



Mount Stuart Primary School

2025

General Information Booklet

OUR SCHOOL

Overlooking the Derwent River, Mount Stuart Primary is a community school that offers a rich and diverse curriculum to approximately 340 students.

Mount Stuart offers a range of learning across Kinder to Year 6, including Japanese (Nihongo), Music, Health and Physical Education, Gardening, and student led Daily Fitness programs. We also provide several extension programs for students to explore areas of learning they are passionate about.

Our staff here at Mount Stuart Primary are dedicated and focused on achieving the best possible learning outcomes for every student.

We aim to be the centre of educational excellence set in a community, which is fully involved in its activities and to work together with parents to create a climate where learning is valued, children are safe and secure and where the partnership between school and parents continues to be productive and mutually supportive. We are a proud school and strive to give all students the opportunity to achieve their potential.

Staff provide a caring and supportive environment where all members of the school community are valued. The positive partnership teachers share with parents in the education of their children is considered a priority.



SCHOOL CONTACT DETAILS

Address: 106 Gillon Crescent, Mount Stuart, TAS 7000
Phone: 6234 1705
Email: mount.stuart.primary@decyp.tas.gov.au

SCHOOL TIMES

KINDERGARTEN

School commences: 8.50am
School ends: 2.45pm

PREP – GRADE 6

School commences: 8.50am
Recess: 11.10am - 11.40am
Lunch: 1.00pm - 1.40pm
School ends: 3.00pm

ARRIVAL

Classroom doors open at 8.30am. Where you will find a teacher on duty.

It is important that students arrive at school before classes commence, however they should not arrive before 8.30am.

DEPARTURE

Students are dismissed at 3.00pm. If you are running late to collect your child, please phone the school office so we can pass a message on to them for you.

If your child is still on school grounds without a parent/guardian when the 3.15pm bell sounds, we ask that they come to the front office so we can contact you if required.

Please remind your child each morning where they'll be collected from, children can get quite anxious if they don't remember who's picking them up or where to go when the bell sounds.

OFFICE HOURS

Our school office hours are Monday - Friday 8.30am - 3.30pm.

Jo and Kat are our friendly admin team and are always there to assist you in any way they can.

CONTACT WITH PRINCIPAL AND STAFF

Should you have any queries, please do not hesitate to contact our Principal, Mrs Louise Lynch, or any other member of staff. Parents requesting a meeting with the principal, are asked to phone the school office on **6234 1705** to arrange an appropriate time.

Parents can arrange a time to talk with class teachers by phoning the school or organising a time with them directly.

2025 TERM DATES

Term 1:	Thursday 6 February – Friday 11 April
Term 2:	Monday 28 April – Friday 4 July
Term 3:	Monday 21 July – Friday 26 September
Term 4:	Monday 13 October – Thursday 18 December

2025 PROFESSIONAL LEARNING DAYS/MODERATION DAYS

Term 1:	Monday 3 – Wednesday 5 February
Term 2:	Friday 6 June
Term 3:	N/A
Term 4:	Friday 24 October

SCHOOL LEVIES AND CHARGES

2025 School Levies (per child) are as follows:

- Kindergarten: \$305
- Prep - Year 2: \$345
- Year 3 - 5: \$385
- Year 6: \$685 (includes camp fee)

These levy costs provide children with all their stationery needs, learning material, excursions, and performances for the year.

Levies are issued early in Term 1 and both the school and the department's preferred method of payment is online via BPAY. Cash and EFTPOS payments at the school are also welcomed. All payment options are located on the back of your invoice and statements are generated and issued monthly by the departments finance team.

Levies can be paid once you have received your invoice.

Please see *Financial Assistance* for further information.

STUDENT INFORMATION VALIDATION FORMS

The Federal Government requires all States and Territories to provide a greater level of information therefore all schools have the same enrolment form. You need only complete this form once. If you enrol your child in another government school, the information is then forwarded on to that school.

Each year, however, a ***Student Information Validation form*** noting your child's current details will be provided to you (for each child). These forms will come home with students in the first week of Term 1 and we ask that you read over them and update information where required, tick permissions and sign all sections that ask you for a signature and return to the school as soon as possible.

All changes are to be noted on the printout and all permission sections are to be dated and signed. These documents include important emergency contact and medical information, ICT agreements and minor and major consent forms for excursions and water-based activities. This ensures that all details are up to date at the start of each school year.

Please notify the school office asap if any details change during the school year.

Children will not be permitted to attend any class or whole school excursions until these forms are completed and returned to the school.

ATTENDANCE

STUDENT ABSENCES

You must notify the school ASAP if your child is going to be away for any reason and there are multiple ways in which you can do this:

- Phoning the office on 6234 1705
- by email at mount.stuart.primary@decyp.tas.gov.au
- in person at the office.

It is the responsibility of the parent/carer to notify the school if your child is going to be late or not attending on any given day.

