Cowell Area School

Parent Information

"Striving for success, now and in the future"

Government of South Australia
Department for Education

Dear Parent/Caregiver,

Thank you for enrolling your child at Cowell Area School. We would like to take this opportunity to welcome you and your child to the school.

We hope that the association your family has with this school is happy and educationally beneficial to all.

At Cowell Area School we aim to foster a close and positive working relationship between staff, students and parents and we ask for your support to help us to achieve this aim.

Please feel free to contact the school at any time if you have any questions regarding your child's progress or the operation of the school.

Both Parents and Friends Association and the Governing Council give great support to this school and we invite you to become involved in either or both of these organisations.

Yours sincerely,

Mrs Stephenie Herbert
Principal

HISTORY OF THE SCHOOL

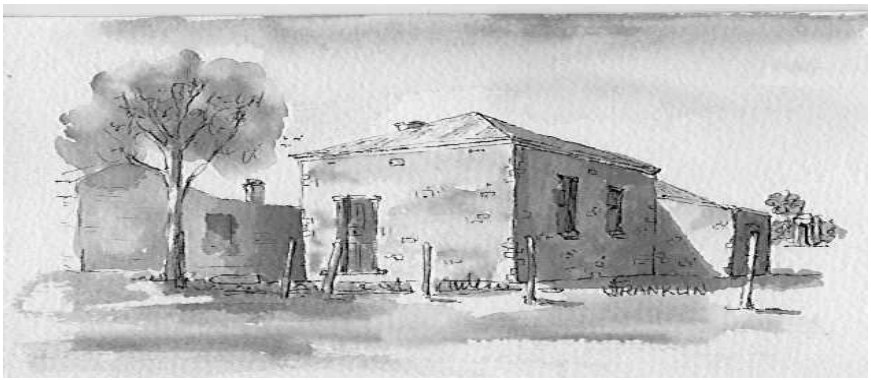
In the early days of Franklin Harbour, the children were taught in a building about one mile out from the present town of Cowell, on the Cleve road. The first teacher was Miss B M Ware, who was succeeded by Miss J Speed.

The first building in Cowell to be used entirely as a school, was a small stone hut built on North Terrace. It still stands as a reminder of education in the early days.

When this became too small, a stone school was built in the Main Street. This served its purpose for some years, but the expanding district called for a bigger school and in 1916 (1912?) the Department erected a two roomed asbestos building on the grounds where the present school stands.

In 1930 Higher Primary work was begun. This extra activity, together with domestic arts and woodwork, proved the two roomed building too small. Consequently, in 1937 the Education Department added three stone rooms and equipped the two old rooms for science, woodwork and domestic arts. The additions were declared open by His Excellency, the Governor, Sir Winston Dugan, on April 15th, 1937.

Cowell Higher Primary became an Area School for the beginning of the 1961 school year.



(Taken from "Back to Franklin Harbour 1938")

The first building in Cowell to be used entirely as a school, situated on North Terrace.

ACCIDENTS

A student should report accidents and illnesses to the class teacher during school time and to the yard duty teacher if in the playground. The child will be checked in the sick room by personnel with accredited first aid experience. All students tended to in the sick room will have a note sent home with them explaining what took place. Where any doubt exists, parents are informed immediately.

If a child requires medication to be taken during school hours, the medication can be sent to the front office but must be accompanied with a Medication Authority letter from a doctor and stored in the original packaging. Asthma medication can be kept in the student's school bag.

ALLOWANCES

The *SCHOOL CARD* system provides financial assistance for many students. Further information can be sought at the front office. Some allowances can also be made for private vehicles travelling to and from the bus stop if the travelling involves 5km or more.

ASSEMBLY

Whole school assemblies are regularly held and advertised times appear in advance in the school newsletter. During assemblies, a different class enjoys presenting an item and class awards are given out for a variety of efforts, achievements and co-operative behaviours. So come along - our students love an audience!

ATTENDANCE

The Education and Children's Services Act 2019 requires that children must be enrolled in a school or approved learning program from the age of 6 years until they turn 17 years of age. Parents are asked to notify the class teacher stating the reason for a child's absence. If students are absent or travelling interstate for any length of time, an *Application for Exemption* form will need to be completed. These forms can be collected from the front office.

BEHAVIOUR MANAGEMENT

We hope that our school environment is a safe and enjoyable learning place. Our discipline policy is in line with the current Education Department Student Behaviour Management policy.

