



Kingsley Primary School

Information Booklet




Be Strong: Work as a Team

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KINGSLEY PRIMARY SCHOOL

 11 Lathwell Street, Armadale WA 6112

 (08) 9234 3800

 kingsley.ps@education.wa.edu.au

 kingsleyps.wa.edu.au



Be Strong: Work As A Team

Principal:	Mrs Caroline Churchill
Deputy Principal:	Mr Mike Devlin
Deputy Principal:	Mr Glenn Noblet
Manager Corporate Services:	Mrs Amanda Button
School Officer:	Miss Ashley Smith

INTRODUCTION

Welcome to Kingsley Primary School.

Kingsley Primary School is a hidden gem nestled amongst native Australian bushland between Kelmscott and Armadale in Perth. We are a small school that caters for 250 students from Kindergarten to Year 6 and we pride ourselves on not just enrolling students, but enrolling families into our high-support Kingsley community. Building strong relationships is at the heart of our school's philosophy and we believe that a strong connection between home and school is vital to the success and wellbeing of our students.

Our Moral Purpose at Kingsley Primary School is that we are relationships based, culturally rich and whole child focused. We have high expectations of our staff, students and community.

At Kingsley Primary School we believe that high quality teaching has the most impact on student achievement. Our school is also culturally rich, with over 15 different language groups being represented. We celebrate diversity and strive to create an inclusive environment where students from all backgrounds can thrive. We are committed to developing a school culture of teaching excellence where staff and school leaders have high expectations of each other. Building and maintaining positive relationships within our school community, is a core principle at Kingsley Primary School.

The aim of this booklet is to provide families with some of the answers to the many questions that are likely to be raised when sending a child to a new school. For some of you, Kingsley Primary School may be their child's first school – for others, their child may be transferring from another school. This booklet will provide many of the answers, however, to gain a fuller picture, it is most beneficial to come and see the school at work. If you would like a tour of our school, please phone the school to organise an appointment with our Principal.

SCHOOL VALUES

The work done at Kingsley Primary School is underpinned by the following shared values:

- **PARTNERSHIPS:** The school strives to cultivate positive partnerships between staff, students, parents and the community to provide a supportive and safe learning environment.
- **ENVIRONMENT:** All members of the school community have the right to be safe, respected and supported. We treat others, as we would like to be treated.
- **RESPONSIBILITY:** The school promotes social and emotional development so that all members of the school community accept responsibility for their own learning, behaviour and conduct and fosters resilient, responsible and caring citizens. All views are valued.
- **INCLUSIVITY:** The school acknowledges and respects that children bring a variety of beliefs, cultures, learning styles and background knowledge and experiences and will provide a curriculum that caters for all differences, encouraging excellence and nurturing the whole child.
- **EXPERTISE:** Staff engage in ongoing professional development in order to maintain a work ethic and determination that results in the highest achievement of all students.
- **RESOURCES:** To provide a supportive and challenging learning environment, resourced and staffed adequately, in order to cater for all individual needs and differences.

TERM DATES for 2026

Term 1	Monday 2 February – Thursday 2 April
<i>Staff Development Day</i>	<i>Friday 27 February</i>
<i>Public Holiday</i>	<i>Monday 2 March</i>
<i>Term holiday</i>	<i>Friday 3 April – Sunday 19 April</i>
 Term 2	 Monday 20 April – Friday 3 July
<i>Public Holiday</i>	<i>Monday 27 April</i>
<i>Public Holiday</i>	<i>Monday 1 June</i>
<i>Staff Development Day</i>	<i>Tuesday 2 June</i>
<i>Term holiday</i>	<i>Saturday 4 July – Sunday 19 July</i>
 Term 3	 Tuesday 21 July – Friday 25 September
<i>Staff Development Day</i>	<i>Monday 20 July</i>
<i>Term holiday</i>	<i>Saturday 26 September – Sunday 12 October</i>
 Term 4	 Monday 12 October – Thursday 17 December
<i>Staff Development Day</i>	<i>Friday 18 December</i>

(These dates maybe subject to change)

HOURS OF INSTRUCTION

Students arrive	8:30am
School commences	8:45am
Recess	10:45am - 11:05am
Lunch	1:05pm - 1:35pm
School dismissed	2:45pm

SIGN IN PROCEDURES

During the school day, all visitors, including parents and carers must sign in at the Administration Office where badges are provided to identify visitors and volunteers at the school. When parents are collecting children in school hours, they must identify themselves at the Administration Office and not go directly to their child's class. The students will be requested to meet you in the office.