It is also a requirement on your part to provide a reason for the absence. A message or response of “they are not at school today” under the Education Act, is deemed as not acceptable. Text messages are sent each morning for all unnotified/unexplained absences. The school office may also telephone you for further information regarding student absences if required.

Please assist us by ensuring your child's attendance is recorded correctly by notifying the school if they are going to be away.

Please note: *When family holidays are taken during school terms the student's attendance will be marked as unauthorised-not an excusable circumstance (M14) as per the 2017 Education Act.*

Regular attendance will help your child to gain the skills and knowledge needed for success both now and later in life. It is very important that ALL students have regular attendance at school. This allows children to engage fully in the programs and to foster positive relationships with their peers.

LATE ARRIVALS/EARLY DEPARTURES

Students who **arrive after** 8.50am or **leave before** 3.00pm, must be signed in/out by their parent/carer via the kiosk at the front office. It is very important that you follow these school processes so that we are aware of who is always on school grounds. This information is vital for our emergency evacuation procedures and attendance records.

ASSEMBLIES

Whole school assemblies are held twice a term with assembly dates and times published in the school newsletters. Our assemblies are a great opportunity for our school community to share in the learning experiences of our students.

BAND

The combined primary school band program is offered in years 5 and 6. Students are given the opportunity to try out for the program via a musical assessment. If selected, the band program is a two-year commitment and attracts an additional annual levy.

Once a commitment has been made to the program, the expectation is that the student will see this commitment through and remain in the program for the two full years. The annual levy covers weekly tuition by a qualified tutor, maintenance and upkeep of equipment, travel, and rehearsal/concert costs.

*This levy is **non-refundable** and is still applicable even if your child leaves the program.*

BIKES

Students are welcome to ride their bikes to and from school, with the following rules being adhered to:

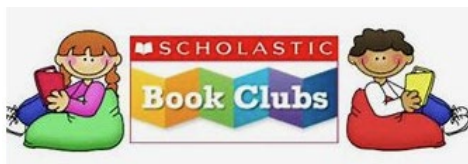
- Bikes must be parked in the designated bike racks, located at the front of the school.
- Helmets must be worn when riding bikes.
- Bikes must adhere to safety standards.
- Bikes must not be ridden inside school grounds. They should be dismounted and pushed to the holding area.
- School Association Policy does not permit the bringing of scooters or skateboards to school.

BOOK CLUB - SCHOLASTIC

Scholastic Book Club has been providing families with an affordable and convenient way to bring the best in children's literature into their homes for over 50 years.

Each book club catalogue/issue contains curated, age-appropriate titles that have been carefully selected and levelled by a dedicated team of professional booklovers.

Book club also benefits Australian schools – for every book club order placed, Scholastic gives back 15% of the order spend to schools to purchase valuable educational resources via its Scholastic Rewards program. Ordering is optional and catalogues/issues are sent home once a term.



HOW IT WORKS

1. Your child will bring home a book club catalogue from school.
2. Browse the pages with your child and help them choose books that suit their age and interests.
3. Order online through the Book Club LOOP (no cash orders) via the QR code or at www.scholastic.com.au/book-club
4. The books are delivered back to the school and distributed to students by our office staff.



CAMP

Each year our Grade 6 students have the privilege of attending a 3 day/2-night camp as part of their Leavers Activities.

The cost of this activity is approx. \$300 per student and is included in the Year 6 General Levy. This cost covers all accommodation, transport, food, activities, and staffing costs. Location and dates of the camp vary and are subject to change each year. Students have an opportunity to plan/organise fundraising events to assist with these costs.

CAR PARKING AND ROAD SAFETY

Please **do not** use the car park for morning drop offs or afternoon pickups. This is for staff parking only, except for the disability parking space, which is located on the right-hand side, at the end of the car park.

The car park can get extremely busy with staff arriving/leaving school and because of this we also ask that you do not walk your child through the car park or use it as a thoroughfare to get to classrooms, please use the paths provided.

CLASS PLACEMENTS

Class structure and student placements for the following school year, are looked at during term 4. Careful consideration of varying factors including student need, student numbers and staffing are all examined when classes are being structured. This is a school-based decision made collaboratively by our leadership team and teachers, as they have the professional knowledge, skills, and experience to make such decisions.

Communication regarding class structure and class placement is distributed to families towards the end of term 3.

COMMUNICATION

NEWSLETTER

Our newsletter is published fortnightly on a Wednesday and is distributed to families electronically via email. Our newsletter contains school news, important dates for the year and information of upcoming events.

Please ensure we have the correct email address for your child's main parent contact, this is the default person the Newsletter will be sent to. Additional family members and email addresses can be added to the distribution list if required.

FACEBOOK

Our school has an active Facebook page, www.facebook.com/mountstuartprimaryschool which is used to show current information on school activities.

