



**BRANDON PARK
PRIMARY SCHOOL**

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BRANDON PARK PRIMARY SCHOOL

WHEN WE KNOW BETTER,
WE DO BETTER

Welcome Message

At Brandon Park Primary School, we acknowledge the people of the Bunurong Nation who are the traditional owners and first custodians of the land on which we gather, and we pay our respects to Elders past present and emerging.



Kate Buck
Principal

I extend a very warm welcome to Brandon Park Primary School. We are a multicultural school with a diverse student population and community, with 49% of our students speaking a language other than English at home. Our current school enrolment is 604 students.

Our curriculum is high quality, broad and inclusive. An array of teaching strategies that support intellectual engagement, connectedness to the wider world, supportive classroom environments and the recognition and valuing of differences is embedded within our culture.

Our commitment is to ensure the needs of the children always come first. We prioritise their learning and wellbeing above all else. Our students develop excellence within themselves in an environment that is fuelled by explicit, carefully focused instruction that elicits a natural curiosity for the world around them. Amazing things happen every day at Brandon Park Primary School!



Todd Bates
Assistant Principal
(Wellbeing)

Student Wellbeing is at the forefront of everything we do at Brandon Park Primary School. We believe that in order for students to learn to their full potential they need to feel safe, valued and respected in their learning environment. At Brandon Park Primary School, we aim to provide a safe, nurturing, dynamic learning community that leaves no child behind. The Literacy and Numeracy Intervention programs are a testament to that. We provide an environment and curriculum that challenges students to achieve their highest potential and that develops knowledge, skills and resilience to be successful empathic school community members. Within our learning community, the Respectful Relationships Program, the Resilience Project and the Zones of Regulation underpin teaching and learning and guide interactions between teachers and students and amongst students themselves. The Wellbeing PLC has been pivotal in planning and guiding the delivery of very effective whole school programs. A collaboration with DFFH, and VT Uniting has allowed the school to participate in a pilot program that has seen a Family Wellbeing Practitioner, appointed to the school to assist families to access support across many different agencies.



Bec Pal
Assistant Principal
(Curriculum)

Welcome to Brandon Park Primary School. I am the assistant principal for curriculum at BPPS. I am proud to lead our teachers in an evidence-based approach to education as we use Explicit Direct Instruction and the Science of Reading and Learning to guide our practice. We have high expectations for all our students and love to celebrate each child's successes as they grow and continually go above and beyond in their learning. We aim to foster a passion for learning and curiosity in all our students as they begin to learn about the world around them.

School Values

Our Brandon Park Values are important to us. We are supportive of one another and treat others with kindness and care.

Excellence: We raise the bar and always do our best.

Honesty: We tell the truth even when it is hard to do.

Perseverance: We keep trying even when things are challenging.

Resilience: We bounce back even when things are difficult.

Respect: We treat people and property with care and kindness.

Sustainability: We care for the environment to make the world a better place.



Learning at BPPS

Our curriculum is high quality, broad and inclusive. An array of teaching strategies that support intellectual engagement, connectedness to the wider world, supportive classroom environments and the recognition and valuing of differences is embedded within our culture.

Brandon Park uses an Explicit Direct Instruction approach that ensures every child can achieve their best.

Literacy



Through explicit teaching, students are encouraged to learn and advance these skills in fun and interesting ways that excite students' minds. Literacy lessons teach students the vital skills of reading and writing as well as develop equally important speaking and listening skills. As a school community, we celebrate literacy throughout the year – from the Victorian 'Premier's Reading Challenge' through to special guest speakers – with the aim to create passionate readers and writers for life.

Numeracy



At Brandon Park Primary School, teachers use Explicit Direct Instruction to deliver numeracy sessions each week based on the Victorian Curriculum. The students explore Number and Algebra, Measurement and Geometry, and Statistics and Probability concepts using hands-on materials and innovative teaching practices. Pre and post-tests are conducted prior to and after each topic and the data from these tests is used to inform teaching and learning. This ensures that learning is differentiated and all students are being challenged at their point of need.

Learning at BPPS continued...

Learning Intervention



At Brandon Park Primary School, we provide a school-wide literacy intervention program which is aimed at improving the foundational reading and spelling skills of children who need additional support. We ensure that the literacy interventions provided follow the best available evidence base regarding teaching children to read and spell. We use programs which use effective techniques in teaching phonics, phonological awareness, fluency, vocabulary and comprehension.

Our aim in literacy intervention is to accelerate student achievement in literacy to the point where they can maximise their literacy learning and, in many cases, 'catch up' to their peers. Our literacy intervention program supports our school's firm belief that all children must to be literate individuals by the time they leave primary school.

