

# CLASS INFORMATION BOOKLET

2017



Mrs Rubidge  
Room 12 Year 2/3

## **Welcome**

I would like to welcome both parents and students to Room 12. It gives me great pleasure to be teaching your child this year and I am sure that by working together, they will have an enjoyable and successful year.

## **Teaching Philosophy**

I believe that effective learning requires collaboration between teachers, students and parents and is grounded in mutual respect.

I will endeavour to create a classroom that is a fun, welcoming, positive and fair environment where all students learn from one another and feel safe and comfortable to share their thoughts and ideas. This will be achieved through a high level of respect within the classroom at all times.

A high standard in both behaviour and classroom work will be expected and I will provide support for all students to reach those standards. Independence will be fostered in all students and they will be expected to take responsibility for both their learning and behaviour. The students will be encouraged to be curious about the world around them, show determination in learning new concepts and display perseverance across all aspects of their school life.

## **Class organisation**

The classroom will be set up to encourage independence in students. They will be responsible for maintaining a tidy workspace as well as tray and drawer. Each morning they will be expected to be organised with their books and belongings as well as following classroom procedures. A level of initiative will be promoted so that they can make decisions about minor situations that they may encounter each day.

## **Contact**

If you have a problem or concern regarding any aspect of your child's schooling, whether it be classroom or playground related, I will be happy to discuss the concerns with you. It would be appreciated if you could arrange a time to see me so we can talk privately and uninterrupted. Please contact me via the phone through the school office or a note via your child and I will make an appointment time that is convenient for you.

## **Specialist Areas**

**ART:** Mrs Abbott - Tuesday 9.45-10.45

**COMPUTER:** Mrs Binks - Wednesday 11.05-12.05

**PHYSICAL EDUCATION:** Mr Grey - Thursday 11.05-12.05

**MUSIC:** Mr Hadzic – Tuesday 8.45-9.45

**LIBRARY:** Friday

**CHOIR:** Mr Hadzic – Tuesday and Every second Friday

**SPORT:** Wednesday YEAR 2:12.05-1.05 YEAR 3: 2.00-3.00

**LOTE:** Dr Law - YEAR 3 - 11.05-12.05

## **Supporting Positive Student Behaviours**

My behaviour plan will be based around positive reinforcement:

- Sticker charts
- Raffle tickets
- Money books
- Group points
- Class awards
- Traffic light discipline system

I have a big focus on responsible behaviour as well as students taking responsibility for their actions. They are expected to behave in a sensible manner at all times and always work to the best of their ability. I will emphasize that it is the student's choice as to how they behave. If they choose to behave inappropriately then they are choosing the consequences as well.

Every child in this class has the right to a safe school environment and to be able to learn without disruptions.

### **RULES:**

1. Follow instructions the first time they are given.
2. Keep your hands, feet and objects to yourself.
3. Raise your hand if you wish to speak.
4. Do not disrupt the learning of others.
5. Always use your manners; rudeness will not be tolerated.
6. Always treat others with respect.

### **CONSEQUENCES**

1. *First incident:* Verbal warning.
2. *Second incident:* Name moved from Green to Yellow (2nd warning)
3. *Third incident:* Name moved from Yellow to Red (1 page of lines at break time. eg. I will not disrupt the learning of others.)
4. *Fourth incident:* Red to Timeout (1 page of lines at break time. 10 minute time out in Buddy class - Note home to parents.)
5. *Serious incident:* Fast track: referred straight to the principal.

## **Homework**

Students will be given homework from Monday to Thursday. It will consist of reading, spelling and a small amount of mathematics.

READING: Please listen to your child read every night for about 5-10 minutes. This will help them develop fluency with their oral reading. The rest of their home reading can be silent reading. They will be encouraged to read small novels. During the weekly library time they will be required to select one junior novel. There will also be a selection of books for them to choose from in the classroom. Any favourite books from home can also be used for home reading.

