



# Information Booklet 2020



Everton Primary School offers a holistic approach to learning in a positive, caring and safe environment. The School has a strong partnership between staff and parents resulting in a school community committed to delivering a quality education.

Focusing on individual strengths, the school aims to prepare each student for secondary education with sound academic skills and a keen sense of self-discipline and respect for others.

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Follow us on Facebook or check out our Website <http://www.evertonps.vic.edu.au/>

Connect Learn Grow

EVERTON PS





## **PRINCIPAL'S WELCOME**

Dear Parents,

May I extend to you and your child a warm welcome to Everton Primary School where together we Connect, Learn and Grow.

The primary years of school are of vital importance in the development of children's skills, knowledge, understanding and attitudes to learning. At Everton Primary School we enhance the development of all children socially, emotionally, physically and intellectually. We believe that all children should be encouraged to develop their independence, self-esteem, co-operative work skills and their creativity. We hope to help your child/ren towards realising their full potential by having realistic, yet challenging expectations of each and every student in our care.

As a small boutique school, we are proud of the strong partnership that exists between home and the classroom; with parents and teachers working closely together to ensure a quality and all-rounded education for your child.

We have an 'Open-door,' policy where parents and families are always welcome at our school. Please feel very welcome to join in all aspects of our school curriculum – in our teaching programs, class activities, excursions, School Council and committees.

Together with the school community I look forward to participating with you in the many activities we have planned at Everton Primary School. If at any time you wish to discuss any aspect of our school and all that it has to offer your child, please feel free to contact me for a chat, or to arrange an interview time.

Yours sincerely,

**Kevin Hill**

**Teaching Principal**



## EVERTON PRIMARY SCHOOL PROFILE



Everton Primary School is located on the Great Alpine Road 22km east of Wangaratta in the small rural community of Everton, North Eastern Victoria. The school serves a wide area, with students coming from within a 28km radius.

Currently the school has 3 students with enrolments from Year 4 to Year 5. The Principal teaches full time and there are another two teachers employed for one day each per week. The school provides curriculum based on the Victorian Curriculum and has an annual swimming program and camping program as well as lessons in Italian.

Providing the opportunity for further social interaction our school combines with Carraragarmungee, Oxley, Milawa, Glenrowan and Whorouly Primary Schools as the Ovens Learning Community. We also combine for staff professional development, camps, excursions, sport days, arts performances and group days.

Once a week we combine for a day with Carraragarmungee PS alternating with us visiting Carra PS one week and Carra students visiting us on the alternate week, so they can participate in our very successful Stephanie Kitchen Garden Program. This gives children a chance to expand their friendship base and increase their access to additional projects.

The school accesses the services of a Mobile Area Resource Centre (MARC van) and MACC Art van delivering art and library lessons and resources to our students and staff, on a fortnightly basis.

The school was established in 1878, and is situated next to the Everton Public Hall on spacious grounds with an adjoining recreational complex, comprising sports ground, tennis courts, netball/basketball court and barbeque area, complimenting the school facilities. The extensive well-kept grassed and concrete areas provide ample space for games and sport. We have a new BER classroom, a revamped Playgroup/music room for our music program, and very successful weekly Playgroup which runs each Friday. We have a separate administration building which houses the office area and a storage room.

Everton Primary School maintains high levels of parental involvement through School Council, voluntary assistance in classroom programs and through fundraising and working bees.

Dedicated to providing quality education for country students we constantly assess the school and student needs. The Everton Primary School is dedicated to bringing quality education to country students and is a school of which our community is proud.

### **Class organisation/staffing:**

We currently have an enrolment of 3 students. Students are organised into two learning spaces according to ability. Our teachers are: Mr Kevin Hill, Mrs Linda Newton, Mrs Jess Marshall. All staff are generalist teachers, assigned specific areas according to specialised training and/or interest.

Kevin Hill as Principal, ensures overall curriculum delivery. He also co-ordinates the Literacy and Numeracy Program throughout the school and ensures that intervention programs to assist students with additional needs are delivered as required.

