

CAIRNLEA PARK PRIMARY SCHOOL

No 1434



Grade 3 Parent Information 2019

Dear Parents/Guardians,

The Grade Three teachers have compiled this general information booklet outlining our class programs and arrangements for 2019. We hope this will help keep parents informed.

If you have any queries about this information or any other aspect of your child's class program, please contact your child's teacher and make an appointment before or after school.



Term Dates:

Term 1: 30th January - 5th April

Term 2: 23rd April - 28th June

Term 3: 15th July - 20th September

Term 4: 7th October - 20th December

Class Teachers and Room Numbers:

Year 3 Team Leader	Miss Stephanie Azzopardi	
Grade 3JS	Miss Jasmine Shiekh	Room 17
Grade 3TB	Mrs Trinh Bunting	Room 18
Grade 3MK	Mrs Meri Kotevski	Room 19
Grade 3SA	Miss Stephanie Azzopardi	Room 20
Grade 3MR	Mrs Linda Mills & Mrs Natalie Roach	Room 26

Victorian Curriculum

At Cairnlea Park Primary School we have a whole school curriculum plan encompassing all aspects of the Victorian Curriculum.

Daily teaching of English and Mathematics is a priority. History, Geography, Science, Economics and the Digital Technologies are taught through a range of integrated units throughout the year.

Through comprehensive term and weekly planning teachers cater for students at their level of need. This involves providing extra support to students who require it as well as extending those who need further challenges.

English

English includes the areas of reading and viewing, speaking and listening, and writing.

The school follows a comprehensive assessment schedule to evaluate each student's progress and plan programs to meet their needs.

In grade three students participate in two hours of Literacy each day. During these sessions students are involved in a range of activities to support their literacy development.

Mathematics

Mathematics includes the areas of number and algebra, measurement and geometry, and statistics and probability. Teachers plan a variety of 'hands on' activities using a wide range of resources and equipment available in the school.

Specialist Program

This year the children will have specialist lessons in:

Physical Education Mrs Naomi Young

Performing Arts/Music Mrs Emma Pisano and Mrs Kim Pearce

Art Mrs Emma Pisano, Mrs Kim Pearce & 

Miss Jackie Brkovic

LOTE (Italian) Miss Lena Aloj



P.E.

It is important that students have the appropriate footwear for P.E. as children need to wear rubber soled shoes in the gym when participating in physical activities.

Visual Arts

Paint, clay, glue and other substances may be used in art; therefore, your child will require an art smock that is suitable for protecting clothing. Please make sure that your child's art smock is clearly named.

Library

Classroom teachers will be taking students to the school's library once a week. Children will need to bring a suitable bag for library borrowing. Please ensure that the school's books are looked after and that they are returned as soon as possible.

Science, Technology and Health

During 2019, the subjects of Science, Technology and Health will be taught within the classroom. Some informal rotations of grades and the grade three teachers may take place when teaching these subjects so that teachers are able to share their expertise with other grades.



Homework

Children will be given homework tasks to complete each week. Your child should be able to complete their homework activities independently, however we encourage your child to discuss their tasks with you. We also encourage you to assist your child by establishing a homework routine. Please refer to the homework policy which is included in this booklet.

Reading - Children have regular independent reading time at school and may use books from the classroom, borrowed from the library or bring books or other reading material of interest from home. Students are expected to read regularly at home at least 5 times each week. Students will take home reading material from the classroom to read at home each night. Students choose their books independently and should be ensuring that the reading material that they take home can be 'easily' read. It is not expected that children read an entire book each night; a few pages or a chapter is sufficient (approx. 20 minutes of reading per night). Students **must** bring their 'Student Diary' to school each day so teachers can monitor the reading that has taken place the previous night. Children should also be encouraged to read local newspapers at home as topical events may be discussed in class.

Spelling - Your child's teacher may send spelling words to be practised at home based on students' individual needs. Please encourage your child to practise their words and praise them for their efforts as they are learning.

Early Bird Reading

This is a program for students who need extra assistance with reading. It is available before school at 8.40am located in the library. Everyone is welcome.



Communication

Communication between home and school is very important to us at Cairnlea Park Primary School.

COMPASS



To assist in communication between the school, teachers and parents, we use a web based system: Compass. This system can be accessed and downloaded as an app on your mobile phone, tablet or computer or used straight from the internet via your browser.

