



**Respect, Responsibility and Integrity**

# DURACK SCHOOL

## FAMILY INFORMATION

# 2021

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PO Box 225 Palmerston NT 0831  
School ~ 08 8997 7555  
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A Northern Territory Government  
Independent Public School

**OUR SCHOOL  
OUR FUTURE**  
INCREASING SCHOOL  
AUTONOMY

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# WELCOME

Durack School is a Government funded Independent Public School (IPS). Being an IPS school allows us to have autonomy in decision making in many areas, however, we still abide by government legislation and operate under the direction of the NT Department of Education. Durack School is also a member of Palmerston City Schools (PCS) and the Palmerston and Rural Region (PARR).

The school opened in 1998 and takes its name, as does the suburb, from the pioneering Durack family. The name Durack has become synonymous with the school motto 'Dignity and Determination' and the school sporting houses: **Lissadel**, **Ivanhoe** and **Argyle** are named after the Durack cattle stations.

Durack School is a welcoming community with strong partnerships between school, home and the local community. We work together to provide our students with quality educational experiences and optimal learning opportunities to reach their full potential. Collectively we offer our students the skills and knowledge they will need for an unknown future and to make a positive impact in our community and beyond.

Durack School offers a comprehensive curriculum with specialist programs in Physical Education, Art, Environmental Science, Japanese and music instrumentals (Year 4, 5 and 6).

Our sister school is Kansai International Academy in Kobe, Japan. This is why Japanese is taught from Preschool to Year 6 and an extension program is implemented for students of high potential.

Our staff work collaboratively to develop programs that implement the Australian Curriculum and the *You Can Do It!* Wellbeing Program to ensure our students learn the skills, attitudes and behaviours that will equip them to be lifelong learners.



We have a strong commitment to continuous improvement in our school through professional learning. Currently we are focusing on preparing students for the future through explicit instruction and inquiry learning, developing goals for learning and sharing learning data with families.

Durack School strives for positive relationships built on high expectations.

Cindy McLaren  
Principal

# DURACK PRESCHOOL AND PRIMARY SCHOOL

## Our Motto, Mission, Values and Vision

### MOTTO

**Dignity and Determination**

### MISSION

**A community that ignites curiosity and prepares children for the future.**

### VALUES

#### RESPECT

- For ourselves, others and the environment.

#### RESPONSIBILITY

- Students are responsible for being organised, ready to learn, engaged in learning and doing their best.
- School staff members are responsible for carrying out their duties professionally.
- Parents/Guardians are responsible for ensuring that their children are ready for learning and supporting the school, as partners in their child's education.

#### INTEGRITY

- Being true to our beliefs. Being honest, doing what we say we will do.

### VISION

- ✓ Our curriculum is both progressive and balanced. It is consistent, clear and connected to the real world.
- ✓ Instruction is varied, authentic and high quality to ignite the curiosity of our learners.
- ✓ We use timely, transparent assessment that is consistent, reliable and growth focussed.
- ✓ Our school environment is welcoming, safe and fosters mutually respectful relationships.



# Governance

In 2016, Durack School became an Independent Public School (IPS). This involved a change in governance structure due to the transition from a school council to a school board.

Each year, parents have the opportunity to nominate for vacant positions on the board as they are advertised. The board looks for people who can bring expertise that adds value to our school, as well as experience in strategic planning and monitoring progress.

This is also a great opportunity to become more involved in your child’s education, and contribute to the future direction of the school.

# Preschool



The Durack School Preschool program provides stimulation and enrichment for young students, as they become familiar with the Durack School environment, and part of the Durack School community.

The Preschool offers two full days and a half day on alternate weeks. The hours are:

8.00am to 2.30pm on the full days; and  
8.00am to 12.00 noon on the half days.

The Durack Preschool Information Handbook provides further information about our preschool program.

# Transition

Transition is a period of time between the informal, play based learning at Preschool and the more formal learning structure of Year One.

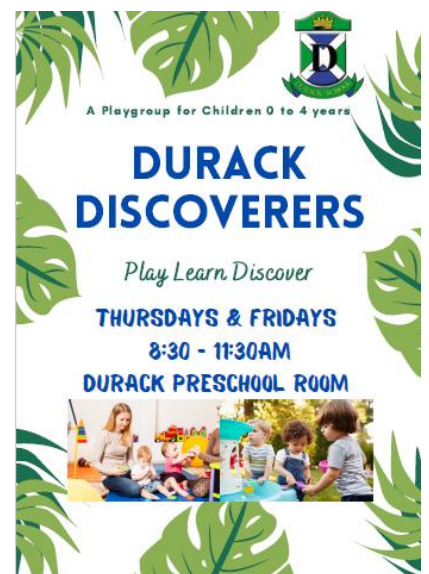
Information on our Transition program is contained in our Durack School Transition Handbook.

