

Welcome to Creaney Primary School

Principal	Mr Trevor Mitchell
Deputy Principal (K-2)	Mrs Sue Hanson
Deputy Principal (3-6)	Ms Kristy Harrison
Business Manager	Ms Debra Rhodes
School Officer	Ms Lisa Leo

'Caring' is our school motto and this forms the foundation for creating a school culture that is driven by *Community, Achievement, Respect* and *Excellence*.

Our priority is to provide a balanced curriculum that caters for a student's academic, physical, and social and emotional needs. This means developing the required knowledge, skills and values through targeted literacy and numeracy programs, as well as through technology, science, social science, specialist and pastoral care programs. We aim to provide the necessary building blocks for our students to reach their potential, to become good citizens and to make a valuable contribution to society.

We have an experienced and dedicated team of teaching, leadership and school support staff who work towards achieving the school values, vision and target in the School Business Plan. We have the flexibility to employ staff that are the best fit for our school community and we have a balance of new, experienced and male and female staff.

Together, we're all committed to providing a safe and positive learning environment and we set high expectations for the social, creative and academic development of all students.

Building and maintaining positive relationships across our school community is very important to all of us because we know that it's these relationships that will form the foundations to learning and future success.

At Creaney Primary, our students learn life skills such as acceptance, tolerance and empathy first hand, as we share our school campus with Creaney Education Support Centre. Students attending the Education Support Centre are integrated into the primary school program and this partnership allows us to learn from each other through coordinated integration and cross-integration programs.

We believe in building a *caring and supportive school community* that takes ownership and responsibility for enhancing the school environment and for meeting the current and future needs of our students and teachers.

If you would like to know more about Creaney Primary, then visit our website at www.creaneyps.wa.edu.au. Please also take the time to let us know how we can improve our service by e-mailing us at creaney.ps@education.wa.edu.au

Yours truly
Trevor Mitchell
Principal

SCHOOL OPERATIONS

INDEPENDENT PUBLIC SCHOOL

Creaney Primary is an Independent Public School with additional flexibilities and responsibilities involving staff recruitment, community involvement and resource management.

WOODVALE LEARNING COMMUNITY

Creaney is part of the Woodvale Learning Community and our students feed into the Woodvale Secondary College. All schools in the cluster work collaboratively to provide the best learning opportunities for students. Creaney students can also feed into Greenwood Secondary College.

SCHOOL TERM DATES

Semester 1	Term 1 Teachers	Monday 30 January – Friday 7 April
	Students	Wednesday 1 February – Friday 7 April
	Term 2 Teachers	Monday 26 April – Friday 30 June
	Students	Wednesday 26 April – Friday 30 June
Semester 2	Term 3 Teachers	Monday 17 July – Friday 22 September
	Students	Tuesday 18 July – Friday 22 September
	Term 4 Teachers	Monday 9 October – Friday 15 December
	Students	Monday 9 October – Thursday 14 December

SCHOOL DEVELOPMENT DAYS

The following days are School Development Days. Students do not attend school on these days.

Term 1:	Monday 30 January and Tuesday 31 January
Term 2:	Monday 24 April
Term 3:	Monday 17 July
Term 4:	Friday 3 November, Friday 15 December

STAFF MEETINGS

Staff meetings are held every second Wednesday after school and all staff rostered on that day must attend. Teachers are advised that parent interviews and personal appointments are not to be organised in staff meeting time slots.

PUBLIC HOLIDAYS

Labor Day	Monday 6 March
Anzac Day	Tuesday 25 April
WA Day	Monday 5 June

HOURS OF INSTRUCTION

Monday to Friday

Morning	8:40am – 10:40am
	11:00am – 1:00pm
Afternoon	1:40pm – 2:50pm

Kindergarten: 5 days per fortnight comprising 2 Groups:

Yellow Group – Monday/Tuesday/alternate Wednesday
Blue Group – Thursday/Friday/alternate Wednesday

ARRIVAL & PICK UP

Kindergarten and Pre-Primary children are to be personally delivered and picked up from their classrooms by their parents or guardians.