Kevin, Jess and Linda deliver a comprehensive Learning program in Literacy and Numeracy in which our students receive excellent results. Linda is also our Stephanie Alexander Kitchen Program Co-ordinator as well as our LOTE (Italian) teacher and is Bike Education trained. We run a Bike Ed program each year incorporating the use of the Bike Ed trailer. Jess also co-ordinates the Respectful Relationships program on the days we are with the students at Carra PS.

We have a specialist Art teacher, Mrs. Jo Briscoomb, who runs a fortnightly Art Program, and Ant Lawler provides us with a mobile book resource van.



## WELCOME TO EVERTON PRIMARY SCHOOL

You are now part of a supportive and caring family that is Everton Primary School. With our 14 families we aim to work together to meet the needs of each child in our school community.

It is our policy to provide for a broad, general education, based on a range of students and activities which come from:-

- A realisation that, in an increasingly complex, social and economic environment, people need a range of skills to adapt to change and to be able to participate fully in society.
- A concern to develop the “whole person”, with a focus on personal autonomy, initiative self-esteem and perseverance to continue learning.

Through a comprehensive curriculum we plan to include those areas of knowledge and experiences that are most relevant to the lives and needs of all students.

We seek to develop progressively a broad range of knowledge, skills, understandings and interests, including a firm commitment to the establishment of the “life skills” of literacy and numeracy.

Our school programs are based on the recommendations of the Department of Education and Early Childhood Development (DEECD). DEECD has outlined the curriculum to be delivered in schools in the Vic Curriculum. These documents set out the major areas of learning to be covered and describe learning outcomes to be achieved by students.

The following subject areas are covered by Everton Primary School:-

English	-	Mathematics	-	Health and Physical Education	-	Science
Humanities	-	Interpersonal learning	-	Technology	-	The Arts
Languages Other Than English (LOTE) – Italian	-	Information and Communication Technology				

We have a bank of regularly updated computers as well as 6 iPads which students utilize for work and leisure. Our IT program runs throughout the school and is second to none in developing student’s computer skills.

## OUR APPROACH TO LEARNING AT EPS

At Everton PS we our learning priorities are in Literacy and Numeracy. We run Literacy for 2 hour blocks from 9.00am until 11.00am daily and Numeracy sessions for 1 and a half hours from 11.45am until 1.15pm, four days per week.

To meet all other learning outcomes we organise units of study (topics/themes), which are implemented using an inquiry approach involving students in the planning, exploration and sharing of ideas. Students are often encouraged to work in co-operative groups and to reflect on their own learning.

Units of study run for approximately one term, however, depending on student response and need, topics may run for several weeks or up to a semester.

Assessment, both individual and group, is inbuilt in our program planning and overall evaluation takes place at the conclusion of each unit.

Reporting to parents takes place throughout the year in the form of interviews, catch-up chats at need and through written reports, planned for June (end of Term 2) and December.

Our school Strategic Plan document outlines the goals and priorities our School Council has for Everton PS and is a 4 year plan. Our Annual Implementation Plan is a 12 month plan based on our Strategic Plan. Copies are available from the office on request.



## ENROLMENT POLICY – EVERTON P.S.

Students enrolling for the first time in a Victorian government school must be at least five years old on, or before, April 30<sup>th</sup> of the year of enrolment, before they can be admitted to school. Attendance is compulsory for children six years of age. A birth certificate (or extract) and Immunisation Certification are required along with a completed enrolment form (obtainable from the school).

Students transferring from other schools must have a completed enrolment form for Everton PS.

A transfer note, preferably with the Immunisation Certificate attached is requested by the Principal from the students' previous school.

Please note that all details on the enrolment form are to be complete and all information regarding the custody of the child/ren is to be noted on file. All information is strictly confidential.

Our Transition Program for Prep children is run at the commencement of Term 4. Parents are contacted and arrangements for attendance are made, based on the individual needs of the children and their families.

