



Parent Handbook 2025

Summerdale Primary School

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Welcome to Summerdale Primary School

Our School Vision....

Together we aim to empower all individuals to achieve their true potential in a safe, supportive and engaging environment.

Our School Values...



CONNECTION

Building positive relationships and a sense of belonging.



COURAGE

Accepting challenges and embracing opportunities.



GROWTH

Aspiring to learn, and improving, even when it is tough.



RESPECT

Caring for ourselves, each other, our past and our environment.



RESPONSIBILITY

Stepping up and doing what is right.

School Office Hours

Monday to Friday

8:00am to 4:00pm

187 Peel Street West, Summerhill 7250

PO Box 439, Prospect 7250

Phone: 6344 5333

Email: summerdale.primary@decyp.tas.gov.au

Web: www.decyp.tas.gov.au

The Purpose of our Handbook

This booklet has been prepared to provide you with important details about:

- our school philosophy
- the school's organisation
- general information relating to school programs

We hope you will take the time to become familiar with its contents and we would welcome suggestions for additional information which you may wish to have included in the future.

Summerdale provides a balanced program from Kindergarten to Grade Six, but also has Launching into Learning (Birth to 4) sessions and Early Learning/Pre-Kinder sessions (4 year olds).

Learning activities beginning at birth and continuing through to Grade Six help children to develop skills, attitudes, values, self-control, self-confidence, responsibility, and independence.

We believe that the education of a child is a shared responsibility between parent/guardians, teachers and the child.

Your child's attitude to school, work and teachers will be strongly influenced by your attitude to the school and teachers.

We want to do the best we can for your child and we need to work cooperatively with you to ensure that we achieve as much as possible for your child.

What We Believe About Learning

The school supports a love of learning and encourages all members of the school community to promote lifelong learning.

Young children quickly acquire a belief in themselves based on their successes or failures.

All learners learn best when they can see the immediate purpose of the learning and its connection to the everyday world.

Effective learning happens when teaching occurs in a supportive and challenging environment that emphasises care and respect, values effort and has clear expectations.

Learners respond to clear, frequent, and constructive feedback.

Learning occurs in a social context, and learners become more engaged when participating in planning for learning.

We believe in the value of whole school approaches to learning.

Attendance

An amendment to the Education Act has made attendance compulsory in the year after students turn five (5) years.

Missing school can result in significant gaps in your child's learning. A child should only be away from school when they are unwell.

When your child is absent from school **please contact the school by via the school app (Spacetalk), EdSmart, phone, email, note or in person.**

We have a text message system whereby we contact parents/carers (on a daily basis) when a student absence has not been explained. Text messages seeking an explanation for absences will only be sent to you if you have not made contact with our school office by 9:30am. The system relies on having correct mobile numbers. Please help by letting the office know when any of your contact details change.

Should a student continue to have unexplained or unauthorised absences, alerts are sent by the Department to the principal and a letter will be sent to the parents/carers requesting an explanation. Please note that all family holidays will be marked as unauthorised as per the 2017 Education Act.

Days absent	Total days	Number of terms	Number of years missed
1 day per week	451	9	2 years 1 term
1.5 days per week	676.5	13.5	3 years 1.5 terms
2 days per week	902	18	4 years 2 terms
3 days per week	1353	27	6 years 3 terms
5 weeks per term	1127.5	22	5 years 2 terms
Average 5 days per term	220	5.5	1 year 1.5 terms
Average 10 days per term	440	11	2 years 3 terms

The chart above **highlights the impact of non-attendance** over time. Viewed in this context, the implications of regular absenteeism are startling. The chart shows the cumulative effect of persistent non-attendance over the period of compulsory schooling.

From Cycles for Success DETE, SA 2002 p.44

Before/After School Care

Before School Care is offered each weekday from 7:00am to 8:30am. After School Care operates each weekday from 3.00pm-6.00pm and is facilitated by Centacare Child Services, not the school. For further information please contact Centacare. Phone: 1300 119 455.

Email ccs.admin@AOHTAS.org.au

Access is gained from Stanley Street (82-84 Stanley Street, Summerhill); walk straight ahead, turn right into the courtyard and it is the third class located on the left.

