

PARENT INFORMATION BOOKLET

2025



Bungaree

Primary School



EXCELLENCE THROUGH EFFORT



School Vision

Bungaree is a school that provides a learning environment which embodies a culture of respect, effort and safety.

9 Centaurus Street, Rockingham WA 6168

Phone: (08) 9553 8400

Email: bungaree.ps@education.wa.edu.au

Website: <http://www.bungareeps.wa.edu.au>

PRINCIPAL'S WELCOME

Dear Parents/Caregivers

Welcome to Bungaree Primary School (PS). We have a clear vision and purpose, focusing on excellence in teaching and learning with strong community partnerships. Every child matters every day.

BUNGAREE is a primary school that chooses RESPECT, EFFORT and SAFETY. It is a place where Children learn, Parents help, Teachers teach.

Through our motto "*Excellence through Effort*" we aim to provide the best possible education for each child who attends our school, helping them to develop a broad range of skills to enable them to develop responsibility for their own direction in life and to be prepared for an ever changing world. Bungaree PS became an Independent Public School in 2015. This West Australian State initiative provides us and the school community with more ownership of key decisions and increased flexibility to meet student needs.

This booklet has been prepared to explain the everyday workings of our school to parents/caregivers, especially those who have children attending our school for the first time. It is supplemented by our fortnightly newsletter. It is hoped that the information provided will assist parents/caregivers in understanding the procedures that are necessary to ensure the smooth running of our school. A strong partnership between the school and home helps make Bungaree PS an attractive educational environment for your children. More information about Bungaree PS can be found at www.bungareeps.wa.edu.au. Connect is an additional means of communication.

By continuing to work together as a team we will ensure a positive learning environment is provided to enhance outcomes for all students. Students who attend school on time and have at least 90% attendance are well placed to achieve their potential. Your commitment to ensuring your child attends school regularly and is punctual is vital for your child's future.

Whole school planning with an emphasis on explicit teaching strategies and improved standards of excellence will continue as a focus as we implement the West Australian Curriculum. A copy of the business plan and parent overview is available on the school webpage.

We have a strong culture of inclusivity and we strive to create a safe, happy and beneficial school environment. We have a close working relationship with Peel Language Development School (PLDS) with five classes being part of a shared school campus. Our school is supported by the School Board and an active Parents and Citizens' (P & C) group. Your involvement in the P & C will help keep you informed about current issues and progress in our school.

Your partnership with the school is highly valued. I believe that positive interaction between your child and their teachers is essential for meaningful educational progress. We look forward to working together to make the years of education a rewarding experience for your child.

Sharon Albers-Smith

Sharon Albers-Smith
PRINCIPAL



AT BUNGAREE PRIMARY SCHOOL



OUR VISION

Bungaree is a school that provides a learning environment which embodies a culture of respect, effort and safety.

OUR PURPOSE

At Bungaree our students develop the confidence and skills to reach their full potential socially, academically and emotionally to enable them to become respectful and active citizens within society

OUR FOCUS AREAS AND PRIORITIES

- High Quality Teaching & Learning
- Community Cohesion
- Health and Wellbeing

OUR VALUES

Our values provide a foundation for building social responsibility and a sense of belonging through collaboration between students, family, school and the wider community.

RESPECT—EFFORT—SAFETY



RESPECT

We nurture positive relationships by respecting everyone's right to learn while treating our community and environment with care.

EFFORT

We strive for excellence through effort and challenge ourselves to achieve the highest standards.

SAFETY

We cultivate a safe and healthy environment where everyone feels valued and included.

SCHOOL HOURS AND TERM DATES

School hours are from 8.25am to 2.45pm. Parents are requested not to send their children to school before 8.15am. The gates are opened at 8.15am, Students are allowed into the classroom from 8.25am when the first bell goes, teaching begins when the second bell goes at 8.40am. Parents and students are not permitted to enter the wet areas and the playground areas prior to this.