ARRIVAL AT SCHOOL

The school day at Kingsley Primary School commences at 8:45am and concludes at 2:45pm. The Principal or Deputy Principal is on duty before school from 8:15am until 8:30am.

NO CHILD SHOULD BE AT SCHOOL BEFORE 8:15AM, AS THERE IS NO SUPERVISION BEFORE THIS TIME.

ATTENDANCE

Attendance is compulsory if a child is enrolled in primary school, including Kindergarten and Pre-Primary students. All absences from school must be explained, either by text, in writing, by a phone call or in person as soon as possible after the child returns to school. A brief note is required to explain **all** absences. Frequent absences from school can have a negative impact on the achievement of your child. For this reason, the school carefully monitors the attendance of all students to ensure that they are not becoming at risk due to non-attendance.

Absences where families choose to remove students from school for periods of time can cause significant disruption to the class and teachers concerned. As these absences do not always meet the criteria legally defined for children missing school, **we encourage parents to consider carefully the perceived benefits of such action for the child.**

COMMUNICATIONS FOR STUDENT UNEXPLAINED ABSENCES AND LATE ARRIVALS

Kingsley Primary School uses COMPASS to send notifications to parents/guardians/caregivers to notify them of an unexplained absence or late arrival of their child. A link to join COMPASS will be sent to you if you are not active on the App. We encourage you to sign up for COMPASS as a matter of priority, as COMPASS is the application used by Kingsley PS for attendance, emergency, and general communications.

Parents will be informed by COMPASS notification each time their child is absent when an explanation has not already been provided to the school. If your child is absent and a reason has been provided before the time the notification is due to be sent, you will not receive a message. COMPASS is also used to provide information to parents about school community events.

This system has been shown to assist in making schools (and parents) more aware of where students are and improve student attendance. These factors will enhance learning opportunities for all students and contribute to their safety.

COMMUNICATION WITH PARENTS

An essential component of school policy is the fostering of sound home-school relationships.

The school communicates with parents and carers by way of a newsletter sent home via the students and/or posted on the school's website. The school also uses the COMPASS application to send messages to the community.

Parents are invited to attend our Assemblies or to participate in special activities or functions that are held during the course of the year - i.e. Anzac Day Services, Faction Sports Day, etc.

CONCERNS

Any concerns you may have regarding your child please contact your child's classroom teacher first.

If you have another matter that you feel needs to be discussed with either the Principal or Deputy Principal, please contact the office to arrange an appointment.

In some cases, parents discuss what they feel are problems with other parents and neglect to notify the school. No problem can be solved if the school is not aware of it.

SCHOOL RECORDS - INFORMATION

During the course of a student's education at Kingsley Primary School changes may occur to the information originally supplied on the Enrolment Forms. It is important that you advise the school as soon as possible of any changes of address, telephone numbers, emergency contacts or medical details. There have been instances when urgent contact to parents could not be made due to incorrect or outdated information on school records.

Your continued co-operation and consideration in this area will help to ensure that your child's welfare will receive the highest priority, especially in times of emergency.

<p><i>PLEASE ENSURE THAT THE SCHOOL IS KEPT INFORMED OF ANY CHANGE OF ADDRESS, FAMILY DOCTOR, EMERGENCY CONTACT, PLACE OF EMPLOYMENT, TELEPHONE NUMBER, CHILDREN'S HEALTH ETC.</i></p>
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PARKING

Parking facilities consist of bus bays for the Language Development Centre buses adjacent to the Pre-Primaries, and a “Kiss and Drive” facility at the front of the school. The effectiveness of these facilities relies on the co-operation of parents. Please follow these guidelines:

