BEECHWORTH PRIMARY SCHOOL

PARENT INFORMATION BOOKLET 2024-2025

Office Hours: ***8.30am to 4.30 pm***

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Beechworth Primary School

Welcome to the Beechworth Primary School

At Beechworth Primary School we have a lovely blend of new and old. We value and pay respect to our long history, and look forwards to an innovative and collaborative learning environment where students are encouraged to embrace all opportunities. Communication, critical thinking, and sustainability are at the core of our learning. Strong learning partnerships with our families and the wider school community are important to us.

We have a strong focus on deep learning in Literacy and Numeracy, which underpins learning in all other curriculum areas. We encourage global thinking and citizenship and work hard at preparing students to be confident and successful in the new digital age and their life beyond school.

Thank you for taking the time to read through our Information Book. This booklet provides you with an overview of the School, if you require further information regarding any aspect of the School, please contact the office.

Principal: Sue McDonald

Child Safe Statement

Beechworth Primary School is committed to the implementation of Child Safe Standards to promote the safety and wellbeing of all young people.

"We would like to acknowledge the traditional custodians of the lands, who walked the hills and cared for the rivers of this land on which we gather.
We would also like to pay respect to the elders past and present of the nation and extend that respect to other Aboriginal people present."

Philosophy:

Beechworth Primary School is a child-centred school. The voices of the children are significant and their views are respected. We believe that children are adventurous in acquiring knowledge, intellectually curious and keen to actively engage in making sense of their world. We encourage joyful pursuit and excitement of learning for our entire School Community.

Motto:

Be Respectful, Safe, Persistent, Caring … Always!

Vision:

Empowering all students to be respectful, persistent and caring learners in a safe and connected community.

Mission:

We aim for excellence in all we do, our decisions and choices are guided by our values; respect, safety, persistence and caring. The celebration and promotion of personal best is at the forefront of our learning journey. Through this we build productive and positive relationships with all members of our school community.

Context.

Beechworth is a historic gold mining town in North East Victoria. Like all small, rural towns it has unique characteristics. In Beechworth the preservation of heritage buildings, a beautiful natural environment and a vibrant arts community has combined to create an environment in which tourism is a major industry. Beechworth Primary School was built in 1875 and consists of a central heritage building classified by the National Trust and a second building which houses our senior students.

Beechworth Primary School is set on five acres of spacious and attractive grounds that feature a stand of sequoias more than 100 years old. The grounds offer a stimulating physical environment that enhances formal education.

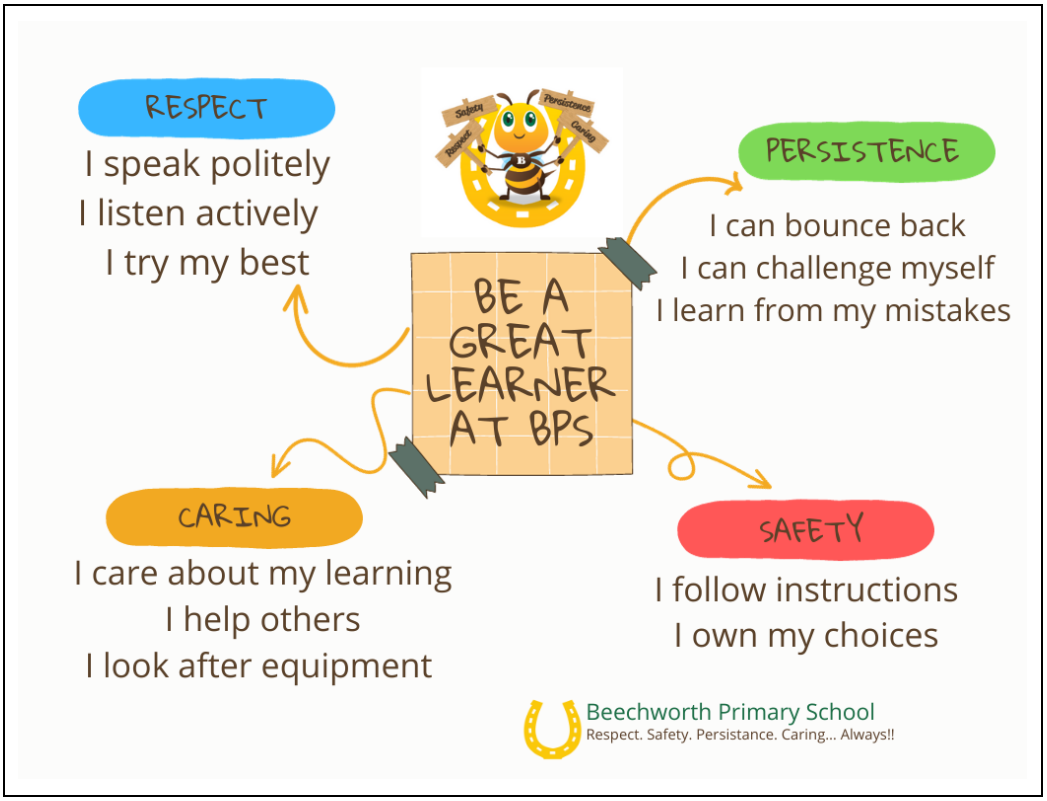
The school draws its students from the town and the surrounding rural area and is a major focus within the community. Our current enrolment is 180 students and we expect it to remain around that number in the coming years.

