



## Room 28 Parent Information

Dear Parents/Caregivers,

Welcome to Year Three & Four in Room 28! Thank you for your help in getting your child ready for the 2020 school year. The students and I have had a very busy and exciting first week getting to know each other.

My name is Lexie Turner. I started at O'Connor Primary School in 2017. I am very excited to continue the Bring Your Own Device program to explore new and exciting learning opportunities for your child. The iPads will be used to compliment the learning in class and will not take time away from key skills that students need to develop. I encourage you to take the time to see how they will be used within our classroom and I am happy to discuss with you the benefits of the program and answer any questions.

### Room 28 Timetable and Routine

Each week your child will attend five lessons that are run by specialist teachers. In addition to these we will have a classroom library session.

**Monday: Science (Year 3 – Mr Sims, Year 4 – Mrs Graham)**

**Tuesday: Science (Year 4 only – Mrs Graham), Library**

**Wednesday: Sport (Miss Winter)**

**Thursday: Music (Miss Hayes)**

**Friday: LOTE (Ms Ung)**

### School Assemblies

Term One and Four: Friday mornings from 8.45am to approximately 9.40am

Term Two and Three: Thursday afternoons from 1.55pm to approximately 2.40pm.

**Room 28 will be performing their classroom item in Term Four, Week Two.**

### Behaviour Policy

The aim of our behaviour policy is to reduce the interruptions to your child's education and to provide a safe and enjoyable learning environment for your child to work in. Our class has established a set of class guidelines which they have agreed to follow. Students are supported in following this process and are positively rewarded for demonstrating good behaviour and team work.

A behaviour management system is in place and involves a progressive warning, thinking and reflecting structure. This may include losing privileges, reflection sheets, amongst other approaches and logical consequences.

As per school policy, the green reflection forms are sent home and must be signed by a parent/guardian and returned to school the following day. A phone call home is made when the form does not return the following day. Please make sure you read this form and discuss it with your child remembering that if they get to that stage they have been disruptive multiple times throughout the day.

I am a strong believer in students 'doing the right thing because it is the right thing to do'. Therefore, rather than always offering materialistic rewards I focus on students understanding that feeling good about ourselves and our actions are a reward. I give verbal praise to students in the classroom and enjoy giving children feedback and encouragement about their work and positive attitude towards learning. I also use whole school rewards such as:

- Goldies (which link to their Circle of Life Passports)
- Good Work to the Office
- Pipeline Reading Challenge (which is linked to their Home Reading Log)
- FAIR Tokens

### **Bring Your Own Device (BYOD) Program**

The Year Three and Four students are a part of the BYOD program. *An e-form is available on the website and Skoolbag app for Year 3 & 4 children using their own iPad. Please complete this e-form as soon as possible.* Below are some guidelines that have been set out to ensure all students take care with their iPads and use them responsibly.

- Students are required to keep their iPad inside their school bag before and after school each day.
- Once students arrive at class after the 8.30 bell they are to take their iPad from their bag and place it into their pigeon hole inside the classroom.
- The iPad will be kept inside their pigeon hole throughout the day unless they are instructed to take it out for a lesson.
- iPads do not leave the classroom during recess or lunch.
- At the end of the day the students will be asked to bring their school bag into the classroom and pack their iPad inside their bag ready to take home.
- Students are encouraged to bring their earphones and stylus to school with their iPad each day.
- It is also encouraged that students keep their iPad inside a sturdy case to avoid any accidental damage.
- Students who do not have access to a personal iPad will be allocated a classroom iPad to share each day.

### **Homework Policy**

Students are asked to complete at least ten minutes of reading per night. As part of their homework, your child will be given review tasks to complete. Students will be required to return their homework folder on the required day (TBA) to be checked by the teacher.

### **Classroom Supplies**

Thank you very much to the families who have brought in their child's school supplies and contributed 2 tissue boxes, it is greatly appreciated.

O'Connor Primary is a SunSmart school. This means that students will need to wear a **SunSmart hat**. If you would like to purchase the school's reversible SunSmart hat these are available from the Uniform Shop for \$10. Students will need a **drink bottle** each day and a **library bag** on Tuesday if they wish to borrow a book.

### Additional Information

#### **Student Attendance**

The first school bell is at **8:30am** followed by the second bell at **8:40am**. If your child arrives before the 8:30am bell and is unattended they need to wait with the duty teacher in the undercover area with their bag. Please note that all playground equipment is an 'off duty' area and students are not permitted to play on it, even when accompanied by an adult.

If your child arrives after the 8:40am bell they will need to go to the office to retrieve a 'late note' which is handed to the classroom teacher. If your child is absent, there are many ways that you can inform the school:

- Contact the school by telephone (9091 9097)

- Email the school [roconnor.ps@education.wa.edu.au](mailto:roconnor.ps@education.wa.edu.au)
- Use the Skoolbag App (available at the Apple iTunes store or Google Play Market)
- Provide your child with a note explaining why they were away which they bring to class on the day they return, or
- Come and see me personally and I will accept a verbal reason.

### **Money and Permission Slips**

When bringing money to school for excursions, incursions or swimming lessons, it must be in an envelope with the permission slip (unless completed on SkoolBag) and your child's name and room number written on the front. Please ensure you have correct change where possible.

### **Classroom Communication**

All classroom information is available on the school website, Facebook page, Skoolbag app and is displayed on the 'Room 28 Parent Information Board' located on the window next to our classroom door. Please do not hesitate to contact me throughout the school year. I am available most mornings or afternoons for a quick chat, for anything more detailed a meeting can be arranged by seeing me directly, sending a note to school with your child or by calling or emailing the office.

This year, myself and your child will be using the app 'See-Saw'. See-Saw promotes student driven digital portfolios and simple parent communication. We will endeavour to regularly post photos that will reflect your child's learning journey.

I hope to see you on Tuesday 11<sup>th</sup> of February at Parent Information Evening.

Kind regards,



Miss Lexie Turner

11<sup>th</sup> February 2020