

Parent and Student Handbook



**LANDSDALE
CHRISTIAN SCHOOL**

ABOUT LANDSDALE CHRISTIAN SCHOOL.....	5
SCHOOL CONTACT DETAILS.....	5
1 Our Special Character	6
1.1 Our Foundational Assumptions and Beliefs	6
1.2 Our School Mission.....	7
1.3 Our School Vision.....	7
1.4 Our School Values.....	7
2 Administration and Governance	9
2.1 School Administration.....	9
2.2 School Council	9
2.3 Functions of the School Council.....	9
2.4 2024 Staff	9
2.5 Parents and Friends Committee	12
2.6 Functions of the Parents and Friends	12
3 Enrolments	12
3.1 New Enrolments.....	12
3.2 Re-enrolments/Discontinuing Enrolments.....	13
4 Finance.....	14
4.1 School Fees	14
4.2 Bursary.....	14
4.3 Fee Enquiries	15
5 Student and Parent Responsibilities.....	16
5.1 Code of Conduct	16
5.2 Citizenship Policy	16
5.3 Student Absence.....	17
5.4 Student Pickup	17
5.5 Books and Stationery	17
5.6 Working Bee	17
5.7 Swimming.....	17
5.8 Fundraising Levy.....	18
6 Grievance Policy.....	19
Parent Comments and Suggestions	19
7 School Bus.....	20
7.1 School Bus Service	20
7.2 School Bus Rules.....	20

8	School Program.....	21
9	Aspects of School Life.....	22
9.1	Spiritual	22
9.2	Pastoral Care and Chaplaincy Programme	22
9.3	Academic.....	22
9.4	Physical	23
9.5	Homework	23
10	IT & Technology	24
10.1	Mobile Phones.....	24
10.2	1:1 Computer Notebook Program.....	24
10.3	Social Media.....	25
11	Health.....	26
11.1	General.....	26
11.2	Sickness or Accident	26
11.3	List of Exclusion Times	26
11.4	Student Accident Insurance	27
11.5	Sun Safety	27
11.6	Food Exclusions.....	27
12	Uniform.....	29
12.1	Dress Code.....	29
12.2	Art Shirts	29
12.3	Kindergarten and Pre-Primary Uniform Requirements.....	29
12.4	Primary School Uniform Requirements	31
12.5	High School Uniform Requirements	32
12.6	Whole School Uniform Requirements.....	34
12.7	Purchase of School Uniform Items.....	34
13	Miscellaneous.....	35
13.1	Care of School	25
13.2	Property Damage.....	35
13.3	Bikes/Scooters.....	35
13.4	Valuables.....	35
13.5	Lost Property	35
13.6	Family Adjustment.....	35
13.7	Canteen	35
13.8	Newsletter	35

13.9	Boundaries	35
13.10	Gate Opening and Closing Times.....	36
13.11	Staff Room and Office Areas.....	36
13.12	Use of Classrooms	36
13.13	Speed Limits	36
13.14	Excursions and Incursions	36
13.15	Visitors and Volunteers	36

About Landsdale Christian School

Landsdale Christian School offers quality Christian education for children from Kindergarten to Year 12. Our curriculum is based on Christ-centered learning with the intent of providing an environment whereby the morals and values taught at home may be reinforced at school. For this reason, we consider the home-school relationship to be of great importance. We aim to develop excellence in every area of your child's development and call upon you to help us in achieving this goal. You are invited to take an active part by assisting whenever possible and aiding in the smooth running of the school.

This Handbook will give you the latest information about the school's policies and procedures. Thank you for choosing Landsdale Christian School.

School Contact Details

Phone:	08 9309 1830 Fax: 08 9302 2269
Email:	admin@lcs.wa.edu.au
Address:	77 Queensway Road LANDSDALE WA 6065
Website:	www.landsdalechristianschool.wa.edu.au
ABN:	53 105 583 935

1 Our Special Character

1.1 Our Foundational Assumptions and Beliefs

All that is planned and happens at Landsdale Christian School is anchored in a Biblical worldview. The following elements are significant:

- **God is the Ultimate Source** – God is infinite and the primary source of life, wisdom, beauty and perfection.
- **God's Creative Activity** – God created and sustains the entire universe. This creative action was intentional, structured and orderly, and a reflection of His personality.
- **Our Human Origin** – God created perfect human beings in His own image with power to think, choose, act, and relate.
- **How we know** – God has revealed something of Himself to humanity through His creative work, the person of Jesus Christ and the words of the Bible.
- **Our Problem** – By their own choice in Eden, humans rebelled against the Creator, shattering their open relationship with Him, and plunging themselves and the world into a conflict of cosmic proportions between good and evil. As a consequence, the capacity of humanity to reflect the image of God was well-nigh destroyed.
- **God's Response** – God, through Jesus Christ and the Holy Spirit, answered the problem of sin with a plan to restore human beings to God's image, and the universe to its original state of perfection, love and harmony.
- **Renewed Relationship** – In accepting God's plan of restoration, we begin a new relationship with God through Jesus, and maintain this relationship through the study of the Bible, prayer and worship.
- **Our Hope and Destiny** – God invites us to share these things with the world creatively and responsibly until He intervenes to bring about a restored creation.

