



Independent Public School

Together We Achieve

Information Booklet 2025

Parents



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Principal's Message

Our motto at Grandis Primary School is 'Together We Achieve'. This motto clearly expresses our strong belief that people need others in their lives in order to live and grow and learn successfully. Great schools are founded on strong relationships between students, parents and staff. These relationships foster and support growth that is positive and vibrant.

Our guiding principle or Golden Rule is 'Treat Others As You Would Like To Be Treated.' It is essential that students, parents and staff work diligently to embed this principle in all that we do so that our relationships grow and our students are fully supported through strong collaborative practice.

Our behaviour expectations are:

- We are Kindy
- We are Respectful
- We are Responsible
- We are Learners

These expectations are modelled, taught and reinforced across the school and apply to all members of the school community.

This parent information pack is your first introduction to our school. It provides general information about school life, which we hope will be helpful to you. You are always welcome to ask further questions, or if you would like to discuss any aspect of school life or how you can become further involved, please do not hesitate to contact us.

Andrew Britton, Principal

School Business Plan

The School Business Plan outlines our mission, vision and collective commitments for the future and is an important document for parents to know and understand. An overview of our school and a copy of the Business Plan can be obtained at our website <http://grandisps.wa.edu.au/school-overview/>, click on link at bottom of the page.

School Information

Enrolments

To enrol at Grandis Primary school, you will need to complete a two-stage process.

Stage 1

Complete an "Application for Enrolment" which you can collect from administration. It is a requirement for the school to sight and photocopy the original of the following documents:

- Birth Certificate
- Australian Childhood Immunisation Register (ACIR) Statement ([ACIR Statement example](#))
- Proof of residency: Council Rates Notice for 2024/25 and the latest utilities account;
Or Rent/lease documents relevant for 2024/25 plus the latest utilities account (private lease arrangements will require additional supporting documentation). Mail addressed to PO Boxes will not be accepted.

Stage 2

Complete the enrolment form plus appendices enclosed in the package.

Contact Details

Postal Address	220 Grandis Boulevard, BANKSIA GROVE, WA, 6031
Telephone Number	9233 6500
Website	www.grandisps.wa.edu.au
Email	Grandis.PS@education.wa.edu.au
Office Hours	8.00am – 3.30pm
Admin Team	Andrew Britton (Principal) Michelle Drage (Deputy Principal Year 2 &3), Cherie Pearse (Deputy Principal Year K- 1), Annette Macri (Deputy Principal Year 4,5 & 6)

Important Dates

Term Dates are available at the Department of Education website.

<https://www.education.wa.edu.au/future-term-dates>

Semester 1		Semester 2	
Term 1	Wed 5 February – Fri 11 April	Term 3	Mon 21 July – Fri 26 September
Break	Sat 12 April – Sun 27 April	Break	Sat 27 September – Sun 12 October
Term 2	Mon 28 April – Fri 4 July	Term 4	Mon 13 October – Thu 18 December
Break	Sat 5 July – Sun 20 July		

School Development Days 2025	In-term Public Holidays 2025
Term 2 – Friday 30 May	Term 1 - Monday 03 March (Labour Day)
Term 3 – Monday 21 July	Term 2 - Monday 02 June (W.A. Day)
Term 4 – Monday 13 October & Friday 19 December	

Siren Times

Gates open 8.20am

Classroom Doors Open	8.25am
Start of School	8.40am
Recess	10.50am – 11.10am
Lunch	12.40pm – 1.05pm Play
	1.05pm-1.20pm Eating Lunch
Close of School	2.50pm

Gates close 3.00pm

Before school

Students should not arrive at school before 8:20am, if supervision is required prior to this time parents/guardians are encouraged to utilise Camp Australia before school care. See page 7 for Camp Australia details. Once the gates are open all students are to make their way to their block and wait outside their classroom.

After School

Students should leave the school grounds as soon as the final siren sounds. Parents who remain to interact with others must maintain strict supervision of their children. Students are not permitted to enter school buildings, or play on school playgrounds once they have been dismissed from class. School gates will be closed at 3.00pm so parents and students must depart by this time.