Wellbeing



Student Wellbeing is at the forefront and underpins all that we do at Brandon Park Primary School. We believe that in order for students to learn to their full potential they need to feel safe, valued and respected in their learning environment. Within our learning community, the Respectful Relationships program and The Resilience Project and the Zones of Regulation underpin teaching and learning and guide interactions between teacher and students and amongst students themselves. The Wellbeing coordinators have been pivotal in planning and guiding the delivery of very effective whole-school programs.

Family Support

Brandon Park Primary School has an extensive network of service providers for students and their families if extra support is required. Allied health professionals who provide services funded by the NDIS or ECEI programs are always accommodated on-site if there is a request because our educators believe that a collaborative approach ensures positive learning outcomes and the development of social and emotional capacities.

In 2023, Uniting Care are establishing a family wellbeing program. Michelle Leek is our Uniting Care co-ordinator. The program can assist families with referrals for specialist, NDIS Assistance, facilitate parent support groups and provide educational sessions for students and parents.

Our School Therapy Dog

Meet Lockie, our school therapy dog.



Specialist Programs

We have an extensive Specialist program at Brandon Park Primary School. Students have weekly 50 minutes lessons of Science, Visual Arts, Music, Mandarin and Health & Physical Education.

Art Smock - Please provide a large, named smock to be used to protect clothing during Art. Lined or rubber backed art smocks provide the best protection.

Lunch Time Clubs

Our Specialist teachers and student leaders run lunch clubs to complement their programs. The clubs are optional and provide students with an opportunity to engage further with topics of interest with the support of our Year Six student leaders.

Clubs include STEM (science technology engineering maths), cultural craft activities / calligraphy, choir, drawing and colouring, chess and the opportunity to borrow sports equipment.

Afterschool Activities

At Brandon Park Primary School, the following afterschool activities are on offer, booked directly with the operators;

- Chess Club
- Karate Club
- Coding Club
- Drama Club
- Basketball Club

Homework

Homework at Brandon Park Primary School is an optional activity. Homework tasks can be accessed via Compass Learning Tasks and submitted online. Feedback can also be viewed from your children's classroom teacher via the same homework learning task.

Every child is strongly encouraged to read each night for 20 minutes. In the junior years, parents/carers may like to read to their children.



Take-home readers

Students in Foundation to Year Three have access to take-home readers.

Children also have the opportunity to borrow books from the school library too.

We encourage families to visit their local library for a wider selection of books.

Ongoing Reporting

At Brandon Park Primary School, we provide regular Continuous Online Reporting via Compass in the form of Learning Tasks. Each semester, your child/ren will complete tasks relating to content in class and the Victorian Curriculum. Each task will discuss strengths and areas for future learning pertaining to the unit of work.

Summary reports are issued at the end of each semester. They are a compilation of your child/ren's Learning Task comments and their progression points. Summary reports are available through our school portal – Compass. You can download these and save the PDFs to your device (phone, tablet, computer).

Reporting to parents & carers

A 'Meet and Greet' evening is conducted early in the year. Feedback is issued to parents & carers throughout each semester in relation to a particular 'learning task'.

Academic conferences are held in the middle of the year. These interviews focus on students' academic achievements, goals and social development.

Meetings with teachers

Parents & carers are welcome to make appointments with the classroom teachers. These appointments can be made via email or in person. The scheduling of a meeting will ensure that the teacher is prepared for a meaningful and uninterrupted discussion.

Meetings without notice are discouraged as teachers are occupied with preparation, meetings and team planning immediately before and after school.

School Hours

8.50am	Bag Bell – students set up in the classroom getting ready to learn
9.00am	Session 1
9.50am	Session 2 (brain break/brain food)
10.40am	Session 3
11.30am	Lunch (10 minutes to eat and play outside weather permitting)
12.20pm	Session 4
1.10pm	Session 5
2.00pm	Recess (5 minutes to eat and play outside weather permitting)
2.40pm	Session 6
3.30pm	Dismissal

Lunch & Recess

All students have a Brain Break in the morning block. Please pack a small, healthy snack for your child to eat each day. We suggest cut up fruit or raw vegetables. Lunch is eaten at 11:30am. The students have 10 minutes to eat their lunch before going outside to play. A sandwich or finger food is best - something easy to eat. The students' final break is at 2pm for recess. They have 5 minutes to eat their snack. Again, we encourage something small and healthy. Uneaten food should be taken home. Food that requires heating at school is not recommended as we are not permitted to heat food for students.

To reduce the risk of allergic reactions, we are a nut free and whole egg free school.

Canteen

The canteen is open on Tuesday and Thursday. The cut off time for ordering is 7:40am. All orders are taken through Qkr! Please check that you order for the correct day! If your child is sick, please cancel their order via the app before 7.40am.