Bikes & Scooters

These points apply to bringing bikes and scooters to school:

- Children must obtain a "bike/scooter licence" before bringing their bike and scooters. This can be obtained from the Principal.
- Children must be in Grades 2 to 6.

- Children bring bikes and scooters to school at their own risk. The school does not accept responsibility for damage or theft.
- Children must demonstrate, before receiving their licence, that they have a knowledge of the rules of the road and will be responsible “road users.”
- Bikes and scooters must be kept at school in the designated area.
- Children must wear a helmet whilst riding their bikes and scooters.
- Bikes and scooters must adhere to safety standards.
- A licence may be revoked at any time for:
 - Careless and irresponsible riding and behaviour.
 - Riding bikes and scooters inside school grounds.

Breakfast Program

Summerdale runs a Breakfast Program for students. The Breakfast Program is run from the kitchen between 8.30am and 8.50am. It is offered to all students throughout the school and is funded by donations from local charities and businesses. It is staffed by both parents, staff members and community volunteers. To volunteer in the Breakfast Program it is necessary to undertake a Registration to Work with Vulnerable People (RWVP) and completed the Mandatory Training Certificate.

The process for the RWVP registration can be found at the following link - http://www.justice.tas.gov.au/working_with_children.

The process of completing the Mandatory Training Certificate can be found at the following link - [Safeguarding Training - Department for Education, Children and Young People \(decyp.tas.gov.au\)](http://decyp.tas.gov.au/Safeguarding_Training_-_Department_for_Education,_Children_and_Young_People)

Parents have found it a very useful inclusion into the school day especially if things are running late in the house on a particular day or if supplies have run out in the pantry. No permission is necessary. Children simply arrive and are served. Breakfast items include toast, cereal and milk.

Canteen

The canteen is open Monday to Friday and is available for Prep to Grade 6 children to purchase their recess and lunch. It also provides snacks such as ice creams and icy poles. A canteen price list will be published in the newsletter early in the year but may also be obtained from the office.

Ordering Procedure:

We encourage parents to order using the Spriggy School app & pay online. Instructions for this can be obtained from the school office or the school website. Orders close at 9:00am.

If paying by cash, children are asked to bring an envelope marked with the child’s name, class and hand this to the canteen before 9:00am. Please include the correct money where possible.

Change of Address, Phone Number and Email Address

If you change your address, telephone number or email address after your child has enrolled, **please** notify the school immediately as there may be times when we need to contact you urgently. A change of details form is required to be completed and is available from the school administration office.

Curriculum

In 2025 all Tasmanian Government schools will be continuing to implement the Australian Curriculum. For more information about the Australian Curriculum please visit www.acara.edu.au. Curriculum direction for Kindergarten is strongly linked to the Australian Curriculum. Programs catering for children's education from birth to age 5 are guided by the Early Years Learning Framework (ELYF).

Esk Band

The Esk Band program for students in Grades 4 to 6 runs throughout the year. Each child who wishes to enrol receives 1½ hours tuition with a qualified tutor per week. Tuition and instrument hiring fees are set at the beginning of each year and are the responsibility of families. **Please note that once commitment is made you are also committed to paying the fees and NO REFUNDS will be made if students decide to leave the program.** Once a student has enrolled in the program it is expected that they will remain in the program for the duration of the year and hopefully for the remainder of their primary school education.

Home Reading

Reading is a vital part of student learning and we would like to strongly encourage children to read at home. Your support with your child's reading development is invaluable and you can support this by building a reading routine at home. We have an incentive program where students can join the *Summerdale Primary 200 Reading Club* for home reading participation that also celebrates milestones along the way to promote reading. Please see the information included in the Home Reading pack provided to your child at the beginning of the year or when they commence with us at Summerdale Primary School

Information and Communication Technology

At Summerdale, technology is used as a tool for learning in all curriculum areas. The school has a policy of outlining children's responsibilities in the use of computers involving care, privacy, copyright, good communication and appropriate use of the internet. An Acceptable User Agreement is signed at the beginning of the school year by students from Prep to Grade 6.

There are consequences for inappropriate use.

Kindergarten

In 2025 Kindergarten is three (3) full days per week. Kindergarten doors open at 8:30am each day.

