Buddies’ is more than sharing an activity together or having lunch together. The benefits are infinitely more long term, with older students learning to accept responsibility for another and to reflect on their role as an emerging, caring leader. For younger students they have the bonus of added support, and having a big friend who thinks they are pretty special. For both it provides a wonderful opportunity to appreciate different perspectives and to further develop compassion and communication skills. Our student community is strengthened by another level of connectedness that cuts across age barriers.

Whole School Activity Days

We aim to have a whole School Activity Day each term and teachers work together to provide opportunities for younger and older students to work in collaboration. These days have contributed to the positive transition of students through our school and for students to get to know teachers at different levels of the school. The program also supports the further development of staff relationships and understandings of the differing requirements of both teachers and students at differing levels of the school.
The guiding principle for Port Fairy Consolidated School is to provide a high quality education for all students and an opportunity for all students to grow to their full potential – creatively, socially, physically and intellectually.

We aim for every child to be the best that they can be – without exception!
A word from our Student Leaders -

‘I believe that our School is great because it offers opportunities that will help throughout your whole life. It has such a welcoming environment and so many great activities that anyone can join.’

Niamh Howard, Year 6, School Ambassador

‘Our school is amazing. The school offers opportunities, sharing and caring staff and students. The school has wonderful sports, arts and many home room activities. I would love to see your children here in the future.’

Meg Dixon, Year 6, School Ambassador

‘I think Port Fairy Consolidated School is special because there is lots of opportunities and lots of great sport activities like winter sports, Hooptime, Marathon and so much more - and it gives students a great education.’

Mitchell Sholl, Year 6, School Ambassador

‘Port Fairy Consolidated School is great because it offers so many opportunities such as Kitchen Garden, Sports, and has great education. It is also very welcoming and friendly to all students and staff.’

Max Green, Year 6, School Ambassador
Port Fairy Consolidated School - Information Booklet

A Word from our Student Leaders

Principal’s Welcome

Brief Historical Overview

<table>
<thead>
<tr>
<th>Section</th>
<th>Pages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prep – the beginning</td>
<td>page 7 &amp; 8</td>
</tr>
<tr>
<td>General Information</td>
<td>page 9 &amp; 10</td>
</tr>
<tr>
<td>Parent Involvement</td>
<td>page 11</td>
</tr>
<tr>
<td>School Organisation</td>
<td>page 12 &amp; 13</td>
</tr>
<tr>
<td>Teaching and Learning</td>
<td>page 14 - 17</td>
</tr>
<tr>
<td>Student Engagement and Wellbeing</td>
<td>page 18 - 20</td>
</tr>
<tr>
<td>School Services</td>
<td>page 21</td>
</tr>
</tbody>
</table>
Welcome to Port Fairy Consolidated School

Welcome to our school. It is a great privilege for me to be the principal of Port Fairy Consolidated School. This is a fantastic school with a high regard for excellence in literacy and numeracy whilst respecting the growth of the whole child intellectually, emotionally and creatively. We are a strong learning community with a ‘We Can Do It’ mindset that embraces change yet remains true to its heart.

As the head of this school I passionately embrace the concept of the school principal as the learning community’s ‘Instructional Leader’. To this end I lead a dedicated and highly skilled team of teachers who are constantly striving to improve the educational outcomes for all of our students.

At Port Fairy Consolidated School we ‘Look After Each Other’. We greatly value empathy, social justice, foresight and a sense of community. There is shared ownership and vision. We are committed to the growth of people.

Port Fairy Consolidated School has a great respect for all aspects of reconciliation between Indigenous and Non Indigenous Australians. We believe cultural sensitivity and understanding of needs specific to culturally diverse persons is necessary to building effective and trusting relationships.

I believe that everyone at Port Fairy Consolidated School has a ‘Right to a Safe School’ and I strongly encourage our school community to support this right by behaving responsibly at all times.

In conclusion please remember ‘My Door is Always Open’. Relationships are the key to positive outcomes and I always appreciate any input and feedback. We look forward to you joining our school community in 2016.

