



Anula Primary School

E anula.admin@education.nt.gov.au
 T 08 8997 7500
 W anulaprimarieschool.com

Student's Name:	Preferred Name:
Date of Birth:	Parent's Name:
Year Level/Class:	
Allergies:	Dietary restrictions:
Language spoken at home:	Contact phone:
Parents preferred language of communication:	Interpreter required: Yes / No
Spoken:	Do you require your child's report to be translated? Yes / No
Written:	
Siblings:	Religion / cultural information
Previous Schooling:	Subjects taught:
Length of time:	
Language instruction:	
English experience:	
Student's first language development:	Student's first language skills: Spoken: Good / OK / Basic Reading: Good / OK / Basic Writing: Yes / No
Arrival date in Australia	Student's interests/strengths:
Date:	Home:
Visa Number:	School:
Medical History:	Medication
	YES NO

Intensive English Unit (IEU) 2022 Transport Assistance Request Form

This form must be submitted for all Intensive English Unit (IEU) students requesting transport assistance, requesting continued assistance for a new school year or to change their home address.

If a student is eligible but there is no available transport they may be placed on a wait list.

Allow up to 5 working days from receipt of application by the Department of Infrastructure, Planning and Logistics for reply back to your IEU school.

Please note: Incomplete forms cannot be processed.

For enquiries or to submit completed forms – email robert.holloway@nt.gov.au or call 8924 7843

Please tick the appropriate box below

☐ **New Request** ☐ **Continuing Request** ☐ **Change Address**

Student Details		
Surname: _____		Date of birth: / /
Given name: _____		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Country of Birth: _____	Nationality: _____	Language/s spoken: _____
<p><i>*Please provide new address if this request is for change of address*</i></p> <p>Student's address: _____</p>		
Parent / Carer Details		
Surname: _____		<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Carer
Given name: _____		Language/s spoken: _____
E-mail address: _____		
Home phone number: _____		Mobile number: _____
<p>I (parent/carer) _____ understand that if my child attends transition or is deemed not competent to catch a bus by themselves, that I must accompany my child to and from the designated bus stop. If I am not available to collect my child from their designated bus stop my child will be brought back to the school at the end of the scheduled run. If this occurs, I will be required to collect my child from the school. I also understand that I must ensure my child arrives at the designated bus stop at least 5 minutes early.</p> <p>I have read and understand the "Guidelines for Transport for Intensive English Unit Students" and the "Code of Conduct for School Bus Travel".</p> <p>Signed (parent/carer): _____ Date: / /</p>		

School to completeStudent Number: _____ Name of School: Anula Primary SchoolContact person: Tanya Harvey Contact Number: 088997500E-mail address: tanya.harvey@education.nt.gov.au School Start/Finish Times: 08:15 -14:45

Requested start date: / / Anticipated end date: / /

Year of schooling (please circle relevant year)

Transition / Year 1 / Year 2 / Year 3 / Year 4 / Year 5 / Year 6 / Year 7 / Year 8 / Year 9

Identification tag☐ Bus 1 - Palmerston ☐ Bus 2 - City ☐ Bus 3 - Northern Suburbs**Principal endorsement must be provided**Principal name: Tanya Harvey Date: / /Signature: _____ E-mail address: tanya.harvey@education.nt.gov.au**Bus operator to complete****Morning pick up details**

Location or bus stop number	Bus No.	Time	Name of school

Afternoon drop off details

Name of school	Bus No.	Time	Location or bus stop number

☐ Recommended ☐ Not Recommended Start Date: / /

Comment: _____

Name: _____ Signature: _____ Date: / /

Public Transport to complete☐ Approved ☐ Not Approved Start Date: / /

Comment: _____

Name: _____ Signature: _____ Date: / /

Bilingual Lessons

At Anula Primary School we are fortunate to have Bilingual Officers who are able to support our Intensive English students. Although our main emphasis is supporting our students to learn English, we also provide a short program each Friday, for students whose first language we represent, to work with a Bilingual Officer. During this program the students participate in activities in first language, as well as English.

Bilingual Officers aim to:

- Develop and maintain the students' first language
- Develop and main an understanding, pride and connection to culture
- Develop the students' conceptual understanding of English key learning areas through first language.

