

Carlton Gardens Primary School

Grade 3-6
INFORMATION
2017



Carlton Gardens Primary School



Est. 1884
Delivering our Best

A MeSSage FROM the PRINCIPAL

Dear Parents and Carers,

Hello everyone, and a very warm welcome to our school community at Carlton Gardens Primary School. We look forward to getting to know each family and developing a positive and rewarding partnership with you in the year ahead.

We believe that school should be a place where:

- 1) Each child is valued as a unique individual, bringing to the environment an equally unique set of values, experiences, attitudes and knowledge areas that have been largely formed through family experiences and in a cultural and social context.
- 2) Children should feel safe and comfortable to be themselves and to be able to challenge themselves.
- 3) Each child should be encouraged and free to work at their own pace and at their own level of development.
- 4) Each child should feel secure in asking for assistance and should be confident and empowered to 'take risks' in their association with other children, with materials and within the environment.

The role of the teacher in such an environment becomes one that: supports, encourages, challenges, extends, negotiates, motivates and models, reflects, shares and scaffolds children's learning. Teachers are the facilitators of learning!

Parents are encouraged to be actively involved in the school through parent helper programs in the classrooms or with school events. There is a strong sense of pride and commitment held within the parent community towards the school.

Carlton Gardens Primary School is YOUR school! Its growth, development and advancement depend on the support and commitment of our whole school community. Working together with teachers will help your child to develop to his/her full potential.

Welcome to our community!
Tina McDougall
Principal



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General Information about Carlton Gardens Primary School

School Information	
School Phone Number	▶ 9663 6502
School Fax Number	▶ 9639 1220
School Address	▶ 215 Rathdowne Street CARLTON, 3053
Email Address	▶ carlton.gardens.ps@edumail.vic.gov.au
Website	▶ www.carltongardens.vic.edu.au
Instagram/Twitter	▶ @CarltonGardens

School Dates For 2017	
TERM 1	Monday 30 th of January (Teachers <u>ONLY</u>) 31 st of January to 31 st of March
TERM 2	Tuesday 18 th of April to Friday 30 th of June
TERM 3	Monday 17 th of July to Friday 22 nd of September
TERM 4	Monday 9 th of October to Friday 22 nd of December

Curriculum Days For 2017	
	Monday 30 th January
	Monday 20 th February
	Monday 24 th April
	Monday 24 th July

WHOLE SCHOOL BELL TIMES	
8:50am	❖ Announcement – students in Grade 3-6 head straight to their classrooms to unpack their bags and get ready for the day. Learning starts at 9am.
8:55am	❖ Bell rings – students in Grade Prep-2 line up outside with their grade and are led inside by their classroom teacher. Learning starts at 9am.
Recess	❖ Students have half an hour play time after eating their morning tea.
Lunch	❖ Students stay in the classroom for allocated lunch eating time before heading outside to play for 50 minutes.
3.30pm	❖ End of the school day - students are walked outside by their classroom teacher to meet their parents in the school yard.

Supporting the School

Parents can assist in the day-to-day operations of the school by:

- **Making before school communication with teachers brief (between 8:45am – 8:55am).** Teachers need as much uninterrupted time as possible to plan and organise their resources in the morning to ensure that everything is ready for the day of learning in their classroom.
We encourage parents to make **an appointment for longer discussions at a time that is mutually acceptable.**
- Ensuring **names are on children's property (especially school uniform)** so they can be returned to rightful owners.
- **Contacting your classroom teacher first, when issues arise concerning your children:** They know the day-to-day activities and incidents as they happen and are more in tune with getting the facts and are better informed.
- **Volunteering to assist in your child's classroom** in various programs i.e. sports, swimming, and curriculum areas, making classroom support materials or any expertise that you can offer. A parent helper form will be sent home by your child's classroom teacher. Please ensure you have a valid Working with Children Card on you at all times.
- **Participating in working bees.** There will be periodic working bees happening throughout the year. Your family is welcome to assist on a specified day. Jobs will include gardening, general maintenance of the grounds, book covering, etc.
- **Supporting school fundraising activities.** Any money raised by the Parents and Friends Association is spent on the children at the school. The school welcomes any parents or guardians who can contribute.
- **Maintaining a positive influence within the school.** We need a focus on the good things that are happening in our school. Children respond to positive talk as it makes school more fun for them.
- **Treating people how we want to be treated ourselves** in all our interactions. (Parents, Teachers and Children). We all wish to be treated with respect, kindness and courtesy. It is a societal expectation and important that we as individuals model this behaviour.

