



Braeside Primary School

Honour, Pride and Achievement



Parent Handbook

2024

Vision:

Braeside Primary School is a dynamic learning community that values diversity and fosters a sense of belonging.

We meet the needs of each individual through collaborative, reflective and evolving school-wide practices that provide explicit, engaging experiences. Our students achieve their academic, emotional and social potential and are contributing members of the community.

Carinya Gardens

Katanning WA 6317

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Facts for 2024

1.1 Term Dates 2024

Term 1	Wednesday 31st January - Thursday 28th March
Term 2	Monday 15th April - Friday 28th June
Term 3	Monday 15th July - Friday 20th September
Term 4	Monday 7th October - Thursday 12th December

1.2 School Development Days

School Development Days (SDD) or Pupil Free Days, will be held during the year.

The proposed dates are:

Monday 29th & Tuesday 30th January 2024

Friday 26th April 2024

Friday 16th August 2024

Friday 25th October 2024

Friday 13th December 2024

These dates will be advertised in the School Newsletters and Term Planners.

1.3 School Times

	Monday	Wednesday & Thursday
Independent Morning Activities	8.35am –8.55am	8.35am –8.55am
School Commences	8.55am	8.55am
Morning Recess	10.55am-11.15am	10.55am-11.15am
Lunch	12.55pm-1.30pm	12.55pm-1.30pm
School concludes	2.30pm	3.15pm

Children should not arrive at school before 8.30am. Those who do arrive early will need to remain in the undercover area. After 8.35am students can move inside their classrooms to undertake morning routines such as reading, sight word practice or times tables practice.

1.4 School Contributions

A voluntary contribution is requested from families to support the educational program at Braeside Primary. Funds are used to purchase materials used in the school program and allows programs to develop further. The contribution for 2024 is \$50.00 per child.

1.5 School Assemblies

School Assemblies are held fortnightly on Monday afternoons commencing at 1.40pm. Two types of assemblies are conducted on odd numbered weeks; class assemblies and sharing assemblies.

A Class Assembly involves a roster where each class has the opportunity to organise and run an assembly. This includes presenting an item and sharing examples of work undertaken in their classroom

A Sharing Assembly is conducted by the Student Councillors. They are designed to provide all classes with an opportunity to share classroom activities with the rest of the school.

Staff for 2024

Parents are encouraged to attend all assemblies to support their children. Certificates of Merit and Goldie Pins are presented at assemblies. Parents are notified if their child will receive a Certificate of Merit or Goldie Pins so they may be present at the assembly.

A Concert Evening is held at the end of the year.

1.6 Staff for 2023

Area	Position	Name
Administration	Principal	Mr Geoff MacNicol
	Associate Principal	Mrs Nerida Campbell
	Manager Corporate Services	Ms. Claire Collis
	School Officer	Mrs Barbara Woods Mon to Thu Mrs Kerry Hartley Mon to Fri
	Library Officer	Mrs Susan Anderson
Maintenance Team	Gardener	Mr Brenton Bouffler
	Cleaner In Charge	Ms. Zuriatina Anthony
	Cleaner	Mrs Susan Sutton
Teaching Teams	Teachers	Mrs Louise Stade Miss Emilie Dufall Miss Brianna Jackson Mrs Xylina King
Specialist Teachers & Education Assistants	Specialist Teachers	Mrs Rachelle Newman (Art) Miss Jamie-Lee Lydiate (Science)
	Education Assistants	Mrs Meghan Thornborough Mrs Kym Shephard Miss Hayley Godfrey Mrs Tanya Ritchie Miss Michelle Bembridge
	AIEO	
	Chaplain	Mrs Chris Mills

* Names current at time of printing

2 Communication at Braeside

A communication pamphlet with further details is available on the Braeside Primary School Web Page. The pamphlet is also attached to this handbook.

2.1 Communication Table

Effective communications are vital at Braeside Primary. The main channels are as follows:

Channel	Purpose
Braeside Website	www.braesideps.wa.edu.au Contains newsletter link, general information about the school, the parent handbook and the school's annual report.
Braeside Newsletter	A fortnightly news-sheet emailed and distributed to families containing news, interest articles and notices of events.
Parent letters	Teachers' forward letters at the commencement of each term explaining the happenings occurring in their classrooms and the learning students will undertake.
Parent Handbooks	These are available online on the school website and outline all the information parents need to know about the school and being a family at Braeside Primary School.
Annual Report	The Annual Report is available on the school website. This report is a wealth of information on the school's progress. The report is also uploaded to the Department of Education website.
SMS	Department of Education regulations require schools to send daily SMS's via the School for reminders and to follow up absences. This system is also used for urgent school based messages i.e.. Bushfire closures.
Facebook Page	To relay messages from the school to parents and citizens of the community.

