



Maidens Park Primary School



Parent Information Booklet 2025

Welcome to Maidens Park Primary School

We are proud of the tremendous environment we provide for children to learn, work and grow in. This environment is created by; competent, dedicated teachers and non-teaching staff; supportive parents, and happy, enthusiastic children.

We believe in building open, communicative partnerships with parents that enhance quality teaching programs and improve children's learning.

This booklet has been put together to provide parents with information about Maidens Park Primary School and the teaching and learning programs your child/ren will be involved in.

Juanita McDermott
Principal

SCHOOL VISION AND VALUES

Maidens Park will unite with families to provide a supportive and safe environment where children are valued and encouraged to achieve.

Our Values:

- Integrity – we act in the best interest of our student and community at all times
- Care – we treat each other and our environment with compassion and mutual respect
- Co-operation – we recognise the importance of sharing and learning together
- Perseverance – we persist and try our best, despite difficulties we may face

OUR SCHOOL COMMUNITY

Maidens Park Primary School is situated close to the southern boundary of Bunbury. The district surrounding the school grounds contains beach and dune areas, natural bushland and extensive community sporting facilities.

The school draws its children from the Withers, Usher, College Grove and Glen Padden residential areas. The northern boundary is the midline of Hudson Road; the eastern boundary runs down Parade Road until Washington Avenue then along Washington Avenue east to Bussell Highway. The southern boundary is Centenary Road and the Tuart Forest reserve to the ocean.

Maidens Park Primary School is established on a large site containing many native trees. We have lots of open spaces for sporting and recreational activities. In 2022, the school started a classroom refurbishment program which will see classrooms receive a facelift over the next six years. The refurbishment includes painting, new floor coverings, new furniture and updated cabinetry. In 2023, a new STEM learning space will be created close to the library. The school also has a fully enclosed undercover area to hold assemblies, discos and other school activities. We have technology available in classrooms as well as in our large library.

The school is fully air-conditioned for the comfort of our children.

OUR STAFF

All our staff are dedicated to improving student outcomes and bring a wide variety of skills and abilities to teaching and learning programs. Staff members are flexible in the way they think and plan, and are prepared to question current practices and try out new strategies. Collaborative planning at whole school and cluster level is a feature of the school.

All staff members are encouraged to undertake professional development activities to improve their performance and to acquire new skills. The school also provides professional development workshops in areas related to the school's priorities at regular intervals.

ENROLMENTS

All children who turn 5 by June 30 must be enrolled and attending school. Pre Primary is the first compulsory year of schooling. Kindergarten children must turn 4 by June 30.

SCHOOL OFFICE

The school office is open 8.00am to 3.00pm during school terms.

SCHOOL DAY

Children learn best in a safe, secure and supportive environment. Maidens Park's school day is structured to provide this environment.

8.10 am	School gates and classrooms open
8.25 am	School day starts
10.35am	Recess Break (Early Childhood have a structured outdoor education session and fruit time in place of recess)
12.25pm	Lunch
2.30pm	School day ends



Most of our school day is in the morning when children are fresh, alert and ready to learn.

VOLUNTEER / PARENT HELP

Parents and Caregivers are welcome and encouraged to spend time in the classrooms as helpers. Children look forward to having the opportunity for you to observe the class routine and your child's progress. Some classes may set up a roster to enable the parent (mother, father, grandparents, or friend) to attend a session and help with activities, preparation of fruit and cleaning up. Younger brothers and sisters are most welcome, although they remain the parent's responsibility. Often children enjoy some time with you, without their siblings.

Please let your child's teacher know when you are available to help, you are welcome to come as often or as little as you like as a class helper.

Confidential Declaration Forms will need to be signed by any parent or volunteer helper.

PARENT & CITIZEN'S ASSOCIATION (P & C)

The school has a very dedicated group of parents who meet several times each term and hold fundraising events such as free dress days, special lunch orders and sausage sizzles.

