



## PARENT INFORMATION

An Independent Public School







## Principal's Welcome

Secret Harbour Primary School is a well-established school with a good reputation and high standing. Our dedicated staff work together to provide quality teaching and learning. They work to provide a broad curriculum and challenge students to stretch their thinking, learning and skill development. Teaching and learning programs are designed to cater for interests and learning needs of all students from kindergarten to year 6.

Our school motto is 'Leads the Way' and this happens in all areas and at all levels in Secret Harbour PS. Our staff are committed to positive relationships and motivated to work collaboratively in a vibrant, creative team environment.

Children work in a nurturing environment that promotes problem solving through critical and creative thinking. Well-being, learning and good physical health supports our positive school culture and students learning at their optimum. Secret Harbour Primary School is a recognised 'Act, Belong, Commit' school.

We work to build effective partnerships with parents and the community while providing a caring, supportive and mutually respectful learning environment. The numerous murals around the school brighten and enhance the school environment and have largely been painted (voluntarily) by parents and community members.

Parents contribute and enhance our school in many ways including; providing a canteen service every day, P&C fundraising, School Board, classroom help, organising events, providing feedback, attending excursions and school camp.

We are staffed by a community of professionals. We value and respect the diversity of skills and knowledge we each bring to the school. We challenge and support each other to be effective educators and impact positively on the lives of all students within our school.

*Lisa Fletcher*

# WELCOME



<b>Principal:</b>	Lisa Fletcher
<b>Associate Principals:</b>	Heidi Cooper Kim Blacklock
<b>Manager of Corporate Services:</b>	Samantha Letch
<b>Street Address:</b>	178 Maratea Parade, Secret Harbour WA 6173
<b>Email:</b>	<a href="mailto:secretharbour.ps@education.wa.edu.au">secretharbour.ps@education.wa.edu.au</a>
<b>Website:</b>	<a href="http://www.secretharbourps.wa.edu.au">www.secretharbourps.wa.edu.au</a>
<b>Phone Number:</b>	9523 3900
<b>Office Hours:</b>	8am – 4pm

## Our Vision

Secret Harbour Primary School is a safe, happy, positive, open and progressive learning environment. Staff, students, and the wider community are encouraged to work together to fulfil each child's needs both socially and academically, provide appropriate challenge and assist them to reach their full potential in all respects.

## Our Beliefs

- Relationships are the key to our success.
- Knowing our students individually, culturally and developmentally is as important as knowing the content we teach.
- Successful learning caters to the 'whole child', addressing the social, emotional, artistic, physical and academic needs of every student, every day.

## Our Motto

The school motto "Leads the Way" is linked to the school vision, school song and history and all aspects of the school.

# ADMINISTRATION



## TERM DATES

All term dates for the current and future years are available on the Department of Education website: [www.education.wa.edu.au/future-term-dates](http://www.education.wa.edu.au/future-term-dates) (please contact the school for School Development Day Dates)

## PUBLIC HOLIDAYS

All public holiday dates are published on the WA Government Website: <https://www.wa.gov.au/service/employment/workplace-agreements/public-holidays-western-australia>

## SCHOOL HOURS AND BREAK TIMES

School Commences: 8.50am

Recess: 10.50am – 11.10am

Lunch Eating: 12.50pm – 1.00pm

Lunch Break: 1.00pm – 1.30pm

End of School Day: 3.00 pm (Kindy end of school day is 2.45pm)

To ensure the safety of children at all times, they should not arrive at school prior to 8.35am when the classroom doors are opened. Kindy students must be dropped off and collected from school by a responsible adult.

If you need to collect your child before the end of the school day you will need to attend the administration office to sign them out and collect a leave pass to be handed to the classroom teacher. Prior notice when possible is appreciated – please contact the office to notify.



## ENROLMENT

As per the Department of Education's Enrolment Policy, the following documents are required to complete an Application for Enrolment:

- Birth certificate, extract of birth or passport.
- AIR Immunisation history statement, printed from the MyGov website; and
- Proof of address (3 items required) eg: lease agreement, utility bill, rates notice.

Parents of children with special needs are asked to notify the school and arrange a meeting to discuss these needs with the Student Services Associate Principal, this allows us to ensure that the most appropriate program and class placement is provided to meet their needs.

## CUSTODY OF CHILDREN

Please provide copies of court orders at the time of enrolment. If in the future, there are any changes to the court orders it is important that the school is updated with new copies.

