

Parent Information

Our Values



Relationships

Respect

Rigour

Responsibility

BROMPTON PRIMARY SCHOOL
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**Government
of South Australia**

Department for Education



PRINCIPAL 2026 | Lisa Hassan

Dear Parents and Caregivers,

Welcome to Brompton Primary School, a vibrant learning community with a proud history dating back to 1886. For 140 years, our school has been woven into the fabric of the local community, serving generations of families and embracing the rich diversity that makes our school community unique. Our history is a source of inspiration, shaping our collective commitment to the values, standards and aspirations we hold today.

At Brompton Primary, respect is the cornerstone of our school values. We foster a welcoming environment with **every child, every day learning**. We are dedicated to building genuine partnerships with families, recognising that your involvement and support are vital to the educational and emotional development of all students.

Our commitment to educational excellence is highlighted by our active engagement with the new public education strategy, with a strong focus on learner agency. We believe that when students have voice, choice, and responsibility, they become expert learners who are empowered to achieve their personal best.

We celebrate our school's diversity and maintain inclusion as a key focus, ensuring that all children feel valued, supported, and able to participate fully in school life. Our staff use effective, evidence-based, and innovative teaching approaches to foster high standards and excellence across all curriculum areas.

Together, we are committed to every child learning and thriving. I look forward to working in partnership with you as we nurture the next generation of engaged, confident learners.

Please take the time to read this booklet and if you would like any more information, you can contact me by phone or email at: lisa.hassan624@schools.sa.edu.au

Lisa Hassan

ASSEMBLIES

We invite families and friends to our assemblies. Dates are advised via the ClassDojo app. These have tended to follow a more 'pop up' style as we want to showcase excellent practice and address issues as soon as they occur.

ATTENDANCE

If absent or late please notify the school promptly and have your child sign in at the front office on arrival. Students will need to be signed out (and back in if returning) during the school day. Parents need to go through the front office at all times.

Educational experts consider 10% absenteeism, or 5 days per term, can have a serious impact on learning. An average of 6 days per term is equal to a year of learning missed by the time that child reaches Year 7. Continued lateness can lead to children missing the important learning about routines that set them up for daily success in the classroom.

At BPS we take attendance very seriously. If you are having issues with getting your child to school and/or on time please make a time with your class teacher or a member of the leadership team so support can be given. You will receive information about your child's attendance pattern at the end of each term.

The Department for Education's target is for 95% attendance rate. This looks like only having 2 days off per term.

BEHAVIOUR SUPPORT

It is expected that parents/caregivers will support the standards of behavior required of children in this school and subsequent negotiated outcomes as outlined in the school policy, updated December 2025, if children fail to meet them.

Our Student Behaviour Support Policy recognises the successful journey from childhood to adulthood is rarely done well without the guidance of adults, and as adults we must rise to the demands of meaningful, consistent and honest guidance.

Our aim is to ensure children have opportunities to

- ✓ Develop connection and belonging
- ✓ Experience trust and respect
- ✓ Develop a sense of personal competence
- ✓ Learn how to repair relationships

Behaviour Education is about using 'wisdom' not force to guide children in the development of positive social behavior. We aim for students to do the 'right thing' simply because it is the right thing to do.

The school has a responsibility to ensure that all students have the right to learn and are safe. Where this is seriously affected as a result of student/s behaviour, the school may invoke a suspension for a period of time to be determined.

At BPS, **respect** underpins everything that we do. Respect for self, respect for others and respect for our school. We live by the motto: 'Treat others as you expect to be treated'.

At BPS we believe if you can choose to be anything –
BE KIND.

BIKES & SCOOTERS

Bikes and scooters are parked in the shed near OSHC. While every care is taken to keep bikes secure, we cannot be responsible for loss/damage. For safety reasons students are required to walk their bike through the school yard.

Helmets are required by law.

CANTEEN

There is no canteen service operating at BPS.

COMMUNICATION

Communication between home and school is essential. At BPS we are constantly reviewing better ways to keep communication flowing while also being conscious of our environmental footprint.



