



INVERLEIGH
PRIMARY SCHOOL

ABOUT OUR SCHOOL

School Profile

Inverleigh Primary School, a school with proud traditions, was established in 1865, in the rural township of Inverleigh. It is nestled in an attractive setting near the junction of the Leigh and Barwon rivers, 30 kilometers west of Geelong on the Hamilton Highway. The original bluestone building is on the Historic Buildings Register and was built in 1865. It is the centre piece of the school's building plan and has an important place in its history. It is sited towards the front of the property with other buildings to the rear. This building is now used as an Arts room and Library. In recent years stage 3 of the school Master Plan has been completed which has seen the Admin Building / Staff Room / Principal's Office built. We also have seen the construction of the BER Multi-Purpose Building which has a full kitchen that the Parents' Club uses regularly. Our grounds present an attractive bush environment, with both active and passive areas for use by the students. Asphalt areas for general play including a netball / basketball court and a well grassed oval are complemented by playground equipment.

We have a current enrolment of 187 children. As well as the children from the township the school draws its students from the surrounding farming district stretching from Murgheboluc to the east and Wingeel to the west. Closest schools are Teesdale, Shelford and Bannockburn and the school is an active member of the Moorabool Valley Association.

Inverleigh Primary School offers the secure environment of a small school and provides a caring, happy and positive situation for its students. Our school is committed to providing an environment which encourages and recognises the rights of all students to reach their full potential. This commitment is encapsulated in the school Vision Statement:-

Inverleigh Primary School Community provides a safe and equitable environment, where individual students are supported and nurtured in their intellectual, emotional, social and physical development. By promoting the values of honesty, self-discipline and responsibility we endeavour to create independent learners for life. We value the role parents play as partners in the education of the students and the whole community is encouraged to interact positively.

The values stated above are strongly encouraged and lead to the development of self-esteem and independence in all children. Our school aims to ensure that each child maximises their successes and achievements.

The students are challenged to take responsibility for their learning and encouraged to extend themselves to improve their knowledge. We endeavour to develop in the children a positive attitude towards their peers, teachers and other adults with whom they meet.

Regular presentation of 'Student of the Week' awards helps to reinforce positive attitudes in behaviour and work habits as well as the Healthy Relationships Program. Parents and the community have a strong and positive ownership of the school. The parents are pleased with their children learning in a safe and happy environment, close to their homes.

OUR AIMS AND PROGRAMS

In accordance with Ministerial Directives and Curriculum and Standards Frameworks, and with consideration of the specific needs of the children of Inverleigh Primary School, our Policies and Programs aim to -

- Enable students to participate in a broad general education.
- Develop in students an understanding of their world and of the wider society. An ability to control their own affairs and participate in the management of their society.
- Enable all students to develop the practice of constructive and reflective thinking on matters raised in the school curriculum.
- Enable all students to learn to work with other members of the school community by sharing and reflecting on experience together.
- Enable all students to engage in learning, which integrates theoretical understandings with practical activities.
- Effectively assists all students to overcome the effects of disability or other disadvantages.
- All parties in the school community have an ever - increasing responsibility to work together to provide the best possible education for our students.

Goals relating to the general nature of school:

- To provide a friendly, attractive, safe and purposeful environment in which students are able to value and enjoy learning confidently.
- To provide an atmosphere in which students show consideration and respect for, and tolerance of, the needs of others and the general environment in which they work and live.
- To develop the school as an integral part of the community in which it serves, and to work with others to provide the most worthwhile education for its students.
- To develop positive, caring and communicative parent / teacher / pupil relationships.
- To recognize and accept that there is diversity of our community and the common values within it.
- To enable students to develop a positive and high self esteem.
- To ensure that physical facilities environment and resources are allocated in a manner consistent with educational needs.
- To encourage professional development that keeps abreast of current trends in education, (by the total school community).
- To adhere to the general principles of program budgeting and its cyclic education process.
- To demonstrate a high commitment and loyalty as a whole school community.

Goals relating to the general nature of the school curriculum.

- To provide a breadth and depth of learning experiences which will enable each student to discover and develop his or her own abilities and interests.
- To provide learning experiences, which challenge, extend and motivate all students. To pursue activities in order that they reach their full potential whether that be in the intellectual, physical, social, or emotional areas.
- To provide learning experiences which convey meaning to students by showing the connections between ideas and practices.
- To ensure that as far as is practicable, activity based learning experiences are structured around the interests and needs of the children, thus maintaining relevance and meaning.
- To provide sequential learning from Prep to Year 6.
- To integrate learning experiences across the curriculum areas to broaden conceptual development.
- To provide continuing realistic opportunities for all children to experience success.
- To provide opportunities for children to develop and express themselves individually.

