

Lindenow Primary School No. 1120 & Woodglen Campus



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SCHOOL PROFILE

Lindenow Primary School has a dedicated staff, supportive parents, a vibrant community and students that enjoy all of the benefits of a dynamic and peaceful rural school.

Lindenow Primary School is located in the Mitchell River Valley a short fifteen minute drive west of Bairnsdale, Victoria, which is found in beautiful East Gippsland. Situated in the rural township of Lindenow, the school offers students a broad curriculum, excellent facilities/grounds, extensive extra-curricular activities and programs, while at the same time is small enough to maintain a happy, friendly, safe and caring school environment and culture.

Lindenow Primary School has a long and proud school history as the school was first established in 1871. Students attending Lindenow come from a large rural area encompassing not only the township of Lindenow but also communities such as Dargo, Flaggy Creek, Melwood, Fernbank, Walpa, Woodglen, Wuk Wuk, Calulu, Glenaladale, Hillside and Meerlieu. We also accommodate families from Bairnsdale and those located south of Lindenow and along the Princess Highway. A large proportion of students arrive to school by one of the three school bus routes.

Lindenow Primary School has a strong set of expectations that students and staff uphold at all times. As members of the Lindenow community we encourage all participants to be respectful, responsible and resilient. Students and staff refer to these as 'The Three Rs'. The school also values partnerships between home, school and the community. Parents and community members are involved in many areas of the school such as classroom assistants, sporting activities, drama, music, ground improvement, fundraising, camps and excursions.

Lindenow Primary School enjoys excellent student/teacher ratios. Maintaining small classroom numbers are a high priority in the organisation of the school each year. Students have ongoing access to a variety of activities through the participation and involvement of the East Gippsland and Bairnsdale School Networks. School grounds and buildings are well maintained and reflect a strong community involvement. More recently, Lindenow has added a new one million dollar facility that includes an administration building, staff room, conference room and a modern Learning Centre that houses a stage and a range of technology for student learning.

Our second campus is located at Woodglen where students have access to the school's outdoor education program. All year levels are able to enjoy the idyllic setting at Woodglen where the emphasis is placed upon 'Hands on Learning', teamwork, risk taking, physical activity and gaining knowledge and appreciation of our local area. Activities include day trips, sleepovers and three day tent camping. The students are transported to Woodglen by school bus and the school's twelve-seater van.

Lindenow Primary School considers student wellbeing a high priority. Our students learn in a positive environment that is inclusive and encourages cooperation, student leadership and effective communication between teachers, students, parents and peers. Children in this environment are encouraged to develop positive self-esteem, work cooperatively with others, and take pride in their school, their work and their community.

Welcome to Lindenow Primary School and please feel free to contact the school for further information or to arrange a visit/school tour.



Lindenow Campus



Woodglen Campus

STARTING SCHOOL

*Children should arrive for school between 8.45am and 9.00am - not too early.
The school office is open from 8.30am – 3.45pm.*

Timetable

9.00am - 11.00am Class time
11.00am - 11.30 Recess
11.30am - 1.30pm Class time
1.30pm - 1.40pm Lunch eating time
1.40pm - 2.10pm Lunch recess
2.10pm - 3.30pm Class time
3.12pm - Flaggy Creek/Woodglen bus dismissal
3.15pm - Hillside bus dismissal
3.30pm - General student dismissal
3.45pm - Dargo & Meerlieu bus dismissal
3.40pm - Fernbank bus dismissal



2023 TERM DATES

- Term 1: Teachers start 27th January – Children start on the 30th January – 6th April
- Term 2: 24th April – 23rd June
- Term 3: 10th July – 15th September
- Term 4: 2nd October – 20th December

PLEASE NOTE: Up to date information regarding Covid-19 will be posted on our website and included in the school newsletter.

**PLEASE NOTE: CHILDREN ARRIVING LATE OR LEAVING SCHOOL EARLY MUST BE "SIGNED IN/OUT" AT THE SCHOOL OFFICE.
ALL VISITORS TO OUR SCHOOL MUST REPORT TO THE OFFICE FIRST.**

PREP INFORMATION

Attending school is all very exciting but demanding and can be tiring for some children. Children grow and mature at different rates, but not all children are ready for school at the same time. In Victoria, the legal age for starting school is 5 years by the 30th of April.

Preps operate on a 'phasing in' timetable and attend school 4 days per week during February.

Social development is an important criterion when considering if your child is ready for school. They need to feel happy and secure in the care of others, so please allow your child to mix with other children and adults so their skills can develop. Always encourage them to share, take turns, listen and communicate. Start letting them perform limited tasks without adult help.