SEESAW

This is a communication platform for teaching and learning. Through Seesaw, our teachers communicate with families on both group and individual levels. You can receive notifications, view your child's journal and see highlights of student learning within your child's class. The class teacher will also directly communicate with their families regarding in class activities, excursions, reminders etc. ***Please do not report absences through this platform.***

You will be provided with your child's class QR code at the beginning of each year.

DAILY FITNESS

Our daily fitness program operates from 8.50am – 9.10am each day and is led by our year 6 students, who undertake specific training at the start of each year.

This program strengthens the leadership, co-operation, and organisational skills of our year 6 students and fosters respect amongst their peers. It has grown familiarisation, friendships, respect and acceptance between children from all grades and ages through the daily interaction that happens through the vertical grouping process. We believe the culture of 'working together' that this program fosters, is largely responsible for the minimal behavioural problems we experience at our school.

Our Daily Fitness program is well established, highly valuable and is well resourced from the Healthy Active Australia Schools. It falls in line with our Move Well Eat Well initiative in which all students from Prep – Grade 6 participate.

ENROLMENTS

Enrolments Applications are open 12 months prior to the commencement of the school year. When enrolling in a Tasmanian Government school or College for the first time, evidence must be provided for:

- Proof of Residential Address
- Student ID

- Enrolling Parent/carer ID
- Student Immunisation evidence

IN AREA ENROLMENTS

If you are residing in the school's intake area your enrolment is automatically accepted (evidence required). Siblings of a student currently enrolled at the school are entitled to enrol using a standard Enrolment Form. Sibling **MUST** be enrolled at the school at the same time for this entitlement to apply.

The following rules apply when assessing whether a student is considered in-area because of their sibling's enrolment at school.

- Siblings **MUST** be residing together at the same address at least 50 percent of the time
- Siblings **MUST** be enrolled at the school at the same time.

OUT OF AREA ENROLMENTS (OOA)

If you are residing outside of the intake area, you will need to complete and OOA Expression of Interest application form (OOA EOI) and the number of OOA enrolments a school can accept is at the principal's discretion and is determined by:

- **Capacity** – does the school have the capacity to accept additional student enrolments? This includes how many in area students are enrolled, how many students are in the specific enrolment grade and class, building and room capacity, feeder high school capacity.
- **Reason** – why you are seeking enrolment to an OOA school?
- **Supporting evidence** – has sufficient supporting evidence been provided with the EOI as stated in the Department for Education, Children and Young People (DECYP) Enrolment Policy.

If the OOA is for the current school year, you will be notified within 14 days of the enrolment outcome. If the OOA is for the following school year, families will be notified of the enrolment outcome in term 3.

EXCURSIONS

Students will have the opportunity to participate in class excursion throughout the school year. Classes will often combine and go on excursions together (e.g. Prep A and Prep B). This encourages student relationship building, cuts down costs and provides an overall positive experience for all involved.

PERMISSION AND CONSENT

Permissions/consent for both minor and major excursions, including aquatic (water-based) activities is required at the start of each school year and for every student.

These consent forms are in the Student Information Validation forms which are distributed to families early in Term 1.

Students will not be permitted to attend excursions until the school has received the completed Validation Form.

FINANCIAL ASSISTANCE

PAYMENT PLANS

Payment Plans for school levies and other charges can be arranged by emailing our School Business Manager, Mel Langridge at mount.stuart.primary@decyp.tas.gov.au

All payment plans are to be finalised by week 8 of Term 4.

STUDENT ASSISTANCE SCHEME (STAS)

The STAS scheme provides assistance to low-income families towards the cost of levies for students enrolled from Kinder through to year 12.

Parents who have a current concession card as listed below may be eligible to for assistance under this scheme:

- Services Australia Health Care Card
- Services Australia Low Income Health Care Card
- Services Australia Pensioner Concession Card
- Department of Veteran Affairs – Pensioner Concession Card

STAS is also available to grandparents who are legally responsible for their grandchildren.

2025 STAS applications open in December 2024 and can be completed online at www.decyp.tas.gov.au and is the department's preferred method. If you need to access a hard copy form, please see the school office, email stas@decyp.tas.gov.au or phone 1800 827 055. Application approval takes approx. 14 days.

If you were STAS approved in 2024, you will automatically receive a letter confirming the outcome of your application for 2025.

Please note: *if you are already receiving assistance, you **do not** need to apply again.*

If you wish to add a student to an approved STAS application, please email your name and the student's full details, including school they will be/are attending to stas@decyp.tas.gov.au

FIRST AID, ACCIDENTS & ILLNESS

Our school has several trained First Aid Officers and on occasions when a student presents ill or has been involved in an accident whilst at school, they will be attended to by staff and/or a First Aid Officer, as required. Parents will be notified by telephone and suitable arrangements organised.

