



Lake Joondalup Baptist College

# Primary Years School Information

Years 3 to 6

Grow with confidence ...

*at our school!*



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## Primary Years (3-6) Information

*The Lake Joondalup Baptist College was established to provide a high standard of education within the context of the Christian faith. The Kindergarten to Year 12 College provides for students from the age of four to seventeen years and provides continuity for students during their primary and secondary studies.*

*A sense of warmth, care and energy pervades the College, which is renowned for its high expectations and exceptional pastoral care. LJBC provides an education with high academic standards, tailored to the developmental needs of childhood and adolescence, and designed to encourage diverse interests and talents. LJBC supports students across all levels of learning ability, and provides a positive and challenging learning environment. Students flourish at LJBC. It is a caring community - a place of teaching and learning, fun and friendship, a great place to come to school, a place to grow with confidence.*

*Dawn Clements*

*January 2016*

*College Principal*

### Our Mission

To build a Christian learning community that is strong in its relationships, firm in its beliefs and dedicated to the education of every child.

### College Motto

Our Motto: Seek Wisdom Act Justly Love Mercy

### Our Christian environment

The College is a ministry of the Lake Joondalup Baptist Church and there is a close relationship between the LJB Church and the College. Church Pastors work on site and Church Children's Workers and Primary Chaplains are involved in the life of the College. Students are encouraged to participate in the excellent children's programs run by the Lake Joondalup Baptist Church during the weekend.

Staff members of the College are committed Christians involved in their local churches in a variety of denominations. Teaching staff are selected for their high standards of training, their dedication to teaching and their personal Christian faith.

Students entering the College are not required to have a commitment to, or an association with, the Christian faith. It is, however, a condition of enrolment that all students must participate fully in the Christian program of the College. This includes a weekly Christian Education lesson which emphasises basic Christian truths and their application to daily life. Bible readings, devotions and prayer are features of each day and Worship assemblies are held regularly. Christian values and a Biblical viewpoint are incorporated into all aspects of the life of the College, including the curriculum Primary School structure

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The Primary School provides for the educational needs of children from Kindergarten to Year 6 and operates as two sub schools. The Early Years will provide for the particular academic, social and emotional needs of children in Kindergarten, Pre Primary, Years 1 and 2. The Primary Years will provide for the developmental needs of students in Years 3, 4, 5 and 6. The Primary School is under the management of the Dean of Primary JK – 2 and Dean of Primary 3-6.

## Primary Years structure

The Primary School provides for the educational needs of children from Kindergarten to Year 6, operating as two sub schools. The Primary Years provides for the developmental needs of students in Years 3, 4, 5 and 6. Years 3, 4, 5 and 6 are triple streamed, with entry to the third stream at Year 3 in 2016. Year 7 students are educated in the Secondary School.

The Primary Years program at LJBC is carefully tailored to meet the needs of children in Years 3, 4, 5 and 6. Primary Years classroom teachers are experienced with this age group and will take the same class for the majority of the time, while the involvement of several teachers with each class begins to prepare students for the Secondary environment. Primary Years programs are developed to enable students to experience success, with an increasing emphasis on personal responsibility and self-confidence. Orientation mornings are held in the final term of the previous year to support the transfer from year to year and to assist students to learn the skills of transition.

The Primary Years is under the management of the Dean of Primary.



## College expectations and parental obligations

The College provides a positive, caring and supportive environment for students. LJBC is highly regarded in the local and educational community because of its high standards of academic performance, pastoral care, uniform and discipline.

Before deciding to enrol your child at LJBC, you need to be sure that you agree with, and will support, College policies and procedures which are available for viewing on the College website <[www.ljbc.wa.edu.au](http://www.ljbc.wa.edu.au)>. Parents should study this document carefully before applying for enrolment

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When you enrol your child at LJBC you are endorsing College policies, procedures and expectations and you are committing to ensuring that your children comply with these. A student's enrolment will be withdrawn if parents do not take responsibility for ensuring that their child meets College uniform and appearance standards, or if a parent does not actively support staff in the enforcement of College policies and procedures.

When you enrol your child at LJBC you are also agreeing that the College will apply whatever sanctions or disciplinary measures are deemed by the College as necessary in relation to the conduct of your child. Most LJBC students are outstanding in their conduct; however, when this is not the case, disciplinary measures will include a range of sanctions, detentions, suspension from classes, suspension from school attendance, and for serious matters, withdrawal of enrolment.

LJBC is a school where staff, parents and children become well known to each other and where there is mutual respect and affection. The College generally enjoys excellent working relationships with parents and students. The College is required by law to provide staff with a workplace which is free of harassment, intimidation and bullying. If, in the view of the Principal, the conduct of a parent or a student towards a staff member is harassing, intimidating or bullying, or makes a staff member feel stressed, unsafe or threatened, the College will meet its obligation as an employer to ensure that staff have a safe working environment, and that family's enrolment will be withdrawn.