Goals relating to the ways in which students learn:

- To provide opportunities for all students to question and to form values, ideas and opinions of their own in forms which value and test their conclusions.
- To provide opportunities for all students to learn in settings both within and beyond the school environment.
- To provide opportunities for students to learn with and from each other through a range of flexible grouping arrangements.
- To develop within students a sense of responsibility for their own learning achievements.
- To acknowledge the optimum conditions of learning - that is
 - Immersion - in valid learning experience.
 - Demonstration - of a variety of skills and experiences.
 - Engagement - active involvement in learning.
 - Expectation - that all children will succeed.
 - Responsibility - for own learning and achievements.
 - Use - of newly acquired skills and knowledge in functional, realistic ways.
 - Approximations - willingness to approximate. Mistake making is an essential part of learning.
 - Response – learners must receive relevant non-threatening, honest feed back about their actions

Goals relating to learning outcomes:

- To provide opportunities for students to apply their general understandings about the world in which they live. To pose, test out and reach some form of resolution of problems and issues that they see as important.
- To develop within all students a range of abilities that will enable them to communicate readily at home, at school and in the community.
- To develop in students a respect for others and the property of others.

- To develop their communication skills (those skills associated with speaking, writing, reading and listening) and to encourage the use of these skills to participate effectively within the society.
- To develop the skills of numeracy and numerical calculations which enable them to use the skills in practical creative ways.
- Enable them to understand people of a wide range of life-styles and to appreciate the factors which shape those life-styles and cultures.
- Enable them to gain an increasing understanding of the laws which shape our world and to recognise the effect the laws have in our immediate environment.
- Encourage an aesthetic appreciation of works of literature, art and music and develop skills in these areas.
- To develop the practice and understanding of personal health, hygiene, nutrition, safety and physical fitness.
- Encourage them to investigate experiment and formulate ideas in the fields- of science and technologies.
- To provide opportunities for students to show leadership, tolerance and team work and be challenged physically and intellectually.

OUR COMMITMENT TO CHILD SAFETY

Inverleigh Primary School is committed to child safety.

We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers.

We are committed to the safety, participation and empowerment of all children.

We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures.

We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow rigorously.

Inverleigh Primary School is committed to preventing child abuse and identifying risks early, and removing and reducing these risks.

Inverleigh Primary School has robust human resources and recruitment practices for all staff and volunteers.

Inverleigh Primary School is committed to regularly training and educating our staff and volunteers on child abuse risks.

We support and respect all children, as well as our staff and volunteers. We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.

We have specific policies, procedures and training in place that support our leadership team, staff and volunteers to achieve these commitments.

OUR POLICIES

In addition to its three year Review and Annual Report, the school has a large number of curriculum and welfare policies. Policies include:

- First Aid Policy
- Homework Policy
- Attendance Policy
- Bullying Policy
- Student Welfare Policy

- School Discipline Policy
- Contentious Issues Policy
- Sunsmart Policy
- A curriculum statement for each of the Key Learning Areas.
- ICT Acceptable Use Policy

These documents are all available for you to read at the school, by asking the Principal or the Office Staff.

FINANCIAL CONTRIBUTIONS

At Inverleigh Primary we make every effort to keep costs to a minimum while making sure that each child is offered the best possible educational opportunities (access to computers, the latest in quality reading materials, a wide range of mathematical aids, an extensive library, adequate playground equipment). Government funding does not always cover what the community expects a school council to fund in its annual budget. As a result it is necessary for parents to contribute to a School Levy.

2021 Levy: (this includes an I.T levy)

Prep – 2	\$210.00
Grade 3 – 4	\$245.00
Grade 5 – 6	\$250.00

*** this may change next year**

We expect all families to contribute to the financial load across the school community. Payments can be made by Cash, Cheque, Bank Transfer or EFTPOS.

We also offer a payment plan called Card Online Payment Service (C.O.P.S). This is offered to all families and it gives you the choice to have a regular deduction made via your credit / debit card. This means that you would specify a \$ amount to have deducted weekly, fortnightly or monthly and this would cover all expenses for the year – camps, swimming etc.

CONVEYANCE ALLOWANCE

A conveyance allowance is available for families who reside more than 4.8km from a school transport service (more details available at the school office).

CAMPS, SPORTS & EXCURSION FUNDING (CSEF)

Any family that holds a current Health Care Card are entitled to claim \$125.00 from the State Government under the CSEF Scheme. The school holds the \$125.00 for each student and it can be used towards Camps, Sports or Excursions. Paperwork about this funding is sent home to all families at the start of Term 1 each year.

SCHOOL COUNCIL

The School Council at Inverleigh Primary School is constituted and functions in accordance with -

(1) The Victorian Education (School Council) Act 1958 and Regulations 1988.

