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The School Motto

"Quo Non Ascendam"

Mission Statement

Warwick Academy intends to provide an educational experience as good as any that could be obtained in any other place in the world with respect to – academic development and achievement, social growth and orientation, an international perspective and the nurturing of personal and team skills and abilities, especially in sport and music but also taking advantage of other extracurricular opportunities

If I Had My Child to Raise Over Again

**If I had my child to raise all over again,
I'd finger-paint more and point the finger less
I'd do less correcting and more connecting.
I'd take my eyes off my watch, and watch with my eyes.**

**I would care to know less and know to care more.
I'd take more hikes and fly more kites.
I'd stop playing serious, and seriously play.
I'd run through more fields and gaze at more stars.
I'd do more hugging and less tugging.
I would be firm less often, and affirm much more.
I'd build self esteem first, and the house later.
I'd teach less about the love of power,
and more about the power of love.**

Diane Loomans

Warwick Academy Primary Staff
E-mail addresses

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Mrs. Melissa Ferreira	Primary Secretary	<u>mferreira@warwickacad.bm</u>
Mrs. Nicole Jabour	Y1	<u>njabour@warwickacad.bm</u>
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Mrs. Margo Furbert	Y6	<u>mfurbert@warwickacad.bm</u>
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Mrs. Jill Finnigan	Learning Enrichment PE & Staff Development	<u>jfinnigan@warwickacad.bm</u>
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Communication

A weekly Friday email is sent to all Primary parents. In this email major events coming up are mentioned along with general news and items of interest. This is only sent home electronically so it is essential that you have an email address that the school is able to use. It is equally essential that you inform us of any changes to your email address as soon as they happen.

Increasingly communication between home and school is being done electronically.

Class Teachers are happy to be communicated with via email – however this is not a way to send important/ urgent messages. Teaching the children has to take priority, so teachers are not able to monitor their email account at every point of every day. Sometimes teachers may only be able to spend time catching up with emails at the end of a day, when the children have left, so please do not expect immediate responses to emails. Any urgent messages should go to the Primary Office. For very urgent messages a phone call is the best way to ensure that the school has received information.

Attendance of siblings at special events

The policy of the school is that Warwick Academy siblings are not released from normal lessons in order to watch, or take part in events that involve brothers or sisters (for example Sports Days or Class Assemblies).

After School Care

There is an after school programme for Y1-3 from 2:45 p.m. until 5:30 p.m., from Monday to Friday Mrs. Jean Vickers runs the programme as a private concern. There is a nominal fee of \$20 per week up until 4:30 p.m. and \$30 until 5:30 p.m. The children receive an after school snack before playing. Enrolment in the programme is flexible and families may choose to use the facility every day, some days or occasionally. All enquiries re: this programme should be directed to Mrs. Vickers on 236-7221. Application forms are available in the Primary Office.

It should be stressed that this programme is **ONLY** for children in Y1-3.

Children in Y4-6 should either be picked up promptly at 3:30 p.m. in the designated waiting area **OR** catch the bus **OR** be placed in the alternative after school programme TLC. Application forms for TLC are also available in the Primary Office.

Birthday Book Scheme

The Birthday Book Scheme was introduced in 1992, the year that the Primary Department opened. It was the vehicle whereby the primary library shelves were filled. However, a library always needs books and what better way to stock it than by children choosing books in honour of their birthday. Each book that is donated will be recognized with a bookplate showing the donor's name and the particular birthday it commemorates. The book will be presented in assembly so that the children are aware that a new book is joining the library. There are several ways to make this donation:

- The first one is to simply print off this letter and bring in a cheque made out to Warwick Academy (please write "Birthday Book" in the memo field), and we will be happy to find a title that the library really needs.
- The second option is come to the Primary School Library, where we have a small Birthday Bookstore Corner available and there are new books for your perusal. You can then pick the ones you would like to purchase

Birthday Invitations

It is primary department policy that all birthday invitations and "Thank you" cards are mailed or given by the parent to the recipients. At **no time** should either of these be sent to school for teachers or children to hand out, unless of course the whole class is invited or all children of either gender. It can be very hurtful to a young child who has not been included. We are more than willing to provide a complete list of class lists. Addresses and phone numbers can be found in our Primary Directory which will be distributed to primary students in the month of October of each new school year.

Children may "celebrate" their birthday at school if they wish in the form of cupcakes or cookies to be eaten at recess. Please do **not** send a whole birthday cake or party bags. Please inform your child's teacher beforehand. Should you wish to provide treats for any other occasion (Valentines, Halloween) please consult your child's teacher.