Kind Regards,

Mark Chapman
(Principal)
Port Fairy Consolidated School has a long and proud history, first opening its doors to the children of Port Fairy in 1874.

The school is set in expansive and beautiful grounds and has recently undergone major redevelopment, including the establishment of new learning studios with integrated ICT facilities and, as part of the Stephanie Alexander Kitchen Garden Program, a new BER building providing a wonderful new fully equipped kitchen.

Port Fairy Consolidated School has a consistent enrolment of around 220 students in years prep - 6.
PREP – the beginning….

Philosophy
The philosophy in Prep. and the Early Years is to provide a safe, welcoming and stimulating environment for each child to learn, to provide individuals with a feeling of self-worth and the opportunity to achieve and develop social skills with the recognition that all children grow and develop at different rates.

The Prep. Program provides -
- a personalised approach to each child based on his/her needs and abilities.
- a high quality Literacy and Numeracy program.
- learning situations for children to work cooperatively.
- learning situations for children to become independent problem solvers.
- A framework for social interaction where children learn concepts of mutual respect and self discipline.

Buddies
At Port Fairy Consolidated School each Prep child will have a Year 6 buddy who is individually chosen to specifically suit their interests, strengths and challenges. The relationship that these two children will share is that of both a friend and mentor. Prep children will be introduced to their buddy during school transition visits. Expect a wide range of communication during this time as your buddy sends letters, cards and pictures to introduce themselves to your family.
Starting School

School Uniform

Healthy rubbish free lunch

Encouraging Independence

A safe, secure and happy environment
GENERAL INFORMATION

Communication
PFCS has a tradition of friendly informative communication. Parents are encouraged to see their child’s teacher for informal discussions, however if more than a brief chat is required, please ring the office or see the teacher or principal and make an appointment.

Teachers are not available to talk to parents or carers during teaching time and they have two evenings per week committed to meetings after school. Teachers also attend morning briefings between 8.30 and 8.45am. Interviews with teachers will be arranged around these commitments and with prior arrangements.

Appreciating that children grow and develop at different rates, we recommend that you discuss any concerns with the teacher first. If you have any doubts or concerns, please contact us, we would much prefer to address any concerns immediately they arise.

PFCS also has a Facebook page and uses the “Skoolbag” app, a great way to be kept informed of all our events and celebrations.

Student Diaries
Student diaries are an excellent way of communicating between school and home. Any concerns, requests or comments may be communicated through this book.

The School Office
For most people the first point of contact with the school is the General Office. Jenni Martin (Business Manager) and Ronda Hoey work in the office and, as well as providing a range of administrative services for the management and staff, they provide information to parents and visitors.

Contact Numbers
The school phone number is 55 681051 and the school fax number is 55682214. The school email address is port.fairy.cs@edumail.vic.gov.au. The Out of Hours (Before and After) School Care number is mobile 0409 568 411 - OSHC hours only.

Newsletters
The weekly PFCS Newsletter is published on Thursday and keeps families abreast of school activities, and includes a regular listing of events and important dates. The Newsletter can be emailed to families and it is posted on the website at www.pfc.vic.edu.au. We encourage families to access the Newsletter digitally to assist us in living and working sustainably.

Publications
Each year, all families receive the PFCS magazine which is produced annually as a record of the year’s activities.

Parent Involvement
PFCS value and encourage active participation from our families, both in the classroom and on our excursions. If you wish to help in any way, please speak to your child’s teacher.
Reporting to Parents
Every year your child will receive two written reports and you will be requested to attend at least one parent teacher interview. Extra parent teacher interviews can be arranged by appointment. We also offer Student Led Conferences as an opportunity for children to showcase their learning to their parents.

Permission Forms
Early in the year you will be asked to sign a Permission Form, which gives your child permission to take part in a variety of school activities including the Informal Excursions within the local area, Head Lice Checks, Internet Agreement and Publications Permission. These Consent Forms are signed when you enrol your child and remain active for the duration of their enrolment. For activities beyond the local area, individual permission forms will be issued.