2.2 Notifications to the Office

Parents are required to inform the office of changes to contact details so we can reach you should an emergency occur. Please ensure we have current information regarding work phone numbers, mobile phone numbers, email addresses, home addresses, medical details and family court orders. We take no responsibility for any actions arising from incorrect information if changes have not been notified.

2.3 Reports

Teachers provide a school report every semester, in June and December. In addition a number of additional reporting processes occur during the year including Parent Information Night in Term 1 and Termly sharing of Investigation Learning. These events provide information of student's progress and achievements.

2.4 Parent-Teacher Interviews

We offer formal meetings after reports are distributed in June and December and at the end of Term 1 and 3. Details of the dates will be published in the newsletter.

K-PP teachers will host a parent morning tea in Week 6.

Although we offer these formal meetings twice a year we encourage parents to arrange meetings more frequently. These formal meetings are short to allow time for parents to meet with teachers. If you require additional time please don't hesitate to make a meeting with the teacher if you require a more lengthy discussion. You are welcome to email the teacher to arrange a mutually suitable time if you would like to know how your child is going in class. Teachers can be contacted via email.

2.5 Class Information

Information about what is happening within each class is distributed fortnightly through the school's newsletter or through the Class teacher.

Teachers also hold regular meetings with class parents. Class parent meetings are a wonderful opportunity to see the work of the class and gain a greater understanding of the activities and curriculum the children are undertaking and what you can do to assist with your child's education. They are also an opportunity for teachers to inform parents on matters concerning the class, such as proposed camps or changes to the timetable. These meetings provide a glimpse of what is happening for the children and can assist with building a bond between teacher, parents, and children.

2.6 Notice Board

There is one notice board for school related matters. It is situated in the glass cabinet outside the canteen. Please check the board regularly for information.

2.7 Concerns and Complaints

At Braeside Primary School we view communication as an important aspect of creating a safe and harmonious space for children to learn and play. For this reason it is essential everyone is clear on their responsibilities, where they can go and what they can expect to happen if they have a concern or complaint. The school recognises a need for concerns to be dealt with quickly and in a professional manner. To achieve this we require the support of the community in following the most appropriate channels for addressing and responding to concerns.

Parents are responsible for communicating their concerns in an appropriate, respectful way.

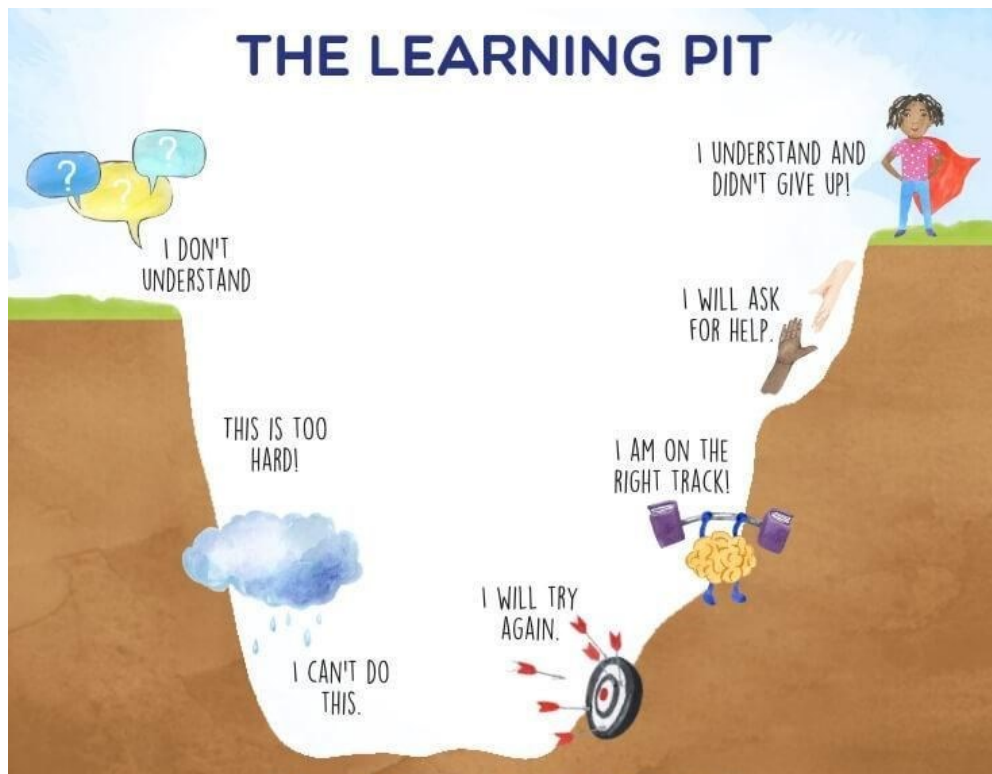
All concerns and complaints will be responded to within 48 hours.

It is extremely important to maintain confidentiality. While it might be tempting for a parent to gather opinions of other parents on a matter of concern, it is fair and courteous to raise the matter with the teacher and school.