It is our experience that the work we do as a College is most successful when it is a true partnership between the home and the College, with parents supporting and reinforcing the policies, standards and values that we hold to as a College. The warm and supportive working relationship which the College enjoys with parents and students confirms our view that most parents are eager to embrace the high standards which the College works so hard to protect. Indeed, the safe environment and high standards the College upholds is one of the reasons why enrolment places at the College are in such demand.

## The Curriculum

The Western Australia Curriculum and Assessment Outline sets out what all students should know, understand, value and be able to do as a result of their educational program. It provides a structure around which the College builds an educational program of excellence. In addition, LJBC's educational program is distinctively Christian in philosophy and practice and integrates learning within a Christian World view.

The College's rich curriculum is the total of all activities, both formal and informal, which take place inside and outside the classroom, and before and after the hours of normal instruction. The curriculum is rigorous, challenging and enjoyable, has high academic standards and aims to motivate and stimulate all students. The College endeavours to support every student in their learning and encourages each student to set realistic academic goals.

In the Primary School, the Eight Learning Areas of English, Mathematics, Science, Technologies, Languages (Japanese), Health & Physical Education, Humanities and

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Social Sciences (HaSS) and The Arts are taught in a range of contexts. Teachers develop engaging units of work which integrate many of the Learning Areas, which students find stimulating, contextualised and fun. Literacy and Numeracy are key areas that have high priority within the school curriculum in terms of time and support. In-school incursions, excursions and camps complement the delivery of the curriculum. As students move from Year 5 to Year 6 there is increased specialisation, especially in the areas for Science and HaSS. Library research skills are emphasised and students use laptops and other technology to benefit learning.

### **The Learning Enhancement**

The Learning Enhancement provides a range of excellent programs to support students needing extra assistance with literacy and numeracy, and also provides superb enrichment opportunities for students requiring extension. LJBC has an enviable record in assisting students to excel and reach their full potential.

### **Extra Assistance**

Primary students are offered and before and after school programs which provide extra assistance to students who wish to improve, who may be finding learning difficult, or who have fallen behind due to absence.



## **Communication**

Communication between parents and College staff is encouraged. Throughout the academic year, parents receive a variety of documents relating to the curriculum – handbooks, information documents and letters. Class teachers will contact parents by phone, email or via the Communication Books to provide positive feedback, or if

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there are concerns about academic progress. The student's Class Teacher is the point of contact for parents regarding their child's overall wellbeing. Throughout the year numerous parent information evenings provide briefings and background information for parents and students. Parent Teacher interviews are held at the beginning of the year and following the issuing of College Reports, and at other times by appointment. An Interim Report is issued at the end of Term 1 and detailed academic reports are provided at the end of Semester 1 and 2.

Primary Weekly notices are published each Friday and emailed to every family, with a copy available on the College website. A link to the College eNewsletter is also emailed to families and published on the College website at <[www.ljbc.wa.edu.au](http://www.ljbc.wa.edu.au)>. The purpose of the Weekly Notices and the Newsletter is to keep families up-to-date with important information, and the newsletter also includes reports on activities and events which have taken place in the life of the College.

## The House system

When students enter the College they are allocated to one of six Houses – Lancier, James, Batavia, Cumberland, Windsor and Arcadia. The student and siblings remain in that House during their time at the College. House spirit is strong, with a healthy rivalry and competition between Houses. House Councillors assist with the running of many House activities, celebrations and events. The College Calendar is filled with a variety of Inter House competitions – swimming, athletics, cross country and music, to mention just a few.



## Co-curricular activities

The College offers an extensive co-curricular program. During the average school week, a range of after school clubs and activities are available to Primary students. These will vary from year to year, but will generally include creative writing, cycling, fitness and sporting activities, special interest clubs, cooking and craft, as well as student Christian groups.

College life is enriched by special events such as College Drama productions, Primary musicals, music performances, Inter House events and concerts. The Year 6 Dinner is a highlight, as is the Year 6 interstate tour.

## Music program

In addition to LJBC's music curriculum, the Private Instrumental Tuition Program allows students to participate in individual or small group tuition during the school

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day. Students who elect to take private lessons, at a nominal fee, also participate in one or more of the many ensembles, choirs and bands. As students progress in musicianship they are given the opportunity to audition for a range of music groups which rehearse for College concerts, community performances and for interstate and overseas music tours.

Students in Year 3s participate in the Violin, Viola and Cello program throughout the year. Similarly, the Years 5s will learn a wind instrument as part of their music program.



## Recognition of student achievement

The College encourages and recognises achievement and personal effort across a wide range of activities. Awards, medals and certificates celebrating excellence, high achievement, contribution and endeavour are presented at assemblies and at Presentation and Graduation Evenings. Commendations and merits provide encouragement and positive feedback. Students with good behaviour records receive positive reward and acknowledgement. Student successes are celebrated at LJBC!



