



Kindergarten - Year 6 Parent Handbook 2026



Index

Principal's Welcome.....	4
School Times.....	7
Pupil Free Days or School Development Days.....	7
Student Requirements.....	8
Medical.....	10
Uniform.....	10
Attendance.....	11
Communication.....	13
Contributions and Charges.....	14
Extra-Curricular Activities.....	15
HOOSCI (Hillarys Out of School Care Inc).....	15
Parents and Citizens' Association (P&C).....	15
Parents as Partners.....	15
Safety.....	16
School Song.....	17
Map.....	18

Acknowledgement of Country

We respectfully acknowledge the Whadjuk Noongar people, Traditional Owners of this land, the Forest Country, and pay our respects to Aboriginal and Torres Strait Islander cultures and their Elders, past and present. We commit to being respectful, safe and mindful as we learn, grow and play on this shared land.



Bambara Primary School

We are a welcoming 'community focussed' Independent Public School located in Padbury that is dedicated to promoting engagement and well-being. We cultivate a culture of high expectations and care, placing students at the forefront of decision-making and school improvement processes. Our goal is to provide optimal learning opportunities that support the development of the 'whole child' while striving for teaching and learning excellence in every classroom, ensuring every child succeeds.

As a Positive Behaviour Support School, our whole school's expectations are based on three core values: Be Respectful, Be Safe, and Be Your Best. At Bambara Primary School, we expect all students to strive to exceed their potential by building a culture of strong staff and student collaboration. We employ a strong pedagogical approach focusing on explicit instruction, data-informed practices and classroom observation and feedback, leading to high student progress and achievement.

We collaborate with families and the local community to build strong, positive partnerships that support our students' educational engagement. Our well-established School Board and Parents and Citizens Association (P&C) help foster trust, respect, and ownership within our community. These partnerships reflect our commitment to Bambara Primary School's supportive and collaborative network.

Paula Bell - Principal

About Our School

Our Motto:

Collaboration, Excellence and Lifelong Learning.

Our Vision:

To provide a culture of high expectations and care through collaboration, lifelong learning and excellence. As a culturally responsive school, we will learn in a respectful and safe environment where we are all supported and empowered to grow and be our best selves.

Our Values:



Positive Behaviour Focus and Whole School Expectations

Bambara Primary School's Expectations, Values and Behaviour matrix, created with the

involvement of our Positive Behaviour Support (PBS) Team, teachers, parents and students,



Be Respectful

We actively listen to others.

We follow instructions and make good choices

We use our manners, kind words and actions

We are caring and inclusive

We care for our school environment and school equipment

Be Safe

We keep our hands, feet and objects to ourselves

We use school equipment appropriately

We stay in designated areas

We practise good hygiene and use bathrooms appropriately

We walk on paths

Be Your Best

We are organised and prepared to learn

We are cooperative and productive

We stay on task and give our best efforts

We take pride in everything we do

We encourage and support others

Bambara Primary School

Good Standing Policy

Good standing

Good standing is awarded to all students for displaying positive behaviour aligned with our whole-school expectations.

- Good standing allows students to receive awards and rewards
- attend excursions and incursions
- compete in school carnivals and interschool events

Good standing can be reinstated;

After a five day period where student behaviour has improved and is aligned with whole-school expectations



Students will lose their good standing for not displaying positive behaviour. This can include:

1. **Two office referral forms sent to the office over a one week period for repeat negative behaviours**
2. **Physical acts of violence with intent to harm**
3. **Any one-off 'severe' behaviour**

Loss of Good Standing

Students lose their good standing for a five-day period where they will not be involved in

- Excursions and incursions
- Camps
- Rewards and awards

Parents will be notified of this.

If negative behaviours continue, students play and learning environments may be restricted

School Times

First day of school, Kindy to Year 6 is Wednesday 1 February.