At Carlton Gardens Primary School:

ABSENCES: IT'S NOT OK TO BE AWAY!

If your child doesn't attend school on a particular day due to illness or a family commitment, you must log into Compass and approve the absence online. Alternatively a signed and dated note from a parent explaining the reason your child did not attend school is required to be given to the classroom teacher.

It is also appreciated that if in the event of a long absence, (overseas trip, illness, etc), the school administrative staff are notified and that you put the absence into Compass. You will be contacted if your child has been away for more than two days in a row.

Students who arrive after 8.55am are considered late and will be marked as late on the school roll. Due to our lesson structure, students who miss the start of the lesson find it very difficult to catch up.

ANAPHYLAXIS

A number of children at Carlton Gardens Primary School are anaphylactic (have life threatening allergies). If a child comes in contact with particular foods it will result in an anaphylactic reaction. At school we currently have students who are allergic to nuts, eggs and seafood. If your child is in a class with an anaphylactic child you will receive a letter from the classroom teacher asking you to refrain from packing particular foods in your child's lunchbox.

If your child has an anaphylactic condition, please notify the school as soon as possible.

ASSEMBLIES

On Friday afternoons at approximately 3.00pm we hold a celebratory assembly outside in the school yard. During the assembly we give out **Student of the Week** certificates and summarise any upcoming events. At the start of assembly students sing both verses of the Australian National Anthem.

BOOK PACK AND SCHOOL FEES

This fee is set to cover the costs of items such as Booklists, Curriculum Resources, Physical Education equipment, computers and ICT infrastructure. This annual fee is expected to be paid at the commencement of the school year. The fee assists the school to provide a wide range of learning opportunities for our students. Notification of amount to be paid and by when will be communicated via Compass.

CAMPS IN 2017

3/4 Camp

Will take place in Term Three. Students will be spending two nights away at a Candlebark Farm with staff and their friends. Students will participate in adventure activities. More information will be provided closer to the date.

5/6 Camp

Will take place during the last week of Term Three. Students will be spending three nights away at a Fern Gully Lodge with staff and their friends. Students will participate in adventure activities. More information will be provided closer to the date.

CHILDREN'S BIRTHDAYS

We think your child's birthday is special too! Please let your classroom teacher know of your intentions as there may be children with allergies in the class. A list of ingredients in any food brought in to share will need to be provided to the classroom teacher.

CLASSROOM LIBRARY

Students are encouraged to borrow a variety of texts from the classroom library. Reading is a very important part of our school curriculum. We have sent books home for you to read with your child, for them to read to you, or to be read independently. This is intended to be a pleasurable activity and to enhance your child's interest in reading. Please fill out the reading log in your students yellow book and feel free to communicate with your classroom teacher using the comments section within the yellow book. Every child has a subscription to Reading Eggs which can be accessed from home (www.readingeggs.com.au) and we encourage you to make regular visits to your local library for borrowing.

CLASSROOM/PARENT HELPERS

Parent interest and involvement are very important to your child and the school. We would welcome your involvement in activities such as:

- typing children's stories
- excursions
- cutting & laminating resources
- working bees
- school council
- fundraising

A Parent Helper Form will be sent out via Compass at the start of the school year, asking for any volunteers. A current Working with Children's Check is required if you would like to be involved in any classroom activities or excursions. The forms for this check can be obtained from the website - www.workingwithchildren.vic.gov.au

COLLECTING CHILDREN DURING SCHOOL HOURS

If you need to collect your child during school hours, please visit the office and sign your child out and the early departure will be entered into Compass.

COMPASS

Compass is a school based web portal that will allow you to see how your student is performing at school.