(11) Ministerial paperNo.4.1983

(111) Ministerial paper "The Roles and Responsibilities of School Councils, February, 1984.

The Council consists of an elected body of 8 parents, 3 teachers, and the school Principal..... Under the Act the Council may appoint, by co-option, an additional 2 members who have a special interest in the education program of the school.

The Council meets once a month (with a minimum of 2 meetings per term) during the school year and is assisted in its work by five subcommittees. These being the Education, Facilities, Fundraising and Public Relations, School Safe, Finance Sub-committees. These sub-committees have the Principal and the President as ex-officio members of each committee.

All School Council meetings are open to parents as observers, but without voting rights. Agendas and minutes are available in the office.

Functionally, the School Council has responsibilities and powers in the following areas:

- Education Policy
- Maintenance, repair, purchase and certain alterations to the school grounds and facilities.
- Employment of ancillary staff and other non-teaching staff.
- School finances.
- Community involvement and participation in the school.

PARENTS & FRIENDS ASSOCIATION

The aim of the Parents & Friends Association is to involve parents in the school's educational, management, and fund raising programs. This involvement is considered important for enriching and broadening the children's learning environment and opportunities.

This role involves:

- Facilitating and assisting the teaching staff in teaching and management responsibilities.
- Organising resources to the benefit of the school and children's education.

All parents are encouraged to attend Parents and Friends meetings. All meetings are advised through the school newsletter.

MOORABOOL VALLEY ASSOCIATION

Inverleigh Primary is a member of the Moorabool Valley Association (MVA). Other schools in the group are Anakie, Lethbridge, Meredith, Shelford, and Teesdale. The group meets at least twice per term and each school has at least two representatives on the management committee. The association is involved on:

- Making submissions to our Regional Office on behalf of member schools.
- Group support and activity days.
- Professional development of staff.
- Organising curriculum days and enhanced learning days.
- Organising special days for children.

TEACHING & LEARNING AT INVERLEIGH

CONTACTING TEACHERS

If you wish to see a teacher about any matter, please try to do so after school rather than before school when teachers are trying to get organised for the school day.

If you have any concerns about your child's education, an appointment with your child's teacher can be arranged by simply phoning the school on 52651340. Making an appointment means that teachers will be able to offer you their professional time in a proper manner.

TEACHING PROGRAMS

Teaching programs at Inverleigh are based on the Directorate of School Education's Curriculum Standards Framework. There are 8 Key Learning Areas:-

- English
- Mathematics
- The Arts (covering - Music, Art/Craft.)
- Sport & Physical Education (covering - Physical Education, Health, Sport, Outdoor Education, Bike Ed, Camping.)
- Science
- Studies of Societies & the Environment (SOSE)
- Technology (covering - machines, computers.)
- LOTE - French

The Frameworks documents span from Preps to Year 10, therefore, linking Primary and Secondary Schools in areas and methods of learning. Each learning area has a policy statement written and approved by the School Council in recent times. These policy statements are available to the community at the school office.

SWIMMING

Pupils experience an on-going, swimming program, which begins at preps and continues throughout the remaining Primary School years.

The program follows the one developed by the Royal Life Saving Society of Australia, which emphasises water safety, survival skills and swimming techniques. Families meet the costs of this program for their individual children.

BIKE EDUCATION PROGRAM.

The program aims:

- To teach safe bike riding techniques.
- To teach road law and habits of care and alertness.
- To impress that the bike rider is a part of the total road traffic network and be capable of making responsible decisions in any situation instead of simply responding to traffic or taking chances.
- A Bike Education program is conducted yearly for students in Grade 4, 5 and 6.

SPORT

Sport encourages team spirit and sportsmanship and enables children to apply the physical skills learned in the Physical Education Program. It helps to develop social skills and trains children to accept and abide by the rules. It enables children to experience different types of sporting activities and encourages participation in physical activity.

The school encourages maximum participation in sporting activities by all children and promotes both the enjoyment and participation aspects of sport.

Our school belongs to the Moorabool Valley School Sports Association. All children participate in inter school activities such as the Winter Sports, Teams Events, Athletic Sports Days and so on.

Athletic Sports are held in Term 1 for children from Grade 3 to Grade 6.

Cross Country running is held in Term 2.

HOMEWORK.

Homework is an extension of the classroom to the home. It enables parents to observe their child's progress.

Homework helps the child to realise that education is not restricted to the confines of the classroom and encourages the development of independent work habits and self-discipline.

The setting of homework is the prerogative of each teacher. The co-operation of parents, to ensure that homework is completed satisfactorily, is appreciated.

If no homework is set, the home, which provides a genuine interest in book, newspapers and current events, is doing much to promote healthy attitudes to learning.