# Durack School Supported Playgroup: Durack Discoverers

Durack School supported Playgroup is *‘empowering our community to prepare children for the future through relationships and meaningful play.’*

Our educators plan and prepare stimulating experiences for children aged 0 – 4 years, to support their development, and social growth.

It is held each Thursday and Friday from 8.30am to 11.30am in our Preschool.



# SCHOOL ADMINISTRATION

## Enrolment Procedures

Parents or Guardians can obtain the appropriate forms for enrolment from the school office. Immunisation records, proof of date of birth and proof of residency are required when enrolling.

Palmerston City Schools work under a priority enrolment system which means Durack School only accepts enrolments from families in the priority areas of Durack, Durack Heights, Pinelands, and Robbie Robbins Reserve.

An interview with the Principal or Assistant Principal is required before your child commences school.

### Durack Preschool Enrolment Eligibility

- Children turning 4 on or before the 30 June are eligible to commence Preschool at the beginning of that year.
- Children turning four after 30 June of that year are eligible to enrol after their birthday **if places are available** and with the understanding that the child will access more than 12 months of Preschool.

Parents may put their child's name on a waiting list for Preschool enrolment however when a position becomes available priority will be given to the **eldest** child on the list provided all other criteria for enrolment are met.

### Enrolment in Transition

Children who **turn 5 by 30 June** are eligible to enrol in Transition at the commencement of the school year. Children who turn 5 after 30 June are not eligible to enrol in a Transition class until the following year.

## School Terms

The length of the school terms are as follows:

Semester One		Semester Two	
Term 1	10 weeks	Term 3	10 weeks
1 week break		2 weeks break	
Term 2	10 weeks	Term 4	10 weeks
3 weeks break		6 weeks break	

## School Timetable

Arrival at school 8:05am – Music begins, it's time for students to move to classrooms 8:10am – Second bell, it's time for lessons to commence							
8:10 - 10:00	Class time	10:10 – 10:40 Recess	10:40 – 12:30	Class time	12:45 – 1:10 Playtime	1.10 – 2.20	Class time
10:00 - 10:10	Supervised eating in classrooms		12:30 - 12:45	Supervised eating in classrooms		2.20 - 2:30	Pack up and home time

**Students are supervised from 7:50am until 2:45pm.**

**Please do not drop children at school before 7:50am and ensure they are picked up by 2:45pm.**

## Back to School Vouchers

The NT Government will provide parents with vouchers to the value of \$150.00 for essential equipment such as books and uniforms for preschool and primary school aged students.

Parents are asked to purchase a resource pack from the school for \$100 which provide students with additional equipment and subscriptions for online learning platforms in reading and maths, which they need to participate in classroom activities.

If the resource pack is not redeemed with the voucher, parents are requested to pay for this.

## Parent Voluntary Contributions

The Parent Voluntary Contributions are set at \$25.00 per student, per term. These contributions are essential in providing funding support for items such as:

- Library resources
- Information Communication Learning and Technology (ICLT) maintenance
- Ambulance cover
- First aid supplies

Your support in providing these contributions will be very much appreciated.

## Attendance/ Absenteeism

Durack School aims to provide the best possible education for all students. In order for students to achieve their full potential, it is essential that they attend school/preschool and arrive on time. Students miss vital steps in the teaching and learning process if they are regularly absent or late. For further information, please refer to the Attendance Policy found on our website.

If your child is absent from school, contact the school as soon as possible, verbal messages from siblings will not be taken as confirmation of absence. Parents will be contacted regarding regular unexplained lateness or absence, and any ongoing concerns will be referred to the Department of Education Attendance and Truancy Officer.

No student is allowed to leave the grounds during school hours unless collected by approved parent/caregiver. **All students must be signed out by a responsible adult at the office if leaving before 2.30pm.**

## Late Arrivals and Leaving Early

Students who arrive at school after 8.30am will need to go through the office to ensure they are marked on the roll.

Students who leave school prior to 2.30pm must be signed out through the office.

## Uniforms

Uniforms can be purchased from the school.

The wearing of the school uniform, including the school hat, is compulsory, and parents will be notified if their child is not wearing the appropriate uniform. For further information please refer to the Student Uniform and Dress Code Policy on our website.

## Emergency Contact Numbers

Please ensure that the contact information you have provided to the school is **current**. It is the family's responsibility to inform the school as soon as possible if there are any changes to addresses or phone numbers. **Please remember, we need to be able to contact you in case of emergency.**



## Assemblies

Assemblies are held weekly alternating between Upper Years and Early Years. Students will only attend fortnightly. Assembly is on Friday mornings, commencing at 8.30am.