Computer lab

All children from Y1 –Y6 are timetabled for up to two periods a week in the computer lab. They follow the ICT framework of the National Curriculum.

Drop Off and Pick Up.

It is expected that parents/guardians/caregivers will observe the rules of the parking lot while exercising courtesy for others when using either of the drop-off/pickup zones. The latter can be very busy at peak times so it is imperative that these rules are observed.

The key factors governing the success of this system are “**patience**” together with the development of a “**pickup/drop off and go**” mindset.

Overview

Essentially, there is one entrance and two exits: east bound and westbound. There is also 6 pickup/drop off bays; three for eastbound traffic and three for west bound traffic. These are defined by lines on the road. Children may exit or enter a vehicle **ONLY** when the latter is in one of the six bays. Parking spaces for visitors and staff are clearly defined, and parking is only allowed in designated bays. Should all the bays be full, additional parking can be found behind Barber Hall. Clearly, this system has been designed to encourage parents/guardians to drive in, pick up/drop off and drive out. Duty parents and monitors are on hand to expedite the exercise as quickly as possible so that traffic can flow smoothly and waiting be kept to a minimum.

Drop off

Vehicles should enter the eastern parking lot and proceed in an easterly direction through the car park. At this point, the road is quite clearly marked, eastbound and west bound. Cars should drive round in their chosen lane until they reach one of the 3 bays. At which point, children may disembark and walk down or up to the crossing and into school. **The crossing should be kept clear at all times.** After drop off, vehicles should proceed to the exit, either to turn left (east) or right (west). While we are aware that the majority of vehicles are heading towards town in the mornings, it is hoped that some may choose the Morgan Road, Harbour Road route which will necessitate a west bound drop off. This choice would certainly ensure that there are fewer cars in the east bound lane in the mornings.

Pick up

Vehicles should enter the zone as for drop off, and either drive round in the selected lane to wait in a box or join an established queue. At **no** time should a vehicle be left unattended unless it is parked in a bay designated “visitor” or behind Barber Hall. After school, children will be escorted to the “Platform” under the supervision of the duty teacher. Here they will be separated from the After School Children while being protected from the road. As cars enter the “Pick up box” children will be ushered into vehicles via the cross walk. As soon as all 6 cars are full, they will move off, leaving room for the next six. It is important to note that all vehicles will remain stationery at this point so we see no danger to the children.

To ensure the efficacy of this system, it is imperative that vehicles for the 3:00 pick up (Y2 & Y3) do not enter the property until that time or slightly later. Vehicles should only enter the pick up boxes to receive their child/ren, it is not a waiting zone. In the event that your child/ren is not available for pick up you will need to drive around and re-enter the queue. Provision has been made to enable you to do this. Parents who are picking up Y1 and Y3 can either arrive at 3:00 p.m. and join the queue, or arrive at 2:45 p.m. and park in a bay, parents of. Children will be supervised on the “Platform” by the duty teacher.

One more suggestion to expedite a smooth pick up is that parents display the name of the child/ren they are picking up that day as they enter the box. That will be a great help to teachers who may be unfamiliar with all the children and the families.

Extra Curriculars

Extra curricular clubs will be offered each term for pupils in Y3 through to Y6. A child may enroll in more than one at the discretion of the teacher and/or Head teacher.

Guidance Counsellor

Warwick Academy has a full time Guidance Counsellor, Mrs. Paula Wight. Children who are experiencing emotional difficulties either temporary or long term are referred for counseling sessions with parental consent. Should the school feel that further counseling is required then Mrs. Wight will inform the parents and encourage them to seek further assistance with recommended outside agencies.

Hat Policy

Warwick Academy Primary operates a “**No Hat No Play**” policy. When the children are in summer uniform, i.e. during the warmer months, all children must wear the uniform WA baseball cap when eating lunch, out in the yard or on the field either at play or in a P.E. lesson. Failure to have a hat at school will mean that a child must remain on the tarmac area, seated at the benches. Hats are available from the Stock Room at a cost of \$10. No substitutes are allowed. From September 2009 the school will also stock navy bucket style hats for sale.

Homework Policy

The Primary department homework policy is set down in a separate document. Please apply to the Primary office for a copy, or take a look at the school web site.