Landsdale Christian School offers students:

- A climate in which they can understand what is pleasing to God, commit their lives to Him, and experience the joy of helping others.
- A balanced programme that supports spiritual, intellectual, social, emotional and physical development.
- A core of knowledge and skills for everyday living appropriate to their age.
- An appreciation and respect for the home, the Church, the school, and the community.

By the end of their time at Landsdale Christian School, students will have had the opportunity:

- To respond to God's grace, and demonstrate their commitment to Jesus, helping others, and showing willingness to do what is pleasing to God in every area of living.
- To develop positive attitudes and values towards God, society and others, the environment, material needs and themselves;
- To demonstrate competence in thinking, reasoning, decision-making, communicating and expressing as a foundation to schooling.
- To demonstrate interpersonal skills and emotional growth necessary for healthy relationships with their peers, family, and community.
- To know and practise basic principles of health and balanced living, including a wise use of time and entertainment media;
- To develop an appreciation for the dignity of work along with a growing awareness of their God-given abilities.

1.2 Our School Mission

Landsdale Christian School aims to:

- Promote an active relationship with God
- Encourage personal excellence in all areas
- Embrace diversity and nurture a sense of belonging
- Develop each student's self-worth and purpose

1.3 Our School Vision

To empower students to reach their potential and contribute positively to society whilst supporting them in the development of meaningful relationships with Christ and others.

1.4 Our School Values

Values are often described as the glue that holds a community together. The values of Landsdale Christian School are based on the overarching values of Love and Service, found in 1 Corinthians 13.

- Excellence – Living for God's glory
- Compassion – Caring at all cost
- Humility – Accepting my achievements without boasting
- Respect – Thinking of and behaving well towards others
- Integrity – Living at peace with myself
- Justice – Seeking the right

- Discernment – Making wise choices
- Responsibility – Owning my actions
- Hope – Living with joy because my future is certain in Jesus

2 Administration and Governance

2.1 School Administration

Landsdale Christian School is operated by Adventist Christian Schools (WA), a part of the education system of the worldwide Seventh-day Adventist Church. As such, its general policies are consistent with the standards required by the Education Department of Western Australia, in addition to those prescribed by the Education Department of the South Pacific Division of the Seventh-day Adventist Church.

2.2 School Council

Landsdale Christian School is governed locally by the Landsdale Christian School Council. The School Council is accountable to, and acts on behalf of, Adventist Christian Schools (WA), and is appointed for a term of four years. Its members consist of elected and ex-officio representatives.

2.3 Functions of the School Council

- Promote high educational and Christian standards
- Set and operate an effective budget
- Review all enrolments and confirm or deny acceptance
- Plan for the care and development of the school premises
- Oversee the smooth operation of the school

Any concerns about the school can be directed in writing to the secretary (principal) of the School Council. Written notice must be received by the Secretary one week before the next scheduled meeting. Meetings dates will be listed on the annual school calendar and advertised in the newsletter.

2.4 2024 Staff

Administration Team

Principal	Mrs Sharlene Cole
Head of Primary	Miss Kaisha Harders
Head of High	Mr Brendon Quick
Administrative Assistant	Mrs Ruth Sharp Mrs Rebecca Quick
Bursar/Registrar	Mrs Mandy Walker

Early Childhood Team

Teachers	Miss Karen Mason
Educational Assistants	Mrs Julie Osman

Primary Team

Head of Primary	Miss Kaisha Harders
Year 1	Mrs Valerie Oesterheld
Year 2	Mrs Violetta Rieter
Year 3	Mr James Eastwood
Year 4/5	Mrs Sara Foster
Year 5/6	Miss Kaisha Harders/Mrs Jessica Nzolantima
Learning Support Assistant	Mrs Renee Weinman
	Mrs Minette Bennett
	Miss Madison Watson
	Ms Christina Nguyen
AUSLAN Language Teacher	Mrs Chelsea Brighton
Sport Specialist	Miss Sarah Sharman