First siren:	8.35am
School commences:	8.45am
Recess:	10.20am to 10.50am
Lunch:	12.40pm to 1:10pm
School finishes:	3.00pm
Wednesday:	2.35pm Early Close

Term Dates 2026

Semester 1

Term 1:	Thursday 29 January– Thursday 2 April (Students start Monday 2 February)
Term Break:	Friday 3 April – Sunday 19 April
Term 2:	Monday 20 April – Friday 3 July
Term Break:	Saturday 4 July – Sunday 19 July

Semester 2

Term 3:	Monday 20 July – Friday 25 September
Term Break:	Saturday 26 September - Sunday 11 October
Term 4:	Monday 12 October - Thursday 17 December

Pupil Free Days or School Development Days

Throughout the year the school has 6 scheduled Pupil Free Days, these days are known as School Development Days and are used by staff for planning and professional development. On these days the school is closed, and students do not attend.

Term 1:	Thursday 29 January and Friday 30 January
Term 2:	Monday 20 April
Term 3:	Monday 20 July
Term 4:	Monday 12 October and Friday 18 December

All Correspondence

All enrolments, mail, general enquiries and financial transactions are completed through the school's office which is in the Administration building. Matters of policy should be directed through the Office Staff to a member of the School Executive Team – bambara.ps@education.wa.edu.au.

Executive Team

Paula Bell	Principal
Eddison Baroni	Deputy Principal
Meegan Payne	Manager Corporate Services

Please note: The Pre- primary and Kindergarten centres can only be contacted by phoning the main school line on **08 6206 2150**.

Student Requirements

- Each child will need a **LARGE BACKPACK** clearly named. Back packs can be purchased from Lowes Uniform Shop.
- A **BOOK BAG** is also required, available from Lowes, to ensure the safe passage of library books, parent notes and the like between school and home.
- Bambara bucket school hat.
- Change of clothing (Kindergarten and Pre-Primary Students only).
- Crunch and Sip
 - Crunch (fresh fruit or vegetables cut into bite size pieces for snacking at different times of the day.
 - Sip (water bottle)
- Recess snack
- Lunch
- All containers should be clearly labelled with first and last name.
- Stationery and workbooks as per 2025 booklist.

Lunches and Recess

A daily packed lunch and recess is required. The school encourages healthy lunches and snacks that are free of high sugar, salt and fatty treats.

Each child should have their own water bottle to drink from during the day. Please label your child's lunch boxes and drink bottles.

The school discourages the consumption of nuts and nut products.

All students have a lunch break between 12.40pm and 1.10pm. Kindergarten and Pre-primary students eat their lunch within their areas, students in Years 1 to Year 6 eat their lunch in the Covered Assembly Area. All areas are under teacher supervision. Duty teachers release students to play at once they have eaten their lunch or have indicated that they have had sufficient food.

Parents will be contacted if students forget to bring their lunch to school.

Lunch Orders

The school does not operate a canteen however, we do provide a lunch service from Duncraig Senior High school on a Friday. Orders can be made through – www.flexischools.com . The cut-off time for lunch orders is 8.00am Friday.

Booklist

Pupil Requirement Lists are available from the school office/ website and are available for purchase through Campion. Items can be sourced through a supplier of your choice. Kindergarten and Pre-primary students should have their name on schoolbooks and display folders but not on consumable stationary.

Permission to participate in School Events

Parents/carers will be informed of excursions/incursions by electronic advice using COMPASS. Paper copies are available in the office. All permission notes and payments must be returned by the **due date** for students to participate. If these have not been returned, your child will not be able to attend.

Our preferred method of payment is by direct debit to our account BSB: 066 160 Account: 1106 1066. Please ensure you include your child's name as a reference. EFTPOS facilities are also available at the office.

Should you have difficulty in paying for the activity, and you would like your child/children to participate in the event, please contact the school office to discuss payment options.

Students attending excursions must be in full school uniform. Excursions and Incursions support the learning program conducted by teachers.