## Car Parking and Drop Off/Pick Up Points

Please exercise extreme caution when dropping off and collecting your children from either within the school grounds or in nearby streets. And remember:

***The speed limit in our car park and drop off area is strictly 10km per hour.***

When using the drop off / pick up zone please move forward in the zone as far as you can before stopping to allow other cars behind to move into the zone.

***Do not park in the drop-off zone in front of the school or get out of your vehicle. This zone is for a quick drop off / pick up of students only.***

Disabled car parks can be found in the staff carpark to the right of the administration block.

We ask that parents **DO NOT** use the staff carpark (unless accessing the disabled parks) during school hours. Our staff need to be able to access parking when they arrive for work.

## Bicycles and Scooters

Fenced and secure racks for bicycles and scooters are provided at the front of the school, and we recommend that students use a bike lock for extra security. The school takes no responsibility for lost or stolen bikes or scooters.

Students are asked not to ride their bikes or scooters on school grounds.

***Please note, the wearing of helmets for children under the age of 16 is a legal requirement in the Northern Territory.***

## Durack Outside School Hours Care

Durack School provides Outside School Care for our school community from Preschool to Year 6.

Hours of operation are:

- Before School Hours Care (6:30am – 8:00am)
- After School Hours Care (2:30pm – 5:45pm)
- Vacation Care (6:30am – 5:45pm)

For bookings contact Durack School on 89 977 555 or email [durack.oshc@ntschoools.net](mailto:durack.oshc@ntschoools.net)

## Visitors

All parents/visitors to the school between 8.15am and 2.15pm are required to enter through the office, and to sign in and out.

This is for safety reasons, so we are aware of all persons on the school grounds, ensuring that everyone on site is accounted for should there be an emergency.

# STUDENT WELLBEING

Durack School is committed to providing a safe and supportive learning environment.

The '**You Can Do It** - 5 Keys to Success' whole-school wellbeing program, supports children in developing confidence and resilience and builds the skills of getting along, organisation and persistence.

We have a comprehensive Student Wellbeing Framework with clear procedures and consequences for inappropriate behaviour.



*You Are The Key To  
Your Success  
"YOU CAN DO IT!"*



## SCHOOL PROGRAMS

### School Curriculum

The Australian Curriculum guides our programming and planning in all key learning areas for students in Transition to Year 6.

The Northern Territory Preschool Curriculum and the National Early Years Learning Framework (EYLF) guide our programming and planning in Preschool. The EYLF focuses on programs catering for the individual needs and interests of the child, with a strong emphasis on play based learning.

### Japanese

All students from Transition to Year 6 take part in Japanese lessons with dedicated Japanese teachers from the Darwin School of Languages and their classroom teacher.

Durack is a sister school with Japan's Kansai International Academy in Kobe, Japan.

### Student Leaders

#### School Captains and Vice Captains

They are the representatives of the whole student body at Durack School.

#### Student Voice Positive Choice (SVPC)

Nominated class representatives from Year 3 to Year 6. They communicate student information, concerns, and ideas to the school leadership. SVPC also organise school fundraising events.

#### House and Vice House Captains

Year 5 and Year 6 students who are elected by their sporting house. Under the supervision of a teacher they organise lunchtime team games, distribute and maintain sports equipment. They lead and support their house teams in Sports Day events.



# Durack School Sporting House System

Students are allocated a House Team upon enrolment, we have 3 house teams at Durack School, which are all named after three Durack family cattle stations.

Their names and colours are:

**Argyle**  
RED

**Lissadell**  
GREEN

**Ivanhoe**  
YELLOW

## School Sport

In addition to the regular Physical Education program in which all students participate, other opportunities exist for students to be involved in various physical activities.

The school holds annual sports days and participates in Interschool Athletics Carnivals through the Palmerston and Rural Region Schools (PARRS) or Gala Days.

The opportunity exists for students to represent the school, the Palmerston and Rural Region, and the NT in various sports.

## Instrumental Music

In Years 4, 5 and 6, children are offered instrumental tuition by NT School of Music teachers. This currently includes percussion, guitar, brass and wind.

## ICLT – Information Communication Learning Technologies

The school has an ongoing commitment to improving the use of technology in learning for students and teachers.

Students will learn to use a variety of devices including iPads and desktop computers.

The school has a comprehensive scope and sequence to build student capacity in 21st century digital learning.

