



# ALLENBY GARDENS Primary School



*Everybody matters. Every moment matters.*

## Family Information Booklet

## Welcome

Allenby Gardens Primary School operates as a Preschool to Year 6 School, incorporating a Preschool as well as a before and after school hours program (OSHC). It is situated in the West Torrens catchment area.

There are currently around 390 learners attending our school and 60 learners attending our preschool.

At Allenby Gardens Primary School, our vision underpins our teaching and learning goals:

A community where we play, learn and grow together. We explore, ask questions and embrace challenges. We want to learn about ourselves, others and the world around us. Everyone belongs and we make a difference by being kind.

Our school values of Compassion, Curiosity, Connectedness and Courage support all learners to develop life-long learner skills, knowledge, and abilities to be positive members of the school and community. We aim to prepare our learners not only academically but also socially and emotionally for their future endeavours.

We are fortunate to have a vibrant family community, working in partnership to support all learners. We continue to value this partnership and welcome families to play an active role in our school community and their child's learning. Research highlights that families who are active participants in their child's learning are more satisfied with the learning achieved.

## Motto

Everyone Matters. Every Moment matters.

## Vision Statement

A community where we play, learn and grow together. We explore, ask questions and embrace challenges. We want to learn about ourselves, others and the world around us. Everyone belongs and we make a difference by being kind.

## School Values

Compassion  
Curiosity  
Connectedness  
Courage

## School Office Hours

Monday: 8.00am - 4.00pm  
Tuesday: 8.00am - 4.00pm  
Wednesday: 8.00am - 4.00pm  
Thursday: 8.00am - 4.00pm  
Friday: 8.00am - 3.30pm

School staff can be contacted via email on [dl.0473.info@schools.sa.edu.au](mailto:dl.0473.info@schools.sa.edu.au).

Front office staff will be available between 8.00am and 4.00pm to assist families with enquiries and payments.

## Visitors

All visitors must report to the front office on arrival and sign in.

## Enrolment

Expression of interest for enrolment in preschool and school (Foundation) will commence in term 1 the year prior to the child starting.

Year 6 learners will apply for high school through the state-wide transition process. This online transition process is managed by the primary school and will commence at the beginning of term 2. You will have the opportunity to nominate your child for up to 3 non-local high schools, as well as your local (zoned) school. You must apply by the due date.

For further information regarding enrolment please email [dl.0473.info@schools.sa.edu.au](mailto:dl.0473.info@schools.sa.edu.au)

After you have accepted an offer of placement at preschool or school, you will be invited to a pre-enrolment interview or information session. At this time, you will be given an enrolment form to complete.

On the enrolment form you must provide your child's: name, date of birth and place of residence.

You must also provide:

- immunisation evidence for preschool enrolments
- any family law or court orders
- relevant visa information
- documents about health, disability, or other support needs.
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The information you provide about your child must be true and factual. The school or preschool will ask for documentary evidence, or proof, before finalising the enrolment.

The principal can withdraw an offer to enrol if parents give false information or intentionally mislead the school or preschool to gain entry.

### **Proof of name and date of birth**

You must use one of these documents to prove your child's full legal name and date of birth:

- an official birth certificate or extract
- A passport or other travel document such as a visa, citizenship certificate or ImmiCard or other official government documents with the child's name and birth date.

If you cannot provide one of these documents, contact the school or preschool.

## **Proof of residence**

If you own your home, you need to show both a contract of sale for the property or a recent council rates notice and recent gas or electricity bill for the property.

If you rent a home, you need to show both a rental agreement and a bond receipt lodged with Consumer and Business Services showing the current place of residence. The rental agreement should cover at least the first 12 months at the school and a recent gas or electricity bill for that property.

You must give your child's primary permanent home address, not a commercial, postal, or mailing one.

For learners applying to start school for the next school year, the rental agreement must be current and also cover the entire next school year.

The rental agreement must be for the entire property. The renting of a room or rooms is not considered a primary place of residence.

