

Caring and Sharing

A small school achieving BIG Things

Dear Parents, Carers and Students,

The best way schools and workplaces reflect the values and attitudes that are important to us all is in how they welcome newcomers. Richardson Primary has been brilliant in this respect for me. From my very first interaction with Brooke Calvert, the front office staff and executive team, to my most recent interaction with students on the playground this morning, I have felt warmly welcomed. Thank you all.

After eight years at Red Hill primary School, I am sure you can imagine what an exciting challenge it is for me to enter a new learning environment. Whilst every school has its own unique features, driven by context, there are features that are common to both Red Hill and Richardson. These are of great importance to me in my leadership.

- A whole school approach to teaching and learning designed to actively engage learners, built on the principles of Formative Assessment and Cooperative Learning.
- Restorative and Relational Practices: I have worked within this framework for many years and at its centre is the importance of building an empathetic culture that is both firm but fair. It's about promoting and sustaining strong and healthy relationships across the school by implementing proactive and responsive programs rather than reactive strategies. This in turn this builds and strengthens relationships and social connections, promoting accountability and responsibility to repair harm when relationships break down through wrongdoing, mistakes and misunderstanding.
- Community partnerships: parents, teachers and community members play an essential role in children's learning, development and well-being. There is considerable evidence indicating that children "generally do better when there are connections between the different spaces they learn in" (ACT Govt., 2015).

On behalf of the staff I would like extend my own welcome to every child and family at Richardson Primary in 2017. In particular I welcome Ms Lydia Skinner, who is working two days a week; one day on preschool and the other day providing teacher release and Ms Tamazin McGrath who will be working two days on 5/6P and two days on 5/6G. Congratulations also to Jordan Peters who will be acting in Mitch Bartholomew's executive teacher position for the first four weeks of school whilst Mitch is on leave.

The leadership team supporting me this year includes: Brooke Calvert -Deputy Principal, Kristy Grady (Executive Teacher Professional Practice), Kate Davis, Mitch Bartholomew and Jordan Peters (Executive Teachers).

All of the leadership team is here to support students, staff and parents. If you have any questions or concerns, big or small, please do not hesitate to talk to your child's teacher. However, there may be times when the teacher is unable to help you or you may feel that you would like someone else to talk to. On those occasions please come to see a member of the leadership team. We want to work in partnership with you and, the sooner we are aware of a concern, the faster we can work together to find a solution.

It may be helpful for you to know which Executive teachers are allocated to each part of the school.

- Preschool to Kindergarten-Brooke Calvert
- Years 1 to 2- Kate Davis
- Years 3 to 4- Jordan Peters (weeks 1-4), Mitch Bartholomew (week 4 onwards)
- Years 5 to 6- Kristy Grady

2017 has begun smoothly for us. I witnessed how well the students have settled into their classes first hand, having had the pleasure of briefly visiting every class on Tuesday. Staff returned to school last week, attending school based professional learning on Formative Assessment and Developing a Relational School Culture.

The school executive team have been busy working on the school's Strategic Plan and 2017 Action Plan. Both documents are underpinned by recommendations from the 2015 validation process, Directorate priorities and school self-assessment against the National School Improvement Tool and National Safe School's Framework. When finalised, these plans will be taken to the school board for ratification. I will then share our priorities and 2017 Action Plan via the newsletter and email .

Although we send out our usual fortnightly newsletter in hardcopy form in weeks 1, 3, 5, 7 and 9, I would like to move to the newsletter being sent electronically. Could all families please send the front office their latest email address via info@richardsonps.act.edu.au with Newsletter as the subject. Alternatively, if you do not have an email address please notify the front office.

In closing, I would encourage you to attend our **Getting to Know You Interviews** starting next week for primary students and weeks two and three for our preschool students. Notes for this went home yesterday. Teaching teams are also trialling the use of term overviews to provide you with information about the teaching focus and learning program for term one. These overviews will be sent out with the newsletter in week 3.