Beechworth Primary School Values.

Respect, Safety, Persistence and Caring … Always!

Beechworth Primary School strives to empower all students to be respectful, persistent, and caring learners in a safe and connected community.

We follow a whole school-based approach which underpins our values of Respect, Persistence, Safety and Caring.



In order to support students in achieving our vision we engage with the following strategies:

- Berry Street (Trauma informed practice)
- Respectful Relationships
- Schoolwide Positive Behaviour Support (SWPBS)
- Acknowledgment of student achievements via our values ticket systems
- Student Investigations
- Special events and celebrations throughout the year
- Specialist classes

CURRICULUM

FOCUS – Every Child, Every Opportunity.

At Beechworth Primary School we value the skills and talents of every child. We want our students to become active learners and contributors to their education and to develop enthusiasm for lifelong learning. Our teaching and learning empowers students to be actively involved in their learning journey.

Beechworth Primary School addresses the learning needs and interests of each and every child. In this ever-evolving digital world, development of skills such as problem solving, critical thinking, negotiation, responsible leadership and collaboration are paramount.

We believe that resilience, grit and effort complement academic rigor. We encourage our learners to take a risk with their learning whilst challenging themselves to try new things. Success builds our confidence in our abilities, but a great deal more can be learned from reflecting on errors to develop our learning.

We believe students learn best when they know the purpose for their learning, are given timely, targeted feedback for improvements and are involved in real-life, multi-disciplinary projects that inspire them and encourage them to make choices for themselves.

We believe that student engagement is an essential ingredient to student improvements and achievement, and as such, we embrace student voice and a strengths-based approach.

Finally, we believe that parents are the primary educators and that strong partnerships between parents, teachers and the school are essential to students' success throughout their educational journey.

LEARNING TO LEARN

During Term 1 each year, all classes are involved in a 'Start Right' program which involves students developing a set of shared expectations for their classroom environment for the coming year. The main focus of this program is to engage students in our school values of Respect, Safety, Persistence and Caring. Students develop a deeper understanding of how they learn and the positive mindset they need to ensure they achieve their potential.

LITERACY

At Beechworth Primary School, we know the critical impact that the skills of reading and writing have in our everyday lives. We believe that more explicit, targeted teaching and learning in how our English language works helps to 'crack the code' and ensures that our students receive all the skills they need to be life-long readers and confident writers.

Students across the school engage in 2 hours of Literacy lessons each day. Wherever possible this occurs in the morning session of the day.

In the Foundation to Year 2 classes, we commence each literacy lesson with 30 minutes of explicit phonics instruction. We teach phonemic awareness, phonics and decoding for reading using a linguistic phonics programme called Sounds-Write. It is based on the 'Science of Reading' and provides a structured, cumulative, and code-oriented approach to teaching reading and spelling. It starts with what children learn naturally, the sounds of their own language, and teaches them to represent those sounds in writing. Sounds-Write is a complete phonics curriculum that teaches the skills, concepts, and code knowledge necessary for children to read and spell. This is followed with a further 30 minutes of reading practise and comprehension activities.