## VOLUNTARY CONTRIBUTIONS/CHARGES/PERSONAL USE ITEMS

Our voluntary contributions are set at \$60 per year along with \$5 contribution to our school chaplaincy program and \$5 to our grounds fund. We offer various incentives to encourage prompt payment of contributions. We rely heavily on these parent contributions to enhance the delivery of quality learning programs to our students.

A breakdown of estimated charges for your child's participation in excursions, incursions and activities is provided at the end of each year for the following year. This is also available from our administration office. This schedule identifies the maximum cost for the school year along with other optional items such as school photos, leavers shirts, year books, etc.

The personal use items list is provided to families each year. We regularly negotiate with suppliers to ensure we are recommending quality products which ensure value for money.


## FACTIONS

In keeping with the theme of Secret Harbour, our faction names and colours are:

<b>Dune</b>	-	<b>Yellow</b>
<b>Ocean</b>	-	<b>Blue</b>
<b>Sunset</b>	-	<b>Red</b>
<b>Tuart</b>	-	<b>Green</b>

## LIBRARY

Students attend the library once a week for borrowing and require a library bag for their books.



# CURRICULUM



Secret Harbour Primary School “Leads the Way” in local education.

Our highly skilled staff and leadership team provide wonderful learning opportunities to develop the whole child and lead them towards a bright and positive future.

## LEARNING PROGRAMS

Our school offers a range of programs including outstanding Science and Digitech Specialisation, high quality Indonesian Language classes, very successful Physical Education / Sport programs and sought after Musical opportunities.

Our classroom teachers collaborate in teams to prepare learning that meets the individualised needs of our students. PM Benchmark assessments provide information about decoding, fluency, word recognition, retelling and comprehension in reading; helping us to track, support and plan small group interventions and extensions as required. Maths text books are supplemented by the comprehensive “Big Maths” program, “Studyladder” and “Mathletics” to sequentially develop mathematical concepts and applications. We also provide access to top mathematical competitions; Maths Olympiads and the Australian Maths Competition for our more highly motivated mathematicians! We have a whole school approach to spelling and our teaching of writing is supported by the very highly regarded “Talk for Writing” program.

Students have access to up to date technology and our modern science lab. Lunch time clubs and groups support excellence in learning and a positive school environment. The wide range of programs on offer enables us to comprehensively meet the learning needs of all students.

## CHALLENGE CLASSES

At Secret Harbour Primary School, we proudly cater for the academic levels of all of our students. Some children remember information readily, learn rapidly and deeply, and quickly develop complex understandings.

Our three mixed grade Challenge Classes (year 1/2, year 3/4, and year 5/6 groupings) provide learning that is fast-paced, condensed and rich. Our programs enable high ability students to investigate topics in depth, accelerate and enrich learning, and provide a high level of challenge whilst encouraging the development of 21st Century skills including advanced analytical, critical and creative thinking skills as well as leadership, teamwork and resilience.

Participation in Challenge Class offers crucial benefits for advanced learners; improving their opportunity to learn and supporting the development of a positive mindset. Through working alongside like-minded peers, students form key social networks and participate in collaborative learning opportunities.

Participation in the Challenge Class is offered to students who have demonstrated high academic ability. Students also need to have a positive work ethic, the persistence to succeed and the ability to work at a fast pace. Decisions about eligibility are made on the basis of National and school-based achievement and ability assessments, School Reporting, and on teacher recommendations. Placements are reviewed on a yearly basis.

# COMMUNITY



## SCHOOL ETHOS

Secret Harbour Primary School's shared ethos helps us to work as a team to achieve our purpose.

## CARING

Secret Harbour Primary School aims to provide a caring environment where:

- The individuality of students, staff and parents is recognised and valued
- Students develop initiative, self-discipline, respect and concern for others
- Self-esteem, self-reliance and responsibility is fostered
- A sense of belonging and pride is engendered
- Students develop an ability to work co-operatively with others, communicating in a socially acceptable manner

## LEARNING AND TEACHING

Secret Harbour Primary School aims to provide a learning environment where:

- Students have a commitment to excellence
- The diversity of student's individual talents, interests and needs are recognised and catered for
- Students achieve their full potential
- Students are encouraged to make a positive contribution to the school and the wider community
- Students develop a respect for the rights of others
- Learning is seen as part of a lifelong process

## COMMUNITY LINKS

Secret Harbour Primary School aims to establish and maintain links between staff, parents and members of the broader community through:

- The free flow of communication
- A commitment to seek out and encourage those who can enrich the school programme, thus enhancing the development of our students
- Keeping parents advised of educational programmes and their child's progress
- The provision of opportunities for involvement and initiative in shared decision making



## PBS – POSITIVE BEHAVIOUR SCHOOL

In 2020 Secret Harbour Primary School became a PBS school. This means as a whole school we have adopted positive behaviour values in each area of the school.