Hot Lunch Programme

Hot lunches are offered in the primary department from Monday to Thursday. These are catered by the Flying Chef and are prepaid on a 6-8 week cycle depending on how the school term runs. Notes will come home outlining the menus for these weeks and children/parents may choose to have lunches on all or some of the days. The classroom teacher will distribute tickets on a daily basis. Please note it is essential that parents who wish to purchase hot lunches return the form together with monies on or before the due date. Parents are also advised to make a note of when their child will be having a hot lunch or not, to alleviate any confusion at lunch times.

For your information Jenny Ingham, the hot lunch coordinator, may be contacted in the mornings between 9 a.m. and 10 a.m. weekdays at 295-1595.

On Fridays, the primary department sells pre-ordered pizza to raise additional funds.

Library

Children will visit the library at least once a week with their class teacher. They will also be encouraged to borrow books on a regular basis. The primary library is also used for story time and a place where “Reading parents” may sit quietly and work with their group. Should you have any questions or concerns about our library, please contact our librarian at fwolffe@warwickacad.bm.

Monitor system

Year 6 children are encouraged to take some responsibility throughout their final year in the primary department. The staff has designed a duty sign up sheet that is rotated on a term basis. The Y6 children are encouraged to sign up for the responsibility they wish to take for a period of one month. They are monitored by the Deputy Head and Head of Primary.

Nutrition Policy (primary)

Healthy students are more likely to succeed. Research indicates that good nutrition promotes optimal health, growth and intellectual development resulting in healthier children who are better academic achievers.

To contribute to the educational achievement of children, nutrition policies must support children in developing the behavioural skills needed for choosing a healthy diet. In the primary department, all foods consumed on the premises must be those that contribute to the health and welfare of the children.

Recess

- All recess foods should be trash free.
- Children must be provided with at least one fruit or vegetable snack. Large apples and oranges are better if pre-prepared so they are manageable for small children
- Fruit Roll Ups and similar sugar-filled snacks are NOT permitted and will be confiscated
- “Gogurt” and similarly packed foods are NOT permitted, because they make so much mess and are difficult for a small child to manage successfully.
- Children may eat a suitable snack after their fruit such as a granola bar or yoghurt.

Lunch

- All lunches should be trash free.
- Children are encouraged to have a nutritious meal comprised of foods from each of the 5 food groups.
- Foods from the “other” food groups should only be offered occasionally.
- Lunchables” and juice boxes, etc. are NOT permitted.

Parent involvement

Involvement by parents is welcomed throughout the whole school. This family participation is certainly not limited to parents since we have grannies, grandpas and other relatives who volunteer their time on a regular basis. Volunteers are used in many ways; reading parents, in art classes, lunch duty, gate duty, drivers for educational visits, newsletter editors, class parents, manager of the field duty rota, and as guest speakers on anything from Chinese brush painting to entomology. Parents can also become involved in the whole school by volunteering to serve on the Warwick Academy Parent Teacher Association (WAPTA) executive, assisting at fundraisers, selling raffle tickets and participating in family Bingo nights and other fund-raising activities.

Parent Protocol

It is expected that parents will observe the following:

- Report to the office on entering the property. If parents have a message for their child, Mrs. Ferreira will deliver it at the first opportunity. Classes should not be disrupted once in session. **At no time should a Parent or Guardian enter the classroom without permission.**
- Drop children at the gate in the mornings as per the 'Drop off' procedure.
- Observe the rules re: 'Pick up' in the afternoons as per the 'Pick up' procedure.
- Seek assistance from their child's teacher in the first instance should they have any concerns, before requesting an interview with the Head of Primary.
- Inform the school immediately if there is a change of circumstances, telephone number, cell phone number or address.
- Ensure as far as possible that absences from school for any reason other than medical are kept to a minimum. It is the school policy that permission for a leave of absence is only granted in extreme circumstances. This includes medical treatment, diagnostic testing, and representing school or country. It is expected that children will be present during the testing periods in October and May/June and at the beginning and end of each school term. The classroom teacher will **only** provide work for a child who is absent for medical reasons.
- Support the school Homework Policy.
- Exercise extreme discretion when volunteering if they are privy to issues involving other children.

Positive Discipline scheme

The school philosophy on discipline is one of positive reinforcement rather than punitive consequences.

The discipline at primary level is firm but friendly. We work on the premise that if children are so busy concentrating on earning commendations, then they don't have time for other behaviours! The system has been devised therefore to reward positive behaviour and to encourage the children to take ownership and eventually manage poor behaviours successfully. This is affected in a number of ways.

Merit system/Commendations

All teachers award commendation cards throughout the day (1 house point) that are posted in the house boxes and added to the weekly totals.

