



Merriwa Education Support Centre

An Independent Public School

Parents and Carers Information 2025

'LEARNING FOR LIFE'

Dedicated and passionate staff providing learning programs for children with disability.



ESC

ESC Principal

Karen Macri

Associate Principals

Bethany Reiger/Natalie Jones

Manager Corporate Services

Kylie Mantell

School Officers

Alison Humble/Kris Irving

67 Baltimore Parade, Merriwa, WA 6030

Telephone: (08) 6206 2330

Email: Merriwa.esc@education.wa.edu.au

Website: www.merriwaesc.wa.edu.au





Our School Vision and Purpose

Learning for Life

To prepare young minds for future challenges by teaching skills for lifelong learning

Our School Aim

Our aim is to provide purposeful and relevant learning programs that support the individual towards enabling meaningful participation in the community. An outcomes focused curriculum delivered in a supportive, safe, stimulating, and inclusive learning environment ensures the development of academic, social, creative and physical skills while fostering independence in each child.

Our philosophy is to consider the needs of the individual child in every decision. Our Centre is child focused with an intention to provide purposeful and authentic learning opportunities for all students in our care.

School Expectations

- ❖ I am RESPECTFUL
- ❖ I am POSITIVE
- ❖ I am FRIENDLY
- ❖ I ACHIEVE





Stationery

On Request from parents, we have agreed to supply stationery for students. We are able to order in bulk and ensure that the classrooms have high quality items available for students throughout the year. We will supply tissues, paper towels, wipes and sanitising gel, however we may require parents' assistance to replenish these items throughout the year.

- ❖ Stationery annual fee: \$ 60.00

It would be appreciated if your contributions and stationery fee were paid at the beginning of the school year. We are happy to discuss setting up a payment plan, based on your individual circumstances, to assist you. Please call or see staff in the office to make arrangements.

Voluntary Contributions

- ❖ Per Child: \$ 40.00

Your contributions ensure the provision of enriching learning experiences for your child. We rely on every parent/carer to contribute and help support their child's education. Many initiatives are heavily subsidised by the ESC to support our families.

Monies collected via Contributions are used to fund:

- * Resources for Art, Music, Drama and Cooking \$ 20.00
- * Sensory Resources \$ 5.00
- * Literacy Resources \$ 5.00
- * Phys. Ed. Resources \$ 5.00
- * Maths Resources \$ 5.00

Charges

Additional charges that *may* occur throughout the year include:

- ❖ Swimming maximum \$ 60.00
- ❖ Interschool Sport maximum \$ 10.00
- ❖ Incursions/Excursions maximum \$100.00
- ❖ Year 6 Day Camp Activities maximum \$150.00
- ❖ Year 6 Graduation maximum \$ 60.00
- ❖ Community Access Program maximum \$150.00

Payments can be made in cash or via Direct Deposit. Our bank details are as follows:

Merriwa Education Support Centre

BSB: 066-040

Account Number: 19907283





Student Term Dates

Term 1	Wednesday 5 Feb - Friday 11 April
Term 2	Monday 28 April - Friday 4 July
Term 3	Monday 21 July - Friday 26 September
Term 4	Monday 13 October - Thursday 18 December

Pupil Free/Staff Development Days

Term 2	Monday 28 April
Term 3	Monday 21 July
Term 4	Monday 13 October

Public Holidays (During School Term)

Labour Day	Monday 3 March
West Aust Day	Monday 2 June

School Hours

Children should not arrive at school before 8.15 am as **classrooms open at 8:20 am** and staff supervision does not commence until this time.

First Bell	8.20am
Lunch	10:55am – 11:35am
Recess	1:25pm – 1:45pm
Close	2.40pm





ABSENCES

An explanation is required for all student absences. Parents/Carers can explain an absence directly to the teacher, ring the school or send a note. Attendance checks are done regularly, and standard letters are sent home for unexplained absences. Please note that the Department of Education requires prior permission from the Principal to take vacations during school time.

ASSEMBLIES

School assemblies are conducted on a fortnightly basis on Friday in the undercover area commencing at 8.30am.

CANTEEN

Children can order lunch through the Online Canteen system. Information is available from the office and on the website.

CARS AND PARKING

Parents and Carers are not permitted to use the staff car park or drive into the school grounds. The beginning and ending of the school day is a very busy and congested time and all drivers need to show care and consideration to avoid the risk of a child being injured. There is parking for ACROD Holders in the rear carpark. Students are not permitted to ride scooters or bicycles in the school grounds.