Our staff worked together with our students and parents to create a list of our school's values. These values are:

- S** We are Safe
- P** We Persevere
- A** We Are responsible
- R** We show Respect
- K** We are Kind

The acronym for our values is SPARK.

Students who demonstrate these values may receive a SPARK award. These are placed in collection bins and there is a prize draw at each assembly. The SPARK award recipient then receives a prize.




## COMMUNICATION

At Secret Harbour Primary School, we value the connections we have with our parents and community as partners in the education of our students. Parents are welcome to visit the school and new families are welcome to contact the office to arrange a school tour prior to commencing. If you would like to discuss any aspect of your child's progress, please contact your child's teacher to arrange a mutually convenient meeting time. On some occasions, teachers may request that you visit the school to enable them to discuss your child's progress.

Classroom teachers conduct information meetings early in term one. Details of dates and times will be conveyed via the school newsletter, Connect or Seesaw.

Connect: is an integrated online environment developed by the Department of Education WA for staff, students and parents. Your secure login will contain a P-number and password. Students will have their own login for online learning should this occur. The school sends information about current events via Connect as well as student achievement reports at the end of each semester.

Seesaw: Is an instant communication tool used between the teacher and parents. You can request a Seesaw login from your classroom teacher.



Both forms of communication will require you to download the relevant app from the App Store or Android Play Store.

Our school website contains a wealth of information about our school, policies and current events. It can be accessed at [www.secretharbourps.wa.edu.au](http://www.secretharbourps.wa.edu.au).

Absences must be notified to the office or the classroom teacher. You can telephone the office on 9523 3900, email to [secretharbour.ps@education.wa.edu.au](mailto:secretharbour.ps@education.wa.edu.au) or text to 0437 286 183. If you have not notified the school of an absence prior to 10am you will receive a text message indicating there is an unknown absence for your child which you will need to respond to.

### **NEWSLETTERS**

Are published each Tuesday fortnight and contain information about current and upcoming events happening at the school. The newsletter is available on the school website or via the link in the Connect notification.

### **ASSEMBLIES**

Assemblies are held fortnightly on Friday mornings. Parents, grandparents, and family friends are welcome to attend. Assemblies are held to celebrate student achievements, give individual classes the opportunity to share learning experiences or perform for their peers and to give the school the opportunity to share information with the community. Parents of students who are receiving awards at assembly will be notified by their classroom teacher.

### **PARENTS AND CITIZENS ASSOCIATION**


Secret Harbour Primary School has an active P&C Association which works for the benefit of the school. There is an active fundraising team who co-ordinate fun events and stalls throughout the year to assist with raising funds for our school. All parents are invited to join the P&C. Parents are advised of upcoming meetings through the school newsletter. P&C members are all volunteers for our school.

### **SCHOOL BOARD**

The school board works with the school community to achieve the best outcomes for students. It plays an important role in contributing to good school governance so that school resources are used efficiently, and community expectations and the school's priorities reflect the needs of the students. Our school board endeavours to meet twice per term. Online training is available for all new board members to ensure they have a good understanding of the responsibilities of being a board member. Nominations to join the school board will be called for as current members' tenure reaches its term; this information will be shared through the school newsletter and Connect. Anyone interested in joining the school board can obtain more information by contacting the school principal.

### **CRUNCH AND SIP**

Secret Harbour PS is a certified Crunch & Sip school. Students are provided time (in the classroom) to eat fresh fruit and vegetables and drink water. Most classrooms have crunch & sip time during the morning block, however some teachers allow crunch and sip throughout the day. Crunch and sip is linked to the health curriculum where students learn the importance of eating fresh fruit and vegetables and drinking water every day.



## **CHAPLAIN**

We are fortunate to have the services of a school chaplain 2 days per week. Her role is to provide social and emotional support to students and their families. Our chaplain facilitates one on one confidential meetings with students as well as connecting families with other support organisations in the area.