2025 term dates

Semester 1		Semester 2	
Term 1	Wednesday 5 February to Friday 11 April	Term 3	Monday 21 July to Friday 26 September
Break	Saturday 12 April to Sunday 27 April	Break	Saturday 27 September to Sunday 12 October
Term 2	Monday 28 April to Friday 4 July	Term 4	Monday 13 October to Thursday 18 December
Break	Saturday 5 July to Sunday 20 July		

2025 SCHOOL DEVELOPMENT DAYS

In 2025 there will be 4 School Development Days (students DO NOT attend) these are yet to be decided.

ATTENDANCE

Absence can be communicated to the school in a number of ways. If your child is absent from school, we suggest you phone the school as early as possible and leave a message for the classroom teacher informing them of your child's absence. You may also use the Absentee note option on Connect or you can message the school directly on the MGM/Outreach messaging service (0437 784 921) by stating the student's name, class and reason for their absence

Arriving late and leaving early

We encourage students to arrive at school from 8.25am and prior to school commencement at 8.40am. If your child is late to school, please go to the office to register on our digital Passtab system stating the reason for lateness. A late pass will be provided to your child to give to their teacher.

In certain circumstances it may be necessary to collect children from school during school hours. Parents are required to sign their child out on the Passtab before collecting their child from the classroom. This is a necessary legal requirement for reasons of safety and duty of care.

Each year days off school add up to lost learning		
100% attendance	0 weeks of learning missed	Best chances of success. Well Done! 
95% attendance	1 week & 4 days of learning missed	
90% attendance	3 weeks & 4 days of learning missed	Poor Attendance, I'm Worried... 
85% attendance	5 weeks & 3 days of learning missed	
80% attendance & below	At least 7 weeks & 3 days of learning missed	Very poor attendance, I'm seriously concerned... 

CONCERNS

Should there be a matter or issue which is of concern to you, please do not hesitate to contact the class teacher. A discussion, phone call or letter will usually clear up any queries or misunderstandings which may arise from time to time. If you feel the matter has not been resolved, please contact the office so that an appointment can be made with an Associate Principal or Principal.

The Department of Education's Complaints Management Policy can be found on the Department's web site at <http://www.det.wa.edu.au/education/complaints>.

SCHOOL WEBSITE

Our school website is accessible on the following link: <http://www.bungareeps.wa.edu.au/> This is updated periodically and contains a wealth of information on school programs, practices and school governance. The following policies are also available to be viewed and downloaded:

- Dress Code Policy
- Sun Smart Policy
- Mobile Phone Policy
- Homework Policy



FACEBOOK

An information only School Facebook page is available to Bungaree parents/carers.

See www.facebook.com/BungareePrimarySchool News.

Postings to this page must follow the Department of Education Code of Conduct.



CONNECT

Connect is a platform for schools to communicate with parents. This is a safe, secure site and is only accessible to parents with students that attend Bungaree. On enrolment you will receive an email from idmadmin@education.wa.edu.au providing you with a link to login and a username and password. Your account will give you access to all your children's classes, reports, attendance data, classroom information, newsletter. You can read notices, view class photos and discussions as well as recording absentees.

PARKING

Between the hours of 8.00am – 9.00am and 2.15pm – 3.15pm it is a very busy time for the drop off and pick up of students.

Parents are requested to adhere to the following:

- The Staff car park is NOT to be use for dropping off or picking up children. Please do not enter or leave the school through the staff car park.
- Visitors, Parents/carers are required to park in the official Parent car parking area.
- There is also a designated, clearly signed DISABLED PARKING BAY. The correct ACROD sticker must be displayed to use this area.
- Road parking is permissible but must adhere to council regulations. Council parking inspectors do make regular checks around our school to ensure the safety of our school community.

SCHOOL PROPERTY

We are proud of our school and what we have in it. Much time, effort and money has been spent developing our school resources. You are therefore asked to encourage your child to treat all school property with respect. Depleted and damaged items are not easily replenished.

ASSEMBLIES

Assemblies are usually conducted every Friday morning commencing at 8.50 am. The National Anthem is sung, along with the school song, acknowledgment of country is said, Honour Certificates presented and matters of importance announced. The class responsible for the running of the assembly also provides an item of entertainment. A Positive Behaviour Assembly is usually held alternate Friday mornings. It is run by the Student Leaders. At the end of each term 4 students from each class will receive a Choose Effort, Choose Respect, Choose Safety and Attendance, Certificate and Medallion.