As we move up into the Year 3 to Year 6 classes, our explicit reading instruction explores grammar, sentence structures, spelling (morphology and etymology) and rich text-based units. The text-based units cover an aspect of reading in the context of a rich text (picture book, short story, novel, letter, persuasive piece, or information report). This instruction incorporates both reading and writing to teach and engage students in supported practice in concepts of language comprehension.

During our Writing lessons across the school, students are explicitly taught secretarial and authorial skills. Writing is commenced with working at word level, moving to sentence level, then paragraph and whole text level. We use a range of tools to support the teaching of writing including VCOP skills (vocabulary, connectives, openers and punctuation), and Big Writes. A Big Write is a writing session that provides the chance for the students to celebrate their writing and show off the learning goals they have achieved.

NUMERACY

At Beechworth Primary School we encourage and guide our students to explore mathematical concepts and processes through problem solving. Students develop and trial strategies to solve appropriately challenging tasks. Our classroom teachers use open ended questioning, explicit teaching, and mathematical modelling to support student growth and confidence. We encourage peer learning through shared mathematical discussions where students articulate, model, and justify their strategies to other students. We value the inclusion of concrete materials, digital tools and real-world links into mathematics lessons.

Our sequences of learning are developed from the Victorian Curriculum and students' prior knowledge of the focus areas. We use pre, post and ongoing assessment tools to measure student growth and identify their next steps in learning. Each unit of work is planned so it includes two curriculum strands of mathematics. The aim of this is to give real world context and application to the mathematical concepts taught.

INQUIRY – INTEGRATED STUDIES

INQUIRY is a Humanities based program that runs on a repeating 2 year-cycle and integrates a number of subject areas. INQUIRY units are designed around eight concepts. The eight concepts are Community, Sustainability, Social Justice, Creativity, Identity, Change, Necessity and Curiosity. Following the INQUIRY program all students explore the same concept at the same time, allowing for whole school immersion and cross level collaboration. INQUIRY commences in Year 1.

STEM

Beechworth Primary school offers a Science, Technology, Engineering and Maths (STEM) program for all year levels. At BPS, we predominantly use the Primary Connections Program. Primary Connections is a well-researched and extensively trialled program that is linked to the Australian Science Curriculum. It also aligns with other curriculum areas, including Literacy, Mathematics, Critical and Creative Thinking and Intercultural understanding. The Primary Connections approach uses guided inquiry and hands-on investigations, to allow students to explore and test on their own and develop evidence to support their claims.

At B.P.S we also aim to get involved in local community programs and draw on the expertise of our school community to learn about what scientific work looks like.

HEALTH AND PHYSICAL EDUCATION

At Beechworth Primary School we are proud to offer a specialist Physical Education Teacher for all students in Foundation to Year 6. Students have 1 hour of PE class each week, plus additional PE activities with their classroom teacher. We conduct whole school Athletics Carnival, Swimming Sports, Cross Country running, plus winter sports such as football, netball, soccer, and T'Ball.

Beechworth Primary School values the importance of physical activity for all children. Our programs include swimming, physical fitness, athletics and dance. Our Year 3-6 students participate in Winter sports carnivals for football, netball, soccer and T'Ball as well as Kanga8 cricket during the summer months. Students participate in District and Regional events for swimming, cross country running and athletics. Parents are more than welcome to join in as an observer or help with coaching or supporting. Our spacious school grounds provide the perfect opportunity for all sporting activities. We have a huge oval, synthetic rubber and synthetic grass courts for various ball games, plus we offer shaded playground equipment for all students.

SELS (Social and Emotional Learning)

As a school we deliver Social and Emotional Learning lessons weekly throughout the year.

Our school uses the Resilience, Rights and Respectful Relationships program (RRRR). While in term four, the students in Year 3 – 6 focus on Catching on Early to promote healthy relationships.

RRRR is a whole school approach to Respectful Relationships which draws on the Victorian Curriculum and links what is taught in the classroom with:

- The social, physical, cultural and spiritual environment of the school.
- The school's policies and procedures.
- Community partners and organisations that can support the school community.

LANGUAGE - FRENCH

The French Language program aims to develop students' communication and thinking skills as well as enhancing their understanding of language and culture. They learn to communicate in another language, develop intercultural awareness and reflect on their own language and cultural identity.