You will be able to see the number of absences and late arrivals that your child has had, give approval for school excursions, make payments online and download school reports.

Teachers will also be able to send emails from Compass to keep you informed about classroom events and issues and you will be able to schedule Parent/Teacher interviews on Compass.

You will receive a notice with your login details. We ask that when you do, you login and update your email details. We encourage all parents to access Compass as this will be your main source of school information.

CODE OF CONDUCT

Each class is expected to spend time early in Term One, examining the Carlton Gardens Primary School Code of Conduct, to discuss school rules, appropriate classroom rules, rights, responsibilities and consequences for inappropriate behaviour. All teachers follow the discipline procedure outlined in the Carlton Gardens Discipline Policy located in their rooms and around the school.

DAILY PROCEDURES

Morning:

- Parents are encouraged to drop children off between 8:45am – 8:50am so they are at school ready to start the day before the bell rings.
- Please note that there is no supervision of students in the yard before 8.45am each morning and therefore students are NOT to be left in the yard unattended.

Afternoon:

- At the end of the school day, teachers will walk students outside to meet parents. We ask that parents wait outside until school finishes. Please do not wait inside the corridors for your child, as they get very crowded when students are dismissed.
- Please let the office know if you are going to be late to pick up your child.

DRESS REGULATIONS

Carlton Gardens Primary School has a compulsory school uniform which is available for purchase from the school office.

At all times, students attending school should wear closed shoes (no thongs or sandals), and during Terms One and Four should also wear a blue, wide-brimmed school hat (hats are available for purchase from the school office).

DRINK BOTTLES AND HEALTHY SNACKS

We encourage your child to have a clearly labeled plastic drink bottle containing water in the classroom, to drink at their leisure while they are working. This encourages healthy drinking habits and enables your child to keep their fluids up! Your child may leave their bottle on their table or in a designated spot throughout the day. Students have designated healthy eating breaks at recess and lunch. We also encourage parents to pack a healthy fruit or vegetable snack which can be eaten at a scheduled time during the day.

EXTRA-CURRICULA ACTIVITIES

At Carlton Gardens we offer a number of different extra-curricula activities. Students will receive a note at the start of each term stating the costs involved and the times the programs are running. Parents are responsible for organising these sessions and payments. The extra-curricula activities that run at our school are:

- Dance
- Instrumental Music (keyboard, singing, guitar, drums and brass)
- Chinese
- French
- Kelly Sports
- Brain 'O' Brain

EMERGENCY INFORMATION

Please ensure that you have provided your latest address and telephone numbers to the school office. If you change your address or telephone number during the year please let us know in writing. The office has a supply of 'Change of Student Information Forms' for this purpose. Please supply the names and phone numbers of two emergency contacts in case we are unable to contact you in an emergency.

★IMPORTANT★

If there is a court order which stops anyone having contact with your child, please let us know of the details.

EXCURSIONS

Excursions take place in each grade of the school. They are an integral part of the school curriculum. They are invaluable in stimulating the children's interest and are always preceded or followed up by class work relating to the excursion. It is therefore expected that unless a serious reason prohibits it, all children will take part in these activities.

HEALTH

The Department of Education and Early Childhood requires the following exclusion table to be observed in cases of infectious diseases:-

- CHICKEN POX, MUMPS - return when completely recovered.
- MEASLES - for at least seven days from the appearance of the rash or until a medical certificate of recovery is produced.
- RUBELLA - until fully recovered and at least four days from the onset of the rash.
- WHOOPING COUGH - for four weeks until a medical certificate of recovery is produced.
- IMPETIGO (School Sores) - until sores have fully healed.
- HEAD LICE - Children can return to school once their hair has been treated. To help prevent infestation we ask you to check your child's hair regularly, notify the school if your child becomes infested and keep your child's long hair tied back.

*Children enrolling at the Prep level are required to present an Immunisation Certificate for diphtheria, polio, tetanus, measles and mumps.

HEALTHY EATING

At Carlton Gardens Primary School we encourage students to make responsible choices when eating. Providing your child with nutritious and healthy foods during the day will ensure that their energy levels will remain high and assist them in concentrating in class. Please ensure that your child has enough food for both recess and lunch, although, please do not overload your child's lunchbox.