PHOTOS

At various times during the year, children may have their photos taken for school-based activities. These photos may be published in the newsletter, school's Facebook page, school's Facebook group, local newspapers etc. If parents have any objection to their child's photo being published, please advise the school in writing.

ASSEMBLIES

The school holds assemblies approximately every three weeks on a Friday, commencing at 1.45pm, the undercover area. Please check the term planner for dates and details of the class hosting the assembly.

Parents and friends are always welcome to come and share in this celebration of your child's learning and achievements.

COMMUNICATION

Newsletter

The school sends home a newsletter with the youngest child in the family every second Thursday. These are an integral part of our school-family communication. As information on the newsletter quite often requires parent action, please check you receive the newsletters.

Written Notes

Teachers may send notes home related to individual class matters, such as activities in the class and excursions. Return information or permission slips are included, when appropriate, so that we know you have received the information and give permission for your child to be involved.

SMS

The school uses SMS to contact families about student absences but also to send notification of Merit Certificates, event reminders and any other notices. Parents are welcome to contact the school via SMS if they wish.

Facebook Group

The school also has a private Facebook group which is used to keep families informed of newsletters, event reminders, community events and other school information. The school only allows families of enrolled children to be members of the group.

CONTRIBUTIONS AND CHARGES

The school keeps the contribution for children as low as possible. The contributions are to help with the cost of providing materials for class activities. Children will also have a Personal Items Lists which includes items such as pencils, glue, textas, etc. This list is available from the office and website. Staff monitor use and ensure families know if items need replacing.

STUDENT ABSENCES

We strongly encourage regular attendance at school, if a child misses any time from school, this will affect their learning. Children should arrive at school prior to the siren to enable them to prepare for the school day. If a child arrives after the siren, they must enter the school via the office to collect a late note.

If a child is sick or there is a planned absence, please contact the school office via the following options:

- Contacting the school by telephone: 9724 9450
- Sending a text message to 0417 945 722
- Calling into the school office
- Speaking with your child's teacher
- Sending a note to the teacher or school office
- Providing a medical certificate from a doctor



Parents / Caregivers will receive a text message if a child is absent from school, any child who is absent for a period of time without a reason given to the school will be followed up by staff.

Parents / Caregivers are responsible for ensuring their child:

- Attends school regularly
- Arrives at school on time for each session
- Is picked up from school on time
- Is well rested and ready to learn

Maidens Park Primary School encourages children to attend every day and to arrive on time.

CLASS MEETINGS

At the start of each school year, your child's teacher will conduct a parent information session or host individual meetings, usually after school hours. This is a great opportunity for you to meet your child's new classroom teacher.

TEACHER CONTACT

The mornings and immediately after school are not ideal times for in depth discussion with teachers. If you have something longer than a chat that you would like to discuss with a teacher, please feel free to make an appointment. This means that they can give you their full attention. Appointments can also be made by calling the office and we will get a message to the teacher.

EXCURSIONS, INCURSION AND VISITS

During the school year, class programs may include excursions. Parents will be advised of these events and permission forms will be sent home to be signed.

IN-TERM SWIMMING LESSONS

Swimming lessons are planned for all Pre Primary to Year 6 children at a designated time during the year. Parents are required to cover the cost of pool entry and the bus. Lessons are conducted by fully qualified Department of Education swimming instructors. All children are expected to participate.

PHYSICAL EDUCATION

Each class participates in physical activity every day via structured outdoor play, daily fitness or a lesson with the Physical Education teacher.

Every year the school holds a Faction Athletics Carnival. All children are encouraged to participate.

Children also may be given the opportunity to represent the school at Interschool events such as

- Interschool Athletics Carnival
- Winter Carnival
- Basketball Carnival

LIBRARY

Each class will visit the Library to borrow or return books regularly. A plastic or cloth bag must be provided to protect books going to and from the school and in the classroom. The Library Officer will also regularly send home pamphlets from Scholastic Bookclub for families to purchase books, games and other activity sets for home or school use.