We usually begin with attendance from 9.00am until 2.00pm one day per week for 8 weeks, then extend this time to approximately 3 whole days as required.

Children will need to bring a morning snack and lunch (including drinks) wear suitable shoes (no thongs) and have a broad-brimmed (or legionnaire style) hat.

We also recommend to include a change of clothes.

During the months of January and February the Prep children are asked to attend school on Monday, Tuesday, Thursday and Friday, leaving Wednesday as a rest and recuperation day. Experience has taught us that the summer days are long and tiring so we will break the week to help everybody to cope better. It is no problem if children arrive late (because they need a longer sleep). We encourage you to "run with" their individual needs. Generally, after the Labour Day weekend in March, children will attend for the full week.

If your child has any special needs or disability, please let us know. If your child is unwell, please keep him/her at home until he/she is fit again.

## SCHOOL EXCURSIONS

The Department of Education and Training requires parent's formal approval before students are allowed to take part in excursions and activities.



Your signature on the form will signify your approval for your son/daughter to take part in the school excursion or activity.

Children may be taken on neighbourhood excursions, i.e. walking distance of school, without a signed excursion form.

## SCHOOL NEWSLETTER

Our newsletter is produced weekly (Thursday) and is a key to what is happening in and around our school. It can be viewed online on Facebook or at Website: <http://www.evertonps.vic.edu.au/> If you have any items for the newsletter, please have them in the general office by no later than Wednesday morning.

## PRIVACY ACT

Parents are assured of confidentiality regarding all matters involving information provided to the school. Parents are asked to sign a consent form regarding the publishing of student photos.

## COLLECTION OF MONEY

We encourage Direct Credit Transactions, however cash brought to school should be in an envelope which shows on the outside the child's name, the amount enclosed and the purpose for which the money is sent. . Please make cheques payable to "Everton PS".



### SWIMMING PROGRAM

Our 3-6 students do an Open Water Swimming program at the start of each year at the Ovens River in Wangaratta . The whole school accesses the excellent facilities and swimming program run by the Benalla Aquatic Centre. We join with Whorouly PS and take the P-6 students (usually Term 4) where students are placed in ability groups and work with expert staff. Safety is considered paramount at all times.

This is a School Council sanctioned program but it is **NOT** COVERED BY THE Voluntary contributions. Parents will be invoiced separately per child for this.

As with Voluntary Contributions, parents may choose to pay this in instalments throughout the year.

Similarly, no child will be disadvantaged through financial difficulty.

### SICK STUDENTS

Sometimes your child will be too ill to send to school.

Sick students are far better off in the comfort of their own home. No school has the facilities to look after students who are ill at school, nor do we have the time to look after these students. If a child is ill, we try to contact the parent at home to come and collect the child. If there is no answer then we contact the person listed as the emergency contact and then onto the parents at work. It is important that these numbers are kept up-to-date and also that the people named know that they are your emergency contact listed at the school.



Please let the school know if your child will not be in attendance. Children should only be absent from school due to illness.

### MEDICINE POLICY

If your child needs medicine administered during school hours, you will need to complete/sign a form listing medicine, dosage, times and the teacher who is to administer the medicine.

Please remember to collect medicines after school.

### COMPLAINTS

Please direct all complaints through the Principal who will listen and develop an action plan to assist in the resolution of any issue. Also a Parent Complaint policy has been developed for EPS and is available from the office upon request.

### SPORTS AND PHYSICAL EDUCATION

Aside from the required time for P.E. at school, other significant events which supplement school based activities are:-

Once a week sports as part of the Sporting Schools Program; our cluster schools Athletic Sports (usually Term 1) Group Day sporting events.



The school also plays an important role in disseminating information about community sport.

We publish in our newsletter details of upcoming events in junior sport, i.e. Auskick, Austswim, Soccer, Tennis, etc.

### BICYCLES

It is strongly recommended that children under the age of **NINE** do not ride their bike to school unsupervised. Research has shown that young children do not have adequate peripheral vision to cope with traffic conditions.