Kindergarten is:

- A place where children can explore, question and discover in a safe, secure and caring environment.
- A place where carefully planned learning challenges are presented so that every child can learn and grow intellectually, socially, physically and emotionally.

Early Years Learning Framework:

This document is used to extend and enrich children's learning. It is the basis of all programs throughout Australia for children aged 0 to 5 years of age.

It is divided into five (5) keys areas:

- Children have a strong sense of identity;
- Children are connected with and contribute to their world;
- Children have a strong sense of wellbeing;
- Children are confident and involved learners;
- Children are effective communicators;

What we value about Early Childhood education...

Home/school relationships:

As parents, you are your child's first and most important teacher and therefore partnerships between home and school are important. Regular communication helps us provide the best programs for your child. It is helpful to ensure your contact details are always kept up to date.

Play:

A child's play is their work. A child learns through play – using all their senses. Children are active, natural learners.

Individualised Learning:

Each child is different and will learn at their own rate.

Establishing a sense of belonging:

If a child feels good about themselves, feels valued and cared for and enjoys what they are doing, there is a greater likelihood that they will become successful learners. Every effort a child makes should be encouraged.

The environment is used as a tool for teaching and learning:

Outdoor experiences will be purposefully planned and set up to motivate, interest and inspire children. We aim to utilise the outdoor environment as much as possible, so please ensure children come with an adequate coat in cooler months. We focus on the exciting learning opportunities offered by water, sand, worms in the garden etc. rather than the temporary inconvenience of a little sand in the shoes. Please pack spare named clothes to ensure your child's comfort

Times

Doors to classrooms open at 8:30am before school and 3:00pm at the end of the day.

See also School Times for more information.

Oral Language Development

The Kindergarten program will heavily focus on the development of effective oral language skills in the first part of the year in particular. The acquisition of effective communication, listening, questioning and comprehension skills is the building block for the successful future literacy development of reading and writing as well as helping children understand mathematical concepts. Positive and effective oral language skills also greatly enhance children's ability to interact socially with their peers and adults.

Kindergarten Development Check

The Kindergarten Development Check is used statewide and is designed to assist teachers in the early identification of any Kindergarten student who is at risk of not achieving expected developmental outcomes. The check is conducted twice a year, in May and October.

This check helps teachers plan appropriate intervention programs and gain support from specific support personnel.

Launching into Learning (LiL) and Early Learning/Pre-Kinder

We offer a range of programs which cater for all children from birth to age 4 from the Summerdale area. These programs are run on a weekly basis for both children and parents. They aim to build confidence in the school setting and provide children with a range of focused learning activities. Please contact the school office for more information about these programs or visit the Summerdale Primary School LiL page on Facebook.

Library

Summerdale Primary School is proud of our library. At present the library houses approximately 27,000 resources including story and information books, CDs, DVDs and a parent library. These resources are aimed at supporting and extending the curriculum, children's interests and recreational pursuits in addition to providing professional resources for staff. A waterproof library bag is required for borrowing. Students will be unable to borrow resources if they haven't returned outstanding items and may be invoiced for unreturned items.

Levy Payment

Summerdale Primary School has a composite levy in line with recommended Departmental policy. The levy includes the provision of a basic supply of books, materials and equipment associated with learning programs and for children to attend a variety of cultural performances, local excursions each year and Grade 3, 4 and 5 Swimming and Water Safety program.

Parents will receive levy information sheet outlining total amounts owed for the next school year in December and the invoice for that levy will be issued in February. Payment of the school levy may be made at the school administration office.

Online option for levy payments is available, please refer to the BPAY details on your invoice.

The school office will be open from 20 January 2025. Payment can be made by cash, cheque, EFTPOS.

Levies can be paid via:

- At the school (by EFTPOS, cash or cheque)
- At Service Tasmania (by EFTPOS, cash or cheque)
- Online through BPAY (using the Biller Code and Reference on your invoice)
- By mail, forward your cheque, money order or credit card details to the school, with the payment slip from your invoice attached (payable to Summerdale Primary School)
- Using Centrepay, a service provided by Centrelink.

You can choose to pay your levies by instalment (contact school administration office for a form). Payment plans can continue through to the end of the school year.

The school does not charge interest or any other fees on deferred payment arrangements. All deferred arrangements are required to be finalised by the date as negotiated in your instalment agreement.