If the school is unable to reach a child's parent/main contact Emergency contact #1), the person listed as Emergency contact #2 will then be contacted. In the meantime, the school will take every care attending to your child's needs.

ILLNESS

Please keep your child at home if they appear unwell. If a student comes to school unwell, or presents unwell during the day, parents will be contacted. Students who are unwell, should remain home until symptomless.

INJURIES

It is departmental policy that parents/guardians are notified of all injuries that occur to the neck and head, no matter how minor the injury is.

In the event of an emergency, your child may be moved to a safe place for appropriate care or treatment without prior permission. This may be by ambulance or other form of transportation. It is very important for you to keep the school updated about any medical conditions or allergies that your child may have, and that you keep the school informed of correct contact numbers for you and your child's doctor.

INFECTIOUS DISEASES

Parents are required to inform the school if your child has a confirmed case of infectious disease (Communicable disease). Parents are also asked to notify the school if your child has a "suspected" case of infectious disease.

Diseases can include, but are not limited to:

- Chicken Pox
- Conjunctivitis
- Covid 19
- Diphtheria
- German Measles
- Hand Foot and Mouth
- Hepatitis A, B or C
- Influenza (Flu)
- Measles
- Mumps
- School Sores
- Shingles
- Slapped Cheek
- Viral Gastro
- Whooping Cough

Students with infectious diseases are to seek medical advice and remain away from school for the required duration. Public Health will provide information/advice and advise on any periods of exclusion from school.

HIGH SCHOOL

The feeder high schools for Mount Stuart Primary are currently Hobart City High School and Tarooma High School. Parents/carers of Grade 6 students are required to complete a High School Intention form and these forms will be made available during Term 4.



If you are planning on enrolling your child at a non-feeder high school, you will need to contact your desired school directly to start the enrolment process

KINDERGARTEN

Kindergarten is for students who have turned 4 on or by January 1st in the year they are to start Kinder, and students attend minimum 15 hours of instructional time each week.

In 2025 we have two Kinder classes with our 2025 teaching team is still to be confirmed.
Both classes will attend: Monday, Tuesday and Wednesday 8.50am – 2.45pm

KINDER A

Teacher: Mrs Blanche' Sayers
Teacher Assistant: Miss Sharon

KINDER B

Teacher: Mrs Lisa Sproule
Teacher Assistant: Miss Kylie

Kinder doors open at 8.30am each morning. Please consider the amount of time it takes your child to settle in and adjust your arrival time accordingly. Some children require extra time, whilst others may be overwhelmed with too much time.

When bringing children to school, parents are asked to deliver them to and collect them from the kindergarten teacher. Children must be collected promptly at 2.45pm.

To assist children with their transition into school life, start dates will be staggered for kindergarten students. Parents will be notified of their child's start date early in the new year.

KINDERGARTEN IS:

- A play-based inclusive learning environment for 4- and 5-year-olds.
- Teachers provide a stimulating educational program incorporating both planned and spontaneous play experiences as the most natural methods for learning for young children.
- A place where children can explore, question, and discover in a safe, secure, and caring environment.
- A place where carefully planned learning challenges are presented so that every child can learn and grow intellectually, socially, physically, and emotionally.
- Children learn to become a part of a larger group to work and play cooperatively.
- The diverse interests of children is recognised and used as a starting point for a challenging, child-centred program.
- Children are encouraged to be responsible, resourceful, caring, and independent.
- The excitement of learning is fostered, and each child's natural curiosity is stimulated.

EARLY LEARNING FRAMEWORK

This document is used to extend and enrich children's learning. It is the basis of all programs throughout Australia for children aged 0 – 5 years of age.

The Early Years Learning Framework (EYLF) for Australia is the foundation document on which the kindergarten program is based. The EYLF has five learning outcomes:

- Children have a strong sense of identity
- Children are connected with and contribute to their world
- Children have a strong sense of wellbeing
- Children are confident and involved learners

- Children are effective communicators

Families will be provided with a Term overview each term to explain these in more detail.

INQUIRY BASED LEARNING IN KINDERGARTEN

This is a style of learning that encourages students to fully engage in all aspects of the learning process.

Inquiry based learning begins with a question (a wondering) that is led by students. This style encourages children to investigate, to problem solve and make discoveries.

The main goal for inquiry-based learning is for students to make meaning from their learning and to fully understand how a concept works and relates to our world.

FRUIT BREAK, MORNING TEA AND LUNCH

Being a Move Well, Eat Well school means encouraging healthy eating, water only in drink bottles and nude lunches.

Please ensure that your child has a drink bottle and lunch box containers that are easy for them to open and avoid frustration. Please send fruit break in a separate container.

Please provide your child with a healthy fruit break snack, morning tea and lunch - if ever you are not sure if you are packing enough, just pack one extra item just to be sure.

Please send your child with a full water bottle each day.