School Assembly
A whole school assembly is held just after 9.00am each Monday morning in the School Hall, conducted by the Year Six Student Leaders. Awards are given out to students to acknowledge special achievements during the previous week. Parents are invited to attend our weekly assemblies.

Emergency Information
It is vitally important that we have current telephone numbers where you can be contacted at all times, and the name and address and telephone number of a person who would be able to care for your child in the event of an accident or sudden illness.

Attendance
Regular attendance is important, so too is punctuality. Our Strategic Plan has set a target of students being absent for no more than 10 days each per year. Please aim to have your child at school between 8.45 and 9am. This allows your child to have a relaxed start to the day, as teaching and learning begins promptly at 9am.

Absences
In the case of absences it is necessary to let the school know. This can be done by telephone, email, in writing, advising the office personally or through the Skoolbag app. If your child is sick, home is the best place.
If you need to collect your child early or if you arrive late please call at the office and sign an Authority Form that is then given to your child’s teacher. We do not allow children to go home early by themselves.

When your child misses a day of school they miss a connecting link in their work.
0-12 Days: This attendance rate is within an acceptable range.
13-20 Days: This attendance rate is below average and if this continues between Prep and Year 10 is equal to one year of missed schooling.
21-40 Days: This is a poor attendance rate and if this continues between Prep and Year 10 is equal to two years of missed schooling.
Parents and Friends
Parent and Friends look forward to welcoming new families to our school.
Our Parents & Friends group have a Representative in each classroom to assist with organising volunteers for special events.

School Council
School Council is the governing body of the school made up of parents, teachers and members of the community. It is the School Council that sets the vision; Determines the priorities; Approves the budget; Establishes the mechanisms to ensure that accountability is in place and Ensures that the school is responsive to the local community. School Council has six sub committees and has working parties as required.

Parent Contributions
Parent Contributions support the cost of essential educational items which include classroom materials, visual arts, physical education and science materials, excursions and Performing Arts activities. We are able to keep our Parent Contributions to a minimum due to our energetic fundraising program. We ask for parents’ assistance in supporting the school fundraising initiatives held throughout the year.
Parents who are eligible for the Educational Maintenance Allowance must complete an EMA application form at the beginning of the year.
We also offer the Centrelink scheme – “Centrepay” - which enables families to authorise Centrelink to deduct monies from allowances they receive, and have them paid direct to the school for educational expenses. Please speak to Jenni in the office if you are interested in this.

Working with Children Checks
All parent volunteers attending overnight camps and with ongoing contact with the children at school must hold a valid Working with Children Check.
## School Organisation

### 2015 School Staffing

<table>
<thead>
<tr>
<th><strong>Home Group Teachers</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Emily Clark</td>
</tr>
<tr>
<td>Jenelle Baulch</td>
</tr>
<tr>
<td>Dave Walz</td>
</tr>
<tr>
<td>Matthew Hoey</td>
</tr>
<tr>
<td>Deborah Dowell</td>
</tr>
<tr>
<td>Cynthia McLaren</td>
</tr>
<tr>
<td>Karen Argent</td>
</tr>
<tr>
<td>Scott Twycross</td>
</tr>
<tr>
<td>Dean Dwyer</td>
</tr>
<tr>
<td>Kirsty Marwood</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Specialist Staff</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Visual Arts</td>
</tr>
<tr>
<td>Health &amp; PE</td>
</tr>
<tr>
<td>Science</td>
</tr>
<tr>
<td>AACE</td>
</tr>
<tr>
<td>“LIFT” Program</td>
</tr>
<tr>
<td>Student Welfare</td>
</tr>
<tr>
<td>Performing Arts - Dance</td>
</tr>
<tr>
<td>Choir</td>
</tr>
<tr>
<td>SAKGP Coordinator</td>
</tr>
<tr>
<td>SAKGP Kitchen Specialist</td>
</tr>
<tr>
<td>SAKGP Garden Specialist</td>
</tr>
<tr>
<td>Cafe Coordinator</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Educational Support Staff</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Managers</td>
</tr>
<tr>
<td>Integration Support</td>
</tr>
<tr>
<td>Library</td>
</tr>
<tr>
<td>Out of School Hours Care</td>
</tr>
<tr>
<td>Grounds</td>
</tr>
</tbody>
</table>
Home Groups
Students at PFCS are grouped into Home Groups, housed in the four main Learning Studios.

