

Caring and Sharing

A small school achieving BIG Things

8 February 2019

Dear Parents and Carers,

We have had the most amazing start to the school year. All students have settled in beautifully and I have been particularly impressed with how well they have connected with new peers and in most instances, new teachers. Tuesday was a stand out day for me as it was the first time during my tenure as principal that EVERY SINGLE one of our Kindergarten to Year six students were in full school uniform. They looked superb and so proud! Thank you parents for this and the efforts to keep them in uniform for the remainder of the week and optimistically, the year. It really does make such a positive difference to the feel, tone and sense of pride within our school.

The first couple of weeks of school are the most important in terms of developing relationships and establishing a positive classroom culture. Teachers work hard during this time to get to know their students and to establish a safe and welcoming classroom environment where activities designed to foster respect, trust, and collaboration feature heavily throughout the school day. All classes have been creating their essential agreements/class rules that clearly outline what learning and behaviour is expected. Once these have been developed collaboratively, time is given to modelling and practising these expectations with students. The DAB box at the front office is almost full with many of our students recognised for being respectful, positive learners and safe; our whole school expectations for behaviour and learning.

On behalf of the staff I would like to extend my welcome to every child and family at Richardson Primary in 2019, especially to the many new families who have joined our school community this year. The leadership team supporting me this year includes: Brooke Calvert -Deputy Principal and Executive Teachers – Nicole Agius, Deborah Watling and Ben Smith. All 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 and Kindergarten: Nicole Agius
- Years 1 to 2 and LSU: Deborah Watling
- Years 3 to 6 and Arts: - Ben Smith

The school executive team have been busy working on the school's 2019 Action Plan. We keep our three strategic priorities; to improve student learning and behaviour, develop an expert teaching team and provide a safe, supportive school culture and the associated key improvement strategies. However, our specific actions to achieve our priorities will be tweaked. This document is underpinned by recommendations from the School Review process, Directorate priorities and school self-assessment against the National School Improvement Tool and National Safe School's Framework. When finalised, I will share our 2019 Action Plan via the newsletter and email.

Over the holidays break, our little school received a much-needed facelift. The roof and external walls have been painted and new signage installed. The planter boxes at the front of the school have been rerended and metal skater stoppers installed on the garden beds closest to the front office. Metal capping has been installed on the three planter boxes near preschool and Clubhouse. Please be aware that this metal angle iron becomes very hot during extreme heat so please be careful. I am encouraging our students to care for the new work done to our low lying brickwork by not

walking on them. Our landscaping master plan is being finalised and we look forward to sharing our ideas for what we will plant at the front of the school.

This year we will again offer students who would like to participate in a competitive swimming carnival a chance to do so. We have booked Tuggeranong pool for Wednesday 20 March and whilst we won't be doing a 'full blown' swimming carnival as such, we will be putting out an expression of interest for those students who would like to be timed and considered for the next level of ACT competition. Mr Smith is coordinating this initiative and will send out a note shortly.

At our welcome assembly on Tuesday, I mentioned that we are trialling new eating times. Essentially, we have swapped our recess and lunchtimes, so our students are not waiting until 1.00pm to have a substantial meal. Fruit breaks continue, and the new times are as follows:

- 8.57am – warning bell
- 9.00-11:00am – first session
- 11.00-11.15- lunch eating time
- 11.15-11.45 – lunch time play
- 11.45-1.15pm – middle session
- 1.15-1.45pm – recess time play
- 1.45-3.00pm- afternoon session

Please note that lunch orders through Flexischools are still available; however, the day has changed from Wednesday to Friday. The orders will be delivered at 11.00am. Lunch orders can be placed next week.

As you are aware we have had no end of issues with our book packs this year. We apologise for the inconvenience but I am sure you can appreciate that it is out of our hands. Next year, we may be cutting our the 'middle man' so to speak, and providing parents with the book pack list for you to source from a suitably priced provider, rather than the school coordinating this process.

Our staff would like to invite you to a welcome breakfast on Thursday morning 28 February starting at 8.15am. This will be a lovely opportunity for you to connect with your child/ren's teacher/s and also meet other members of staff you may not know. Please mark it in your diaries now and more information will be provided closer to the date.

