

MANDURAH
BAPTIST COLLEGE
BE STRONG & COURAGEOUS

# 2027 Early Learning Handbook

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*Please note that the College reserves the right to alter or amend the information contained in this handbook. Please check the College's website to ensure that you are viewing the latest version.*

# Welcome from Head of Primary

*"Children are not a distraction from more important work. They are the most important work."* - C.S. Lewis

It is my great pleasure to welcome you to Mandurah Baptist College Primary School - a Christ-centred community where every child is known, loved, and given the opportunity to flourish. Our school is a vibrant and nurturing place where students, families, and staff journey together in learning and life.

At the core of our culture are the College Values of Faith, Growth, Relationships, Excellence, and Integrity. These values are not just words - they shape how we teach, how we lead, and how we care for each child. We are passionate about cultivating the unique God-given potential in every learner, encouraging both heart and mind to grow.

We believe that a strong, play rich foundation in Early Childhood is the beginning every child deserves - one that sparks joy, discovery, and a deep love for learning. As students grow through the Primary years, we seek to challenge and support them to become thoughtful, compassionate, and courageous contributors to their world. Mandurah Baptist College is more than just a place of education - it is a place of belonging, of possibility, and of becoming. We are privileged to partner with you in this important season of your child's life.

In the pages that follow, you'll find practical information to help you navigate daily life at our school. Should you have any questions or simply wish to connect further, please know we're always here to help.

*"Then Christ will make His home in your hearts as you trust in Him. Your roots will grow down into God's love and keep you strong."*
Ephesians 3:17–18 (NLT)

In partnership,
**Mrs Heather Dreckow** | Head of Primary



# General College Information

**Mission**
To provide an excellent education in a Christian context, developing life ready students who reflect the character of Jesus.

**Vision**
To be the school of choice in the Mandurah region, deeply grounded in our Christian faith, renowned for our holistic approach, excellent educational opportunities and pastoral care.

**Core Values**
Our Core Values as a College are;

- **Faith**
  We are committed to becoming more like Christ in all we do.
- **Growth**
  We are committed to continuously learning, improving, innovating and striving to know and reach our potential.
- **Relationships**
  We are committed to each other, caring for and protecting the MBC community.
- **Excellence**
  Excellence honours our calling and we are therefore committed to best practice and creating value for the MBC community.
- **Integrity**
  We are committed to knowing and doing what is right and behaving in a way that sets an example for the community around us.

**College Aim**
The aim of the College is to provide a comprehensive curriculum which caters for the individual needs of all students and that fosters a lifelong desire for learning and excellence. During their time with us, students are encouraged to develop:

- A love for learning and always striving to their maximum potential.
- Life skills and knowledge about utilising personal talents.
- Self-discipline.
- Respect for self and others.
- A personal awareness of God and the application of biblical principles.

**The Founding of Mandurah Baptist College**
Mandurah Baptist College was founded by the Board of Directors in 2005 after the successful establishment of Winthrop and Somerville Baptist Colleges. At its commencement, the College comprised 86 students, five teachers, one administration staff member and three classrooms. The College now caters for students from Pre Kindergarten to Year 12 with just over 1500 students currently enrolled.

**Motto**
The College motto is “Be strong and courageous”.

**Contact**
Mandurah Baptist College
22 Catalina Drive
Lakelands
WA 6180

Telephone: (08) 9583 7000
Website: www.mbc.wa.edu.au
Email: admin@mbc.wa.edu.au

Postal: PO Box 4116
Mandurah North
WA 6210

**Pastoral Care and Behaviour Management**
Staff at Mandurah Baptist College are committed to building positive and meaningful relationships with students to optimise each child's learning potential. A strong Pastoral Care program operates throughout the College for the care and nurturing of our students. The Primary School has two Chaplains and two part-time Psychologists. Should you have any concerns or issues you would like to bring to their attention, please speak to your child's teacher or call the office on (08) 9583 7070 to make an appointment.