School Times
7.00am Before School Care
8.45am Students arrive
9.00am Teaching and Learning begins
11.00-11.30 First lunch & break
11.30 - 1.30pm Teaching and Learning
1.30 – 1.45pm Supervised Lunch
1.45pm Play
2.30pm Teaching and Learning
3.30pm Home Time
3.35- 6pm After School Care

Teachers are in the staff room Monday, Wednesday & Friday at 8.30am for Staff Briefing. Teachers are in their areas from 8.45am. Before School Care operates from 7.00am.

House System
After enrolling at PFCS, each student becomes a member of one of the four Houses – Shearwaters (Purple), Gannets (Red), Lapwings (Green) and Sandpipers (Yellow). Each House is led by two elected Year Six Student House Captains. The school aims to place brothers and sisters in the same House and retain a family’s House association. The Houses provide opportunities for students throughout the school to develop new friendships and relationships with fellow students and staff and to participate in a variety of whole school activities and events. All PFCS students enjoy participating in a House Athletics Carnival at Brauerander Park in Warrnambool. This is usually conducted in February each year.

Information Resource Centre/ Library
The Information Resource Centre (Library) is home to many current books. The Information Resource Centre is open during lunchtimes. Students are welcome to borrow resources and books at lunchtimes or during their class visit to the Information Resource Centre.

Information Communication Technology
At PFCS we believe technology is a part of life for many young people. Teachers and students incorporate technology into their learning. Technology enables learning to extend beyond the classroom walls.
Teaching and Learning
We recognise that students have a range of abilities and learning styles. Our multi-age home groups enable us to cater for the needs of individual students and personalise the learning.

AusVELS
The school curriculum is developed from the Dept. of Education and Early Childhood Development across the domains of:
- Mathematics
- English
- Science
- The Arts
- Languages
- The Humanities
- Thinking Processes
- Civics and Citizenship
- Communication
- Design, Creativity and Technology
- Health and Physical Education
- Information and Communications Technology
- Interpersonal Development
- Personal Learning

School Data Plan and Assessment
PFCS has a comprehensive Whole School Data Plan. The Data Plan identifies the assessment tools and practices and the timing of assessments across all levels of the school.

“LIFT” Program (Learning Intervention Focused Teaching)
Each year we identify students in Year 1 and Year 2 who may require some extra support with their literacy and numeracy. These students regularly meet in small groups for focused teaching.

Chinese Language
At PFCS we offer a ‘Language Acquisition’ program for Students in Years Prep, One, Two, Three and Four. These students work with the Chinese language teacher each week. We also offer a ‘Language Cultural’ program for students in Years Five and Six. These students experience cultural activities with their homeroom teachers.

Environmental Science
Students across all levels of the school participate in one hour of environmental science inquiry each week. Learning experiences include conducting experiments and research, undertaking role playing activities, propagating and growing plants and actively participating in community conservation programs. We are currently the only school in South West Victoria with a Five Star Sustainability Certification.
**Stephanie Alexander Kitchen Garden Project**

The SAKGP fits perfectly into our practice at PFCS because the very essence of the program is the wellbeing of our school community. To empower our young people, they grow, harvest, prepare and share pleasurable food. This is a gift we can so easily give to our students. Children learn best through doing, through positive examples, through trial and error.