Each class has a one hour lesson every week for French. Activities include games, songs, stories, videos, role-plays, craft and online tasks. Students focus on a particular theme or topic each term such as Sports, Family, Fruit or Pets. They develop their language skills through reading, writing, speaking and listening using a variety of texts relating to the topic.

Cultural studies are incorporated into the theme, for example through reading folktales, watching short documentaries or undertaking online research. It is hoped that through studying French, students at BPS gain a broader view and deeper appreciation for the diverse world in which we live.

ART

At Beechworth Primary School we follow The Victorian Curriculum and provide a comprehensive Visual Arts program specific to both Junior and Senior students.

Every child participates in a weekly session with the focus on making and responding through the following principles:

- **Explore and Express Ideas** – By observing and experimenting, students view the conventions of various art forms and incorporate these into their own creations.
- **Visual Art Practices –** Students are given the opportunity to learn and master skills and techniques in the area of design and creating, with the incorporation of modern technologies.
- **Present and Perform –** The artwork of students is exhibited both within the school and wider community. Senior students work towards creating a major art piece, to be part of a large exhibition.
- **Respond and Interpret –** As well as creating their own work, students examine the work of Indigenous and International Artists both past and present. They are encouraged to reflect upon the meanings, beliefs and values in the work of other Artists.

We are privileged to offer this program at Beechworth Primary School programmed and planned by specialist Art teacher with a dedicated and well-resourced Art room.

EXTRA CURRICULA ACTIVITIES

SCHOOL BLOG – EXTRA CURRICULA ACTIVITIES

Each year the school runs a wide range of events and excursions. These are available to view on our 'BPS School Blog'. The Blog is available on our school website – either from the Home Page or via the Classes Tab.

LIBRARY & LITERACY CELEBRATIONS

Students at Beechworth Primary School have the opportunity to immerse themselves in the world of literacy by borrowing books and engaging in literacy activities and celebrations, such as National Simultaneous Story Time, Book Week celebrations and Scholastic Book Fair. Junior classes attend weekly sessions in our newly built library, while Middle and Senior students attend fortnightly sessions at the Indigo Library in Beechworth.

COMPUTERS IN THE CLASSROOMS

We have developed a network of computers enabling each classroom to access various applications, the Internet and telecommunications. Our students use the technology in all classrooms as a tool for learning. All classrooms have a bank of laptops and iPads. These devices are used in all aspects of student learning programs from Literacy and Numeracy to the Arts.

CAMPS AND EXCURSIONS

Our camping program operates for students in Years 3 to 6. Year 3 and 4 students alternate each year with an adventure type camp and an educational camp (Echuca). The Year 5 and 6 students alternate between an educational camp and civics and citizenship camp (Canberra). The cost of these camps is usually around $400 and parents are advised well in advance to allow for payment.

WELL-BEING PROGRAMS

Throughout a child's schooling there can be times when things happen that are challenging socially or emotionally. Our school recognises this and has a range of short-term programs and supports that can be offered should the need arise. These are offered to students following consultation with the parent and are used by a wide cross section of our community at times of need. One such program is called "Seasons for Growth". Children experiencing grief, loss, transition difficulties etc. may access the program.

INSTRUMENTAL MUSIC TUITION

The school offers access to instrumental music lessons for students, from Year 1 up, wishing to learn from a range of instruments. These lessons can be individual or in small groups. This is a "user pays" system and parents organise payment with the teacher involved.

REPORTING TO PARENTS

Reporting is an integral part of teaching and learning. Assessment is a vital component of a teacher's work and here at Beechworth we use our Assessment data to inform our teaching programs. Students are also asked to set personal learning goals, to reflect and self-evaluate their learning with the support of their teachers.

Parents receive written reports against the Victorian Curriculum progression points twice a year (June and December). Interviews are also offered in Term 1 and Term 3. We ask that all students attend parent/teacher/student interviews to ensure they are involved in the learning process.

Parents are encouraged to contact the teachers and make an appointment if there are concerns in relation to your child.

STUDENT VOICE

At Beechworth Primary School we believe students need to be at the centre of their learning and should have true ownership in their school. Students are given opportunities to have input into decisions, voice concerns and make suggestions to improve their school, as well as becoming more aware of the wider community.

Student voice, agency and leadership are supported and encouraged across the school.