BICYCLES/SCOOTERS

Bicycles and scooters should be parked in the bike racks provided. It is recommended that they be secured with a suitable chain and lock. In the interest of student safety, bikes, scooters, skateboards and rollerblades must not be ridden in the school grounds.

Bike helmets must be worn while riding to school. Parents/caregivers will be advised when students are not complying with wearing bike helmets. Parents should ensure bikes meet relevant safety standards.

SCHOOL SECURITY

To create a safer and more secure school environment all visitors, contractors and volunteers are required to use the iPad located in the front office to sign in and out of the school.

This ensures that during an evacuation – EVERYONE is accounted for.

SMOKING & VAPING

Smoking and vaping is banned both indoors and outdoors on all Department of Education premises. The ban covers school properties up to the boundaries and applies to students, staff and all visitors. If parents wish to smoke they must leave the premises.

SCHOOL LIBRARY

Classrooms are allocated a designated library time each week for students to borrow books and other library materials.

The classroom timetable is displayed on the library door to inform parents and remind students of their borrowing times.

Returns: The library is open for returns any time.

They are to be left on Ms Stacey Smiths desk.

Any book not returned will incur a restocking charge.

INFECTIOUS DISEASES

Information regarding infectious diseases is available from the school office. Head lice can be a recurring problem for schools and families, therefore, parent support is essential in this regard. Students with head lice are immediately excluded from attending school until treatment occurs and all eggs are removed, as per departmental policy.

DOGS Parents are requested not to bring dogs onto school premises when dropping off or picking up students. **DOGS ARE NOT PERMITTED ON THE SCHOOL SITE.**



VOLUNTARY CONTRIBUTIONS & CHARGES

The total amount of **contributions** parents and carers are being asked to pay has been contained within the \$45.00 maximum set in the School Education Regulations 2000.

Money collected will be used to supplement school expenditure. The actual costs per child are shown in the Voluntary Contributions & Charges table. While **contributions** are voluntary the quality of our teaching and learning program will be maximised when each family makes its contribution.

The total voluntary contributions for the following year are advised to each family in December.

ITEM	K	P	1	2	3	4	5	6
Interschool Sport			\$ 30	\$ 30	\$ 40	\$ 40	\$ 40	\$ 40
Incursions/Excursion	\$70	\$70	\$ 80	\$ 80	\$ 80	\$110	\$110	\$110
Yr 6 Team Building								\$350
Swimming		\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60
Spelling Mastery		\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30
Maths Book		\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Dance	\$40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40
PEAC							\$300	\$300
Instrumental Music							\$110	\$110
Total charges per year	\$110	\$250	\$290	\$290	\$300	\$330	\$740	\$1090

SCHOOL BOARD

Bungaree Primary School has a School Board that commenced in 2015 which comprises of ten members: two parent representatives, four community representatives, three staff representatives, including the Principal. The School Board has a major voice in shaping the direction of education and planning in the school. A parent representative is a parent, carer or guardian of a student enrolled at Bungaree PS. A community representative can be an extended family member e.g. grandparent, uncle, aunt or a member of the community.

Board Chair
Steve Mussen

Principal
Sharon Albers-Smith

Community Representative
Jann Westbrook
Katie Kingston

School Representative
Katherine Haw

Parents
Jasmine Brahim

SCHOOL UNIFORM DRESS CODE POLICY

<http://bungareeps.wa.edu.au/information/policies/>

A school uniform (dress code) gives children a sense of belonging and improves the tone of the school. The school uniform provides an important safety factor as our students can easily be identified as belonging to Bungaree PS. School uniforms are also a very practical form of dress for school activities. Parental support for the wearing of uniforms has been very positive at Bungaree PS.

Children need to wear a bucket hat if they wish to play in the sun. Throughout the year most physical education activities will be held outdoors so a hat is also required at these times. This complies with our Sun Smart Policy.

For interschool activities, children will be advised about what they need to wear. Choir and Interschool Sport have their own specific uniforms.