School Crossing

We have supervised school crossings on Cootamundra Drive and Tudawali Crescent. We urge you to talk to your child about the purpose and rules of the school crossing. Please observe the road laws and exercise care about dropping and picking up your child adjacent to the school crossing.

Children should always exit vehicles on the pavement side, not onto the road.

Special Days & Celebrations

Each year Special Days are held where the children dress up or are invited to participate in a particular activity. Please support your child by assisting them in every way possible. These events are great fun and usually leave lasting memories with all involved. Families will be notified via newsletter and/or Compass in advance of any special/curriculum activity day.



Pick Up and Drop Off

For your child's safety, students are to be at school no earlier than 8:45am and picked up before 3:45pm. The school grounds are not supervised by a staff member before 8:45am and after 3:45pm.

Any children who have not been picked up by 3:45pm will be taken to the office by the yard duty teacher.

Before & After Hours Care and Holiday Care



We are proud to partner with [TeamKids](#) to provide our Outside School Hours Care (OSHC) program.

[TeamKids'](#) programs are centred on child enrichment, while ensuring a reliable, engaging and hassle-free OSHC service at our school. Their engaged educators foster a safe, inclusive environment where children can relax, have fun and grow.

Late Arrivals/ Early Departures

Parents & carers must check in / sign out their child/ren at the office using the Compass Kiosk. Children must not be taken from the classroom.

Student Absences

Please use the Compass app to advise the school of any student absences whether it be due to illness, appointments, family holidays or other reasons.

School Uniform

The Brandon Park Primary School uniform is considered to be the most suitable and versatile clothing to meet the many and varied demands made on clothing throughout the course of any school day. We expect every student to wear this with **pride**.

Please note that Lowes at Westfield Knox or Lowes online is the **only** stockist of our official school uniform.

*** Terms One and Four: School SunSmart Hat, sunglasses (optional but encouraged) and sunscreen.**

Summer

Dress

Green polo with gold panel

Green polo

Culottes or skort

Shorts

Additional items

Bomber jacket

Green wide brim hat

Black school shoes or runners

White ankle socks

School backpack

Winter

Green polo with gold panel

Green polo (short or short sleeve)

Culottes or skort

Bootleg pants

Track pants

Additional items

Bomber jacket

Polar fleece sleeveless vest

Green beanie

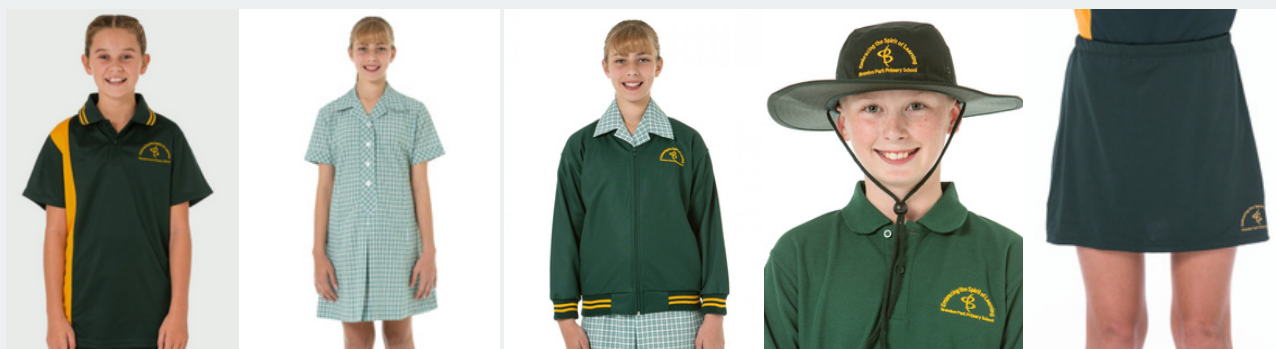
Black school shoes or runners

Green tights or white ankle socks

School backpack

Raincoat / parka

School uniforms are available at <https://www.lowes.com.au/schools-online/brandon-park-primary-school> or you can visit Lowes Westfield Shopping Centre, Knox



Lost Property

Parents & carers are requested to check on clothing when their child arrives home. All clothing that students are likely to remove should be labelled with your child's full name e.g. Harry Potter, not Harry P, or HP.

Labelled items that reach lost property are re-distributed to the classroom regularly. Unclaimed (unlabelled) articles are kept in the lost property box and are disposed of at the end of term, or more regularly if there is a high volume.

Lunch boxes, drink bottles, food containers etc. should also be labelled clearly. Also when the swimming program starts, it is essential that swimming kit is labelled so students can reclaim any mislaid items.