At Anula we value the opportunity for our Bilingual Officers to work with students in their first language. We encourage families to maintain their first language whilst learning English. As Judie Haynes states, *"Students who have strong literacy skills in their native language will learn English faster."*

We currently offer Bilingual lessons in the following languages:

- Indonesian
- Hindi
- Mandarin

If you would like your child to participate in Bilingual Lessons on Friday afternoons, please sign below.

Kind regards,

Tanya Harvey
Assistant Principal

Would you like your child to participate in Bilingual Lessons?

- ☐ Yes
☐ No

Name of Student: _____

Name of Parent/Caregiver _____

Parent/Caregiver signature _____ Date: _____

Transition Enrolment Attachment

If you are enrolling your child in **transition**, please answer the following questions. Your answers will help inform the Department of Education and Training to provide early childhood services (preschool and child care) that suit the needs of parents and families.

Student surname:	
Student first name:	
Date of birth:	
Sex:	<input type="checkbox"/> Male <input type="checkbox"/> Female

1. Approximately how long has your child resided in this community?	<input type="checkbox"/> Less than 6 months <input type="checkbox"/> 6 months to 1 year <input type="checkbox"/> 1 year to 3 years <input type="checkbox"/> More than 3 years			
2. Over the past 12 months, was your child in non-parental care on a regular basis and/or attended any other educational programs/classes?	<input type="checkbox"/> Yes - please go to question 3 <input type="checkbox"/> No - please go straight to question 6			
3. What type of care did your child receive?	No	Yes Full-time	Yes Part-time	
a) Day care centre - with preschool program	Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Day care centre - without preschool program	Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Day care centre - not sure about preschool program	Name:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Preschool - location (suburb/community): _____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Family day care		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) Grandparent		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) Other relative		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) Nanny		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) Other person (includes friend or neighbour)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) Other - please specify: _____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Did your child attend a language program? Please specify: _____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Did your child attend religious classes? Please specify: _____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. You answered No to question 2 - please tick the reason that applies to your situation:	Tick if applicable			
a) I preferred my child to stay at home in parental care	<input type="checkbox"/>			
b) No preschool/centre available in my suburb/community	<input type="checkbox"/>			
c) No vacancy in the preschool/centre	<input type="checkbox"/>			
d) No transport available (bus/car) to the preschool/centre	<input type="checkbox"/>			
e) The preschool/centre was not affordable	<input type="checkbox"/>			
f) Other reason - please specify: _____	<input type="checkbox"/>			

Acceptable Use Agreement for Students

The following agreement covers the student's use of Internet, intranet, portal, student profiles, network and email.

Anula Primary School provides all students enrolled at the school with Information Communication and Technology (ICT) facilities for educational use.

Students may use these facilities for class work, research and communication. The resources provided include computers and peripherals, access to network resources, e-mail, the NT DoE Educational Portal and the Internet. Care must be taken to ensure the resources are protected from harm and that no users are exposed to materials considered offensive or illegal. Students and parents should carefully read the conditions below. In order to have access to the school's ICT resources, parents / guardians and students must agree to abide by the school's Acceptable Use Agreement.

1. Only software purchased or approved by the school, and installed by the school, can be used on school equipment.
2. Software copyright is to be observed at all times. It is illegal to copy or distribute school software. Illegal software from other sources is not to be copied to or installed on the school equipment.
3. Students must respect intellectual property and adhere to copyright, software piracy and fair dealing laws associated with learning technologies.
4. Students must follow the rules posted for the use and care of the computer equipment at all times.
5. Students using the ICT facilities may only do so under the supervision of school staff. Any students not following staff instructions may have further access restricted or denied.
6. Privacy and network security is to be observed. Students must not under any circumstances access personal files belonging to others, software or areas of the network which are not designated for their use.
7. The sharing of passwords is a security risk. Students must not give their password to other students or log in with another users name under any circumstances.
8. All users must log off when leaving a computer.
9. There should be no disruption to class activities by unauthorised broadcast messages across the school network.
10. Virus protection is very important. If students use portable drives or discs to transfer work between the school network computers and computers outside the network, disks must be scanned for viruses prior to use on the school network. Virus checking software will be made available on the school computers for this purpose.
11. Printing of materials of a personal nature or unassociated with school activities are not permitted unless approval is sought from a school staff member. This may incur a charge.
12. The use of ICT facilities, specifically the Internet, is for educational, communication and research purposes only:
 - Deliberate attempts to look for or download and use material that is illegal or which would be thought of as offensive is not permitted. Only materials required for school

activities as directed by teachers may be downloaded. If students should unknowingly navigate to a web site that contains material that may be considered offensive, they must clear the screen immediately and notify the teacher.