We believe it is important that:

1. Families and students are aware when there is a concern at school.
2. Accurate records are kept.
3. Staff are available to counsel students if they have concerns or if behaviour changes are necessary.

Each class has clearly negotiated rules and consequences. If a student shows inappropriate or disruptive behaviour that continues after the rule reminder, a choice to co-operate with the rules is given, then the student is removed to a Time Out area. The student will be counselled before being allowed to return to class. This allows the rest of the class to continue their right to learn.

- We aim to be consistent and model good behaviours that we believe work.
- We hope to develop skills which develop 'self-discipline' in our students. Our Student Behaviour Management policy teaches students to "Own their own Behaviour".

We hope that you will read this with your child and
invite your comments on our School Rules

BOOKLISTS

Items on the book list are collated in the week before school commences and can be collected in this week prior to school starting.

Payment can be made when the books are collected or as soon as possible. *BANKCARD*, *VISA* and EFTPOS facilities are available at the school.

CAMPS and EXCURSIONS

Members of staff sometimes organise "Sleep - In" nights or school excursions/camps in accordance with the school Camps/Excursion Policy. The school encourages environmental living skills, self - reliance, social relationships and better child/teacher understanding. An excursion form is to be completed by parents before the child can go on the excursion. This form covers all medical information needed.

COMMUNITY SCHOOL LIBRARY

Cowell Area School has a Community Library with a wide variety of fiction and non-fiction books. It also has a variety of audio cassettes. Any member of the public may register to become a borrower at the front desk in the Library. It costs nothing to come in and use this great facility.

THE LIBRARY IS CLOSED ON ALL PUBLIC HOLIDAYS

Overdue books are the responsibility of the borrower. If the book is excessively overdue (classified as lost) you will be required to pay the value of the book so that it can be replaced.

CUSTODY

The school should be informed of custody details with documents sighted. When there are specific limits on access by the non-custodial parent, it is very important to keep the school fully informed.

FIRE DRILL

This is practised during the year. It involves short blasts on the siren for 1 minute. An orderly evacuation of children and staff to the oval is carried out.

GOVERNING COUNCIL

The Governing Council meet on the 4th Tuesday of every month. These are open meetings and anyone is welcome to attend. This is an avenue where you can voice your opinions on school policy and how our school functions.

INSURANCE

This is a useful precaution in case of an accident at school, or on the sports field.

LOST PROPERTY

All lost property is kept in the Front Office. Parents are welcome to inspect the lost property box at any time. All unclaimed lost property is collected by P&F at the end of each term and either taken to the Op Shop or used as second hand clothing. Clothing that is clearly named is returned to the owner. ***PLEASE MAKE SURE THAT ALL CLOTHING IS CLEARLY LABELLED WITH A NAME.***

LUNCH PASSES

Lunch passes are available to students from Year 10 – Year 12 following a signed application from a parent giving permission, which is also approved by Leadership. Lunch passes will only be granted for students to be able to go home for lunch and **not down the main street**. Some exemptions may apply subject to negotiation, with the Deputy Principal.

If a student is required to go down the main street for an appointment, parents will need to give separate permission via a phone call or note to their class teacher.

Lunch passes will be revoked for the following reasons:

1. If a student is found to not be behaving safely or appropriately when traveling to and from school,
2. Consistently returning late back to school on a 3 warning system and missing lesson time, and;
3. A temporary cancellation will occur when a student is required to go to work focus to finish of work that wasn't completed in class or for homework.

Students who are granted a lunch pass are not allowed to bring back to school any soft drinks, iced coffee or fast food items (hot chips), in accordance with our Healthy Foods Policy.

MONEY

Any money sent to the school for any reason is best sent in a sealed envelope, clearly labelled with your child's name and year level. All money should be taken to the Front Office.

MUSIC

Various music programmes for individuals are available at the school.

NEWSLETTER

A school/community newsletter is published Wednesday Weeks 1, 3, 5, 7, 9, 11 and emailed to families. The deadline for newsletter items is 4pm, Monday.

PARENTS & FRIENDS

The Parents and Friends support the whole school in many ways. It raises funds for equipment and facilities, assists at school functions and provides opportunities for parents to become involved in decisions affecting their child's education. Parents and Friends meet on the 2nd Thursday of each month. They welcome new faces and are an active group which are an important part of our school community.