‘We need to capture their interest, their curiosity, and energy as well as their appetite.’ Stephanie Alexander has a vision ‘that pleasurable food education is accessible to every Australian Primary School via an experience based on the Kitchen Garden Program’. At PFCS students in years 4, 5 and 6 participate in SAKGP each week, through either kitchen or garden experiences. Each session is led by the Kitchen or Garden specialist along with the Home Group teacher and volunteers working with small groups of students. Our students also share their culinary skills with their families at the family Home Group dinners once a year and the broader community through conducting stalls at the community Market, catering for functions and giving cooking demonstrations at the ‘Fun 4 Kids’ festival. This is learning that will be with our students for life. In 2010 PFCS won the NAB Schools First Impact Award for our Shared Hands Program – Linking the school and community through the Kitchen Garden program. Some of the funds from this award helped us to publish our own School Cookbook which has also been a valuable link between the school and local community.

**Cafe & Lunch Orders**

PFCS’s Café operates in conjunction with the Kitchen Garden Program to provide our children with healthy lunches and snacks on a Tuesday and Thursday. The Café works in collaboration with the kitchen garden classes, working together to create dishes that are home made, fresh and delicious. The children eat their meals in the café and are able to sit down and enjoy their meals together. Children are able to order and pay for their lunches for the term or on a weekly basis. Weekly orders need to be in by the Monday of that week.

**Breakfast Club**

Twice a week, teachers walk to school with children from specific points in the township, and enjoy a healthy breakfast, as part of our Breakfast Club.
Choir
PFCS encourages our students to be involved in our school choirs. Our choirs perform at school functions, represent the school at community events, and participate in local Eisteddfods. These children also enjoy singing with local senior citizen choirs.

The Musical & the Visual Arts Exhibition
PFCS has a tradition of producing whole school musicals involving all students as performers and crew. The musical is produced every alternate year and is staged in term 3. On alternate years the PFCS presents a feast of visual arts created by the students at a Visual Arts Exhibition.

Excursions
Excursions are an important part of your child’s school life. Many of the excursions will involve walks in the local area. Excursions requiring transport or those that are further than the immediate local area require additional documentation and parents will be required to complete Permission Forms regarding these events. The greatest care is taken on these occasions and the school adheres to the Directorate of School Education regulations regarding “Duty of Care” and excursions.

Enrichment
At PFCS we work hard to personalise the learning for all of our students and in this way enrichment experiences are regularly planned and implemented across all year levels.

To complement homeroom activities we have developed a program called ‘AACE’ (Advanced Academically Customised Enrichment) which targets the top five percent of students at each year level as evidenced by their assessment results. The students selected meet as a group for two hours each week. The students involved are encouraged to self-direct their learning with the support of our teacher facilitator and the other students in the program.

Community Services – Meals on Wheels
Twice a year, for one week, a group of parent volunteers delivers meals on wheels as part of the Moyne Hospital program. These parents are assisted by some of our year six students.
Camping Program
PFCS undertakes a Camping Program that develops as the student progresses through the school. The camping program is an integral part of the curriculum and it is expected that all children attend. The following is a guide, as the precise location and duration may vary from year to year.

Prep – afternoon tea & play

Year 1 – afternoon tea, play and dinner

Year 2 – afternoon tea, play, dinner and one night sleep over.

Year 3 – 3 day adventure camp – either local or regional

Year 4 – 3 day adventure camp - either local or regional

Year 5 & 6 – 5 day camp with a trip to Sovereign Hill, Ballarat, alternating with a Melbourne camp.

Swimming Program
Towards the end of the year, we conduct a whole school swimming program, which is run at Belfast Aquatics in Port Fairy. This program usually encompasses ten lessons on one set day each week of term 4.

Year Six Graduation
The Year Six Graduation is an exciting time for our school families as we prepare our year six students to celebrate and farewell primary school.

Talking Sticks Ceremony
The Graduation Day begins with a Talking Sticks Ceremony, where each child presents another with their special Talking Stick and a personal acknowledgement. The Talking Sticks is a private ceremony held with the Year Six Teachers, students and the Principal.