Factions

Students will be allocated a faction when they first enroll at the school. Factions are allocated to maintain a number balance between each faction and as such students are unable to request a particular faction colour. Siblings are in the same faction. Faction names and colours at the school are:

Forest: **Green** Stirling: **Red** Windich: **Orange**

Families of students from Pre-Primary to Year 6 only, are asked to purchase a faction t-shirt which should be worn during Physical Education lessons and during the Faction Carnival. Please contact the front office if you are unsure what faction your child has been allocated.



Homework

Homework should:

- support the development of the student's independence as a learner;
- further the partnership between school and home;
- only be used to facilitate the achievement of learning outcomes;
- form part of a developmental learning program that is responsive to individual needs, clearly relevant, supported by classroom practice

Library

Classes have a designated library time each week to borrow library books. Students will need a protective book bag. The book bag can be handmade or alternatively you may purchase a book bag from Lowes Uniform Shop. The book bag ensures safe keeping of library books, home reading books, newsletters etc.

The classroom teacher will advise you of your child's library day.

Medical

If your child has a medical condition, you will be required to complete a Health Care Summary and if necessary, a Health Care Management Plan. These are available from the front office.

Medical Communicable Diseases

DISEASE	EXCLUSION FROM SCHOOL
MUMPS	5 days after onset of parotitis
MEASLES	5 days after onset of the rash.
RUBELLA	4 days after onset of the rash.
CHICKEN POX	<u>Until blisters have dried and formed crusts, usually 5 days.</u>
IMPETIGO (school sores)	<u>24 hours after treatment has commenced. Cover sores on exposed skin on return.</u>
WHOOPING COUGH	Return to school when medical certificate indicates child has recovered.
CONJUNCTIVITIS	Until discharge from eyes has ceased.
RINGWORM	Until the day after commencing antifungal treatment.
INFLUENZA	Return to school when the child is feeling well.
HEAD LICE	No requirement to keep children home once effective treatment has been applied
Gastroenteritis	Return to school 48 hours after symptoms have subsided.
Covid 19	Advised to stay home until acute symptoms have resolved.

All medications to be administered at school are to be given to front office staff. Parents are required to complete and sign an Administration of medication form (Form 3). Parents will be asked to collect any superseded medication on the day of notification or immediately after being notified of a change.

Any changes to student medication must be emailed to bambara.ps@education.wa.edu.au

Dental

The School Dentist provides dental treatment at no cost for eligible school aged children. Specialist treatment is not available. The School Dentist is based on grounds at Padbury Primary School. Appointments will be sent home with your child. Visit our website to enrol your child.

For emergencies, parents may contact the School Dentist directly on 9401 7285.

Uniform

Parents, staff, and students support the School's Dress Code. Enrolment at the school is on the understanding that all students from Kindergarten to Year 6 will wear the school uniform daily. Kindergarten students are encouraged to wear the school uniform.

Boys and Girls
<ul style="list-style-type: none">· Short sleeve polo shirt with school logo· Royal blue shorts, skorts or skirt· Blue tartan dress· Royal blue pant· Royal blue jacket with school logo· Royal blue windcheater with school logo· Royal blue track pant· Sports shoes
SPORT – Pre Primary to Year 6
<ul style="list-style-type: none">· Faction colour shirt· Royal blue shorts, skorts or skirt
Royal blue microfibre bucket hat is compulsory at every year level

Cosmetics

The wearing of cosmetics is not allowed.

Jewellery

Watch, stud or sleeper earrings are acceptable items however the wearing of these cannot impact on a student's ability to participate in physical activities. Long earrings, necklaces, bracelets and rings are discouraged.

Footwear

Students are required to wear sensible, closed-in footwear or appropriate sandals to school. Thongs, crocs, etc. may be worn to and from swimming lessons only. Should a student's medical condition necessitate the wearing of any of these items then a written note must be provided by the Parent/Carer to the classroom teacher.