Kind regards,
Anna Wilson
Principal

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DATE REMINDERS

Assemblies Term 1 - 12:30pm in the Hall

February 17 Iterika Assembly

March 3 Kakadu Assembly

March 17 Kirrang Assembly

March 29 Possum Magic Assembly

Change of date for Camp Borambola

March 6 – March 8 Camp Borambola – Senior Students

Upcoming Events

March 2 Questacon Science Circus K-6

March 13 Canberra Day Public Holiday

SCHOOL TIMES

9:00am School commences

11:00-11:30am Recess/Play

11:30-1:00pm Class Programs

1:00 – 1:15pm Supervised Lunch
Eating

1:15 – 1:45pm Play

1:45 – 3:00pm Class Programs

INSTALMENT DATES FOR CAMP BORAMBOLA FOR SENIOR STUDENTS 2017

1	Friday 2 September 2016	\$50.00
2	Friday 28 October 2016	\$50.00
3	Friday 25 November 2016	\$50.00
4	Friday 10 February 2017	\$55.00
5	Friday 3 March 2017	\$55.00

Richardson Primary School acknowledges the Ngunnawal people, the traditional custodians of this land. We would also like to pay respect to the United Ngunnawal Elders Council and to the Elders, both past and present of the Ngunnawal nation. We also extend that respect to other Aboriginal and Torres Strait Islander people in our community.

TERM 1 STAFF

Executive Team & Administration Staff

Principal – Anna Wilson

Deputy Principal – Brooke Calvert

Executive Teacher – Mitch Bartholomew

Executive Teacher – Kate Davis

Executive Teacher - Kristy Grady

a/g Executive Teacher – Jordan Peters

Business Manager – Jade Uttley

School Secretary – Stephanie Bermingham

Building Service Officer - Branko Novakovic

Koori Preschool Staff on Mon -Tues

Ronnie Pearce, Liz Burnet

Seahorse / Dolphin Preschool Unit Staff:

Julie-Ann Thomas, Lydia Skinner, Glenise Henderson & Liz Burnet

Possum Magic Unit Staff:

Barbara Martin, Kimberly Circosta & Kylie Lee

Kirrang Unit Staff:

Jacintha Thompson & Andrew Fraser

LSU(Kakadu Unit)

Rhianna Lockett & Marie Annesley

Iterika Unit Staff

Dannielle Fisher & Emma McLeod

Kakadu Unit Staff:

Jordan Peters & Kristy Grady

PE & Health Teacher Across the School

Craig Lambert

Support Staff

Jarred Tuite & Sam Gilchrist

Library Volunteer – David Hutchison

EALD – Mitch Bartholomew

School Psychologist – Ellen Sheridan

Chaplain – Lydia Ashford

Indigenous Student Support - Zuzette Fahey

School Band Teachers – Jordan Peters, Kristy Grady & Evan Thomas from the Instrumental Music Program

REMINDER

School Phone Number: 6142 3630

School Fax Number: 6142 3645

1. Accidents at school:

Any member of our school or local community who has an accident before, after or during school please come to the front office or ring the front office as staff trained in First Aid are available to assist, support and offer First Aid. We certainly want to know about all accidents, offer whatever support we can at the time and follow up as well as rectify any safety risks we are unaware exist around the school. Thank you for your cooperation.

2. Allergy Aware:

We currently have a number of children & staff with Asthma and gluten, nut, artificial colouring / preservatives allergies presenting in our school and the wider community. Our great staff supervise eating duties at lunch time every day and train the children to eat their own food, NOT to share food and NOT to borrow or swap food. In particular peanut butter products, fresh peanuts or nutty muesli bars.

Richardson Primary School is a nut aware school. We ask families not to bring nuts or nut products to the school or to school activities in order to minimise exposure to students who do have allergies.

While this is an acceptable strategy to reduce the risk of exposure to known allergens, it is never possible to guarantee a school site is nut free.

