



An Informative Guide to:

LALOR GARDENS PRIMARY SCHOOL

134 Kingsway Drive

Lalor 3075

Phone No. 9465 1351

Principal: Anne Hulett

We warmly welcome you and your child to Lalor Gardens Primary School



TERM DATES FOR 2019:

- Term 1: Thursday 31st January to Friday 5th April
Foundation Interviews will be scheduled for Thursday 31st January or Friday 1st February
All Foundation students will start on Monday 4th February
- Term 2: Tuesday 23rd April to Friday 28th June
- Term 3: Monday 15th July to Friday 20th September
- Term 4: Monday 7th October to Friday 20th December

NORMAL SCHOOL TIMES:

Lalor Gardens Primary School uses the following daily timetable:

9.00 am	School begins
11:00 - 11:20am	Morning recess
1:20 - 1:30pm	Lunch (children eat inside)
1.30 - 2:30pm	Lunch recess
3.30 pm	Dismissal



- Recess and lunch time allows students to play and socialise outside with peers
- Ensure students maintain a regular attendance and comes to school on time
- Students should arrive at school between 8:50 and 8:55 am to allow time to organise themselves and settle into school before school begins
- At 10:00am each day students are encouraged to have a brain break by eating a healthy snack (fruit or vegetable).
- Prepare students with a bottle of water that they can easily access throughout the day.
- We are a nude food school, so please pack food in containers to help us eliminate wrappers and rubbish in our environment
- Children are not allowed out to play with food that is contained in wrappers.
- Please do not bring "fast food" lunches to school as these cannot be reheated and do not comply with health regulations. They also have a detrimental effect on the school's focus on health & nutrition.

This handbook provides information relating to things you need to know about our school. Other information relating to school operations will be provided to families throughout the year via the school newsletter which is available through the Compass portal each Thursday.

LOCATION:

Lalor Gardens Primary school is located just off Edgars Road.



Lalor Gardens Primary is accessible by public transport.

BUS

The 554 and 557 bus stop directly in front of the school as shown on the map above.

The 554 - Thomastown via West Lalor runs in a clockwise loop and the 557 - Thomastown via West Lalor runs in an anti-clockwise loop. The buses run from Thomastown Station, via Lalor Station, via Lalor Gardens Primary School and return to Thomastown Station. For further information please see www.ptv.vic.gov.au/

TRAIN

Lalor Station is located 1.6km from the school on the corner of Kingsway Drive and High Street. Lalor station can be accessed easily via the 554 bus or a short walk along Kingsway Drive to High Street.

AMENITIES IN THE LOCAL AREA:

The closest shopping centre is Pacific Epping and is 3.5km from Lalor Gardens PS and is located at 71-583 High St, Epping VIC 3076.

Lalor Library is 2.4km from Lalor Gardens PS and is located at 2A May Rd, Lalor VIC 3075. Website: yprl.vic.gov.au

Thomastown Library is 2.7km from Lalor Gardens PS and is located at 52 Main St, Thomastown VIC 3074. Website: yprl.vic.gov.au

Thomastown Aquatic and Recreation Centre is 2.7km from Lalor Gardens PS and is located at 52-54 Main St, Thomastown VIC 3074. Website: ilovetrac.com.au

The Northern Hospital is 2.9km from Lalor Gardens PS and is located at 185 Cooper St, Epping VIC 3076. Website: nh.org.au

ENROLMENT:

Children of school age have the right to be admitted to their designated neighbourhood government school at the beginning of the school year

Information required for enrolment:

Enrolment forms are available from the *Administration Office* and must be completed for students

Enrolment forms must include:

- date of birth (note: evidence of date of birth can be official, such as a birth certificate or passport or where this is not able to be produced, unofficial, such as a doctor's note attesting to a child's age).
- names and addresses of the student and enrolling parent or guardian
- details of medical and other conditions that may require special consideration
- emergency telephone numbers, including a nominated doctor.
- Immunisation certificates

INTERNATIONAL STUDENTS

Students must apply to study in a Victorian school through the International Education Department (See below for contact details).

Students will not be accepted into the school until this process has been completed and we have confirmation from IED about your child's enrolment.

Once you have complete the enrolment process with IED then you can enrol at our school.

You must provide your child's proof of birth (eg; birth certificate, passport), their immunisation status and your visa details.