## **DEFENCE SCHOOL MENTOR**

Our proximity to the Garden Island Naval Base sees our school have a high population of students from defence force families. We currently have a Defence School Mentor (DSM) available 1.5 days per week. Her role in the school is to minimise the impact of mobility and absence on the students from defence force families. Our DSM plays an integral role in welcoming, integrating and farewelling our defence families as well as providing assistance to parents and teachers to support defence students in their education.

## **CANTEEN**

Our canteen operates 5 days per week for recess and lunch. Volunteers are always welcome to help in the canteen. Our lunch menu is prepared following guidelines set by the Western Australian School Canteen Association and adheres to the traffic light system for healthy food choices.

Orders can be placed at the canteen before school or online at [www.quickcliq.com.au](http://www.quickcliq.com.au). The canteen can be contacted directly, for any queries please phone 9524 8964.

## **UNIFORMS**

Our school uniform can be purchased at Lowes in Mandurah Forum Shopping Centre. Lowes offer discount cards, special sale days and online ordering. It is recommended families visit the store or website [www.lowes.com.au](http://www.lowes.com.au) for further information.

## **SCHOOL PSYCHOLOGY SERVICES**

A school psychologist is available to this school to assist in providing support to classroom teachers and parents of students with identified specific learning difficulties. If you would like support or intervention from the School Psychologist please discuss this with your class teacher or the Student Services Associate Principal, Heidi Cooper.

## **SCHOOL HEALTH SERVICE**

Regular visits are made to the school by a trained community nurse. The main purpose of these visits is to assess the hearing and vision of students. Other aspects of their general health may be examined if deemed necessary.




## **DENTAL THERAPY CENTRE**

We have a dental therapy centre on site at Secret Harbour Primary School. Upon enrolment at our school parents will be sent consent forms for completion. Once these are received by the dental team, students will be eligible for treatment at the centre.

Treatments carried out are:

- Regular dental checks
- Tooth brushing and oral hygiene instruction and education
- Fillings and extractions as required
- Specialist referrals if necessary

After each check up parents will be advised of necessary treatments. Parents are welcome to contact the centre to discuss dental matters. The Dental Therapy Centre can be contacted on 9524 8945.



# MEDICAL



## MEDICATIONS

Parents may send medication to school if necessary. Parents must complete a student medication request form and provide dispensation instructions from a prescribing doctor; these are available from the school office.

## MEDICAL CONDITIONS

Parents of children who suffer from any medical conditions which require attention must complete a medical action plan and return it to the school office. This information is vital to enable appropriate care in an emergency. The school will also need to know if you have emergency ambulance cover should this be required.

## ILLNESSES AND ACCIDENTS

Children who are unwell should not be sent to school. Should a child become ill or be involved in a mishap during the school day, parents will be contacted to collect them. Staff will ensure their comfort and safety until a parent arrives. In the event of a serious illness or accident, immediate medical attention will be sought and parents notified. All parents are asked to ensure the school is provided with up-to-date phone numbers so contact can be made without delay in the event of an emergency.

## INFECTIOUS DISEASES

For your information below are the exclusion periods for common infectious diseases. Children can be re-admitted to school earlier provided they have medical certification stating they are no longer contagious.

Chicken Pox	Infectious Period	From 2 days before rash appears until vesicles have formed crust
	Exclusion Period	Exclude for at least 5 days after vesicles appear and until vesicles have formed crust
Conjunctivitis	Infectious Period	While eye discharge is present
Influenza – like illness	Infectious Period	Usually, 1 day before onset of symptoms until 7 days after
	Exclusion Period	Exclude until all symptoms have resolved
School Sores (Impetigo)	Infectious Period	If there is discharge from untreated lesions
Parvovirus B 19 (also called slapped cheek)	Infectious Period	Not infectious after rash appears
	Exclusion Period	Exclusion not necessary
Pediculosis (head lice)	Infectious Period	Until lice and eggs (nits) are killed
	Exclusion Period	Exclude until after treatment commenced and live lice are removed