Visitors on School Site

All visitors must report to the school office to sign in and out. This includes parents who arrive late and need to walk their child/ren to class or arrive to pick up students early. Signing in is done at the front reception desk on the iPad. Once signed in, a sticker will print to be placed in the visitor lanyard to wear whilst on school grounds.

Riding and Walking to School

It is strongly recommended that no child under the age of 10 walk or ride unsupervised to school. Parents are encouraged to walk or ride with their child as this will ensure they take the safest route and helps to reduce traffic congestion at busy times. It also provides you with an opportunity to teach and practise skills that will keep students safe on and near our roads and carparks. Students who ride must wear a helmet.

Bikes, scooters and skateboards are not permitted to be ridden inside the school fence, carpark or paths along the front of the school. There are two sets of bike racks available within the school grounds for students, siblings and parents to store their bikes, scooters and skateboards. It is strongly recommended that bikes, scooters & skateboards are locked to the racks for added security. The school takes no responsibility for loss or damage of bikes, scooters and skateboards brought onto the school grounds.



Crunch and Sip

Grandis Primary School is a Crunch&Sip school. This is a nutritional program to encourage students to eat more fruit and vegetables, where the students can re-fuel with these foods and rehydrate by drinking water in the classroom. Please send your child/ren to school with an extra serve of ready to eat vegetables or fruit to eat in the classroom and a clean bottle, filled with water. Crunch&Sip is intended to provide children with an extra serve of vegetables or fruit, not replace those included in the lunchbox. Your child/ren's class teacher will provide more detailed information on how this will operate in your child/ren's class, at the start of the school year.

SunSmart School

Grandis Primary School is a certified SunSmart School, which creates a sun safe environment and promotes sun protection behaviours to students, staff and families. We support this program by having a SunSmart uniform, having sunscreen available to use throughout the school and providing shade structures across the school. Should your child be sensitive to sunscreen it is advised that you provide specific sunscreen for your child and advise the class teacher.

Students must wear the approved school hat if they wish to play outside. This rule applies across the year regardless of the weather conditions.

School Dress Code

The School Board, in consultation with the community, has developed a Dress Code which all students are expected to follow. The Dress Code can be obtained from our website <http://grandisps.wa.edu.au/school-uniform/>. It contains details of our school uniform which is distinctive and reasonably priced. We are seeking to establish a school culture



that communicates high standards and positive relationships. The wearing of our school uniform is an essential element in developing this culture. The school uniform supplier is Lowes in Joondalup. This company was selected as it offers affordable, quality garments, is local and easy to access. More information can be obtained on their website <https://www.lowes.com.au/joondalup/> or by phoning their Joondalup store on 9301 4016.

To protect students from excessive sun exposure they must be wearing a school bucket hat if they want to play in the sun. The school bucket hat is double sided with one side being the colour of the student's faction and the other navy blue. Hats can be ordered from Lowes as part of the school uniform. Please make sure that ALL items of clothing are clearly labelled.

Hats

Students must wear the approved school hat if they wish to play outside. This rule applies across the year regardless of the weather conditions. Caps, beanies and alternate hats are not permitted.

Factions

Our factions have local Aboriginal names for animals. These include Karda (Lizard), Yongka (Kangaroo), Maali (Swan) and Koolbardi (Magpie). Each child is allocated a faction when they enrol. Students from the same family will be placed in the same faction.

Name	Colour	Animal
Yongka	Red	Kangaroo
Karda	Green	Lizard
Maali	Purple	Swan
Koolbardi	Orange	Magpie

Book Lists

The school uses Campion Education to manage our booklists. Parents can access booklists online at www.campion.com.au or instore at Campion Education – 751 Marshall Rd, Malaga. Printed copies are also available from the school office and on our website www.grandisps.wa.edu.au. These lists outline the basic supplies that each student is required to bring to school on their first day. Please make sure all items are clearly labelled with your child's name.

Photos

More information will be sent home a week prior to photo days. Payments are made online only to Kapture. When attending school activities and events, parents are asked to be sensitive to the confidentiality of our students by not posting pictures of other people's children on social media sites.

Reporting to Parents

Grandis Primary School will report to parents four times a year as per departmental policies. Two formal reports will be sent home electronically at the end of Term 2 and Term 4. These reports will be sent via email to Parent/Guardian 1 on the student enrolment for Kindergarten to Year 1 students, and accessible through Connect for Year 2 to 6. Should your family situation require a second recipient of the electronic report please advise the school office.