### LOST PROPERTY



Please name all articles sent to school, particularly clothing. Lost property is placed in a box in the classroom





## INTERVIEWS

During the year the school organises a series of parent/teacher interviews. You will be given ample notice before each interview. You may request an interview at any time.

## CONVEYANCE ALLOWANCE

Conveyance allowances are payable to parents/guardians through the school to assist with the cost of student travel expenses. However the guidelines for this are changing , so please watch the newsletter for more information.

## SOCIAL SERVICE

Our school assists selected charity/charities. A charity is usually selected based on the needs of our students. A variety of fundraising efforts are organised by the children. Our newsletter will keep you up to date.

## PRIVATE PROPERTY

Private property brought to school by children is not insured nor is DEECD responsible for any loss. Please approve what your child brings to school as losses and breakages are disappointing.

## VISITING THE SCHOOL

Parents are most welcome to visit the school. However, to avoid disruption to classes, it would be appreciated if an appointment be made with the teacher concerned.

Where it is difficult for a parent to visit the school in normal hours the Principal/teachers are happy to make appointments at mutually convenient times.

## PARENTS IN THE SCHOOL

We have a very active and supportive parent body in the school. Parents are involved at all levels of the school from contributing to the up-keep of the school grounds (mowing/whipper snipping/paths roster); organising fundraising, attendance at working bees to attend to large tasks (garden clean-up; general maintenance, etc.) assisting with our programs and Literacy Program (reading with students) or assisting the P-2 room; helping out in preparation for our Christmas concert and participation in School Council as office-bearers and as interested others, completing Parent Opinion Surveys and being advocates for our school to the wider community.

Details of events are posted in our newsletter.

Your "Say" in the running of your school is imperative to our success. We all need to be satisfied that the best is being done to help your child to reach their individual potential. We need to know about your ideas, concerns and beliefs so that we can build the strong partnership of child, parent and staff so vital to your child's success in school. The active support and encouragement of parents is, of course, necessary for the educational growth of your child. You can stimulate this growth by taking an interest in the daily activities and achievements of your child, the work he/she may bring home, and by visiting the school for parent/teacher meetings on both

## HOMEWORK POLICY -BASIC BELIEFS

Homework is seen as supportive of the school program and as a means of actively encouraging parental involvement with the school and the students educational program. However inappropriate homework that takes too much time is regarded as counterproductive.

Homework tasks will vary, increasing both in time and complexity as your child develops and grows. (students in Grade 6 will have more to do at home than students in grade 3). At Everton P.S. we believe that the single most significant homework for your child to do is to read (and be read to). Reading is closely monitored at school and it is strongly recommended that 15 to 20 minutes be allocated to this task each night. It is our aim to help prepare students for the demands of secondary education

including the completion of homework and part of the training begins at primary school in learning to meet deadlines and time management. At primary school, homework should not interfere with family activities. We appreciate how busy parents are and understand how difficult completing homework tasks can be. Please speak to the Principal if homework becomes too difficult to organise.



## **VOLUNTARY CONTRIBUTIONS** (Parent payments to school)

Parent contributions enable the school to deliver quality curriculum and meet educational costs that are not covered by the government grant. At Everton Primary School we do not charge for books and requisites for our students. Our annual costs per child are shown as follows.

MARC VAN (Library resources)	\$30.00	MACC VAN (Art)	\$30.00
GROUP DAYS (Arts performances/bus x 4)	\$85.00	SAKG PROGRAM	\$72.00
MATHLETICS \$38.00/Reading eggs \$24.00	\$62.00		
TOTAL \$279.00			

However, School Council has agreed that we subsidise the cost and charge parents a fee of \$240.00 per child only.

Note:- Parents with a current Health Care card are also eligible to apply for the Camps Sports and Excursion fund of \$125.00 per child.

The school runs a Learn-To-Swim program delivered by The Benalla Aquatic Centre in Term 4 of each year. The cost of this program is determined each year and charged per child. This cost is not included in the above fees.