You must contact the International Student Department, as well as the school for any of the following:

- Changes to your address or contact details (phone numbers, email address)
- If there are any changes in your child's living arrangement
- Changes to your Visa status
- You wish to transfer to another school
- You wish to return overseas for a holiday, or your child is on extended absence
- You wish to cancel your study in Victoria

Information regarding attendance, holidays/deferrals, transferring, complaints and visa conditions can be found in the *International Student Guide*. For more detailed information please also refer to the IED website at <http://www.study.vic.gov.au>

ADMINISTRATION:

Principal Class



Principal:
Ms Anne Hulett



Assistant Principal:
Ms Cassy Hoggins

Office Administration Staff



Mrs Janet Johns



Mrs Julie Robertson



Mrs Maggie Dimeski

BEFORE AND AFTER SCHOOL CARE:

Lalor Gardens PS operates an Out of School Hours Care (OSHC) program via Camp Australia. Contact the school office for further information.

CAMPS, SPORTS AND EXCURSION FUND (CSEF):

If your family has a health care card you may be eligible to receive the CSEF. For further information, contact the school office.

CURRICULUM:

All curriculum delivery at Lalor Gardens Primary School emphasises the importance of the development of Literacy and Numeracy. Our multicultural profile ensures we place a strong emphasis on the development of all facets of these two curriculum areas through English as the language of learning.

The Victorian Curriculum provides the framework for all teaching and learning programs across the school.

- Literacy and Numeracy skills
- Digital and Design Technology
- The Arts - Music, Drama, Dance, Media and Visual Art
- Health & Physical Education
- Science, Humanities and Civics and Citizenship
- Interpersonal Development & Personal Learning
- Student Engagement and participation

SUBJECT CONTRIBUTIONS:

Our fee structure is modest which is outlined in our School Council Student Contributions document provided to all families.

UNIFORM:

Our school colours are red and black and the wearing of school uniform is compulsory.

Uniform items with the school logo are available from the Uniform supplier, Northern Regional Uniforms, Unit 21, 8 Oleander Drive, South Morang, Ph. 9436 4005.

Summer Uniform



Winter Uniform



School Hats are compulsory from mid-August until the end of April.

These can be purchased from the school office.

YOUR CHILD'S FIRST YEAR AT SCHOOL:

A child's first year at school is very important. It is a year for changes, adjusting to new routines, making friends, learning to share, co-operate and work within a bigger structured environment. Early weeks at school involve a wide range of activities which will help your child adjust to the school situation, and help us to establish their stages of development and provide a program to match their needs.

Learning for your child will then proceed in this personal and individual way and you will have many opportunities to share in this as a partner in your child's learning



PREPARING CHILDREN FOR SCHOOL:

Here are some useful tips to support your child in moving on to school. Between now and when your child starts school in February, spend some time helping your child to know:

- His/her whole name (sample of each child's name included in pack).
- Where his/her name has been written on belongings, bags, etc.
- How to be responsible for his/her belongings - to put toys, books, etc. away after use; to hang up coats and bags; to care for property etc.
- How to manage clothing with minimal assistance, especially coats, jumpers, shoes and socks.
- How to use and flush the toilet and to wash hands after each visit. (Becoming familiar with the school urinal is useful for boys)
- The route to and from school should be familiar. As you come to school, discuss landmarks you see on the way. Your child will feel more secure if he/she knows where the school is in relation to home and how to use the school crossing.
- How to cope with a school lunch, e.g. unwrapping and eating sandwiches, peeling a banana, managing a plastic drink bottle, etc. Explain/show which food is for playlunch (morning recess) and which food is for lunch.

Talk to your child about:

- The class teachers' role in guiding and managing the class and the importance of following instructions.
- The many exciting things which will happen not only in the classroom but at school in other places about the school and with other teachers.
- Reassure your child regarding the time and the place you will collect him/her from each day.
- Discuss reasons why he/she should never leave the school grounds without a teacher or parent.
- Encourage your child to seek assistance from the adults or older students in the school, when needed.

You can help your child if he/she:

- Has a clear expectation that now school is his/her next life step.
- Has a good night's sleep.
- Is comfortably dressed in our uniform colours to feel part of our school.
- Has had a good breakfast
- Has a healthy lunch and a small snack for recess.
- Has a back pack which is large enough to carry lunch, a drink, reading materials, etc. which your child can carry for his/herself.
- Is leaving home in a happy state of mind.

Supportive parent tips:

- Understand your child may be tired for the first few weeks.
- Recognise that temporary changes may occur to your child's eating, sleeping and emotional patterns.
- Display interest in the work your child brings home.
- Discuss school experiences with your child.
- Help your child to recognise his/her own name.
- Provide encouragement for your child.

Remember:

Making this first step into school life is a partnership between us. Please seek assistance or ask any questions you have in order to make it a positive and happy experience. We trust these tips are useful to you.