In Term 1 the classes will host an information session for parents to outline the class and teachers' expectations, routines and curriculum information. In Term 3 the school will host an Open Night and Learning Journey outside of school hours for parents / guardians to view their child/ren's work in class and in specialist areas. Refer to the term planner for specific dates. We will send reminders via Schoolstream.

School Contributions and Charges

Voluntary contributions enable families to contribute to the purchase of additional teaching and learning resources which will benefit their children. The voluntary contribution for this year will be \$60 per child or \$90 per family.

This can be paid via the Schoolstream app.

Schedule of Contributions and Charges 2025

Schedule of Contributions and Charges for materials, services and facilities in relation to education programs for the 2025 school year.

1. Voluntary Contribution	K	PP	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6
Contribution (per child)	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60
	\$90 per family							

Contributions are due at the commencement of the school year and can be paid via the Campion booklist or directly to the school via the School Stream App.

2. Charges	K	PP	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6
Incursion/Excursion	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80
Swimming Lessons		\$70	\$70	\$70	\$70	\$70	\$70	\$70
School Photos (optional to purchase)	\$30 +	\$30 +	\$30 +	\$30 +	\$30 +	\$30 +	\$30 +	\$30 +
PEAC per year - for identified students only			Year 1 - 3 = \$10			\$45	\$70-\$270	\$30-\$300
Year 6 Graduation Shirt								\$50
Year 6 Graduation								\$60
Yr 6 Big Day Out	Not to exceed							\$200

a) Fundraising for Year 6 Camp can reduce costs to parents.

b) Please note that not all children in the year level are involved in all the above activities.

c) For incursions and excursions \$80 is the maximum any one class will pay for the full year - many classes will not be required to expend that amount per student.

d) Charges are paid to the school via the school stream App when the event arises throughout the year.

3. Personal Items for Student Use	K	PP	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6
Year level 'Booklist' for items for personal use								

Communicable Diseases and Sickness

There are a number of communicable diseases that require exclusion from school for a defined period of time:

- A) while the child is suffering from early symptoms or during the incubation period.
- B) when recovering from the disease but still retaining infection in their person or clothing.

For more information please see: https://ww2.health.wa.gov.au/Articles/A_E/Communicable-disease-guidelines

Students should not be sent to school unwell. If they become unwell while at school parents will be contacted and will need to arrange for them to be taken home. The school and its staff do not have the capacity to supervise sick children for extended periods of time.

Community

Out of School Hours Care

Camp Australia provides a service operating from the covered assembly area "The Grove". Information can be obtained and bookings made at www.campastralia.com.au or by phoning 1300 105 343. All activities and services provided by Camp Australia are separate from the school. Any issues or queries in relation to the service provided to students should be directed to Camp Australia.



School Website

The school website address is www.grandisps.wa.edu.au. The website provides a wealth of information about our school.

Newsletters

A school newsletter is produced two times per term. Newsletters are sent home via the Schoolstream app and will be available on the school's website. Information regarding specific classroom activities will be available via Seesaw (K to Yr1) and Connect (Yr2-6).

School Board

The School Board is a community group consisting of elected parents and staff as well as co-opted community members. The School Board has an important role in our school. Some of the responsibilities include:

- establishing and reviewing school objectives, priorities and policies
- planning financial arrangements to fund objectives, priorities and directions
- evaluating the school performance, and
- formulating codes of conduct.

School Board meetings usually take place on Tuesdays in Week 7 of each term between 5.30 and 7.00pm. Parents and community members are welcome to attend meetings as observers. More information as well as copies of Minutes can be found on our website <http://grandisps.wa.edu.au/school-board/>.

P&C

The school Parent and Citizens Association (P&C) meets a minimum of twice a year. The dates & times are decided at the AGM at the start of each year. Meetings are held in the Staffroom between 7:00 and 8:00pm. Information about the work of the P&C and how you can get involved can be obtained by emailing grandispc1@gmail.com. Additional information about the P&C as well as Minutes of Meetings and Principal Reports can be obtained on our school website <http://grandisps.wa.edu.au/pc/>.