Some concerns can be quickly resolved through respectful conversation. A copy of our School Complaints Policy is available on the School website and a hardcopy is available at the School Office. A brochure relating to the Policy is available on the school website and under files on the Braeside Primary School Facebook page.

2.8 Visible Learning Dispositions

Having clear learning dispositions encourages the children to talk about their learning and to discuss their thinking when solving problems and finding solutions. Braeside Primary School began to focus on developing the use of our Learning Dispositions through the use of our school emblem “the magpie”. These characters were introduced from the commencement of Term 4 2021 on a weekly basis and are used in all classes throughout the school. We will continue the implementation in 2024.



I am SELF MOTIVATED

- I choose to engage in my learning.
- I identify the confusion in my learning.
- I can jump into the learning pit independently.



I am Engaged-I am enthusiastic to learn

- I am present in my learning
- I am enthusiastic and interested in my learning
- I am organised and ready to learn
- I am active and focussed when I am in the learning pit



I am REFLECTIVE-I look back and learn

- I think about my learning
- I can explain what I know and my learning confusion
- I listen to feedback
- I think about my next steps and my goals



I am Persistent – I can't yet, but I will

- I use "I can't yet" instead of I can't.
- I keep trying and stay calm when learning is tricky.
- To get out of the pit, I need to be persistent and find out more.



I am Collaborative – We do more together!

- I am a cog, not a hog or a log
- I use my equal voice
- I use whole body listening
- I include others to find solutions



I am Flexible – I adapt

- I am willing to take risks in my learning
- I learn from my mistakes
- I am determined to succeed even when faced with challenges
- I take on board new ideas and feedback
- I can adjust my noise level to suit my learning environment



2.9 Frequently Used Terminology

Please find below a list explaining commonly used abbreviations in educational publications and correspondence .

AIEO	Aboriginal/Islander Educational Officer	LOTE	Languages Other Than English
DOTT	Duties Other Than Teaching	NAPLAN	National Assessment Program—Literacy and Numeracy
EA	Education Assistant	P&C	Parents & Citizens Association
EYLF	Early Years Learning Framework	PE	Physical Education
KOLP	Kindergarten Oral Language Programme	PP	Pre Primary
KPS	Katanning Primary School	SDD	School Development Day
KSHS	Katanning Senior High School	SENDS	Special Education Needs Disability Students
STEM	Science, Technology, Engineering & Maths	NQS	National Quality Standards
TDS	Teacher Development School	PAT	Progressive Achievement Test
IEP	Individual Education Plan	BMP	Behaviour Management Plan
ABE	Attitude Behaviour & Effort	KISA	Katanning Interschool Sporting Association
PEAC	Primary Extension and Challenge	F & P	Fountas & Pinnell
BMIS	Behaviour Management Information System	IPS	Independent Public School

3 Administration Matters

3.1 School Board

The School Board meets once a term and is comprised of parents, staff and the Principal. Members are elected at the beginning of each year when a member's term has come to an end.

A Business Plan is drawn up every three years to address the aims of the school and is based on data gathered from testing, teacher recommendations and parent suggestions. Priorities are decided collaboratively with staff and the School Board and are supported by school grant and P & C funds. The School Board also plays an important role in presiding over school processes including ratification of financial plans and expenditure.

School Board members for 2024 are:



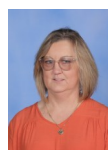
Geoff MacNicol
Principal



Nerida Campbell
Associate Principal



Xylina King
Staff Rep



Kym Shephard
Staff Rep



Claire Lopes
Parent Rep



Jo Steel
Parent Rep

3.2 Chaplain Services

Braeside Primary School have a YouthCARE Chaplain; whose primary role is to provide pastoral care services to students. Discussions held with our Chaplain are non-judgemental and are available to all students, any religion or culture. Pastoral care involves the care and well-being of students who seek support based on parent's or teacher referral.

3.3 Canteen

Canteen is not available, please ensure students bring their recess and lunch to school each day.

3.4 School Uniforms

The P & C clothing shop will be open on Monday 29th January 2024 from 10am to 1.00pm.

Regular opening dates will be advertised in the newsletter.

Order forms are available from the office or Braeside Primary School website.

Note: *There are Library bags available.*

Note: *The School has a 'no hat no play' policy all year. Wide brimmed hats are the only acceptable hat.*

Our dress code for 2024 has a navy base, items are available for purchase from the school uniform shop. Denim is excluded from the school uniform.

3.5 Footwear

Children are to wear suitable footwear to and from school on all occasions. Thongs and Masseurs are not to be worn at school.