High School Team

Head of Secondary Encounter, English, BME, HASS	Mr Brendon Quick
House Dean HASS, Business Management, Psychology, Encounter	Mr Gavin Bowyer
House Dean English, HASS	Mrs Larissa Fontana
House Dean PE Studies/Outdoor Education/Encounter	Mr Brad Walker
Science, Food Technologies	Mrs Tahlia Hands
Maths, Science	Mr Clayton Wilson-Stokes
Drama	Mrs Rona Polois
Design, Visual Arts, Media & Design	Mrs Susan Gleisinger

Maths, Physics, STEM	Mrs Cecelia Selby
English, HASS	Mrs Amanda Topperwien
Science, Encounter	Mrs Michelle Walker
Maths, Chemistry, Science	Dr Lee Walker
Manual/Food Technology, Textiles	Mr David Osman
Pe, Sport, Encounter	Mr Tong Tong
English	Mrs Danielle Weiler
Laboratory Assistant	Mr Joel Thomas
Learning Support Assistant	Mrs Lee-ann Chambers
	Mrs Manisha Daya

Learning Support Coordinator

Learning Support Coordinator	Mrs Jodie McIntosh
------------------------------	--------------------

Pastoral Care

Chaplain	Pr Travis Townend (Mon, Tues, Thur, Fri)
	Pr Sela Uilou (Mon, Tue)

2.5 Parents and Friends Committee

The Landsdale Christian School Parents and Friends Committee (P&F) is made up of interested parents of the school, whose primary role is to foster meaningful relationships between parents, school and community, and in so doing contribute to the development of students. Interested parents are welcome to join the committee at the beginning of the school year. The process for this will be advertised in the newsletter.

At the beginning of each school year the Parents and Friends group nominate members to fill the following positions:

- Coordinator
- Secretary
- Treasurer
- At least three other members

These nominations are subject to approval by the School Council. The principal is an ex-officio member.

2.6 Functions of the Parent and Friends

- Organise, in consultation with teachers, parental assistance for school activities
- Help organise and coordinate community events and activities
- Coordinate general education meetings of interest for parents

3 Enrolments

3.1 New Enrolments

An Enrolment Application package is available on our website at www.landsdalechristianschool.wa.edu.au or on request from the school office. After the forms have been completed it should be submitted to the school office, accompanied by the \$250 application fee. At this point an appointment will be scheduled with the principal. The application fee is non-refundable, but \$150 of this fee will be credited to the first term's tuition fees upon commencement at the school.

All applications will be considered by the School Council. A student is considered enrolled when approval is given in writing.

3.2 Re-enrolments/Discontinuing Enrolments

All student enrolments are considered ongoing unless written advice to the contrary is received from parents/guardians. A term's notice must be given prior to withdrawing or you may be charged a term's fees in lieu of notice.

4 Finance

4.1 School Fees

The school fee schedule is set by Adventist Christian Schools (WA). The fees are applicable for all Adventist Christian Schools within the state of Western Australia.

There are four options for fee payment.

Option A – Annually

Fees paid by the end of the second week of first term are entitled to a 5% discount on tuition costs.

Option B – Quarterly

Fees paid by the end of the second week of each term are entitled to a 2.5% discount on tuition costs.

Option C – Monthly

Payments need to be made on the 15th of each month, February to November.

Option D – Fortnightly

Payments need to be made on the 14th and 28th of each calendar month, February to November.

The School Bursar requires notification of preferred payment option at the commencement of each school year, or upon initial enrolment.

Fees not received by the specific date are regarded as outstanding. Please note that in the case of unpaid debt, the school will refer the account for further action. Any costs incurred as a result of the further action will be charged to the debt owing.

Fee payments can be made by cash, cheque, VISA or Mastercard, direct debit, or EFTPOS. Receipts for payments are issued by the school bursar. If for some reason you are unable to pay at your specified time, please organise an interview with the school bursar to arrange a payment system.

School bus fees and other local charges will be included in the same statement as tuition fees.

4.2 Bursary

A bursary scheme provides financial assistance for low-income families. Applications for bursary assistance can be made to the school principal. Bursary assistance is granted for up to twelve months. Recipients need to reapply each year in order to be considered for further bursary benefits. Information required for bursary assistance is held in confidence.

4.3 Fee Enquiries

Where possible please make any enquiries to the school bursar.

5 Student and Parent Responsibilities

5.1 Code of Conduct

When students of Landsdale Christian School are identifiable as a student, they are representatives of the school and its standards whether at school or in the community. This is the underlying principle that should direct students' conduct.