Programs and Policies

Allergy Awareness

Grandis Primary School has students who have the potential to suffer Anaphylaxis which is a sudden, severe and potentially fatal allergic reaction to certain food products. Grandis Primary School is an allergy aware school. This means that we strongly encourage parents to avoid sending foods to school that contain common allergens, especially nut products and eggs. Food allergies affect only a small proportion of the population; however, the effect on a susceptible person consuming allergenic proteins can be detrimental to their health and potentially fatal.



The difficulty is that in several instances the smallest contact with nuts, nut dust and nut based spreads including peanut paste and hazelnut spread can cause a severe reaction. As a result of discussions with parents and the Department of Health, we are asking that parents avoid all nuts and the use of nut based spreads in the provision of snacks and lunches to students at the school. This is a difficult issue in terms of eating habits of children, however, as a caring school community, all parents would appreciate the need to ensure the safety of all students at our school. The school encourages parents not to include the following items in school lunches:

- Peanut butter sandwiches
- Reeses Peanut Butter Cups
- Nutella contains 68% Peanuts, 18% Hazelnuts
- Incredibites—Choc/Hazelnut flavour
- Mixed fruit and nut snacks
- Muesli Bars containing nuts or nut products
- Birthday cake can be provided and eaten after school only, outside the classroom
- Peanut butter dips and crackers
- All Chocolate/Hazelnut spreads
- Snickers Bars/Pods/Picnic Bars
- Cadbury/Nestle Fruit and Nut Chocolate
- All cakes and biscuits containing peanuts
- Raw and cooked egg products

Curriculum

Grandis Primary School implements the Western Australian Curriculum together with the Western Australian Kindergarten Curriculum Guidelines and Early Years Learning Framework. Teachers adjust the curriculum and individual activities to meet the needs of students as a class, small group or individuals, to ensure each student achieves success. If considerable adjustments are needed to cater for your child's needs specific documented plans will be written and communicated to you via parent teacher meetings. If you have a concern regarding your child/ren's achievement, please arrange a time to meet the teacher to discuss.

Personal Possessions

Students should not bring valued personal possessions to school as the safe keeping of these items cannot be guaranteed. This includes toys, jewellery, electronic devices etc. Children who bring items to share as part of an oral news activity should leave the item with their classroom teacher for safekeeping.

Year 6 Events

Big Day Out events for Year 6 students will be planned for the year. More information on this will be made available throughout the year to Parents via Connect and Schoolstream.

School Chaplain

We are fortunate to have a school Chaplain, Emma Swan at Grandis Primary to support the emotional and social needs of students, staff and families. The Chaplain supports whole school events, class activities, small groups, individual support and family support. If you or your child/ren would like to connect with the school Chaplain, please contact the Deputy Principal.

Whilst the school strongly supports our chaplain, if you do not wish for your child/ren to participate in activities with the chaplain, you may request an 'opt out' form, available from the front office and we will ensure your child/children only access help through other avenues of our student services team.

School Based Speech Pathologist

We are deeply committed to giving the best support to the students in our school and we have employed a Speech Pathologist, Christabel Cole, through the North East Metropolitan Language Development Centre for one day per week. Christabel will help the speech, language and literacy skills of children in our school and help students' access external support, if required.

As part of this support, Christabel will be working in the classroom with students alongside our teachers and Education Assistants. She will also work with students outside the classroom to support their speech, language and literacy skills. Your child may be taken out of class at some point during the year to be tested and be provided some extra support – much like our teachers and Education Assistants already may do. If your child gets taken out of the class by the Speech Pathologist, you will be told. If your child's speech and language skills are tested you will get a report with the results. You can sit in on speech pathology support sessions given outside the classroom – please let us know if you want to do this.

During sessions, your child's voice may be recorded by the speech pathologist. This is so that she can listen to it afterwards and hear anything she might have missed. It won't be played to anyone else besides the classroom teacher if needed.

You can request for your child to not receive speech pathology support by completing the form in your enrolment pack or see the Admin office for a form. You can also you change your mind at any time – you must let us know if this is the case.