Appropriate behaviour is expected, taught and affirmed using the 123 Magic program. Boundaries and expectations for behaviour are clearly defined and explained to students. Consistent consequences are enforced. Where appropriate, students are involved in determining boundaries and consequences, thereby encouraging them to take responsibility for their actions.

Each member of the staff and student community has the right to feel comfortable and safe at school. To this end there is no tolerance for the following:

- Vandalism
- Harassment – verbal, physical, bullying, cyber
- Possession and / or sale of illegal substances, materials or implements

For more detailed information, full policies regarding student management, bullying and pastoral care are available via the College website.

**MBC App**
The College app is used to communicate directly with parents/guardians. It works on both smart phones and smart devices (such as iPads and Android Tablets). Installation instructions are available from the South Administration Office.

**PK-12 Newsletter**
The PK-12 Newsletter is sent to parents/guardians fortnightly throughout the term via the College App.

**Parents and Friends**
Parents are very welcome to be part of Parent and Friends (P&F) at Mandurah Baptist College. The College will notify parents of when the P&F meetings will be held.

**Custody Arrangements**
The College must be notified in writing of any changes to your child's custody arrangements. If a shared Parenting Plan is in place, please provide the College with any paperwork relevant so communication rules can be put in place.

**College Administration – Primary**
The South Administration Block is open Monday to Friday, excluding Public Holidays. The office hours are 8.00am to 4.00pm with any variations of opening times communicated to families.

**Storypark**
Storypark is used to document and communicate your child's learning in the early years.

# Statement of Philosophy



The Mandurah Baptist College (MBC) Early Childhood Education (ECE) Statement of Philosophy outlines the principles under which our College operates from Pre Kindergarten through to Year 2.

Our Statement of Philosophy reflects the principles of the National Quality Framework, the Early Years Framework, the Western Australian Curriculum and Assessment Outline, the Kindergarten Curriculum Guidelines and the Mission, Vision, and Values of Mandurah Baptist College. It guides the decisions, policies and daily practices of all staff working within the early years at MBC and assists in planning, implementing and evaluating quality experiences for all children.

Our Statement of Philosophy underpins consistency and continuity in working with children and their families from their entry into the College at Pre Kindergarten to the end of Year 2. It guides the development of shared, common and clear goals and helps create a united staff team.

Our Statement of Philosophy is a fluid and 'living' document that changes as new insights are gained and practice is evaluated. It is reviewed annually.

To read our most current Statement of Philosophy please visit out College website at www.mbc.wa.edu.au and choose 'Our School' then select 'ELC & Primary School' and then 'Teaching and Learning'.

# Curriculum



# Pre Kindergarten and Kindergarten

At MBC, our Kindergarten programs are guided by the Early Years Learning Framework and the Western Australian Kindergarten Curriculum Guidelines. When planning our learning experiences, our curriculum is not based around set subjects such as Mathematics, Science and English, rather learning experiences are integrated through inquiry and play. Fundamental to this framework is a view of children's lives as characterised by belonging, being and becoming.

There are five key learning areas that form the foundations of the Early Years Learning Framework :

**Identity**
Children will be encouraged to act with increasing autonomy and inter dependence whilst feeling safe, secure, accepted and supported. They will build knowledge and confidence in their self-identities whilst being encouraged to interact with care, empathy and respect towards others.

**Connecting and Contributing**
Children will work together to develop their skills for communication and inquiry in relation to themselves and their world. They will learn to explore diversity and respond with respect towards people and the environment.

**Wellbeing**
Children will become strong in their social and emotional wellbeing whilst becoming increasingly more responsible for their own health and physical wellbeing.

**Learning and Thinking**
Children will develop a positive disposition for learning and in so doing develop a range of skills and processes for learning and thinking. They will engage in creative and inventive ways of thinking whilst extending numeracy in a personally meaningful way.