If your child is living with a relative or friend, the school will ask for supporting documents such as a parenting order from the family court confirming that the relative or friend is the child's legal guardian.

The school or preschool might ask you for other supporting documents to verify your child's address, such as a driver's licence.

All schools and preschools will ask for residential documentation when they make an offer to enrol, or when the family is changing an address at the school.

If you cannot provide the requested documents, the school or preschool will decide about the legitimacy of the application. This might include asking you for other documents, to come to an interview, or to sign a statutory declaration.

## Eligibility for preschool

Fifteen hours per week of preschool is available to children in the year prior to starting school. At Allenby Gardens Preschool we distribute these hours across a fortnight with children attending 30 hours per fortnight.



Children who turn 4 on or before 30<sup>th</sup> April 2023 are eligible to commence preschool at the beginning of the school year (January 2023). Children who turn 4 between 1<sup>st</sup> May and 31<sup>st</sup> October are eligible to commence preschool mid-year (term 3).

Early entry is available under specific circumstances. Children of Aboriginal and Torres Strait Islander background can access preschool from the age of 3 years for 12 hours each week.

Requests for early entry will be assessed on a case-by case basis by the Assistant Principal: Early Years and the Principal. Early entry to preschool may be offered to children:

- with additional needs or a disability
- with significant extenuating family or individual circumstances
- with minimal English
- who are at significant risk due to family circumstances.

Children accessing early entry will attend 12 hours per week and enrolment is dependent on the availability of positions within the capacity of the preschool. If you believe your child may qualify for extra time at preschool, please feel free to discuss this with the Assistant Principal – Early Years.

In 2024 Session times will be at follows:

**Group 1: Monday and Tuesday 8:30am-3:00pm and alternate Wednesdays 8:30am-12:30pm**

**Group 2: Thursday and Friday 8:30am-3:00pm and alternate Wednesdays 8:30am-12:30pm**

### Immunisation requirements

After changes to the South Australian Public Health Act 2011 (the Act), from 7 August 2020, children will not be able to enrol in or attend early childhood services unless all immunisation requirements are met (No Jab, No Play).

### Starting primary school or reception

If your child turns 5 before 1 May, they can start primary school at the beginning of the year (the first year is known as reception). If your child turns 5 between 1 May and 31 October, they can start mid-year. Mid-year intake will commence in 2024. Children who turn 5 after 1 Nov can start in Term 1 of the following year.

All children must be enrolled at school by 6 years of age, which is the compulsory school starting age.

## Preschool Fees

Allenby Gardens Preschool operates within the management of Allenby Gardens Primary School and therefore fees are determined by the School Governing Council. Fees are charged for all children attending Allenby Gardens Preschool to assist with the purchase of materials and service.

Preschool fees are \$180 per term or \$ 720 per year.

The Business Manager is available to discuss individual requirements in person, by email, [dl.0473.finance@schools.sa.edu.au](mailto:dl.0473.finance@schools.sa.edu.au) or phone on 8346 1541.

## School Fees

The prescribed charge for 2025 Materials Services is \$370.00 - reception to year 6. This may vary slightly from year to year.

Additional charges may apply for items and excursions/activities that are not considered necessary for learners to complete the curriculum activities, e.g. optional resources, project materials.

The governing council have endorsed this amount as has the family community. These funds will allow the school to continually enhance the learning experiences of our learners.

Invoices will be sent home mid-term one. Full payment is required by the last day of term 1 unless an instalment plan is approved. Allenby Gardens Primary School offers confidential discussions about payments and wants to support families the best way we can. Please contact the Financial Services Manager for more information about payment plans and other support.

The governing council conducts annual online polling to determine the legally recoverable amount of the materials and services charges. Parents and caregivers will be notified about this process and outcomes.

The materials and services charges include:

- Stationary items including books and photocopied resources
- Access to learner information technology and equipment materials for curriculum use
- Access to library resources

## School Card

The school card allowance for primary learners in 2025 is \$287.00.

There is no school card allowance for preschool children.

Government eligibility criteria is available online at:

<https://www.sa.gov.au/topics/education-and-learning/financial-help-scholarships-and-grants/school-card-scheme>.