Using our parent portal you will be able to:

- Access your child's Student Semester Reports (no printed reports)
- Book your Parent/Student/Teacher conferences
- View up-to-date class and school attendance information
- Approve or enter upcoming or past absences for your son/daughter
- Update your registered email and mobile number (used for SMS alerts) details
- Access information regarding upcoming events and school newsletters

****SMS notifications are sent daily if your child has not been marked present and you have not authorised this absence.**

Please download the Compass App from the App Store or Google Play Store (for your phone or tablet) or use the following link for your computer:

<https://cairnleaparkps-vic.compass.education>

Reporting to Parents

Early Term 1: A parent-teacher interview is held each year in February or March. This enables parents and teachers to share information on how students are settling into their new class and discuss any issues that have arisen in the first few weeks of the school year.

End of Term 2 & 4: Written reports are made available on the Compass portal and interviews are held if requested or required.

If you feel that there is an issue which could affect your child's schooling, or if you have a concern or query, please do not hesitate to discuss the matter with the class teacher.

If you wish to see the class teacher during school time you will need to arrange an appointment so that sufficient time can be given to the discussion.

Emergency Contact Information

It is most important that the information supplied is completely accurate and is **kept up to date**. Please notify us immediately of any changes to address or phone details so that we can contact you should the need arise.

Physical or Medical Problems

Please ensure that the office and your child's teacher are informed of any medical problems or conditions that your child may have such as allergies, asthma, vision or hearing problems. Advice about any temporary condition would also be appreciated. This will help us to ensure that all care and safeguards can be put in place to protect the health of your child.

Punctuality

Children should be at school by 8:45am. Children are supervised in the yard from 8:30am onwards.

It is **vitaly important** for students to get to school on time. Literacy and/or numeracy lessons are usually timetabled for the first two hours of the day. Children who come to school late miss out on learning important skills and often find it more difficult to settle into class activities.

The school gates are locked each morning at approximately 9:00am. Any students arriving at school after this time need to enter through the school office to receive a late pass.

Absences

All students are expected to attend school every day. It is important that your child attends school regularly and if they are absent, please inform the school via COMPASS or phone with the reason and length of absence.

If you are planning to take your child on an extended family holiday, please notify the office.

Uniforms

Students are expected to wear full school uniform every day. If they are unable to, please send a note explaining why they are not wearing their uniform and when they will be in uniform again. The uniform policy has been included in this booklet for you to refer to.

Sun Smart

The school's sun smart policy helps protect our children from harmful sun damage. Children must wear a school bucket or legionnaire hat at all times from the 1st of September until the April 30th due to high UV levels (these can be purchased from 'PSW'). Students without a hat will be restricted to sheltered areas during recess and lunch time.

Lunch Orders

When ordering lunch students need to pre-order their food. Their order should be on a paper bag, clearly labelled with money included. Children are not to buy food from the canteen for their lunch, as counter sales are only for snacks and the canteen does not make extra lunch items.

Parent Volunteers

Parents helping out at school are of great benefit to the children. If you are able to help out, there are a variety of ways that you can assist in the school. Please see your child's teacher or our Community Engagement Coordinator - Natalie Roach, as they will be grateful for any assistance you could give. You may also wish to become a member of our School Council.



Excursion and Incursions

The table below outlines the excursion and other special events taking place during the year. We hope this helps families with their time and budget planning. Some dates and costs (as indicated) are yet to be finalised but approximations have been given. Excursions are an important part of the curriculum and enrich the learning potential of each child, and as such it is expected that every child will attend.

Grade 3 Events - 2019 (subject to change)

TERM	INQUIRY/ INTEGRATED STUDIES	INCURSIONS, EXCURSIONS AND SPECIAL EVENTS	APPROXIMATE COST
ONE	Celebrations	Parent/Teacher Information Exchange 26 th & 28 th February Multicultural Day 21 st March Italian Day Incursion 3 rd April Curriculum Day 28 th March School Photos 13 th & 14 th March Excursion - CERES 4 th April	Bring a plate Included in school levy Approx. \$32
TWO	Solids, Liquids and Heat How Does Your Garden Grow?	ANZAC Commemoration 24 th April Life Education Van - Incursion Smart Start Financial Maths 1 st -2 nd May Book Fair Education Week Walkathon Parent/Teacher Interviews Science Incursion	No cost Included in school levy No cost School fundraiser No cost School fundraiser Included in school levy
THREE	My Place in the World	Athletics Carnival 26 th July Book Week 17 th - 23 rd August Science Week 10 th - 18 th August Numeracy & Literacy Week	No cost No cost No cost
FOUR	Marine Environments	Inquiry based excursion (TBA) Family Fun Day 8 th November End of Year Concert 10 th -12 th Dec	Cost TBA School fundraiser No cost

WE HOPE THIS INFORMATION HAS BEEN VALUABLE.