Primary children should not arrive at school prior to **8:20am** and are required to leave the school grounds by **3:00pm**. Students are required to wait outside their classrooms – play is not permitted before school.

USE OF PLAYGROUND EQUIPMENT BEFORE/AFTER SCHOOL

The use of playground equipment and sports equipment/games before or after school is not permitted for safety and duty of care reasons.

CONTRIBUTIONS, CHARGES AND PERSONAL USE ITEMS

Under provisions of the Education Act, it is a requirement of schools and school boards to indicate to parents all likely educational expenditures for the coming year:-

Personal Use Items: Many parents order these items through Campion. The children will need to have the items listed in their possession each school day in order to maximize their participation in the learning programs provided. Parents may need to replace some items such as pens and pencils throughout the year. Year level lists for personal use items are available from the front office.

Charges: These are “optional costs”. That is, it is not compulsory for students to take part, though if they do, payment is required. The table below identifies the maximum anticipated costs per year level. Actual costs incurred in many cases are likely to be considerably less. It is important to realise this and that costs will not exceed the scheduled figure. Information from Regional Office on such is detailed below

Description	K	PP	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Incursions	30	40	40	40	40	40	40	40
Excursions	50	50	50	50	50	50	50	50
Interschool Sports	-	-	10	10	10	10	20	20
PEAC	-	-	10	10	10	-	180	180
Instrumental Music	-	-	-	-	-	-	110	110
In-term Swimming	-	65	65	65	65	65	65	65
Year 6 Dancing	-	-	-	-	-	-	-	40
Year 5 Dancing	-	-	-	-	-	-	35	-
Year 6 Dinner Dance	-	-	-	-	-	-	-	50
Year 6 Farewell Activities	-	-	-	-	-	-	-	50
Year 6 Graduation Polo Shirt	-	-	-	-	-	-	-	40
Year 6 Camp (to be confirmed)	-	-	-	-	-	-	-	500

2017 CONTRIBUTIONS

The total amount that parents are asked to pay has been contained within the \$60 maximum set in the School Education Regulations 2000. Money collected will supplement the school expenditure in the areas listed below. For 2016 this amount has been set for Kindergarten to Year 6 at \$60/per child.

Many parents opt to pay this voluntary amount at the time of paying for Personal Use Items, though full or part payments are welcome at the school office at any time. Whilst contributions are voluntary, the quality of our teaching and learning program will be maximized when each family makes a contribution towards supplementing funding gained from other sources, including the State and Commonwealth Governments.

MONEY COLLECTIONS

Please pay voluntary contributions/excursions/incursions/musical instrument hire via bank transfer where possible.

ANZ Bank **BSB: 016-494** **Account Number: 340967445**
Reference: **Child's Surname, Initial and Reference number**

DIFFICULTY WITH PAYMENT

We are aware of the financial demands families may face and to assist in any possible way. For example: Camps and Voluntary Contributions payments can be progressive throughout the year.

LESSON ATTENDANCE

Teachers are required to mark the roll within the first five minutes of the day. Students arriving after the siren should go to the office for a Late Pass to hand to their classroom teacher.

CANTEEN

The canteen is managed by the P & C Association. A menu is available and special deals are advertised through the fortnightly newsletters. Our Canteen has received a 4 star Starcap rating through the School Canteen Associations Accreditation program and has consistently achieved 99% of all sales being healthy food choices. We continue to offer nutritious meals, which are low in fat, sugar and salt and many foods are homemade. Multiple purchases of ice-creams, drinks etc for students are not permitted. The Canteen operates Tuesday to Friday for morning tea and lunch. Counter sales occur during recess and lunchtime. You can order on line through the website ouronlinecanteen.com.au or write your order on brown lunch bags with the child's name, class and correct money enclosed. Please wrap coins in a tissue to avoid money falling out. Orders must be placed in the basket located in the classroom before the commencement of school. If you have any queries the Canteen can be contacted on 9309 4654.

ALLERGY AWARE SCHOOL

Some children and staff at Creaney Primary have severe allergic reactions to bees and nuts that require immediate medication and hospitalisation. Students with severe allergic reactions have a medical action plan that staff will be made aware of and is located in the staffroom. Please note that Creaney is a nut aware school.