As soon as your child has been placed in the care of the teacher, it is best to:-

1. say goodbye,
2. let them know when you'll be back,
3. leave quickly and cheerfully, don't linger.

Within minutes, your child will settle and be assured we will take special care of him/her.

During first term, there is a gradual easing into school routine. In prep, your child will be involved in a very expansive program that includes: Writing, Reading, Language Development, Mathematics, Physical Education, Art, Technology, Music, Library and Health.

Your child must be collected from the office either by yourself or by another responsible adult. Please do not go directly to the classrooms. If someone other than yourself is to collect your child, please inform the school office or classroom teacher. The sign out/in book must be signed in the office if children are leaving early or arrive late during the school day. Please inform the school of any student absence or lateness to school.



GENERAL INFORMATION



Intellectual Development - Children learn by seeing, hearing, touching, tasting, smelling, doing and talking. By the time they start school they already know such a lot about their world and at school we build upon this knowledge. You can help your child by making them more aware of the world around them. Use every opportunity to talk with them, and extend their use of language. Let the children see how spoken language looks when written and how written language sounds when spoken. Reading is a process of getting meaning from print, and their world is full of print: street signs, shops, package labels, television, books, magazines, etc.

Read to them regularly, and encourage them to 'read' to you, but keep times fun and enjoyable.

Remember children develop and grow at different rates. Give encouragement and opportunity to master skills, but have patience. *If you have any questions/concerns about how your child is going at school, please contact your child's teacher or school principal.*

Yard Duty/Supervision – Lindenow Primary School & Woodglen Campus grounds are supervised by school staff from 8.30am until 3.45pm. Children should not be arriving at school before 8.30am. Outside of these hours, school staff will not be available to supervise students. Students arriving to school by bus, have the opportunity to participate in the supervised Breakfast Program run at school from 8.15am-8.45am each day.

Student Absences 'It's Not OK to be Away' - Please notify the school when your child has been absent from school by way of note, email, Class DoJo or phone call with an explanation of the absence. *All absences are recorded (this includes late arrival/departure from school) and the data is then forwarded to the Education Department.* A text message will be sent daily to parents for unexplained student absence. Parents and visitors are also asked to sign in at the office when visiting school or when children arrive late to, or depart early from school.

School is compulsory for all children over the age of six.

Long term & frequent absences without a legitimate written excuse are reportable.

Immunisation Statement/Certificate - Please present this certificate/statement when enrolling in primary school, **whether immunised or not** - refer to the attached information.

Dressing - Children are requested to wear school uniform and have all articles of clothing clearly labelled, and the children are made aware of how to recognise their clothing. They need to be able to dress themselves, so please give them plenty of encouragement as they start to put on their shoes, and more difficult things like jumpers and socks. School colours are navy blue and white.

School Uniform - All uniform items are available from Nicks in Bairnsdale. Staff and School Council place great importance on the wearing of school uniform by students and it is compulsory. All uniforms purchased are printed with the school emblem. Our Sun Smart Policy states that wide brimmed/bucket style hats must be worn during 1st & 4th terms whilst outside school buildings. Open toe sandals, thongs and slip-ons are not regarded as safe or appropriate for school. Runners or school shoes are the preferred footwear for school.

Singlet tops and clothing with inappropriate graphics or wordings are not to be worn to school on uniform free days.



Eating - Pack your child a healthy and appetising lunch and play lunch.

Please avoid sending peanut butter, nuts or foods containing nuts. Children should be able to feed themselves, unwrap sandwiches, undo lunch boxes and drink containers, and peel a piece of fruit. We encourage rubbish free lunch boxes and have recycling and composting programs at school.

(No glass containers please.)

Lunch orders are available from the Lindenow General Store each Friday only. Shop orders need to be placed in the box at school prior to 9.30am.

Cleanliness - The children need to know when and how to wash their hands. They are expected to be able to visit the toilet independently, and boys need to know how to use the urinal. For younger students it is also a good idea to send a spare pair of under pants in their school bag, just in case.

Student Reports – Written reports are provided to families at midyear and end of year, with formal parent/teacher interviews being offered. Parents are invited to contact their child’s teacher whenever they wish throughout the year to make an appointment to discuss their child’s progress.

Assembly – Whole school assemblies are held every Monday. Parents and community members are welcome to join us to celebrate student achievements and special events.