KIND REGARDS,

GRADE THREE TEAM & SPECIALISTS.

Homework Policy

This policy has been reviewed in accordance with "Homework Guidelines" Dept of Education and Training.

Rationale:

- Homework helps students by complementing and reinforcing classroom learning, fostering good lifelong learning and study habits, and providing an opportunity for students to be responsible for their own learning.
- Homework provides further opportunities for parents to participate in their child's education. Parents, in partnership with the school, should encourage their children to establish good homework routines from early primary school.

Aims:

- Homework should be designed to reinforce concepts taught in the classroom, not to introduce new concepts and be purposeful, meaningful and relevant to the curriculum.
- Homework tasks should encourage students to develop and maintain regular and independent homework habits and routines.
- Homework should be appropriate to the student's skill level and age and be interesting, challenging and, where appropriate, open ended.

Implementation:

Early Years (Prep - 4)

Prep to Year 4 homework should not be seen as a chore.

Homework will:

- enable the extension of class work by practising skills or gathering extra information or materials
- mainly consist of daily reading to, with, and by parents/caregivers or older siblings

This will generally not exceed 30 minutes a day.

Middle Years (Years 5 & 6)

Years 5 & 6 homework:

- should include daily independent reading
- may include extension of class work, projects and assignments, essays and research.

This will generally range from 30 - 45 minutes a day at Year 5 & 6.

Expectations

Teachers:

- Homework will be corrected and feedback given as appropriate.
- Parents will be notified through reports, parent/teacher interviews or as appropriate when homework is not being submitted on a regular basis.

Parents and Care Givers:

- Are asked to sign their child's reading and homework tasks.
- Are encouraged to assist their children but the tasks **should be completed by the child**.
- Are encouraged to give feedback to the class teacher regarding homework concerns.

Evaluation:

- Homework policy to be distributed to staff at the beginning of each year.
- Homework policy to be published on the school's website and included in each Year Level's Information Booklets..
- Homework policy to be reviewed as part of the school's four year policy review cycle.

* This policy was last ratified by school council in June 2015.

Uniform Policy

Rationale:

- Students dressed in school uniform gain a sense of belonging to the school.
- The cost of providing school uniform is almost always cheaper than providing an assortment of casual clothes.
- School uniform is designed to be practical for the range of activities undertaken at the school.
- All students are required to wear uniform, reducing competition in fashion dressing. All students, regardless of socio economic circumstance can feel equally part of the school community.
- Staff and parents will have an important role in the positive encouragement of the wearing of school uniform.

Implementation:

- If a child is unable to wear school uniform on a particular day, parents should advise the class teacher in writing, indicating the reasons and likely duration.
- Parents will be able to obtain the uniform from the school's uniform supplier, the school's preloved uniform stock or commercial outlets.
- The Uniform Policy should be read in conjunction with the Sunsmart Policy.
- The Uniform Policy will be published each year in the Family Information Booklet.
- A parent/guardian may contact the principal requesting the student be exempted from wearing uniform, including reasons for seeking exemption. eg. health or religious reasons.
- Where there are frequent occurrences of a child being out of uniform, contact will be made with parents by the Student Engagement Coordinator to seek their support in ensuring the Uniform Policy will be adhered to.
- All students are required to wear the uniform as listed below:

<i>Item</i>	Description	Colour	<i>Item</i>	Description	Colour
Shirts	Polo shirt -short/long sleeve Skivvy	Pale blue or white Pale blue or white	Shoes and socks	Runners School shoes/boots Sandals (toe enclosed) Socks	Black or white Black Black or white Grey, white
Tops	Windcheater Hooded Windcheater Bomber Jacket	Royal blue with School Logo	Hats	Legionnaire/ Bucket	Royal blue
Bottoms	Track pants Boot leg pants Leggings - to be wore under dresses only (not on their own) Shorts/Skorts Long/short cargo or school pants	Royal blue Royal blue White or black Royal blue Grey	Hair	Tied back if touching shoulders. <i>Note: To assist in the prevention of the spread of head lice.</i>	Blue or white ribbons, bands or hair ties
Dresses	School Summer Dress Winter Tunic	Colour 8160 Royal blue, white and gold check Style T001	Jewellery	Studs/sleepers only <i>Note: For health and safety reasons, these can be worn only in ears.</i> Watch	

*School council last modified this policy in October 2016.