PARENTAL PARTICIPATION

Parents are encouraged to participate in the life of the school by assisting in a range of activities. If you would like to help in any way, please contact the Principal or Deputy Principal or your child's teacher. If you have a particular skill, or would just like to be a part of your child's learning, come along and join in, it is rewarding and greatly appreciated.

L.A.P. is the school's Learning Assistance Programme. This programme provides primary and secondary children with the opportunity to work one to one for 1 hour/week to improve and/or extend their knowledge and skills in any particular subject area. We are always looking for volunteer tutors. Give it some thought - it is really rewarding for both the LAP tutor and the child.

REPORTING and ASSESSMENT

Written reports of your child's progress are sent home twice a year. Formal interviews are also held. Parents should feel free to arrange an interview following any report.

During interviews, a student's progress is discussed and decisions made about action to be taken in relation to the student's learning.

SICKNESS and INFECTIOUS DISEASES

The table below gives the recommended minimum exclusion periods from school of infectious disease cases and contacts. Parents must notify the school should their child contact any of the following diseases:

General Infectious Diseases

DISEASE	PATIENT	CONTACTS
Chicken Pox	Exclude till fully recovered or at least one week after the first eruption appears.	Not excluded
Infectious Hepatitis	Excluded until medical certificate of recovery is produced	Not excluded
Measles	Should be excluded for at least five days from the appearance of the rash or until a medical certificate of recovery is produced.	Not excluded
Mumps	Exclude until fully recovered.	Not excluded
Rubella	Exclude until fully recovered or five days after onset of rash.	Not excluded
Scarlet Fever	Should be excluded until appropriate medical treatment and a medical certificate of recovery is given.	Need not be excluded
Whooping Cough	Should be excluded for two weeks from onset of illness and until a medical certificate of recovery is given.	Need not be excluded

Common Local Diseases affecting Skin, Hair and Eyes

DISEASE	PATIENT	CONTACTS
Impetigo (School Sores)	Excluded until sores have fully healed. Child may be allowed to return to school provided that appropriate treatment is being applied and sores on exposed surfaces are properly covered.	Not excluded
Ringworm, Head Lice, Scabies	Re-admit when appropriate treatment has commenced, supported when requested by a medical certificate.	Not excluded

SCHOOL COMMUNITY SWIMMING POOL

Cowell Area School Community Swimming Pool is open to the public during summer. During school hours (8.30am - 3.30pm) use of the pool is restricted to school students. Community members must become a financial member if they wish to use the pool. Enquiries through Administration staff.

SCHOOL TIMES

8.55am	Home Group
9am	Lesson 1
9.45am	Lesson 2
10.30am	Recess
10.50am	Lesson 3
11.35am	Lesson 4
12.20pm	Lesson 5
1.05pm	Lunch
1.45pm	Lesson 6
2.30pm	Lesson 7
3.15pm	Home Group
3.20pm	End of school day

Children must not enter the school grounds ***BEFORE 8.30am***

Children are dismissed at 2.20pm on the last day of every term

STUDENT REPRESENTATIVE COUNCIL

Students elect representatives from each class (Reception to Year 12) to form the Student Representative Council. This committee has representation on School Council and various Sub committees. Students can bring any issues for discussion to the S.R.C. Our S.R.C. fundraise at various school events and use the money to buy equipment or improve facilities at the school. All classes hold regular class meetings where S.R.C. reports are given and the opportunity for any relevant matters are discussed.

TERM DATES

2025	
Term 1	January 28th – April 11th
Term 2	April 28th – July 4th
Term 3	July 21st – September 26th
Term 4	October 13th – December 12th

2026	
Term 1	January 27th – April 10th
Term 2	April 27th – July 3rd
Term 3	July 20th – September 25th
Term 4	October 12th – December 11th

UNIFORMS

We strongly urge all children to wear a school uniform. The school colours are gold and navy blue. School clothing is available from the Front Office at the school. ***Please ensure that all clothing is labelled clearly with your child's name to prevent the item being lost.***

WEATHER POLICY

Children are to remain in classrooms at play times if it is raining. They are supervised by teachers. On very hot days, parents may elect to keep their child at home or collect them from school if desired. This school does not CLOSE due to very hot weather. We encourage every student to wear a hat at recess and lunch times in hot weather and be responsible for their own sunburn cream. With Physical Education lessons, swimming and other outside activities during the day (and not many shaded areas in our school yard) we encourage you to ***SLIP, SLOP, SLAP!.***