Brompton Primary School and class teachers use **ClassDojo** and teachers will invite you to join this platform on enrolment. ClassDojo works on iOS, Android, Kindle Fire, and on any computer.

Class Dojo connects Brompton Primary School and teachers with students and parents to build classroom communities.

Students can showcase their learning by adding photos and videos to their own digital portfolios.

MESSAGES FOR STUDENTS Please phone the front office if a message of an urgent nature is needed to be forwarded on to your child. Front office staff will contact the classroom teacher.

CUSTODY ARRANGEMENTS

If there are any specific access restraints concerning your child we ask that you inform the school during the enrolment process.

Only one parent is required to sign a child or young person's enrolment form. However, it is best practice for to get the consent of all parents with parental responsibility before accepting a child or young person's enrolment. The school will document the parenting arrangements for the child or young person. Documentation will include any reasons why all parents with parental responsibility cannot sign the enrolment form.

Parents must also disclose any court orders relevant to the child or young person (including parenting, recovery or intervention orders). If there are court orders in place, the school can be guided by the terms of the court orders, which will outline the obligations of each parent for a child or young person.

To support the family, copies of any paperwork pertaining to orders is kept on file. Confidentiality is always upheld.

EMERGENCIES and STUDENT ILLNESS

If students have symptoms of being unwell please do not send them to school.

It is important that we have up-to-date information in order to contact you or another responsible person should your child become ill or have an accident at school. Please ensure front office is notified of any change in personal information so that our central system holds current contact information.

If the need arises, an ambulance will be called. Meeting ambulance costs is primarily the responsibility of the individual or their caregiver. Those that have private ambulance cover should recoup costs from that source.

Where a student or volunteer does not have private cover, a request for payment can be made through the Department for Education Legal Services directorate. Claims will be assessed by the claims manager in the Legal Services directorate to determine whether they meet the department's criteria for payment to be made. *Please contact the school front office for further applicable information.*

To keep staff and students safe the following Department for Education **medical requirements** are in place:

Medication held at school, must be prescribed by a Doctor. A Medication Authority form that is completed by the Doctor is held at school. Note: Medication that needs to be taken three times per day can be taken **before school, after school, and before bedtime.**

Medication must be delivered in the original container, clearly labelled by the pharmacy with the child's name and dosage. The label information must match with the instructions outlined on the Medication Authority form that is completed by the Doctor. This includes analgesics and other medication that can be bought over the counter. Medication will be locked securely in the office. In the interests of students' safety, no medication is permitted to be held in the student's possession.

The spread of certain infectious diseases can be reduced by excluding a person, known to be infectious, from contact with others who are at risk of catching the infection. The following are just some of the recommended minimum periods of exclusion from school, preschool and childcare centres for cases of, and contact with, infectious diseases, based on guidelines issued by the National Health and Medical Research Council in 2005 and the online Australian Immunisation Handbook.

CHICKENPOX: Exclude until all blisters have dried (usually 5 days).

CONJUNCTIVITIS: Exclude until discharge from eyes has stopped (unless a doctor has diagnosed non-infectious conjunctivitis).

GLANDULAR FEVER: Exclusion is not necessary.

HAND, FOOT AND MOUTH DISEASE: Exclude until all blisters are dry.

INFLUENZA and influenza-like illnesses: Exclude until well (at least 5 days for adults and 7-10 days for children).

HEAD LICE: This has been a spasmodic problem in all schools in recent years. We ask that you regularly check your child's head. Head Lice are almost transparent and stick to the hair, usually around the bases of the neck or around the ears. If you find any – keep calm! Correct treatments are available from any chemist. *(See info below)*

MEASLES: Stay at home for no less than seven (7) days from the appearance of the rash.

MUMPS: Exclude for 5 days after onset of swelling.

NOROVIRUS: Exclude until no vomiting or diarrhoea for 48 hours.

RINGWORM: Exclude until the day after appropriate treatment has commenced.

ROTOVIRUS INFECTION: Exclude until no diarrhoea for at least 24 hours.

RUBELLA (GERMAN MEASLES): Exclude until fully recovered or for at least 4 days after the onset of the rash.