All learners from the same family, Reception to Year 6 who attend any government school should be included on one application. You can do this by listing individual learners and schools attended.

Please visit the Department for Education website, [www.education.sa.gov.au/department](http://www.education.sa.gov.au/department) to lodge your application. The Department for Education automatically informs the school of your application and will inform you of your eligibility. Finance and reception staff can help you apply for school card if you need assistance.

## Payment Options

The Business Manager is available to discuss individual requirements in person, by email, [dl.0473.finance@schools.sa.edu.au](mailto:dl.0473.finance@schools.sa.edu.au) or by calling 8346 1541.

Fees and other payments can be made by:

- cash, credit card, EFTPOS (no withdrawal facility), cheque
- credit card over the telephone
- Qkr! app – online payment
- Families can make payments in person at reception during office hours. Phone payments can be made during office hours.



## Communication

Here are some ways we can share information together:

- The School Newsletter is published three times a term on Fridays and distributed to families via Seesaw (unless families request paper copies)
- Seesaw is a free app that provides a way to communicate privately with messages, photos, and information about your child.
- Email – [dl.0473.info@schools.sa.edu.au](mailto:dl.0473.info@schools.sa.edu.au) or EMS generated emails
- Facebook: Allenby Gardens Primary School
- Instagram: Allenbygardensps
- Talking with us
- Edsmart forms

## How can I find out what / how my child is doing at school?

- Ask your child directly
- Quick chat with the classroom teacher making sure to not do this at busy times like the beginning or end of the day. It is better to arrange a time to talk if the conversation is going to be more than a few minutes.
- Open Night, held in Term 1 where we showcase our school and what is happening in the classroom
- Seesaw, a classroom app that will keep you up to date with specific details of what your child is doing in class
- Should you need to raise more of a concern and the above methods have not been helpful then the school has a grievance procedure that can be found on the website [www.allenbyps.sa.edu.au](http://www.allenbyps.sa.edu.au)
- Learner conferences are held at the end of Term 1.

## Parent participation/volunteers

Allenby Gardens Primary encourages all families to be actively involved in their child's education.

The Department for Education requires all volunteers to have a valid Working with Children's check and a Reporting of Abuse and Neglect certificate which is available online at <https://www.plink.sa.edu.au/pages/signup.jsf>

If you require any further information regarding these documents, please contact the Front Office on 8346 1541.

### **Families can also get involved by:**

- Helping on excursions
- Helping at family events
- Volunteering in classrooms with tasks such as reading with children or specialist projects
- Volunteering in the canteen or as a sports coach
- Working bees and BBQs
- Governing Council and/or Preschool Parent Committee

## School Photos

Primary school photos take place during Term 3. Preschool photos are taken at a separate time as organised by the preschool educators.

Information will be given to families from the school and preschool closer to the date.

## Learner Absence

If your child is sick or cannot come to school, you must call the school as soon as possible and before 9.15am, send a message on Seesaw or leave a message on the school mobile phone, 0427 812 743.

When advising about absences, government legislation requires a reason be given by the parent about why the learner cannot attend school, is late, or leaves early.

Should your child need to leave school early or come in late they must present to the front office of the primary school office to have their attendance and reason recorded. Families must provide the reason in person or by phone.

Habitual or chronic non-attendance may result in a meeting to complete an attendance plan.

If your child will be absent from school for an extended length of time, the principal must be advised and an exemption form completed. Please contact the school office for more information.

## School Times and Timetable

Time	Monday – Friday
8:30-8:45am	Before school
8:55 – 9:45am	Lesson 1
9:45 – 10:35am	Lesson 2
10:35 – 10:55am	Recess
10:55 – 11:45am	Lesson 3
11:45-12:35pm	Lesson 4
12:35 – 12:45pm	Lunch Eating
12:45 – 1:25pm	Lunch Play
1:25 – 2:15pm	Lesson 5
2:15 – 3:05pm	Lesson 6
3:05 – 3:20pm	After school

Break times across the school include recess and lunch play. Most learners will have the opportunity to have a 'healthy snack', in their classroom as part of the morning routine.