Graduation Lunch
A special Year Six Luncheon is held at the conclusion of the Talking Sticks Ceremony, which is prepared for the students and staff by the year six parents. Year 6 Parents coordinate the lunch in collaboration with the teachers of the year 6 students.

Graduation Awards Night
The Graduation Awards Night is an event that acknowledges the contributions our year 6 students have made to school life at PFCS. This Night is attended by staff, students and parents, Community Leaders and the many generous donors who support and make the event possible.
**Student Engagement Policy**
The Port Fairy Consolidated School community has developed a Student Engagement Policy which clearly outlines our vision, rights and responsibilities and staged responses to all aspects of Student Engagement. The policy may be accessed via our website or a copy can be made available to you by contacting the office.

**Restorative Practices**
Restorative Practices is the process implemented across the School to manage student behaviour. The staff are trained in Restorative Practices to ensure a consistent approach across the school. Restorative Practices is aimed at restoring justice if problems occur in class or in the yard. It is vital for behavioural issues to be resolved, apologies and consequences given as required, and for all to move forward positively.

**Student Support**
The Uniting Church Minister visits PFCS regularly to support individual students requiring counselling and support. Such visits are suggested and discussed with parents prior to the sessions. We also offer the “Kids Hope Program” (an initiative of World Vision.)

**Primary Welfare Officer**
PFCS employs a Primary Welfare Officer who spends time as required with individual children, and also develops and implements student wellbeing programs across the school.

**Warrnambool School Support Services**
The Warrnambool Network of Government Schools coordinates and provides professional services for schools in psychology, speech pathology and special needs. Where staff and parents believe there is a need to seek further assistance and support with a child’s learning and/or behaviour, referral to these services is considered. Referral to these services requires parental permission.

**Students with Disabilities**
PFCS has a strong commitment to providing an inclusive program which benefits all in the school community. Our Integration Program enables children with impairments, developmental delay and problems in schooling, the opportunities, choices and support to fully participate in family, school and community life.

**Child Psychologist Services**
During previous years, PFCS has accessed child psychology services utilising the support of the Victorian Government Mental Health Care Plan. This process and service continues and requires collaboration between the family, school and provider. If you believe this service would be of assistance to your family, please contact the Principal.

**Play Areas**
PFCS has an expansive playground that is divided into two main sections which allows for a special place for our younger students. The library and the court yard are areas where all students are able to enjoy one another’s company. All areas are supervised by staff during break times. Our older students provide peer support and mentoring to the younger children.
Uniform
PFCS has a school uniform and students wear their uniform with pride. Our uniform is available to be ordered online, or from a uniform shop which is offered once a term within the school grounds. We believe every child should be in full school uniform.

Art Smocks
Students enjoy regular weekly sessions with our specialist art teachers, in a well resourced art room. Students are required to wear an art smock or some form of protective clothing to art.

Student Leadership Team
At PFCS we have four school ambassadors and eight house captains from year six. They meet fortnightly with the Principal and discuss relevant school issues.

Early Arrivals
The school grounds and buildings are not supervised before 8.45am and after 3.45pm so early arrival and late pickup is not only uncomfortable for your child, it could be problematic. Students are not to come into the school buildings before 8.45am or when a teacher is not in the room. Children arriving early or remaining after 3.45 must report to the general office.

Health and Attendance
It is a Department requirement that the school holds a copy of your child’s Immunisation Certificate. Before starting school it is important for your child to have their vision screened by an optometrist in addition to a health and immunisation check with your family GP. Regular attendance is important for all children and where possible appointments be made outside school hours. If a child becomes ill at school, or is injured, they are taken to the sick bay and cared for until parents arrive to take them home. Children should not be sent to school when they are ill. If your child contracts an infectious disease, please let us know, as we will inform you of the length of time your child is required to stay at home. If a child has an ongoing condition or allergy, please notify the school and the appropriate documentation is completed. An up to date medical/temporary contact form is completed annually to ensure we have all relevant details about your child in case of an emergency. Please notify the office of changes throughout the year.