## The school year

Students are expected to be in attendance on all designated school contact days, unless absent due to illness. Term dates are similar to other independent schools. The LJBC school year generally finishes in the second week of December each year and staff professional development days are scheduled for the beginning and end of each term. Term dates are published well in advance.

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## College events

All students are expected to participate fully in the life of the College, including attending all Inter House and Inter School sporting events, camps and excursions, and official events of the College. Support of these College events is a prerequisite for attendance at special events and for election as a Student Councillor.

## Facilities

Data projectors and computers are available in all classrooms. LJBC students have access to excellent information technology facilities. These include interactive whiteboards, wireless access to the College's network throughout the College, an email account and space on the College Portal for each student, which is accessible from anywhere in the world. All computers are upgraded every three years and the College licensing agreement gives the College access to the latest software.

In addition to modern classrooms, the College has a purpose built Primary building which provides excellent facilities suited to the middle years of schooling. Primary School Arts facilities include specialist rooms for Music and Art and a large indoor area for drama and performances. Other facilities include an Auditorium, a purpose-built Primary Library, a Canteen, a playing field and oval, Basketball and Tennis Courts and a Uniform Shop. The state of the art 3,600 square metre Sports Centre offers modern facilities for sport and wellbeing. All classrooms are air conditioned and well equipped.



## Uniform

Students have a very smart uniform and it is a condition of enrolment that students wear the uniform at the required standard and that they conform to College regulations. All uniform items, except shoes, can be purchased from the College Uniform Shop. The uniform includes a summer and winter uniform and a sports uniform. The Kindergarten and Pre Primary wear a different uniform, which is colourful and practical for students of this age group.

## Bookshop

Books and stationery are supplied through a local agent and online ordering is available.

## Canteen facility

The Canteen, the LJ Café, is open each day for pre orders for Pre Primary to Year 6 students, which are delivered to Primary classrooms. A range of healthy snacks and lunches can be purchased.

## Parents & Friends Association

Parents and guardians of current students automatically become members of our P&F Association. The P&F Executive is an important reference group within the College. Primary P&F Meetings are held once a term and include a range of relevant presentations and discussions.



## Opportunities for parent involvement

(Parent Participation Program)

Parental help is of great importance in any school community. At LJBC, participation in the Parent Participation Program (PPP), or payment of a levy in lieu, is a condition of enrolment. Each family is required to contribute a minimum of 10 hours of voluntary work per year, for the period in which their child attends the College from Kindergarten through to Year 11. This is regardless of the number of children attending the College: 1 child = 10 hours, 3 children = 10 hours. There is no maximum; every hour worked is of benefit to the College community. A description of the tasks and a nomination sheet are circulated to parents, enabling them to contribute in a chosen area of interest or an area of competence.

## Overseas students

Lake Joondalup Baptist College is registered to accept Full Fee-Paying Overseas students, provided they are able to arrange their own accommodation. Details of Tuition Fees & Charges for full-fee paying students may be obtained by contacting Enrolment staff.

## Transport

Public Transport authorities provide services to and from the College bus bay or adjacent bus stops. Bike racks are provided for students who choose to cycle to school.

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## Admission and conditions of enrolment

Admission to the College is dependent on a satisfactory behaviour report from the child's previous school and evidence of academic and social readiness for the year of entry. Conditions of enrolment include the prompt payment of fees; an active commitment by parents and students to College behaviour, uniform standards and discipline policies; respect for and full participation in the Christian program of the College; and completion of Parent Participation Program (PPP) obligations.

## Fees

Lake Joondalup Baptist College is a not-for-profit organisation which exists to provide a Christian, low fee, independent education. Tuition fees are reviewed each year and set as an annual fee after establishing the year's total anticipated operating income and costs. Tuition Fees are invoiced at the commencement of each semester and must be paid by the end of the first week of that semester or by Direct Debit arrangements. Credit card facilities are available. A student's placement at the College will be reviewed if fees fall into arrears. Sibling discounts apply if more than one child from a family attends the College at any one time.

## Enrolment procedure

Generally there are waiting lists for entry to the College, although vacancies may sometimes be available for immediate entry. To be entered on the waiting lists, a non-refundable Registration Fee is charged. Places are offered first to siblings of current or past students of the College; however, these offers are subject to the student (or sibling/s) having consistently met College behaviour standards and to parents having given full support to College policies and standards. Any remaining vacancies are offered to new families in order of registration, subject to academic readiness and good behaviour reports. Religious affiliation is not a factor. When an offer of place is accepted by the family, a non-refundable and non-transferable enrolment fee and a bond are payable. This enrolment fee and bond will not be refunded should a student not commence studies at LJBC.

## Further Information

You are encouraged to visit the LJBC website <[http:// www.ljbc.wa.edu.au](http://www.ljbc.wa.edu.au)> and our LinkedIn company page. Further information, including dates of monthly tours of the College facilities, can be obtained by contacting our Enrolments Registrar at the College on 9300 7444 or email <[enrolments@ljbc.wa.edu.au](mailto:enrolments@ljbc.wa.edu.au)>.

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