1. First and foremost – Please obey all council signs. Failure may result in a fine issued by the Armadale City Council.
2. Parking on Lathwell Street, opposite the main entry, is not permitted. This also stops children from crossing the road and improves traffic flow.
3. Where possible drop students off on Schruth, Sinclair or Serls Streets surrounding the school. Street parking is available on these streets but remember to read and adhere to all road signs.
4. The “Kiss and Drive” is not a parking area. It is a ‘drop off and pick up zone’ only.
5. Once dropped at the “Kiss and Drive,” students should walk east along the fence and use the path into the school. Students should not be walking through the staff car park.
6. Do not execute “Three Point Turns” in the front of the school. This will be dangerous for pedestrians and cause traffic congestion.
7. There is no parent or carer access into any of the Staff Car Parks.
8. There is one designated bay for ACROD parking (permit required). It is at the top of the school behind the undercover area. Please phone the school on 9234 3800 if you require its use and the gate is closed or locked.
9. We suggest for parents of kindy and pre-primary students to park along Schruth St and walk into the Early Childhood Centre through Gate 7, near the tennis and netball courts or the bush area.
10. Bus bays (Lathwell Street) are to be left clear for the buses at all times.
11. An additional gate (Gate12) will be open for the Before and After School Care Buses to come in and out of. This additional parking area is for Before and After School Buses only. It is not for parent, carer or staff use. Before and After School Care using this area will increase student safety, increase parking areas available for parents and improve visibility for parents and carers who are parked along Lathwell Street.

ENROLMENTS (KINDERGARTEN AND PRE-PRIMARY)

Kindergarten: Parents can apply to enrol their child in Kindergarten from the beginning of the year during which the child turns four, providing their birth date is before June 30 of that year.

Pre-Primary: Parents can apply to enrol their child in Pre-Primary from the beginning of the year during which the child turns five, providing their birth date is before June 30 of that year.

Documentary proof of birth date and immunisation records (ACIR) must be provided before enrolment can be confirmed. Parents must also provide proof of address.

A child's immunisations are expected to be up-to-date upon entry to the school. These include measles, mumps, rubella, polio, whooping cough, diphtheria and tetanus. Immunisations can be obtained telephoning ACIR on 1800 653 809 (free call) or emailing acir@humanservices.gov.au.

Note 1: Kingsley Kindergarten students attend two days per week and alternate Wednesdays.

Note 2: Kindergarten and Pre-Primary children must not be left unsupervised in the yard of the centre before the commencement of each day's session or at the end of the school day. Parents are required to provide this supervision either themselves or through another adult. It is not appropriate for this supervision to be provided by older brothers and sisters.

ENROLMENT (YEARS 1 – 6)

All enrolments for the Primary School, Kindergarten and the Pre-Primary Centre, are carried out in the school Administration Office. Initial enrolments are not complete until a Birth Certificate or Extract of Birth Entry and Immunisation Record have been sighted at the Administration Office. Kingsley Primary is a local area intake school and proof of address is required on application to enrol.

Children must be enrolled under their legal surname, i.e. the name on their birth certificate, or if changed, the deed poll must be sighted.

SCHOOL AMENITIES CONTRIBUTIONS

KINDERGARTEN TO YEAR 6

The Department of Education and Training supplies schools with a financial grant to be used to resource the school. In addition, parents are asked to contribute to the resourcing of the school through voluntary contributions.

The contributions for 2026 are as follows

- a) Voluntary contributions:
 - Kindy \$60.00 per child
 - PP – 6 \$60.00 per child
- b) Music Program:
Children involved in the school's instrumental music programme will be advised of additional charges for that area.

SCHOOL DRESS CODE

A school's dress code can play an important role in promoting a positive image of the school and creating a sense of identity. There are many reasons to introduce a code of dress for students (eg student safety can be improved because they can be identified more readily and generally, the cost of uniform items is less than alternative clothing) however, it is up to individual School Councils to determine what is appropriate for that school's circumstances.

Parents will be notified when a student fails to wear uniform or where a regular breach of the dress code is apparent. The non-wearing of appropriate uniform, whether old or new, will be discussed with the parent, not the student. Students who are not in uniform will not be permitted to attend excursions, interschool sports and reward activities.

RELEVANT LEGISLATION

Equal Opportunity Act 1984, Disability Discrimination Act 1992, Occupational Health and Safety Act 2000, Racial Discrimination Act 1975, School Education Act 1999, sections 123 (1), (2)(a), 128, 135, 140(d)(i), (iii), School Education Regulations 2000, Regulations 33 to 36, 40-42, Sex Discrimination Act 1984.

EXEMPTIONS

Any exemptions or objections need to be negotiated by parents directly with the principal.

Students must be responsible for their own hats as for health reasons the school does not lend hats or encourage the sharing of hats.

