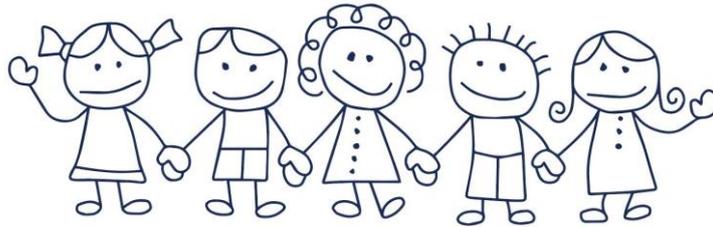


LOXTON PRIMARY SCHOOL



A - Z of Information

LITERACY

GOAL 1: Increase high level achievement in Reading

See students in Reception to Year 2 recognise letters of the alphabet and high frequency words.



See students explain and answer questions, connect information and ideas from texts to their own lives.



See and Hear key skills of reading comprehension

- Predicting
- Clarifying
- Questioning
- Summarising
- High Quality Texts

HIGH QUALITY TEACHING & PROFESSIONAL LEARNING



- Collaboration
- Explicit Teaching
- Worked Examples
- Questioning
- Feedback
- Differentiated Teaching



Essential Assessments



Data Analysis



Informing Teaching

RELENTLESS PURSUIT OF IMPROVEMENT

VALUES: BELONGING CARING LEARNING PERSISTING RESPECTING
VISION: DREAM BELIEVE LEARN ACHIEVE



LOXTON PRIMARY SCHOOL
SITE IMPROVEMENT PLAN 2022-2024

STUDENT GROWTH & ATTAINMENT

HIGH EXPECTATIONS

NUMGRACY

GOAL 2: Increase student achievements in Maths

Higher Order Thinking in Problem Solving



Hear students using correct mathematical language.



Investigate problems and ideas.

CHALLENGE & STRETCH

NUMBER TALKS

WELLBEING & ENGAGEMENT

Hear Common Language

- Vision + Values
- Welcome Circle
- Brain Breaks
- Ready to Learn



Strong Relationships Matter

See highly skilled Wellbeing practices

POSITIVE BEHAVIOUR SUPPORT

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A-Z OF CONTACT INFORMATION

LPS WEBSITE



FACEBOOK



CALENDAR



**DOWNLOAD
CLASS DOJO
TO STAY UP TO
DATE WITH SCHOOL
HAPPENINGS**

**OFFICE HOURS
MONDAY - FRIDAY
8:30AM - 3:30PM
PHONE: 85847408**

Breakfast Club

A Breakfast club is held on Monday mornings in the Kitchen. Volunteers assist our PCW to run this valuable program. Students and families are encouraged to come along and share some breakfast and friendly chat.

Behaviour

We have a detailed Behaviour Education Policy which is based on the School Values. The behaviour education steps are consistent in each classroom and families are notified when their child has received steps. The Behaviour Education Policy is supported by a focus on the wellbeing of students and staff- Everyone has the right to be safe.

Bicycles

There are two areas for students to put their bikes and scooters. Children are to walk bicycles and scooters on the school grounds. Children are not to play near the bicycle racks.

Buses

To be eligible for travel on a department or contract provided school bus, students must reside 5km or more by the shortest most practicable route from the nearest appropriate Government School.

Eligible students travel to Loxton High School on a bus. At the High School students transfer to the bus which takes them to Loxton Primary School. This system is reversed at the end of the day. A teacher supervises children when leaving our school by bus. Please ask at the office to see whether you can apply for bus travel permission.

Bus Behaviour

School rules and values must be followed on the bus. Everyone has the right to be safe and everyone has the right to be respected. Children who do not abide by these rules will be reported to the Deputy or Principal who will investigate and inform parents. If it is warranted students may not be allowed to travel by bus for a given time (e.g. 1-5 days or longer if deemed necessary). Parents are asked to discuss appropriate behaviour with their children. Loxton Primary School is a member of the Loxton Town School Bus Committee and we abide by rules and procedures implemented by this committee.

Parent Responsibilities

If a child wishes a friend to travel home with them on the bus, parents must write to the Principal/Deputy and ask permission. The school requests that such letters be to the Principal/Deputy at least two (2) days prior to the trip. The school needs to check if there is an available seat prior to approving the request.

