app.

The *School Education Act* requires **absences to be explained within three days**.

Once students arrive at school they are not permitted to leave school grounds without seeking approval from the Principal or Deputy Principal.

**Late Arrival:** Students arriving to school after 8.55am must report to reception to receive a late note **before** going to class.

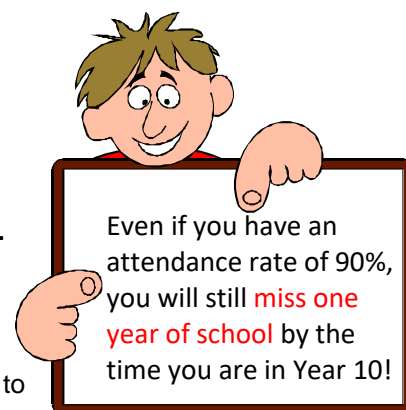
It is compulsory for students to attend EVERY school day if there is no valid reason for absence. This includes all school events.

## EMERGENCY PROCEDURES

The school has clear procedures for staff to follow should there be an emergency which causes either an evacuation or lock-down. If such an event occurs, parents will be notified as soon as it is safe to do so. Throughout the year, students will be given the opportunity to practise these procedures during planned drills.

## ELECTRONICS DEVICES AND MOBILE PHONES

Dowerin District High School **does not permit** students to use or possess electronic devices or mobile



Percentage of School Attended	Educational Standing
90-100%	Not at risk
80-89%	Indicated educational risk
60-79%	Moderate educational risk
Less than 60%	Severe educational risk

phones on the school property. Devices must be checked-in to the front office at the start of the day and collected at the end of the day when students are released. Students who do not comply with this policy will have the electronic device confiscated and parents will be required to collect it from the school. A copy of the *Electronic Device & Mobile Phone Policy* is included with your information pack.

## **MEDICATION**

Should students be required to take medication during the school day, either on a regular basis or for a short term illness, the school must be advised. The school will support the safe storage of the medication. If staff are required to assist children to take medication, appropriate paperwork must be completed. This is available through the front office.

Please do not send medication to school in your child's lunchbox without informing the class teacher or office.

## **ALLIED HEALTH and COUNSELLING SERVICES**

A range of allied health and counselling services are available to support positive outcomes for students. Requests for students to see these professionals are made by the school and in consultation with parents. Referrals are recommended when these agencies can assist children to better engage in their education or there is a concern for the child's social and emotional wellbeing.

### **SCHOOL PSYCHOLOGIST**

School psychologists help schools meet the social, emotional, learning and behavioural needs of students. They work with students, parents and the school to identify and change target behaviours and address learning difficulties. A school psychologist attends Dowerin every fortnight. Parental consent is required for students to consult with the psychologist.

### **OTHER COUNSELLING SERVICES**

The school is able to support parents to access other counselling services should their, or their child's, needs be outside the scope of the services the Department of Education provides. This includes Wheatbelt Agcare and Wheatbelt Mental Health.

### **STUDENT WELLBEING OFFICER (SWO)**

The Student Wellbeing Officer, Mrs Jarna French, is at school from Wednesday to Friday and provides emotional support for students, parents and staff. The SWO provides many opportunities including lunch time activities for students to catch up with her and discuss a variety of topics. If students or parents would like to meet with the SWO please contact the Principal or Deputy Principal.

### **SCHOOL HEALTH NURSE**

The school health nurse comes fortnightly; carrying out testing and administering immunisations as required by the Health Department. She is also available to discuss individual health matters with students and parents and also works with teachers to deliver medically and developmentally related curriculum.

### **ALLIED HEALTH**

**Occupational and Speech Therapists** work with the school and parents to support identified students' development in these areas. Class teachers may, in consultation with parents and the Principal, refer children to these agencies. In some cases, students are already under the management of these agencies when they are enrolled at school. If this is the case, services are continued and supported at a school level to maximise positive outcomes for students.

## **STUDENT ILLNESS, INJURY and INFECTIOUS CONDITIONS**

While it is important for students to attend school every day, when they are unwell they should stay at home. This helps to limit the spread of infectious illnesses and shortens the recovery time.

### **ILLNESS AT SCHOOL**

If a student falls ill at school, parents / emergency contacts will be contacted and requested to come and collect their child.

### **INJURY AT SCHOOL**

Students are encouraged to be active during play times and from time to time minor injuries occur. If appropriate, these are treated at school and the child is encouraged to return to class. In the case of injuries to the head, parents are contacted as soon as possible. If more serious injuries occur, the ambulance will be called. Many staff have completed First Aid training and all staff have completed specific asthma and anaphylaxis training.