The School Council endorsed the dress code in November 2008

Boys	Girls
Royal Blue polo shirt with emblem*	Royal Blue polo shirt with emblem*
Royal Blue shorts	Royal Blue dress shorts or skort
Royal Blue track pants	Royal Blue track pants
Royal Blue Long Pant	Royal Blue Jazz Pant
Royal Blue Windcheater*	Royal Blue Windcheater*
Royal Blue Zip Jacket*	Royal Blue Zip Jacket*
Suitable footwear (enclosed shoes, sneakers or sandals).	Suitable footwear (enclosed shoes, sneakers or sandals).
Royal Blue Bucket Hat*	Royal Blue pleated sport skirt*(black or blue bike shorts only may be worn under the skirt)
	Royal Blue Bucket Hat*

SPORTS OUTFIT for FACTION CARNIVAL DAYS

Boys	Girls
Faction coloured T-shirt	Faction coloured T-shirt
Blue shorts	Blue sports skirt/short
Suitable footwear	Suitable footwear
Royal Blue Bucket Hat* (reversed to show faction colour)	Royal Blue Bucket Hat* (reversed to show faction colour)

- **DENIM** – Denim items of clothing are not permitted to be worn in WA public schools.
- **HAIR** – Hair on any student that is longer than the top of the shoulder, is to be tied back at all times whilst at school. This is an Occupational Health and Safety issue.
- **MAKE-UP** – No make-up shall be worn, e.g. Nail polish or facial make-up.
- **JEWELLERY** – No jewellery (except watches, plain small sleepers and studs in the ear).
- **OUTER GARMENTS** – Items that are not school uniform such as scarves, gloves, hats and jackets are not to be worn in the classroom, or during school time activities however students will be permitted to wear them during recess and lunchtime.
- **FOOTWEAR** – It is important to ensure your child has suitable footwear when at school. Tie-up shoes or sneakers are the preferred footwear for school. For safety reasons no thongs, backless slip-ons or high-heeled shoes are permitted. NO CHILD will be allowed to take part in any out of school activity without suitable footwear. NB: Beach style sandals are not suitable.
- **HATS** – This school operates a “No Hat, No Sun” Policy throughout the year. This policy reflects the importance of shading the face/head from the harmful rays of the sun.

STUDENT LEADERS

As representatives of the student body, Student Councillors and Faction Captains are expected to be positive role models for other students. This includes the Councillor wearing the school uniform and their badges, at all times.

UNIFORM PURCHASES

Eclipse Universal (are the suppliers of our school uniform. Orders are to be placed online and can be sent to the school or collected from their offices in Malaga for free delivery.

Students are given a school hat, when they join the school. Additional school hats can be purchased through the school Admin for \$15.00 each.

Ordering online:

<https://schooluniformstore.com.au/>

Search: Kingsley Primary School

Next: Enter Code Provided (KPS146)

Eclipse Uniforms

Unit 2

10 Sandford Way

Malaga WA 6090

(08) 9249 4344

www.eclipseuniversal.com.au

MONEY AT SCHOOL

All payments of money to school should be brought in a sealed envelope (a used one will do), with the child's name and the reason for the payment clearly stated on the outside of the envelope and handed in to the Administration Office. **Personal money should not be brought to school.**

PHYSICAL EDUCATION

A wide range of sporting activities are programmed during the course of the year. All students are expected to participate in Physical Education Skill Lessons and Faction Sport, where relevant. During Physical Education activities, students will need to have and wear appropriate clothing including a sun safe hat.

Physical Education is a compulsory subject and students are expected to complete at least 2 hours a week. Children who are too sick to take part are too sick to be at school. Children who wish to be excused from Physical Education must bring a note signed by a parent or guardian. A medical certificate must accompany any request for permanent or long-term exclusion.

All children are placed in one of our three factions. Children new to the school will be advised of their faction shortly after their arrival, and students retain the same faction colour from year to year. Wherever possible, all members of a family are placed in the same faction.

LOST PROPERTY – Outside Admin

All articles of clothing, which can be removed easily – coats, jumpers, hats, cardigans, shoes and socks ***must be labelled so the item can be returned to students***. Lost property is sorted regularly and unclaimed items will be disposed of.

MOBILE PHONES / ELECTRICAL DEVICES

If phones are brought to school, they need to be handed to the Administration Office before the start of school for safekeeping during the day. All other gaming and electrical devices should not be brought to school.

CHILDREN WHO ARE SICK AT SCHOOL

The facilities for catering for sick children at school are limited. If a child becomes sick or is injured at school, the school telephones the parent or emergency number given and arranges for the child to be collected from school as soon as possible. If your child is sick before leaving home, it is advisable *to keep them home* rather than hoping for an improvement.