If you have any questions, please contact Christabel via email at Christabel.Cole@education.wa.edu.au

Aboriginal and Islander Education Officer (AIEO)

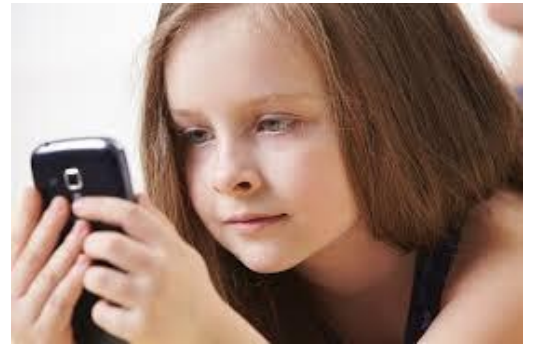
Our Aboriginal and Islander Education Officer (AIEO), Tiahsha Hill has a crucial role in fostering a supportive and inclusive learning environment at Grandis PS.

As a liaison between the school and community, Tiahsha will work closely with teachers, students and families to develop culturally relevant educational programs that empower our Aboriginal students to reach their full potential.

The role of an AIEO is to also provide mentoring and pastoral care to students.

Mobile Devices

Grandis Primary School acknowledges that some Parents/Carers may be providing their children with mobile devices. Such devices include mobile and smart phones, iPads, laptop computers and Smart watches. Grandis Primary School accepts no responsibility for the loss or damage of any mobile device that is brought to school, and recommends that iPads & laptop computers are not brought to school. Parents are advised to seek their own private insurance to protect any devices brought on to the school grounds.



The **Department of Education Policy** states – “Students from Kindergarten to Year 6 are not permitted to have mobile phones in their possession during the school day. If a student brings a mobile phone to school, an appropriate storage approach or location will be determined by the school.”

Grandis Primary School has a Mobile Devices Policy which is available from the school office and includes a form for parents to complete, to advise the school that they require their child to bring a mobile device to school. This policy and form outlines the process that the school has put in place to support the Department of Education Policy in relation to mobile devices. Students are required to sign in their mobiles/devices to the front office each morning before heading to class, and then collect and sign out these devices at the end of the school day. Smart watches must be on flight mode if being worn by students during the school day.

Excursions/Incursions

Excursions and incursions are a fantastic way for students to be exposed to elements of the community outside of their everyday experiences. As learning routines are established throughout the school year, students will be provided with the opportunity to attend excursions. These experiences will link to the classroom curriculum so that the students are able to make the links between what they are learning in the classroom and what is happening in the community. Information will be sent home by classroom teachers closer to the excursion date. Payments and permission can be processed by parents/carers through the Schoolstream app.



In-Term Swimming

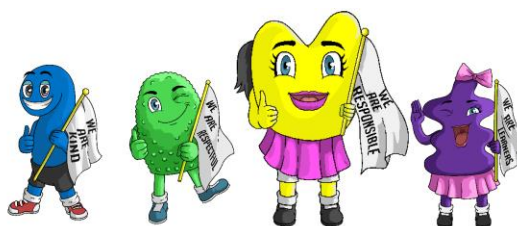
All students from Pre Primary to Year Six will participate in swimming lessons each year. This is part of the school Physical Education curriculum and all students are expected to attend. More information regarding dates, time and pricing will be communicated closer to the event.

Student Behaviour

The Golden Rule that guides behaviour of everyone at Grandis Primary School is ‘Treat others as you would like to be treated.’ The school has adopted a Positive Behaviour Schools approach that outlines behavioural expectations as well as specific strategies, rewards and consequences for student behaviour. The focus will be on the teaching and learning of social-emotional skills that enable students to act with kindness and care regardless of the activity, circumstance or situation. Students will learn to ‘do the right thing because it is the right thing to do’. They will also learn to take responsibility for their own behaviour and to act in such a way as to ‘make things better and not worse.’ Grandis Primary School has four behavioural expectations which apply to all students, staff and parents or our school community.

These behavioural expectations are:

- We are KIND
- We are RESPECTFUL
- We are RESPONSIBLE
- We are LEARNERS



Each of these behavioural expectations will be explicitly taught to the students in class, in specialist areas and during events. Information regarding how families can incorporate these into your home will be shared via the school newsletter and Schoolstream. See the current procedures below.