SCHOOL SORES (IMPETIGO): Exclude until appropriate treatment has commenced. Any sores on exposed surfaces should be completely covered with a dressing.

END OF TERM DISMISSAL

Students are dismissed at **2:00pm** on the last day of each term. Please collect your child by the 2.00 pm dismissal time.

EXCURSIONS / INCURSIONS / CAMPS

At BPS we reinforce and extend our classroom programs by organising excursions/incursions/camps of various kinds. The senior class attends a camp every second year and collective fundraising efforts throughout the year help reduce the cost.

All extra-curricular activities are always undertaken with a view to meeting our educational aims in specific curriculum areas and we highly recommend students participate.

Water safety training and aquatics activities are an integral part of our Physical Education program and it is mandated that all Department for Education sites support ALL students to participate.

GOVERNING COUNCIL

Members of the Governing Council are elected to represent the community of the school. Each member brings a different and valued perspective.

BPS Governing Council is the main parent-teacher body responsible for policy development within the framework of Department for Education guidelines.

Members are elected at the Annual General Meeting held in Term 1 and serve a two year term of office. The name of our current Chairperson is on the BPS website. If you would like to contact them please contact the school and we will arrange a returned phone call.

GROWTH MINDSET

People with this mindset believe their basic qualities, like their intelligence or talent, can be developed through dedication and hard work - brains and talent are just the starting point. This view creates a love of learning and a resilience that is essential for accomplishment.

HEADLICE

If staff suspect or detect head lice in your child's hair they will remove the child from direct head to head contact with others. The child is not isolated. Contact is made with the parent/guardian to arrange for the child to be checked and advised that proper treatment, as recommended by health authorities, is carried out before the student returns to school.

Parents / guardians are asked to

- Check your child's hair regularly for head lice and nits.
- Ensure your child does not attend school with untreated head lice.
- Inform the school that your child has head lice and when treated.
- Use appropriate head lice treatments to address infestation.

INCLEMENT WEATHER

Inclement weather: The existence of abnormal climatic conditions, including but not limited to – rain, hail, snow, high wind, severe dust storm, high humidity, extreme high and low temperature or any combination thereof. Exposure to UVA and UVB is also included in this definition.

Wet Weather/Hot Weather processes occur.

We are an air-conditioned school therefore there is no need for students to go home early on hot days. The educational programme will continue as usual.

ISSUE RESOLUTION

Brompton Primary School aims to promote positive communication between staff and parents / caregivers. When educators and parents work together it can only benefit the children we are caring for by providing them with consistency and security.

It is recognised that from time to time issues may arise and be expressed by parents related to:

- The quality of the service
- The behaviour and decisions of a staff member
- A particular policy, procedure or practice

The policy, in full, is uploaded on our website. This aims to support the prompt resolution of the issue and preserve the relationship.

If unable to resolve the complaint through the school's resolution procedure, you may wish to direct your concerns to the **Customer Feedback Unit**
Phone: 1800 677 435
or email education.educationcomplaint@sa.gov.au

JUST BRASS troupe

The **Salvation Army** funds our **JUST BRASS** troupe with the resourcing of both the tuition and instruments. Students in the middle primary have the opportunity to participate in weekly lessons and present as part of a larger band at concerts.

LITERACY TEACHING

Our teaching is based on supporting students to gain a logical understanding of the building blocks of literacy through explicitly teaching the relationship between the 44 phonemes (sounds) of English and the 26 letters of the alphabet (PHONICS).

Your child will describe language using these key terms:

- Phoneme - speech sound
- Grapheme - spelling choice
- Graph - one letter that makes one sound (b as in bird)
- Digraph – two letters that make one sound (ch as in chair)
- Trigraph – three letters that make one sound (tch as in watch)

Families / Carers will be provided with opportunities to work with our Literacy Consultant to ensure you are able to better support your child's learning.

LOST PROPERTY

Please make sure that all clothing is marked clearly so it can be returned to its rightful owner. All items look very similar if they are not named. Unclaimed clothing is handed out to families at the end of each term.

Lost items are placed in the black box located by the OSHC wall.

LOTE (Language Other Than English)

We do not currently offer a LOTE as part of the curriculum. The Adelaide School of Languages offers after school and holiday programs. If interested contact the Principal for enrolment support.