PARENT HELP

Parent help will commence in Term 2. To assist with parent help, you must have a current Registered Working with Vulnerable People card and sign in on each occasion via the Kiosk at the front office. This is a DECYP requirement.

PRE-KINDER

Pre-kinder sessions are for children with an accepted Mount Stuart Primary School kindergarten enrolment for the following school year. These sessions are an introduction to Kinder and are extremely valuable. They provide children with the opportunity to become familiar with their classroom settings and surroundings, meet their peers and the teaching staff. These sessions are held during Term 4, with parents also in attendance.

LAUNCHING IN TO LEARNING (LiL)

The LiL program is for children from birth to 4 years of age and provides quality learning environments to promote learning through play and works with families to support their child's early learning prior to Kindergarten.

At Mount Stuart Primary, our LiL program runs weekly from early Term 1.

Program days and times will be advertised in our school newsletter and on our Facebook page.



LIBRARY

The school has a very comprehensive and well-stocked library, and we have a Library Tech Assistant with us one day per week. Children visit the library on a weekly basis and will require a clearly named library bag to carry and protect their library books to and from school.

Overdue books are to be returned and if a book is misplaced or lost, we ask for \$15 donation to cover the cost of replacement.

All books are to be returned in the second last week of each term.

If a student reaches their borrowing limit and has overdue books, the system will not allow them to borrow additional books until these have been returned. We cannot override this.



“A book is a magical thing that lets you travel to far-away places without ever leaving your chair “
Katrina Mayer

LOST PROPERTY AND PERSONAL PROPERTY

Our lost property is located outside the Library. Items found that are named will be returned to their rightful owners, but any unnamed items are kept for a short time and then rehomed if they have not been claimed. Please check the lost property box regularly and encourage your children to put their belongings back into their school bags so they make it home safely.

Please clearly name ALL clothing and equipment that is brought to school, including: clothing, hats, lunch boxes, containers and drink bottles.

Valuable items should not be brought to school. The school cannot accept responsibility for the loss of such items.

MEDICATION

If your child requires medication to be kept and/or administered at school during 2025 (Including: EPIPENS, Asthma Inhalers, Antihistamines, Panadol, Nasal sprays etc.) the following must be adhered to:

- Administration of Medication Authorisation Form **MUST** be completed by parent/guardian and GP.
- Prescribed medication **MUST** be supplied to the school office in the dispensed, labelled container or packet, in date and with the students name visible.
- Original over the counter packaging for non-prescription medication (e.g. Panadol, antihistamines)
- Self-administration may be authorised by parent/guardian or doctor.
- **ALL** medication **MUST** be securely provided to the school office by parent or guardian and **NOT** sent along with your child.

Administration of Medication forms must be signed by a GP and returned to the school office before any medication can be handed over or given to your child, and all medication needs to be kept at the office.

ALL children who are Anaphylactic or have Asthma will need to provide the school with an up-to-date Action Plan at the commencement of Term 1. These are to be obtained from your GP.

Each individual child is required to have:

- A separate Action Plan
- A separate inhaler and
- separate Epi-pens.

All Epi-pens and inhalers MUST have a prescription label with the child's name on it attached.

Medication cannot be administered until this information is provided. If you know your child has any of the conditions mentioned above, please see your GP **before** the first day of school so that you can get the paperwork required. We can no longer accept medication without this documentation.

ALLERGY AWARENESS

Mount Stuart Primary School is an **ALLERGY AWARE** school. This means that some students in our school have severe allergies (anaphylaxis) and are at risk of life-threatening emergencies.

We ask for your support in caring for these students by not sending nut products or food containing nuts to school. We also ask that hands are thoroughly washed and teeth cleaned if nut-based foods are consumed by students prior to coming to school.

We appreciate your co-operation with this.

MOBILE PHONES

Under the DECYP “*Off and Away all day*” policy, students are not permitted to have mobile phones or other electronic devices in their school bags during the day. For safety reasons, if your child brings a mobile phone or other electronic devices to school, they **must hand them into the office before 8.50am**, where they will be kept secure. They can be collected at the end of the day, once the bell has gone.

If you need to communicate with your child during school hours, please do so through the school office.

OUTSIDE SCHOOL HOURS CARE (OSHC)

Currently the Outside Hours School Care is run by *Adventure Patch* and operates from the school GP room Monday to Friday, with the following services offered:

- Before School care: 7.15am - 8.30am
- After School Care: 2.45pm - 6.15pm
- Vacation Care: 7.15am - 6.15pm (during school holidays)

BOOKINGS AND ENQUIRIES

For **ALL** bookings and enquiries, please contact Adventure Patch by phone on 0439 393 169 or by email msoshc@adventurepatch.org.au

Parents/carers **must** notify the after-school care program if your child will be absent from school and/or won't be attending. We are unable to do this for you.