Students in Years 3 to 6 are required to sign an Internet Users Agreement (green form) on enrolment. Parents of students in Transition to Year 2 sign an agreement (pink form) on behalf of their children. This agreement outlines the acceptable use of IT equipment and systems at school, as well as, the consequences if these are not followed.

## Students with Additional Needs

Although classroom programs fulfil the needs of most students, some students may have additional needs. A Special Education Teacher is available to support them.

## Middle Years

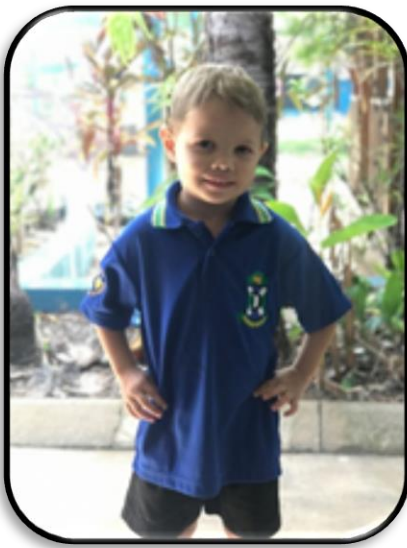
Durack School is a feeder school for Palmerston College, therefore students from this school have priority placement at Palmerston College.

Our Year 6 teachers work with Palmerston College teachers on transitioning activities to ensure students are prepared for the move to their new school.

## Extra-curricular Activities

Durack School students have the opportunity to participate in a variety of extra activities. Some of the extra-curricular activities we have available include:

- Literacy and Numeracy Week
- Science Week
- National Maths, English and Science Competitions
- Technology and coding competitions and learning events
- Tournament of Minds
- Concerts
- Music events such as: The BEAT (choir) and Play Days (children who learn percussion, guitar, brass or wind instruments)
- Sports such as: athletics, AFL, soccer, softball, rugby, touch, netball, cricket, golf, tennis and basketball



## Excursions and Camps

Excursions are planned as an extension of the teaching and learning curriculum. They are designed to extend on the children's developing knowledge, to help them to learn.

Parents may be asked to contribute to the cost of planned excursion, and students will only be allowed to go on excursions with signed parental permission.

Some opportunities Durack Students have with excursions include:

- Year 5 and 6 students will have the opportunity to participate in either an outdoor or interstate camp.
- Year 3 and 4 students will have the opportunity to have a sleep-over at school.

The availability of camps of this nature are dependent on the cost, the number of students expressing interest in attending and the availability of staff who are able to participate in these out of hours activities.

# PARENTS AS PARTNERS IN EDUCATION

Durack School encourages parents to be involved in their child(ren)'s education. Open communication between parents and teachers is strongly encouraged.

Parents are welcome to make an appointment to see their child's teacher at a mutually convenient time.

## Reporting to Parents

### Term 1:

- Three Way Conferences are held in the middle of term so students can share their learning and goals.
- A Progress Report is sent out prior to the Three Way Conferences.

### Term 2:

- Formal A-E reports are sent out at the end of term

### Term 3:

- Three Way Conferences are held at the end of term so students can share their learning and goals.
- A Progress Report is sent out prior to the Three Way Conferences.

### Term 4:

- Formal A-E reports are sent out at the end of term

***If at any time you have a concern regarding your child, please contact the school to arrange an interview with the classroom teacher.***



# Communication

## Newsletters

The school newsletter is published fortnightly on a Wednesday with updates on what is happening at school and information about community activities which may be of interest.

All newsletters are sent to families by email and uploaded to Class Dojo unless a hard copy is requested by informing our office staff. The newsletter may also be viewed via the school website.

Online registration for email delivery of the newsletter can be found by using the following link: <https://durackschool.nt.edu.au/parents/>

Additional information that is important to your child such as excursion forms, teacher letters and notes will be sent home from time to time. Paper copies of these will be given to your child as it applies to them or their class. In some instances, families only require the one note and it will only be given to the eldest family representative in the school.

## Website

The Durack School Website has up to date information on upcoming events, news, and information that will be useful to prospective and current parents. The web address is [durackschool.nt.edu.au](https://durackschool.nt.edu.au)

## Class Dojo

We use Class Dojo as our main form of communication from whole school and classroom teachers. Please download the app and follow the 3 easy steps to set up your account.

## Facebook

Our Facebook page also has up to date information about current events and celebrations.



To follow us on Facebook, you can like us at Durack School NT.

## Defence School Mentor (DSM)

The DSM supports Defence Force members' children to transition smoothly into and out of our school. The DSM provides relevant information to parents and assists in classrooms and at school events, and can be contacted through the school office.

The DSM position is funded through the Department of Defence.