MATERIALS AND SERVICES FEE

Invoices are issued at the commencement of each school year.

Payment may be paid in full at the beginning of the new school year or by instalments pre-arranged with school Finance Officer or Principal.



BPS uses QKR an online payment service. This is our preferred method to pay for

school fees, OSHC fees, camps and excursions and school events.

Download the APP for quicker, hassle-free payments.

Cash, EFTPOS, credit card, and instalment payments are accepted at the Finance Office, Monday to Friday from 9:00am to 3.00pm. Payments can also be paid by credit/debit cards over the phone. Payments outside of these hours can be placed in the secure slot outside the finance office.

SCHOOL CARD

The School Card scheme provides financial relief for eligible low-income families in relation to education costs. You may be eligible for financial assistance towards the cost of school fees.

Applications for all types of School Card can be completed online. Parents and students can access School Card information and application forms using the short link:

sa.gov.au/education/schoolcard.

MOBILE COMMUNICATION DEVICES

Mobile communication devices include laptop/notebook computers, tablet devices, smart watches, mobile phones and smartphones. At BPS students are discouraged from bringing mobile devices to school.

Students are not to have mobile communication devices in their possession during school hours: 8:50 am to 3:00 pm. Devices need to be placed in the classroom 'Mobile Hotel' at the beginning of each day.

The full policy can be found in the enrolment pack and on the school's website.

N D I S FUNDING

Your child may receive federal funding from the **National Disability Insurance Scheme**. Funding is provided for you to arrange service from independent providers. Often these providers will want to see your child during school time. Unfortunately, this is not always an option. You will need to discuss your child's individual requirement with the school Principal.



NO SMOKING ZONE

The entire Department for Education site is a no-smoking zone. This includes outside of the school, near entry points. Please respect the rights of others and promote a healthy image to our children.

OUT OF SCHOOL HOURS CARE

Out of School Hours Care is available at Brompton PS during term time at the following times:-

- 6:30 am to 9:00 am
- 3:00 pm to 6:00 pm

A Vacation Care Program operates during each school holiday period.

Phone: 8340 4486 or 0412 246 645 for any further information.

PARKING



Parking for staff only

Parking facilities are very restricted around schools. The roadways near our school become easily congested, creating potential danger to children. We ask that if you bring or collect your child by car please obey all the road signs and drive with extreme caution. It is important that parents model responsible driving/parking behaviours for all students.

Please do not park over driveways, even briefly, as this causes potential issues to arise.

NOTE: The school car park is reserved for staff cars and service vehicles and is NOT a 'drop off' zone.

PLAY

Our nature-based and loose part play outdoor learning environments offer a unique opportunity for educators to encourage the stretching process in children and help them realise their full potential. Our outdoor learning environments are places that allow inspiration and creativity to take root, for curiosity and spontaneity to be realised and importantly, for risk and failures to be viewed as positive learning experiences. This learning can help them develop the life skills and awareness they need to be confident, resilient and able-bodied adults who take responsibility for themselves and their actions.

At BPS we are 'hazard aware' not 'risk averse'.

PRESCHOOL

Renown Park Preschool is co-located on our site within the Children's Centre.

For any Preschool or Children's Centre enquiries phone 8346 4306.

READING LEVELS

Department for Education endorses standardised assessments such as the Year 1 Phonics Screening, DiBELS and annual progressive achievement tests (PAT) to measure reading progress. In addition to these, at BPS, we also use PM Benchmarks to provide an indication as to how your child is progressing with their reading. In the Junior Primary years there is a focus on 'learning to read' so that 'reading to learn' can occur as your child enters the middle and senior years of primary school.

- By the end of Reception – reading at level 5 or above
- By the end of Year 1 - reading at level 15 or above
- By the end of Year 2 - reading at level 24 or above

RESOURCE CENTRE / LIBRARY

At BPS we do not have a dedicated library space. We prioritise reading and want our students to have access to as many books as possible.

Each classroom has many, many books that your child can take home.

Each classroom has responsibility to choose the reading material relevant to their class interests and abilities.