3.6 Smoking on School Grounds

Braeside Primary School is a smoke free environment. Parents are requested to support this by not smoking anywhere on premises and modelling a healthy attitude by not smoking in view of children arriving or leaving school. Thank you for helping us to promote a healthy ethos

3.7 Money

When money is forwarded to the school for a specific purpose it should be in the provided **envelope which states the**

NAME
CLASS
AMOUNT ENCLOSED
PURPOSE

as the Office handles all monies for each classroom.

4 Arrival, Departure and Attendance

Classrooms are special spaces for students and the teacher. Please enter these spaces respectfully and arrange with your teacher, in advance, should you wish to visit the class or pick your child up early. All children picked up from school early are required to be signed out in the office.

If someone other than a parent or guardian is collecting your child/ren, the school must have approval from the parent/guardian listed on the school database or written consent for this person to collect your child.

4.1 Late Arrivals and Punctuality

When children arrive late to school, it is disruptive to the class. We ask out of respect for the teacher and the other students you make every effort to arrive



at school on time. If you are not able to arrive at school on time, when the student arrives they will need to come to the Office for a late note.

4.2 School Departure System – Afternoon Pick-Up

The school has to move a lot of traffic in a short space of time. Our neighbours and the council have begun to give our traffic challenges closer attention. Please remember not to use the staff car park for pick up and morning drop offs. Parking is available in marked bays in Hill Way or the One-Way parking at the bottom of Carinya Gardens. Disabled parking is available opposite the main school entry.

Thank-you in advance for your support, it all makes our system work well and keeps everyone safe and happy!

4.3 Bus Service

Any child travelling on a school bus is required to have approval as an eligible or complementary passenger. Parents of bus students must contact the bus driver if their child is not going to be on the bus in the morning or the afternoon. Students travelling home via school buses are required to assemble in the gazebo area and wait until their bus arrives. To apply to enrol a student on a school bus please visit the school bus services website at www.schoolbuses.wa.gov.au alternatively you can contact them on 9326 2625.

4.4 School Attendance

All school age children are required by law to attend school five days a week. The school can only approve absences for illnesses and unavoidable situations. Absences will be recorded on the student's record as a non-validated absence until either verbal reasons or a written note are provided.

In addition to the legal reasons for regular attendance there are learning Implications. Our curriculum provides for a continuity of lessons from day to day and from week to week. If your child is absent this impacts on the continuity of their learning program and progress. It also adds increased workload for the teachers. For this reason, please make every effort to ensure that your child/ren attend school every school day, except in times of illness or emergency and organise family holidays in school holiday time.

4.5 Leaving School Grounds

Children must produce a note from parents if they wish to leave school grounds during school hours. A Leave Pass is obtained from the school prior to children leaving school grounds even when escorted by a parent/guardian. A note is also required if a child goes home for lunch (one note for the year is sufficient should this be a regular arrangement).

4.6 Administering Medication

All medication to be administered at school is done so through the school office or with Kindergarten students by the Kindergarten teacher. If your child requires medication to be administered at school, the office staff must receive written

notification from yourself or your doctor. This must state the prescribed dosage and medical condition of your child. An Administration of Medication form can be found on the school website or a hardcopy is available at the Front Office.

4.7 Sickness, Accidents and First Aid

Information about a child's health status (e.g. epilepsy, diabetes) must be provided at enrolment. If this information requires updating due to changed circumstances, it is most important that the new information is provided to the School as soon as possible.

For their own comfort, as well as the comfort of other children, sick children should be kept at home. Should a child become ill at school or has an accident he/she will be cared for and parents will be contacted to make arrangements for the child to go home. If a child suffers a serious accident necessitating emergency medical care, he/ she will be transported by ambulance to hospital or taken to a doctor. A staff member with First Aid qualifications will render initial treatment.

Students sometimes have minor accidents at school, parents will be notified of these via text message and given details of first aid given.

4.8 Nut Products

There are students at Braeside Primary School with severe allergies to nuts, particularly peanuts. The WA Department of Health warns that the occurrence of nut allergy is rising and is of concern within the general community.

We have a duty of care to students who exhibit a variety of symptoms from minor to extremely severe when exposed to nut based products.

As a result of discussions with the Department of Health and parents, we are asking that parents of all students to be "allergy aware" and endeavour to minimise use of nut based products.

Not limited to these items, all items which include nuts.

4.9 Mobile Phones

Mobile phones are not to be used in school time. Students are to give mobile phones to the Office for safe keeping during the school day. The Mobile Phone Policy is included on the school website.



5 Curriculum – Additional Activities

5.1 Book Club

Ordering of books is conducted through Scholastic Book Club. There is usually eight releases of books per year. When making out **cheques for the Book Club, please make payable to Braeside Primary School.**

5.2 Library

Braeside Primary School has a well-resourced library. If a book is damaged or lost, a letter will be sent home to the parents requesting payment to enable the school to replace the book.

Library books should go home in a water proof library bag. These can be purchased from the Uniform Shop and have a pocket for the student's name, alternatively parents may choose to make their own.