> ***Student Voice*** *– is not simply about giving students the opportunity to communicate ideas and opinions; it is about students having the power to influence change. Authentic student voice provides opportunities for students to collaborate and make decisions with adults around what and how they learn and how their learning is assessed. This is known to lead to improved educational outcomes.*
>
> ***Student Agency*** *– refers to the level of autonomy and power that a student experiences in the learning environment. Student voice and agency are intrinsically linked. Agency gives students the power to direct and take responsibility for their learning, creating independent and self-regulating learners.*
>
> ***Student Leadership*** *– is not confined to a small group of individuals, as leadership potential is inherent within all learners. Student leadership includes listening to and being able to clarify the issues of the students they represent and advocating on their behalf. Student leaders have an increased sense of responsibility to help others and to model leadership principles and values. Trust, autonomy and relationships are enhanced through the development of leadership qualities.*

Leadership is integral to life-long learning. All students should have the opportunity to demonstrate and develop leadership skills. Student leadership roles include School Captains, House Captains, Junior School Councillors and Team Leaders.

SCHOOL CAPTAINS AND HOUSE CAPTAINS

As the most significant student leaders in the school, School Captains are expected to be ambassadors who embody the school values. They must be approachable, reliable and trustworthy with high expectations of themselves and others. The School Captains are to take an active role in all aspects of the school community and work with others to achieve the best possible outcomes. School Captains are chosen from the pool of grade 6 students for the following year.

The role of a House Captain is to encourage all students to participate in house activities and house events. They are to set a good example. House Captains must always be approachable, reliable and embody the school's values.

STUDENT REPRESENTATIVE COUNCIL (SRC)

At Beechworth SRC plays an active role within our school in charity work and event organisation. Each classroom elects a representative to be on our SRC and all decisions made are done in consultation with the group.

OUR SCHOOL COMMUNITY

We believe our school is a community resource and that the education of children is a joint effort with valued input from children, teachers, parents and members of the wider community. This foundation is fostered by:

- Striving to make our school **friendly and welcoming** for all and having a strong sense of belonging;
- Developing an atmosphere of **trust and tolerance** by having clearly defined expectations of **all** people within our school community;
- Providing a school where everyone feels **safe and confident** by dealing honestly and justly with all concerns.
- Actively supporting **open communication** whenever possible. Communication in the first instance should be directed to the classroom teacher. If you would like to speak with the Principal, please make an appointment through the office.
- **Respecting each other** and developing supportive guidelines for everyone within our school community.

TEACHERS

Our teachers value learning not only for the children, but also for themselves. Professional learning is a high priority at this school. It adds depth and value to our programs, which in turn improves student learning. We are an innovative school and the methods of teaching are modified and enhanced when we adopt practices to meet the needs of our children. Curriculum planning is done on a whole school, team and individual level.

INDIVIDUAL EDUCATION PLANS (IEP)

Some students may need Individual Education Plans (IEP), which teachers develop and implement along with student/parent input. These plans set targeted learning goals for children identified with additional needs in any area of the curriculum or in social behaviour. Additional needs can be extension for high achievers, or support for students experiencing learning difficulties. We have outside agencies we call on to help us meet specific needs, such as speech pathologist, school psychologist, and school engagement workers. Funding via an application and evaluation process through DET Victoria is available for children with special physical, educational or emotional needs.

FAMILIES

We encourage parents/caregivers to become involved in our school, to work with us for the benefit of all our children. Parents are welcome in the classrooms and in any capacity they wish to support education in our school; help at working bees of fundraising events throughout the year, attending school assemblies (we have student led assemblies every Monday morning and also at the end of each term); becoming involved in school programs, such as camps and excursions. Parents are vital members of our School Council and Parents and Friends Association (PAFA).

If you wish to help, we ask that you see the relevant teacher to arrange the best possible time. At BPS we have visitor and volunteer policies to ensure that our students' privacy is kept confidential and that the welfare of the volunteer, the students and staff is all respected. All volunteers within the school are asked to undergo a volunteers' working with children check. This is required by law. Working With Children forms are available at the Post Office.

Parents may also wish to join our Parents and Friends Association (PAFA). This group actively participates in various events which create opportunities for our school community to come together as well as raising money for school resources.