Richardson Primary School cannot claim that we are nut or peanut free. Such a claim could not reliably be made and, if made, may lead to a false sense of security about exposure to peanuts and peanut products.

Some food packaging has the words 'may contain' in relation to nuts. The 'may contain' statement is voluntary information provided by the manufacturer in order to inform the consumer that the product may have been inadvertently contaminated during the manufacturing process. It does not necessarily mean that the product will contain the allergen(this



information is on the ingredient list). Some children who are at risk of anaphylaxis eat the products that have the 'may contain' statement while others do not. Products with the 'may contain' statement do not need to be removed from the school.

3. Medication:

Departmental policy requires schools to ensure that: Any request for administering medications must be in writing. The medication must be accompanied by clear written instructions on the method of administration, timing and dosage, and signed by a Dr Forms provided by the school



We would be grateful if such letters regarding medication could be sent as soon as possible.

4. Bikes & scooters:

Bikes & scooters are to be left locked at the bike & scooter racks. The school does not accept responsibility for lost or stolen bikes or scooters. By law, a helmet must be worn while riding.



4. Canteen:

This term Richardson Primary school will be trialling to have a canteen menu one day a week. This will be organised through Healthy Kids Association who will operate from Calwell High School and deliver lunches to Richardson Primary School. The menu has a variety of freshly made food and drinks that have been approved by the National Healthy School Guidelines. The ordering process has been streamlined using an online service called flexi schools where parents can plan ahead and make an order the night before. We will be sending home to parents the menu and how to sign up to flexi schools in the next couple of weeks. Please keep an eye out in the newsletter for when canteen orders will commence.

5.Children arriving after 9.00am or leaving school before 3.00pm:

If you need to keep a medical or dental appointment or for any reason, please come to the front office and sign your child /ren back into/out of school. This is for safety and security reasons so that we know exactly who is on the premises.

6. Containers for food:

Tins (especially lids) and glass containers are dangerous to have in lunch boxes. We encourage you to use plastic containers at all times.



7. Current Contact Numbers:

It is **very important** that we have your current contact numbers and at least 1 other emergency contact number. If your child is sick or has an accident we need to be able to contact you immediately.

8. Dogs:

ACT Dog laws prohibit dogs from being on the premises (including the grounds) of primary schools at any time. For the safety of our students, dogs should not be on the school grounds. There are obvious problems when dogs use the playing areas as a toilet. We also have some students who are very frightened by dogs.

9. Information Regarding Events, Excursions and Performances:

Please remember all notes that go home have a definite closing date. Your assistance with returning all notes, along with your permission is crucial to informing us as to whether the event can proceed or not. There is a section in the newsletter advising when notes are sent home and a list of coming events.

10. Liability for the Loss, Damage or Theft of Students' Personal Property at School:

Advice from the ACT Government Solicitor indicates that notwithstanding the merits of each particular incident, schools generally cannot be held responsible for the intervening acts of third parties, resulting in the loss, damage or theft of students' personal property. Parents and students are advised that schools do not provide private insurance cover to automatically compensate for the loss, damage or theft of bicycles or other personal property and nor will they be legally liable for the loss.



11. Lost Property:

Parents are requested to label all items of school clothing, as staff endeavour to ensure all labelled items misplaced are returned to their owners. All Lost Property is stored in the Lost Property area outside the Bike room and adjacent to the Canteen during the course of each term. At the end of each term, School Uniform Lost Property items WITHOUT any identification, are washed and donated to charity. Please visit the Lost Property area regularly throughout each term to claim items.

12. Mobile Phones and all Electronic Equipment:

All mobile phones and electronic equipment brought to school must be left at the front office in the morning. Phones and any electronic equipment can be collected at 3pm. Thank you for your assistance with this matter.