For school excursions it is expected that students will wear their school uniform. Students wearing inappropriate dress will not be permitted on the excursion.

Blue denim, multi-coloured shirts, tops without backs and sleeves, shirts with slogans are not considered appropriate for wearing to school (including tank tops, halter necks and shoe string straps). Where inappropriate clothing has been worn, parent/caregivers will be contacted.

Thongs are not suitable footwear for school. Shoes, joggers or sandals are approved for wearing to school as they afford more protection.

The Uniform is available to be purchased on the Spriggy Schools App. All items will be delivered to the students in their classrooms. The App provides a full list of items and purchase prices.



School Uniform consists of:

	Boys	Girls
Summer	Teal polo shirt with school logo with Black school shorts	Teal and white checked dress with school logo OR Teal polo shirt with school logo with black shorts or skirt.
Winter	Micro fibre black jacket with school logo Teal polo shirt with school logo. Black tracksuit pants	Micro fibre black jacket with school logo Teal polo shirt with school logo. Black tracksuit pants
Sports	Collared Faction shirt for School Carnival and Sports day	Collared Faction shirt for School Carnival and Sports day
Year 6	Leavers Shirt may be worn as part of the uniform.	Leavers Shirt may be worn as part of the uniform.
Student Leaders	Leadership shirt may be worn as part of uniform.	Leadership shirt may be worn as part of uniform.

The logo for Spriggy Schools, featuring the text "Spriggy Schools" in a white, cursive font on a red and orange gradient background.

UNIFORM

Bungaree Primary school has partnered with Kingston's Kitchen to provide an online uniform ordering system called Spriggy Schools.

Spriggy Schools will make uniform orders more convenient for both families and the canteen. All items will be delivered directly to the student in their classroom.

Steps to get started:

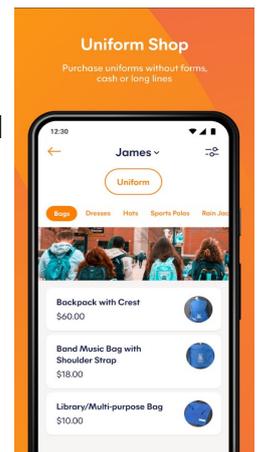
Go to www.spriggyschools.com.au to register and download the app.

1. Select SCHOOLNAME
2. Select Uniform Order option
3. Start placing uniform orders!

All items will be delivered directly to the student in their classroom or will be held in the front office for collection.

If you have any questions, please contact the school directly.

Spriggy Schools is backed by Spriggy.com.au, a digital pocket money app designed to help parents improve the financial literacy skills of their children.



CANTEEN (Kingston's Kitchen)

We are excited to announce the introduction of a new online ordering system called Spriggy Schools.

Spriggy Schools will make lunch orders more convenient for both families and the canteen.

Steps to get started:

Go to www.spriggyschools.com.au to register and download the app.

1. Add a profile for **each** of your children, making sure you select SCHOOLNAME and your child's class.
2. Start placing lunch orders! You can place orders up to 4 weeks in advance.

If you have any questions, please contact Spriggy Schools via their [website](http://www.spriggyschools.com.au).

Recess and Lunch can be ordered 5 days a week



CHANGES TO THE DRESS REQUIREMENTS

Changes to the school's uniform policy will be managed in consultation with the teaching staff and the School Board. Temporary changes, such as the option of not wearing school uniform for an excursion, or 'free dress' day are decided by the Principal in consultation with the organising teacher. **Please ensure all removable clothing is clearly and permanently marked with your child's name. A lost property box is located outside of the Library.**

NON-COMPLIANCE

School staff actively encourage the wearing of the correct school uniform, with full support from the School Board. A student that is not exempted from wearing the school uniform and who does not comply with the dress code may be prevented from participating in an activity where the student would have been representing the school (e.g. interschool sports competition, public choir performance).

EXCURSION/PERFORMANCE CHARGE

This charge covers the cost of all visiting artists and excursions. The amount is set by the School Board annually and appears on the charges and voluntary contributions sheet. Classroom teachers budget the excursions/incursions to this figure. All activities that have a charge attached must be paid prior to a child part in the activity. If a payment plan is required please discuss this with the Manager of Corporate Services, to arrange a payment plan, as soon as a note is received about an excursion/performance charge. It is Department of Education policy to be notified of any non-payment and the school may engage a debt collector to recover the payment owing.