What to do if your child misses the bus

1. There is always a teacher supervising the children who leave the school by bus and a roll is taken. Buses arrive and depart within a space of about 5 minutes.
2. Instruct your child/ren that if they miss the bus they should report to the teacher on duty or go to the Front Office where a parent/ caregiver will be notified.
3. If you are waiting for the school bus and find your child is not on it, please contact the school immediately on 85847408.

Calendar

The school publishes a calendar at the start of each term with upcoming events. There is also a 'Dates to Remember' section in each school newsletter. You are able to access the calendar on our website loxtonps.sa.edu.au/news-and-events/calendar

Pupil Free Days/ School Closure

The School Governing Council endorses up to 4 Pupil Free Days per year for staff training and development. This is in addition to the 37.5 hours (or more) training that staff complete in their own time per year.

School Governing Council and The Department for Education (DfE) can endorse one school closure for a day of local significance. Staff and students do not attend on this day. Families will be notified of these dates at the beginning of the year. Generally, OSHC operates on these days.

Choir

Students in Year 4, 5 and 6 are invited to join the School Choir. Our choir joins other school choirs from across the Riverland to take part in the Riverland Primary School's Music Festival, where they perform at the Chaffey Theatre, Renmark.

Communication

School Newsletters

Newsletters are sent home every third week by email and published on the School Facebook page. You are also able to access all newsletters on our website www.loxtonps.sa.edu.au/news-and-events. Please read them carefully as they contain information relating to the school. Private advertising is not permitted (as directed by the Government of SA). Community notices are free of charge.

Facebook

Loxton Primary School has its own Facebook page where we highlight exciting things happening in our school, and send friendly reminders to families about upcoming events. Find us at: facebook.com/loxtonprimaryschool/

Diaries / Message Books

(All students) will have a Berry Street focus Diary to enable communication between the teacher and home.

Individual Class Communication

All classes from Reception to Year 6 use *Class DoJo* to communicate with parents, share learning and achievements in their classes, as well as send out reminders about upcoming class events.

Permission to Leave School Grounds

Children are not permitted to leave the school grounds during the school day except for pre-arranged school excursions or appointments. Parents/caregivers of children who have appointments must provide a written note, or make a phone call to the Front Office to advise of the appointment. Students must be signed out by an adult on the register at the Front Office. They must then be signed back in when/ if they return to school that same day.

Absences

When a child is absent for one day or more, please send written information to the class teacher outlining reasons for absence or alternatively phone the school. If your child is an unexplained absence, the school will contact you for an explanation. Absentee messages may be left on the school's answering machine after-hours.

In South Australia, all children must attend on all days designated as school days. If you know in advance that your child will be absent for a certain day or period of time, eg- doctor's appointment, written notification to the class teacher is requested. If your child is absent for 3 or

more consecutive days, a medical certificate or exemption form may be required. Please see front office staff if you are unsure.

We know that it is not always possible for parents to arrange holidays to coincide with school vacation periods. When this occurs please consult with your child's teacher. An exemption form will be generated.

Complaints

The school does not tolerate racial, physical or sexual harassment. The school has a Grievance Policy to assist when there is a need.

Complaints should, in the first instance, be directed to the person(s) concerned or to the Principal/Deputy Principal. Please refer to the Grievance Policy on our school website: loxtonps.sa.edu.au/planning-and-reporting/policies/. If parents/caregivers are unhappy with something at school and consider that it has not been resolved, they can refer to the Parent Feedback line on 1800 677435.

Custody

Please advise the Principal of legal custody arrangements. All information is confidential.

DfE policy outlines that the school needs to sight and take copies of custody orders. Verbal communication cannot be accepted in regard to custody orders.

Curriculum

Curriculum and Learning

Loxton Primary School follows the Australian Curriculum in the areas of:

English - guided by the LPS Statement of Practice

Mathematics - guided by the LPS Statement of Practice

Science

Health and Physical Education

HASS (Humanities and Social Sciences)

The Arts - Dance, Drama, Music, Media and Visual

Technologies - Digital and Design



Aboriginal Education

Indigenous students and families are supported by our Aboriginal Education Teacher (AET) and Aboriginal Educational Community Officer (ACEO). All families are welcome to contact them with issues or concerns, or to seek advice. You can make contact by phoning the school on 8584 7408.