Immunisation
Councils no longer issue School Entry Immunisation Certificates. After your child has completed the four year old scheduled vaccines, the Australian Immunisation Register (ACIR) will automatically send you a history statement. This statement should state ‘Child has received all vaccines required by five years of age’. This statement now acts as the School Entry Certificate and a copy should be supplied to the school.
Medication
If your child needs medication to be taken to school, please note the following:
- Inform the school in writing of the medication, dosage and time to be taken,
- The medicine needs to be in its original container with the label clearly displaying the child’s name and requested dosage.
- Medicine will be stored in the school office and administered form there.
- Medicines must not be left in a child’s bag to be self administered. This includes paracetamol and asthma medication.

Anaphylaxis / Allergies
PFCS has a specific Anaphylaxis policy that is reviewed annually and implemented rigorously. All staff receive regular first aid training in these areas.

Head Lice
Head lice are found in most Victorian schools. PFCS employ a health professional who undertakes whole school checks each term. If your child has Head Lice a note will be sent home and you will be asked to treat as required and return the slip to the office when you child returns to school. You need to treat the hair before your child can return to school. Permission is required for the Head Lice checks and is located on the School Permission Form.

Food and Nutrition
It is recommended that schools should endeavour to be NUT FREE zones. In the light of an increasing number of children with life threatening allergies (Anaphylaxis), we ask that no nuts or nut products are sent to school.

All families are asked to note the following guidelines:
- Families are requested not to provide food that contains nuts, or products that have nuts listed on the official ingredients list of the label, for their children to consume during school hours, whilst at any school function or any camps/excursions.
- When parents provide food for birthday celebrations they are asked to consult with the classroom teacher to ascertain students dietary restrictions.
Homework
Research shows that all children who read at home with an adult become more successful readers.
PREP: Read to self/Read to other, Handwriting Books, Spelling Stars Term 2
YEAR ONE: Read to self/Read to other (15 minutes per day), Handwriting Books, Spelling Stars Term 2
YEAR TWO: Read to self/Read to other (15 minutes per day), Handwriting Books, Spelling Stars Term 2
YEAR THREE: Read to self/Read to other (20 minutes per day), Spelling Words, Number Facts, Games, Homework Books, Other tasks as required
YEAR FOUR: Read to self/Read to other (20 minutes per day), Spelling Words, Number Facts, Games, Homework Books, Other tasks as required
YEAR FIVE: Read to self/Read to other (30 minutes per day), Spelling Words, Number Facts, Games, Homework Books, Other tasks as required
YEAR SIX: Read to self/Read to other (30 minutes per day), Spelling Words, Number Facts, Games, Homework Books, Other tasks as required.

Buses
There are three bus routes that can be accessed by families living out of town- Toolong, Codrington/Yambuk and Orford. Application Forms to access the bus services are available from the School Office. On occasions when children are not to be on the bus, parents are requested to complete a Bus Notice indicating changes and return it to the school office. Student Bus Captains assist the younger students as they familiarise themselves with bus travel. Bus travel is a privilege and students are expected to behave in a manner that respects the driver and the wellbeing of others.

Out of School Hours Care
PFCS offers an “Out of School Hours Care” program every school day in the School Hall. Enrolment forms are available at the office. Childcare fee levels are set by the School Council on the recommendation of the Out of School Hours committee and are published at the beginning of each year. Children participate in a range of supervised activities both inside and in the playground.

Sun Smart
PFCS is an accredited Sun Smart School. Our sun smart policy states that during terms 1 and 4 all students must wear wide brimmed hat. Hats can be purchased from the school office. Children who do not wear a suitable hat will be directed to designated shaded areas. Sunscreen is available in each Learning Studio.

Lost Property
Lost property is located in the administration building. As lost property collects quickly, we ask all families to check for lost items of clothing and lunch boxes regularly. Items with name labels can be reunited with their owners quickly.

School Banking
All students have the opportunity to join the school banking program. Banking day is Tuesday. Applications forms are sent home in the Prep. parcel at the beginning of the year.