The learning consists of six 50-minute lessons. At times, this includes a double lesson for Specialist classes.

## Yard duty / before and after school supervision

Staff will be on duty to supervise learners from 8.30am until 3.20pm. Outside these times, children must be booked into the OSHC service. For more information or to make a booking contact OSHC.

## Out of School Hours Care

OSHC Director: Kasia Glowacki

OSHC Assistant Director: Paula Summers

Ph 0429 541 302

Before School Care	7:00am - 8.30am (Monday to Friday)
After School Care	3.05pm - 6.00pm (Monday to Friday)
Pupil Free Day	7:00am - 6.00pm
Early Closure	2:05pm – 6:00pm

### Preschool OSHC services

OSHC is available for children enrolled in Kindergarten at Allenby Gardens Preschool.

Early Closure (Wednesday) is available from 12:30pm- 6pm.

**Refer to OSHC Service Family Handbook for further information.**

## School Uniform

The school uniform can be purchased through Emmsee Sportswear – 779A Port Road, Woodville.

It is an expectation that all Allenby Gardens Primary School learners are in uniform while attending school, traveling to and from school, excursions and representing the school at events.

Wide brimmed hats, take home reader bags (blue), school logos (iron-on and sew-on) can be purchased at the school.

## Hat and Sunscreen Information

In accordance with our policy regarding wearing sun-safe hats, children are to wear their hats in terms 1, 2 and 4. All new reception children will be given a school hat on their first day of school. Please ensure your child brings their school hat every time they attend.

Sunscreen is available all year round for children to apply.

## Canteen

The school canteen is managed by the canteen manager, Angela Tigani and family volunteers. The school canteen is open Tuesdays and Fridays during recess and lunch play. Lunch can be ordered through the Qkr! App, over the counter at the canteen or classroom. The canteen is not open on the last Friday of the term.

## Emergency Procedures

The school has an emergency evacuation and invacuation procedure. These procedures are displayed around the school and preschool and are practised with the children twice a year.

All incidents are managed by the school. In the event of an incident or emergency, staff and learners will be alerted by siren tones and directions from emergency wardens. The community will be notified of emergency drills and be advised about any necessary actions in the case of a real emergency.

## Car Parking – Drop off and pick up

Car parking is limited and signposted around the school. Street parking is limited to 5 minutes between the hours of 8-9am and 2.30-3.30pm. Please be mindful that Charles Sturt Council do patrol these areas.

We have established a “Kiss and Drop” zone along Knight Street. Between 8:00 and 9:00 am and 2:30 and 3:30 pm this is a NO PARKING ZONE. Vehicles are permitted a 2-minute wait for pick up and drop off only. Leaving of vehicles is prohibited and creates frustration. We remind families that if you are using the kiss and drop area, cars should be moving along to ensure a flow to enable all children to be picked up.

We operate a school crossing on Barham Street and families and learners are expected to use this to cross the road safely. Please check and abide by the parking guidelines on either side of the crossing. This area can get very busy, and it is important that it remains a safe zone for our families and staff.

## Specialist Subjects

At Allenby Gardens Primary School, we offer a range of specialist curriculum subjects. These curriculum areas are aligned to the South Australian Curriculum:

- Language – Greek
- The Performing Arts – Music, Drama, Dance and Media Studies
- Physical Education
- Science

## InitialLit Foundation – Year 2

InitialLit is an evidence-based whole-class literacy program providing all learners with the essential core knowledge and strong foundations to become successful readers and writers. InitialLit is a three-year program, covering the first three years of school (Foundation to Year 2).

For Foundation and Year 1, the program focusses on phonological awareness, teaching letters and sounds, blending, handwriting and early spelling. In Year 2, the Initialit program shifts to the teaching of comprehension skills, spelling, reading fluency, and vocabulary.