DOGS

Dogs create a considerable nuisance and dangerous encounters may arise. The school has adopted a policy of contacting the local Council if the owners cannot be identified if an unsupervised dog arrives on the school ground. Parents are advised, for duty of care reasons to wait outside the school boundary with their dog and not to bring their dogs on-site.

PARENT COMPLAINTS

We aim to develop and maintain open communications and positive relationships between home and school. A process of listening, discussing and resolving issues is encouraged and parent complaints will be directed to staff members/class teachers concerned. A brochure and process for complaints management is available from the office.

ROAD SAFETY

Traffic near a school will always present a hazard to children. Parents are asked to be actively involved in the school's campaign to lessen the chances of serious accidents. The 27 car-park/embayments established along the verges of Kingsley and Creaney Drives are for use in emergencies and wherever possible for the Kindergarten and Pre-Primary parents to use as required when delivering children into the care of teachers. Parents have access to over 140 parking bays around the school. Parents are reminded that they are not permitted to park in the staff car park; this is DoE property and increases the risk to staff and students.

GUARDED CROSSING

The Police Department pays an attendant to assist parents and children to cross Kingsley Drive during the busy times before and after school. At times the crossing may be unattended due to circumstances out of the School's control. When notified, the school will advise students. Parents will be notified of this situation if notice is given.

SAFETY HOUSE SCHEME

The school district is well served by the Creaney Safety House Scheme. The members of the community who supply this service assist with student safety to and from school and on weekends. Parents who are interested in being involved should contact the P & C.

BICYCLES AT SCHOOL

For safety reasons bicycles and scooters are not to be ridden in the school grounds. Children should dismount at the school boundary and wheel their bicycles or scooters to the nearest designated area. Bicycles and scooters are to be placed in the bike racks near the hall or the sports shed. A padlock and chain are desirable for security. Student bicycles, scooters or personal items are not covered by the school's insurance when at school. Bike helmets should be kept in the shade with the student's school bag.

OUT OF SCHOOL CARE

The YMCA operate a before and after school care program. It provides an exciting program based on the children's needs and interests as guided by My Time our Place and the YMCA Approach to Learning. It operates in the Hall, from Monday to Friday, 7.00am to the commencement of school and every afternoon from 2:50pm – 6:00pm as well as holidays and School Development Days. Enquiries and enrolments can be directed to YMCA staff whom are in the centre by 2:00pm each day. This facility is available for children from the year they turn four through to 12 year olds. For further information please phone 0403 347 949.

CARE OF SCHOOL GROUNDS AND FACILITIES

All parents and staff are requested to encourage children to treat the school grounds and facilities with respect. It is greatly appreciated when parents and motorists keep an eye out over the school during after hours' periods. This has dramatically assisted us in reducing the number of incidents of vandalism to our buildings and grounds. The security fence has greatly reduced all issues of vandalism and theft and will enable us to embark on grounds beautification programs.

SCHOOL CHILDREN ACCIDENT INSURANCE

This is the responsibility of parents. Numerous insurance companies offer cheap rates of accident insurance for students and these can usually be extended to include valuable personal items including prescription glasses and dental plates.

SCHOOL BANKING

Teaching children the all-important skills of money management and saving when they're young can empower them for success in the future. The School Banking initiative teaches valuable financial literacy skills that will last well beyond school life. The School Banking Program also offers the financial benefits for our school. School Banking is held in the Library every Tuesday from 8:20am – 8:40am.

CAMPS/EXCURSIONS

Camps are dependent on staff willingness to attend in their own family time and the commitment and support of parents. Currently we have a Year 6 camp at Creaney. All excursions and visits by groups are planned as an integral part of the learning program. Children learn a great deal from these experiences and parents are urged to allow their children to participate in these activities when they are arranged.

Parents will be advised of all planned activities by specific notices. Parents who experience any difficulties or hardships in paying for excursions are invited to discuss these problems with their class teacher. Special arrangements will be made to fit each circumstance. Complete confidentiality will be ensured at all times.