Music

Children from Grade 4 through to Grade 6 attend weekly specialist music lessons which allow them to develop skills through listening to, creating, moving to, presenting and playing music. A strong emphasis is placed upon children developing a positive attitude towards music with fun activities that aim to build upon prior knowledge. We also offer extra instrumental programs, through Esk Band for Grades 4-6 and choirs as timetables allow.

Newsletter

Notices are included in a fortnightly newsletter which is published on Thursday. It is available via the Spacetalk App, Facebook and the school's Website. Inevitably some mid-week notices are unavoidable but these will be kept to a minimum. The newsletter also includes community information.

Nut Aware School

Our school is a **nut aware** school. This is because a number of our students have a severe nut allergy. Even the slightest contact, either directly or indirectly, with any nuts or food containing nuts may result in the onset of an anaphylactic reaction. This means that children are not to bring nut products or food containing nuts to school. Hands must be washed thoroughly if nut based foods are consumed by students prior to coming to school and teeth should be brushed. We would appreciate every family's support in this matter.

Parent Organisations

The School Association is a formally elected body. The Association consists of up to 11 elected members: that includes staff, the principal, parent members and may include a community member. The Association is the overarching body that has formally established sub-committees and any special purpose committees.

The functions of the Association

- To develop school policies, in accordance with Education Act;
- To participate in the formulation and implementation of plans for the improvement of the school;
- To participate in:
 - establishing and reviewing the school's priorities
 - the planning of financial arrangements necessary to fund those priorities
 - evaluating the school's progress in achieving those priorities
- To participate in, and provide advice on, the selection of the person to be the principal;
- To provide advice and recommendations to the secretary on any matter relating to policy with respect to state schools and schooling;
- To foster in the school's community an understanding of the value and benefits of education;
- To foster cooperation among teachers, students, parents and the school's community; and
- To perform any other functions determined by the minister.

The School Association Family Committee is a sub-committee of the School Association.

The objectives of the sub-committee are:

- To further the interests of the school and education in general.
- To organise functions in order to raise funds for the benefit of the students.

Parents, whether they have been families at the school for several years or are new to the school, are welcome and encouraged to attend monthly meetings. These dates will be advised to the school community in a timely fashion. Meetings are held in the staffroom.

Parent and Volunteer Participation in School Programs

How Can Parents/Volunteers Help?

Helping with class activities is a valuable way for parents to help in our school. From Kindergarten to Grade 6, parents can become directly involved as teacher's helpers, to supervise group activities such as art, sewing, cooking, carpentry, storytelling, reading, writing, outdoor activities, computer work and daily routines.

All volunteers who help in our school **must** have a current Department of Justice Working with Vulnerable People card and completed the Mandatory Training Certificate.

This is an online process.

The process for the RWVP registration can be found at the following link - http://www.justice.tas.gov.au/working_with_children.

The process of completing the Mandatory Training Certificate can be found at the following link - [Safeguarding Training - Department for Education, Children and Young People \(decyp.tas.gov.au\)](http://decyp.tas.gov.au/Safeguarding%20Training%20-%20Department%20for%20Education,%20Children%20and%20Young%20People)

For Parent Help to be most effective, teachers need to know when parents are prepared to come so that a roster can be made and times confirmed with parents. When a helper is expected, the teacher plans for one or two extra activities, so we ask parents to try and notify the school early if they are unable to attend.

Signing in is a department requirement. When supporting your child's classroom, please sign 'in' and 'out' at the 'Visitors Register' located at the front office.

If you are a new visitor/volunteer at the school, please ask the office staff for the 'Respectful School Volunteer and Visitor Behaviour Policy and Process' and you are required to sign the acceptance slip.

In the past, parents who have been unable to participate in the roster system have been welcome to call in at their convenience. However because of certain classroom programs (library, music and physical education) this has sometimes proved unsatisfactory to parents, children and teachers. If un-rostered parents find they are free and wish to become involved, please contact the school to see if a suitable time can be arranged.

We really enjoy having parents and carers help out by participating in class excursions. It is crucial that all volunteers have the RWVP card. This will mean that adults who are working with our children are approved to accompany them on excursions. It will also provide parents who can't be there with peace of mind with regard to their children's supervision.