ROAD SAFETY

The school believes road safety is a very important issue for all schools. Traffic is often busy at the start and end of school days. To ensure the safety of everyone, please ensure that your child is supervised at all times in and around the school.

The school car park is accessible from Westwood Street, parent parking is the section next to the undercover area. Parking is also available on Westwood Street, Ashrose Drive or Rendell Elbow. Please do not park on neighbouring property's verges. Parents are encouraged to reverse park in the car park for child safety. Please ensure that pathways and walkways are kept clear of cars at all times.



The school has a crosswalk attendant to assist families and children cross Westwood Street safely. We strongly encourage families and children to only cross with the attendant's assistance. It is particularly important to remind children to cross roads safely and be careful around cars.

BICYCLES, SCOOTERS AND SKATEBOARDS



Bicycle racks are provided at the rear of the Administration building. Bicycles, scooters and skateboards are to be walked or carried on school grounds for the safety of children and staff. We also encourage children to use a bicycle lock for the security of their bicycle. Scooters, skates and skateboards cannot be secured by a bicycle lock so are brought to school at the owner's risk.

DIGITAL DEVICES

Children's mobile phones, iPods, cameras and similar devices must be handed into the office at the beginning of the day. They are kept secure by office staff and can be collected at the end of the day. For privacy and security reasons, children found to have digital devices on them during the school day will have the device taken from them, and it will only be returned to a parent.

The school takes NO RESPONSIBILITY for loss of, theft of, or damage to the device.

LOST PROPERTY

Lost property boxes are located at the rear of the Administration building. Parent's assistance in clearly marking all items with child's name will avoid any property staying lost. At the end of each semester unclaimed clothing will be sent to a chosen charity.



HEALTHY FOOD AND DRINK POLICY

Maidens Park Primary School aims to promote nutritional eating habits in a safe, supportive environment for all children. We believe that childhood is an important time for establishing lifelong, healthy eating habits.

Maidens Park Primary School does not operate a canteen onsite. We utilise the N.M.S.H.S canteen one day a week. Children are required to bring their recess and lunch to school with them each day. Children are encouraged to bring a water bottle to school every day. No juice or cordial. The school will sell food on special occasions.

Children are not permitted to leave the school grounds at lunch time unless they are signed out by a parent / caregiver at the school office.

Schools are required to adopt a whole school approach to healthy eating within the school community. Fundamental to this is the implementation of strategies which inform, support and promote healthy eating within the guidelines of the Department of Education Policy for Healthy Food and Drinks in Schools. The standards are based on a traffic light system: GREEN – fill the menu, AMBER – select carefully and RED – off the menu. Food and drinks categorised as 'RED' will not be provided to students on the school site unless essential to the learning program.

The school runs a breakfast club each morning between 8:10am – 8:25am where the children can have some toast, baked beans etc. We would like to thank Foodbank for kindly donating the supplies for this.

GREEN FOOD AND DRINKS

Are good sources of nutrients, contain less saturated fat and/or sugar and/or salt and help to avoid an intake of excess energy (kJ).

AMBER FOOD AND DRINKS

Have some nutritional value, contain moderate levels of saturated fat and/or added sugar and/or salt and can, in large serves, contribute to excess energy (kJ).

RED FOOD AND DRINKS

Lack adequate nutritional value, are high in saturated fat and/or added sugar and/or salt and can contribute excess energy (kJ).

The school has adopted a whole school approach to promote healthy lifestyles through the following:

- school breakfast program
- daily fitness programs
- newsletter communications (at least 1 per term) on healthy eating and/or health promoting messages
- non-food related fundraising initiatives
- teacher will use non-food based reward systems in the classroom to support the healthy ethos of the school and reinforce the health lessons taught in the classroom
- wrapper free Wednesday
- school kitchen garden
- Crunch&Sip
- Jump Rope for Heart
- fundraising initiatives which promote physical activity such as lapathons.
- NO 'RED' foods will be distributed on the school site by those providing extra curricula activities on the school site – sports coaching, incursion providers and the like
- ALL classroom activities will comply with the NO 'RED' foods policy unless essential to the learning program



BEHAVIOUR MANAGEMENT

The school has developed behaviour expectations for the classroom and playground reflecting the ethos of the school which are explicitly taught.