MOBILE PHONES

Personal items such as mobile phones are not insured and children bring them to school at their own risk. The school will not accept responsibility for mobile phones that are damaged, lost or stolen. Mobile phones must be handed into the office in the morning and collected after school. Unacceptable use of a mobile phone will be addressed using the school's Behaviour Management Policy. Parents need to contact the office if their child is required to have a mobile phone at school, which is only to be used for before and after school purposes.

SUNSMART SCHOOL

Parents are asked to apply sunscreen to their child before school. In addition, the P & C provides sunscreen for all classrooms for children to re-apply before going to lunch.

SCHOOL UNIFORM

Parents are asked to fully support the school by ensuring their child attends school in full school uniform at ALL times. The wearing of uniforms gives children a sense of belonging and assists in building a tradition of pupils being proud of themselves and of their school. The school has always received outstanding support from parents on the matter of uniform. Details of the school uniform are provided on a separate sheet which is available from the school office. It is particularly important that all students are dressed in school uniform for excursions, as they are representing the school. The colours of the official school uniform are gold and navy blue and the uniform for Kindergarten – Year 6 consists of the following:

School Polo shirt, Shorts, Trackpant, Zip Jacket, Faction Polo shirt, Zina Skirt, Bucket Hat, Homework Bag

All School Uniform can be purchased from:

Uniform Concepts

Shop 5/7 Delage St

Joondalup WA 6027 - Tel 9270 4660 or Email joondalup@uc.nellgray.com.au

This school has a School Board approved uniform policy.

FOOTWEAR

For health and safety reasons, it is a requirement that children wear proper footwear to school. Shoes, sneakers, gym shoes, joggers or buckle-up sandals are all appropriate forms of footwear. No thongs or dress up shoes please.

HATS

Creaney is a SunSmart school with a SunSmart policy. In the interests of preventing harmful damage caused by the sun, children are required to bring their hat to school every day. It is policy that children wear the school hat in the yard all year round. We have a policy of "No hat, No play" in the sun. School broad brimmed and bucket hats are acceptable - no caps.

MONEY, VALUABLES, TOYS AND SPORTS EQUIPMENT

It is recommended that children's valuable personal items and toys are not brought to school. On occasions when items are requested for a special project or class display, please ensure all items are well labelled. Once again these items are not insured and the school will not be responsible. Children are requested to hand their money to their class teacher for safekeeping.

ENROLMENTS

KINDERGARTEN ENROLMENTS

Children entering Kindergarten in 2017 have their date of birth between 1 July 2012 and 30 June 2013.

LOCAL INTAKE SCHOOL

Creaney Primary School is a Local Intake School and enrolments are taken from a prescribed catchments area in the suburb of Kingsley. Applications for enrolment need to be completed with proof of residence, birth certificate, immunization details sighted by office staff prior to submitting to the Principal.

When the school receives more kindergarten applications than places available, the following criteria will be applied to prioritise applications as per the Department of Education and Training's Enrolment policy:

- First priority will be given to the child whose usual place of residence is in the intake area for the school and who has a sibling enrolled at the school for that year and who lived nearest the school;
- Second priority will be given to the child whose usual place of residence is in the intake area for the school and who does not have a sibling enrolled at the school for that year and who lives nearest the school
- Third priority will be given to the child whose usual place of residence is NOT in the intake area for the school and who has a sibling enrolled at the school for that year and who lived nearest the school; and
- Fourth priority will be given to the child whose usual place of residence is NOT in the intake area for the school and who does not have a sibling enrolled at the school for that year and who lived nearest the school
- Out of catchment students are not guaranteed an enrolment at Woodvale Secondary College

P & C ASSOCIATION

The official parent representative body is the Parents and Citizen’s Association. Great support has been afforded the school by this group and all parents are urged to become members and be involved in the activities and functions. The association has control over the following sub-committees:- The FUNdraising Committee, The Canteen Committee and The Safety House Committee.

P & C meetings are held on a Wednesday night of Week 3 and Week 7 at 7:30pm in the staffroom as advised in the term planner. All parents are welcome to attend. Please see the school website for committee members’ details and further information.