As such it is expected that students will:

1. Respect staff members and fellow students, addressing them in a proper manner at all times, respecting their privacy and showing human dignity in the way we treat them.
2. Behave courteously in every circumstance.
3. Conduct themselves in an orderly manner while travelling on school buses or other forms of public transport, showing consideration and respect for other people as well as care for the school's and fellow students' property.
4. Obey rules, including those regarding individual and collective safety.
5. Demonstrate responsibility by keeping the school grounds tidy at all times.
6. Refrain from leaving the school grounds without permission.
7. Never use or bring illicit drugs to school; this includes alcohol, tobacco and vapes.
8. Leave all personal items at home unless they are to be used for an organised school activity.
9. Always wear the correct uniform in a neat and tidy fashion.
10. Use technology according to the ICT and Social Media policies.

Discipline procedures at Landsdale Christian School are built on restorative practice, encouraging students to take responsibility for their choices.

Our school takes a zero tolerance stand on bullying. Please refer to the school behaviour management policy for further details.

5.2 Citizenship Policy

Landsdale Christian School upholds Christian ideals in matters of dress, moral behaviour and general conduct. The teaching of these ideals is one of the reasons for the school's existence. Underlying the school code of conduct, is the aim to develop a sense of responsibility to self, community, peers, teachers and God.

The stated purpose of citizenship is to aid the student in growth towards mature adulthood. As a consequence, the school will assist students in making choices about appropriate behaviour.

5.3 Student Absence

Please note that in the case of student absence, explanation from a parent or guardian explaining the reason for the absence is required by law. Truancy officers do inspect school records and respond to attendance concerns. If you know that your child will be away from school for any reason, or arriving late, please contact the school ahead of time. If a child is absent without notification to the school, our duty of care requires us to phone the parent/guardian as soon as is practicable. You may notify the school of your child's absence by sending an email, phoning the school, or sending a direct message through SEQTA Engage.

5.4 Student Pickup

Written consent must be given if a person other than the parent or legal guardian is to pick a student up from school. Please address notes to the classroom teacher and include the name of the person who is collecting your child.

5.5 Books and Stationery

Kindergarten – Year 6: A Resource fee is charged to cover the cost of consumable classroom resources. You will also be responsible for purchasing a small list of personal items for your child as advised by the classroom teacher.

Years 7 – 12: Textbooks and exercise books are covered by the administration levy. Students are expected to purchase personal stationery including a calculator to use in class.

5.6 Working Bee

Because Landsdale Christian School believes in working together as a community, parents are encouraged to play an active role in the care of the school. The school plans regular working bees that are run to help maintain the school grounds. Regular family attendance is appreciated. A Working Bee Levy of \$264/year per family will appear on your fee account. This levy is credited back when a parent/guardian attends a working bee during each term. If you are not able to attend on the actual day, arrangements can be made to help out at a time that is mutually convenient.

5.7 Swimming

Students from Pre-Primary to Year 6 will engage in a two week period of swimming lessons. The cost of this will be applied to school fees. Further information will be published in the newsletter as it comes to hand.

5.8 Fundraising Levy

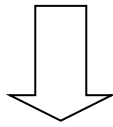
A Fundraising Levy of \$50 per family per year will appear on your fee account. The funds raised will be used to provide resources for our students and these will be chosen based on recommendations made by the Parents & Friends to School Council. If you have any suggestions to make you can do so by joining the Parents & Friends Committee (see page 9).

6 Grievance Policy

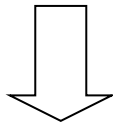
Parent Comments and Suggestions

Landsdale Christian School welcomes suggestions and comments from parents and takes seriously any complaints or concerns that may be raised. It is expected that parents follow the correct procedure by speaking to the appropriate person at each stage of a complaint. If concerns arise, please use the following procedure, commencing at stage one and moving through the levels in order until you are satisfied that the matter is resolved.

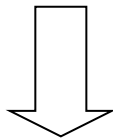
1. Discuss the matter with the teacher directly involved in the matter.



2. Contact the principal by calling 9309 1830, to arrange a time to discuss the matter.



3. Contact the Director of Education for Adventist Christian Schools (WA) on 9398 7222 and request an appointment to discuss your concern.



4. Request that an independent arbitrator be appointed (one that both parties agree to) by contacting Adventist Christian Schools (WA) on 9398 7222.

7 School Bus

7.1 School Bus Service

The Adventist Christian Schools (WA) group offers a dedicated bus service to and from school. If you choose to use this service, the fee will appear on your annual account.