Behaviour Expectations

Safe

Tolerant

Achieve

Responsible

Actions for inappropriate behaviour are:

Level 1:

Consequence: Verbal warning

Reminder of appropriate behaviour. Re-direct the child by reminding them of the school expectations.

Level 2:

Consequence: Time Out

Child has time out within the classroom or playground, record of misbehaviour will be kept by classroom teacher

Level 3:

Consequence: Buddy Class

Child is sent to Buddy classroom for a period of time to cool down and reflect. Record of misbehaviour will be kept by classroom teacher

Level 4:

Consequence: Green or Blue Slip

Child is sent to the office to be seen by Administration. Administration steps and procedures commence. Record of misbehaviour is kept on child's records.





Safe

- ✓ Listen and follow instructions from all adults
- ✓ Use equipment for its purpose
- ✓ Follow classroom and school procedures
- ✓ Keep body parts and objects to yourself
- ✓ Eat own food only
- ✓ Walk your wheels
- ✓ Be cyber safe



Tolerant

- ✓ Be respectful by being kind, caring and polite
- ✓ Work cooperatively with others
- ✓ Accept others' differences

STAR Expectations



Achieve

- ✓ Do your best and challenge yourself
- ✓ Help and encourage others
- ✓ Use 5 L's for listening



Responsible

- ✓ Care for the school environment and equipment
- ✓ Take ownership of your actions
- ✓ Report problems to the duty teacher
- ✓ Show respect to everyone
- ✓ Ask for help

SCHOOL DRESS CODE

The Maidens Park Primary School Board has in consultation with the school community, implemented the following Dress Code. Consultation and revision of the policy is ongoing and subject to change by the Board for the betterment of the school.

The School Board believes the Dress Code will:

- Enhance the public image of the school
- Build school morale
- Ensure all children are dressed safely and appropriately, and
- Encourage equality

Uniform

Plain school colours; no logos (except official Maidens Park Primary School Logo), slogans or advertising, patterns, motifs etc. No denim.

Tops Short sleeved polo shirts available from the school office
Crew neck shirts permitted in school colours (available from Big W, Target, K-Mart, etc.)
Zip up jackets available from the school office
Jumpers or jackets permitted in school colours (without logos, designs)

Not permitted – hoodies, sleeveless singlets, halter neck tops, boob tubes or tops which show midriff

Bottoms Black shorts – above the knee in any fabric
Black skirts / skorts – above knee or knee length in any fabric
Black basketball shorts – may be worn for physical education
Black long pants – in any fabric

Please ensure shorts and skirts are of a discrete length and permit your child to move freely.

Hats Broad-brimmed hats are to be worn as per the school's 'No Hat No Play' policy. Hats are not to be worn indoors.

Caps, Sun visors, beanies and bandannas are not acceptable sun safe headwear.

Footwear Jogger-style shoes with laces or Velcro, with socks
Sandals with back straps with or without socks

Not permitted – Thongs or 'surf' sandals, scuffs, slides, high heels, boots, clogs, loose footwear, ugg boots or Wellington boots.

Jewellery Studs or sleepers in ears only
Watches
'Medic Alert' bracelets or necklaces

Not permitted – Nose ring, eyebrow rings, tongue studs etc. More than 2 studs or sleepers in an ear. Anklets, heavy neck chains or chokers, dangling earrings. Body transfers or tattoos (unless a religious requirement)

Personal Hygiene Loose flowing hair (boys or girls) should be tied up if it touches collars
Hair scrunches, hair clips, head bands, and bobby pins are allowed

Not permitted – make-up, excessive hair accessories, brightly coloured hair

Shoeless Activities

There are times when the children will be asked to remove their shoes and socks to gain the optimum value from a gross motor activity such as climbing on the outdoor structures, movement to music, playing in the undercover sandpit, etc. (Obviously sand filled shoes present a cleaning issue.) Teachers assess each situation to ensure the safety and wellbeing of every student.