Entering the School Procedure

Step 1	Stand near the gate away from the carpark
Step 2	Wait patiently and quietly for the gates to be opened
Step 3	Walk directly to class
Step 4	Wait quietly for your teacher to open the door



Grandis Office Procedure

Step 1	Enter the building quietly
Step 2	Wait at the desk until a staff member talks to you
Step 3	Greet the staff member
Step 4	Explain the reason you are at the office
Step 5	Follow the directions of the staff member



Lining Up Procedure

Step 1	Form two lines
Step 2	Sit directly behind the person in front
Step 3	Face the front with hands and feet to yourself
Step 4	Quietly wait for instructions



Transitioning Procedure

Step 1	Stay in your line
Step 2	Face forwards and follow the person in front
Step 3	Voices off
Step 4	Hands, feet and equipment to yourself



Waiting at the oval gates Procedure

Step 1	Sit behind faction coloured brick.
Step 2	Hold equipment still in hands.
Step 3	Wait until teacher says you can go.
Step 4	Walk sensibly onto the oval.



Eating Times Procedure

Step 1	Sit in allocated eating area
Step 2	Raise your hand if you need to move
Step 3	Quietly eat the food you have been provided
Step 4	Check your area is clean of rubbish and wait for instructions from duty teacher



Toileting Procedure

Step 1	Walk quietly and directly to the toilets
Step 2	Close the cubicle door and go to the toilet
Step 3	Flush the toilet and wash your hands carefully
Step 4	Walk quietly and directly back to class



Respecting all staff

Greeting
Using manners and be polite
Following instructions
Accepting difference in routines
Always trying your best
Following Grandis expectations



Responding to Physical Contact Procedure

Step 1	Ask yourself "does the behaviour follow the Grandis expectations" before responding
Step 2	Tell them to stop and say what you don't like
Step 3	Walk away
Step 4	If it continues, find a teacher for help





Wearing my hat Procedure

<i>Make sure your hat is on your head during recess and lunch.</i>
<i>You need your hat on in the undercover area.</i>
<i>You need your hat on in the playground and loose parts.</i>
<i>You need your hat on the oval.</i>
<i>You need your hat on when moving between areas.</i>
<i>If you do not have your hat, you sit in your eating area.</i>



School Routine and Facilities

Student Attendance

Student attendance is compulsory for students from Pre primary to Year 6. Students enrolled in Kindergarten are also expected to attend every session. Research shows that frequent absences from school impacts on learning, so please ensure your child attends school regularly. The Department of Education categorises more than 5 days absence per term as putting a students' learning 'at risk', more than 10 days is considered to be a 'moderate risk' and more than 20 days a 'severe risk'. Frequent absences will be followed up by the Deputy Principals and may be referred onto Regional Office



All absences need to be explained. Parents/caregivers are able to notify the school via the Schoolstream app, or by phone call of their child/ren's absence. Parents will be sent an SMS from the school at 9am should a notification not been received. Attendance explanation letters will be distributed each term to parents via the classroom teacher if a student has an "unexplained" absence.

Students who are sick should not be sent to school. Students who arrive at school unwell or who become unwell during the day will be sent home. Taking children out of school for family holidays reduces the amount of time available for learning and is detrimental to their education. Parents must request permission in writing from the Principal prior to taking children on vacation during the school term.

Student Late Arrivals

The school day commences at 8.40am for all students. Students are expected to be in class, ready to learn when the bell sounds. Late students are required to enter school via the front office and obtain a 'Late Pass' through the ipad 'Passtab' system to hand to their teacher. Attendance records are then updated to reflect the arrival time. Being at school on time allows students to prepare for the day and enjoy social interactions with their peers. It can be daunting for students to enter the classroom when lessons have already commenced. Late arrivals can also be disruptive to teachers and other students so every effort to arrive to school on time is appreciated. Parents/Carers of Kindy & Pre-primary students who are late will be required to sign in and walk their child to class. They must not enter the class as lessons may have commenced. Parents/Carers are then to return via the office and sign out.

Students leaving school early

Wherever possible, details relating to an early departure should be communicated to the class teacher ahead of time. Parents/Carers are then required to enter the school through the front office and complete a 'Leave Pass' through the iPad 'Passtab' system. This pass is to be handed to the teacher when the parent/carer collects their child from the classroom.