Further information regarding the service, bookings and costs can be found at www.adventurepatch.org.au



OPPORTUNITIES TO BE INVOLVED

We are always very appreciative and grateful for our volunteers, and we know your time is precious. On occasions where you are available to donate your time, no matter how large or small, it is always welcomed and greatly appreciated.

*It is mandatory that all volunteers have an **approved RWVP card** and have completed the **Visitor Safeguarding training**. You must complete the Safeguarding training before you can work with children and young people and If you do not have an RWVP card, you will not be able to assist. Please see Safeguarding Training & RWVP for more information.*

Opportunities to be involved around the school include sporting events, classroom help, excursions, in the library, school garden and working bees, just to name a few. Please let the school office know if you can assist around the school. Please let your child's teacher know if you are interested in classroom help or attending class excursions.

SCHOOL ASSOCIATION COMMITTEE

The School Association is a formally elected body and consists of nine elected members from both the parent community and school staff. Elections for the Association are held annually, and all parents are eligible to be members and/or vote. The committee is involved in school planning, including the review and approval for policies.

Association Functions

Some of the functions of a School Association include:

- To foster in the school community and understanding of the value and benefits of education
- To provide advice and recommendations to the secretary on any matter relating to policy with respect to state schools and schooling
- To review and assist in the development of school policies in accordance with the Education Act
- To participate in the formulation and implementation of plans for the improvement of the school
- To assist in establishing and reviewing of school priorities

- The planning of financial arrangements necessary to fund priorities
- To organise fundraising events and functions for the benefit of the students

Parents who actively support our School Association greatly assist the school in meeting the needs of its students. Parents are warmly invited and encouraged to become members of the committee. Meetings are held once or twice a term, and everyone is welcome.

If you are interested in joining the committee or would just like more information, please contact the School Association directly via their Facebook page, www.facebook.com/mountstuartprimaryschoolassociation please follow and “like” this page to keep up to date with upcoming fundraising events and opportunities.

REGISTERED WORKING VULNERABLE PEOPLE CARD (RWVP)

DECYP requires all employees, volunteers, contractors and external providers, or persons otherwise engaged in or associated with a child regulated activity, to maintain current Tasmanian RWVP.

All visitors and volunteers to the school must:

- sign in via the kiosk at the front office and
- present your RWVP card to our office staff, who will then run a card status check via Department of Justice. This process will occur every visit.
- carry their RWVP card on them whilst engaging in a child regulated activity and/or on a DECYP site.

WHEN IS RWVP NOT REQUIRED?

You do not require a RWVP card for school drop off/pickups, attending school events such as assemblies, sporting carnivals, plays/concerts (where you are not a direct participant and/or are not assisting in the organisation or operation of the event), or attending parent or public events (information evenings, parent/teacher meetings, school fair etc.).

HOW DO I APPLY FOR A RWVP?

RWVP applications are through the Department of Justice website: www.justice.tas.gov.au or scan the QR code. It may take up to 6 weeks for an application to be approved and issued and the application cost (if applicable) is paid for by the applicant, not the school.



REPORTING TO PARENTS

The school follows the recommendations of the Reporting to Parents Taskforce and aims to assist and enhance the education of children by providing regular opportunities for interaction and reporting between parents & teachers.

Term 1 *Kinder – Grade 6*

- Communication with families focusing on application of learning, by way of tick-box report, in person or telephone conversation.

Term 2 *Kinder – Grade 6*

- Parent/Carer Teacher Interviews - focusing on learning progress, application to learning and wellbeing.
- Reporting – assessment against 9-point scale for English, Maths and Science (Gr 1 – Gr 6)

Term 3 *Prep – Grade 6*

- Conversation with families focussing on learning progress, application to learning and wellbeing.

Term 4 *Kinder – Grade 6*

- Celebration of Learning
- Conversation with families on learning progress and reporting against the 9-point scale for:
Prep: Maths, English and Science
Grade 1 – 6: Maths, English, Science and Humanities and Social Science (HASS)
- Kinder students will receive a portfolio along with a written report outlining progress made during the year.

NAPLAN REPORTS

NAPLAN testing /monitoring of Literacy and Numeracy takes place in years 3 and 5.
Parents/carers will receive with a copy of their child's NAPLAN results when released.

Please see you child's teacher if you have any questions or concerns throughout the year.

SAFEGUARDING TRAINING

DECYP introduced mandatory Safeguarding training back in 2024 for all DECYP employees, school visitors and volunteers. This **annual training** is compulsory and is designed to help us all understand how to better safeguard kids in Tasmania. You will learn what to do if you believe a child or young person is being harmed and make sure you are doing all you can to prevent this from happening. You will also learn what your reporting requirements are.