Application forms are available from the school.

7.2 School Bus Rules

Passengers must obey these rules for all bus travel:

1. Obey the instructions of your bus driver.
2. Do not damage bus interior or exterior, including seats. Passengers will be financially responsible for damage.
3. Do not leave your seat while the bus is moving.
4. Do not lean against the doors or out of the windows.
5. Respect the rights of your driver and other passengers. This includes refraining from verbal and physical bullying, and play fighting.
6. Stand away from the bus after getting off and do not cross the road until it is clear.
7. Do not eat on the bus.
8. Only drink water on the bus. No other drinks are allowed.
9. Do not throw anything out of the windows or around the inside of the bus at any time.

8 School Program

School Hours

Primary School		
	Start	Finish
First session	8:40am	10:42am
Recess	10:42am	11:12am
Second session	11:12am	1:02pm
Lunch	1:02pm	1:32pm
Afternoon session	1:32pm	3:10pm
High School		
	Start	Finish
Home Room	8:40am	8:50am
Period 1	8:52am	9:46am
Period 2	9:48am	10:42am
Recess	10:42am	11:12am
Period 3	11:12am	12:06pm
Period 4	12:08pm	1:02pm
Lunch	1:02pm	1:32pm
Period 5	1:32pm	2:26pm
Period 6	2:28pm	3:22pm

Drop Off and Collection of Students

The school gate opens at 8:10am each day. Students dropped to school before 8:20am must sit on the benches next to the front office. The playground is supervised from 8:20am.

Students should be collected promptly at 3:00pm (Kindy-Pre-Primary), 3:10pm (Year 1 - 6), or 3:22pm (high school). In the unlikely event that parents have been held up, will be supervised in the undercover area up until 3:45pm each day.

9 Aspects of School Life

9.1 Spiritual

The Encounter Curriculum allows each student to have a daily encounter with Christ. Each student's personal friendship with Jesus is encouraged, whilst respecting their individual personal religious beliefs. The school recognises the importance of cooperating with parents towards the child's individual character formation. The chaplains actively participate in the school's program, and students engage in daily worship and Christian faith development lessons.

9.2 Pastoral Care and Chaplaincy Programme

The school is proud to offer a comprehensive chaplaincy programme, jointly funded by the Australian Government Department of Education and Training under the National School Chaplaincy Programme and the Western Australian Conference of the Seventh-day Adventist Church. The chaplaincy programme is aimed at providing pastoral care and support to families, students and staff. Participation in this programme is completely voluntary and can be terminated at any stage of support where that support does not affect curriculum requirements. The school chaplains and other professionals are available for support within the school as needed.

A strong emphasis is given to building resilience, well-being and positive self-esteem in students thereby fostering healthy relationships and problem-solving abilities. A selection of parenting and lifestyle resources are available for borrowing through the school library on request.

9.3 Academic

The overarching academic goal of our school is to be a "School of Excellence", with every student progressing and reaching their individual potential. Therefore, Landsdale Christian School offers a holistic curriculum that is designed to help students develop academically, physically, socially and spiritually. Teachers intentionally plan for the individual needs of students to ensure every child engages in a relevant learning program. In addition, every student engages in daily encounters with God through the Bible-based Encounter Curriculum.

Students are expected to demonstrate responsibility by working diligently, completing their assignments to the best of their ability, and submitting their work on time.

Student progress will be reported on at the end of each semester, at which time parent/teacher interviews will be offered. Interviews can be scheduled at other times at the request of parents or teachers. Parents/guardians can access progressive results electronically through Story Park (Yrs K – 6) and SEQTA Engage (Yrs 7 – 12).

9.4 Physical

The school programme aims to provide each pupil with the opportunity to benefit from the development of an alert mind.

The school promotes that students lead a physically active life. Opportunities for physical activity at school include: regular physical education classes, a structured sport lesson each week, and designated play times at recess and lunch. In addition to these activities, students will also have the opportunity to represent the school at combined school athletic carnivals and representative sports.

Students from Years 1 - 6 are given the opportunity to be involved in the Sporting Schools programme. This is a government-funded program. While this programme is free, students are required to register. Details of how to do so, along with times and dates, will be published in the school newsletter.

9.5 Homework

Your child's teacher will outline the general homework routine and expectations in a note at the beginning of the school year.