**Communicating**
Children will interact verbally and non-verbally with others for a range of purposes whilst extending their literacy practices in a personally meaningful way. They will understand how symbols and patterns work and express their ideas and make meaning using a range of media. Children will explore resources, tools and information communication technologies to represent ideas and their thinking.

# Pre Primary

At MBC, our Pre Primary follows the Western Australian Curriculum under the guidance of the Early Years Learning Framework.

**Reading and Writing**
At age four or five, children are in the role play stage of development. They notice signs and symbols, pretend to read, and retell familiar stories from memory. They begin to understand that speech can be written and use scribbles, letters, or numbers to represent writing. Encourage all early attempts. Over time, they start writing simple sentences using familiar words and letter-sound knowledge.
Over the course of the year, children begin to apply their growing knowledge of phonics and sight words to their reading of texts and environmental print.

**Specialist lessons**
In Pre Primary, children enjoy weekly specialist lessons in Digital Technologies, Music, and Physical Education. These lessons are designed to be developmentally appropriate, supporting their growth and learning. Digital Technologies introduces young learners to basic skills, while Music and Art lessons fosters creativity and self-expression. Together, these specialist subjects enrich the Pre Primary curriculum, helping children develop a well-rounded set of skills.

**Mathematics**
Children are taught Mathematics in the following areas: Measurement and Geometry; Number and Algebra; Statistics and Probability and Working Mathematically. In Pre Primary, children learn to count, compare quantities, explore size and patterns, and describe position and order. They begin to use number words, name shapes, sequence events, and sort objects by similarities and differences, all while developing their mathematical language and thinking.

# Year 1 and 2

In accordance with the School Curriculum and Standards Authority of Western Australia, Mandurah Baptist College's teaching and learning programs for Year 1 and Year 2 operate within the guidelines of the Western Australian Curriculum. The Primary School curriculum covers eight major learning areas which include:

- English
- Mathematics
- Health and Physical Education
- Humanities and Social Sciences
- Science
- Technologies - Digital and Design
- The Arts - Music, Drama, Visual Arts
- Languages - French
- Christian Education

Further information about these programs can be obtained from your child's teacher.

# Assessment

**Pre Kindergarten and Kindergarten**
We believe that every child's educational journey is unique. In Pre Kindergarten and Kindergarten, we use a digital program called Storypark which allows us to connect home and school and creates a supportive environment for your child's transition into the school setting. Ongoing feedback is provided to parents and guardians through Storypark. This feedback, in the form of annotated photographs or short videos, demonstrates to parents how their child is progressing in terms of the key ideas and content as set out in the Early Years Learning Framework. Formal written reports are not provided in Pre Kindergarten or Kindergarten.

Students will participate in a screening process with Kern Health, for speech and other developmental milestones which will help our Educators to know how to support your child at school. Parent Teacher meetings will be held in Term 1. These meetings provide an opportunity for teachers to discuss with parents how their child is settling into Pre Kindergarten and Kindergarten and identify areas of strength. At this time, any concerns about your child's development will also be discussed, along with any referrals for additional support or therapy.

Parents and guardians are also regularly encouraged to contact the College if they require further information about their child's progress.

**Pre Primary**
Children's work holds great meaning for them, and we encourage you to engage with their learning both through Storypark and within the classroom. In Pre Primary, many learning experiences focus on the process rather than producing tangible end products. Much of your child's work is kept in their scrapbooks, which include examples of specific skills and concepts, regular work samples, and photographs. Anecdotal records and Storypark stories are also used to document your child's learning and connect it to the Western Australian Curriculum. While Storypark remains a key communication tool, it is used differently than in Kindergarten—it serves as a platform for ongoing communication rather than formal reporting.

Feedback on your child's progress is available upon request and through formal semester reports, Parent-Teacher Interviews, and the Open Night Learning Journey. Should any concerns arise, we will proactively contact you to discuss strategies for support.