- Inappropriate language or harassing others when communicating online is not permitted.
- Privacy and ownership of others' work and materials from web sites must be respected at all times.
- The use of on-line chat facilities and instant messaging must only be carried out under the supervision of a staff member and must only be as part of educational on-line activities. Safe Internet practises must be applied.
- Personal details of students may only be provided online if permission is given by a teacher.

Note: Deliberate misuse of computer equipment and software or deliberate breaches of the conditions of this agreement may result in access restrictions to ICT facilities by the student (s) involved and result in discipline by school administration.

By signing this agreement and using the equipment and resources of

Anula Primary

School, the parent acknowledges the conditions under which their child will use the ICT facilities.

Parent

I understand the conditions under which ICT facilities are made available and agree to those conditions. I further understand that additional explanations have been provided to my child, copies of which can be obtained from the school upon request.

I understand that my child may be accessing the Internet for educational purposes or in accordance with this Agreement.

I understand that any use of facilities contrary to this Agreement, or generally, will be treated as a breach of school discipline and shall be dealt with accordingly.

The school reserves the right to vary the terms of this Agreement to accommodate unforeseen circumstances relating to the use of facilities by students. Variations shall be in writing signed by the school Principal, and shall be distributed to students and shall take effect accordingly.

Please Print (Parent / Guardian) Name:

Student Name:

Address:

Signature: _____

Agreement signed this _____ day of _____, 20____

Consent Form Schedule

Name of Northern Territory Department of Education Activity:

All general coverage (media or otherwise) associated with school-related activities or performances.

Any works which may be recorded/copied:

Any of the works done by the student as part of a school activity.

Vision/sound to be recorded:

Any vision, photographs, interviews or audio associated with the general media and/or educational activities.

Date or dates of activity/performance:

As decided from time to time by the school.

Location(s) of activity/performance:

As advised by the school before the event.

Name of person to whom I shall report:

As advised by the school before the event.

Student Consent Form – Media & Intellectual Property

This document gives the Northern Territory of Australia (NT) and its Department of Education (DOE) permission to use works created by students in the course of their studies for purposes associated with the promotion of DOE or the Northern Territory and in educational resources created or published by DOE or the Northern Territory. This does not mean that you, the student, lose ownership rights over your works—simply that DOE has permission to use your works for the purposes mentioned.

It also gives permission for NT and DOE (and media organisations, but only with DOE permission) to use audio and visual recordings of students in publications, communications and media generally.

Name of Student:

Name of Parent/Guardian:

Address:

1. During the course of my studies with DOE I may produce works that create intellectual property rights, for example, copyright. These works may form part of my academic assessment or my studies generally.
2. These works might include my written work (e.g. stories and poems), paintings, pictures, drawings, designs, photographs, videos, films, music, performance, computer programs, web sites, sculptures, fashion or costume, metal or wood works or any other works I create.
3. DOE may record sound and/or vision of me and my works whilst I am at school or taking part in school-related activities or performances.
4. DOE understands that I own the intellectual property rights in my works and that this Consent Form is not meant to transfer my ownership.
5. I give permission to NT and DOE (and media organisations, but only with DOE permission) to use my works, my sound/vision, and/or my name in publications, communications and media generally.
6. I understand that should I choose to withdraw my permission, I can only do so by notifying DOE in writing, and understand that my withdrawal of permission is not retrospective.
7. DOE understands that I may choose to give permission to other people to also use my works.
8. I understand that by giving this permission, DOE can use my works, my sound and/or my vision in any way it chooses, for the purposes described above. It may be reproduced in any form, in whole or in part, and distributed by any medium including but not limited to Intranet, Internet, CD, DVD, social media, or other multimedia uses.