A general guideline for the average amount of homework to expect is as follows:

Year 1/2: up to 20 minutes 4 times per week

Year 3/4: up to 30 minutes 4 times per week

Year 5/6: up to 45 minutes 4 times per week

Year 7/8: up to 75 minutes 4 times per week

Year 9/10: up to 90 minutes 4 times per week

Years 11 and 12: as necessary

10 IT & Technology

10.1 Mobile Phones

Landsdale Christian School recognises the importance of students being in contact with parents before and after school. In order to communicate effectively with parents many students are bringing mobile phones and electronic devices to school to do this.

1. Students are allowed to bring mobile phones to school to contact parents before and after school.
2. Mobile phones and electronic devices, which have internet access, must be deposited into the Homeroom 'Phone Box' during homeroom at the start of the school day. Mobile phones can be returned to students for emergencies only.
3. Mobile phones and electronic devices will not be allowed on school excursions with the exception of where it is required by the teacher, in which case, the teacher will collect all phones and retain possession until needed to be used.

10.2 1:1 Computer Laptop Program

Access to the 1:1 Computer Laptop Program is granted to those who abide by the guidelines in the 1:1 document. This program gives guaranteed access to computer technology throughout the school day, as well as access at home for homework and private study. The laptops will be used for 50% of the learning program in each class.

1. Laptop computers are to be purchased or leased by the parent/guardian of children in our upper primary classes (Years 5 and 6) as well as all high school year levels. Participation in the 1:1 program at school is a privilege that can be revoked.
2. Any loss, damage or theft should be reported to the school. However, any insurance claims need to be made through the personal insurance options taken out by the parent/guardian.
3. The school respects copyright laws and expects students to do the same.
4. Playing games, listening to music, watching video, accessing websites not relevant to the lesson, will not be tolerated during class time.
5. Students and parents will be required to sign '1:1 Parent/Student Guidelines Agreement' at the beginning of each year.

10.3 Social Media

Landsdale Christian School teachers are aware of the use of social media forums for students to communicate with others. We are also aware of the increasing abuse of these forums to

denigrate and abuse others. Students with access to these forums will be encouraged to uphold their Christian values at all times.

1. Social media is not permitted to be used during school hours
(8:40am – 3:25pm)
2. Any time that students are engaged in social media that involves other students, staff or the school in general, they are expected to use discretion and uphold Christian values.
3. Should teachers receive evidence of inappropriate behaviour between students at LCS on social media forums, appropriate action will be taken by teachers at school.

11 Health

11.1 General

Your child's personal health and safety is essential at all times. For health and safety purposes, please ensure long hair is tied back at all times using hair ties in correct school colours (see Uniform pages 29-34).

11.2 Sickness or Accident

All teaching staff members hold a current Senior First Aid or equivalent certificate.

Staff members are not permitted to administer prescribed medications of any kind to students unless written permission from the parent is given. Administration of Medication forms can be obtained from the front office. Prescribed medication must come to school **in a pre-measured dose** (staff are not able to measure prescription medication) and first doses will not be given at school. Paracetamol can be dispensed by staff with written or verbal permission from parents or guardians if a student experiences unexpected pain during the school day.

If any student has a medical problem, the class teacher needs to be informed immediately. Please also ensure that you notify the school if your emergency contact details change.

In the case of a serious accident involving a child at school, an ambulance will be called, and parents will be notified. Parents are encouraged to have adequate health insurance as the cost of this service is payable by the family.

11.3 List of Exclusion Times

Common Illnesses

Chicken Pox	Exclude for at least 5 days after rash appears AND until all blisters have dried.
Conjunctivitis	Exclude until discharge from eyes has ceased.
Diarrhoea	Exclude until diarrhea has ceased for 24 hours.
Gastroenteritis	Exclude until vomiting has ceased for 24 hours.
Head Lice	Exclude until after treatment has commenced and live lice removed.
Impetigo	Exclude until 24 hours after antibiotic treatment has commenced (including the proper use of occlusive dressing).
Influenza	Exclude until symptoms resolved.
Measles	Exclude for at least 4 days after onset of rash, in consultation with a doctor.
Mumps	Exclude for at least 9 days after onset of symptoms.
Whooping Cough	Exclude for 21 days from onset of cough or for 5 days after start of antibiotic treatment.

Ringworm Exclude until treatment has been administered for 24 hours.

Rubella Exclude for 4 days after the onset of rash.

(German Measles)

(Exclusion times are recommended by the Government of Western Australia, Department of Health from [Communicable Disease Guidelines](#) 2015 edition)

11.4 Student Accident Insurance

If an accident occurs, the school will take action that is deemed necessary, but will not be responsible for the cost. It is recommended that parents ensure that their children are adequately covered by both medical and dental insurance.