## **INFECTIOUS DISEASES**

The Health Department has strict guidelines for the management of infectious diseases. Students who contract such a disease may be excluded from school for a period of time. All parents will be notified if such a disease is evident at school.

## **IMMUNISATION**

Parents are required to provide their child's immunisation records when they enrol their child/ren. The Western Australian school-based vaccination program provides Year 7 students with free vaccinations against hepatitis B, diphtheria, tetanus, pertussis, varicella-zoster and human papilloma virus.

## **NITS**

It is not uncommon for outbreaks of nits to occur, particularly in the younger years. If a child has nits they will be excluded from school until they are treated. It is advisable to check your child's hair for nits regularly, especially if you are notified that there is an outbreak in your child's class. To minimise the risk of nits, ensure your child's hair is tied back whilst at school.

## **LEAVING SCHOOL GROUNDS**

Students may not leave school grounds during the day without permission from the school and a parent. Students who have to leave to attend appointments must be signed out by a parent at reception where they will be issued with a Leave Pass.

# **CURRICULUM and LEARNING ENVIRONMENT**

The school delivers the Western Australian Curriculum. This, and the associated assessment outline, sets out the curriculum, guiding principles for teaching, learning and assessment and support for teachers in their assessment and reporting of student achievement from Kindergarten to Year 10. The Western Australian Curriculum for English, Mathematics, Science and Humanities is the same as the Australian Curriculum. The Expected Standard for student achievement is consistent across the state.

## **SPECIALIST and OTHER SCHOOL BASED PROGRAMS**

**Science:** A specialist science teacher delivers Science from Years 4 to 10, and works with Early Childhood teachers to develop teaching and learning programs. Most classes are conducted in the Science Laboratory where they have access to specialist equipment. Renowned 'Primary Connections' resources are also utilised. Students may also be selected to be part of the Inland Lighthouse Network Year 6 Science Extension Camp.



**Physical Education:** All students in the school are taught Physical Education by a specialist teacher. Participation in swimming, cross country and athletics carnivals are highlights of the year.

**Music:** All primary students are taught by a music specialist once a week.

**Stephanie Alexander Kitchen Garden Program:** The school has an extremely well developed garden area which comprises of a shade house, hot house, vegetable garden, orchard and hydroponic equipment. The Year 5/6 students engage in the SAKGP, learning about food on its journey from the 'paddock' to the plate. This facility is available to all students in the school.

## **Literacy Pro**

Literacy Pro measures each child's reading ability using a fast, adaptive online test. Once a level is determined, students select books from the library which are appropriate to their reading level and interests. Students complete online tests after reading each book and are given instant feedback. Teachers are also able to access valuable information about student reading and comprehension which enables them to support student learning.

## **Work Experience**

Students in Year 10 may be invited to participate in a work experience program. This is determined on a case by case basis with the major consideration being impact on student learning and future career pathways. This privilege will only be afforded to students who consistently demonstrate the Dowerin Virtues.

## **STUDENT REQUIREMENTS**

Students are expected to bring all items listed on the Personal Requirements list to school at the commencement of the year. Some of the consumable items may need to be replenished. Parents are notified of the list at the end of the previous year after it has been approved by the School Board, or upon enrolment.

## **HOMEWORK**

Homework is a valuable means of consolidating and reinforcing what has been taught in class. At the younger levels it will include oral reading, spelling and some mental maths. As students get older the complexity and time spent on homework will increase. A regular home routine and appropriate, quiet study environment supports students to complete this work. Parents are made aware of homework expectations through class newsletters, parent-teacher meetings and occasionally other forms of communication. The detailed *Dowerin DHS Homework Philosophy* is available for parents on the website or through the front office.

## **SCHOOL and LIBRARY BAGS**

Students from Pre-primary to Year 10 are encouraged to purchase the Dowerin District High School backpacks. These bags are sturdy and high quality, and provide appropriate harnesses to minimise the load on students. Bags are available through the uniform coordinator by contacting the front office.

Students regularly access the school library and it is important they have a bag that will keep their library book in good condition when travelling to and from school. School library bags are available at the front office.

## **TRANSITION PROGRAMS**

Students are supported to transition from one phase of schooling into the next through a range of activities and events. Throughout the year there are ongoing opportunities for students to mix across all ages and develop relationships with students from other phases of schooling.

**Kindergarten Entry:** Playgroup children and parents attend the school on at least four occasions throughout the year to participate in activities with Kindergarten and Pre-primary students. In addition, the school runs a 3 year old Kindy Readiness Program in Semester 2 for two hours each week. In Term 4 of the year prior to children attending Kindergarten, parents are invited to an information session with the Kindergarten Teacher and allied health professionals. A handbook specific to Kindergarten is provided.