Mobile Phones – Families are asked not to send mobile phones to school with children. If on occasion this is required, all student mobile phones must be handed in at the office for storage during the school day.

School Council – The school council is comprised of parents and staff working together as a team to provide a better learning environment for all children. All parents are invited to nominate for positions on school council. Meetings of school council are open for anyone to attend.

Student Safety - It is important to note that the only type of earring students are permitted to wear to school are the ‘stud’ type.

In the case of an emergency, it may be necessary to call an ambulance to transport your child to hospital. The cost of the ambulance would be your family’s responsibility, as the school does not cover this cost.

Entry to the school is via Henry Street and parents are asked to park in Henry Street (east side of gates) when dropping off and picking up children.

Student Wellbeing – We are fortunate to receive limited funding to employ the services of a visiting Speech Therapist and Psychologist for students. Please speak with the principal for more information.

Emergency Information – Please provide written advice to the school office if any changes need to be made to parent and emergency contact details, student medical information etc. Initial notification of any emergency will be made via SMS to parents.

Accident/Insurance/Ambulance - The school does not provide accident insurance, ambulance cover or payment of medical costs for the children whilst at school or participating in school activities. Parents will be responsible to pay these costs if they do not have private cover as required.

Parent Payments - All classroom materials, books, pencils, art materials, paper, pens etc. are purchased in bulk for the children on behalf of the families. A copy of the parent payment arrangements is available from the school office. Contributions to the school can be made for the whole year or by instalments in cash, BPay, Direct Deposit, or payment plan. Please refer to further financial information provided in the enrolment pack.



School Policies – Our school website provides links to school policies and hard copies can be obtained from the school office on request.

Bus Travellers - A special note for parents.....

A free school bus service is available servicing Dargo, Fernbank, Walpa, Glenaladale, Hillside, Flaggy Creek, Meerlieu and Woodglen to eligible travellers (a fare paying option is also available for children not eligible for free travel). A parent or responsible adult must meet children at their bus stop or child/children will be brought back to school, but PLEASE wait for them on the same side of the road as the bus stop and without parking in the bus parking area. Give the bus plenty of room to get in and out of these areas. Parking opposite the stop is dangerous! All children and especially little ones are anxious to see you after a hard day at school and are likely to run across the road to meet you. *A note or phone call to the school is required to vary normal bus travel arrangements – bus rolls are marked each afternoon and bus passes are required from the school office.* This is vital for the safety and care of your child.

Newsletter - A newsletter is sent home each week via email and is also available on the school website. Important dates, coming events, permission forms, previous events and photos and explanations of curriculum programs are outlined in the newsletter. If you would prefer a paper copy please contact the school office.



Web Site – Please visit our website for information, notices, calendar or events and copies of newsletters. www.lindenowps.vic.edu.au.

Facebook – Like our school Facebook page.

ClassDojo is another form of online communication between school and families as well as individual and class reward system.

Please inform the office staff in writing if you do not wish your child's photo to appear on our social media platforms.

Gardens & Grounds - Gates to the school grounds are locked after school hours but arrangements can be made for access via the school office.

Junior School Council & House Captains - Two children from each grade represent students on our Junior School Council. These children are responsible for promoting school values ‘Respect, Responsibility & Resilience’, organising charity fundraisers, and voicing various suggestions from fellow students. Lindenow has four Houses; Walpa (red), Woodglen (green), Wuk Wuk (blue) & Calulu (yellow) with senior children holding positions of Captain and Vice Captain for each house. Children are encouraged to wear their house colours at school based sporting events. Points are awarded for each house during our athletics with the winning house being engraved onto the trophy.

Swimming – A compulsory part of our health and physical education program is for all children to participate in a swimming program at the BARC indoor pool.

Sport – All students at Lindenow Primary School compete in school based Cross Country and Athletics days. Successful senior children then have the opportunity to represent our school at a further level. Children also have the opportunity to be involved in Winter Sports, Kanga Cricket, Equestrian events and many other individual sporting competitions.

Camps –

Junior school – sleepover at the Woodglen Campus

Middle school

Grades 5 & 6

Parents & Volunteer Helpers – We are always appreciative of help in our school. If you would like to help in classrooms, gardens, take things home to make/cover etc. please talk with your child's teacher, who will arrange a meeting with the principal. A Working with Children Check is required if you wish to help in the classroom, on excursions and camps.