Children in upper grades are encouraged to use a homework diary to help them organise their homework more efficiently.

DAY EXCURSIONS

Outings to places of interest in the local community and further afield are conducted to broaden the children's educational experiences, increase their awareness of the environment and enable them to develop acceptable behaviour in public places.

The activities undertaken should be relevant to the school curriculum and offer a variety of experience for the children.

The number of excursions will vary from grade to grade according to the program of each class, but it is anticipated that at least one excursion per term will be undertaken.

Parents pay for excursions and special extension activities, as school funds cannot extend to this area

OVERNIGHT EXCURSIONS AND CAMPS

Extended excursions involving, overnight stays are aimed at developing independence and social skills, extending educational experiences beyond the classroom and providing opportunities for children to experience activities beyond ,the home environment.

If staff is available, the following programs may take place in alternate years:

Grade 2 A " Sleepover at school."

Grade 3 and 4 two nights at Angelsea /two nights at Mornington

Grade 5 and 6 two nights in Melbourne / three nights at Yarra Junction

Grade 5 / 6 – 8 nights at "Children's School Camp Somers" on alternate Years.

Grade 4 / 5 – 4 nights at "Children's School Camp Woorabinda" on alternate years.

VISITORS TO THE SCHOOL.

Individuals and groups such as Aboriginal and other ethnic groups, puppet theatres and people from the local community etc. dentist, local historian, Ambulance officers etc. all contribute to the broadening of children's educational experiences. Moreover, they foster a deeper understanding and greater tolerance towards the diversity of people in our community.

These people are invited to visit the school as appropriate to the program of individual classes or groups of classes.

PARENT- TEACHER INTERVIEWS & REPORTING.

During the school year, there are times set aside for formal parent-teacher interviews. These interviews are held in June.

In June, all children receive a written report about their progress. Parents are invited to participate in a parent/teacher interview, a week later, to discuss the written report.

In December, individual interviews may be held if requested by either parents or the teacher.

All children again receive a written report.

PARENT INVOLVEMENT

The establishment of strong links between the home and the school is highly desirable for the achievement of the best educational outcomes for children.

At Inverleigh Primary School there is a high degree of parent involvement and co-operation. Parents have the opportunity to be elected to and/ or attend School Council and Parents and Friends meetings.

SCHOOL OPERATIONS

SCHOOL UNIFORM

Following consultations within the school community during 1992, School Council recommended that a school uniform be worn at all times. It is felt that school uniforms, as well as being economical, help maintain a good standard of dress within the school and encourage children to take pride in themselves and their school. These are only available through the office.

The office has a supply of:-

Short sleeved Polos -	\$24.00	Long sleeved Polos	\$28.00
Shorts	\$25.00	Track pants	\$25.00
Windcheaters	\$24.00	Winter Jacket	\$55.00
Bomber Jackets	\$42.00	School Bag	\$43.00
Dresses	\$49.00	Skorts	\$22.00
School hat	\$12.00	Sports Top (3-6)	\$33.00

Uniform

Girls - White/green gingham dresses.

Gold / Bottle Green polo top

Bottle green shorts.

Bottle green track pants

Inverleigh Windcheater or Bomber Jacket

Boys -Gold / Bottle Green polo top.

Bottle green shorts (stubbies are acceptable.)

Bottle green track pants

Inverleigh Windcheater or Bomber Jacket

All - Bottle Green Broad Brimmed Hat with the Inverleigh P.S. Logo.
(Compulsory in Terms 1 and 4.)

Sports Uniform

All Sports Top (Grade 3 – 6)

Green shorts.

White socks and runners.

Bottle Green Broad Brimmed Hat

Hats

Inverleigh Primary School has their own wide-brimmed hat with our logo on them. They are available from the office for \$12.00 each and must be worn when outside during Term 1 and 4.

Clothing and accessories not permitted.

We are a Sunsmart school and prefer all children to be in School Uniform. On days when they are allowed to wear casual, we would prefer that the children wear clothing that covers their shoulders and tummies. Tank tops or skimpy tops are not permitted to be worn. Thongs, reef sandals and shoes with high heels, dangling earrings, jewellery or make-up are not permitted at any time.

LOST PROPERTY

All articles of clothing and other belongings must be clearly named.

A "Lost Property" box is located in the Office.

Each year, bags of lost clothing are sent to the Surprise Shop because owners cannot be found.

SCHOOL HOURS

Morning Session	8.55 am - 11.00am
Morning Recess	11.00am - 11.30am
Morning Session	11.30am - 1.30pm
Lunch Recess	1.30pm - 1.40pm (Eat Lunch)
Lunch Recess	1.40pm - 2.15pm
Afternoon Session	2.15pm - 3.25pm
Dismissal	3.25pm

Prep children will not attend on Wednesday during February. On days when the children attend, they will complete the same length of day as other children do. You will be notified of the completion date of this arrangement as it comes closer to termination.