THE FUNDRAISING COMMITTEE

The FUNdraising Committee performs functions to assist the school and all parents are urged to give this group their support. Meetings are held every Term.

SAFETY HOUSE COMMITTEE

The Safety House Committee has the specific task of maintaining the Safety House Scheme in the Creaney area and parents who wish to contribute to this aspect of community service are invited to attend meetings when they are held.

SCHOOL BOARD

The School Education Act 1999 came into effect from January 1, 2001 and requires all schools to form a School Board. Our School Board will meet at least once per term and its key functions include taking part in;

1. Establishing the school’s objectives and priorities
2. Financial planning and directions
3. Reviewing the school’s performance
4. Formulating codes of conduct for students
5. Determining through consultation, a dress code for students
6. Promoting the school in the community
7. Approving charges and contributions and personal use items

The School Board has developed a constitution, a copy of which is available from our office. This details the purpose of the Board, membership, elections, meetings and proceedings. The School Board consists of parents, school staff and the Principal. More information can be obtained from the school website or contacting the Principal.

ASSEMBLIES

Assemblies are conducted throughout the year with classes being rostered to direct proceedings. Parents are advised beforehand of relevant details. Assemblies occur in the hall on a Friday morning and commence at 8:45am. The school has a closed assembly on Fridays when formal day assemblies are not scheduled. This is called our ‘Friday Muster’.

REPORTING TO PARENTS

Our staff will aim to keep parents up to date with information on their child’s progress. Formal reporting arrangements in 2017 will include;

Term 1	Parent Interviews/Meeting	Week 2
Term 2	Learning Journey	Week 9
	Formal Report	Week 10
Term 3	Interviews if required	Week 1/2
Term 4	Formal Report	Week 9

Teachers are required to report honestly about students’ level of achievement and behaviour, and to use a combination of standardised and teacher based judgements. Parents are always informed prior to the report going home of any issues that may cause tension or a degree of concern.

PARENTAL INVOLVEMENT

A number of avenues exist for parents to be involved in the daily functioning of the school. Parents are welcome into classrooms and will find that assisting the school in this way is a rewarding experience. Please speak to your child's teacher. Some areas where continuing assistance is required are:-

- Reading and Writing in Junior Classes
- Small group work in Maths and Science
- Library resource centre
- Parental helpers on excursions
- Sports coaching and umpiring
- Talks, relating experiences of general or professional interest
- Volunteering in the canteen

STUDENT SERVICES

SCHOOL PSYCHOLOGIST – Mrs Mollet 9309 1588

Both Deputy Principals are responsible for case management of students at education risk (SAER). A School Psychologist is available to Creaney Primary and is based at West Coast District Education Office. The services of the School Psychologist are free and available on referral on Tuesdays. Parents may also make an appointment with the School Psychologist through the SAER case manager to discuss any concerns they have regarding the progress and development of their children.

CHAPLAIN – Tim Mullen

A Chaplain is here to offer support to students and their families in a variety of capacities, such as:

- Support and a listening ear when facing difficulties or rough patches
- Specific strategies to help deal with challenging situations and transitions.
- Leadership skills development for our student leaders/councillors
- Working together with class teachers to achieve curriculum objectives on topics such as goals, values, conflict resolution and anger management, etc.

The chaplain's role statement is to support students, families and staff at Creaney Primary. This takes the form of students, teacher and parent counselling, small group work, special programs, mediation sessions, excursions/camps, games, school morale, pastoral care and student services intervention.

DENTAL CLINIC

A Dental Therapy Centre is located on 12 Merivale Way Greenwood. This service is free for all Creaney children. An enrolment form and information sheet will be issued to each child on enrolment at the school. Enrolled children will be examined throughout the year. Parents are invited to contact the centre to make an appointment (at any time) if they have any queries regarding their child's Dental Health. The Dental staff are: **Jim Howe – Dental Officer**, **Daphne – Dental Therapist** and **Anne – Dental Assistant**. The phone number is **9203 5611**.