HOMEWORK

In accordance with the CGPS homework policy:

- **Grade 3/4 students** are required to complete 30 minutes of homework per day (including reading). Homework is in an online environment via the Google Forms. Students complete a weekly literacy or numeracy activity which helps them deepen their understandings of content started in class. Students submit their homework weekly, teachers monitor that homework is being completed and provide appropriate feedback in class.
- **Grade 5/6 students** are required to complete 45 minutes of homework per day (including reading). Homework is completed in an online environment. Students receive their homework via email. Students complete three to four tasks each week that relate to Literacy, Numeracy, Inquiry or Language Conventions. Homework is always related to what is being covered in the classroom and teachers provided appropriate feedback to students as needed.

ICT, INTERNET AND EMAIL

Our **Acceptable Use Policy** needs to be discussed and signed at the beginning of the school year. The Internet is a powerful teaching medium and tool, so it is important for students to use it appropriately. Our expectation is that children learn to use the Internet and ICT in a responsible manner.

3-6 BYOD (Bring Your Own Device)

Our school has a comprehensive BYOD program that was approved by school council in 2016. For 2017 students in Grade 5/6 are able to bring an iPad, Windows based PC or Macbook. **Android devices are not permitted.** Students in grade 3/4 are able to bring an iPad to school.

Parents and students are required to sign a BYOD agreement before students are able to bring a device to school. We ask parents that they have parental restrictions in place on these devices, ensure that there are no social media apps on these devices and that the devices do not contain inappropriate content.

Devices that do not meet these requirements will be returned to parents.

INTERVIEWS AND REPORTS

Reports are sent home twice a year at the end of Term 2 and Term 4. Parent Teacher Interviews are scheduled for the end of Term 2. You will need to book these interviews through Compass.

However, if at any time you have concerns about your child, you are welcome to make an appointment with the teacher to discuss your child's progress.

JUNIOR SCHOOL COUNCIL

A Junior School Council will be running this year. Students will discuss issues they have within the school. Two children from each class in grades one to six will be selected by their peers to represent their class and participate in weekly meetings.

LOST AND FOUND PROPERTY

Lost property is stored in a box in the foyer near the student toilets and may be inspected by parents at any time. It is most important that all clothing is clearly marked with your child's name. Lost and unclaimed articles are disposed of at the end of each term.

The school cannot be held responsible for any items brought to school that are either lost, stolen or damaged.

Please do not allow your child to bring toys which are breakable or dangerous in any way, to school. If found, they will be confiscated immediately.

MEDICATION

To ensure the medications are administered appropriately to students in our care:

- Children who are unwell should not attend school.
- Non-prescribed oral medications (e.g. head-ache tablets) will not be administered by school staff.
- All parent requests to administer prescribed medications to their child must be in writing on the form provided at the school office and must be supported by specific written instruction from the medical practitioner or pharmacist's including the name of the student, dosage and time to be administered. It will be stored in the school office.
- Classroom teachers should be informed by parents of prescribed medications for students in their charge and classroom teachers will release students at prescribed times so that they may visit the school office and receive their medications.
- All students with Anaphylaxis or Allergies must provide an up to date action plan and medication to the school on your child's first day.
- All students with asthma must have an up to date written Asthma Management Plan that will be filed in the school office. Parents/guardians are responsible for ensuring their children have an adequate supply of appropriate asthma medication (including a spacer) with them at school at all times.
- The school have staff trained in the administering of reliever puffers such as Ventolin, Airomir, Asmol or Bricanyl .
- A nebuliser pump will not be used by the school staff unless a student's Asthma Management Plan recommends the use of such a device.
- If your child has anaphylaxis please ensure that an EpiPen and action plan is given to the school.

MESSAGES TO TEACHERS

Everything sent to school for the class teacher or office should be in an envelope clearly marked with the child's name, grade and purpose.

NEWSLETTER

A school newsletter is compiled every fortnight by our school Leadership team. In the interest of waste management these newsletters are only available online via Compass and the school website.