TERM DATES 2022

Term 1

- Friday 28th January - Teachers Resume Duty
- Monday 31st January - Children Resume
- Friday 8th April - Term 1 ends at 2.30pm

Term 2

- Tuesday 26th April - Term 2 resumes
- Friday 24th June - Term 2 ends at 2.30pm

Term 3

- Monday 11th July - Term 3 resumes
- Friday 16th September - Term 3 ends at 2.30pm

Term 4

- Monday 3rd October - Term 4 resumes
- Friday 20th December - Term 4 ends at 1.00pm

ATTENDANCE, ARRIVAL AND DEPARTURE

We are obliged to keep accurate records of student absences and to include them in our Annual Report. If your child is to be late or absent you are required to notify the office via Sentral 9.00am to advise us of this or alternatively you can email the school at inverleigh.ps@edumail.vic.gov.au by 9.00am.

The staff will record the class rolls by 9.05am each morning. After this time any child that is absent and who we have not as yet been advised is away, we will contact you – the parent, to ask where your child / children are.

The Office keeps a daily log of all absent students so absent notes are not required.

We ask parents to make sure that their children arrive punctually for the 8.55am bell each morning and leave the school grounds promptly on dismissal at 3.25pm. Teachers are on duty between 8.30am and 3.40pm. Please note that the school grounds are not supervised outside these times. Once children arrive at school, they may not leave the school grounds without the permission of the Principal or the parent.

All children waiting to be collected after school are to wait inside the school gate. Parents who are delayed in collecting children are asked to ring the school. Children still waiting after 3.45pm must report to the office.

If your child arrives late or needs to leave early, please come to the office first to have the late arrival / early departure recorded and collect a late pass / early departure slip.

Any parent entering the school during the day except for drop off or pick up times are asked to go to the office first to advise that they are on the school grounds.

NEWSLETTER

The newsletter contains items about past and future school events, important dates to remember, reports from the School Council and Parents & Friends Association, education related issues and community happenings. The newsletter is uploaded to Sentral every Tuesday and is also available via the school website.

MONEY

Payment for excursions, special events, fundraising etc. should be sent to school in an envelope, which should be sealed and clearly labelled with the child's name and reason for payment. All envelopes containing money are to be placed in the locked purple box each morning which is located outside the Office.

SCHOOL PHOTOGRAPHS.

Professional photographers take class, individual and family photographs each year. Children are expected to wear school uniform for school photos.

SCHOOL MEDICAL SERVICE.

The School Medical Service aims to visit the school each year. The School Nurse examines all children in Grade Prep for vision, hearing and general health. They also examine children whom teachers refer, and review children who have been referred in previous years.

OUTSIDE SCHOOL HOURS CARE (OSHC)

The Before and After School Care is currently provided by Camp Australia and is available from 6.45am to 8.45am and 3.25pm to 6.30pm each school day. Information is available from their website at – [www.campaustralia .com.au/newparents](http://www.campaustralia.com.au/newparents).

SCHOOL WEBSITE AND 'SENTRAL' APP

Our school has undertaken some technological advancements in recent years as we aim to keep up with a fast paced modern society. As such, we have recently rebuilt the schools website in order to give better access to information and improve the ease of navigation for current and prospective families. As well as this, the school communicates with home via Sentral. This is an easy to use platform that allows for an instant, up to the minute communication method between home and the school. The school also uses this platform to complete school reports and make them available to parents in Term 2 and Term 4.

To register for Sentral, you will be given a letter from the school with a link to access Sentral and a 'Family Access Key'. This access key will link your children to your account. The 'Sentral' App can be downloaded via Google Play or the App Store. Sentral can also be accessed via an internet browser. When you've downloaded the app onto your phone you will be able to login using the same credentials you registered with.

If you allow notifications from the app, you will receive alerts when the newsletter has been uploaded and also special reminders or notifications from school.

All Permission Slips and Newsletters will be sent out via Sentral. You will also be able to advise the office of absences and of any variations to bus travel via this platform. The Sentral Parent Portal also has the function for parents to be able to send a message to their child's teacher, this is the preferred method for contacting teachers.

A separate document will be provided with the registration letter that includes hints and tips for using the Sentral Parent Portal.

The school website can be viewed at inverleighps.vic.edu.au.

EMERGENCY & CONTACT DETAILS

When enrolling a child at the school, parents are asked to give emergency contact numbers and any relevant medical information.

The school must be notified promptly of changes in address, phone numbers or place of employment so that this information can be kept up to date. An information summary will be sent home every year so that all relevant information can be brought up to date.