Kindergarten and Pre-primary Students

Children must be dropped off and picked up promptly by an adult. Adults who collect your child must be listed on the school's enrolment form as an emergency contact. No child will be permitted to leave the classroom unaccompanied or with a person other than their legal guardian or a person on the emergency contact list, unless written consent is given to the office.

Kindergarten students attend school on a 5 day fortnight roster (3 days one week and 2 days the other) Blue groups attend Monday, Tuesday and Wednesday (even weeks) Gold groups attend Wednesday (odd weeks), Thursday and Friday. These are highlighted on a Kindy Group yearly planner magnet for parents provided in Week 1 of the term.

Assemblies

Details of assembly dates will be made available at the commencement of each term via the newsletter and Schoolstream. Parents and community members are welcome to attend assemblies.

Dental Therapy Clinic

The Health Department operates a clinic out of the school. Clinic days are Monday and Thursday. Contact them on 9233 6522 to make an appointment.



Communication

Parents/carers play a vital role in a child's learning. Building a positive relationship between home and school plays an important part in the education of any child. Effective communication is the key to the success of this relationship. If you have a query or concern the best thing for you to do is contact your child's teacher and arrange a time to meet. If you are still concerned, then you should book an appointment with a Deputy Principal via the front office. From here the matter may be referred to the Principal.

The school also uses a range of digital communication tools including a website, SchoolStream App, personal email, Facebook page, SMS, Seesaw or Connect. Each of these tools has a set of protocols that govern how they should be used.

School App

Schoolstream is the App used by the school to communicate with all parents. Schoolstream is used to send out newsletters, important reminders, excursion/incursion payments and general information that parents need to know. Parents need to install the **free app** in order to receive notifications. All attendance absences should be sent through Schoolstream by parents/carers.



Kiss and Drive

A Kiss and Drive is available for students in Year 1-6 and is marked at the front of the Administration building to assist with traffic congestion. Parking and leaving your vehicle is not permitted during 8.00-8.45am and 2.30-3.00pm. In the morning when dropping off students, please drive to the last available bay ensuring all students leave the vehicle on the path side and then drive off immediately.

In the afternoons parents drive up to the last available bay, remain in their vehicle, students are to enter the vehicle via the path side only, parents are to drive off as soon as their child/ren are safely buckled into the vehicle.

Parents must watch for oncoming traffic as carparks can be dangerous. Staff will be supervising the Kiss and Drop area, during times of high congestion.

If your child/ren are taking longer than expected to come to the Kiss and Drive area you may be asked to complete a loop (drive out of the car park turn left onto Grandis and complete a loop of the school grounds and then return to the Kiss and Drive area. A Kiss and Drive works best when there is a continuous flow of traffic. Please be patient and drive safely.

Car Park

We are fortunate to have substantial parking on our school grounds. All vehicles need to be parked in marked bays and not on kerbs or path areas. Please drive slowly, 8 km/hr, and give way to pedestrians crossing at the zebra crossings marked along the carpark. Bays have been allocated for the Dental Therapy Centre, do not park in these bays. Six Acrod bays are located directly outside the administration building, only those with a current Acrod sticker are permitted to park in these bays. Fines by the City of Wanneroo ranger may be issued.

Library

Each class will be allocated a weekly library borrowing time. In order to borrow a book, students will need to bring in a **waterproof library bag**. Grandis logo library bags can be purchased from Lowes in Joondalup where you purchase uniforms – (<https://www.lowes.com.au/joondalup/>) or bring your own in from home.

Lost Property

Lost property baskets will be situated inside of the school office. Students are encouraged to check these baskets frequently but to only take items that belong to them. It is recommended that all items are clearly labelled with your child's name.



G-CARE

G-CARE acknowledges the diverse needs of our community including all students, staff and families. G-CARE aims to identify, respond to and support the holistic needs of the Grandis School community in the areas of attendance, behaviour, English as a second language or dialect, special educational needs, students at educational risk, student medical health and wellbeing. G-CARE is led by the Deputy Principal with a leadership team consisting of the School Psychologist, School Chaplain and a second Deputy. If your child/ren have any additional needs, please speak to the Deputy, and your child's Teacher.