Weekly house totals, cumulative totals and house positions are shared with the children every Tuesday.

Golden Book

Children who exhibit exemplary behaviour above normal expectations are nominated for the Golden Book. Inclusion in this book entitles a child to 10 house points and a certificate, which is presented in assembly.

Demerit system

Children receive demerits for poor behavior, being unprepared for class, and breaking school rules. They are usually given three warnings and then receive the demerit, although this can be given without warning for severe infraction of school rules. The procedure is as follows:

- The teacher completes a demerit slip and the child comes to the office to record the demerit in the demerit book.
- The slip is signed by office staff and then goes home for the parent to see. It should be signed by a parent and returned to school.

Children who continue to display unacceptable behaviour may be placed on an in school suspension, suspended for a number of days or expelled.

Other Award schemes

Other award schemes are implemented in each classroom. These take several forms, depending on the teacher. The outcome, however, remains the same, in that positive behaviour is rewarded.

Golden Time

To reward the children who have worked well during the week, each classroom teacher holds a "Golden Time". Golden Time takes place at the same time every week and is scheduled to last for about between 20 and 30 minutes. During this time, the class will have free directed activity, or are engaged in productive activities endorsed by the teacher.

Daily Report/Target Card

Should a child experience a prolonged problem with their behaviour at any time, teachers will inform the Head of Primary. Parents will be contacted with a view to involving them in the solution.

This might take the form of a Daily Report/Target Card. The Daily Report/Target Card serves to monitor behaviour throughout the day, which is divided into “manageable segments”. (8:25-10:30; 10:30-12:20; 12:20-1:20; 1:20-hometime)

All subject teachers are involved in this process. The Daily Report / Target Card goes home every night for parents to read and sign.

A reward system is devised between school and home to encourage the child to model acceptable behaviour.

The Daily Report/Target Card system is designed to be a positive experience for the child and in no way is to be seen as a punishment.

While the school makes every effort to encourage each child to exhibit positive behaviours, in the past, there have been some for whom this school has not been a good match. Should this be the case, the school will ask that the child be withdrawn. This is clearly stated in the contract. Expectations for acceptable behaviour are laid out in the “Rules” section of this handbook.

Reporting and Assessment Policy

Primary children are assessed in the following ways. Cumulative assessment takes place in tandem with the teaching. As units of work are completed, the children are tested on that particular unit. Throughout the year there will be other tests that may serve to check that children are retaining the concepts taught. These will vary from year group to year group.

In Year 1, the children are constantly monitored within the first seven weeks of the first term. This serves to identify children’s specific strengths and needs and helps to inform the educational planning. The teacher can also evaluate the effectiveness of teaching strategies over a period of time by continuous assessment.

There are standardized reading tests that are administered to the Y3’s to Y6’s in October and May of each school year. These tests are scored according to each child’s age on the day that they took the test. These raw scores are then “normed” which provides the classroom teacher with a reading age. The data from these tests are used to track each child’s reading progress, for reporting purposes and also to alert teachers to the need for intervention if necessary.

A curriculum-based test is also administered to the Y2’s –Y6’s at the end of each school year. In addition, the Year 6 children will take a standardized multiple-choice aptitude test in the second term. This test gives them a chance to show what they know and how well they can think in terms of numbers, words, figures and symbols. Two scholarships are awarded on the results of this test.

There are three formal reporting periods throughout the school year. In the first term parents will be invited to an individual parent-teacher conference to discuss how their child has settled in to their new class. Parents will receive a Progress Report at this meeting in which target areas will be highlighted. In the second term parents will be invited back to meet with their child’s teachers again in order to evaluate progress made since Term 1 and new targets will be set. Once again parents will receive a Progress Report. At the end of the academic year a full written report will be given to parents.