MEDICATION/ ALLERGIES

Upon enrolling your child you are requested to [complete a Student Admission Form](#). On the form you are asked to provide information regarding your child's medical history.

All allergies and medical conditions must be stated. If your child needs requires any medication, be it short term or long term, you need to contact the School Officer who will assist you with the procedure that must be followed. This form is available on the school website or from the office.

Medication will not be administered by staff without the appropriate documentation and authorisation.

P & C ASSOCIATION

Meetings are generally held twice a term in the Staffroom. Please check the Connect for meeting dates. New families are always welcome to establish new friendships and help share the work load. Membership costs of \$1.00 are payable to the P&C Secretary at the Annual General Meeting. Bungaree P&C would like you to view the 2 minute short video (which can be found on the school website) Parent Involvement Matters! This 2 minute video gives ideas for how you can be involved in improving your child's experience at school.

The objectives of the P&C Association are:

- Foster community interest in education.
- Promote closer liaison between the school and the community.
- Assist in the provision of school amenities.

Pastoral Care

Our Choose Respect school is one that provides a supportive environment which embodies a culture of respect with all stakeholders: our students, staff and parents. Stakeholders are provided support in a variety of ways to build a shared vision of positive wellbeing to ensure participation at its best. Bungaree is a Kids Matter School, with core components being; creating a positive community, providing social and emotional learning for students and working closely with parents and caregivers to ensure positive mental health and wellbeing. Some of the programs implemented at the school include Breakfast Club and zones of regulations and PATHS—Promoting Alternative Thinking Strategies.

Community support of Bungaree is acknowledged with assistance from Foodbank re Breakfast Club and Woolworths who kindly support our Crunch and Sip Program. Bungaree, in turn, participates in a variety of community based initiatives such as Red Shield Appeal, Winter Appeal and Lions Christmas Hampers.

At Bungaree students want to learn, teachers want to teach and parents know they are part of the team.



AnglicareWA™
FOR TODAY. FOR TOMORROW

School Chaplain

Our school chaplain engages with students as a staff member in the classroom, playground and general school program. The role is clearly outlined in relation to the needs of our school and not designed to provide any religious teachings or beliefs. The School Chaplain is available to listen and support students, families and staff through times of difficulty such as family loss or separation and is a valued contributor to our pastoral care approaches.

School Psychologist

A School Psychology Service is available to assist students experiencing learning or behavioural difficulties. Parents will be contacted if it is thought that such a service would be helpful.

Language Development Centre



Peel Language Development School provide language support through our support teachers and narrative sessions from our Speech Pathologist team. At Bungaree Peel Language Development School students attend all incursions and assemblies, as well as join in on sports carnivals, swimming lessons and other important events such as Harmony Day and NAIDOC week. Teachers from both schools meet regularly to ensure inclusivity. To find out more about our site visit the [Peel Language Development Centre website](#).

School Dental Service

The School Dental Service provides screening and general preventative dental care from PrePrimary to Year 6. Bungaree PS has an on-site Dental Therapy unit that can be contacted on 9527 5658.



SPORT FACTION

Bungaree PS is divided into three factions. All children, Kindy to Year 6 will be placed into a faction. All family members are placed in the same faction.

A school faction point competition is undertaken each term. A trophy will be awarded to the winning faction. Students can wear their collared faction t-shirt every Friday as well as their Phys Ed day.

Peron

Mangles

Richmond

SWIMMING LESSONS

In-term swimming lessons for 2025 will be held in Term 1 from the 4th to the 14th of March 2025, at the Aqua Jetty in Warnbro.

INTERSCHOOL SPORT

In order to help foster the appropriate attitudes of courtesy, consideration and cooperation, interschool fixtures will be arranged from time to time during the year. When it is necessary to travel to another school, a permission note will be required for each participant. This will detail the date, purpose of the event, cost and mode of transport. An updated Medical Form must be completed before each excursion. Notes and money must be returned **no less than one week** prior to the excursion for students to be able to attend the event. The school provides an interschool sport shirt for all competitors.