Get them to keep a note of the amount of time that they read for as they will be working towards awards at school e.g. 50 minute awards etc. Record both their oral and silent reading.

Please ensure that your child's homework is signed. Homework books will be checked every day and rewards given for those that have it signed. If they are having trouble completing their homework please come in and discuss this with me.

## **Teaching Methods**

This year your child is part of a multi-year level class. In all subject areas the students will be taught their appropriate year level curriculum. Extra assistance, as well as extension work will be provided if necessary in order for all ability levels to be catered for.

### **Mathematics**

At school this year as part of their Mathematics program, students will be using the Oxford Maths text book appropriate to their year level.

The Oxford Maths program comprehensively addresses both the content and proficiency strands of the Western Australian Curriculum.

### **English**

Students will be organised into ability groups and texts and activities will be aimed at their individual levels. A whole-school approach to teaching reading comprehension will be employed through the STARS (Strategies to Achieve Reading Success) and CARS (Comprehensive Assessment of Reading Strategies) books. Each student will be using a book that is at their comprehension level.

### **Spelling**

Spelling will be a phonics based programme. Each week students will be given a pre-test. Their incorrect words will make the basis of their spelling list. This list will then be supplemented with extension words for that sound. They will complete numerous activities based on their list words and then conclude the fortnight with a test. Any incorrect words will remain on their list for the following fortnight. Incidental errors from their writing will also be added to the list.

## **Study ladder**

Study ladder is an educational website that contains interactive activities for students to complete. Each student has been provided with their username and password along with the website and an email address in-case you encounter problems with the website. As a parent you are also able to log on and monitor their progress. Each week tasks will be set for students to complete and this can be done at home as well as at school.

## **Equipment**

Please ensure that your child has all the required equipment listed on their booklist. It is important that they are all clearly labelled with your child's name. Any spare equipment will be stored at school and given to the children as they require it.

## **Absences/Attendance**

Any absence from school must be supported by an explanation – this can be by note, email, phone call to the office (9405 4007), or by using our online absentee form from the link on the home page of our website. Explanations must be made **within three days** of the student returning to school. Family holidays during term time should be notified in advance and in writing to the principal.

## **Late arrival**

If your child is going to be late to school, (Later than 9.00) you must go via the office to obtain a late note **BEFORE** coming to class.

Every morning before the siren, students will be given a daily problem to complete. It is really important that they arrive by 8.30 so they are able to complete their morning jobs and be organised for the day.

## **ICT/Computer**

During computer sessions students will be completing some activities on cyber-safety to ensure that they understand how important this is when accessing the Internet, both here and at home.

They will be learning computer coding using materials sourced from code.org. Students will learn through problem-solving how to write code in order to have the computer do something that they have planned.

## **Newsletters**

These are published on the website fortnightly on Friday commencing in Week 1. If we have your email address on file you will receive an email alert to indicate that the newsletter has been published and links to it. Important information is always placed in the newsletter.

## **School Website/School App**

The school website and the app are your 'one stop' shop for information about the school, including events, upcoming activities and online forms. Please download the school app as soon as possible from either the iStore or Google Play. The app's name is Updat-ed and it is free to download. Further instructions are on the website.

## **Incursions, swimming lessons and excursions**

These occur from time to time during the year and payment should be made as soon as possible with the return of any permission slips. See the Contributions and Charges sheet on the school website for more details.

## **Uniform and School Hats**

School uniforms must be worn each day. They are available from Uniform Concepts in Joondalup. The school has a *no-no play in the sun* policy – only bucket, broad-brimmed or Legionnaires styles are permitted. Caps are no longer part of the school uniform.

## **Bullying/graffiti**

The school has a zero-tolerance policy to both bullying and graffiti. In the case of the former, please contact the classroom teacher in the first instance if you believe that it is occurring. The sooner we know about it the sooner we can deal with it.