Rules

- Children are expected to behave responsibly to each other, to teachers and to members of the public in and out of school.
- Any child who has difficulties with managing acceptable behaviour will be put on report with the full knowledge and cooperation of parents. The school will make every effort to work with individual families to modify such unacceptable behaviour. In the event that all intervention fails and disruptive behaviour prevails to the detriment of other children and the quality of teaching, then the school will request that the child be withdrawn.
- School property is not to be vandalized or defaced in any way.
- All personal belongings, including books, **must** be clearly marked with the child's name.
- Strict adherence to the Dress Code and Regulations is required during the school day and when traveling to and from school.
- Children are expected to be punctual. If a child enters the premises after 8:25 a.m. he/she must report to the Primary Office. Perpetual tardiness will not be tolerated and may result in further action.
- No child may leave the school property without prior permission of the Head of Primary and only then when accompanied by a designated parent or other adult.
- Parents /guardians of a child who is absent, are asked to inform the Primary Office that morning of the absence.
- We would ask that dentist and/or doctor's appointments be scheduled for after school. We appreciate however, that this is not always possible. If your child does have such an appointment during the day, please advise the school office at least 48 hours in advance either in writing or by e-mail (unless it is an extreme emergency). Medication, if required, should be taken to the Primary Office together with a note of explanation, from parents or guardians via the classroom teacher. **PLEASE NEVER LEAVE THIS UP TO YOUR CHILD. AT NO TIME SHOULD A CHILD BE ASKED TO SELF MEDICATE.**
- No valuables are to be carried to school. The school will not be responsible for loss of valuables or money. Children must not bring to school any form of glass containers or any form of audio equipment.
- No form of jewelry may be worn to school except a watch and gold stud earrings for girls only.
- Parents **must** report to the Primary Office before going to the classrooms. At no time should a parent seek an interview with a teacher (no matter how short the parents think it will be) when the class is in session, particularly first thing in the mornings.
- It is preferred that chaperones/drivers on school trips do not bring younger siblings on these trips.
- It is expected that parents/guardians will inform the Primary Office immediately should there be any change in contact numbers, mailing addresses or medical information.
- Parents should make every effort to read notes/e-mails from the school carefully and to make a note of pertinent dates and times for future reference (concert days/sports days etc.) If for any reason a note goes astray copies may be obtained from the primary office.
- Electronic equipment is safer left at home. However, if a child brings a cell phone or such equipment to school it must remain in the school bag while school is in session and must not be used on school premises. Any phone being used on the school premises during the school day will be confiscated and parents will be asked to collect it from the Primary Office.
- "Heelies" should not be worn to school at ANYTIME. This includes Grub Days.

School Closure / Storm Alert

In the event of inclement weather, should Government declare that schools remain closed, Warwick Academy will follow suit. This information will normally be available on local radio stations from 6:30 a.m. Parents should listen to radio stations for reopening information pertaining to Warwick Academy.

Should the Government declare that schools are to close because of inclement weather, while school is in session, then the following action will be taken. All children will remain in their respective classrooms, supervised by the classroom teacher for a period of one hour after the closure is announced. Parents/guardians or the designated person may collect the child from there. After the first hour, all children will be taken to the P.P.M.H. to await collection. Members of the Senior Management Team, including the Head of Primary will supervise.

The School Day

7:55 - 8:15 a.m.	Parent supervision (by rota)
8:00 - 8:25 a.m.	Teacher supervision
8:25 a.m.	Start of school day
8:40 - 9:00 a.m.	Assembly - Tues(full), Thurs(Upper Primary) Fri(Lower Primary)
9:00 - 9:45 a.m.	Period 1
9:45 - 10:30 am	Period 2
10:30 - 10:40 a.m.	Fruit
10:40 - 11:00 a.m.	Morning Recess/Play
11:00 - 11:45 am	Period 3
11:45 - 12:30 pm.	Period 4
12:30 - 12:50	Lunch
12:50 - 1:35 p.m.	Lunch Recess/Play
1:35 - 1:55 p.m.	Registration
1:55 - 2:40 p.m.	Period 5
2:40 - 3:25 p.m.	Period 6

END OF DAY:

Y1 - 2:45 p.m.

Y2 & Y3 - 3:00 p.m.

Y4,5,6 - 3:25 p.m.

Please note that the Music, PE/Health and Swimming Programmes will be taken throughout the day.

Recess and Lunch

The children will be encouraged to eat fruit **only** at Recess, followed by a nutritious snack if required.

The school is committed to promoting nutritionally balanced meals packaged in environmentally sound containers at lunch times. Parents please support us - no junk food and no trash.

Recess and lunch will be eaten outside at the lunch tables. In inclement weather the children will eat and drink in their classrooms.

School Nurse

Nurse Lisa is our School Nurse. She visits Warwick Academy Primary on a weekly basis. Nurse Lisa gives immunizations, eye examinations, and hearing tests. She also does lice checks several times a year. If you have any queries Nurse Lisa can be contacted through Mrs. Ferreira in the Primary Office.

Stock Room

The Warwick Academy Stock Room is located just below the Primary stairs, first door on your left and sells ties, P.E. shirts, P.E. shorts, girls and boys swim wear, the school crest and school hats. The Primary Secretary can be contacted for current opening hours. Parents will be informed of Stock Room opening hours for the following year at the start of the academic year.