**Year 1 and Year 2**
Students' work is highly valued, and we encourage you to engage with their learning through Storypark and classroom activities. In Year 1 and Year 2, learning focuses on both process and outcomes, reflecting growing skills and concepts. Your child's work is regularly documented in workbooks with samples and evidence of skill development, alongside anecdotal records and Storypark posts aligned with the Western Australian Curriculum. While Storypark remains an important communication tool, it now serves primarily as a platform for ongoing communication rather than formal reporting.

Feedback on your child's progress is available upon request and through formal semester reports, Parent-Teacher Interviews, and the Open Night Learning Journey. Should any concerns arise, we will promptly contact you to discuss strategies to support your child's development.

**Learning Support in Early Childhood**

At Mandurah Baptist College, we are committed to ensuring every child has the opportunity to thrive. Our Early Childhood Learning Support Program provides targeted assistance for students with additional learning needs through a combination of in-class support and focused, small-group or individual intervention.

Our experienced team works closely with classroom teachers to create inclusive learning environments that cater to diverse needs, while also delivering intensive support sessions tailored to students who have specific goals as part of their additional needs. By identifying needs early and responding with care, consistency, and collaboration, we aim to build strong foundations in learning, confidence, and independence during these vital early years.

We value partnership with families and believe that early, supportive intervention can make a lasting difference in each child's learning journey.



# General Early Learning Information



## Orientation Programs

### Pre Kindergarten and Kindergarten

In Term 4, a 'Stay and Play' session will be held in the Pre Kindergarten classroom, inviting children and parents to join staff for a morning of play, connection, and familiarisation. A Parent Information Session, including a Q&A, will also take place to help families feel prepared for the year ahead.
Kindergarten Orientation details will be mailed to families in Term 3 before the starting year. The program includes Play and Learn sessions, a Parent Information Session, and a short orientation visit.

### Pre Primary, Year 1 and Year 2

Our Early Childhood transition sessions are thoughtfully designed to support children as they prepare for the year ahead. Over two days in late Term 4, children will spend time in each of our three early learning environments, engaging with all three year-level educators. These sessions provide a gentle and supportive introduction to new spaces, faces, and routines.

The focus is on building relationships, developing a sense of familiarity, and nurturing each child's confidence as they approach a time of change. By creating opportunities to connect, explore, and feel secure in their new surroundings, we aim to ensure that every child transitions into their next stage of learning feeling supported, understood, and ready to thrive.

### School Days

Doors to all classrooms will open at 8.30am. The second bell is at 8.35am.

The Pre Kindergarten day will conclude at 2.50pm.
The Kindergarten day will conclude at 3.05pm*.
All other classes will conclude at 3.05pm.

**Parents of Kindergarten students who also need to pick up older siblings can collect Kindergarten students from 3.00pm.*

### Pre Kindergarten and Kindergarten Days

Pre Kindergarten – Tuesday and Thursday.
Kindergarten A & C – Monday, Thursday and alternating Wednesdays.
Kindergarten B & D – Tuesday, Friday and alternating Wednesdays.

### Alternating Wednesdays

In Kindergarten, students attend a five day fortnight. Please see the Kindergarten calendar to find the days and dates that your child will be attending.

### Assemblies

Primary School assemblies are held most weeks on Thursdays at 9.00am. Parents/guardians will be notified about the details of Primary School assembly dates and the class involved via the College App and Term Calendar. Students are to wear their full summer or winter school uniform for the assembly. No uniform passes will be issued unless a note from the parent/guardian is provided. Assemblies are attended by students in Year 1 and 2, and by Pre Primary students from Semester 2.

# Getting Started

**Developing Independence**
We encourage children to develop independence while fostering interdependence. Please support this by allowing them to take responsibility for tasks such as unpacking their bags and putting away their hats.

**ELC Gates**
The Early Learning Centre gates are locked from 8:55am to 2:50pm daily. During these times, all parents and visitors must enter via the South Administration Office and sign in before heading to the ELC.