A letter asking for rostered library help is sent home at the beginning of each year; however, parents are welcome to assist whenever they can spare the time. Jobs include cataloguing and covering books.

5.3 Excursions

Excursions to places of interest, attendance at sports carnivals and visits to community services are part of the education program. Parents will sign yearly permission for students to attend excursions that are walking distance from the school. All excursion permission forms will be sent home in hardcopy, as well as attached to a text message.

5.4 Student Council

The Student Council is made up of Year 6 members. Councillors are elected by children in Years 3-5, outgoing student councillors and staff. The council meets regularly and provides an opportunity for students to have an influence in student and school affairs. The outcome of council meetings is relayed to the student body at school assemblies and to staff at staff meetings.

5.5 School Camp 2024

In 2024 Year 6 students will go on camp late in Term 3. The cost of school camp must be paid in full prior to students leaving for camp.

5.6 Crunch & Sip

Crunch & Sip break is a set break for students to eat fruit or salad vegetables and drink water in the classroom. Braeside Primary School has introduced Crunch & Sip to support students to establish healthy eating habits whilst at school.

6 Curriculum – Sporting Activities

6.1 School Factions

New children are placed in factions when they are enrolled. Faction names have been taken from native flora local to this area.

MALLEE	(Blue)
WANDOO	(Green)
ACACIA	(Red)

The faction system forms the basis of healthy competition between groups. The basic objective of the system is to foster a feeling of belonging which will enhance school spirit.

Faction t-shirts are available from the uniform shop in faction colours

A Swimming Carnival is held in first term and a *Shield* is awarded to the winning faction.

The Faction Athletics Carnival is held in fourth term when factions compete for the *P & C Shield*.

Faction trophies are individual champion trophies are awarded at each event. Points for individual championship events are:

First	8 points
Second	5 points
Third	3 points
Fourth	2 points

This points system is the same as the Interschool Sports system.

6.2 School Physical Education/Sport/Incursions

Children are required to wear the sports uniform and faction t-shirts on these occasions:

Pre-Primary - Year 2 have junior sport on Thursday afternoon.

Years 3 - 6 have senior sport on Thursday afternoon.

Students are required to participate in 2 hours of physical activity each week. This will take the form of Physical Education and organised sport.

A range of Sporting Incursions will be held during the year. Details of these will be provided on the Parent Information Evening.

6.3 Interschool Sport

Braeside Primary School competes in Interschool Sports activities with Katanning and St. Patrick's Primary Schools. An Interschool Swimming Carnival is held early in the year, usually in March, whereby these schools participate. We also take part in an Interschool Athletics Carnival which is held in October/November and Interschool Cross Country in Term 3.

6.4 Swimming Lessons

All primary school children attend swimming lessons as part of their Physical Education program at the Katanning Aquatic Centre. Times, costs and arrangements are advertised in the Newsletters.

Swimming Lessons are held in:

TERM 1 Years Pre-Primary to Year 6

Children not participating are to produce a note explaining reasons for not doing so.

6.5 Choir/Arts Events

The school has a choir and participates in a range of Arts based events. Details are provided on the Braeside Arts brochure.

7 Curriculum – Education

7.1 Mathematics, English, Science & STEM

Mathematics

Braeside Primary School provides mathematics education via a whole school dedicated mathematics teaching block and integration of mathematical concepts through-out the School curriculum. Students receive explicit teaching of concepts and then are guided to explore these concepts through a variety of problem solving activities encompassing real life experiences and using concrete materials. This approach gives students the strategies and knowledge they need to deal with all the mathematical issues that constantly arise in their lives.

English

At Braeside Primary School students learn English, and learn about English through speaking, listening, reading, viewing and writing. The development of literacy skills is a lifelong process. The role of the School is to continue the language learning children have begun before school and to help them to become proficient users throughout their lives. The development of literacy skills is a lifelong process. English is taught using a whole School common Literacy block using strategies supported by research, these include Words Our Way spelling, phonics based instruction, a whole school Lexile program, guided reading and the explicit teaching of writing at sentence, paragraph and whole text level.

Science

Braeside Primary School provides a comprehensive and modern Science program. Students receive explicit teaching of science concepts aligned to the Western Australian curriculum, in the sub-strands of Biological, Chemical, Physical, and Earth and Space Sciences. Students experience the joy of scientific discovery and nurture their natural curiosity about the world around them. In doing this, they develop critical and creative thinking skills and challenge themselves to identify questions and draw evidence-based conclusions using scientific methods. Braeside Primary School is an Einstein-First school working in partnership with the University of Western Australia (UWA), Curtin University and ANU to provide an evidence-based curriculum that takes students on a journey of modern discovery. The aim of Einstein-First program is to teach modern science, Einsteinian Physics, in schools through hands-on activities based on toys, models, lasers and renewable energy.