This newsletter is a major communication link between school and home and contains information of upcoming events and other matters we wish to bring to your attention. Please read the newsletter carefully and keep it for referral. Contributions to the newsletter from children, teachers and parents are always welcome; the deadline for typing purposes is Wednesday afternoon.

OSH CLUB – BEFORE AND AFTER SCHOOL CARE

- Before school care is from 7:00am-8:50am
- After school care is from 3:30pm-6:00pm
- Vacation Care program is run from 7:30am-6:00pm
- OSH Club Contact Number: 0431 608 071
- Registrations must be completed online, and places will be limited so book early.

PUNCTUALITY

The school bell rings at 8.55am at this time it is expected that your child is ready to line up outside in the school yard to walk into the school with their teacher and class. Students who are late on a regular basis are learning “bad habits” that are hard to break.

REPORTING TO PARENTS:

<u>Term 1:</u>	Parent Information Booklet sent home Meet and Greet Night
<u>Term 2:</u>	Semester One report Parent/Teacher/Student Meetings
<u>Term 3:</u>	
<u>Term 4:</u>	Semester Two report

SCHOOL CONCERT

At Carlton Gardens we host a variety of whole school events that are strongly linked to the Arts curriculum. We hold a whole school Art show or Concert in Term Four in alternating years. This year (2017) we have our Concert, next year (2018) we will have an Art Show.

SCHOOL HATS AND SUNSCREEN

Carlton Gardens Primary School is a SunSmart School. We have a policy that outlines students must wear a wide brimmed **school hat** whilst outside. Our Sun Smart policy has been developed to ensure that all students are protected from the damage caused by the harmful ultraviolet rays of the sun.

In Terms One and Four wearing a hat is **COMPULSORY**. Students without the correct hat must sit in the shelter shed during their lunch and recess breaks, **NO HAT = NO PLAY!** Please support our efforts to teach your child about the importance of being SunSmart, by providing your child with the appropriate hat.

It is also advisable that your child has SPF 30+ sunscreen applied to exposed skin in Terms One and Four.

SCHOOL HOUSES

Students at Carlton Gardens Primary School will be involved in a year long house competition. Events will include a variety of sports and classroom activities.

Our four school houses are:

- Rennick – Red
- Worthington – Yellow
- Sergeant – Green
- Dare – Purple

House t-shirts will be available to purchase from the uniform shop

SEESAW

Teachers will be using Seesaw this year to communicate with parents. You will be able to see some of the amazing work that your students complete in their classroom. The Seesaw app is available on the Apple App store, Google Play and via Internet browser.

STUDENT CODE OF CONDUCT

The Carlton Gardens Primary School Student Code of Conduct and Welfare/Discipline Policy is regularly updated. The purpose of this Code of Conduct is to reinforce the rights and responsibilities of students, staff and parents at Carlton Gardens Primary School to work in a secure and safe environment. Parents also have the right to expect that their children will be educated in a purposeful environment in which the principles of care, courtesy and respect for the rights of others are valued. The Code of Conduct is subject to, and should be read in conjunction with, the relative Department of Education and Early Childhood Development (DEECD) regulations and guidelines.

SWIMMING PROGRAM

Swimming lessons are a compulsory component of our school curriculum for all students in Grades Prep to 6. Those students unable to participate due to medical reasons, that have a relevant medical certificate, will be exempt. Students will be placed in ability groups so that all levels from beginners to advanced are catered for. The program will consist of a sequence of swimming, water safety, survival and rescue experiences providing students with the knowledge and skills required for safe involvement in aquatic activities.

TWITTER & INSTAGRAM

Our school uses Twitter and Instagram to help keep parents informed about school events. You can follow us @CarltonGardens.

UNIFORM SHOP

The Uniform Shop is open every Monday and Friday morning at 9am and every Tuesday afternoon at 3:30pm. You are welcome to complete an order form at the school office and pick up at a later date. Orders can be collected or delivered to your child's classroom.