- It is very important that the school is kept informed of:
 1. Current emergency contact details
 2. Current medical history of students
 3. *In writing* – any medication that students need to take during school hours, whether self-administered or administered by a teacher. Doctor's consent forms are also required.
- If your child has an accident at school, *we need to be able to contact you quickly*.
 - Please inform us of any changes of information. If we cannot contact yourself or the emergency contact person, an ambulance will be called and your child taken to hospital. Note – The ambulance service charges approx. \$1,200 per call out. We strongly recommend you take out ambulance cover.

INFECTIOUS DISEASES

Please note the following details, especially with reference to *Exclusion Periods from School*:

- **Chicken Pox:** Exclude from school until fully recovered, or until at least 5 days after the eruption first appears. Some remaining scabs do not justify continued exclusion.
Contacts – do not exclude
- **Conjunctivitis:** Exclude from school until discharge from eyes has ceased.
Contacts – do not exclude
- **German Measles (Rubella):** Exclude from school. Re-admit on recovery or 4 days after onset of rash.
Contacts – do not exclude
- **Head lice (Pediculosis):** Exclude from school until effective treatment has been started and nits (eggs) have been completely removed from hair.
Contacts – family contacts will probably be infested and should be treated accordingly.
- **Impetigo (School Sores):** Exclude from school for 24 hours after antibiotic treatment has commenced. Lesions on exposed skin surfaces should be covered with a waterproof dressing.
- **Glandular Fever:** Exclusion is not necessary.
- **Measles:** Exclude from school. Re-admit on medical certificate of recovery, or at least 4 days from appearance of the rash if well.
Contacts – Do not exclude vaccinated or previously infected contacts. Susceptible contacts should be excluded until 14 days after the onset of the rash in the last case occurring at a facility. If susceptible contacts are vaccinated with MMR within 72 hours of their first contact with the first case or Immunoglobulin within 6 days of exposure, then they may return to school following vaccination. Contact management will be coordinated by Public Health staff. Measles is now classified by the Public Health Authorities as a notifiable disease. The school is obliged to advise health authorities of reported cases.
- **Mumps:** Exclude from school for at least 9 days after onset of symptoms.
Contacts – do not exclude. Immunisation recommended if not vaccinated.
- **Ringworm (Tinea):** Exclude from school until the day after treatment has commenced.
Contacts – do not exclude
- **Whooping Cough (Pertussis):** Exclude from school for 2 weeks from onset of symptoms or for 5 days after starting antibiotic treatment.
Contacts – Contact management will be coordinated by Public Health Staff.

SCHOOL ENROLMENT IMMUNISATION RECORDS.

The Department of Health and Department of Education and Training have organised a system for recording the immunisation of your child at school entry enrolment. The purpose of this recording system is to identify children who are not fully immunised with Department of Health vaccines and are at increased risk of catching vaccine preventable diseases.

You can access your child's immunisation records by:

1: Phoning the Australian Childhood Immunisation Register Free call 1800 653 809

2: www.medicareaustralia.gov.au

Due to privacy laws, only parents/guardians can access this information. You will need your Medicare number to access the records.

If your child has had their four-year-old vaccinations since initial enrolment, parents are required to provide an updated immunisation record to the school office. Children who are not fully immunised may be followed up by Community Nurses to encourage completion of their vaccination schedule.

Western Australian Schools have been authorised by the Department of Health to exclude incompletely immunised students in outbreaks of vaccine preventable diseases.

SCHOOL NURSE

The school has the services of a nurse who visits the school on a regular basis. You may contact the school nurse for any information or assistance:

Community Health Nurse

South Zone | Armadale Region Wungong Team
Child and Adolescent Community Health
Child and Adolescent Health Service
CHDC, 3056 Albany Highway, Armadale, WA 6112
P: PO Box 460, Armadale WA 6992
T: 08 9391 2235

SCHOOL CHAPLAIN

Our School Chaplain is someone who provides pastoral, spiritual, and emotional support to students, staff, and sometimes families within the school community. The purpose of a Primary School Chaplain is to support the wellbeing of the school community by:

- Offering a listening ear to children and staff.
- Helping build positive relationships and a caring school culture.
- Supporting students through challenges like friendship issues, family problems, grief, or anxiety.
- Promoting values such as respect, kindness, and empathy.

SCHOOL PSYCHOLOGIST

A School Psychologist is available to the school. Referrals are made through the Principal or Deputy Principal following discussions with class teachers and/or parents. Parental permission is always required prior to psychologist contact with students or the commencement of any individual testing procedures.