STEM

At Braeside Primary School we support our gifted and talented students through an extra-curricular program, STEM Extension. Participants are selected for this program as per the guidelines set out in the Department of Education's *Gifted and Talented in Public Schools Policy v2.2*. Students will engage with Einstein-First science programs to learn modern science in the science curriculum sub-strands of Chemical, Physical and Earth and Space Sciences. In addition, extension students participate in the BPS Kitchen Garden, modelled on the Stephanie Alexander Kitchen Garden program. The Braeside Primary School Kitchen Garden Program is designed to teach children healthy habits for life, from how to grow fresh seasonal produce in our school kitchen garden to cooking lessons where students utilise this produce to create healthy meals. In second semester STEM students grow, harvest and cook food to be exhibited at the annual Katanning Agricultural Show.

7.2 Learning and Behaviour Support at Braeside

Early detection of a child with a learning or behaviour challenge is imperative to easing a child's stress in the learning environment and achieving the most successful pathway forward for their personal learning journey. We have a number of checklists and assessment processes that support teachers to identify challenges early and a clear set of procedures to follow to help determine if a student requires professional assessment.

Styles of support used at Braeside;

- Lower student/teacher ratio in the learning spaces
- Education Assistants working alongside students inside the standard classroom environment to help with successful integration into standard classroom activities
- Individual Behavioural Plan (IBP), if required, that includes strategies in line with their diagnosis
- Intensive social skills programs
- Small group work with teachers on targeted programs e.g. MiniLit and MacqLit
- Zones of Regulation programs offered at a class and individual level
- Aussie Optimism and Paths programs offered at class and group level





Class Teachers also provide a range of learning experiences appropriate to the needs of all students in their classes and operate their lessons with multi-level teaching strategies. Supportive strategies include:

- cooperative group work,
- differentiating the curriculum/three windows
- grouping, e.g. whole class, small groups, pairs and individual group activities
- individual education plans (IEPs) which include strategies to modify tasks and resources
- modification of printed material
- peer tutoring
- planning a diverse range of activities
- rotational teaching
- simplifying instructions
- using open-ended questions
- varying mode of presentation / catering to different learning styles

8 Behaviour Management

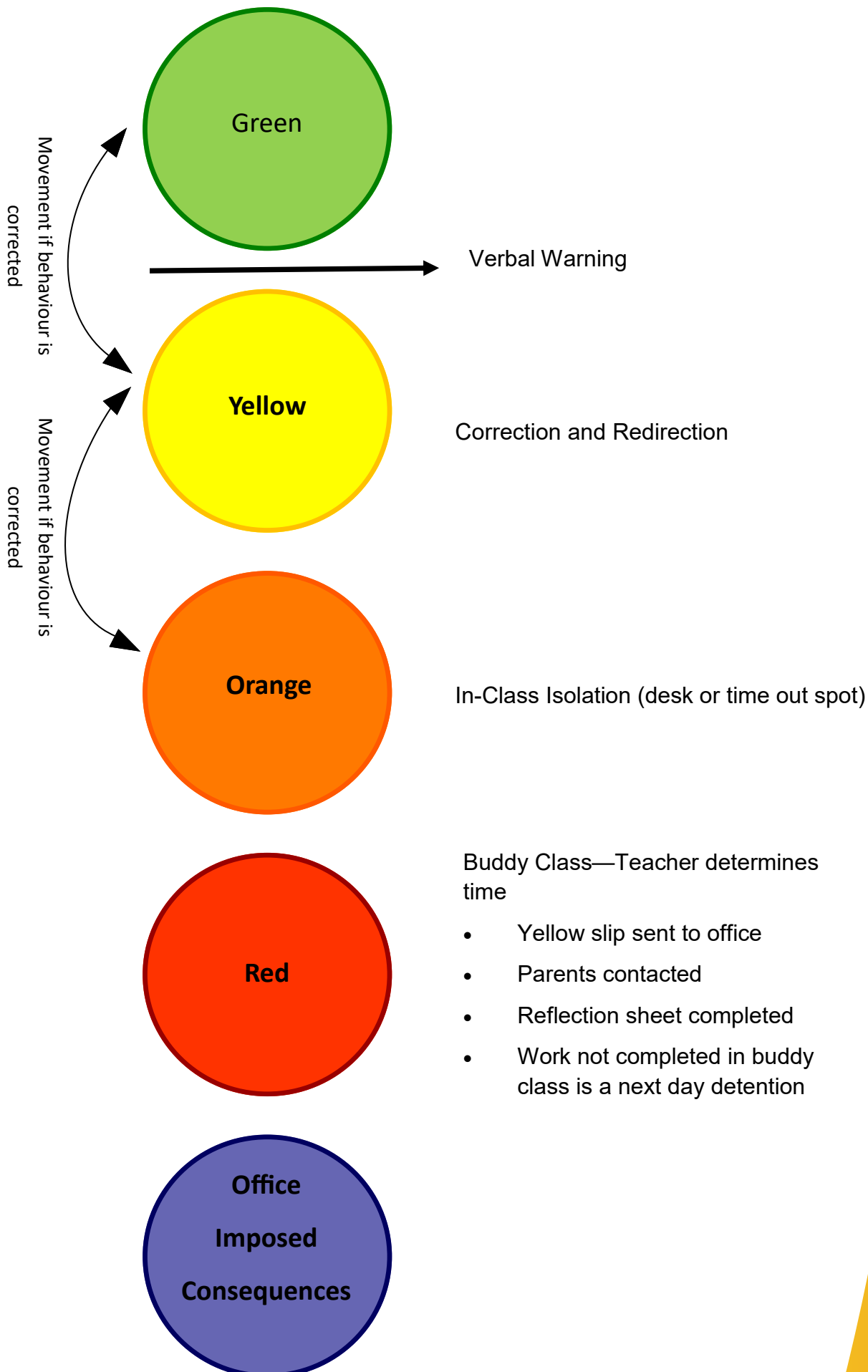
There is much for children to learn about their behaviour on the path to adulthood. Children need to be given clear and fair boundaries and expectations for their behaviour. This is essential for the safety and wellbeing of themselves and others. Braeside Primary School is in the process of embracing the strategies of a Positive Behaviour Support School (P.B.S). These strategies stress the importance of creating a positive School and classroom culture by engaging students in their learning and ensuring that all experience success. Students are explicitly taught the behaviours expected of them both in class and in the wider school environment. Tokens are given to students for following these expectations with class individual and faction rewards. The consequences for the breach of school behaviour are clearly explained and natural consequences are used to assist students to control their behaviour. The majority of students respond to this process and effectively modify their behaviour. Students unable to modify their behaviour through this system will require further support which may include professional assessment from an educational psychologist in order for an individual pathway to be planned and the school would then work in partnership with the professional and parents to find a way to support the student to have improvement with their behaviour. The school has a Good Standing Policy, students who have Good Standing at the end of each term will attend a special event. The Good Standing Policy is a part of the Whole-School Positive Behaviour Support Plan, published on the school's website.