9. DOE may disclose my works, my sound/vision, and/or my name or permit other people to use and reproduce these on similar terms to this consent. I understand that DOE may not always name me in recordings, images or copies of my work and consent to any uses that might otherwise breach my moral rights (eg the right to be named as the creator of my work).
10. I understand that I will not be paid by DOE for giving this permission or for the use of my works, sound or vision.
11. Wherever possible, the Northern Territory of Australia will remain sensitive to and understanding of cultural, family and personal sensitivities. This information is optional and will not be used for any purpose involving discrimination.
- Are you of Indigenous or Torres Strait Islander descent? ☐ Yes ☐ No
12. As the parent/guardian signing this consent form I understand that if I or other members of my family are participants at school events involving my child, that sound or vision of me or other members of my family may also be used by the NT and DOE in publications, communications and media generally.
13. I consent to my child's photo / name / work to be used in all areas of the media: (Please circle) YES / NO

OR

I consent to my child's photo / name / work to be used in in the following: (Please tick)

Usage	Use of Student's Photograph	Use of Student's Visual/Audio Recording	Use of Student Group Photograph	Use of Work by Student	Publishing Student First Name	Publishing Student Surname
School/Department Website	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Public TV/ Newspaper	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Public/Department Audio/Visual Displays	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Social Media e.g. Facebook/School Stream	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
School Newsletter	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Seesaw	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

.....
Signature of student:

.....
Signature of Parent/Guardian:

.....
Signature of Witness:

.....
Signature of Witness:

.....
Name of Witness:

.....
Name of Witness:

Date: / /

Date: / /

Collected on behalf of the Northern Territory of Australia by:

Name: Melinda Kealy - Principal

Signature: 

The Northern Territory of Australia is collecting the information in this form to obtain permission to use visual and audio recordings in Northern Territory of Australia publications, communications and media generally. Visual and/or audio recordings, or personal information included in this form may be supplied to contractors or service providers engaged by the Northern Territory of Australia to develop or produce publications, communications and media generally. Visual and/or audio recordings or personal information included in this form may also be provided to media organisations for DOE promotional and news purposes. You are entitled at any time to access and amend the information provided by you on this form. Withdrawal of permission is not retrospective.

Northern Territory Government, GPO Box 4396, Darwin NT 0801, Australia

For more information please contact:

Agency Name: Anula Primary School

Telephone No: 08 89977500

Student

I understand the conditions outlined in the school's Acceptable Use Agreement. This document has been explained to me and I am fully aware of my responsibilities with regard to the use of ICT facilities in the school.

Please Print (Student) Name:

Signature: _____

Home Group / Class:

Agreement signed this _____ day of
_____, 20

General Consent for the usual uses of student photos and work

Due to legislative changes to the *Information Act 2003*, permission is required for photos to be taken and used for school publicity purposes and student work to be displayed.

This consent is *valid* for the term of your child's enrolment at the school, or until it is withdrawn.

This consent can be rescinded at any time by contacting the Principal in writing. This information will not be used for any other purpose than that stated.

Consent to use student photos/work in the school newsletter, on the school website and other school publications.

The school may use photographs of students and/or their work in school publications such as the weekly newsletter, year book, promotional brochures, and community newspapers and on the school website. Use of photographs and displaying student work would typically be in connection with an achievement or participation in school activities such as sport, music, drama, excursions and co-curricular programs.

Do you consent to the use of your child's photo/work in the school newsletters, other school publications and the school website?

YES

NO

Note: Consent to display or publish your child's work does not mean your child loses their rights over their work, simply that the school has permission to use the work for the purposes mentioned in this consent form.

Please read these forms carefully before completing and signing. This consent may be withdrawn at any time by writing a letter to the Principal. If you have any queries please contact the Principal.

Signed by the parent/guardian

Name: (please print) _____

Signature: _____ Date: _____

NEWSLETTERS

Our weekly newsletters are digital, we do not print a paper copy.

To see our newsletter every week you can either:

- Download the SchoolStream app onto your smartphone or tablet device. This is a free app and is regularly updated with everything that happens at our school. This app can be translated into many different languages.
- Visit our website www.anulaprimarieschool.com
- Receive an email every week. Please fill out the tear off slip below with your email address.

.....
Please include me in your email contacts.

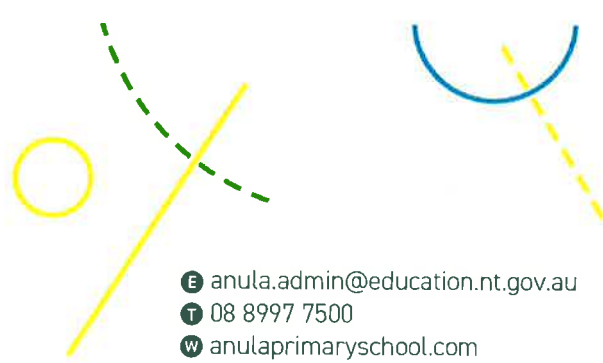
Student's name _____

My email address is _____

Signed _____



Anula
Primary School



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21st January 2022

Dear Parents/Carers,

Students at Anula Primary School regularly access the Anula Oval and Anula Park for learning activities and school events such as Sports Day and the Colour Run. Due to departmental regulations, we are now mandated to have the attached excursion permission form completed for each student every year so they can access the oval and park during the school year.