Visitors/volunteers who are not well are not permitted to come onto school grounds. If unwell, phone your GP or Public Health Hotline on 1800 671 738.

Points for Parents and Volunteers Working in the School

Please remember:

A child can learn a lot from making mistakes, so mistakes should be treated as learning experiences. Parents are the child's first teacher. A child learns best when parents, teachers and child work together.

There are stages at which each child can and will learn more easily. All children are working at levels at which they can cope and also have appropriate challenges.

Children like to talk. They like adults to talk with them and answer their questions fully, not just a 'yes' or 'no'.

Listen to children. Encourage them to talk to you about their experiences.

Please avoid:

- Discussing other children's progress and behaviour with friends or neighbours.
- Comparing classroom operation, as teachers approach their tasks as individuals.
- Working with your child for long periods - work with other children or other groups of children for some of the time.
- Interrupting your child if they are working with another adult.
- Doing the tasks for the children

Please note: The entire school site is a "**Smoke Free Zone**".

Parking

Parents are **not** to park in the staff car park off Peel Street unless they have prior permission for using a disabled park. Parking is available in the Summerhill Baptist Church car park off Stanley Street by special arrangement every day except Friday morning. Disabled Parking spaces are also provided in Stanley Street and in Sarah Court. Parents need to display disabled parking vouchers when using these spaces.

Reporting to Parents

New reporting procedures began to be implemented in Tasmanian Government Schools (K-10) from 2022.

In 2025, parents/ carers will receive twice-yearly summative reports which include a 9-point scale Meet the teacher sessions, parent/teacher discussions and written reports are all a part of the reporting process. The basis for formal discussion will be on samples of work.

Reporting for Kindergarten is slightly different. Parent/teacher discussions form a large part of our mid- year reporting program with a larger end of year report being sent home in December. The Kindergarten Development Check and speech checks also form part of the Kinder reporting process. If you have any information which may be affecting your child's behaviour or academic progress, please inform the teacher as this information will be taken into account when planning for your child. If you wish to speak to your child's teacher regarding any concerns, a note, email or phone call would be much appreciated. Alternatively, please make an appointment with the class teacher. Teachers can then schedule a mutually convenient time for an uninterrupted conversation.

Road Safety

Children are expected to use the school crossings and follow directions of the Road Safety Officers. Parents and teachers are encouraged to use the crossing with children, thus reinforcing this good training.

Please review road rules with your child, both for pedestrians and bike riders regularly.

Children from Grades 2 to 6, with the permission of parents, may ride their bikes and scooters to school if they know, and abide by the road rules. We also suggest that you have a lock on the bike. (Please refer to information on 'Bikes')

Parents are requested to obey all parking and road rules that apply at various times during the day. Parents and students must use pedestrian path provided when entering/leaving the school via the front entrance. For safety reasons, please do not walk behind parked cars in the staff carpark.

Scholastic Australia Book Club

Scholastic Australia Book Club is supported by the school and there is at least one order per term. Book club orders are completed online, no cash orders are accepted. A parent helper checks and collates the orders. Bonus vouchers and free packs are used by classroom teachers to select items for classroom libraries. Our involvement in this book club is supported by the Family Committee.

School Dental Service

The Kings Meadows Dental Centre is the local public dental clinic for our school community. The dental therapists provide a free dental examination annually for all children aged 0-17 years inclusive and can also provide a range of general dental care services for these children where necessary. General dental treatment is provided free of charge for children who are under school age, in Kindergarten or covered by a health care card or pension card. A fifty dollar fee covers the cost of general treatment for other children. Changes in the policies of the Oral Health Service mean that whilst reminders are issued for the child's check-up, appointments are no longer sent out for the children. Parents have the responsibility for contacting the clinic to make appointments for their children. All children and young people benefit from a regular dental and oral health check even if they have never needed any dental treatment in the past so that serious oral health problems are prevented. Contact details for the Centre are 6777 1427.

School Support

Our school is serviced by a speech and language pathologist, a school psychologist, a social worker, a school health nurse and a chaplain.

Speech and language pathologists provide assessment, diagnosis, treatment and investigation of communication and language disorders in children. Parents are contacted if the child requires further assessment.