SCHOOL COUNCIL

We have a proactive School Council that helps in the running of the school at the governance level. Parents are encouraged to become involved either on the Council or a Sub-committee of the Council. Elections for membership on School Council are conducted at the beginning of each School year. Information regarding elections is published in the School Newsletter. The council meets twice a term, on the 3rd Wednesday of the month.

WIDER COMMUNITY

We work with our Shire Council, Landcare, Water Watch, Environ Waste, Energy Sustainability, Men's Shed and other organisations to enhance learning opportunities for our students and to support the community in which they live. We actively seek to be a productive part of our community and assist our students in becoming good citizens and having a community conscience.

GENERAL INFORMATION

2024 TERM DATES

Term 3 **15 July to 20 September**

Term 3 **7 October to 20 December**

2025 TERM DATES

Term 1 **29 January to 4 April**

Term 2 **22 April to 4 July**

Term 3 **21 July to 19 September**

Term 4 **6 October to 19 December**

SCHOOL TIMES

School supervision: 8:45 – 3:40 (students outside these hours should be booked into Before/After School Care).

First bell 8:55am	
Classes start:	**9 am**
Morning break	**11:00am – 11:30am**
Supervised Lunch	**11:30am - 11:45am**
Afternoon break:	**1:45pm - 2:15pm**
Supervised Snack:	**2:15pm – 2:25pm**
Dismissal:	**3:25pm**

All children are expected to be at school from 8.55am to 3.25pm. To keep everyone safe, children are not permitted to leave the grounds unless they are signed out at the school office and are collected by their parents or guardians. We ask that students be at school by 8.50am so they are ready to start classes at 9am. If you collect your child during the day, we ask that you come to the office and sign them out in the appropriate book. Students who arrive at school prior to 8.45am should be booked into the on-site before school care program, TheirCare.

OFFICE

Office hours are: Monday to Friday 8.30 – 4.30 during school terms. The school office is closed during term breaks and on public holidays.

The office at the school is where parents may collect information, leave messages, etc. or pay any accounts. **Our office staff** are there to help you in any way possible. Please use the reception window for any inquiries.

COMPASS

Compass is a web-based school management system that our school uses for a variety of administration tasks including: attendance and roll-marking, absence notifications, semester reporting, events, newsletter distribution, excursion permissions and payments, and notices. Compass can be accessed on any device including apps for android and iPhones and iPads, in addition to computers. All families are asked to register for Compass following enrolment using directions and a log on provided by the office. Compass is accessible via an app on your phone or via computer.

GRADE / STAFF STRUCTURE

Class structure for the coming school year is normally finalised in December. It is a difficult process as we have to wait for confirmation of our projected student enrolment numbers. Student allocation to classes is also confirmed in December and we endeavour to maintain friendship groupings where possible. In the event of a concern with concentration, focus in class or other issues, we will consult with parents to ensure the best possible placement for your child. During Term 4 we ask for parents to put forward considerations in regard to their child's class placement. This is to help us in placing each child in the best group for learning. These considerations assist us in having all facts at our disposal and must be in writing and addressed to the Principal.

PUPIL-FREE DAYS

Every school in Victoria is allocated 5 pupil free days, throughout the year. These days are to be used for staff professional development and Assessment and Reporting. Each year, teachers begin school one day prior to students. Staff are involved in curriculum planning, professional development and organisation relating to the new school year. The remaining days are scheduled throughout the year. Advanced notice is always given in the School Newsletter and Parent Planners which are available online.

TRAVEL

Students can ride their bikes to school but we recommend students under the age of ten be supervised by a parent. (This is in line with state laws.) Students must wear an approved helmet and bikes are to be brought into the school through the back gate (via the park) and are to be housed in the bike shed. This area is out of bounds for all students during the day. Some children travel to and from school on the school bus provided by the Department of Education and Training (DET). One bus travels from the Wooragee area, another from the Stanley area, one from Fighting Gully Road while the fourth operates in the township of Beechworth. Conveyance allowance is provided for students who travel more than 4.8km to school. See staff in the office for details.

WALKING SCHOOL BUS

The Walking School bus is a program coordinated by Beechworth Health Service. Students can meet the walking School Bus at designated points within the township of Beechworth. A community volunteer will then walk with the students to School. This program promotes active children. Inquiries regarding this program can be made to the Beechworth Health Service.