Each classroom has established borrowing processes.

There is the BOOK NOOK outside - a community library: take a book and leave a book.

At BPS we aim to foster a love of reading.

SCHOOL DRESS CODE

AIM

The purpose of our dress code is to ensure that students are dressed in a practical way that is suitable for a range of school activities and appropriate to the weather

conditions. It ensures the inclusion of all students in the school's educational program, helps to develop pride in the school and encourages a sense of belonging. A copy of the full Dress Code policy is available on the BPS website.

DRESS CODE

Our dress code is a 'mix and match' of clothing in the school colours of navy blue and gold. Specific items with our school logo can be purchased from the school outlet at:

Port Road Sports

745 Port Road, Woodville –

Telephone 1300 123 609

EXEMPTIONS as set out by DEPARTMENT for EDUCATION

Parents/Guardians have a right to seek exemption from this policy for their children. Exemption requests must be in writing to the Principal and within the guidelines set by the education department regulations.

COMPLIANCE

Parents/Caregivers of all students attending BPS are responsible for their child(ren) wearing and maintaining colour coded, acceptable items of clothing to school and excursions.

Parents/Caregivers will provide a note of explanation to the classroom teacher, via ClassDojo, on the day in question, if their child(ren) is unable to comply with the dress code for a short period of time (1-2 days).

Students are expected to be in school uniform unless advised otherwise by parents.

SCHOOL GARDEN

In our school we have a beautiful garden that is used as an integral part of our learning. Classes are responsible for garden beds and grow produce to eat. The concept of sustainable environments is embedded in our learning.

SCHOOL PHOTOS

The school arranges for individual, family group and class photographs by a company specialising in school photography each year. This date will be published via the ClassDojo app.

SCHOOL TIMES

8:30 am *Yard supervision in the main yard and junior primary playground*

8:40 am Classrooms open

8:50 am Students are expected to be in class by this time.

10:30 am *Recess play time*

10:50 pm *Recess eating time*

11:00 am learning sessions commence

12:40 pm *Lunch play time*

1:10 pm *Lunch eating time*

1:20pm learning sessions commence

3:00 pm School finishes.

Yard - dismissal supervision commences in the main yard.

3:10 pm Yard supervision finishes



Any student(s) in the yard without parent supervision after this time will be taken to the front office and contacts phoned. Gate on Torrens Road is locked. Exit after 3.10pm via front entrance or Gosport Street.

SITE IMPROVEMENT PLAN

Our Site Improvement Plan can be located on our website. This document guides our improvement focus for the year.

Our current Site Improvement Plan concentrates on our students being capable writers who can effectively communicate using sophisticated vocabulary and have the confidence to use a variety of text structures.

SPECIAL SERVICES

The Department for Education and Child Development has consultants who are available to support students, teachers and parents. The Student Support Services (SSS) team works in partnership with schools, preschools and families to provide support for additional needs learners.

Support may be available for children and students who have:

- developmental delay
- identified disabilities
- learning difficulties
- speech, language and communication needs
- sensory impairment
- behavioural difficulties
- social or emotional difficulties
- health or medical conditions
- attendance and engagement concerns
- giftedness.

Services are negotiated with the school and include specific goals and timelines for review.

STUDENT PROGRESS

At BPS we believe that communication between home and school is of the upmost importance. As a partnership in your child's learning journey, we communicate in a number of ways to share ongoing progress throughout the year.

It is a site expectation that parents/carers attend the scheduled interviews.

- **Term 1:** Open Night and Interview – setting goals
- **Term 2:** Student reports go home
- **Term 3:** Learning Journey so far - Student led interview
- **Term 4:** Student reports go home

At any point throughout the school year, teachers and/or parents can organise a meeting to discuss your child's learning.

Reports

Your child will come home with a report card in the last week of term 2 and term 4. They will be given two grades for each curriculum area (except in Reception). One is for effort and one is for achievement. This one is coded A-E.

A 'C' grade reflects that your child is exactly where they should be. In order to achieve a B or higher your child must be demonstrating a high level of competence and consistently show evidence of this in their work.