Tissues

Because of the high loss rate of handkerchiefs and for hygiene purposes, we ask families to provide two large boxes of tissues for each child per year. These are usually brought to school during the first few weeks of Term One.

BPPS Student Leadership

At Brandon Park Primary School, we are committed to nurturing future leaders. From Year Two, students have the opportunity to be leaders on our Student Representative Council (SRC) and Green Team.

Our SRC is responsible for organising fundraising events within the school and planning ways to improve the school for all students. They meet every second week to organise these events. In recent years, the Green Team has successfully received funding for our school worm farm, vegetable garden, and the planting of native plants and trees around the grounds. The Green Team is responsible for making our school more sustainable by organising events such as Earth Hour and looking after the schools recycling, compost and vegetable garden. The Green Team meet every week.

In Year Six, students have the opportunity to apply for student leadership positions. Our students leaders run assemblies, school tours, whole school events such as the Star Gazing Night, Science Week, school athletics, Foundation Fun Night and more.

As well as SRC, Green Team and Captains/Vice Captains, there are also House Captains and student leaders of other areas such as Visual Arts, Performing Arts, and LOTE.

Houses & Colours

Bradman - green



Goolagong - blue



Elliott - red



Gould - yellow



Visitors

All visitors to the school during school hours are required to sign in at the office. This is done for student safety. Signing in also enables us to monitor who is in the school in case of emergencies.

Volunteers

We love parent/ family helpers! Please let your child/ren's teacher know if you are available to volunteer. A current Working With Children Check is required for volunteers and you will be asked to watch an information video before any volunteering takes place. The WWCC card should be presented at the office and the details will be recorded with your child's information.

Assemblies

Assembly is held every Friday at 3pm in the Community Hub unless there is a need to change this, in which case, we will notify families via Compass.

We believe assembly is very important. It is the one special time during the week when the whole school community comes together on Bunurong Land.

Our assemblies are prepared and led by our senior students as a part of their leadership role. The assembly begins with the Welcome to Country, the School Oath and National Anthem. Student awards and special announcements are then made.

Parents & carers are most welcome to attend and are invited to join in.

Family Involvement

Parents & carers are warmly encouraged to actively support school events and fundraisers. All volunteers must have a current Working With Children check.

The school's regular fundraising events are an important way to raise money to improve our school's facilities. These events are often organised by parent volunteers. Any assistance is always welcome.

Mobile Phones / Smart Watches

Mobile phones and smart watches are **not permitted** in BPPS classrooms. Students who wish to bring a mobile phone to school must check it in to their teacher each morning, and pick it up at the conclusion of the school day. This is also applicable to Apple Watches and other similar personal digital devices. If parents or carers wish to relay a message to a student or contact them during school hours, ringing the school office or emailing the classroom teacher is the **only** appropriate way to do so.

Office Hours

The office is open from 8:30am - 4pm Monday to Friday. Occasionally this will vary if there is staff professional development or meetings occurring that necessitate a change and this will be notified to families. You can also contact the school by phone on (03) 9560 4423 or email at brandon.park.ps@education.vic.gov.au.

Newsletter - whole school & year level

Newsletters are another primary means of communication from the school to home. The Brandon Buzz (whole school) is released every second week through Compass whilst classes distribute updates several times per term. The Brandon Buzz is also published on our school website.

School Apps



Qkr!

Qkr! is used for school payments such as canteen orders and fundraising donations.

Compass School Manager



Compass is our one stop communication portal. Compass can be accessed via the Compass app or via a browser. Teachers and administrative staff use Compass to communicate with families. Students' regular learning tasks and semester reports are uploaded and viewed under the students' individual profiles.

Upcoming extra-curricular events, permissions and payments are communicated and received via Compass as well as any other important communications.

A weekly bulletin is posted every Monday morning at 8am with all the upcoming events for the week.

The Compass app is also used to advise the school office of any child absences whether it be due to illness, appointments, family holidays or other reasons.

Follow BPPS on Facebook and Instagram



Brandon Park
Primary School



@brandonpark
primaryschool

Useful contacts, websites & apps

Brandon Park PS	03 9560 4423 www.bpps.vic.edu.au brandon.park.ps@education.vic.gov.au
Bunorong Land Council	www.bunuronglc.org
Compass	www.bpps-vic.compass.education
Compass app	Visit the app store or google play store
Qkr! app	Visit the app store or google play store
TeamKids	1300 035 000 www.teamkids.com.au
The Resilience Project	www.theresilienceproject.com.au
Uniform - Lowes	www.lowes.com.au 425 Little Burwood Hwy, Wantirna South VIC 3152
Victorian Government Education Information	www.vic.gov.au/education-information-parents