Swim programme

The Swim Programme at Warwick Academy Primary School operates during the Christmas term (except for Y1) and Summer term of each academic school year.

Warwick Academy Primary has adopted a ten level, learn to swim programme during which students first master the correct method of air exchange, the basis for all swim strokes.

Upon successfully completing this ten level swim programme, Students will have learned the correct techniques for diving, turning, and most importantly, performing the four standard swim styles.

Primary Department Uniforms

Please Note: All uniform supplies may be purchased from **The English Sports Shop**. White shirts, Khaki or Grey Shorts/Pants may be purchased elsewhere, but the Blue Dresses, Winter Tunics, Sweaters, Cardigans and Y6 Navy Skirt/Shorts **must** be purchased from our supplier.

GIRLS

A. Summer (May 1st – November 30th)

Y1-5

Light blue gingham dress
Underslip (optional)
White knee socks
Plain brown/black shoes
Regulation cardigan or plain navy blue knitted cardigan (no white cardigans please)

Regulation Hat (*purchased from school*) \$10.00

Y6 only

Regulation A-line skirt (Navy)
Or navy blue shorts
White shirt (**pointed collar only**)
Regulation cardigan or plain navy blue knitted cardigan.

Navy knee socks
Plain brown/black shoes
Regulation Hat (*purchased from school*) \$10.00

B. Winter (December 1st – April 30th)

Y1-5

Plain navy tunic
White shirt (**pointed collar only**)
School tie (purchased from school)
Navy knee socks or plain navy tights
Regulation cardigan or plain navy blue knitted cardigan
Plain brown/black shoes

Y6 only

Regulation navy A-line skirt
Long navy pants
Blazer (**mandatory** for winter uniform)
(Crest may be purchased at school.)
White shirt
School tie (purchased from school)
Navy knee socks or plain navy tights.
Plain brown/black shoes
Regulation cardigan or plain navy blue knitted cardigan

ALL ARTICLES OF CLOTHING AND ANY OTHER BELONGINGS MUST BE CLEARLY NAMED.

Summer uniform is worn from September – November 30th, and optional after return from Easter Break, but mandatory from May 1st – June.

Winter uniform is worn from December 1st – April 30th.

All children in Y5-6 must have the regulation gym clothes in school from Monday - Friday.

Children will change into this uniform before each gym lesson and back into their regular uniform at the end of the gym period. If a child has a lesson that ends at 3:25 p.m., they may wear the gym uniform home **unless** they are traveling on public transport. In which case, it is mandatory that each child be wearing the correct outer school uniform.

Y1-Y4 children may wear their gym uniform to school on gym days. In cooler months they may also wear the Warwick Academy tracksuit.

An exception to this rule applies when children are representing the school. If the event is a whole day affair (viz zone sports etc.) the child may come to school in P.E. uniform. In the cooler months, children may wear the regulation Warwick Academy tracksuit when representing the school.

Please note: All lost property not claimed by the end of each term will be washed and sold at the Clothing Mart.

Appearance

The Principal reserves the right to insist on a style of conduct and grooming deemed appropriate to attendance at school.

a) Conduct

Each student is expected to obey the rules of the school at all times and to act with courtesy and common sense towards all other members of the school.

b) Grooming

Girls are expected to be well groomed and tidy in appearance.

Hair, if worn at or below shoulder length, must be clear of the face during school hours, including physical education classes. No extreme colouring will be permitted. Hair ribbons/clips/bands **must** be white, blue, brown or black.

Pierced earrings may be worn **but** small plain gold studs **only please**.

Skirts must be worn **no** shorter than 2 inches measured from the centre of the knee.

Boys are expected to be well groomed and tidy in appearance. Unconventional hairstyles, including hair that is too long or too short, are not permitted. The hair is to be clear of the collar at the back, worn clear of the face and most of the ears must be showing. No extreme hair colouring will be permitted.

Hats are mandatory (when summer uniform is mandatory) and may be purchased from the stock room.

Ties **must** be worn to and from school.

Warwick Academy Parent Teacher Association

The W.A.P.T.A. is the parent teacher association of Warwick Academy. It is a registered charity with a constitution and an executive committee that is elected annually. The W.A.P.T.A raises funds for the school in several ways including an annual raffle, Christmas fair and other social events. The executive meets once a month and there are usually at least two full meetings per term. There is no membership fee and all parents are welcomed.

Revised May 2009