DENTAL THERAPY

Kingsley Primary School children are cared for by the Dental Therapy Centre, which is situated in the Armadale Primary School Administration block, Carradine Road, Armadale. After enrolling, children will be sent a consent form which parents are asked to read, sign, and return to the school whether they wish their children to participate or not. To change times or dates of appointments, parents are requested to ring the Dental Therapy Centre on 9399 4546. The Centre is open Monday to Friday - 8:15am to 4:30pm.

PERIOD PRODUCTS IN SCHOOLS

Kingsley PS provides access to free period products for students, as part of the Western Australian Government's commitment of access across WA public schools. Period products are a fundamental health necessity and having a period should not be a barrier to participating in school. Providing access to free products at school is designed to enable students to stay engaged in their studies and ease some cost-of-living pressure for families.

A dispenser has been installed in the Senior Girls toilets, where students will be able to take what they need, when they need. Both Libra-branded pads and tampons are available. Libra products are Australian manufactured and made to Australian Standards.

Our school is committed to improving students' understanding of period health and addressing any stigma. Information available from the following websites may assist you to have conversations about menstrual health and hygiene at home:

<https://www.getthefacts.health.wa.gov.au/our-bodies/periods>

<https://www.healthdirect.gov.au/menstruation>

MESSAGES

Verbal messages via children between school and home are not desirable. It is preferable to communicate with the school either by letter, telephone or email. The school email address is kingsley.ps@education.wa.edu.au and the contact phone number is 9234 3800. Mobile phones are not necessary at school. If it is deemed necessary for your child to have a mobile at school, it must be left at the Administration Office at the start of the day and collected after school for their own security.

STUDENTS LEAVING DURING SCHOOL HOURS

For all year groups including Kindergarten and Pre-Primary

If you need to pick your child up from school during school hours, please go the Administration Office to obtain a Student Release pass. Your child will be called to the office by the Admin Staff. Parents and carers are not to go to their child's class during school hours. Teachers will not release students from class during the school day without Admin approval.

Persons other than parents or legal guardians wishing to remove children from school must have **written** parental permission or be on the student record card as a contact. This is one of the reasons your details must be kept up to date.

LIBRARY

Each class is timetabled to visit the school library at least once a week.

LIBRARY RULES

1. All students are expected to borrow and to leave the library tidy.
2. All students must have a book bag to protect the books being borrowed.
3. All books are to be returned or reviewed the following week on the student's library day.
4. All non-returned books will receive an invoice for a minimum cost of \$20.00 – this amount includes the cost for replacing, accessioning, and covering of a book.

ASSEMBLIES

Parents are invited to attend the assemblies, usually held every third week on a Friday. They commence at 8:50am. Dates are provided on the term planner and the school website.

IN-TERM SWIMMING

Details regarding all in-term swimming lessons will be published in the school newsletter.

SCHOOL CAMPS FOR YEAR 6

School camps are run at the discretion of teachers, and parents are informed well in advance so that any costs involved for the camps can be budgeted for by families. Camps are beneficial to both the educational and social development of all students.

NO SMOKING

Parents are advised that no smoking is permitted on any Government school grounds or in Department of Education buildings. This directive, from the Department of Education, recognises its obligations under the Occupational Health, Safety and Welfare Act, 1987. We thank parents for their continued co-operation with this health issue.

ANIMALS AT SCHOOL

Parents and students are advised that no animals are to be brought into school without permission from the Principal. This includes pet dogs.

SCHOOL SECURITY

Kingsley Primary School is connected to the Department of Education and Training's central security system. This ensures that all the internal areas of the building are under surveillance at all times when it is not occupied. We have a delightful school, and it can be kept that way if it is not vandalised. If you see any form of vandalism taking place, please report it by telephoning **9264 4771**.

EXCURSIONS

Children have the opportunity to participate in excursions and cultural events with the school. These are designed to provide stimulation and knowledge that cannot be easily provided within the school grounds. Costs are kept to a minimum and information is sent out well in advance.

PRIMARY EXTENSION AND CHALLENGE (PEAC) PROGRAM

Students in Year 4 are screened for eligibility for this program. Based on the outcome of the process, students may be offered a place in the South Metropolitan PEAC Program in Year 5 (and Year 6). For students who miss out on District PEAC, there may be the opportunity to participate in other programs through Years 5 and 6. Applications for Gifted and Talented Programs at secondary level are called for at the start of each school year.