Extra Clothing for children in Kindy and Pre-Primary.

Your child may need a complete set of extra clothing, which is stored in a plastic bag in his/her school bag to use in the case of spills or accidents. If your child is recently toilet trained please send extra sets of pants and underwear. We have a limited amount of extra clothing, which is available if your child does not have the appropriate article. If your child borrows clothes from school, please launder and return.

General

Staff will focus on positive promotion of dress requirements, not consequences of non-compliance.

Parents will be informed of the School Dress Code upon enrolment, changes to the School Dress Code will be in writing as approved by the School Board.

A parent can apply to the Principal for an exemption from the School Dress Code.

Please mark all items with your child's name. Name tapes or a laundry or permanent-ink pen work well for labelling.

HEALTH

It is essential that we are advised, in writing, if your child is diagnosed with a chronic illness e.g. asthma, heart condition etc. It is preferred that all children have completed their immunisation requirements. Special diets, medicines, allergies etc are to be recorded on your enrolment form so that staff are aware.



It is inevitable that children will contract different ailments through contact with lots of children. If your child is obviously unwell, it is in their best interests to be at home where they can rest and receive the care and attention they need. Even though a child may be unwell, they will often protest at the thought of staying home. However, this is not a reason to send a sick child to school. There are times when, as parents, we must make a decision in the child's best interests and in the interest of the other children and staff.

If your child is ill or shows symptoms of the following, please keep him/her at home and let us know what is wrong: Ear, eye or nasal discharge, rash or infectious sores, vomiting, high fever, diarrhoea or obvious signs of other infections.

If your child becomes ill at school, we will phone you to come and collect them. It is important to notify staff if your child has been unwell or received an injury since last attending school.

Please make sure you give details of emergency contacts to the school, keeping the school fully informed if circumstances change during the year.

SCHOOL HEALTH SERVICES

The school nurse regularly visits the school to screen children for general health, hearing and sight screenings. Parents are always advised of the screening and any action that should be taken as a result.



The school is also able to refer children to other health services such as Speech Therapy, Occupational Therapy and other allied services.

DENTAL SCREENING

Children (aged 5 years and above) can be registered for dental screening and treatment at the Dental Therapy Centre based at Tuart Forrest Primary School in 2025. The staff from the centre visit the school to screen all children in Pre-Primary. Their contact number is 9791 0378.