Our school psychologist has two days a week allocated at Summerdale Primary School. The school psychologist provides academic and learning assessments as well as counselling for a range of social/behavioural issues.

Our social worker provides for social and emotional issues. Our social worker is at our school on a part time basis.

Access and referrals to all of the above services are made by referral from teachers or parents through senior staff.

Our school health nurse primarily works within the areas of health education, health promotion, health assessments and provides hearing and vision screens for kinder students.

Our chaplain is available to support students who are experiencing difficulties. This support is generalist in nature and non-denominational.

School Times

Children should arrive at school no earlier than 8.30am each day. No supervision is provided prior to 8:30am and children **must not** be at school until this time. Before School Care is available 7:00am to 8:30am.

8:30am	Children allowed inside	
8:57am	Start	3 minutes of music then Siren
11:00am	Recess	Siren
11:30am	End of Recess	3 minutes of music then Siren
12:50pm	Eat Lunch	No Signal
1:00pm	Start of Play Time	Siren
1:30pm	End of Lunch	3 minutes of music then Siren
3:00pm	End of Day	Siren

School Uniform

We believe our school uniform demonstrates pride in our school. Students are required to wear uniform as per our uniform policy. Most parents feel that a uniform is generally cheaper in the long run and it certainly provides a sense of equality among students which in turn allows them to focus on school life free of distraction from clothing pressures. A hat is a vital part of the uniform from September to April. It is also a style that promotes sun safety when playing and working. Hats can be purchased at the school office. Hats are compulsory from September to April. Children representing the school at official functions/performances must wear a uniform. Parents having difficulty supplying a uniform should contact the school.

Uniform Options

Summer:

Red and white check dress, red polar fleece jumper, black school jumper or black school jacket, black shorts with red polo top, plain socks (e.g. black, white, grey etc) no higher than calf length – small logo permitted, enclosed shoes, red slouch/bucket hat (Kinder), black bucket/wide-brimmed hat, grey or black school shorts, red polar fleece jumper, black school jumper or black school jacket, red polo top.

Winter:

Winter tunic or black trousers, grey or black trousers, red polar fleece jumper, black school jumper or black school jacket, red long or short sleeved polo top, plain socks (e.g. black, white, grey etc) no higher than calf length – small logo permitted. If tights are worn, they should be black. Enclosed shoes.

Physical Education and Sports Day:

Red polo top, black netball skirt/black shorts (summer), black track pants, red polar fleece jumper. House colour T-shirts are available from the school office and Midford.

Please note that Hoodies are not permitted.

Uniform Sales

Midford School Uniforms provide Summerdale Primary School uniforms.

The Midford store is located at 132 Charles Street, Launceston (phone) 6331 4622 (email) launceston@midford.com.au or uniforms can be ordered online www.midford.com.au. Hats can be purchased at the school administration office.

Clothes in Lost Property

Should your child lose property, then enquiries should be made in the classroom or look in the lost property basket in the student office located in Administration building. Clothes that have been in lost property for more than a term will be donated to charity. Clearly naming clothing items limits losses.

School Wide Positive Behaviour Support

The Supportive School Environment program is central to all aspects of life at Summerdale and focuses on the positive relationships of all members of the school community. The purposes of a Supportive School Environment are:

- To promote a sense of community where individuals are happy, respected and valued;
- To create an environment which fosters positive relationships among staff, children and parents and encourages participation in the decision making process;
- To provide support to enhance learning of all members of the school community and foster the motto 'Learners for Life';
- To facilitate effective communication with staff, children, parents and the wider community;
- To enable parents to become involved in all aspects of their children's education;
- To ensure all members of the school community are aware of their rights and responsibilities and are encouraged to carry them out;
- To celebrate success wherever and whenever it occurs;
- To support all members of the school community to adhere to the shared beliefs of the school.
- To foster the use of Restorative Practices;

Our school values are in line with the Department for Education, Children and Young People values of Connection, Courage, Growth, Respect and Responsibilities.

Services for Tasmania

You can find a wide variety of services on <https://www.findhelptas.org.au/>

FindHelpTAS is a free, online directory with over 900 services that support the health and wellbeing of Tasmanians and our communities.