SCHOOL NURSE – Mohsin Husain

Our school Community Health Nurse is employed by North Metro Health Service. He will conduct full Health Appraisals for Kindergarten children during the year. For any sight or hearing concerns Parents can request a referral through the class teacher.

HEALTH/INFECTIOUS DISEASES

Under Public Health regulations children who contract the following diseases are to be excluded from school: Chicken Pox, Mumps, Measles/Rubella, Trachoma, Ringworm, H1N1 (Swine Flu), Impetigo (School Sores). Children at school suspected of having an infectious disease will need to be collected.

ACCIDENT OR ILLNESS AT SCHOOL

Minor injuries or illness during the day are normally attended to at school. In more serious cases students are sent home as there are no facilities for resting at school.

Parents are requested to make sure that the emergency address and phone number registered on the enrolment form are kept up to date. At the beginning of each year a student update form is sent home for parents to complete. The information provided on the student information system is an important factor in the school's custodial role. If this is done, unnecessary delays for medical attention will be averted.

PUNCTUALITY

It's essential that students arrive at school on time and are ready to commence lessons at 8:40am. It can be stressful and disruptive when students arrive to class late as they miss and fall behind with school work. Teachers mark their daily class attendance at 8:40am; students arriving after the siren must visit the office to collect a late slip.

STUDENT ABSENCES

The Department of Education regulations require that all planned pupil absences of more than two days be explained by a dated note sent to the Principal before the planned leave. For day to day absences parents can SMS 0437 156 748, the school the morning of the absence to provide an explanation which will be recorded by the office staff. This will assist teachers to manage the learning program and to enable checks to be made to ensure that all children who are sent to school actually arrive.

SMS MESSAGING

Creaney Primary introduced SMS communications to build on existing attendance procedures and to ensure that parents are notified as soon as possible if their child is absent from school without an explanation. At 10.00am an SMS is sent to all parents whose child is absent without an explanation. SMS will also be used to provide information to parents about school community events.

WITHDRAWAL OF PUPILS FROM SCHOOL DURING INSTRUCTION TIME OR FOR VACATION

Teachers have a legal responsibility for children throughout the school day. Long term requests to take children away from school during the school term must be in writing (signed by the parent) to the class teacher or directly to the Principal. Pupils are not permitted to leave the school grounds without permission. Parents must sign out their child at front office before taking them off the school grounds, a permission slip will be given to the parent to then be presented to the class teacher. Student work is not provided for students attending a vacation during school time.

APPROVED CONTACT

Whoever is taking a student out of the school must be on the school's approved emergency contact list, otherwise the student will not be released. They must also have a reasonable and valid explanation for withdrawing a student from the school program.

SPORT PROGRAMS

INTERSCHOOL SPORT

In order to help foster correct attitudes of sportsmanship, interschool fixtures will be arranged from time to time during the year. When it is necessary to travel to another school, a permission note will be required for the participating student. This will detail the date, purpose of the trip, cost and mode of transport. Parents are urged to encourage their children to play weekend sport and to become involved themselves.

INTERSCHOOL SPORTS WINTER PROGRAM

The sports specialist teacher coordinates the Interschool sports program which involves Years 5 and 6 students. Year 4 students may be chosen if necessary.

EXEMPTION FROM PHYSICAL EDUCATION

All students are expected to take part in all set physical education and sport sessions. Students will only be exempt from these lessons if a note or medical certificate is provided to the class teacher. A hat and correct footwear must be worn during these sessions.

POLICIES

BEHAVIOUR MANAGEMENT/SOCIAL LEARNING

At Creaney Primary School students are encouraged to have respect for themselves, consideration for others and compassion for those less fortunate than themselves. In keeping with the school motto of "Caring" the school has a positive approach to social learning. The atmosphere of the school is friendly and harmonious with teachers praising good work and appropriate behaviour.

The school environment is one where the rights of teachers to teach and students to learn are respected; there are consequences for those who violate these rights. Parents will be informed if a child's behaviour is unacceptable and will be asked to support the school management strategies. Only through the united efforts of school and home can high expectations for children be fulfilled.