CHAPLAIN

Our school Chaplain provides pastoral care and support for students, families and staff. If you wish to chat with the chaplain, please contact the office.

ENROLMENTS

Parents/Carers should call us to make an appointment to enrol their child. Enrolment into the ESC is subject to eligibility and must be supported with a diagnostic report from a Paediatrician or Psychologist. An extract of the child's birth certificate and immunisation card needs to be presented upon enrolment.

FACTIONS

School Factions are **Akita**, **Baltimore**, **Palermo**, and **Calabar**. Children are allocated a faction on enrolment and siblings are placed in the same faction.

HATS

The school has a 'NO HAT NO PLAY' policy at all times. Hats are available from Lowes Clothing Store at Ocean Keys Shopping Centre





INSURANCE

Items brought to school are at your own risk. There is no insurance for parents, carers or student's personal possessions at school, or at school events, such as camps, carnivals or excursions.

KEEPING US INFORMED

When important details change such as address, telephone numbers, emergency contacts, custody arrangements or health issues, please contact the front office to ensure our database is amended and your records are up to date.

LEAVING SCHOOL GROUNDS

Students are not permitted to leave the school grounds without permission. Parents/Carers wishing to take their children from the school early must make arrangements with the front office and with the classroom teacher.

LUNCH

Between 10:55 to 11:20 children can play in designated areas. Once they have finished playing, children will sit and eat under the supervision of ESC Staff between 11:20 to 11:35. Please note that we are a Nut Aware school to support people with allergies.

MOBILE PHONES AND ELECTRONIC DEVICES

As per the Department of Education policy, all mobile phones and electronic devices must be given to the teacher for safe keeping during the day.

MONEY

Money for camp, excursions and school activities is to be paid to the child's classroom teacher before school. Please send money and permission slips in a sealed envelope provided and labelled with your child's name, classroom and activity.

NEWSLETTERS

A newsletter is sent home every two weeks. It is also available on the website.

PARENTS AND CITIZENS ASSOCIATION

Merriwa P & C Association services both the PS and ESC and meets at the school in the staff room. Dates and times are advertised in the school newsletter. You are encouraged to attend and support the school fundraising initiatives.





REPORTING TO PARENTS

Parents will receive information on their child's progress throughout the year through informal meetings with the classroom teacher and a formal report at the end of each Semester. We also invite the community to our Learning Journey in Term 3.

SCHOOL BOARD

The School Board comprises of school, parent and community representatives and is a forum for the school community to work together to ensure the most effective school operations.

SCHOOL NURSE

The school nurse visits the school regularly to monitor health, conduct screening and to support the health program. She can be contacted through the front office.

SCHOOL PSYCHOLOGIST

The School Psychologist is employed to support the leadership team with eligibility assessments and document verification.

UNIFORMS

Children are encouraged to wear the school uniform and show pride in their school. Uniforms must be worn on all school excursions. Uniforms are available from Lowes clothing store which is situated in the Ocean Keys Shopping Centre.

All students must wear appropriate footwear. It is also advisable to send spare clothes in your child's school bag.

VISTING THE SCHOOL

It is essential that all visitors to school sign in at the office to receive a visitors' badge. Any person not wearing a visitors' badge will be asked to report to the office or leave the school. This does not apply to parents/carers dropping off or picking up children at the beginning or end of the day.

INTERVIEWS WITH TEACHER

All interviews should be arranged in advance with the classroom teacher. Teachers hold parent information sessions during the first two weeks of the school year and again as required in Semester 2.





Medical

SICK CHILDREN

Illness can spread very quickly through a school and all members of our school community should act responsibly by not sending sick children to school. If a child is found to be ill at school, parents will be requested to take them home.

ACCIDENTS AND INJURED CHILDREN

Teacher judgement determines whether a parent/carer is notified over an injury to a student. In the case of a serious injury, and inability to contact the parent/carer, the Principal may arrange for a child to be treated by a medical professional. It is very important for the school to have current contact details.

MEDICATION

Staff are not permitted to administer medication without authorisation from parents/carers or the doctor. Forms are available from the front office.

HEALTH PLANS

There are many and varied medical conditions that require specific handling, such as allergies, heart conditions or epilepsy. Children with special health needs requiring specific handling need a health management plan. Forms are available which your doctor completes. This completed medical advice is used by school staff to create a health management plan in consultation with the parent or carer.