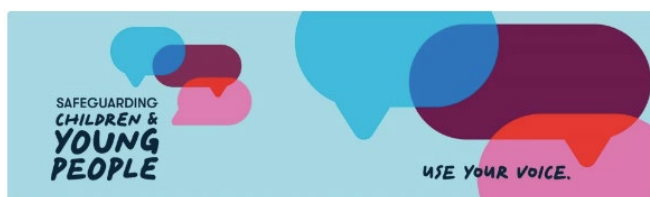
This training must be completed before you are allowed to work with any children and young people. Your training certificate will remain valid for 12 months, from the completion date.

The visitor and volunteer training modules takes approx. 15mins to complete and you will receive a certificate upon completion. Make sure you download and save your certificate to verify you have completed your training.

At Mount Stuart Primary, we recommend you email your certificate of completion to us at mount.stuart.primary@decyp.tas.gov.au as we will keep a record of this onsite. Another great way is to have this saved on your phone for easy access.

Further information can be found at:

[Safeguarding Children and Young People - Department for Education, Children and Young People \(decyp.tas.gov.au\)](https://www.decyp.tas.gov.au) or by scanning the QR code below.



SCHOOL UNIFORM

We believe our school uniform demonstrates pride in our school, and we ask that all students wear the recommended and practical school uniform at school, on school excursions and when representing the school, unless otherwise indicated.

This is supported by our School Association and school council.

THE SCHOOL LOCKER

All school uniform items are available to purchase from The School Locker, located in The Cambridge Centre in Cambridge.

Mount Stuart Primary School uniform items can be ordered online, along with other educational products, including, technology, stationery, musical instruments and sporting equipment and supplies.

Children are encouraged to wear sport clothes (runners, shorts etc.) on the day they have Physical Education (PE).

Price Lists are available from the School Locker website and the school office.

Trading Hours and contact details:

Monday – Friday: 9.00am – 5.00pm
Saturday: 10.00am – 4.00pm

The Cambridge Centre

66-68 Kennedy Drive, Cambridge

Phone: (03) 6215 7222

Email: cambridgepark@theschoollocker.com.au

Website: www.theschoollocker.com.au



UNIFORM OPTIONS

Uniform items include polar fleece, rugby top, polo top, summer/winter dresses, skorts, shorts, short/long sleeved shirts, boys and girls long pants, bucket hats (reversible with house colour), trackpants, backpack and library bags.



HATS

Hats are a vital part of the school uniform during Terms 1 and 4 and are compulsory for children to play outside during these terms.

Your child will be provided with a complimentary hat upon commencement of kindergarten or upon commencement of enrolment at the school. If your child misplaces or loses their hat, replacement cost is \$15.00.

We keep a small quantity of hats for purchase at the school office, or full stock is available from the School Locker.

SUNSMART

We are a Sun Smart school, and our Sun Smart policy has been developed to ensure all students and staff of Mount Stuart Primary are protected as well as possible from the harmful damage that the sun's UV rays can cause.

Please send sunscreen for your child to administer at school. Some students have sensitive skin, and it is advisable to have their own lotion.

As per the Sun Smart Policy (whilst outside) it is:

- **compulsory for hats to be worn by all students and staff (every day)**
- **between September 1 – April 30**
- **and/or when the UV is above 3**

Acceptable styles include wide brimmed, legionnaire or bucket style hats. NO CAPS. Students without appropriate hats will need to sit in a designated shade area.



SPORTS & PHYSICAL EDUCATION

Mount Stuart Primary has a part time Physical Education (PE) teacher and has an active sports program, with the emphasis on student participation.

In addition to the class PE Program the following activities also take place:

ATHLETICS CARNIVAL

All students participate in the school Athletics Carnival.

- Grade 3 - 6 carnival occurs early in Term 1
- Kinder - Grade 2 is held on our school's top oval during Term 3

CROSS COUNTRY

All students from Kinder – Grade 6 participate in the school cross country event, which is held on school grounds during Term 1.

SWIMMING CARNIVAL

Students in Grade 3 – 6 participate in the school Swimming Carnival which is held at the Clarence Aquatic Centre in Rosny during Term 3.

SWIMMING AND WATER SAFETY (SAWS)

The SAWS program is for all students in Grade 3-5 and any Grade 6 students identified at risk. This program is organised and run by the DECYP swim team and runs for 10 days. Dates and venue are subject to change each year.

INTERSCHOOL EVENTS

Comprising of Athletics, Swimming and Cross-Country events, school representative teams are selected from qualifying students in Grades 3 - 6. Dates and venues for all events will be advised as they become available.

ALL SCHOOLS TRIATHLON

This is an optional event for students in Grade 3 – 6 and is held at Bellerive Beach each year during Term 4. Students from all schools in southern Tasmania can compete in this fun event. This event does incur an entry fee, and more information is provided to families during Term 3.

Dates and venues for all events are TBA.

MOVE WELL EAT WELL

MWEW is a Tasmanian Government initiative that supports the healthy development of children and young people by promoting physical activity and healthy eating as a normal part of every day.