Hair

All students must ensure that their hair does not create a safety or health risk. Students with long hair will be required to tie their hair back. We recommend that long hair be tied back as a preventive measure in avoiding/containing the spread of head lice.

Hats

The 'no hat – play in the shade' policy is fully supported by the Cancer Foundation as an effective means of protecting students from the harmful effects of over exposure to UV rays. Please support this policy in the interests of your child's long-term health. Microfibre bucket hats may be purchased through Lowes, Lakeside Shopping Centre, Joondalup.

Sunscreen

All classrooms are provided with sunscreen for students to apply themselves.

Uniform Shop

The school has contracted Lowes to supply the Bambara PS uniform. Lowes is in the Lakeside Shopping Centre, Joondalup. Lowes can be contacted on telephone 9301 4016 or ordering is available online at www.lowesschoolwear.com.au where your order will then be emailed to the store. From time to time second-hand uniforms are advertised by parents for purchase through the school's internal Facebook Group.



Attendance

At Bambara, we aim for 100% attendance throughout the year and request regular, punctual student attendance.

What to do if your child is absent from school:

- Please send a COMPASS note, phone call, or via the 'Contact Us' Page on the website or email bambara.ps@education.wa.edu.au if your child is absent from school.
- An COMPASS message will be sent by 9.30am each day for unexplained absences.
- Students absent from school due to medical illness for more than 2 days will require a medical certificate from their doctor. The medical certificate should be given to the classroom teacher on the student's return to school.

Families taking vacation throughout the school term is discouraged as these impacts on learning. **If a mid-term vacation is unavoidable parents must seek permission from the Principal in writing or email. Homework will not be provided during mid-term vacations.**

Bikes/Scooters

Students who ride their bikes to school are to leave them in the bike enclosure near the staff car park. Although the enclosure is locked during the school day, students should use a personal bike lock. The wearing of bike helmets is **COMPULSORY** by law. Please support our school by insisting your child wears their helmet when riding a bike/scooter. **It is recommended that students under the age of ten should not ride to school unaccompanied.**

Due to the possibility of theft, the school strongly advises that no property is left in the bike enclosure out of school hours' even if the area is locked.

Arriving Early at School

Students are not permitted on school grounds before 8:15am unless they participate in before school activities. Students who arrive at 8:35am are to remain seated in the Covered Assembly Area.

Start of the School Day

The first siren of the morning is at 8:35am when students enter classrooms to prepare for the school day. A second siren will sound at 8:45am for lessons to commence. Parents or carers are responsible to have students at school by the second siren at 8.35am. **Students arriving later than 8:45am must go to the school office for a late note. This note is to be given to the classroom teacher.**

Drop-Off at Kindergarten and Pre-Primary

Parents are asked to accompany Kindergarten and Pre-Primary Students to school at 8.35am and may stay in the classroom until the siren at 8.45am. This can help the student settle before the start of the school day. Parents are encouraged to read to their child or complete puzzles etc.

Pick-Up from Kindergarten and Pre-Primary

Students will only be released to parents at the end of the school day. If a student is going to be collected by another adult, please notify the classroom teacher. It is important that students are collected on time, as students will often experience anxiety if their parent is late to pick up. Please notify the school should this occur so that the teacher can advise the student.

Kindergarten Days

There are two Kindergarten classes for 2025, Dolphins and Seahorses. Both classes will attend on the following days:

Dolphins will attend **full days on Mondays, Tuesdays, and alternating Wednesdays (odd weeks 1, 3, 5, 7 and 9).**

Seahorses will attend **full days on Thursdays, Fridays, and alternating Wednesdays (even weeks 2, 4, 6, 8 and 10).**

Leaving school during school time - Leave Pass

During school hours the students are strictly under the responsibility and care of school staff. No student is permitted to leave the school grounds without prior approval of their parent or caregiver and consent of the Principal.