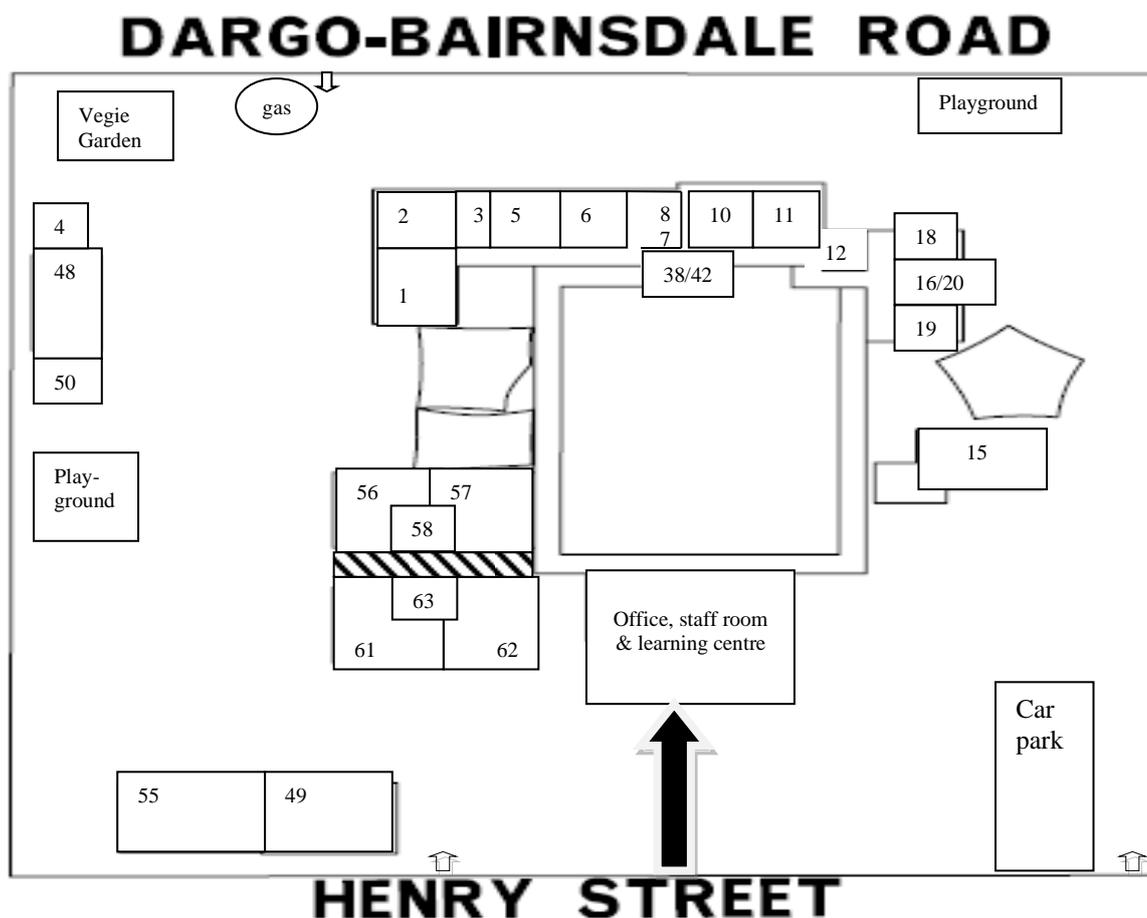


Student Details

Families are asked to update information held at school as changes arise. These may include; phone numbers, work arrangements, medical information etc.

Payment Options

Payment for camps, swimming, excursions, curriculum items charge etc. are expected from all families and can be made at the office at any time by cash, cheque, Bpay, direct credit or payment plan. Payment by instalments can be easily arranged – fortnightly, monthly or by term. Please contact the school if you have any questions.



2021

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|--|---------------------|
| 1 Library | 38 Store |
| 2 Teacher Resources | 42 Store |
| 3 Store (between resource/comm. rooms) | 48 Shed |
| 4 Garden shed | 49 Bus Shelter |
| 5 Community Room /Staff Room | 50 Sport Store |
| 6 Grade 1/2 | 54 Garage |
| 7 Reading Room 1 | 55 Art Room |
| 8 IT/server room | 56 Grade 3/4 |
| 10 Grade 1/2 | 57 Grade 5/6 |
| 11 Grade Prep | 58 Small group room |
| 12 Reading room 2 | 61 Grade 5/6 |
| 15 Grade 4/5 | 62 Grade 3/4 |
| 16 Disabled WC | 63 Small group room |
| 18 Girls WC | |
| 19 Boys WC | |
| 20 Cleaner's Store | |

Please feel free to contact the principal if you have any concerns or questions.