Measles (NOTIFIABLE)	Infectious Period	Approx 4 days before to 4 days after rash appears
	Exclusion Period	Exclude for 4 days after onset of rash, in consultation with public health staff
Ringworm	Infectious Period	If lesions are present
	Exclusion Period	Exclude until person has received anti-fungal treatment for 24 hours
Scabies	Infectious Period	Until mites and eggs are destroyed
	Exclusion Period	Exclude until the day after treatment has commenced
Rubella (German Measles)	Infectious Period	From 7 days before to at least 4 days after the onset of rash
	Exclusion Period	Exclude for 4 days after onset of rash
Whooping Cough	Infectious Period	From the onset of running nose to 3 weeks after onset of cough
	Exclusion Period	Exclude from 14 days from onset of cough or for 5 days after starting antibiotics
Diarrhoea	Infectious Period	Days to weeks
	Exclusion Period	Exclude until diarrhoea has ceased for 24 hours

# POLICIES



## UNIFORM POLICY

The school board of Secret Harbour Primary School has established a uniform policy for all students attending the school. Knowing this, it is concluded that in enrolling your child at this school you too accept this policy.

### PURPOSE:

- Students have a sense of unity, belonging and pride in their school, which assists in building school and team spirit.
- Ensures that students are safely dressed for school activities and the environment
- Minimises competition between students to wear expensive or fashionable clothing and the pressure on parents to purchase this type of clothing while encouraging equity amongst students
- Clearly identifies Secret Harbour Primary School students from others who may come into the school.
- Fosters and enhances the public image of the school.

### MODIFICATION TO UNIFORM:

Parents of students who for religious, cultural or health reasons may need to modify their school uniform are requested to make an appointment with the principal to discuss. Staff members will be informed of any student granted a modification to the uniform policy.

### SANCTIONS FOR NON-COMPLIANCE:

Students not following the uniform policy will receive:

- Counselling by the principal or their nominee on the benefits of a uniform policy
- Assistance/support to obtain suitable clothing if necessary
- If the above measures fail, then the parents/carers will be contacted.

### AVAILABILITY OF UNIFORM ITEMS:

- Items in the school colours and bearing the school logo may be purchased from the Lowes shop in Mandurah.
- Second-hand clothes may occasionally become available through the P&C.
- Items in the designated school colours may be purchased from any clothing or department store.
- Parents/carers having financial difficulties regarding the purchase of school uniform should contact the principal to discuss the situation.

## UNIFORM REQUIREMENTS:

### Summer Dress Code

Navy school approved shirt with logo (no slogans, except for school logo)  
Navy blue shorts (no bike shorts, board shorts, football shorts or brief shorts)  
Navy blue skirt or skirt  
School dress as supplied by uniform provider

### Winter Dress Code

Navy school approved shirt with logo (no slogans, except for school logo)  
Navy and red School track pant or plain navy track pant  
Navy winter jacket

### Sport Dress Code

There is no requirement to wear special clothing when participating in sport activities, however, it is acceptable for students to wear sport skirts.

Faction coloured shirts are available with school logo and faction name:

<b>DUNE</b>	-	<b>Gold</b>
<b>OCEAN</b>	-	<b>Blue</b>
<b>SUNSET</b>	-	<b>Red</b>
<b>TUART</b>	-	<b>Green</b>

School approved faction shirts may be worn any day of the week.

### Headwear

Wide brimmed navy hat or reversible bucket style hat.

In the interest of health and safety hats are compulsory for all outdoor activities throughout the year. This includes recess and lunch breaks. It is preferable that students wear the style of hat sold through our uniform provider with the school logo.

### Footwear

Appropriate footwear is required. Footwear such as thongs, slip on scuffs, boots or ugg boots are not considered appropriate. Activities such as cooking, or excursions may necessitate enclosed footwear and parents will be advised if needed.

### Jewellery

Students become very distressed when they lose or break jewellery. Jewellery can also be an item considered a fashion statement or can cause inequity amongst students. Hoop or dangly earrings and necklaces also pose a safety hazard to students if caught in equipment while playing or participating in activities. It is therefore preferred that no jewellery or valuables are brought to school. If jewellery is worn to school the following dress code should be complied with:

- Earrings should be of small sleeper or stud variety
- Inexpensive wrist watches should be worn (if lost or broken they are more easily replaceable)
- Chains, necklaces and bracelets should not be worn (medic-alert type items are acceptable)

### Make-up and Hairstyles (applies to all students)

- Make up and coloured nail polish is not appropriate and should not be worn
- Hair should be neatly groomed and kept out of the eyes
- Shoulder length or longer hair must be kept tied back from the face.



## LOST PROPERTY

All uniform items should be clearly marked with the student's name. Marked items of clothing will be returned to the student's classroom.