Braeside Behaviour Matrix

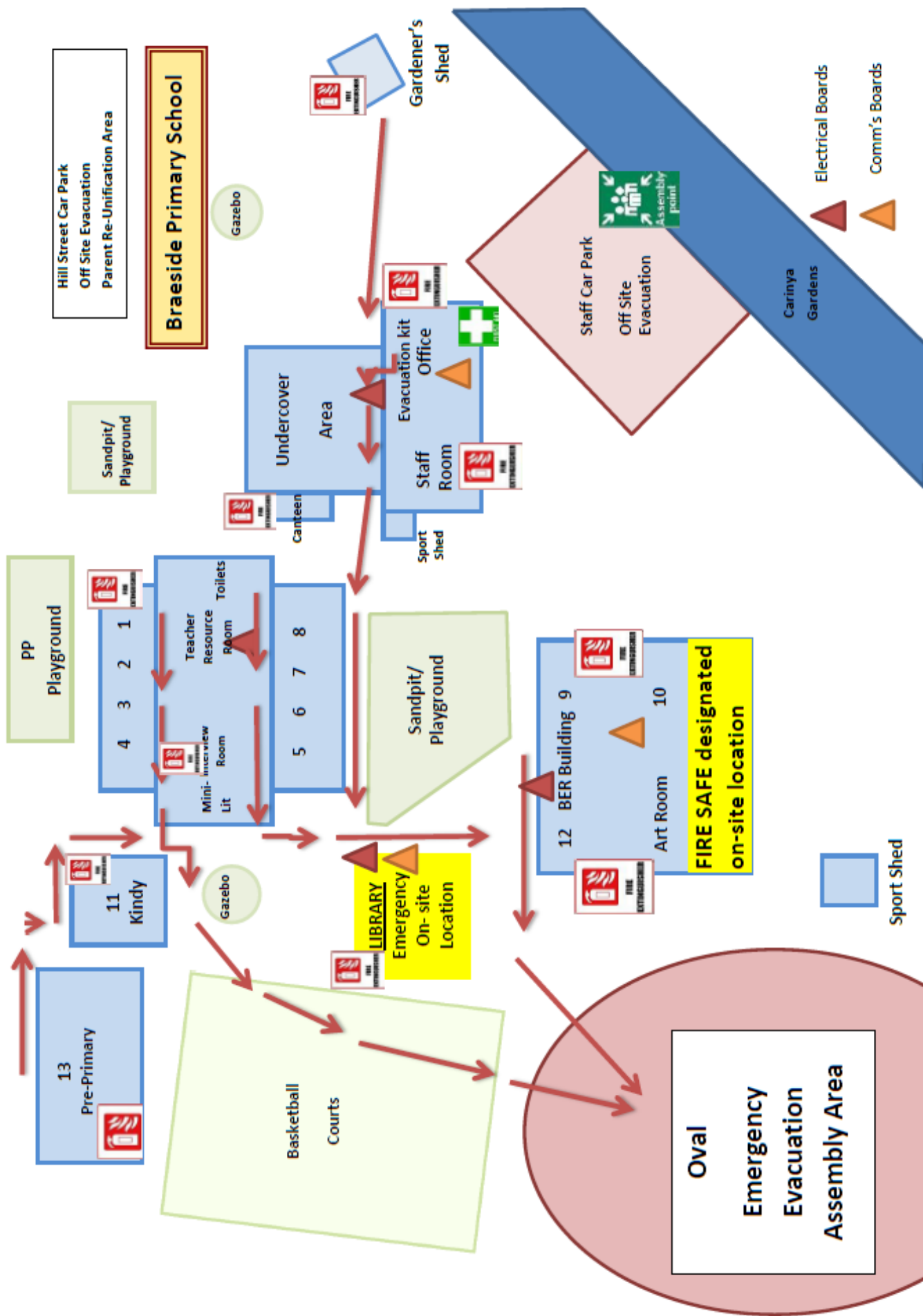
	 Achieving Astronaut	 Safety Sergeant	 Respectful Ranger	 Engaged Explorer
Classroom	Set goals and work towards them. Complete set work. Growth mindset Ask a teacher if you need help.	Walking Keep hands to self. Four on the floor. Ask permission to leave. Safe and sensible interactions. Follow instructions. Use equipment for its intended purpose.	Follow instructions. Use kind words. Speak politely. Active listening / listening 5. Support everyone's right to learn.	Ask questions Have a go Be on task. Focus on your own work. Help others Be prepared for the day.
Eating / Breakfast Club	Set a good example for others.	Sit down when eating. Eat your own food. Wash your hands. Return to class if no adult is present.	Respect property and equipment. Greet people politely. Use manners. Use an appropriate tone of voice.	Talk quietly with friends. Include others. Help with preparation and packing away. Help younger students.
Grounds	Be a role model.	Walk on the paths. Wheeled vehicles in the bike rack. Push bikes off school grounds. Climb on play equipment only. Stay in school boundaries. Wear a wide brimmed hat. Wear appropriate clothing.	Keep things tidy. Place rubbish in the bin. Give way to adults. Move without disturbing others. Greet adults politely – say hello. Look after school property. Return equipment.	Care for the natural environment.
Sport	Support your faction. Be active. Set goals and work towards them.	Use equipment safely. Follow the rules of the sport. Wear a wide brimmed hat. Wear appropriate shoes. Listen for whistles.	Wait on the sidelines. Include everyone. Good sportsmanship. Care for equipment.	Participate Have a go Encourage others. Be prepared.