IMMUNISATION

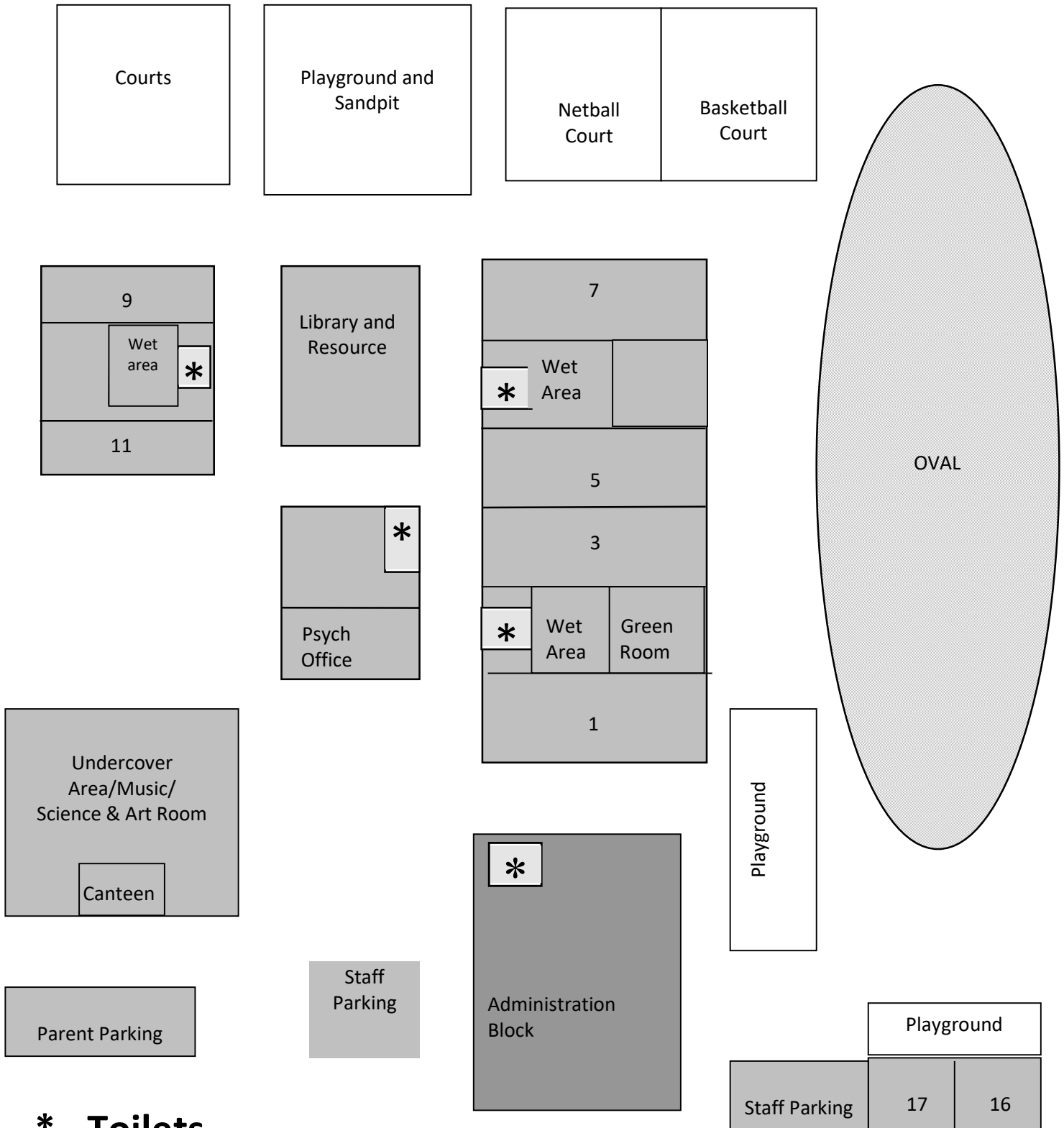
The Public Health Amendment (Immunisation Requirements for Enrolment) Act 2019 and the School Education Regulations 2000 requires parents to provide their child's immunisation records when the child enrolls in school. Parents can request an Immunisation History Statement (AIR), this document must have an "As of" date (in the top left hand corner) to comply with regulations. We are available at school to answer any questions you might have, we can also assist with getting your child's records.

INFECTIOUS DISEASES

When a child contracts one of the following infections, isolation from school is essential. The following are the lengths of time required by the Health Department of WA to become non-contagious:

Measles	7-10 days after onset of rash
German Measles	7-10 days after onset of rash
Chicken Pox	8-14 days or after last scab has healed
Whooping Cough	3 weeks after onset of whoop
Mumps	7-10 days after swelling begins or until swelling subsides
Impetigo (School Sores)	Isolate until all scabs are healed
Conjunctivitis	isolate until eyes are free of Discharge for 24 hours
Ringworm	Isolate until all lesions are healed
Head Lice	Exclude until treatment has commenced. Regular weekly checks for nits and lice is recommended.

Maidens Park Primary School Map



*** - Toilets**

USE OF SCHOOL OVAL

Families are encouraged to use the school oval after school hours, provided:-

- There are no school-based organised activities taking place.
- Dangerous games (including golf) are not played.
- That vehicles, motor bikes and bikes are kept off the grass and,
- No one approaches the buildings (beyond the **"NO TRESPASSING"** sign).