Leader of Wellbeing

The school has a Leader of Wellbeing to assist with student concerns, positive behaviours and student services. Staff work closely with parents and caregivers to assist with students achieving at school and out of school hours. Parents and caregivers are able to ask staff for advice on how to deal with their child's welfare at home. In this case the staff member might refer the parent or caregiver to another agency such as their local GP, CAMHS, Relationships Australia, Headspace.

Music

As well as classroom music we are fortunate to have the services of specialist teachers for instrumental music for students in Years 4, 5 and 6. Please contact the school for more comprehensive details.

Technology

The school has wireless internet in each classroom. We have one computer room, with over 30 standalone computers, which have a variety of software programs. All classrooms have interactive touch screens. The School has four portable trolleys with laptops for student use. In addition we have a class set of iPads for use, with another set dedicated to the Year 6 classes. Middle Primary classes have pods of iPads for student use.

Garden

All students in Years R-6 participate in garden activities in the school's extensive garden and learn how to grow, tend, harvest fruit, vegetables, herbs and flowers.

Assessment and Reporting:

Data is collected on student progress through a number of techniques, e.g. tests, anecdotal observations, NAPLAN, peer and oral assessments. This allows us to monitor progress and provide extra assistance if needed.

Teachers inform parents/caregivers about student achievement with 2 written reports each year. Parents/caregivers are also offered interviews in Terms 1 & 3. Individual appointments can be negotiated with the teacher

Reporting to parents, as a minimum, occurs at the following times:

Term 1

- * Class Newsletter
- * Parent/Teacher Interviews

Term 3

- * Class Newsletter
- * Parent/Teacher Interviews

Term 2

- * Class Newsletter
- * Semester 1 Report

Term 4

- * Class Newsletter
- * End of Year Report

Excursions/ School Camps

Parents/caregivers will be advised prior to any excursion or camp being held. Although not a compulsory part of the curriculum, students are encouraged to attend and parental/caregiver approval is required.

Parents/caregivers are encouraged to offer assistance for excursions, camps and sleep-overs.

Decision Making

The following groups contribute to the running and organisation of our school.

- ❖ **Governing Council** – this group of elected parents and caregivers assist in overall decision making and operation of the school. All parents/caregivers are welcome to be elected to Governing Council at the Annual General Meeting.
- ❖ **Finance Committee** – the Finance Committee has staff and parent/ caregiver representatives and assists in managing the school's budget. They report to the Governing Council.
- ❖ **OSHC Advisory Committee** – this group of elected parents/caregivers and staff assist in the operation and running of the OSHC service provided by Happy Haven.

All parents/caregivers are encouraged to assist in get-togethers and fundraisers such as the Colour Fun and raffles.

Enrolments

Reception Enrolments

From 2024 there will be two intakes for children entering Reception: term 1 intake and term 3 intake.

- Children who start Preschool in term 1 will start Reception in term 1 of the following year and complete 4 terms of reception.
- Children who start Preschool in term 3 will start Reception in term 3 of the following year and complete 6 terms of Reception.

It is recommended that prior to commencing Reception at school, children undertake a transition program. This is usually conducted in association with the local Preschool. Transition programs information is shared through the Preschool. It is also recommended that children regularly attend Preschool prior to enrolling at school.

New Student Enrolments

All other students may be enrolled at any time during office hours. Upon completion of enrolment requirements, attendance will commence within 5 working days. This ensures both the school and teacher have appropriate time for relevant organisation to maximise successful transition opportunities.

Enrolment Details

Parents/caregivers will be requested to provide accurate medical and emergency contact information details regarding their child/children. A birth certificate and proof of address will be required for all enrolling students. Parents will also be asked to sign consent forms relating to Internet agreement and Media Release.

Emergency Contacts

We ask all parents to make contact with the front office to update any emergency contacts at the beginning of Term 1. Emergency contacts are called when Parents/ Caregivers are uncontactable. Emergency contacts are people other than parents who are able to collect your child from school.

Tours/ Appointments

Appointments can be made for a tour of the school and/or an interview with the Principal or Deputy Principal. Caregivers will receive a school information folder and will be shown around our school. Please call the Front Office on 8584 7408 to book a time.



Evacuation/Invacuation

For **evacuation** (e.g. fire) students and staff congregate on the oval. For **invacuation** (e.g. intruders) the students stay in their classrooms (lights off, doors locked, remain on the floor). Plans are displayed throughout the school. Visitors should familiarise themselves with the procedures. We practice both evacuation and invacuation processes once a term.