The learners bring home texts to practice their reading skills. In foundation and year 1 learners mainly read Initialit decodable books. These books only include letter sounds that they have been taught. After year 1 many learners have progressed beyond decodable text and can read a wider range of books.

## Child Protection Curriculum

The Keeping Safe: Child Protection Curriculum (KS: CPC) is a respectful relationships and child safety curriculum for children and young people from age 3 to year 12.

It teaches children to:

- recognise abuse and tell a trusted adult about it
- understand what is appropriate and inappropriate touching
- understand ways of keeping themselves safe.

The KS: CPC is mandated in all public preschools and schools and is taught every year by teachers who have completed a full day KS:CPC training course. It is a world-class, evidence-based child safety program that is used by a range of other Australian and international schools.

## Wellbeing: Reconnection Space

### Behaviour Education

Our school follows the Berry Street Education Model, which incorporates the latest research in brain development and trauma informed practice. We use this as our framework to teach, track and monitor wellbeing for learning across all classrooms.

Berry Street is an Australian resource that is made up of five domains, body, relationships, stamina, engagement and character (strengths). It also includes morning circles and 'brain breaks' throughout the day. These are learner centred regulatory activities to get brains ready for learning or to refocus after lesson transitions.

### Reconnect Space

Our *Reconnect Space* is available to all learners at any time of the day, when accompanied by an adult. Learners can choose to take themselves to the office and get a leadership member to assist them through the room or teachers can encourage children to take a break if they are not 'ready for learning' or in the 'green zone'. The *Reconnect Space* is located in the learning hub and has been developed using current research in regulation/co-regulation, interoception and trauma-sensitive practice such as the Berry Street Education Model. Its intention is to reconnect learners back with themselves, their bodies, others and their learning. Each station in the room helps children to understand and feel what is going on inside their bodies and brains.

## Premier's Reading Challenge

The Premiers Reading Challenge is an annual State-wide initiative aiming to improve literacy and encourage children to read for pleasure and learning.

Learners will need to read 12 books during the Challenge (8 PRC listed books and 4 free choice books) between the beginning of the school year and mid-September.

All participants will be awarded with either a certificate or medal, usually presented at the end of November. foundation and year one learners are submitted as a class; therefore, all learners will receive an Award. Years 2-6 learners are encouraged to complete the challenge independently, with assistance from their class teacher, the librarian, or from a family member.

## Performing Arts

### Festival of Music

The Primary Schools Music Festival (PSMF) is a school-based music education program involving thousands of public-school learners. Learners have performance opportunities as soloists, hosts, dance troupe, orchestra or as part of the South Australian Primary Schools (SAPPS) Choir.



Our school choir rehearse together with an accompanist once per week to prepare for our annual September concert, held at the Adelaide Festival Theatre. This is a memorable opportunity for learners to be a part of as they are able to showcase their hard work and dedication.

### School Sports Program

What sports are available at AGPS?

At Allenby Gardens Primary School, we currently offer 5 after school sports, these include:

Cricket, Soccer, Netball, Basketball and AusKick

#### Registration process

During the year, learners will nominate their interest in a chosen sport/s. A registration of interest form with information about the sport and games will be sent home to families. Registration of interest forms are required by the indicated cut-off date. Team nominations will be finalised with the appropriate Association if there are adequate numbers of players and a dedicated Coach/Game Day Supervisor for each team. The number of players each sport requires on the field/court designates the number of children that are placed in each team plus some reserves. If there is enough interest, you will receive a letter outlining your child's team, coach and gameday helpers. This letter gives you some general information about your child's chosen sport. After this your coach or manager will contact you with details of training (if relevant) and games.

#### Fees

Nomination fees are required for each sport. Fees will either be invoiced by the school or appropriate association at the time of registration. These fees vary depending on your chosen sport. Fees cover the cost of association registration fees (court/oval hire, referees, administration etc.) and administration. You will be required to pay a \$10 bond in cash for shirt hire at the beginning of the season. You will receive it back once the shirt has been returned at the end of the season.