# HOMEWORK POLICY

It is an NT Department of Education (DoE) requirement that schools develop and implement a school Home Learning policy.

For further information, please refer to the Home Learning Policy on our website.

## CANTEEN

The Canteen is open Monday to Friday every week for all students in Transition to Year 6.

Lunch orders must be placed in the classroom lunch order box each morning or ordered online before 8:45am through 'QuickCliq – [www.quickcliq.com.au](http://www.quickcliq.com.au)

Students are able to purchase over the counter snacks at recess and lunch, the canteen menu and price list is available from the school website, office or canteen and is updated as appropriate.

## HEALTH, MEDICAL AND SAFETY INFORMATION

### Sun Smart

Children are expected to wear the school hat and school uniform which are both sun smart.

Policies are in place to also ensure that our students are sun safe at all times while in attendance at school:

- School hats are to be worn at all times when the children are in the sun.
- Parents are to either supply SPF 30+ for their child to apply, or apply it before school.

For further information, please refer to the Sun Smart Policy on our website.

### Medication

Sometimes it is necessary for children to take medication during school hours. When this occurs, please bring the medication, in its original container, to the office. You will be required to sign written instructions e.g. dosage, time to be taken.

Parents must notify the school if their child is on regular medication for example: asthma, epilepsy, or diabetes. The medication information form, obtained from the school office, must be completed and all medication given to the office staff for appropriate storage.

For asthmatic students, parents must provide an asthma plan to the office. Students that self-manage their asthma may keep their inhaler in their bag or at the office.

### Illness and Injury at School

Sick children should not be sent to school, they may pose a health risk to others and may increase the severity and length of their own illness.

The school has a sick bay where children who are hurt or become ill during the school day can rest for a **short** period of time. If a child is too ill to be at school or a serious injury occurs, parents will be contacted to collect their child.

In more serious cases, it may be considered necessary to have the child taken to the local medical practitioner or to the hospital for medical attention.

***\*FAMILIES ARE REQUIRED TO ENSURE THAT THEIR CURRENT EMERGENCY CONTACT NUMBERS ARE ON ALL SCHOOL RECORDS\****

First Aid is only administered by staff members with current First Aid qualifications. They are available to assist in all emergencies.

## Infectious and Communicable Diseases

If your child has an infectious disease or a contagious condition, he/she should be kept away from school until recovered. It is requested that parents notify the school as soon as an infectious disease is diagnosed.

The full list can be found on the Territory Health website or by via the link below:

<http://digitallibrary.health.nt.gov.au/prodjspui/handle/10137/1011>

## Head Lice

It is the parents' responsibility to check and treat their children for head lice.

If we are aware of the problem, we will advise the parent that treatment is necessary. Notes are sent home if there is an incidence of head lice in the class asking all parents to check and treat on the same night.

Further information is available from Community Health Centres.

## Dental Services

A free dental service for children is provided by Territory Health Services. They can be contacted on 89 226 466 to make an appointment.

## Allergy Awareness

Our aim is to develop procedures and practices which keep students with allergies safe, therefore we ask that parents notify school staff if their child has or develops a food allergy.

We aim to keep students with allergies safe without unnecessarily isolating or excluding them from school activities or creating an unnecessarily restrictive school environment. The school ensures school staff are educated about recognising and responding to a student having an allergic reaction.

For further information, please refer to the Allergy Awareness Policy on our school website.

## Pets

Pets should be left at home regardless of their size / cuteness!

Pets create hygiene and control problems and must not be brought to school, unless prior permission has been obtained from the Principal.



# EMERGENCY PROCEDURES

## Cyclones

In the event of a cyclone becoming imminent, parents must collect their children from school immediately following the Radio Broadcast Evacuation Request.

Children should be collected from their classroom where teachers will record the time and who has collected each student. Adults other than parents may collect a child after signing the appropriate form supplied by the teacher.

If students remain at school and it becomes necessary they will be accompanied to a cyclone shelter by the Principal. Information concerning the location of the students will be posted on the front door and Social Media.

***DURACK SCHOOL IS NOT A DESIGNATED CYCLONE SHELTER.***

## Fire and other Emergencies

There is a predetermined evacuation procedure for fire or other emergencies. A continuous ringing of the fire bell signals this.

We also conduct drills, referred to as 'Invacuations', for other emergencies such as an aggressive or violent person in the vicinity of the school.

Each term emergency drills are conducted and practised, with all students and staff at the school.

## Wet Weather

In severe weather and heavy downpours of rain, students will be required to stay indoors. If the weather event occurs at the end of school, students may be required to stay at school until the danger passes.

For further information, please refer to Wet Weather Policy on our website.