Parents are charged a small fee of \$12 per student at the beginning of the year for accident insurance. This does not cover medical expenses but allows for claims for specific types of injury. The policy will be sent home at the beginning of each year.

11.5 Sun Safety

To promote sun safety in our school we provide sunscreen for students to apply for outdoor activities. In addition, a “no hat, shade-only play” rule applies. Every child needs to wear a uniform hat every day during all outdoor times. This applies during school terms One and Four.

11.6 Food Exclusions

Due to food allergies, Landsdale Christian School is an Allergy Aware site. You are asked to ensure that you avoid sending any of the following items to school.

- ❖ Peanuts or peanut shells
- ❖ Peanut butter
- ❖ Products that contain peanuts listed as an ingredient (this includes some muesli bars, biscuits and spreads)

In addition, if you collect supplies for the ECE construction box please avoid:

- ❖ Containers or boxes that have been used for peanut products (for example crunchy nut cornflakes)
- ❖ Empty peanut butter jars

Common questions asked:

Why peanuts?

25% of children experience their first negative reaction to peanut products whilst at school. Reactions to peanut products can range from rashes to a life-threatening attack of Anaphylaxis. Such reactions can be life threatening. To ensure the safety of students, we have put in place a policy followed by all day care centres and many other schools, to remove this trigger food from our school site.

Are products containing the words “may contain traces of nuts” acceptable?

Yes. We only ask that you avoid foods that list peanuts **as an ingredient**.

How will the school respond if I send along peanut products?

Your child will be kindly reminded. If children continue to bring peanut products, a reminder note from the principal will be sent to the parents.

We thank you for your help in making our school an Allergy Aware site.

12 Uniform

12.1 Dress Code

Each student in uniform is representing the school and its standards. Each child is required to wear their uniform in a neat and tidy fashion while attending school, participating in school functions, and traveling to and from school. Landsdale Christian School has both a winter and summer uniform. It also has a sports uniform. It is required that full uniform be worn at all times, unless directed otherwise by the school.

On the odd occasion when unforeseen circumstances make it impossible for a student to be in correct uniform, a note of explanation must be sent from the parent to the classroom teacher or home room teacher.

As part of the Landsdale Christian School Uniform Dress Code students are not permitted to wear jewellery with the exception of one pair of discrete ear studs. This includes chains, bracelets, earrings, and also includes nail polish and makeup. Students are permitted to wear a wristwatch. Please refer to our uniform policy for further information.

12.2 Art Shirts

All students in Years 1 to 6 require an art shirt to protect their clothing during art and craft lessons. This can be any shirt or apron large enough to cover the uniform. In most instances, the school provides water-based paints and glues. In the event of spillages of paint or glue, affected clothing should be soaked in cold water only.

12.3 Kindergarten and Pre-Primary Uniform Requirements

KINDY/PRE-PRIMARY - Summer Uniform (Terms 1 & 4)	
Polo shirt, shorts, Sport Jacket and hat	All items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Shoes	Sport
Girl's Hair	All accessories – white or navy blue

KINDY/PRE-PRIMARY - Winter Uniform (Terms 2 and 3)	
Polo shirt, Sport Jacket & pants, Dk Navy Blue long sleeve skivvy and hat	All items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Shoes	Sport Gumboots – to be stored at school
Girl's Hair	All accessories – white or navy blue

12.4 Primary School Uniform Requirements

Please note, ALL students need to have a school issue navy blue hat that is worn all year.

GIRLS YEAR 1 - 6 Summer (Terms 1 and 4)	
Dress, jumper, hat	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Socks	White ankle height
Shoes	Black polished leather lace-up shoes
Hair	All accessories – red, white or navy blue

GIRLS YEAR 1 – 6 Winter (Terms 2 and 3)	
Skirt, shirt, jumper, scarf, tie	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Socks	White ankle height
Shoes	Black polished leather lace-up shoes
Stockings/Tights	Black (plain)
Hair	All accessories – red, white or navy blue

BOYS YEAR 1 - 6 Summer (Terms 1 and 4)	
Shorts, shirt, jumper	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Socks	Grey ribbed, single fold, ankle height
Shoes	Black polished leather lace-up shoes

BOYS YEAR 1 - 6 Winter (Terms 2 and 3)	
---	--

Trousers, shirt, tie, scarf, jumper	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Socks	Grey ribbed, single fold, ankle height
Shoes	Black polished leather lace-up shoes

12.5 High School Uniform Requirements

GIRLS YEAR 7-12 Summer (Terms 1 and 4)	
Skirt, blouse, jumper	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Shoes	Black polished leather lace-up shoes
Socks	White ankle height
Tights (T2 & 3)	Black
Hair	All accessories – red, white or navy blue
Tie (T2 & 3)	