In closing, I would encourage you to attend our Getting to Know You Interviews starting in week three. Notes for this were given to the children today. Teaching teams will continue to send home term overviews to provide you with information about the teaching focus and learning program for term one. These overviews will be sent out in week three.

Kind regards,

Anna Wilson

Principal

TERM 1 STAFF 2019

Executive Team & Administration Staff

Principal – Anna Wilson

Deputy Principal – Brooke Calvert

Executive Teacher Kindergarten and Preschool - Nicole Agius

Executive Teacher Year 1/2 and LSU – Deborah Watling

Executive Teacher Year 3/4/5/6 – Ben Smith

Business Manager – Jade Uttley

School Secretary – Stephanie Bermingham

Building Service Officer - Branko Novakovic

Koori Preschool Staff on Mon -Tues

Sue Turtle & Taylor Fitzgerald

Seahorse / Dolphin Preschool Unit Staff

Bianca Moore and Jenny Glover, Glenise Henderson and Taylor Fitzgerald

Possum Magic Unit Staff

Michelle May - KM and Barbara Martin - KB

Kirrang Unit Staff

Rozlyn Mitchell – 1/2M, Jayne Queripel 1/2Q and Marie Annesley

LSU

Anne Tow and Kylie Crabtree – 2-6T

Iterika Unit Staff

Emma Vince – 3/4V

Kakadu Unit Staff

Ben Smith, Jenny Glover – 4/5SG and Aaron Scarcella – 5/6S

Creative Arts Teacher

Andrew Fraser

Library Staff – David Hutchison

EALD – Deborah Watling

School Psychologist – Lukasz Kucharski

Chaplain – Hazel Maniti

Indigenous Student Support - Taylor Fitzgerald

School Band Teachers – Ben Smith, Aaron Scarcella and Evan Thomas from the Instrumental Music Program

REMINDER

School Phone Number: 6142 3630

School email: info@richardsonps.act.edu.au

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 and staff with Asthma and gluten, nut, artificial colouring / preservatives allergies presenting in our school and the wider community. Our 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 have 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 doctor. Forms can be provided by the school upon request. **We would be grateful if such letters regarding medication could be sent as soon as possible.**



4. Bikes and 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.



5. Canteen:

Healthy Kids Association will operate from Calwell High School and deliver lunches to Richardson Primary School every Friday at 11:00am. 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 you can plan ahead and make an order the night before. All orders must be completed online



6. 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.

7. Containers for food:

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

8. Current Contact Numbers:

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



9. 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.

10. 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.

11. 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.

12. 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 at the front office area in a basket labelled "lost property". 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.



13. 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.

14. 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:

Mr Branko is the only staff member who has undertaken additional training regarding safety with accessing the roof. As a result, he will only be able to access the roof once a fortnight to retrieve any items that have found their way onto the roof.

16. 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.

17. School Psychologist:

We have a registered psychologist, Lukasz Kucharski, who can provide individual support to students, parents and teachers. Parents or carers will always be contacted to give permission for the School Psychologist to work with a child. If you wish to make an appointment contact our Deputy Principal on 6142 3630.

18. School Chaplain:

Our RPS chaplain is Hazel Maniti. Hazel 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.

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 and 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.

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.

SCHOOL TIMES

9:00-11:00am
11:00 – 11:15am Supervised Lunch Eating
11:15-11:45am Lunch Time Play
11:45-1:15pm Middle Session
1:15 – 1:45pm Recess/Play
1:45 – 3:00pm Afternoon Session

Caring and Sharing



SCHOOL AGE CARE

Before and after school care is available at Richardson Primary School.

Enrolment forms are available from www.ywca-canberra.org.au or from the front office. Once you have completed the enrolment form you will need to scan and email to childcareaccounts@ywca-canberra.org.au.

Contact details for the YWCA:

Phone: 6180 5777

Address: Level 2, 71 Northbourne Avenue, Canberra ACT 2601

Postal Address: YWCA Canberra, GPO Box 767, Canberra ACT 2601



There is a basket near the front office that is full of lost property. If your child/ren are missing anything please take the time to check the lost property basket. Any items left after Wednesday 13 February will be given to charity.

Breakfast Club

A great way to start your day!