## **Coaches and Managers**

Coaches and Managers are family members of players in the team. Please consider taking on this role as without this support the learners cannot play. As a coach/manager, you are required to manage team numbers and availability, training sessions and reporting low numbers and team unavailability to the sports coordinator.

On some occasions when family members have been unable to coach, teams have had a group of family members supervise the game and training has not occurred during the week. This is called a Game Day Supervisor.

## **Clearances**

It is mandatory that all coaches/managers have a Working with Children Clearance (Please contact admin staff to complete process) and RRHAN-EC Certificate. These clearances are completed and processed online.

## **Games**

Games are played either mid-week or Saturdays depending on the sport you choose. Each association that our school is involved in makes the decision about what divisions our teams play in, the location of games and the time the games are played. Our school has NO control over these decisions. Once the team nominations have been finalised you will receive further information about day, time and location.

## **Training**

Training is at the coach's discretion and normally occurs directly before or after school on a nominated day of the week. These sessions are generally on a different day of the week to the game; therefore, your child is committing to two sessions a week. Your coach/manager will advise you of the training time.

## **Commitment**

Once your child has completed the registration of interest form and been allocated to a team, it is your responsibility to:

- Attend and be on time to training sessions
- Attend and be on time to games
- Look after and wash the loaned uniform and return it at the end of the season.

Family members are encouraged to support Learners to meet these expectations.

## **Uniform – After-school sports**

All sports require a particular uniform. We provide part of each uniform that can be loaned (\$10 bond) to players. Uniform requirements will be outlined in the team letter that you will receive once your child is placed in a team. Appropriate footwear and uniform not provided by the school is the responsibility of families to provide.

## Code of Behaviour

At Allenby Gardens Primary School, we are focused on creating safe and supportive environments for all learners. We expect all players to demonstrate the school values of compassion, curiosity, connectedness and courage while engaging in sport. Each sports association has a code of conduct that must be adhered to by players, coaches, managers and families when engaging in competitions.



## SAPSASA Sports Carnivals

In harmony with the expectations outlined in the ACARA framework, DfE values that children be given the opportunity to develop a range of physical competencies. At Allenby Gardens Primary School, we aim to enhance their choices and help them connect with the importance of regular physical activity in daily routines.

Allenby Gardens Primary offers opportunities for children to participate in sports programs to develop knowledge, skills and take action to enhance their own and others' health, wellbeing, safety, and physical activity participation.

SAPSASA State-wide Competitions include:

- Boys and Girls Soccer
- Boys and Girls netball
- Boys and Girls Football
- Boys and Girls Softball
- Boys and Girls Basketball
- Boys and Girls Swimming
- Boys and Girls Golf
- Boys and Girls Tennis

Western District Carnivals

- Underdale High School Soccer Championships Term 1
- Inner-West Basketball Championship Term 2
- Brompton Primary School Soccer Championship Term 4

## R-4 Swimming

At Allenby Gardens all learners take part in a swimming program for 1 week at the Thebarton Swimming Centre.

**The swimming program includes:**

- Acquisition and application of specific swimming strokes e.g., freestyle, survival strokes, conserving energy.
- Refine, extend and practise swimming stroke, becoming confident and independent in deep water.
- Instruction in basic water safety, survival and sun safe strategies, safe rescue of others, clothes survival, distance swimming, safe diving entry.

## Year 5 Surf Education Program

Our Year 5 learners will be taking part in a beach safety day which provides students with knowledge and experience relating to safety and surf awareness.

The program covers basic first aid, safety services, dangers at aquatic venues, signalling for help, sun safety, swimming, surfing, wading and running.

## Year 6 Aquatics

Year 5 Learners attend the West Lakes Aquatics Centre for Aquatics. Instructors promote physical activity to learners while teaching water safety through a variety of aquatic activities.

Our learners will be involved in the following activities: sailing, kayaking, canoeing, windsurfing, snorkelling and a beach awareness program using surfboards.

## Kitchen Garden Program

The Kitchen Garden Program is an exciting initiative where learners engage in hands-on learning by growing and preparing their own food. This program aims to teach valuable skills in gardening, cooking, and sustainability, while also promoting healthy eating habits. Learners participate in various activities, from planting seeds to harvesting produce and preparing meals, fostering a deeper connection with the environment and their food.