SOCIAL LEARNING/CLASS DOJO

Class Dojo is a student behaviour tracking system that is applied across the school. This includes all classrooms, specialist areas and in the playground. Expected positive behaviour is recorded, accessed and monitored by staff on a daily basis to provide a snapshot of student behaviour at school. This procedure also occurs for negative behaviour. Class Dojo allows parents to monitor student behaviour and learning from their day to day activities and commitments.

PARENT REQUIREMENTS FOR CLASS DOJO

New parents to Class Dojo will need to download the Dojo App on their phone or visit the website www.classdojo.com and will require a login provided to you by your class teacher. All parents will receive a new log in to Dojo at the start of every year.

'EXPECTED BEHAVIOUR' MATRIX

To assist students to be more aware of the expected behaviours required at school and to use this as a reference point throughout the year to support consistency, staff have created an 'Expected Behaviour Matrix' that aligns with the school values. This 'Expected Behaviour Matrix' assists students and teachers with developing their class rules, traffic light behaviours and the class dojo categories.

The School operates a whole school faction token/ticket program to reward appropriate behaviour. Reward play is also provided every Friday for all students who maintain a 'Good Standard' during the week. The behaviour management/social learning system reflects restorative practices and the traffic lights (stop, think and do) system. Letters of Acknowledgement and Letters of Concern keep parents informed about both positive and unacceptable behaviour.

INTEGRATION

Creaney Primary and Creaney Education Support Centre have an active and supportive integration policy.

PARENT FEEDBACK

The school welcomes feedback, queries and visits from parents who wish to make suggestions or inform the school about issues of concern. Parent-teacher interviews may be requested at any time by contacting the classroom teacher. Appointments can be made with the Deputy Principals and Principal for parents to speak to, however it is preferred to first make an appointment with the class teacher about classroom issues/concerns. The school community is surveyed bi-annually on all operational aspects of the school.

STAFF

Principal	Mr Mitchell
Deputy Principal (K-2)	Mrs Hanson
Deputy Principal (3-7)	Ms Harrison
Business Manager	Ms Rhodes
School Officer Level 2	Ms Leo
School Officer Level 1	Mrs Sayers and Mrs Goldberg
TEACHERS	
Kindergarten - Yellow Group	Mrs Ferguson (Mon/Tue)
Kindergarten - Blue Group	Miss Beardshaw (Thur/Fri)
Kindergarten - Yellow/Blue Group	Miss Allen (Wednesday)
Pre Primary - E1	Miss Hisco
Pre Primary/Year 1 - E2	Miss Sansalone
Year 1 - A4	Mrs Palmer/ (Mon – Wed) Mrs McCulloch (Thur/Fri)
Year 2 - A1	Mrs Stocks
Year 2 - A2	Miss Longman (Mon – Tues) Miss Bartlett Wed-Fri
Year 3 - B6	Mr Luck
Year 3/4 - B5	Mr Spilcker
Year 4 - B2	Miss Gow (Mon – Thurs) Miss Allen (Fri Sem 1)
Year 5 - B3	Miss Baker
Year 5/6 - C5	Miss McMurray
Year 6 - C6	Mrs Anderson
SPECIALIST TEACHERS	
Physical Education	Miss Longman (Wed/Thur/Fri)
ICT	Mr Dowding
Science	Mr Dowding
Music	Mrs Barker
SCHOOL SUPPORT STAFF	
Chaplain	Tim Mullen
Library Officer	Mrs Sutton
Education Assistant	Mrs Gregory
Education Assistant	Mrs Dunjey
Education Assistant	Mrs Goldberg
Education Assistant/Special Needs	Mrs Sayers
Education Assistant/Special Needs	Mrs Cochrane
Education Assistant/Special Needs	Mrs McDermott
Education Assistant/Special Needs	Mrs Varsani
Education Assistant/Special Needs	Mrs Huntley
Education Assistant/Special Needs	Mrs Titren
Education Assistant/Special Needs	Mrs Green
Education Assistant/Special Needs	Mrs Bell
Gardener	Mr Ellison
Head Cleaner	Mrs De Biasi