WASTE MINIMISATION

Carlton Gardens Primary School staff and students are passionate about caring for the environment. Classes take turns each week to organise picking up the litter outside. This initiative is called 'Rubbish Busters.' In order to minimise the amount of litter in the yard and ultimately help the environment we request that your child's lunch contains as little waste as possible.

WEBSITE

We share exciting events, policies and news through our website.

www.carltongardens.vic.edu.au

Leadership Team

Principal: Tina McDougall

Guiding Coalition: Andrew Bloomfield and Hollie Winfield

Classroom Teachers

Early Years Curriculum Leader	Admin Leaders	Classroom Teacher	Year Level	Room
Hollie	Sarah	Rachel	PrepA	8
		Laura	PrepB	9
		Sarah	PrepC	10
	Nicolle	Nicolle	1A	12
		Isabella	1B	12
		Margaret	1C	7
	Monika	Georgia	2A	1
		Brighde	2B	3
		Monika	2C	4
Middle Years Curriculum Leader	Admin Leaders	Classroom Teacher	Year Level	Room
Andrew	Julia	Lara	3A	11
		William	3B	11
		Julia	3C	13
	Maire	Alice	4A	14
		Michael	4B	15
		Maire	4C	16
	Mel	Mel	5/6	17
		Tom	5/6	17
		Alex	5/6	18
		Kelly	5/6	18

Specialist Teachers

Specialist Teacher	Days of Attendance	Subject	Room
Kay - Chinese	Wed, Thurs	LOTE - Mandarin	Classrooms
Jolie - Chinese	Mon, Tues, Wed	LOTE - Mandarin	Classrooms
Steve	Mon, Tues, Wed, Thurs	Music	PAC
Gen	Mon, Tues, Wed, Thurs	Art	Art Room
PE	Mon, Tues, Wed, Thurs	PE	School Yard
Daniella	5	EAL	EAL Room
Jenna	5	Intervention	Office rm 13&14
Fleur	Wed, Thurs, Fri	Intervention	Office rm 15&16

Support Staff

Name	Position	Location	Days of Attendance
Joy	Business Manager	Main Office	Full time
Michael	Computer Technician	Resource Room	Tuesday
Kathie	Leadership PA	Main Office	Mon - Wed
Anthea	Integration Aide	Classrooms	Tues, Wed, Thurs
Jane Wong	Speech Pathologist	Art Room	Fortnightly
Suzie Webster	Psychologist	OshClub Kitchen	Weekly

Years 3 – 6 CURRICULUM

Overview

In the Year 3 – 6 Team, we aim to foster a learning environment that is supportive, challenging, fun and creative. We recognise that children are unique, and we will strive to develop their individual potential at all times. We also aim to foster a life-long love of learning. With the support of their classroom teacher each student will be encouraged to take increasing levels of responsibility for their own learning.

Throughout the year, children will be encouraged to:

- Take risks
- Tackle challenges with enthusiasm
- Ask questions and work to answer them together
- Recognise that people learn in different ways
- Take responsibility for our actions and learning
- Work as a team
- Reflect on how they learn best
- Create independence
- Celebrate learning and achievements of all

We will provide a range of activities and opportunities for students to meet the learning outcomes for their level. Students will also participate in learning experiences aimed at developing valuable learning skills including:

- Working independently
- Working as part of a group
- Contributing to class discussion
- Learning from their peers

LITERACY

Reading

At Carlton Gardens Primary School, students engage in a 2 hour Literacy Block. The first hour is a reading session each day. The reading block often includes the following elements:

- Whole class reading, which incorporates a teacher Read Aloud or Shared Reading with the students. During Shared Reading the teacher uses big books, chants or rhymes to engage students and to model a variety of reading strategies.
- Small group reading sessions, where students work in a small group together with the teacher, focusing on their individual reading needs and goals.
- Independent reading sessions that involve students practicing a reading skill or strategy, which the teacher has modelled. During independent reading time the teacher roves around the class to confer with individual students about their discoveries and their goals.
- Students will investigate the features of a text and will learn to better understand the books they read using the six comprehension strategies (Prediction/Prior Knowledge, Inferring, Questioning, Visulaising, Text Structures/Features, Summarising)

Classroom Libraries

Are organised and maintained by the students in the classroom. The class library is where students choose their 'Just Right' books for use during Independent reading.