**Transition to Pre-primary and Year 1:** Late in the school year, Kindergarten students spend the day with Pre-Primary students doing 'Pre-Primary' work and are permitted to play on the oval and in the quadrangle during break times. During the same day, Year 1 students join with Year 2 students for activities.

**Primary School to Secondary School:** This transition program is modified annually to support students in Year 6 and their transition to secondary schooling. They attend activities in the high school setting with the Year 7 students. At the conclusion of this day, students have access to the secondary verandah for the remainder of the year so they can freely mix with the secondary cohort.

## **INCURSIONS and EXCURSIONS**



There are a number of planned incursions and excursions throughout the year. Attendance at these events is very important since they are linked to the teaching and learning programs and significant work is done in class to support what is learnt. Some of these are whole school activities while others are only relevant to groups of students (such as camps).

The Dowerin Field Days excursion is a fantastic example of a whole school excursion to a community event. Older students are given the opportunity to participate in Work Experience and all students engage in excursion activities which support prior learning at school. In fact, the 'Field Day Activity Trail', developed by teachers at our school, is now professionally published and available to all who attend the Field Days.

## **INFORMATION, COMMUNICATION AND TECHNOLOGY**

### **Laptops and iPads**

All students in Year 4-10 have 'one-to-one' access to laptop computers. The care of this equipment is very important. Students should ensure that laptops are carried between classes appropriately (with the lid closed and held with two hands) and that any damages or software problems are reported immediately. The school has 25 iPads that are used, primarily, in Early Childhood education.

## CONNECT

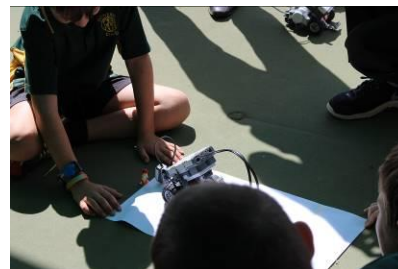
Connect is an online learning environment supported by the Department of Education. It is used in some classrooms as a teaching and communication tool.

### Interactive Whiteboards

All classrooms in the school are fitted with interactive whiteboards. These boards are used on a daily basis to enhance the teaching and learning program.

### Digital Technologies and ICT Capabilities

The school has a variety of digital and technology based resources which are continuously being reviewed and updated to ensure we stay as 'current' as possible. We focus on STEM education, particularly incorporating the Digital Technologies aspect of the Technologies curriculum. We also capitalise on the Department of Education Technologies Kit which contains a variety of digital technologies resources including three iPads with coding apps, *Dash and Dot Wonder Packs*, *Osmo Starter Kits*, *Makey Makey* robots, *Spheros*, *Edison Robots*, *Jaycar electronics kits* and a *Wearable Tech group pack*. The use of these resources within the Digital Technologies curriculum will continue to develop as we look to expand our expertise by working with schools across the network.



## ASSESSMENT and REPORTING

### FORMAL REPORTS

Formal Reports are issued electronically to parents at the end of each Semester. These include information about a child's achievement and progress, requests for parent / teacher interviews and attendance data. Please note requests for parent/teacher interviews can be made at any stage throughout the year.

### NATIONAL ASSESSMENT PROGRAM - LITERACY and NUMERACY (NAPLAN)

NAPLAN is a mandated system assessment that occurs early in Term 2 each year. Students in Years 3, 5, 7 and 9 sit tests to determine their level in Mathematics, Writing, Reading, Grammar and Punctuation, and Spelling. Detailed student results are available to schools and a summary of these is provided to parents in a written report.

### OLNA – ONLINE LITERACY AND NUMERACY ASSESSMENT

Students have two opportunities each year (from Year 10 to 12) to demonstrate they have achieved a required standard for literacy and numeracy for their Western Australian Certificate of Education (WACE). Students who have achieved Band 8 or higher in Year 9 NAPLAN are not required to sit the test.

### ON-ENTRY TESTING

Pre-primary students throughout the state undergo individual testing to assess literacy and numeracy skills which are critical to early and ongoing educational development. The main purpose of the On-Entry testing is to provide information to assist teachers in developing informed and intentional teaching programs. While the Pre-primary program is mandated, schools may nominate to conduct similar testing for students in Year 1 and 2.

### OTHER TESTING

The school utilises a variety of standardised, professionally developed assessment to inform the teaching and learning program.

## IN CLOSING...



Your child's safety and wellbeing is of paramount importance. Please make sure you keep your personal contact details (and emergency person contact details) as well as your child's health information **up to date**. We can support your child best when we are fully aware of any external circumstances which may affect their engagement at school. Please contact your child's teacher, the Principal or the Deputy Principal if you wish to discuss matters of this nature.

We look forward to working with parents, children and the wider community to help our students be the best they can be and happy in the school environment.