Facilities

Buildings and grounds

The school is located in attractive grounds which include a large oval, a sports stadium with synthetic grass, basketball/netball courts, a nature play and edible garden plus dedicated junior and upper primary playgrounds.

The school consists of three large brick buildings, a Hall, a Library, Student Kitchen, a flexi-unit classroom for senior students and the former school house (used for Out of School Hours Care, OSHC). All teaching areas have reverse cycle air-conditioning.

Canteen

Grab & Go Food Express provide school lunch orders using the Qkr app. Orders and payments are completed online, and the lunches are delivered to the school and sent to classrooms in Class Lunchboxes. Please see forms in the Enrolment Pack for instructions on how to download the app and for the canteen menu. Lunch orders are available on Mondays, Wednesdays and Fridays, and orders must be placed before 8:00am.

The Student Leaders also run a small Snack Canteen out of the Kitchen. Students can bring money to buy snack packs, juice boxes, iceblocks and icecreams at recess on Tuesday and Thursdays.

Access for students and staff with disabilities.

The school has full wheelchair access for persons with a disability including toilet.

Fees

School Fees

The Materials and Service charge is endorsed by the Department for Education and the LPS Governing Council. Fees include stationery supplies, text books and consumables. There is also a voluntary contribution per family. School Card may be available for qualifying families. Further information will be available when children start school. Payment by instalment is an option. Hardship cases can be discussed with the Principal and solutions negotiated.

Camps

The school subsidises the cost of camps and families are required to pay the remaining costs. Payment Plans can be negotiated. All camps must be paid for in full before a student attends.

Excursions and Performances

There are small charges for some local excursions. School Sport (formerly known as SAPSASA) and some extra out of school events need to be funded by parents/caregivers on each occasion. All costs must be paid in full before a student attends.

Instrumental Music

Drums, guitar, brass, wood wind: There is no charge for instruction. Charges apply for hire of instruments (varies according to instrument) and music books. Students can privately hire or purchase their own instruments.

Stationery

Students are supplied with a stationery pack on their first day. The cost of this is included in our school fees. If a student is enrolling mid-year, transferring from a DfE school, they will bring their stationery with them.

Out of School Hours Care (OSHC) and Vacation Care

The before and out of hours student care program is managed by 'Happy Haven OSHC Pty Ltd' and is operated from a house on the Loxton Primary School grounds. Vacation Care is available at Loxton Primary School (through Happy Haven OSHC) for students between 5 and 12 years of age. Parent's book and pay directly through Happy Haven. Please see information in the Enrolment Pack or visit www.happyhaven.sa.edu.au/loxtton

Homework

Work At Home

Time spent on work at home may vary from teacher to teacher and class to class. The teacher's expectation will be communicated in class newsletters.

Work at Home should reinforce concepts taught in class and not introduce new content.

Work at Home routines recognise that children need to be active and include an understanding that many students are involved in extra-curricular activities / clubs and teams.

We recognise and acknowledge that work at home should not be onerous or disrupt family life.

Library

The library is a large modern environment and is well resourced. It has seating for 60 students so classes can work together and participate in group work. It is continually being added to and updated. Many books are pre-read by staff to ensure they are consistent with the school values. It is run by the Library Manager in consultation with the Deputy Principal.

Borrowing from Library

We encourage all children to borrow from the library. When they take books home either to read for pleasure or information, we encourage children to have a safe place to keep them. Please notify us if the books borrowed are damaged so we can repair or replace them. All loans are for 2 weeks. Students can borrow 2 books at a time. Junior Primary students are encouraged to use a Library bag for taking books from school to home.

Medical Information

Ambulance

If a student is injured at school and a staff member considers that the student's condition is sufficiently serious to warrant attendance by an ambulance, an ambulance must be called.

Medication

If medication is required to be kept at school, it must be in the original container with dosage instructions. A medical plan must accompany the medicine. Staff are unable to dispense medicine without a medical plan.

Illness

Please do not send your child to school if they are unwell. If a child arrives at school feeling unwell, the parent or emergency contact will be contacted to take them home. Students who become unwell during the day will be cared for in the sickroom and parents/ caregivers contacted. If the child appears seriously ill, an ambulance will be called. Staff are not permitted to take children to the hospital or medical centre in private cars.