Healthy eating and physical activity are associated with improved learning and concentration, better mood and behavior, healthy growth and weight and lifelong health and wellbeing. Our school community can help students develop healthy habits to live, learn, grow and play.



At MSPS:

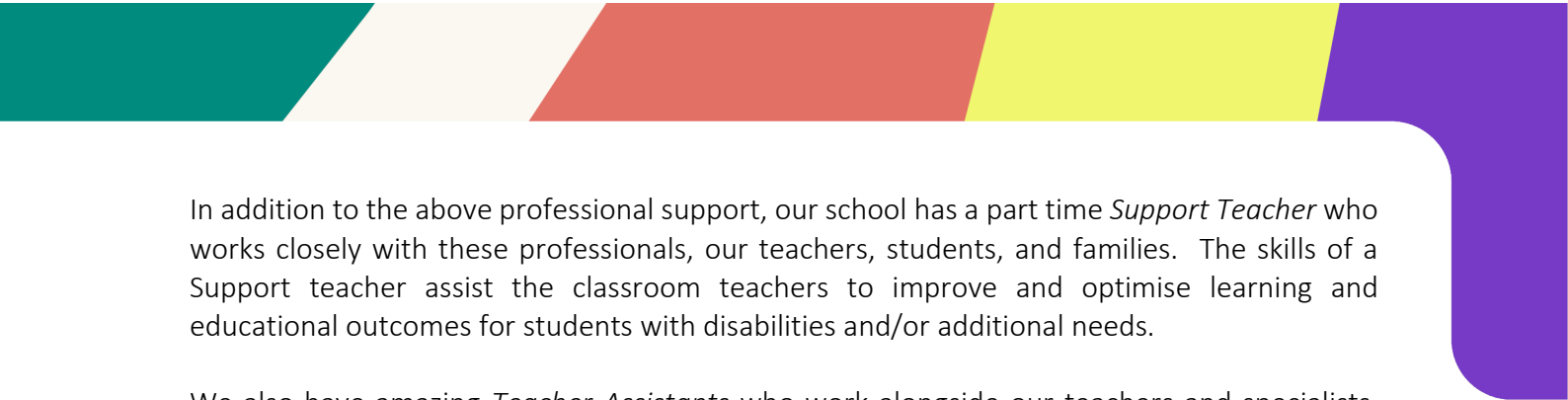
- an awareness campaign of MWEW is implemented across all classes and throughout the curriculum.
- The Health and Wellbeing curriculum is implemented from Kinder – grade 6
- Every class has a daily fruit, vegetable and water break before recess.
- Students are encouraged to drink water throughout the school day, including during class time. Water drinks are also encouraged following any physical activity including daily fitness, outdoor games and PE.
- School based community events will offer water as an option in preference to sugary drinks.
- Staff are encouraged to model and participate in physical activity and healthy eating choices.
- Staff are encouraged to not use 'occasional' foods as rewards in class.
- Classes are encouraged to walk to local excursions (weather permitting)
- Play and sporting equipment are provided to be used at break times. Equipment is available to all students of all year levels.

SPECIALIST SUPPORT SERVICES

Schools receive a small staffing allocation for the following professional support specialist each year, School Psychologist, Social Worker, Speech and Language Pathologist and School Health Nurse. These specialists work with students, families, staff, and the wider community to achieve the best outcomes for student learning, education, achievement and person wellbeing through assessments, counselling and case management.

- ✚ Our [School Psychologist](#) offers support for concerns such as under achievement, poor social coping skills, anxiety, depression, grief, loss, and trauma impact.
- ✚ Our [Social Worker](#) work offers support for non-attendance, family relationships, friendships, and referral to community organisations.
- ✚ Our [Speech and Language Pathologist](#) offers support in speech and language concerns, developmental delays, or disorders.
- ✚ The [School Health Nurse](#) program leads the development and implementation of health promotion activities, in addition to clinical assessment, screening, short term support and early intervention activities in a school setting.

In the first instance, please speak with your child's classroom teacher if you have any concerns. Specialist referral forms are available from the school office.



In addition to the above professional support, our school has a part time *Support Teacher* who works closely with these professionals, our teachers, students, and families. The skills of a Support teacher assist the classroom teachers to improve and optimise learning and educational outcomes for students with disabilities and/or additional needs.

We also have amazing *Teacher Assistants* who work alongside our teachers and specialists, supporting the learning, social and emotion needs of our students.

STUDENT REPRESENTATIVE COUNCIL (SRC)

The school has a Student Council comprising students selected from each primary class (Grades 3 - 6). The Student Council provides an opportunity for students to:

- Make decisions
- Work as a leadership group
- Accept responsibility
- Raise funds for worthwhile projects decided by the Student Council
- Communicate the decisions made to other students in the school.