**Parent Help**
Parent helpers enrich our programs by enabling more diverse learning opportunities. A termly roster will be displayed in the classroom. Helpers assist with activities and enjoy seeing their child interact and learn. All parent helpers must sign in at the South Administration Office and wear a name tag during their visit.

**Volunteers**
All volunteers (including for excursions or events) must sign in at the South Administration Office. Please check with Reception for any role-specific requirements.

**Volunteer Working with Children Check Card**
All volunteers who are over 18 years of age and who are not a parent/guardian of a student in the College must have a Working with Children Check (WWCC) Card to be able to carry out volunteer work in the College. This means all other relatives, including grandparents, need to gain a WWCC to volunteer at the College.

If the person has a current WWCC Card and is volunteering at the College, it will be necessary for them to provide their WWCC number when they sign in at the office. If they are volunteering on an excursion, they must provide their WWCC number on a volunteer form before the excursion. Grandparents and extended family members will not be able to volunteer at the College without either a WWCC Application Receipt or a current WWCC Card. WWCC paperwork can be handed in to Reception to be signed should you need to apply for a new card.

**Toys**
Please keep toys at home unless requested for a learning activity. This helps prevent loss, breakage, or conflict. Our classrooms are war-toy free, and violent play is discouraged.

**Birthdays**
We enjoy making children feel special as they celebrate birthdays. You are most welcome to send an item to share with your child's classmates. The most manageable method is to send individual iced cupcakes for each child. Please inform your child's teacher before sending any food items to school. Party invitations should be handed to teachers for discreet distribution.

***Please note that we strongly discourage ALL NUTS & NUT PRODUCTS for the safety of our students with severe allergies.*

**Medication**
If your child needs to take any medication during the school day (e.g. antibiotics) the parent/guardian must complete an Authority to Administer Medication form. Parents/guardians may also come to the College during the day and administer medication to their child, after signing in through the South Administration Block.

**Toileting (Pre Kindergarten and Kindergarten)**
To help your child settle confidently into Pre Kindergarten/Kindergarten, all children must be fully toilet trained before starting the program. This means your child should no longer be wearing nappies and must be able to manage toileting with minimal help.

What this looks like:
- Recognising when they need to go and getting to the toilet on time
- Wiping, flushing, and washing hands independently
- Redressing themselves with little assistance

These important self-care skills support your child's independence and readiness for school life. We understand that accidents may occasionally happen, and our staff will always respond with care and discretion. However, ongoing toileting issues will require a conversation with families to plan the best support for the child moving forward. We thank you for your support in ensuring a positive start for all children in our learning environment.

# Student Drop Off & Pick Up Information



**Arriving at School**
If you arrive early and the classroom door is shut or outside gate is locked, we want you to know that we are preparing for the day and would appreciate that you wait until the door or gate is open.

*Pre Kindergarten, Kindergarten and Pre Primary:*
Once the door is open, please bring your child into the classroom rather than letting them come in by themselves (for safety reasons) and in case we need to speak with you.

Children with their parents can move onto a book, puzzle or 'early birds' activity located on the tables. Once children hear the second bell at 8:35am, this is the signal to put away their activities and for parents to give a clear and defined goodbye. This allows children to become secure that you will always let them know when you are leaving, and gives our staff the opportunity to start their day.

*Year 1 and Year 2*
Parents are welcome to drop their children off at 8.30am or enter the classroom with them until 8.35am.

**Leaving your child**
Some children may experience some separation anxiety and become distressed at their parents leaving them, however, sometimes the best (and hardest) way is to simply leave your child with the teachers, wave goodbye and leave. We will contact you if your child is inconsolable.

**Child Collection Arrangement**
An Authority to Pick-Up Form will be sent out at the commencement of the year for you to list people who may collect your child. We have this policy in place to protect you and your child and feel that any inconvenience caused is worthwhile to ensure your child's safety.