POSITIVE BEHAVIOUR SUPPORT – THE KINGSLEY WAY

Kingsley Primary School use a Positive Behaviour Support model to teach and encourage positive behaviours in the school. The PBS Matrix was designed in conjunction with staff, students, and the community, and expectations are explicitly taught throughout the year.

BEHAVIOUR MATRIX

THE KINGSLEY WAY

W WORK HARD AT LEARNING	A ACT WITH RESPECT	Y OWN YOUR CHOICES
<ul style="list-style-type: none"> • Be resilient • Be a problem solver • Be persistent • Be a positive learner • Strive for excellence 	<ul style="list-style-type: none"> • Be friendly and kind • Follow instructions • Wear your school uniform with pride • Use equipment correctly • Look after my environment 	<ul style="list-style-type: none"> • Own your choices and your actions • Be organised for learning • See something, say something • Move around safely • Have high standards

ANYWHERE, ANYTIME!

GOOD STANDING POLICY

At Kingsley Primary School, the Good Standing Policy supports the pillars of The Kingsley Way:

Work Hard at Learning – **A**ct With Respect – Own **Y**our Choices

The Good Standing Policy, as part of our whole-school behaviour management approach, aims to provide acknowledgement/recognition to most students who consistently behave according to our values. The Good Standing Policy emphasises the importance of students taking responsibility for the choices they make, which impact academically and socially on themselves and others.

Good Standing

Good Standing status is granted to all Kingsley Primary School students at the start of each term. It is the responsibility of each student to maintain their Good Standing. Every student starts each term with three Good Standing points. The loss of those points is monitored. The loss of all three points in half a term constitutes a loss of Good Standing.

Students with Good Standing will have the opportunity to participate in various events throughout the school year including interschool sporting events; extra-curricular activities such as reward activities, class excursions and Year 6 Graduation activities.

Class Behaviour Book

At Kingsley Primary all classes have a Behaviour Book. Students who are not following classroom expectations or teacher instructions may receive a **warning** in the Behaviour Book.

The warnings in the Behaviour Book are reminders for the student to make a good choice and demonstrate expected behaviour. Sometimes the increasing consequences with the Behaviour Book allow students time away from the classroom to calm down and make appropriate choices.

Losing Good Standing

Three warnings in the Behaviour Book during a day, results in a student going to Buddy Class for 20 minutes. If the same student receives a fourth warning in the book, they are referred to the office for 30 minutes. Students referred to the office lose a Good Standing point and their parents are advised.

Students who lose 3 Good Standing Points in half of a term (5 weeks) lose their Good Standing. Good Standing can also be lost immediately for a serious breach of the School Behaviour Policy.

Affirmation Points

At Kingsley Primary, a student that is at school and doesn't receive a warning in the Behaviour Book, receives an Affirmation Point for the day. These days become the Affirmation level Certificates that students receive at assembly after 40, 80, and 120 days of good attendance and behaviour. Students who get to 160 days (or Affirmation Points) get their Affirmation Medal at the end of the year.

LUNCH ORDERS AVAILABLE WEDNESDAYS

Lunches can be ordered and delivered to Kingsley Primary School one day per week (**Wednesdays only**). We are using the School Lunch Online platform.

Orders are placed and paid for online. Parents have the option to 'load up' credit on their account but you can also pay for each day's order as you go.

Parents who have already registered for School Lunch Online can use their existing account. New users can easily create a new account.

Please make sure that you put your **child's full name and include your child's 2026 classroom**.

Please note: to adhere to the Department's Healthy Eating Policy, the school will not be accepting Uber Eats orders for students. Please refrain from dropping in fast food chain orders for your children during the school week.



School Lunch Online is supplying an online ordering system to get fresh, healthy lunches delivered to school.

You can now register at <http://www.schoollunchonline.com.au>, choose from the lunch options and pay online – all without the last-minute morning hassle.

Who is supplying the food?

Cart21 Cafe will be making and delivering all the lunches.

When will I have to order by?

Orders **MUST** be placed by 8am on the day the order is required (so, by 8am on Wednesdays).

How do I get started?