Writing

Writing is generally taught in the second half of the two hour Literacy Block. During this time we follow a similar structure to Reading. Our Writing Workshop allows students to write for a number of different purposes and audiences. It gives students a chance to experiment with writing traits (e.g. Organisation, Word choice, Conventions, Ideas, Voice, Sentence fluency) and the writing process.

It often includes the following elements:

- Whole class writing, which incorporates Shared or Modelled Writing by the teacher or the use of Mentor Texts to demonstrate specific crafts or skills.
- Small group writing conferences, where students work in a small group together with the teacher, discussing their writing and looking at ways to improve it.
- Small group focus lessons, where students with similar goals work in a small group together with the teacher, focusing on their individual writing needs.
- Independent writing sessions that involve students writing a chosen text type, which may be inspired by a whole class writing seed or a seed from their Writer's Notebook.
- Victorian schools follow the handwriting style of Victorian Modern Cursive. Students will participate in regular handwriting lessons which specifically focus on letter formation and lower and upper case letters.

Language Conventions

Is taught explicitly outside of the Literacy Block. Students investigate spelling patterns, and sounds and partake in activities to familiarise themselves with High frequency words, personal words they are attempting to spell in their writing and inquiry words. Grammar and punctuation is also explored explicitly during this time.

Speaking & Listening

Students share their learning during share time, news time, when presenting within and beyond the classroom. They participate in 'Show and Tell', whole class discussion and 'Readers Theatre' to improve their speaking and listening skills.

NUMERACY

At Carlton Gardens Primary School, students engage in a one hour Numeracy block each day. Numeracy is separated into 3 different categories which are taught collectively in the classroom.

- Number and Algebra: Counting, Subitising, Ordering, Place value, Ordinal Number, Addition and Subtraction.
- Measurement and Geometry: Length, Mass, Time, Shape and Location.
- Statistics and Probability: Probability, Data collection and Analysis.

Students participate in whole class, individual and group activities with individual goals for their learning that are discussed and monitored by the teacher and the students. Students participate in open-ended problems which allows them to use a different strategies to solve real world problems.

At home you can assist in developing your child's mathematical skills by including them in your daily mathematics tasks such as; shopping, cooking and budgeting.

INQUIRY BASED LEARNING

Each term, students will focus on a specific topic linked to the curriculum for their inquiry learning. This unit will enable students to develop a range of skills through the inquiry learning process.

The Inquiry process involves:

- Engaging students in a new topic through questioning and immersion.
- Tapping into their prior knowledge and finding out what they already know about a topic.
- Allowing students to discover new things about a topic through purposeful explorations.
- Helping students to gain a deeper understanding of the major concepts.
- Creating a project or activity, which allows the teacher to evaluate each students' understanding and level of knowledge gathered.

Students will also build their thinking skills through the use of the comprehension strategies as well as through our Values Education program. This unit of work spans over at least an entire term and is integrated into all other parts of the curriculum (Reading, Writing, and Mathematics).

SPECIALIST PROGRAMS

MUSIC

Purpose

The performing arts program provides a platform for all children to experiment and create in a safe learning environment that fosters creativity and students' individuality. The program aims to increase all students' confidence by allowing them the opportunity to perform artworks they have created to their class and the broader school community. Through the stories behind music and the role-playing inherent in performing, the program aims to develop empathy and understanding of social and cultural issues the children face.