The School Health Nurse is a part of the school support team, and primarily works within the areas of health education, health promotion and health assessments. They work with students individually, in small groups, or with the whole class to deliver health education, commonly around topics such as Sun Safety, Oral Health, Nutrition, Hygiene and Mindfulness to name a few. Health assessments involved hearing and vision screens for Kinder students, as well as targeted hearing and vision screening for any children who may develop issues throughout their primary school years. Overall, the school health nurse may be involved in anything related to keeping your child's body and mind healthy so they can optimise their learning."

See also *School Dental Service*.

Sickness and Accidents

Please ensure that students who are unwell well do not attend school. Parents, carers, visitors and staff who are unwell are also not permitted to come onto school grounds. If unwell or displaying any cold or flu-like symptoms, please phone your GP or Public Health Hotline 1800 671 738. If a child becomes sick at school the limited school facilities will be used until parents are contacted.

Parents are notified immediately if a child has a serious accident at school.

If parents cannot be contacted and prior permission has been given, the school undertakes whatever action is necessary such as calling a doctor or ambulance.

Teachers do not administer medicine to children. Should prescription medication be required at school, a form (available from the administration office) should be completed by a doctor and the parent. If your child needs to take prescription medication at school please contact the school to discuss arrangements and complete required permission forms.

Note: Current phone numbers are essential.

Sport & Physical Education

The school has an active sports program with the emphasis on student involvement.

Major sporting events during the year are:

- In first term, the school athletic carnival, involving students from Grades 3 to 6 is conducted. Students are then selected from this to participate in the Launceston State School Sports Association (LSSSA) Athletic Carnival in March/April.
- The school cross country carnival, involving K-6 students is held in the first half of the year. Some students in Grades 3 to 6 will then be selected for the LSSSA Cross Country Carnival
- In November/December a Sports Day for Kinder to Grade 2 is held on the School Oval.
- Two swimming carnivals are planned to be held each year. One for each of Grade 3/4 and 5/6. Some students in Grades 5 to 6 will be selected in the LSSSA swimming carnival.
- A Swimming and Water Safety Program is conducted for Grades 3, 4 and 5.

All classes are involved in a daily physical education program which consists of a ten minute session. Weekly physical education sessions are conducted by the Physical Education teachers for children in Kinder to Grade 6. Kinder teachers also offer a balanced PE program designed to assist children develop all motor skills. Students from Grades 5 and 6 may participate in summer and winter sports with inter school rosters a part of the LSSSA Grade 5/6 program.

Student Assistance Scheme (STAS)

The Student Assistance Scheme (STAS) provides assistance for low income families towards the cost of school levies. The Student Assistance Scheme covers only the basic requirements of stationery and levies. Excursions and cultural performances are also covered by this scheme.

You are eligible for the STAS if you hold a Health Care Card, Low Income Health Care Card, or Pensioner Concession Card. Once you have applied for STAS, you will **not** need to pay any levies. You may apply online (<https://stasonlinesubmission.education.tas.gov.au/>) or collect a paper application form from the school administration office.

Existing STAS families receive a letter towards end of year advising if they are STAS approved for the following year. If a family wishes to add a new student to their existing STAS file (ie Kinder child) they simply need to email their name, and the full name, date of birth, and grade of the student in 2024 via email to stas@decyp.tas.gov.au Alternatively, they can return the approval letter they have received which has the facility to provide the details of a newly enrolling student and can be returned. For any queries please contact stas@decyp.tas.gov.au.

Sun Safe Policy

All staff and students are required to wear a sun safe hat between September and April. Caps are not permitted. Students are actively encouraged to wear SPF 30+ (or greater) broad-spectrum water-resistant sunscreen to school, and to bring sunscreen to school to re-apply. The school does not apply sunscreen.

Transferring to another School

When children transfer to another school within Tasmania, relevant records are forwarded to the child's new school. For interstate or overseas transfers, the class teacher will provide a synopsis of the child's progress. Parents are required to share details of the transfer (including date and school) in writing addressed to the principal.

Website

There is various information that relates to both the school and the department available on the school's website. The website provides access to the school newsletter, upcoming event, forms & documents. You are able to report an absence, follow us on Facebook and contact us.

<http://summerdaleprimary.education.tas.edu.au>

***Please keep this booklet for your information
and do not hesitate to contact us should you
have any further questions.***