Parents may choose to make payments in instalments. Payments can be arranged with the school. Parents experiencing financial difficulty are asked to see Haley.

PLEASE NOTE THAT NO CHILD WILL BE DISADVANTAGED DUE TO FINANCIAL CONSTRAINTS.

## **KIDS COUNCIL**

Students all take part in a meeting each week to address concerns and issues relevant to the school. V

## **SAFETY AND HEALTH**

If your child has any health problems that you feel the school should be aware of it is wise to notify the school as quickly as possible. Early notification of deafness, poor eyesight, nervous disorder, bladder or bowel weakness, etc. is of great help to teachers and may save your child being embarrassed. In the event of absence, a note must be sent to the grade teacher so that the reason may be recorded according to the attendance regulations.

Examine your child's route to school. The Road Safety Council has shown that your child is not likely to be an accident victim if he/she wears bright clothes during winter months => crosses streets at intersections/appropriate points => uses a regular route he/she knows well

If your child takes ill at school, the school will notify you and request that you take your child home as there are no staff available to care for sick children over long periods.

Teachers are trained in First Aid (or have First Aid knowledge and hold current CPR certificates.)

Should the Principal consider it necessary, an ambulance will be called and the child taken to hospital. You will be liable for costs incurred, so it is advisable to ensure you have Ambulance Cover.

School is a place for healthy children. If your child is not well, please keep him/her home until well enough to take part in the school





## PROGRAM ACHIEVE—You Can Do It! Education Mission Statement

*You Can Do It! Education's main purpose is to provide all children with the*

*Foundations for achievement and social-emotional-behavioural well-being in school, work and the world of tomorrow.*

- The development of the potential of all children (academically, intellectually and emotionally) through instilling in children 4 Foundations – Confidence, Persistence, Organisation and Getting Along – that research indicates as determining the extent to which children achieve and experience social, emotional and behavioural well-being.
- Central to the development of these 4 Foundations is explicit instruction in 11 Habits of the Mind: Accepting Myself, Taking Risks, Being Independent, I Can Do It, Giving Effort, Working Tough, Setting Goals, Planning My Time, Being Tolerant of Others, Thinking First, and Playing By the Rules.

*The purpose of You Can Do It! Education is realised in the following core beliefs and actions:*

- Children's belief in their capacity to positively influence their achievements in all areas of life and to cope with the pressures of growing up by learning and applying the 4 Foundations;
- Parents belief in their capacity to positively develop all children's achievements in all areas and their active involvement in the process of developing the 4 Foundations in their children;
- Educators belief in their capacity to positively develop all children's potential, regardless of any negative influences from home background and/or peer culture, and their active involvement in the process of teaching the 4 Foundations;
- Administrators' belief in the capacity of school culture to positively develop the potential of all children and their active Involvement in providing the opportunity for the 4 Foundations to be incorporated by teachers, parents and children into school programs and ethos.

This program is delivered throughout the school and is designed to teach "Life Skills" to empower young people to take control of their learning and solve their own problems. For more information about our work on Program Achieve please watch the newsletter or ask a member of staff.

## STUDENT RIGHTS

I have the right to:-

Learn in a friendly, encouraging, secure, supportive and positive school environment; => Have a fair share of the teacher's time;  
=> Be in a safe environment; => Have my way and be listened to;=> Be treated fairly by everyone.

## STUDENT RESPONSIBILITIES

I have the responsibility to:

Be co-operative and tolerant of others; => Work to the best of my ability and complete work on time; => Care for the school, its equipment and environment; => Share the teacher's time; => Act in a safe, sensible and responsible manner' =.Listen to others; => Treat everyone as a worthwhile individual



## 2020 School Term Dates

- Term 1** 30th January (students start) to 27th March
- Term 2:** 14th April to 26th June
- Term 3:** 13th July to 18th September
- Term 4:** 5th October to 17th December



Once again, we welcome you to  
Everton Primary School.

We look forward to a long and  
happy working relationship with  
you and your children.