ABSENCES

If your child is absent from school, it is a legal requirement that you inform the school, this can be done **via Compass, phone, email** or a **note** to be given to the class teacher. It is a DET requirement that all absences are recorded by 9.30am. If your child becomes ill during the day, a staff member will contact you.

MEDICATION

Staff are not permitted to give medication to children unless parents have provided a signed permission form for this purpose. We have staff trained in first aid at our school and all staff have a current CPR accreditation**. All medication** is to be handed to the office along with the signed medication form. Without this form, no medication can be given. In cases of emergency, it is important that all parent contact details are current. Please ensure your contact details are up to date at all times.

SUN PROTECTION

Our school takes sun protection seriously. All children are to wear broad-brimmed hats when outdoors. However, they have the choice of a beanie, broad-brimmed hat or no hat from May 1 to August 31. In order to protect our students from the harmful rays of the sun, we have a no hat, no play policy. Hats may be purchased from the school office. Students should have sunscreen applied at home prior to school. Please note that the school does not supply sunscreen, however, students will be reminded to apply it should they have it in their bags.

LUNCH AND SNACKS

We encourage all children to bring a healthy lunch. Treats should be saved for a special occasion. We actively encourage children to eat well so that they can maximise their learning time while at school.

- We encourage all students in class to drink water and to have a drink bottle of water in the classroom for access throughout the day during class time.
- Children are encourage to have a fruit/veggie snack at 10am. We encourage eating fruit and vegetables in order to keep their concentration at its best and themselves fit and healthy.

Please note glass bottles are not permitted here at school.

ALLERGIES/ANAPHYLAXIS

We have students at our school who suffer from anaphylaxis. This is a severe life threatening allergy to certain foods such as peanut butter, nut products, eggs etc. We ask for your support with measures we have in place for these children. We ask that children do not share food at school. We have training for parents and staff in the treatments of an anaphylactic reaction. More information is available through classes and in the School Newsletter from time to time.

PROPERTY

Please ensure all personal property such as clothing, hats, etc is clearly labelled. Lost property is to be found in the main foyer under the bell and in the BER Building (the new building) in a large basket. This is cleaned out periodically.

NEWSLETTER

The newsletter is produced every Friday and is a valuable communication tool between home and the school. Our School Newsletter is produced electronically and is distributed via Compass. A paper copy of the newsletter can be provided to families with limited internet access by contacting the school office.

YARD SUPERVISION

We commence duty at 8:45 am with only 1 staff member on duty, supervising at the front of the school. Once bags are put away, students are expected to wait in the front of the school under supervision until the bell rings at 8.55. There will be 3 staff members on duty at all times in the yard and during breaks 1 & 2. There is also a staff member on duty at the bus and bike shed every afternoon. We encourage children not to be at school any earlier than 8:45 a.m. as there are no teachers on duty until then.

IMMUNISATION HISTORY STATEMENTS

Immunisation History Statements are required for all students who attend school. All Statements are now issued by ACIR – **1800 653 809** (Australian Childhood Immunisation Register) automatically – if all immunisations have been completed. Statements are also available via your Medicare online account through myGov or Medicare mobile app. If a child's immunisation is not complete or by choice they have elected not to immunise parents/carers will need to provide a letter from a GP.

STUDENT MOBILE PHONES

We understand that in today's world, students may have the need to have access to mobile electronic devices such as phones and iPods. **In line with Department of Education policy, and for security reasons we ask that students hand these in to their classroom teacher or school office at the beginning of the day and then collect them at 3.25pm, where they will be stored in a locked box.** The Department of Education and Training does not hold personal item insurance and therefore does not take any responsibility for items brought to school by staff or students.

SCHOOL POLICIES

Our Beechworth Primary School Policies are available on our school website; http://www.beechworthps.vic.edu.au. The policies can be found under the 'Parent Information' Tab, in Policies and Forms.

FINALLY

There are a number of attachments included in your information folder. Please ensure that all forms are completed and returned to School as soon as possible. This will ensure that we have all the necessary information we require. We appreciate your prompt return and support with returning all forms.

INDUCTION PACK

On your child's first day of school at BPS they will bring home an information pack which includes a range of informative documents and school policies.