13. Playground Equipment:

The school playground equipment should only be used by students during school hours under the supervision of staff. **In the interests of the safety of all children, parents should ensure that their children do not use this equipment before or after school or when a staff member is not supervising, unless of course you are there providing the supervision outside of school hours.**

14. Retrieving Items from the Roof:

Our school staff have undertaken additional training regarding safety with accessing the roof. As a result, staff will only be able to access the roof once a fortnight to retrieve any items that have found their way onto the roof.

15. Safety in the Car Parks:



The aim is for people to park in the various designated spaces, which have been designed to minimise the risk for children and adults, particularly as pedestrians, as they move into and out of the car parks. Double and triple parking is particularly dangerous, as children can be hidden as they move between cars. As well as the central car parking spaces in front of the school, please consider using the car parking areas marked out next to the oval or along the side streets bordering the school such as Rohan, Mack, Pritchard or Chauncy Crescents. We appreciate your cooperation, as keeping our Richardson children as safe as possible is our main focus.

16. School Psychologist:

We have a registered psychologist, Ellen Sheridan, who can provide individual support to students, parents and teachers. Parents can contact the School Psychologist through the school or teachers may refer students. Parents or carers will always be contacted to give permission for the School Psychologist to work with a child. If you wish to make contact please ring on 6142 3630.

17. School Chaplain:

Our RPS chaplain is Lydia Ashford. Lydia works at the school on Wednesdays and Thursdays. She provides support and referrals to students, parents and teachers. Parents can contact the chaplain through the school office. Parents or carers will be contacted to give permission for students to participate in the voluntary programs run by the chaplain. She also works

with students in class settings. If parents have any questions or comments, please contact the school office.

18. School Starting Time is 9.00am:

There is limited playground supervision before school. Classes begin at **9.00am**. Students are reminded to come to the front office if they have a problem. Please send your children as close to 8.55am as possible. (If children are here a little before 8.55am they are asked to remain in the playground inside the main gates where a staff member is on duty from 8.45am). Preschool sessions start at 9:00am and parents are required to stay with their child/ren until the morning sessions begins.

19. School Uniforms:

We wear GREEN AND GOLD with pride. Uniforms with the school logo are available from Savvy's at Home World Tuggeranong. Alternatively green shorts and gold polo shirts can be purchased from local providers.

20. Smoke Free:



All public school grounds in the ACT are now smoke-free. A government policy, which prohibits smoking at all government schools came into effect on January 1, 2008. It applies to all staff, departmental officers, students, contractors and visitors, including volunteers. Under the policy, smoking is no longer allowed in enclosed and open spaces, such as ovals and car parks, or in grounds managed by the ACT Department of Education and Training.

21. Student Absences:

Class rolls are marked both morning and afternoon by the class teacher each day. All student absences are recorded using the following code. An **S** for when written advice has been received by the class teacher to explain that the student has been sick or ill for a particular day or for a specific number of days. An **L** for when written advice has been received by the class teacher to explain that the student has been on leave for a particular day or for a specific number of days. If the class teacher does not receive any information regarding a student's absence, then an **A** is recorded for the specific day. All student absences and late arrivals are totalled at the end of each term and recorded on student records. Children arriving after 9.15am are asked to report to the front office and collect a late note to take to the class teacher. Your assistance with providing information for every student absence is greatly appreciated.



22. Sun Hats and Keeping Safe at All Times:

Richardson Primary school recommends that children wear broad brimmed sun hats for Terms 1 & 4. HATS are not required to be worn in Terms 2 and 3. We ask all families to be aware and take extra care regarding safety for your child/ren wearing any earrings other than studs, necklaces, jewellery, clothing or hats which have long cords that could possibly get caught on equipment. At RPS we support the safety of all children at school.

23. Unauthorised Access to School

Roofs: Parents are reminded of the dangers inherent when children climb onto the school roof. Your support in reminding children of these dangers is requested. Signs have been erected at the school warning of dangers of accessing the school roof.