Should a student be required to leave school during the school day due to a prior appointment, they will need to be signed out through the school office. It is recommended that parents firstly go to the office to complete the sign out process. A sign out pass will be provided and must be handed to the teacher before the student is released.

Communication

Assemblies

Bambara Primary School has an assembly every fortnight on Friday morning at 8:50am. Please let the Principal know if your child receives a special award outside of school as we are keen to make mention of such awards at assemblies.

The main purpose of our assemblies is to acknowledge student achievement and share information about classroom programs and events. Assembly dates and times are published in the School Newsletter and on each Term Planner.

Newsletter

School newsletters are issued fortnightly on Wednesdays in Weeks 1, 3, 5, 7 and 9 as a means of conveying information about forthcoming events and reporting on school and classroom activities. Our School P&C has a regular section regarding upcoming fundraising events such as sausage sizzles, pizza days and discos.

All newsletters are available on Connect or our website. An SMS will also be sent out with a link to our newsletter.

School Website, Compass and Connect

Our school website is kept up to date with newsletters, term planners and other important news and events – www.bambaraps.wa.edu.au

The school also has a Facebook Group only accessible on request. This is a closed group and you can request to join by looking for the group: <https://www.facebook.com/groups/BambaraPS/>

Find us on our Facebook page: <https://www.facebook.com/bambaraprimarieschool/>

And on Instagram: [@bambaraprimarieschool](https://www.instagram.com/bambaraprimarieschool)

COMPASS is our main attendance and communication portal

Parents can access 'Compass', an integrated, cloud-based, school information system, to report their child's absences, and receive pastoral care information about their child.

Parents will now use the Compass parent portal to report student absences and receive information such as letters of commendation.

Compass software and mobile apps are accessible using a web browser, or downloaded via the [App Store](#) and [Google Play](#).

Connect is a secure online environment developed by the Department of Education for staff, students and parents in public schools. It gives our teachers a tool to deliver content to the students via an online classroom. This means your child will be able to share with you what they are learning about, submit assignments and discuss issues together online anywhere, anytime. Parents Connect provides easy access to information relevant to your child's classes and learning such as assessments, teacher feedback and attendance data.

The Connect Now app can be downloaded from the Apple App Store or Google Play.

Term Planner

The term planner summarises the student events and activities for the school term. This is a useful means for parents to keep informed. The term planner is available on the school website and COMPASS and is updated regularly to reflect any changes to planning.

Parent Information Meeting

Parents are invited to an information meeting with their child's classroom teacher during the first couple of weeks of Term 1. At these meetings the teacher will talk about their classroom philosophy and discuss the curriculum, classroom management plans and student expectations.

Term Updates

At the commencement of each term, classroom teachers provide parents with a classroom timetable and an outline of classroom programs and events. These updates can be used by parents to discuss with their children about what they are learning.

Parent Teacher Meetings

If a student experiences difficulty in the classroom or playground, teachers may request support from the Learning Support Team (comprising of the School Principal, Deputy Principal, School Psychologist and Classroom Teacher). A meeting will be planned for parents to meet with the team and discuss the best methods that will support their learning.

Reporting to Parents

There are several ways that Classroom Teachers report to parents about their child's progress and achievement.

- Term 1 Parent Teacher meeting
- The Semester 1 and 2 reports
- Individual learning plans

Contributions and Charges

A Contributions and Charges schedule is available from the front office and the school's website. The charges are the maximum amount that the school can request for incursions and excursions during the year.

Charges are incurred for special in-school programs and excursions. Payment will be requested as each activity approaches.

A school voluntary contribution of \$60.00 is requested for each student attending Bambara Primary School. This supports the classroom program and allows teachers to purchase a variety of items such as class text books, photocopying materials etc. Your support is important.

A P&C voluntary contribution of \$40.00 is requested for each student. This allows the P&C to reduce the number of fundraising activities throughout the year and for their ongoing financial commitments made to the school.