Please sign and return the form attached to approve your child participating in excursions to the Anula Park and Oval throughout 2022.

For further information please contact Tanya Harvey on 89977500 or tanya.harvey@education.nt.gov.au

Kind regards,

Tanya Harvey
Assistant Principal

Permission for student to attend excursion – parent consent form

Fields marked with asterisk (*) are mandatory.
Fields marked with caret (^) are office use only.

Excursion details (to be completed by school)

School name	Anula Primary School		
Teacher in charge	Tanya Harvey	Class/Year/Subject	T-6
Likely number of children participating	391		
Likely number of staff participating	30		
Anticipated ratio of educators to children	1:15		
A risk assessment has been prepared for this excursion and is available upon request.			
Purpose of the excursion			
Whole School Anula Park and Oval Excursions in 2022 Students at Anula Primary School regularly access the Anula Oval and Anula Park for learning activities and school events such as Sports Day and the Colour Run. Due to departmental regulations, we are now mandated to have the attached excursion permission form completed for each student so they can access the oval and park during the school year.			
Details of the destination			
Anula Park and Oval			
Times and dates of the excursion			
From date	7/02/2022	Time	8:15:00 AM
To date	15/12/2022	Time	2:45:00 PM
Regular outing / reoccurring excursion details (if applicable)			
Date/s	07/02/2022 – 15/12/2022	Time/s	Between 8:15 AM and 2:45 PM
Day/s of outing	Monday - Friday	How often will the outing occur e.g. weekly for 6 weeks	Regular excursions throughout 2022
Details of each activity			

Regular Excursions to Anula Park and school activities on Anula Oval throughout 2022			
Student requirements: e.g. sun protection, running shoes			
Closed in shoes Hat Water bottle			
Accompanying adults			
Name	Position	Name	Position
Various	Teachers	Various	Support Staff
Planned transport	Walking		
Costs associated with the excursion			
Excursion costs (\$)	0	Suggested spending money (\$)	0
Teacher in charge	Tanya Harvey	Form return date	04/02/2022
Teacher signature	<i>Tanya Harvey</i>	Date	17/12/2021
Principal signature	<i>[Signature]</i>	Date 17/12/2021	17/12/2021

Student details (to be completed by parent/guardian)			
Please complete all details below and return to the Tanya Harvey by the return date. Failure to do so may result in your child being unable to participate in the activity.			
Student's family name		Student's given name	
Student's date of birth		Student's gender	Male/Female
Contact details			
Parent/guardian's name		Emergency contact	
Preferred contact	Work/Home/Mobile	Preferred contact	Work/Home/Mobile
Work		Work	
Home		Home	
Mobile		Mobile	
Student's medical details			
Known allergies e.g. drug reactions			
Dietary restrictions			
Date of last tetanus injection			
Is the student under medication?	Yes/No		
If yes, name medication and attach instructions			
Has your child any special medical condition, physical or psychological limitations or cultural restrictions which may affect her/him whilst taking part in any activities?	Yes/No		
If yes, please provide full details, attach information if necessary. Please provide any other information which you believe may help staff provide the best possible care.			

Parental consent

Your attention is drawn to the following important points:

- Students are under the teacher's/supervisor's authority for the duration of the excursion. A student may be returned home at the expense of the parent/caregiver if the teacher/supervisor considers that circumstances warrant such action.
- The Department of Education has a duty of care for students engaged in school related activities, including excursions and sporting events under its direction or supervision. All reasonable steps will be taken to protect students against reasonably foreseeable risks of injury or harm.
- Financial responsibility for medical and other costs incurred in emergency situations or where a decision is taken to return a student home, rests with the parent/guardian of the student. Parents may wish to take out additional insurance to cover such costs.
- Liability for loss, theft or damage to student property is the responsibility of the parent/guardian of the student.
- Students are not permitted to transport other students in vehicles regardless of written permission being provided.
- The parent/guardian is responsible for informing the school/preschool of any change in consent to their child attending an excursion and of any changes to student medical details.
- Privacy Notice: The Department of Education collects the information on this form in accordance with the Excursions Policy, and may disclose this information to third parties in connection with this excursion. Failure to provide this information may result in your child being unable to attend the relevant school excursion. For further information, or to access the information you provide on this form please contact your child's school.