STUDENT TESTING

– PUTTING FACES ON DATA

In our Meeting Room we have every child's face on a data card that shows their reading levels and results from PAT R and PAT M assessments. This is updated every 5 weeks so that we know where 'every' child is at - no child falls through the cracks.

Classrooms also have Data Walls on display that indicate to the child where they are and where they need to be.

If we want students to be successful then they need to know the SUCCESS CRITERIA.

SUNSMART



The aims of being SunSmart are to promote among students, staff and parents:

- A positive attitude toward skin protection.
- Lifestyle practices which can help reduce the incidence of sun damage.
- Personal responsibility for the decision making about skin protection.
- Awareness of the need for environment changes in schools to reduce the level of exposure to the sun.
- Encourages students to play in shaded areas.
- Students will wear a broad brimmed (7.5cm brim) or legionnaire style hat during *Terms 1, 3 and 4 and when the UV level is 3 and above.*
- Students not wearing a hat must move to the benches underneath the blue canopy or the COLA.
- Students will be encouraged to apply sunscreen before school in the morning, and 20 min before outdoor activities when the UV is 3 and above.

New Receptions and enrolments will be provided with a hat free of charge. Replacement hats can be purchased from Front Office.

Brompton Primary School will review the SunSmart Policy regularly (at least every 3 years) to ensure it is meeting the standards needed to retain the SunSmart status.

TRANSITION FROM PRESCHOOL

Same day, same start applies in all Department for Education sites. If your child turns 5 before 1st May they will start school on the first day of term 1 in the particular year. If your child turns 5 before 1st November they are eligible to start school on the first day of term 3 in the particular year.

During your child's time at Preschool you will receive information about the transition to school program.

VOLUNTEERING at Brompton Primary School



PARENT INVOLVEMENT / PARTICIPATION

Parents are a vital part of the BPS school community and we welcome your participation in the school program. If you would like to be involved, have a chat with your child's teacher **and** see Volunteer training requirements below.

At BPS we value the significant contribution that our volunteers make. It is appreciated and highly valued. To support both volunteers and students a policy document *Volunteers working in Educational Sites and Settings* has been developed by Department for Education.

If you volunteer with children, you must have:

- **Department for Human Services (DHS) Working with Children Check (WWCC).**

A valid DHS/DCSI child-related employment check will be recognised as a Working with Children Check until it expires.

As BPS Governing Council is the employing authority for an out of school hours care service, you will need a DHS working with children check when volunteering for class / school activities / excursions involving supervision / contact with children other than your own child(ren).

You **will not need a Working with Children Check** if:

- you are a parent or guardian volunteering with **your own child** at school, **and**
- **you do not have close personal contact with other children** or take part in an organised overnight event (such as a school camp).

The site leader will determine WWCC requirements.

- **Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) training for Volunteers.**

As a volunteer, you only need to do the RRHAN-EC fundamentals course

If your volunteer work is with children (under 18 years), you are a mandated notifier. This means you need to understand how to notify and report child abuse.

The new mandatory training, Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) was released on 1 July 2021. You must keep your RRHAN-EC current. After 1 July 2021, you must update your training every 3 years.

Ongoing and once-off volunteers at department sites

When we say 'ongoing volunteer', we mean people who help out more than once. This includes whether you volunteer:

- regularly
- only now and then.

We know that people who volunteer one time enjoy the experience. This means you might want to do it again.

Our department recommends ongoing and once-off volunteers do RRHAN-EC training.

Our site leader will determine if a volunteer might not need the training if they are:

- only going to help once, for example, someone who helps once on a fundraising event.
- supervised by staff.

This is a site leader's decision.

- **Work Health and Safety and site induction**
- **Signed a Volunteer Agreement**, have completed relevant documents and agree to sign in and out at the front office. This Department for Education process is around keeping students and volunteers safe.

HELP your child and our school by:

- Attending interviews to ensure you are aware of your child's learning strengths and future goals.
- Attending school events when invited to get to know our community.
- Supporting your child to come to school every day and be on time.
- Listening to your child read every day while in the Junior Primary and then encouraging them to read every day.
- Downloading the **ClassDojo** app to keep informed with the school's events.