Payments can be made by:

- Direct Bank Deposit: BSB: 066-160 Account: 1106 1066
Please quote your child/s surname in the reference field.
NOTE - Interbank transfers between CBA will appear immediately in the School's bank account
- Cash, EFTPOS and cheque (payable to Bambara Primary School) through the front office.

Extra-Curricular Activities

During the year all Pre Primary to Year 6 students are invited to the following activities:

- In-term swimming lessons held at the Craigie Leisure Centre pool and beach with Department swimming teachers. You will receive more details closer to the date.
- Dance and Drama: qualified instructors come to the school to give the student's dance and drama lessons.
- Faction Sports Day
- Sporting Schools Program: this is funded through the Federal Government and enables the school to engage various sporting activities to coach the students at no extra cost to families.
- Running Club.
- Kitchen Garden Club.
- Numero Club
- Morning Fitness

HOOSCI (Hillarys Out of School Care Inc)

Hillarys Out of School Care Incorporated (HOOSCI) uses the school's facilities to run their before, after and school vacation program. They are located at the end of Block A.

They also offer after school care for a Wednesday afternoon for our Kindergarten students.

Please note that HOOSCI is a separate entity to the school and as such all enquiries must be directed to HOOSCI. HOOSCI may be contacted by telephoning 9307 8879 or email - admin@hoosci.com.au

Parents and Citizens' Association (P&C)

Being part of the P&C is one of the best ways of being aware of school activities and what is planned to improve the Learning Environment for your child. There are many ways to support the P&C and personal involvement is always valued. Meetings are held once per term, to share ideas and make decisions. Dates and times are published in the School Newsletter and on the Term Planner.

From time to time, the P&C engages in fundraising activities. All help is greatly appreciated, and this is a great opportunity to socialise with others in the school community.

The P&C Association has been an active contributor to the school's educational program and the development of school facilities. It is hoped that you will help maintain this support. We always value our new members.

Please contact us by email – bambarapandc@hotmail.com

A classroom representative is appointed to each class. At the commencement of the school year, parents are asked to nominate for this position by the P&C committee. The role and duties of this position are available from the P&C.

Parents as Partners

The Kindergarten and Pre-Primary parents are encouraged to help in the classroom at least once a term. Parent involvement is highly desirable and enables parents to share experiences with their child, observe their interaction with other children and view their progress throughout the year. We are sure you will enjoy the experience as much as your child. Bambara Primary School has a firm commitment to parents as partners in their child's education.

Parent and Child Volunteer Declaration forms are required to be completed if you are a parent helper.

Safety

Dogs

In the interest of the students' safety please ensure that dogs are not brought onto the school grounds.

Manned Crosswalk

Students, parents and staff are able to cross the busy Alexander Road under the supervision of a crosswalk attendant. This is attended before and after school.

Parking

Parents are requested **not** to use the staff car parks for the purpose of dropping off or collecting children. Please follow parking signs. Parking is available on Austin Way and Gosse Road. Do not park on the road verges, it is highly dangerous as it blocks vision of other drivers. The City or Joondalup Rangers will frequently conduct regular visits and issue fines. There is a drop off 'kiss & drive' zone on Gosse Road.



BAMBARA

Primary School

School Song

Bambara Primary School, the place to be.
Small but we've got it all, everything we need.
Indonesian, sport and music, our values and IT.
In this great environment, our learning comes with ease.