If children are ill at school, parents are notified and asked to collect their child as the school does not have facilities or personnel for supervising sick children who are temporarily in our Sick Bay.

It is important to have another local contact person listed as an emergency contact who would be willing to pick up a child in case of illness or emergency.

In an emergency, the school will call an ambulance and every effort will be made to notify parents.

GETTING TO / FROM SCHOOL SAFELY

SCHOOL CROSSING

All children who have to cross the busy main Highway or the Service Road before or after school must use the school crossing at all times. The crossing is supervised from 8.30am until 9.15am and from 3.00pm until 3.45pm. Please ensure that your children are trained to use the crossing and as parents, you also use the crossing as an example to the children.

ARRIVING BY CAR

When dropping children off or collecting them after school, parents are requested to enter the service road from the tennis court end and exit via the Presbyterian Church. The **no parking** zone is provided for the school bus only. We would request that an area either side of the children's crossing be left vacant so that children have a clear view of approaching traffic. **The parking bays at the front of the school are a 5 minute drop off / pick up zone only.**

RIDING BICYCLES TO SCHOOL

- Children riding to school must wear an approved safety helmet.
- It is recommended that children less than nine years of age should not be riding to school unsupervised.
- Children who ride to school must enter and leave through the front gate and wheel bikes whilst in the school ground. This rule applies at all times, including fetes, sports matches, etc.
- Bikes are stored in bicycle racks during the day.

SCHOOL BUS SERVICE

The School Bus service is provided for children who reside more than 4.8 kilometers from the school. Our school bus commences its morning run at from the school at 7.30am and proceeds east down the Hamilton Highway towards Murgheboluc, it then turns and proceeds west along the Hamilton Highway to Wingeel before returning to Inverleigh by 8.30am. The afternoon route commences at Inverleigh and proceeds east to Murgheboluc before returning to Inverleigh and continuing on to Wingeel. To use this bus service parents must complete the appropriate form (available from the office) and return the completed form before Bus travel can commence. If it is deemed that your child / children are not eligible to use the bus service than 'room permitting' may use the bus at a cost of \$120.00 per child per term. If room is available then children who reside less than 4.8km can apply to use this service as well.

For families who are using our bus service it is imperative that the school is notified in writing of any changes to the travelling arrangements for their children prior to 3.00pm of the day of travel. If changes are required after 3.00pm please call the office.

ENHANCING DIGITAL LEARNING AT INVERLEIGH PRIMARY SCHOOL

All students in the 3-6 Units participate in an iPad program. All students have their own iPad to use (1-to-1) for learning every day that will be owned by the school.

From 2018 the P-2 Unit students also have access to a school owned iPad that they share amongst the class, meaning that for a portion of their day, they will use the iPad as a tool for learning.

These types of programs are an element in an international move towards individualised learning, which can increase independence and self-initiated learning in students and extend their learning beyond the classroom. This move to replace and significantly upgrade our current hardware in our school has been taken with carefully measured steps. Our staff have been working together to create an eLearning plan that will utilise the iPad as a tool for learning to enhance our already well designed curriculum. The Leadership team has also continually consulted with our school council to ensure that we have considered all aspects of a program of this nature from the perspective of a parent at our school. With the introduction of this new technology, we needed a vision to match our beliefs about how students at Inverleigh PS use and interact with technology.

OUR ICT VISION

At Inverleigh Primary School, ICT is a fundamental component of the learning experience. Students are active participants in their learning, working together in resourceful ways, facilitated and supported by the teacher, to understand the world they live in through the use of ICT. They are in a classroom that meets the demands of an increasingly globalised and interconnected world in the 21st Century. From their first day, learning through ICT for our students is embedded alongside high expectations, individualised learning, calm, safe and stimulating environments and contextualised purposeful learning.

Why iPads? These devices are more robust than netbooks or laptops, are user friendly and adapt to our school network more easily than an Android device. They also have fewer maintenance issues. Also, there are a wide range of excellent and free Educational Applications for iPads. As said earlier, these iPads have been purchased by the school, and will be used for learning at school only, and of course, at no cost to families this year.

Each iPad will be engraved with a number. This numbered iPad will be assigned to a student for their use only in the 3 – 6 area

There are six areas where Digital Technology will enhance our teaching and learning programs. This will support the development of Inverleigh students to become "Contemporary Learners".