## Punjabi- Mother-Tongue

The Punjabi Mother Tongue program is conducted once per week, providing learners with the opportunity to engage with and strengthen their language skills. This program supports cultural connection and language development.

## EALD (English as an Additional Language)

The English as an Additional Language or Dialect (EALD) program helps our school to provide an effective pathway for learners from culturally and linguistically diverse backgrounds who are learning English as an additional language.

## Intervention Programs

### Literacy

MiniLit is an evidence-based, explicit and effective early literacy intervention program for teaching reading skills to children who are in the bottom 25% of the expected range for their age group in Year 1 or 2.

MiniLit is a small group program (up to four students per group, children are screened for their appropriate level of support.

## Maths

Children in Year 1 and Year 2 are screened for misconceptions in mathematics as part of an intervention program. This initiative provides targeted support to help clarify their understanding and strengthen their mathematical skills in a small group or one to one setting.

## Coordination

Our coordination program was designed by occupational therapist and is called Magic Muscles, it is a gross motor skills initiative for Reception students. Each child is screened, and based on their needs, they participate in a group session once per week

## Pastoral Care Worker

The Pastoral Care Worker's role is to support learners, their families and staff in a wellbeing role.

SMG Pastoral Care Workers (PCWs) are positive role models who deliver compassionate pastoral and practical support throughout the breadth and length of school community life.

Together with the support and resources of the local combined Christian community, and in a complementary partnership with other wellbeing staff in schools, and, by developing connections with community services and agencies.

SMG works closely with the SA Department for Education as a Service Provider for the National Student Wellbeing Program in our school.

Our Pastoral Care Worker, conducts small group sessions on Mondays and Fridays from 9 am to 3 pm. Sessions include:

- Navigating Friendships for Girls
- Building Empathy for Boys
- Taming the Red Beast (anger awareness)
- Freedom in Play (play skills)
- Kimochi's (Junior Primary)



## Breakfast Club

The breakfast club is run by staff and volunteers every school day morning. It is held in the STEM kitchen space. Children may attend breakfast club from 8:30am until school starts at 8:45am. Toast and fruit are available. The food is donated by Kickstart for Kids and families from our community.

## Pupil Free Days

There are four pupil free days and one school closure day each year. Once the governing council approves the dates, they are shared to the school community.

On the last day of each school term there is an early dismissal time of 2:05pm. Learners will be dismissed from school 1 hour earlier than the usual school finish time.

## Governing Council

The successful management and improvement of our school relies on contributions from our parent community. The following terms of reference provide information as to the purpose, membership, and number of meetings each term.

- General oversight and governance for the wellbeing and development of the school.
- To advise on the work of the school and the local educational needs of the community and district.
- To consider the educational policies of the school.
- Provide advice on buildings, equipment, and grounds development.
- To be responsible for the financial management of the school.

Membership: 12 elected parent members, Principal, 2 staff representatives, 1 leader, 2 community member/s.

Office Bearers: Elections are held after the AGM to appoint chairperson, treasurer and secretary.

Meetings: Twice per term – Week 3 and week 8

## Medication

From time to time some children require medication at school. If this is the case, a parent/ guardian MUST have a care plan from their doctor. Medication must be kept and administered in the Front Office at all times. If any changes to medication or care plan are made by your doctor, the front office must be notified

## School Contact Details

**School address:** Barham Street, Allenby Gardens SA 5009

**Phone:** (08) 8346 1541

**Mobile:** 0427 812 743

**Email:** [dl.0473.info@schools.sa.edu.au](mailto:dl.0473.info@schools.sa.edu.au)

**Web address:** [Allenby Gardens Primary School \(allenbyps.sa.edu.au\)](http://Allenby Gardens Primary School (allenbyps.sa.edu.au))

**Socials:** Facebook: Allenby Gardens Primary  
Instagram: allenbygardensps