Playing	Independently use protective behaviour strategies. Have initiative. Attempt to solve playground issues by yourself.	Take turns. Move safely. Have patience. Play games with no contact. Listen to the duty teacher. Run in open spaces only. Report unsafe behaviour to the duty teacher.	Take turns. Let everyone have a say. Make fair game rules. Use positive language. Follow instructions the first time.	Include people. Use equipment properly. Request equipment.
Braeside Way	Aim for merit certificates and Goldies. Active problem solvers. Protective behaviour strategies used across the school. Complete home tasks. Arrive on time.	Help people who are hurt. Know your safety network. Report safety issues to teachers. If you feel unsafe or are hurt, let someone know. Use zone tools when frustrated.	Use public language. Follow instructions the first time. Show interest. Have a go. Have a positive attitude. Respect other people	Try your best. Have a growth mindset. Arrive prepared for your school day. Participate

Braeside Behaviour Consequences

"A whole school approach"



9 School Site Map



10 Important Agency Contacts

Agency	Type of Support Provided	Contact Number
Katanning Police	Police	9821 3800
Hospital	Medical assistance	9821 6222
Medical Centre	Medical assistance	9821 2155
Ambulance	Emergency medical assistance	000
Community Health Regional Office	Advice on health related issues	9821 6280
Department for Child Protection	Advise on parenting and custodial issues	9821 6500
Australian Council for Health, Physical Education and Recreation (ACPER)	Information on promoting health in schools Curriculum resources	9383 7708
Australian Red Cross	First Aid Guidelines	1800 810 710
Information Officer Health Promotion Services Health Department WA	Drug information publications Local support for school based activities	9222 2045 9483 8244
Office of Aboriginal Health	Advice regarding Aboriginal Health issues	9222 2455
St John Ambulance	First Aid Guidelines	9334 1222
Palmerston	Drug and Alcohol Support	9821 8306
WANSLEA	Family Support	9895 5585
School Bus Services	Bus services www.schoolbuses.wa.gov.au	9326 2625