STUDENT LEADERSHIP

This group of students play a very important role throughout the school. Their responsibilities are managed by a Year 6 teacher and the Administration. Leadership skills are developed through a range of activities. In 2025 there will be 6 to 8 student who are part of the leadership team. There are also 3 Faction Captains and Junior Leaders. The leadership team will be identified, when in public, by their leadership shirt. Students from Year 5 and 6 have the opportunity of being selected in the Leadership Team.



USE OF SCHOOL PREMISES

Committees and organisations wishing to use the school premises can arrange this through consultation with the Principal.

The school is otherwise 'out of bounds' outside of school hours. (This is a Department of Education Regulation).

Behaviour Management Policy 2024



Purpose Statement

As a Positive Behaviour School, Bungaree will work together to create a safe, supportive and positive learning environment through a shared understanding of expected behaviours within the school community. Our values are - Choose Respect, Safety and Effort, these correct behaviours will be explicitly taught and reinforced to foster a culture of high expectations.

Behaviour Matrix - (See attached Appendix A)

The behaviour Matrix is to be implemented across the school and is used to explicitly teach and guide students in making positive behaviour choices.

Behaviour and Consequences Continuum - (See attached Appendix B and C)

The behaviour continuum is used to define and classify Minors and Majors. It is also used to outline the consequences for each behaviour.

Bungaree Behaviour Procedure

Stage 1 – Positive Environment

- Teachers establish a positive and inclusive environment.
- Rules, rewards and consequences are clearly explained to students.
- Students receive lots of positive feedback.

Stage 2 – Disruption – Verbal and First Minor

- Students receive a verbal warning to correct behaviour, Use of Low Key Strategies (CMS Training).
- If behaviour continues name is recorded on board and rules briefly explained. This is the students first minor.

Stage 3 – Continual Disruption – Second Minor and Time out

- Continual disruption, student receives mark (cross, lightbulb) against name. Teacher may wish to use in class or out of class time-out during this time. This is now the students second minor.

Stage 4 – Third Minor and Buddy Class

- Continual disruption, student receives mark against name. This is the students third minor and is now recorded as a major. Student is sent to Buddy Class for reflection.
- Teacher is responsible for recording behaviour on SIS/Integris, contacting parents and advising all Admin a that student has received a major.

Stage 5 - Admin

- If behaviour still continues when student returns from Buddy class, a messenger from class is to be sent to the office and admin to assist with student.

Example; Verbal - name: Fred(1) x(2) x(3) Buddy class, or if name already up... Verbal – Fred x(1) x(2) x(3) Buddy class

Roles and Responsibilities of the Teacher

It is a whole school expectation that within the classroom each teacher is using the Behaviour Matrix (Appendix A) to guide students towards making positive behaviour choices. Teachers are responsible for using a common language and providing students with a positive and inclusive learning environment. They are also expected to explicitly teach behaviour lessons, provide positively stated feedback and collect and access data relating to these lessons.

Whole School Incentives

Classroom

Faction tokens - Faction tokens are to be used in classroom rewards system. 3 positive behaviours equal 1 faction token. Total of faction tokens is to be collected by the teacher and certificates handed out during whole school assemblies. Tokens are placed in faction tubs/thermometer and faction captains draw students at random (during PBS mini assembly) for them to receive a reward from admin.

Faction Certificates –

To be filled out by teachers and handed into the office for assemblies.

- 25 Faction tokens - Bronze
- 50 Faction tokens - Silver
- 75 Faction tokens - Gold
- 100 Faction tokens - Platinum
- 150 Faction tokens – Diamond
- 225 Faction tokens – Emerald
- 325 Faction tokens - Sapphire



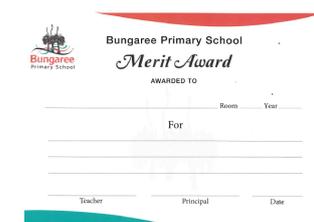
Behaviour Certificate – 1 certificate, per class, will be handed out during the PBS mini assembly. This certificate is to focus on the behaviour being taught for the fortnight. (PBS mini assembly time TBC) Students who receive a behaviour certificate will also receive a wrist band.