24. Volunteers and Visitors:

All visitors, classroom helpers, and volunteers must come to the front office to sign in electronically and collect a badge to wear while in the school. This is for safety and security reasons so that



we know exactly who is in the building.

25. Complaint or Concerns

Many concerns are resolved quickly and easily by discussing the matter directly with the school. Firstly speak directly to your child's teacher or talk to a member of the executive team. If you continue to be concerned please make an appointment to see your principal.

If you are not satisfied you may lodge a written complaint. The Complaints Policy and Complaints Form are available from the policy section of the Directorate website: www.education.act.gov.au

You have the right to approach the ACT Human Rights Commission. Details are available from the Commission website: www.hrc.zact.gov.au/humanrights.

If you need assistance, or you would like to compliment us, contact the ACT Education and Training Directorate's Liaison Unit on 6205 5429 or visit www.det.act.gov.au/contact_us

Thank you for your cooperation in these matters.

TERM DATES FOR 2017

TERM 1: Monday 30 January to Friday 7 April

Seahorse Class and Koori Class start school on Monday 30 January 2017 of Term 1 with all continuing students returning Tuesday 31 January 2017. *Term break includes the Easter and ANZAC Day public holidays*

TERM 2: Wednesday 26 April to Friday 30 June

TERM 3: Monday 17 July to Friday 22 September

TERM 4: Monday 9 October to Friday 15 December

"The School, its staff and the Territory are not aware of and make no representation as to, the truth or accuracy of the information provided in advertisements appearing in this publication. Readers should make their own enquiries in relation to the information"

Kingdom Kids

When: Every Tuesday during school term
Time : 3:00 – 4:00pm
Where: School Library, Richardson Primary School
Bible Stories, craft, songs, games....
To register please collect a registration form from the front office.

BREKKY CLUB

Richardson Primary Brekky Club
When: Thursdays
Time: 8:15am
Where: Near Canteen



SCHOOL BOARD POSITIONS VANCANT

Richardson Primary School currently has a parent and citizen member position on our School Board up for re-election.

What is the School Board?

The School Board is responsible for the strategic direction of the school and meets in weeks 4 and 9 of each term.

Who is eligible?

Any parent or citizen from our school community is eligible to run for the School Board.

How long is the position for?

Both positions are for a period of 2 years.

How to nominate?

Nomination forms will be available from the front office from Monday 30 January and will close on Monday 13th February.

This is a great opportunity to play an active role in our school community. If you would like any further information please don't hesitate to speak to our front office staff.

P&C NEWS

Hello once again!

Welcome back to returning families and welcome to our new families who have joined us.

The P&C will be holding their first meeting for the year on **Monday 13th February, 3.15pm** in the **school library**.

We are excited to begin planning the years events and fundraisers. I am sure we will come up with some fun activities.

As always we are inviting anyone and everyone to come along and meet the committee and throw around some ideas. There is no obligation to take on roles, but new faces are always welcome and encouraged.

So come along, meet the team behind the scenes and help us make some exciting things happen this year for our Richardson Primary School students.

Reminder that school hats can be purchased from the front office for \$15.00

Olivia Boccock
P&C President

Join the Buffs



Tuggeranong Buffaloes registrations are open and the Buffaloes invite all players, new and old, boys and girls, from under 6's through to under 17's, to come and play with one of the oldest Clubs in the competition.

You can register online at www.playnrl.com or come to our registration day, 19 February, 10am – 1pm at Kambah ovals No. 1, Chirnside Cct, Kambah.

www.thebuffaloes.org



Richardson Primary has a Facebook page to keep you up to date about things happening at our school on a daily basis. We would love you to "like us" and become part of our RPS Facebook Community.



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AUTHENTIC TAEKWON-DO TUGGERANONG



Authentic Taekwon-Do Tuggeranong, Canberra's premier Taekwon-Do Academy.

Classes are held every Monday and Wednesday night's at 6pm
in the Richardson Primary Hall

AUTHTKD@GMAIL.COM

MOB- 0431730025