BOYS YEAR 7 - 12 Summer and Winter	
Shorts, shirt, jumper	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Trousers (T2&3)	
Socks	Grey ribbed, single fold, ankle height
Shoes	Black polished leather lace-up shoes
Hair	All accessories – red, white or navy blue
Tie (T2&3)	

12.6 Whole School Sport Uniform Requirements

GIRLS - Summer Sports Uniform – Whole School	
Polo shirt, shorts, Sport jacket	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Socks	Plain white
Shoes	Sport shoes
Hair	All accessories – white or navy blue
Sport Bag – High School only	<i>school issue only</i>

GIRLS - Winter Sports Uniform – Whole School	
Polo shirt, track pants, Sport jacket, scarf	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Socks	Plain white
Shoes	Sport shoes
Hair	All accessories – white or navy blue
Sport Bag – High School only	<i>school issue only</i>

Boys - Summer Sports Uniform – Whole School	
Polo shirt, shorts, Sport jacket, scarf	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Socks	Plain white
Shoes	Sport shoes

Hair	All accessories – white or navy blue
Sport Bag – High School only	<i>school issue only</i>

Boys – Winter Sports Uniform – Whole School	
Polo Shirt, track pants, Sport jacket, scarf	These items are school-specific and need to be purchased from the school's uniform shop <i>school issue only</i>
Shoes	Sport shoes
Socks	Plain white
Hair	All accessories – white or navy blue
Sport Bag – High School only	<i>school issue only</i>

12.7 Purchase of School Uniform Items

Most uniform requirements are available from the school. Items not available from the school include socks, stockings, tights and shoes.

The school has a limited supply of second-hand uniform items for sale.

13 Miscellaneous

13.1 Care of School

All students are expected to assist in maintaining cleanliness and tidiness of classrooms and grounds at all times.

13.2 Property Damage

If damage occurs when a student plays or works within the rules of the school, the school accepts responsibility for the cost of repairs. However, if a student damages property while breaking the school rules, the family must accept financial responsibility for the damage.

13.3 Bikes/Scooters

On arrival at school, bikes and scooters must be parked in the specified area and are not to be ridden during school. Students need to walk bikes and scooters to and from the car park area.

13.4 Valuables

Students are not permitted to bring valuables to school. The school accepts no responsibility for lost items. Please ensure that only items needed for learning are brought to school. Other personal items are to remain at home, and parents are asked to support the school in this.

13.5 Lost Property

In order to assist in returning items to their rightful owners, parents are requested to place secure name tags on all items of clothing and school equipment. Unclaimed items will be disposed of after a reasonable time. The school cannot accept responsibility for the loss of items by students.

13.6 Family Adjustment

Children can be affected by family circumstances. Their behaviour is often influenced by family stress and concerns. Therefore, if family circumstances change, it is essential that the school is informed, particularly regarding matters of access and Family Court orders.

13.7 Canteen

The Canteen is run by Landsdale Christian School staff with the help of parent volunteers. The days of operation, menu and pricelist will be advertised in the school newsletter.

13.8 Newsletter

Newsletters will be published online each fortnight to keep parents informed about the programme of the school. The newsletter will be emailed to your personal email address, or you can download it from the website.

13.9 Boundaries

Students will be made aware of the school boundaries. They are not to go beyond these limits without the permission of the duty teacher.

13.10 Gate opening and closing times

The school main gates and pedestrian gates will be opened at 8.10am each school morning. The main gate is open until about 5pm. The pedestrian gates are locked at 4:00pm each afternoon.

13.11 Staff Room and Office Areas

These are accessible only to staff, except by permission.

13.12 Use of Classrooms

Classrooms are out of bounds to students during recess, lunch and after hours, unless accompanied by a staff member.

13.13 Speed Limits

The speed limit on the driveway is 20km/h and 10km/h once reaching the northern end of the oval. This is a legally enforceable limit and will be taken into account by the relevant authorities in the case of an accident. You are required to adhere to these speed limits at all times whilst on the school property. Students have right of way on the two crosswalks on the school property.

13.14 Excursions and Incursions

The cost of excursions and incursions is covered by a levy which is charged with your school fees.

13.15 Visitors and Volunteers

All visitors and volunteers are required to sign in at Reception and wear an identification badge. Volunteers who will be working in the school more than four times over the year will be required to have a current ***Working With Children Check***. Parents and guardians are welcome to help in their child's class. If you wish to do this, please plan a time with the classroom teacher in advance.