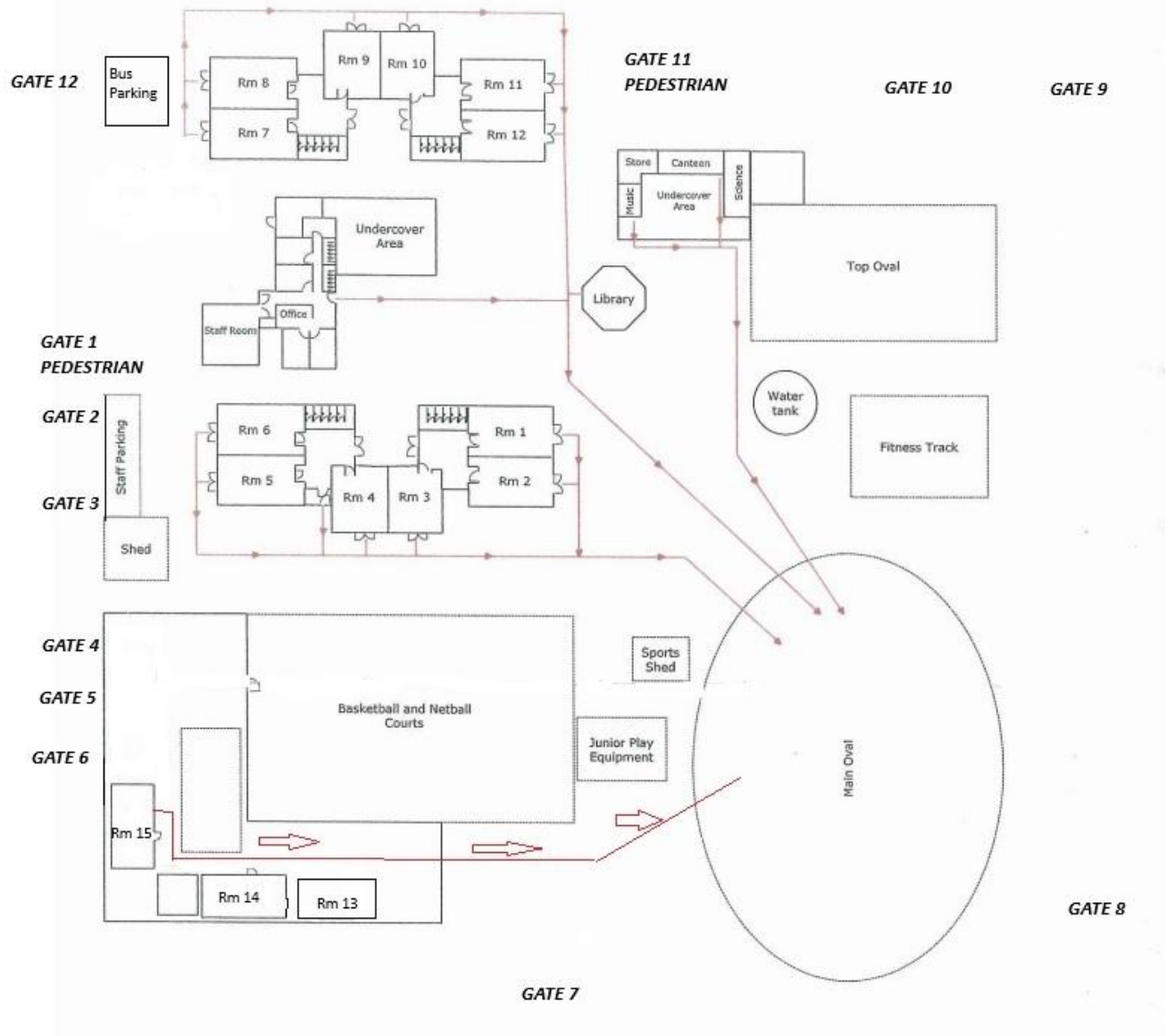
Visit <http://www.schoollunchonline.com.au/>, register your family and then follow the prompts to choose your lunch selection and place your order. You will need to register before you can view the menu. It only takes a minute or two to register and is very simple.

How do I cancel my order?

All orders can be cancelled up to the cut off time and fully refunded by simply going into "upcoming orders" and selecting the "x" beside the order you wish to delete. After the cut-off time orders cannot be refunded sorry.

What if I encounter a problem?

If you do encounter a problem, or simply need a little help with getting started, please contact School lunch online for help at hello@schoollunchonline.com.au.

EMERGENCY AND/OR EVACUATION MAP



Be Strong: Work As A Team

KINGSLEY PRIMARY SCHOOL



11 Lathwell St Armadale WA 6112



(08) 9234 3800



kingsley.ps@education.wa.edu.au



kingsleyps.wa.edu.au