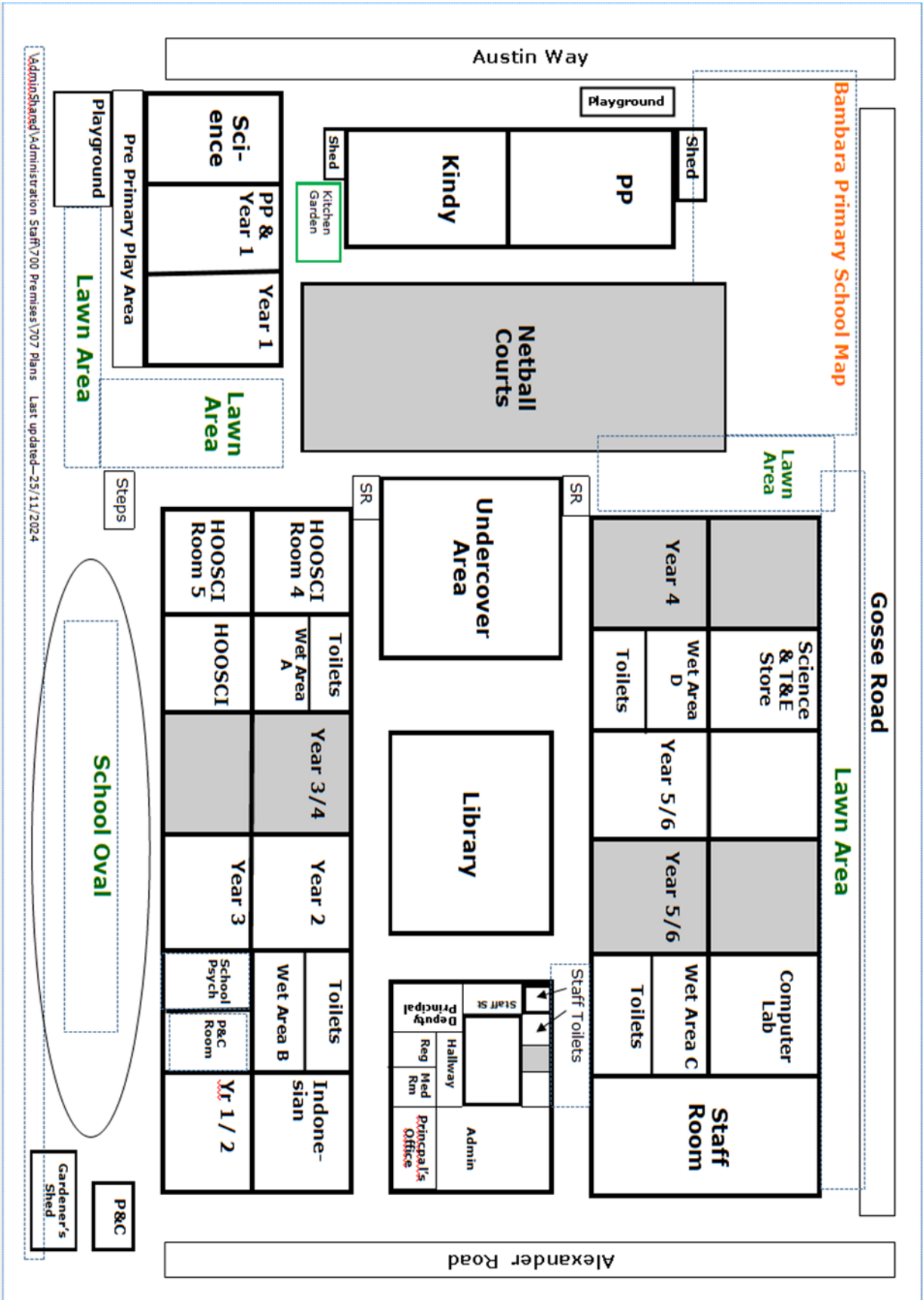
CHORUS

B for Bambara, and B for the Best,
P for the Primary School that stands out from the rest,
S is for the Sense of pride
We feel deep down inside.

We are winners, we all aim high.
Yellow for the sun, and blue for the sky.
The people here are friendly, they really care.
Whenever we need a friend,
Someone's always there!

CHORUS

School Map



Admin/Shared Administration Staff/700 Premises/707 Plans Last updated—25/11/2024