<p>1. Creativity and Innovation</p> <p>Students demonstrate creative thinking, construct knowledge, and develop innovative products and processes using technology.</p> <p>a. Apply existing knowledge to generate new ideas, products, or processes</p> <p>b. Create original works as a means of</p>	<p>2. Communication and Collaboration</p> <p>Students use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.</p> <p>a. Interact, collaborate, and publish with peers, experts, or others employing a variety of digital environments and</p>
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<p>personal or group expression</p>	<p>media</p> <p>b. Communicate information and ideas effectively to multiple audiences using a variety of media and formats</p> <p>c. Develop cultural understanding and global awareness by engaging with learners of other cultures</p> <p>d. Contribute to project teams to produce original works or solve problems.</p>
<p>3. Research and information fluency</p> <p>Students apply digital tools to gather, evaluate, and use information.</p> <p>a. Plan strategies to guide inquiry</p> <p>b. Locate, organize, analyse, evaluate, synthesize, and ethically use information from a variety of sources and media</p> <p>c. Evaluate and select information sources and digital tools based on the appropriateness to specific tasks</p> <p>d. Process data and report results</p>	<p>4. Critical thinking, problem solving, and decision making</p> <p>Students use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources.</p> <p>a. Identify and define authentic problems and significant questions for investigation</p> <p>b. Plan and manage activities to develop a solution or complete a project</p> <p>c. Collect and analyse data to identify solutions and/or make informed decisions</p> <p>d. Use multiple processes and diverse perspectives to explore alternative solutions</p>
<p>5. Digital citizenship</p> <p>Students understand human, cultural, and societal issues related to technology and practice legal and ethical behaviour.</p> <p>a. Advocate and practice safe, legal, and responsible use of information and technology</p> <p>b. Exhibit a positive attitude toward using technology that supports collaboration, learning, and productivity</p> <p>c. Demonstrate personal responsibility for lifelong learning</p> <p>d. Exhibit leadership for digital citizenship</p>	<p>6. Technology operations and concepts</p> <p>Students demonstrate a sound understanding of technology concepts, systems, and operations.</p> <p>a. Understand and use technology systems</p> <p>b. Select and use applications effectively and productively</p> <p>c. Troubleshoot systems and applications</p> <p>d. Transfer current knowledge to learning of new technologies</p>

Information about the infrastructure that will support the iPad program at Inverleigh PS:

Students will be set up with a Google Drive (and Google Classroom) account which includes email, calendar, image editing tools, equivalent word, excel and power point programs. They will be able to access in the cloud (meaning anywhere they have internet they will be able to access their work and on any device eg: windows, mac and IOS (iPads)). Teachers and parents will also be able to view students work via the internet. This will be set up at school and will be no charge.

Many apps used will be free; others will be covered via the school's Volume Purchase Program.

Students will not be able to download Applications, games or music by themselves for their devices. A system for requesting additional APPS will be in place so students can submit a request for a new APP. This will be reviewed by staff and the school technician before it may be made available for student use. Inappropriate material (i.e. 15+ games, music with explicit lyrics etc.) will not be available to students as these devices will still be managed under our school's Netspace Filtering System. If any inappropriate content is emailed/shared, our technician will receive an email and notify teachers and Mr. Kirby in a timely manner.

Students will use the iPads as a tool for learning, in a similar way to how we have used our desktop computers and laptops in the past. Use of the iPad will vary throughout the year, with the potential for it to be used in all subject areas. Students will still use handwriting and bookwork as an essential tool in their daily school life.

Technology Agreement:

An agreement will accompany this information at the start of each school year and go out to all students across the school. This agreement outlines what we believe should be the appropriate use of technology in our school and all students, and their parents, must sign and return this agreement before they will be able to use their iPad. Please take time to read through this agreement with your child/children and discuss it as a family.

Being CYBERSAFE and CYBERSMART

A portion of class learning will be dedicated to develop student understanding about being cyber safe and cyber smart when using technology. If you would like any more information about the types of things we will be discussing, you can find out more by visiting this website: <http://www.cybersmart.gov.au/> and visit the parent link.

STUDENT WELFARE

STUDENT CODE OF CONDUCT FROM OUR CHARTER

Inverleigh Primary School's Code of Conduct is guided by the following principles:-

- All children have the right to be safe.
- All children have the right to be treated with respect.
- All children have the right to work and play in a secure environment without interference, intimidations, harassment, bullying or disruption.
- All children are encouraged to be polite, courteous and well mannered.
- Parents have a right to expect that their child will be educated in a secure environment where care, courtesy and respect for others are encouraged.
- Parents have an obligation to support the school in its efforts to maintain a productive learning and teaching environment.
- Teachers should expect to be able to teach in an atmosphere of order and co-operation
- The principal and staff will fairly, reasonably and consistently implement the Student Code of Conduct.

School Rules

There are five basic school rules:-

- Move and play safely
- Care for yourself, others and property
- Resolve problems calmly, sensibly and fairly
- Respect others through your speech and manners
- Work to the best of your ability and allow others to do the same.

Rights and Responsibilities.

A set of rights and responsibilities outlining acceptable and unacceptable behaviour is necessary in order for the school to meet its educational and social goals.

