

Boulcott

**Administration Form**

**School**

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| **Student’s Name:** |  | **Room** |  |
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* **Individual Education Plan (for children with specific needs)**

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| Would you like to discuss establishing a plan for managing your child’s: *(please tick)* | | |
|  | Heath/medical needs |  |
|  | Learning needs |  |
|  | Behaviour needs |  |

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* **Civil Defence**

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| To ensure that Boulcott School children and staff are prepared, we have been working very hard behind the scenes to ensure student safety. At school we have water supplies, medical items, blankets etc. in case we may be required to keep the children overnight.  On your child’s first day at Boulcott School they will be sent home with information regarding an Emergency Food Pack. We would appreciate it if you could return your pack (in an ice cream container for ease of stacking) to school immediately. These packs will be stored at school in the event of an emergency and returned to students on the last day of Term 4. |
| **Please supply the school with the names of two additional people who are delegated by you to collect your child after a civil emergency,** if you are unable to collect your own child within 2 hours. No child will be allowed to leave with any other person, even a relative or a baby sitter, unless we have written permission to that effect.  These 2 names may be different from your Emergency Contacts who may be called to pick up your child if they are sick.  **Name: ………………………………………………. Mobile: ………………………………………**  **Name: ……………………..……………………….. Mobile: ……………………….………….…**  **-----------------------------------------------------------------------------------------------------------------------------------**   * **Medical Treatment**   I give permission for the school to sanction any required emergency medical treatment and agree to abide by the school’s protocol for decision making.  **I agree / I do not agree**  I consent to Panadol being given to my child if required  **I agree / I do not agree**  Scho   * **Cybersafety Use Agreement**   When your child starts school the office will email you information about our Cybersafety Use Agreement.  Once you have read this, you will be asked to click on a link to submit a google form saying that you agree/disagree with the Agreement. Please discuss the information with your child and explain why it is important.  **I agree / I do not agree**  **-----------------------------------------------------------------------------------------------------------------------------------**   * **Trip/Event Permission**   I give permission for my child to attend all trips, organised outings, cultural and educational events throughout the year with the understanding that I will be notified beforehand of times, costs and requirements.  From time to time private transport will be used with children correctly belted in, plus vehicles must have a current WOF and registration.  **I agree / I do not agree**  I give permission for my child to go on walks in our local environment for educational purposes appropriate to the school environment.  **I agree / I do not agree**  I understand that payment must be made prior to trips/events taking place unless arrangements have been made with the office. I also understand that my child may not participate if payment has not been arranged.  **I agree / I do not agree**  **-----------------------------------------------------------------------------------------------------------------------------------**   * **Behaviour Plan**   When your child starts school they will receive a small envelope with various bits of useful information.  Inside you will find a booklet about the Behaviour Plan at Boulcott School.  I will read through the Plan.  **I agree / I do not agree**  **-----------------------------------------------------------------------------------------------------------------------------------**   * **Publishing Permission**   I give permission for Boulcott School to use my child’s photograph and/or work, within our school and online eg website, class blogs, portfolios. Images are usually of small or large groups. Where students can be easily identified first names only will be used. If students are to be identified by their full name, specific permission will be sought.  **I agree / I do not agree**  **-----------------------------------------------------------------------------------------------------------------------------------**   * **External Tutors Employed by Boulcott Families**   Many of our families directly employ outside tutors to assist with their child’s learning during school hours i.e. music teachers, SPELD tutors.  Parents entering into these arrangements acknowledge:   * The tutors you employ are not employees of Boulcott School. * Parents complete their own reference and police checks on the tutors they employ. * Families contracting these learning opportunities enter a private employment arrangement with their tutor. * Families pay their tutor for their service directly; the school is not involved in this process. * Parents knowingly content to the tutor they have employed to work one-on-one or in a small group with their child.   **I agree / I do not agree**  **-----------------------------------------------------------------------------------------------------------------------------------**   * **Religious Education (Launchpad Champions)**   Launchpad Champions (formerly Bible in Schools) is an **opt-in** Christian Values Education programme run weekly on Friday’s at 1pm at school, for **Year 3-6 students** only.  I would like my child to attend the Launchpad programme.    **-----------------------------------------------------------------------------------------------------------------------------------**   * **Uniform**   It is **compulsory** for students to wear a sun smart hat during Terms 1 & 4. **Caps are not acceptable.**  Children representing Boulcott School for sport **must wear a Boulcott School Sports Top.**  Hat $19.00  Sports Top $44.00  **Order forms are available at the school office**  **-----------------------------------------------------------------------------------------------------------------------------------**   * **Parent Help Database**   Your help is always appreciated. Please indicate below if you are able to assist.  Work in the classroom (please see class teacher)  Landscaping/gardening  Library – mending and repairing books  Photocopying/laminating  Uniform – sales or issuing of sports items  Assisting in the office  Join the Home & School Committee – this is a fundraising group of parent volunteers who meet on a monthly basis, working towards raising funds to support Boulcott School. |
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