Mobile Phones

At Loxton Primary School we provide a mobile phone free learning environment for our students. If a student has a need to bring a mobile phone to school (for example, if they are walking to & from school and parents require them to have a phone for this purpose), it will need to be checked in to the office upon arrival at school. Once delivered to the office they are kept securely for the day. At the conclusion of the school day, the student will then exit the school via the office and collect their phone. We appreciate parental support in this matter. In the case of an emergency, staff will contact parents/caregivers.

Parent/Caregiver Involvement

Loxton Primary School prides itself on being a community school because it has active and supportive parent/caregiver groups. Participation and assistance by parents/caregivers helps in developing a sense of community. There are many ways in which parents and caregivers can contribute to the school and your child's education.

Assembly

Children look forward to sharing assemblies with their parents/caregivers and the community. They showcase their learning and celebrate student successes. (Assemblies are held in the school hall.) Timetables of class hosts and presenters are outlined in the school newsletter and school calendar.

Volunteering

We welcome parent/caregiver participation and support in classrooms. Individual teachers outline possible ways in which you can contribute in your child's classroom. Parents assisting in classrooms or camps/sleep-overs are required to provide a current 'Working with Children Certificate'. This can be obtained on the WWCC website and are free of charge. Please see the front office for further information.

The school requires assistance during the year with special events, e.g. Breakfast Club, School Photo Day, Sports Day, helping in the Library replacing books on shelves or repairing books, gardening and cooking classes, etc. If you are interested in assisting please leave your name at the Front Office, so that we can contact you.

Governing Council

The Loxton Primary School Governing Council is a representative body of parents and staff, elected at an Annual General Meeting.

School Photographs

Professional photographers take photographs of students and classes each year. There is an opportunity for siblings attending LPS to have a family portrait.

Sport

House Teams

Students are divided into four houses with names and colours:

Eagles- Yellow

Emus- Blue

Cockatoos- Red

Magpies- Green

The house teams are mainly used on Sports Day and at the Year 3-6 Swimming Carnival. Students are encouraged to wear a T-shirt in their house colour for these events. House Captains are elected from our Year 5 and 6 students.

Clothing and PE Expectations

Children are asked to wear suitable clothing and footwear for Physical Education lessons. Please make sure that all clothing is named. Emphasis is on participation, enjoyment and skill development.

Swimming and Aquatics

During the year all children will receive either swimming or aquatic instruction under qualified instructors:

Years R – 5 * 5 x 45 minute Swimming Lessons

Years 6 * 1 day Aquatic Instruction

Prior to lessons, a Water Safety consent form must be completed and returned to the class teacher. These lessons are part of our Physical Education Program and classroom teachers will support the instructors.

School Sport (formerly known as SAPSASA)

School Sport is the provision of competitive sport for Year 5 and 6 students. This may be at the elite level of State representation, District representation, School representation or experiences within the school of a variety of sports.



School Times

Students are NOT to be on school grounds prior to 8.30am. On the final day of term the dismissal time is 2.10 pm (1 hour before normal time) unless notified otherwise.

Monday, Tuesday, Wednesday, Friday

8.30 Staff on Yard Duty
8.45 School commences
8.55 Lesson 1
9.45 Lesson 2
10.35 Lunch
11.25 Lesson 3
12.10 Lesson 4
1.00 Recess
1.20 Lesson 5
2.10 Lesson 6
3.10 School Day finishes

Thursday

8.30 Staff on Yard Duty
8.45 School commences
8.55 Lesson 1
9.45 Lesson 2
10.35 Lunch
11.25 Lesson 3
12.10 Lesson 4
1.00 Recess
1.20 Lesson 5
2.10 School Day finishes

Student Voice

SRC (Student Representative Council)

The SRC is made up of two members from each class. They are selected by a class vote. Students can be elected into SRC once during R-Year 2 and once during Year 3-5. This enables many students to experience being in the SRC. An Indigenous Representative is also elected by their peers.

Each SRC member is inducted at a special assembly at the beginning of their semester. They also receive a badge to wear during their time in SRC.

The SRC meets during the term to discuss current school matters, concerns and issues brought up in class meetings. The SRC are also responsible for organising whole school events initiated by the students- these may be fundraisers for the school, or organising community events.

School Leaders

School Leaders are elected at the start of each year, through a formal process which sees Year 6 students present a speech to Year 5 and 6 students and the Leadership team. Year 6 students and Leadership then vote to elect our School Leaders.