There are lost property boxes located in the wet areas of each teaching block and one outside of the Physical Education office. Items are often found in the school grounds and placed in the box nearest to where they are found. Students may need to check boxes other than the one in their teaching block to locate lost property.

## COLLECTION OF STUDENTS

If you need to collect your child early to attend an appointment or for any other reason, you will need to attend the administration building to sign them out and be issued with a Department of Education leave pass to be given to your child's teacher. To streamline this process and for ease of locating your child at the necessary time, prior notice should be given where possible. This can be done by telephoning the administration office on 9523 3900 or emailing the school on [secretharbour.ps@education.wa.edu.au](mailto:secretharbour.ps@education.wa.edu.au).

## MOBILE PHONE POLICY

The Department of Education does not permit use of mobile phones in public schools unless for medical or teacher directed educational purposes.

It is important to note that it is not a requirement at Secret Harbour Primary School for students to have a mobile phone at school.

We recognise that an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their children with mobile phones. This policy details the conditions under which mobile phones are permitted at Secret Harbour Primary School.

Conditions of Use:

- The use of mobile phones for all students will be banned from the time they arrive at school until the conclusion of the school day. This includes before school and at break times. Students are not permitted to have mobile phones in their possession during the school day.
- Parents who allow their children to bring a mobile phone to school must complete an 'Application for Student Use of a Mobile Phone' agreement.
- Parents and students agree to abide by the conditions of use set out in the agreement.
- Smart watches must be in 'aeroplane mode' so phone calls and messages cannot be sent or received during the school day.

While at Secret Harbour Primary School, students are the responsibility of the school. All communication between parents and students, during school hours, should occur via the school's administration.

Breaches of this policy:

- Breaches of this policy will be managed in accordance with the School Behaviour Management Policy and Procedures.
- Students who do not comply with this policy will have their mobile phone confiscated. Once the phone is confiscated it may only be collected by the parent/carer whose signature is on the agreement.
- Repeated breaches will void the agreement.
- Students found to be involved in recording, distributing or uploading images or videos of students, parents or staff on school premises will be suspended.



## **VISITORS ON SITE**

All contractors or visitors to our school site are required to sign in at the administration office and wear an identification badge or sticker while on school grounds.

## **PARKING AND KISS & DRIVE**

### **DISABLED PARKING**

There is a disabled parking bay at the rear of the school near the dental therapy centre, however, those visitors requiring a closer park to the reception area are encouraged to park immediately behind the administration staff parking bays and as close to the front entrance to the school as possible.

### **PARKING**

There are two main off road car parks associated with the school. One is at the front of the school and is for the exclusive use of staff and official visitors. The other is at the rear of the school and is used by some staff who work in the early childhood area and dental therapy centre. This car park is also available for parent parking. It is a very busy area immediately before and after school. To enter the car park, it is best to do so from the north as opposed to crossing in front of traffic moving anti-clockwise around the school. When you exit this carpark, we ask that you do so by turning left and joining the traffic moving in the anti-clockwise direction towards Anstey Road. There is also limited street parking around the school boundary along Maratea Parade.

There is short term parking in front of the school administration building on Maratea Parade, however, this is not available from 8.30am - 9.00am and 2.30pm – 3.20pm. During these times these bays are used as a “Kiss and Drive” facility.

### **KISS AND DRIVE**

This is a fantastic way to deliver and pick up your children and be assured they are safe without having to leave your car. To do this simply enter Maratea Parade from Warnbro Sound Avenue and drive into the bays in the front of the school. All children are asked to assemble on the lawn area at the front of the administration building to wait for their parent/carer's arrival. This area is supervised by members of the school's administration and teaching staff. It should be noted that this is a very busy area, particularly in the afternoons and patience is required. If your child is not ready at the kiss and drive area you are requested to do a lap around the school to avoid congestion and keep the traffic flowing. When you have collected your child, please continue along Maratea Parade and exit onto Anstey Road, as this is a much safer alternative than turning around on Maratea Parade.

To avoid congestion, please consider the following:

- If you live close to school take the opportunity to walk or cycle to school with your children when practicable and possible.
- Park in the shopping centre carpark and walk through the underpass.
- When leaving the carpark please turn left into Maratea Parade. This will keep the traffic flowing safely.
- Do not queue to enter the rear car park. This causes frustration and impatience and is dangerous for our students.

Thank you for helping to make our school a safer place for your children.