Permission is given to attend this excursion	Yes/No
Permission is given for school staff to administer first aid if required	Yes/No
Permission is given to secure medical attention in case of illness/accident whilst on this excursion and I accept responsibility for any costs involved including ambulance transport if applicable.	Yes/No
I agree to pay the excursion costs outlined above	Yes/No
Is your child under the age of 7? If yes, complete annexure 1.	Yes/No *Not required as mode of transport is walking.
Does the excursion involve aquatic activities? If yes, complete annexure 2.	No
Parent/guardian's name	Date
Parent/guardian's signature	

Anula School Policy Statement

Well Being

Policy Area

Sun Safe Practices

Rationale

Anula School is a values-based learning community that has well being and connectedness at the core of its operations. Being sun safe is one aspect of the long term well being of students. Australia has the highest incidence of skin cancer in the world with 140, 000 new cases and 1,000 deaths each year.

There are four factors, often occurring simultaneously, which contribute to these statistics:

- The population is predominantly fair skinned.
- Ultraviolet light from the sun is of sufficient intensity to induce skin cancer in this susceptible population.
- Social values have supported the belief that a suntan is healthy and attractive.
- Lifestyle, work, school and recreational habits in the Northern Territory expose people to the sun for long periods of time. Darwin has the highest UV rays in the country.

Skin damage, including skin cancer, is the result of cumulative exposure to the sun. Much of the damage occurs during childhood and adolescence. Research suggests that severe sunburn is a contributor to skin cancer and other forms of skin damage such as wrinkles, sunspots, blemishes and premature aging. Most skin damage and skin cancer is, therefore, preventable. This is important in young children who have sensitive and easily damaged skin.

The purpose of this policy is to ensure that ALL children attending Anula School are protected whenever possible from skin damage caused by the harmful ultraviolet rays of the sun.

Aim of the Policy

The aims of this policy are to promote amongst the students, staff and parents/carers:

- Positive attitudes towards skin protection
- Lifestyle practices which can help reduce the incidence of skin cancer and the number of related deaths, e.g. hats, sunscreen, suitable clothing
- Personal responsibility of their own skin protection
- Helping others to understand the need for skin protection
- Awareness of the need for possible environmental changes within the community to reduce the level of exposure to the skin e.g. plant trees, put protective shade up.

Implementation

As part of the general skin-protection program:

Students:

- Should wear suitable hats which protect the face, neck and ears such as a broad-brimmed hats, bucket hats, or legionnaire hats whenever they are outside e.g. walking to and from school, sports, outdoor excursions and activities;
- Should apply sunscreen that is SPF 30 (or higher), broad-spectrum and water-resistant 20 minutes before heading outdoors and re-apply every 2 hours.
- Who do not have their hats with them will be asked to play in an undercover area of the school;
- Who do not have their hats for sports activities/PR will remain in the shade
- Will be encouraged to use available areas of shade for outdoor play activities especially on very hot days;
- Should be encouraged to make full use of the 'bubblers' especially on very hot days.

Anula School Policy Statement

Well Being

Staff

Will be asked to act as role models and are encouraged to:

- Wear protective hats and appropriate clothing during outdoor activities;
- Use sunscreen whenever appropriate;
- Seek out shade whenever possible;
- Time outdoor activities to avoid hours of peak radiation levels between 10am – 3pm all year round. Note: UV levels in NT are above 3 (high to extreme) all year round hence sun protection is needed daily.
- Ensure that adequate shade is available for use at outdoor events.

Anula School Community Council will:

- Ensure that the school hats sold by the school are appropriate and satisfy Cancer Council guidelines;
- Ensure that adequate shade is available for use at sporting carnivals and outdoor events;
- Provide shelters and shade trees as required;
- Provide funding to resource programs on skin cancer prevention for use in the school curriculum;
- Reinforce the Sun Safety program in a positive way through the newsletter and council meetings and activities

When enrolling a child, **parents** will be:

- Informed of the Sun Safety policy;
- Requested to purchase a school hat or to provide an appropriate hat for their child's use;
- Encouraged to provide sunscreen for and to teach their child how to use sunscreen that is SPF 30 (or higher), broad spectrum and water resistant type.
- Encouraged to set an example by practicing skin-protection behaviour themselves.