House Captains

House Captains are elected through a formal process at the start of the year. Year 6 students break into their houses and vote for their preferred leaders. These leaders are then inducted at the first SRC Induction Assembly. House Captains take on leadership roles within the school, such as assisting with Sports Day and Swimming Carnival and arranging sports activities during lunchtimes.

Play Pals

Play Pals are Year 5 and 6 students in the yard with responsibility. They must apply for the position and be appointed by Leadership.

They are given an orange vest to wear and a bumbag with supplies.

Their role in the yard is to manage minor First Aid incidents (band-aid, tissue etc), manage minor Yard Incidents (no-one to play with, minor disagreements etc), be a friendly face reminding students to do the right thing and follow school values in the yard and be present- as extra eyes and bodies in the yard for students to look out for.

Big Buddies

Big Buddies are students in Year 4 who apply and are selected to be part of the new Reception transition program. They visit the kindy before the Transition process starts, and then spend time with the new Receptions as they have their transition visits and start their schooling.

Lunchtime Activity Leaders

Year 6 students may request to run a Lunchtime activity of their choice. Students in the past have organised activities such as Chalk Fun, Story Time in the Library, Board game Fun and Active Games in the Junior Primary.

Transition Programs

Loxton Primary School is committed to high quality transition programs for new Receptions and Year 6 students moving to High School.

Reception Transition Program

There will be a number of visits between the Primary School and Preschool. These visits serve as an introduction to the school environment so the transition from Preschool to School can be successfully made during the Reception year. The schedule for students starting school will be given out at preschool.

The School Big Buddy Program is a system where a Year 4 student at Loxton Primary is paired with an enrolling Reception student. The 'Big Buddy' will link with the new student at Loxton Primary School as well as visit the Loxton preschool.

Year 6 Transition Program

Year 6 students visit Loxton High School for a back to back visit of two days, in Term 4 and participate in a showcase of activities to support their transition. Our Year 6 teachers meet regularly with the High School to discuss Curriculum and Wellbeing of all students.

Year 7 students from Loxton High School visit to talk to the Year 6's and answer any questions they may have. More transition visits can be arranged for students who need extra support.

Uniform

School Uniform

Our aim is to improve the learning environment and outcomes of students so that our school is supportive, positive, non-discriminatory, equitable and safe.

- The wearing of uniform clothing is an important factor in ensuring students' safety and encouraging the school value of Belonging. It is important that we can clearly recognise students' association with our school.
- Student uniforms have been designed to allow freedom of movement and level of comfort.
- Awareness of and sensitivity to students in financially disadvantaged situations has been taken into consideration in relation to the School Dress Code.
- Our uniform offers wide choices of affordable clothing for all students.



Labelling/Lost Property

Unnamed articles of clothing etc. are placed in a Lost Property Bin in Front Office. Children and parents/caregivers are urged to inspect it in the event of clothing being lost. At the end of each term, after a final request that children claim anything belonging to them, all unclaimed articles are given to a charity. In order to help us recover and return lost items, we urge that any property which comes to school has your child's name on it.

Regulation

The Loxton Primary Governing Council actively promotes the wearing of a defined school uniform by all students. The wearing of school uniform is a requirement of attending Loxton Primary School.

Uniform Shop

Uniforms can be purchased from the school front office during office hours, Monday – Friday 8:30am-3:30pm. Alternatively you can order uniforms through Qkr!, office staff will send uniform orders home on the day of purchase.

Sun Protection Policy

The wearing of hats between September - April is essential. Hats should be a wide brimmed design because they offer the best protection. The Uniform Shop stocks recommended designs in school colours. Students who choose not to wear an appropriate hat will incur a 'no hat, no play' consequence. Hats are optional between May - August.

Wellbeing

Our school prides itself and has an excellent track record in regard to providing a high level of support to student wellbeing. The Principal, Deputy Principal, Leader of Wellbeing, Pastoral Care Worker and Aboriginal Community Education Officer meet once a week to discuss students at risk and notify staff of any concerns/actions.

Loxton Primary School is committed to being a Trauma Responsive School and all staff have been trained using the Berry Street Education Model.





Pyap Street, Loxton, South Australia, 5333
PO Box 496, Loxton
South Australia 5333

Telephone (08) 8584 7408
E-mail dl.0760.admin@schools.sa.edu.au
Website www.loxtonps.sa.edu.au



VISION: Dream Believe Learn Achieve

VALUES: Belonging Caring Learning Persisting Respecting