When: Monday, Tuesday, Wednesday, Thursday And Friday

Time: 8.40am (Mon, Tues, Wed and Fri)
8.15am (Thurs)

Venue: Canteen

Who: All students Preschool to Year 6

We look forward to seeing you there



Understanding and Responding to Feelings and Behaviours

UR FaB

Program in Schools

Child and Adolescent Mental Health Services

Hello from the UR FaB team,

Your child's school has volunteered to take part in the UR FaB early intervention program for children in Kindy to Year 1. The program focuses on children's emotional and social development, and while we are here at Richardson Primary School, the team will be contributing to the school newsletter and providing information and ideas in regard to supporting children with their social and emotional development.

Today we are focusing on the importance of 'Together Time'. Children from birth to adolescence need time and attention from their parents. There are a number of benefits to 'Together Time':

- It helps a child to feel important and loved, and helps children to feel closer to their parent.
- The parent and child develop a stronger bond as it encourages communication between the child and the parent, and it provides the child with the opportunity to voice their thoughts and feelings.
- The child has an opportunity to model their parent's behaviour, while the parent can observe and learn about their child's strengths and weaknesses, temperament, activity level, and developmental stage, in order to better know them and guide them.
- Children want to be close to their parents and to be the focus of their emotions and this can be a powerful influence on a child's behaviour.

Research suggests that it is the quality of the time spent together not the quantity that is important, and that 10 – 15 minutes per day is enough.

Quality time involves:

- Play that is directed by the child, and a parent having their full attention to their child's world. Use time together, such as mealtimes, to talk and share a laugh.
- Focus on your child's strengths not his/ her weaknesses
- Laugh and have fun...make it enjoyable
- Avoid competing with your child
- Don't focus on the "correct" way or specified rules for a game. Don't use it as a teaching moment.
- Model cooperation by doing what your child asks you to do
- Praise and encourage your child's self-discovery and creativity; don't criticize
- Engage in pretend and make-believe play with your child
- Curb your desire to give too much help—give just enough support to avoid frustration but not so much you take over your child's exploration
- 'Attention rule' – attend to positive behaviour and ignore negative behaviour (results in increased positive social behaviour in the child). Don't give eye or verbal attention to annoying behaviours
- Use positive communication avoiding criticism

- Use descriptive commenting and praise

Quality time together gives the child the feeling, “my parent cares about me; my parent is willing to do something with me that I enjoy; and my parent did it with a positive attitude”.

The parent child relationship is an important factor in your child’s social, cognitive and emotional development. In prioritising time together and strengthening the parent child bond you are helping your child to feel safe and secure.

More on descriptive commenting and praise next time!

The UR FaB Team

Jo Vickers (Psychologist)

Alex Cobb (Psychologist)



Canberra Taekwon-Do Academy. Winning Nearly all the Gold and Silver at the National Australian Championships.
Come and Join Australia's No 1 Taekwon-Do School today



Classes every Mon & Weds Night in the school Hall. Classes start at 6pm.

Contact Head Instructor and Australian Representative Ben Mott for details
0431 730 025 or Email Cantkdacademy@gmail.com

Registration Day

16th of Feb 2019
10:00am Till 2:00pm
Kambah Playing Fields
(at the sheds)
Contact Jade at
buffaloes.secretary@gmail.com
for more information



Richardson Primary School Parent and Citizens Association 2019



 Richardson p & c association  richardsonps.pandc@gmail.com

Hello Parents, Families, Carers and Friends

Welcome to the 2019 school year. We have big plans for the committee and look forward to connecting with many of you throughout the year.

The committee would like to invite you to attend our Annual General Meeting (AGM). Please join us and hear what the committee values, where we want to take the committee over the next few years and how you can help. You don't have to speak up, but we would love to hear your input and ideas. The AGM is also the time where you can volunteer to hold a position within the committee. All positions will be vacant and will be waiting to be filled by enthusiastic volunteers. Guidance and support is available for new position holders.



Annual General Meeting: Monday 18 February at 3:15 in the Library



Thank you for your contribution

Last year the P&C took a different approach with our final fundraiser for the year. We decided to give back to the community and donate the funds raised to a good cause, being the Kmart Wishing Tree.

This was by far our most successful casual clothes day fundraiser, an amazing total of \$95 was collected on the day. The P&C contributed a further \$65 to purchase a variety of toys to donate to the appeal. A great effort from the Richardson school community.