Resourcing

- Sunscreen supply to each learning area of the school and front office
- Education Officer – Cancer Council to address staff and students

Monitoring and Evaluation

- Monitor skin protective behaviours in the school e.g. hat use, use of shade, use of sunscreen;
- Monitor the effectiveness of the classroom program activities involving skin protection;
- Monitor outdoor activities times e.g. sports, swimming, gardening, excursions;
- Review policy against Sunsmart's "Challenges" document after one year (http://www.sunsmart.com.au/downloads/schools/primary/being_sunsmart_challenges)

References

Jingili School Sunsafe Policy
Cancer Council

For further information: http://www.bom.gov.au/products/UV/Darwin_NT.shtml
<http://www.sunsmart.com.au>

Providing your child's immunisation record to their school: information for parents

Why do I need to supply the school with my child's immunisation record?

If there is an outbreak of a vaccine preventable disease (e.g. measles) at your child's school, immediate access to the current vaccine status of all children helps to identify those who are at risk of getting the disease and those who are able to pass the disease onto others. If your child has not supplied an immunisation record or is not up to date with his/her vaccines, they may be excluded from school if an outbreak occurs. This is done to prevent any further spread of the disease and to protect those who are most vulnerable to complications of that disease.

Provide your school with one of these recognised immunisation records:

1. Australian Immunisation Register (AIR) History Statement

This statement is automatically sent to your child's Medicare address when the 4 year old vaccines are given or when your child turns 5, whichever comes first. If your child is up to date, the AIR certificate will include the statement "This child has received all vaccines required by 5 years of age".

If your child is starting school before 4 years of age, you can obtain a copy of their immunisation record through

- <https://my.gov.au/>
- Your local Medicare Office
- Tel: Australian Immunisation Register 1800 653 809

2. Northern Territory (NT) Immunisation Record

This is a NT Department of Health issued statement which indicates which vaccines your child has received and if they are up to date. It is available from the NT Immunisation Register by phoning (08) 8922 8315.

If your child has an immunisation record from another country that has not previously been recorded in Australia contact your health/vaccine provider for advice.

What does the school do with my child's immunisation record and who has access to it?

Your child's immunisation record is stored with their individual school file (either electronically and/or as a paper based record) If you have provided an **NT Immunisation Record** or an **AIR History Statement**, the school is able to record whether your child is up to date with the scheduled age appropriate vaccines. Access to your child's immunisation record is limited to the parent/guardian, the school nurse and the school administrative and teaching staff. In the event of an outbreak of a vaccine preventable disease at the school a public health doctor or nurse from the Centre for Disease Control may also access the immunisation record to help identify children at risk and help facilitate a public health response to that disease.

What if I choose not to vaccinate my child or my child has a medical reason for not being vaccinated?

Vaccination is highly recommended but not compulsory and there is no legal requirement for your child to be vaccinated to attend school in the Northern Territory. If there is a medical reason why your child cannot be vaccinated you will need to discuss these issues with your general practitioner and complete an exemption form.

Where can I go to get my child vaccinated?

Any community care/health centre or Aboriginal Medical Service in the NT can provide scheduled childhood vaccines free of charge and will also assist you in working out what your child requires to complete his/her recommended vaccinations according to their age. Look for Health Centres in your phone book or online for their locations and phone numbers. Some General Practitioners also administer childhood vaccines however they may charge a consultation fee.

Child Oral Health Information

Oral Health Services NT provides **free dental check-ups** to children and Adolescents (from birth to 18 years).

Making an appointment

All appointments are made through the Centralised Booking Numbers listed below. Reception staff are responsible for making appointments in both community dental clinics and school based dental clinics

At the time of making the appointment, Reception staff will request specific information such as Medicare number and your child's suffix number.

To make an appointment – Contact

- **8922 6466**

Only emergency dental care is available for international students or students whose parents hold a 457 Visa.

Attending appointments

No children are taken from classrooms for any dental treatment. All children attending appointments are required to be accompanied by a parent or carer. Being present during the child's appointment is important to assist with building knowledge about oral health and what is required to maintain good oral health.