Students have the following rights :	Students have the following responsibilities :
The right to feel safe at school	To learn and obey all of the school rules.
The right to learn without interference from others.	To attend class prepared to learn and not interfere with the learning of others.
The right to be treated with respect and in a fair and equitable manner free from harassment.	To treat others with respect and resolve differences through discussion and compromise and not conflict.
The right to expect their property to be safe.	To take care of their own and other people's property.

Implementation of the Student Code of Conduct

- All students will receive a copy of the Code of Conduct for reference.
- At the commencement of each school year, teachers will establish a set of classroom rules for their own classes that are consistent with the school rules.
- School and class rules will be displayed prominently around the school
- A set of consequences will be used to implement a consistent approach to those who choose to disobey school or class rules.
- Bullying is seen a serious breach of the Student Code of Conduct and will not be tolerated in any form.

OUR APPROACH TO DISCIPLINE:

At Inverleigh Primary School we have a consistent and positive approach to behaviour that will foster a school climate where personal responsibility and self-discipline are developed.

We are committed to the following strategies:

- Giving positive reinforcement to improve self-esteem, for example sports awards, "student of the week".
- Acknowledging student achievements in the newsletter and assemblies.
- Encouraging friendships.
- Requiring children to accept responsibility for their actions.
- Providing adequate supervision in the school grounds.
- Encouraging understanding and awareness of the school rules.

SANCTIONS:

Breaches of school rules may incur some penalty or action. Those penalties or actions will be a logical consequence of the misbehaviour and may be found in the School Discipline Policy. Serious and continued breaches of school rules as detailed in the School Discipline Policy may lead to suspension/expulsion procedures in line with Department of Education guidelines.

HISTORY OF INVERLEIGH P.S.

The first school to open in Inverleigh was the Presbyterian School early in 1856. The building had been completed in 1855. School records show that there was no teacher appointed until 1857. Either the school was run by unqualified staff, or in these very early days, it was merely a Sunday school. Daniel Campbell was appointed by the School - Church Committee, in time to begin the school year in 1857.

Early in 1856, the Anglican Church opened a school near the Cemetery, which functioned until 1872. Little is known of it except that the early Presbyterian School records show that in 1867 it charged lower fees than the Presbyterian school and that many pupils transferred to the cheaper school.

In 1865 the Presbyterian school charged a shilling a week. During the 1860's it was decided to build a stone school to take the place of the old wooden building.

Extensive collection campaigns were organized and resulted in 188 Pounds with 50 Pounds more in promises. Robert Wishart was contracted to build the school for 160 Pounds. A Mrs. Daniel's was contracted to provide furniture and fittings for 245 Pounds ten shillings.

The Board of Education took over the school in 1872, and on 13th April 1872, the Committee made claim to the Department for 450 Pounds plus 30 Pounds for furniture. Daniel Campbell resigned on 25th November 1883. In 1885 the Committee applied for a tin roof to cover the leaking shingles, it was supplied in 1889.

The school residence was erected in 1912.

A Board of Advice managed the school until 1910 when School Committees were established.

Some Highlights of the 20th Century consist of.

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| March 1931 | School plantation started. |
| April 1936 | First reference to Bannockburn and District School Sports. |
| May 3rd 1937 | The School Committee purchased two 7lb tins of sweets to be distributed to the children.
Coronation Day (cost 0d a 1 lb.) A portrait of the King was purchased (cost One Pound five shillings) and medals were presented. |

October 2nd 1944 The Committee became affiliated with the Geelong Combined State School Committees' Association. The fee was 5/- for schools less than 50 pupils.

June 1952 A Wireless with extension speaker was purchased at a cost of Forty pounds.

School Centenary 1856 -1956

To commemorate the Centenary, Tea and a Concert was held after the official opening, by the Hon. E. F. Guye M.L.A. of a new classroom and staff room.

The number of pupils made this necessary rising to 110. Over 400 people attended this celebration.

14th April 1958 The school adopted a uniform of grey with green with white bands on the Jumpers and ties to be compulsory.

17th August 1960 A plaque in memory of Sir Thomas Dunhill (surgeon to the monarch) and former pupil of the school was unveiled by his uncle, Mr. C.H. Peel. The trustees of Murdeduke School presented Inverleigh with 368 Pounds to build and maintain a tennis court. This was opened on the 10th March 1961. Many pupils have derived much pleasure from it.

14th December 1970 The National Trust registered The Inverleigh School and included on the Government Buildings Register.

In December 1976 The School Committee was renamed School Councils.

The Mothers' Club which began in Inverleigh in 1927 has supported the school in many ways. It is now known as the Parents and Friends Association.

This History was taken from "Gateway to the West", a record of early Inverleigh.

Written by J. M. Lonsdale - March 1978