Objectives

- To develop all students' ability to create and respond to the arts through weekly exposure and instruction in class lessons
- To foster creativity and mutual respect through the exploration of the Performing Arts
- To establish an instrumental music program on a range of instruments
- To build and maintain resources for the school's current and future music program

Implementation

- Allow all students to experiment with performance, composition and reflection in weekly classes.
- Encourage students to document their creative journeys
- Create recordings of students own compositions using garage band and recording hardware
- Create music video clips using garage band
- Expose children to a wide range of musical excerpts from varied styles for analysis, interpretation and re-creation.
- Create visual art work to accompany musical works, and to create musical works from visual stimuli

2017 LANGUAGES: CHINESE

大家好！ Dajiahao! 我们是 Jolie和Kay 老师。 Hello everyone! We are Jolie and Kay, the Chinese teachers at Carlton Gardens Primary School. This year, we will cover three terms of Chinese per year level. As well as teaching the language, we hope to enrich students with cultural experiences, broadening their knowledge and understanding of China. The four areas of study; listening, speaking, reading and writing will be supported through a range of engaging activities including fun quizzes, collaborative group activities, games and ICT resources. Students will be increasingly encouraged to use the Chinese language in the classroom and throughout the school environment where possible.

2017 Chinese Mandarin LANGUAGES Program

The emphasis of the program in Foundation is on verbal communication. Students will learn simple songs to reinforce knowledge of numbers, greetings, family members and some body parts. In Grades 1 and 2 students consolidate concepts previously learned. New concepts taught include days of the week, months of the year, seasons, colours and fruit.

Students in Grades 3 and 4 learn to construct sentences using key vocabulary. Basic Chinese grammar is also taught to students, for example learning how to explain what they like and don't like. Additional vocabulary includes seasons, transport, extended family members, food, animals and sports.

In Grades 5 and 6 students continue to consolidate concepts learned previously. At this level, students use Languages Online, Canuhanyu and other iPad apps and websites to further practise their Speaking and Listening skills. They learn to describe themselves and the world in greater detail and produce a mini-project for presentation to the rest of the class.

Throughout Foundation to Grade 6 aspects of Chinese culture are interwoven into lessons. Students that speak Mandarin at home will be encouraged to learn more complex material, with an emphasis on appropriately translating Chinese characters and sentences into Australian English. In 2017, students from Grade 4, 5 and 6 will have the opportunity to attend a biannual Study Trip to our sister school in Jiangsu, Nanjing China for a week-long Exchange Program. The program proves to be beneficial as students put into practice what they have learned.

再见,zaijian, Goodbye, and we look forward to helping your child in their language learning journey.

VISUAL ARTS

For an hour each week students participate in a Visual Arts session. They are encouraged to challenge their understandings of the world around them and express one's own creative thought and ideas through a variety of media.

In the early years students freely explore and experiment with a number of materials and media. As they gradually build their knowledge and skill sets, students begin to understand how they can manipulate these materials and media to express what they see and observe.

In the upper years students investigate both past and present art work to inspire deeper understandings of creative expression and to be aware of new perspectives that challenge current knowledge and skill sets. Students are guided by the teacher to freely explore ways of visual expression that extend beyond work that is seen in galleries.

Overall students are taught both the elements and principles of art and how to best use these concepts to achieve a certain outcome. From Foundation to Grade Six, students continually build a vocabulary bank of artistic words to apply upon reflection and/or to discuss one's own or others work.

PHYSICAL EDUCATION

The Physical Education program aims to provide the foundation for lifelong physical activity participation and enhanced performance. Students will be provided with a range of experiences which will encourage them to acquire movement skills, concepts and strategies to enable them to confidently, competently and creatively participate in a range of physical activities. All students will be given opportunities to become familiar with the rules of various activities, games and sports and to develop good sportsmanship. Students will participate in the swimming program in Term 4 and will have opportunities to participate in activities/clinics organised by local sports organisations throughout the year.

Lower primary students will combine motor skills and movement patterns in low level games which have few and simple rules, little or no equipment and can be varied many ways. Through these games students become aware of the spatial requirements, safe conduct and familiarisation of basic skills. Students will be given many opportunities to refine and master locomotor skills such as running, jumping, hopping, galloping, rolling, leaping and dodging. Combining manipulative skills such as throwing, catching, kicking, striking and trapping in many fun activities and challenges.

Upper primary students will participate in modified games of hockey, netball, AFL, basketball, soccer, cricket, tennis and volleyball where they begin to apply motor skills in a sport specific setting. These sports will be introduced in modified forms in Years 3 and 4 and extended in Years 5 and 6. Students will practice skills and play small sided games. In addition, students will design, create and participate in their own games.

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