Cancelling appointments

Please let us know if you are unable to make a scheduled appointment. Giving us reasonable notice allows us to book another child into that appointment and to reschedule an appointment for your child.

Missed appointments

If appointments are missed, it is your responsibility to ring and arrange an alternative appointment. We will try to schedule a new appointment however due to demand this may mean your child has to wait longer for treatment. Due to high demand for service, repeatedly missing appointments without informing us in advance will result in a longer wait for future appointments.

For further information visit the Oral Health Services website:

www.health.nt.gov.au/oral_health

UNIFORM POLICY

STUDENT UNIFORM AND DRESS CODE POLICY

RATIONALE

The Anula Primary-School Uniform Policy has been established to clarify expectations of students, their families and the school. The intention is to promote a sense of community, equity and self-respect and to meet departmental requirements for the compulsory wearing of school uniform by students across the Northern Territory.

Wearing a school uniform affirms the individual students' acceptance of the values of Anula Primary School. This is an integral part of participation in the life of the school, symbolising the equal basis from which students can develop and project a positive image. By minimizing the impact of the different socioeconomic backgrounds from which students come, students are given the opportunity to be valued for what they do and say, not their appearance.

The Uniform has been designed for comfort and durability in our tropical conditions and it is priced to meet the needs of the community.

UNIFORM REQUIREMENTS

All compulsory uniform requirements are available for purchase through the front office (with the exception of long pants and shoes) and parents are able to use the \$150 Back to School Voucher to purchase them, **in Term 1 only**.

Compulsory Uniform Components

Students will be expected to wear a shirt and shorts/skorts/skirt/long pants OR a dress, hat and footwear as follows:

Shirts: [unisex] Green patterned polo shirt with collar and sleeves - polyester

Shorts: [unisex] Green with zip pocket - polyester

Skorts: [girls] Green - polyester

Skirts: [girls] Plain green pleated sports skirt (available from retail stores not available from the front office)

Dresses: [girls] School Tartan, available from the front office.

Long Pants: (unisex] Plain Green, without pictures, patterns or edgings. No denim.

Hats: The school's sports or wide-brimmed hats are available from the front office although any hat with a full wide brim is acceptable (does not include caps, visors or beanies). In keeping with the Anula School Sun Safe Policy students are unable to play outside the covered areas unless they are wearing a suitable hat.

Shoes: Sandals (with a back strap), runners or leather 'school shoes' with no high heels. Thongs or backless shoes are not acceptable for school wear and runners/sports shoes should be worn for all physical education/sports sessions.

SCHOOL UNIFORM MANAGEMENT/ ENFORCEMENT

The school uniform must be worn fully and correctly at all times. A child not in full uniform will be reminded by staff. If more than 3 reminders a term are given to a child, the parents will be contacted by a senior staff member to discuss the matter and negotiate appropriate consequences.

It is expected that parents will fully support the Uniform Policy and have children dress as ambassadors of our school. Parents unsure of the expected standard should contact the principal for any clarification.

EXCEPTIONAL CIRCUMSTANCES

The school understands that there may be exceptional circumstances where students are unable to comply with the School Uniform Policy including students who have recently arrived at the school. In all of these situations parents are requested to contact the school to discuss their needs with senior staff in order to negotiate a mutually acceptable outcome.

The school does hold a limited supply of uniforms to lend students in emergency situations. The school requests that when these are supplied to students that families launder them and return them to the school promptly.

SECOND HAND UNIFORMS

Second hand uniforms that are handed back to the school are available for students in exceptional circumstances (see above) and are used in emergency situations. When parents request second hand uniforms they will be issued and parents will be asked for a donation.



After School Care

Our service offers the Anula community After School Care and Vacation Care from Pre-School to Grade 6.

Our environment allows children to create their own safe play spaces while developing a strong sense of belonging and identity; encouraging friendships and sharing. Through play and allocation of tasks educators are able to strengthen and develop the child, bringing out the best in all of their abilities.

After School Care | 2.30 - 6pm M-F | \$30/day

Vacation Care | 7am - 6pm M-F | \$70/day (ex. 23 Dec - 5 Jan)

Public Holidays | Closed



Area 10 (next to Art Room) | Anula Primary School
73 Yanyula Drive, Anula NT



anula.oshc@childaustralia.org.au



08 8997 7515 | 0450 463 620



@anulaoshc

Anula OSHC is managed as a partnership between Anula Primary School and Child Australia.