Honour Certificates –

2 certificates, per class, will be handed out during the main assembly.

Comments to focus around our mottos of Choose Respect, Effort and Safety.



Administration

Gold Pencil – Gold pencils will be handed out during Assemblies to selected students for outstanding attendance.

Playground Faction Tokens – Faction Tokens are to be given out during playtime to students who are following the rules stated on the behaviour matrix. (Teacher to focus on fortnightly rule)

Faction Thermometer

Faction tokens will be tallied, once a faction has reached a certain goal, students in that faction will receive a small reward. This will be created by the PBS team at the beginning of the year.

Good Standing and Rewards Day

Each student will start each term with 3 good standing points, if students receive a major during the term this results in a loss of 1 good standing point. Once students have received 3 majors and lost all 3 good standing points they are unable to participate in the end of term reward days. Students who still have their good standing will be able to participate. Rewards days will be organised by the PBS committee, with input taken from all teaching staff, students and the school committee.

Students who have lost their good standing are able to buy it back once a term providing it has not been the result of physical violence. The process to buy back good standing is the student must meet with the Principal and are given a stamp passport.

Data Collection

Data will be collected throughout the year. This data will be used to guide lesson planning and assess the effectiveness of lessons taught and behaviour within the school. Teachers will be given notice when data is to be collected and what they are expected to collect data on. This information guides the teaching and learning program.

Lesson Planning and teaching

The PBS committee and whole school staff will establish five new lessons each term at a staff meeting. These lessons will be explicitly taught to students the following term and data collected. Lessons will be taught over a fortnightly period and will be chosen depending on the behaviours that require a focus. Teachers are expected to teach the lessons at the allocated time.

PBS Mini Assembly

Every fortnight there will be a PBS mini assembly. At this mini assembly the new behaviour focus for the fortnight will be explained and behaviour certificates handed out.

PBS Committee Members and their Roles

Team Leader/Cost Centre Manager – Penny Hollingsworth

Internal Coach/ Data Manager– Sonia Linkston

Minutes – Katherine Haw

Communication Co-ordinator – Lynette Parker

Events Co-ordinator/Research—

Principal – Sharon Albers- Smith

BUNGAREE PRIMARY SCHOOL Behaviour Matrix			
	<u>CHOOSE EFFORT</u>	<u>CHOOSE RESPECT</u>	<u>CHOOSE SAFETY</u>
Inside	<ul style="list-style-type: none"> ❖ We actively participate in our learning. ❖ We are organised for learning. ❖ We believe in ourselves and never give up. ❖ We endeavour to always try and do our best. 	<ul style="list-style-type: none"> ❖ We show Whole Body Listening. ❖ We respect ourselves and others right to learn. ❖ We use kind words and good manners. ❖ We respect our learning environment and equipment. ❖ We wear our uniform with pride. 	<ul style="list-style-type: none"> ❖ We sit on our chair properly. ❖ We have the right to feel safe all of the time. ❖ We move safely inside by walking carefully. ❖ We keep our hands and feet to ourselves.
Outside	<ul style="list-style-type: none"> ❖ We actively participate in all outside activities. ❖ We leave all areas clean and tidy like we found them. ❖ We encourage others when we play outside. 	<ul style="list-style-type: none"> ❖ We put our rubbish in the bin and respect the school environment. ❖ We use outside equipment appropriately. ❖ We included others when we play. 	<ul style="list-style-type: none"> ❖ We walk on concrete and run on the grass. ❖ We use toilets appropriately. ❖ We play in the correct areas. ❖ We ask duty teachers for help if we can't solve problems ourselves.
Digital Technologies	<ul style="list-style-type: none"> ❖ We only use technology to help us in our learning. ❖ We only use equipment for tasks set by the teacher. 	<ul style="list-style-type: none"> ❖ We handle digital devices with care and respect. ❖ We use technology to communicate with care. 	<ul style="list-style-type: none"> ❖ We tell the teacher if we see something inappropriate. ❖ We only use apps and websites allowed by the teacher.



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