



PARENT HANDBOOK

**Inspired Learning, Strong
community, Bright Futures**



School Vision

Learners exceed personal goals, build strong connection to community and are equipped for success in school and life

**BRIGHT
FUTURES**



**INSPIRED
LEARNING**



**STRONG
COMMUNITY**



School Information



Staff

Yuna Primary School is staffed by qualified teachers and support staff committed to student wellbeing and achievement. Current staff details are provided to families through school communications and are available from the school office.

Contact

- Postal Address: PMB 610, Geraldton WA 6531
 - Phone: 08 9985 4100
 - Mobile: 0436 941 566
 - Email: yuna.ps@education.wa.edu.au
 - Website: www.yunaps.wa.edu.au
 - Facebook: www.facebook.com/YunaPS
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School Hours

School commences at 8:50am and concludes at 3:00pm. Supervision is not provided before 8:35am, and students should not arrive prior to this time.

Kindergarten

Kindergarten is offered as a part-time program, with attendance days increasing across the year (Term 1&2: 2 days/week, Term 3&4: 3 days/week). Families are notified of commencement dates and weekly attendance schedules prior to the start of the school year or upon enrolment.

Breakfast Club

Breakfast Club operates every morning starting at 8:35am during the week. This food is donated via Foodbank is available to all students. Breakfast options vary throughout the year due to availability of items but staples such as toast, preserved fruits and tinned spaghetti are always available.

Canteen and Lunch Orders

The school canteen and lunch order service operates on a scheduled day each week and is coordinated by the P&C. Orders are tallied throughout the term and families are invoiced at the end of each term.

Attendance and Absences

Regular attendance is essential for student learning and is compulsory from Pre-Primary to Year 6. Parents or caregivers must provide an explanation for all absences. Extended absences due to illness or injury should be communicated to the classroom teacher, school office, school mobile or Compass portal.

Medical Information

Sick children should be kept at home. All medication must be provided to the school office with an Administration of Medication form. Accidents are recorded and parents are notified as required.

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Contributions and Charges

Voluntary school contributions support educational programs and resources and are endorsed by the School Council. Payment information is provided to families at the beginning of each school year.

Payments

Payments should be clearly labelled with the student name and purpose. Payment options, including electronic transfer details, are available from the school office.

CHUNABI

Yuna Primary School works collaboratively with Chapman Valley Primary School and Binnu Primary School as part of the CHUNABI initiative. This partnership strengthens learning opportunities through shared curriculum, events and sporting carnivals on a weekly basis.

Sporting Carnivals

Students participate in interschool events at NCVISSA Carnivals throughout the year, including swimming, athletics, cross-country and team sports. Event schedules and hosting arrangements are shared with families in advance.

School Bus Services

Eligible students may access school bus services coordinated through School Bus Services (SBS). Travel on a school bus is a privilege, and families are expected to adhere to pick-up and drop-off procedures. Enrolment information is available via School Bus Services WA.

Booklists

Booklists outlining student requirements are provided prior to the start of the school year or at the time of enrolment for new students. All items can be purchased via WINC in Geraldton.

Behaviour Management

Yuna Primary School follows a Positive Behaviour Support (PBS) framework that promotes safe, respectful, responsible and resilient behaviours. The Behaviour Management Plan is shared with students and families and supports a positive learning environment for all.

Good Standing Policy

The Good Standing Policy recognises students who consistently demonstrate positive behaviour, strong effort and regular attendance. The policy supports student responsibility and works alongside the school's Behaviour Management Plan.

Homework

Homework supports classroom learning and includes regular home reading and age-appropriate tasks as determined by the classroom teacher.

Incident Management

The school maintains an up-to-date Bushfire Emergency Plan, Incident Management and Extreme Heat and Heatwave Action Plan. Families are notified of procedures and any required actions during emergency conditions.

Library

Students access the school and local shire libraries on a scheduled basis. A waterproof library bag is required, and lost or damaged books may incur a replacement cost.

Communication

School newsletters are published regularly and shared via the school website and Facebook page.

Communication with families also occurs via text messages, email, notes home and digital platforms.

Parents and Citizens (P&C)

The P&C Association plays an important role in supporting school programs and events. All parents and caregivers are encouraged to attend meetings and participate where possible.

School Council

The School Council is the school's decision-making body and includes parent, community and staff representatives. Membership and nomination processes are communicated to families annually.

Reporting to Parents

Student progress is reported through formal reports, parent meetings, information sessions and school events throughout the year. Specific dates are provided in the school calendar.

Parent-Teacher Communication

Parents are welcome to discuss their child's progress by arranging meetings with teachers or the principal. Maintaining open communication supports student wellbeing and success.

Personal Information

Families are asked to keep student contact and medical details up to date. All personal information is treated confidentially.

Policies

School and Department of Education policies are available from the school office and online on the DoE/Yuna PS website.

Swimming Pool

The school maintains on-site swimming facilities that support curriculum and approved community use. Supervised swimming forms part of the Health and Physical Education program in Term 1 and 4, with participation adjusted to individual student needs.

School Support Services

The school accesses specialist support services, including school psychology services and wellbeing officers, to support student wellbeing and learning.

Health and Communicable Diseases

The school follows Department of Education health guidelines regarding immunisations, communicable diseases, head lice and student health care. Exclusion periods apply where required to protect the health of the school community.

This handbook provides general information about Yuna Primary School. Specific dates and operational details are communicated annually through school communications.