**Pick Up Arrangement**
*Pre Kindergarten, Kindergarten and Pre Primary*
Children in Pre Kindergarten, Kindergarten and Pre Primary must be collected at their classroom by a parent or caregiver, or by another adult who has been identified on the Authority to pick up forms provided to the College. Students in these classes are not permitted to be collected by an older (school aged) sibling.

At the end of each day the children will be seated on the mat ready to go home. When the door opens (2:50pm - Pre Kindy, 3:00pm - Kindy, 3:05pm - Pre Primary), we will dismiss each child when we see you. This allows for a safe handover to you. If someone different is to pick up your child from Pre Kindergarten, we ask that you notify us beforehand by informing the Administration Office.

We appreciate you making the effort to be punctual, to reduce any worry from your child. If you are running late, please inform the Primary Administration so that arrangements can be made. This is an occasional arrangement only.

*Year 1 and Year 2*
Students can be picked up from the classroom can make their way to Kiss & Drop or the bus.

**Camp Australia**
For parents requiring earlier drop off or later pick up on school days, we have an OSHC program run onsite at school. Camp Australia is available to students from Kindergarten to Year 6, from 6:30am and to 6:30pm. Please see the College website for more information.

**Late Arrival or Early Pick Up**
When a parent or caregiver is required to collect a student from the College during school hours, and upon their return, please report to the South Administration Block. You will be required to sign a register indicating that the child has been taken from the school premises or returned to class. This is the same requirement should a student arrive late to school, after the commencement bell, or should a student need to leave early, before the official end of the school day.

**Absentees**
Accurate record keeping of school attendance is a legal requirement for the College, therefore all absences must be notified. When unexpected absences occur or if your child is unwell, please make a call by 9.00am on the day that your child is away to the South Administration Block (08) 9583 7070. The College can also be notified via email or the College App of any student absences. Upon their return to school, a note signed by the Parent/ Guardian must be given to the relevant teacher. A medical certificate may be required to explain prolonged absences.

# Uniform



Mandurah Baptist College has established a uniform code which states that all students who attend the College will be required to wear College uniform. This contributes to:

- The fostering and enhancement of the public image of the College;
- Improving morale, team spirit and pride in the College;
- Ensuring that students are safely dressed for College activities;
- Encouraging equity among students, reducing rivalry;
- Identifying non-College children on campus.

All children are required to wear the College uniform in a manner which is a credit to the student and the College.

**Uniform Shop – WestWear Mandurah**
Shop details:
Address: 2/51 Gordon Road, Mandurah

Opening Hours:
Monday to Friday: 8.00am to 4.00pm
Saturday: 9.00am to 12.00pm

Payment options:
Debit card, credit card and PayPal

Families are welcome to visit the store to purchase uniforms in person, or uniforms can be ordered online through the WestWear website linked here.

For any questions, contact WestWear on 0466 810 226.

Please see the Uniform Policy located on our website here for more information.



# Health, Safety & Wellbeing



**Immunisation**
The College is not permitted to enrol a child in the school before the child's compulsory education period unless the child has the required up-to-date immunisation-related documentation or is exempt.
Please refer to the Department of Health website for more information.

The College will only enrol a child:
- whose AIR Immunisation History Statement (no more than two (2) months old) is 'up to date';
- who if following an approved catch-up schedule as indicated on the child's AIR Immunisation History Form (no more than six (6) months old);
- who has a valid immunisation certificate issued or declared by the Chief Health Officer; or
- if satisfied the child is exempt because of particular family circumstances.

If your child has further immunisations after enrolment, please provide an updated Immunisation History Statement prior to their start/commencement date.

**Illness**
Although it may be inconvenient, please do not send children to school if they are sick. Remember the impact on other families. If your child is ill, or absent, a signed note should be given to the teacher when your child returns.
The following illnesses require exclusion from school:
- Chicken Pox
- Head Lice
- Mumps
- School Sores
- Cold Sores
- Diarrhea
- Influenza
- Vomiting
- Measles
- Ringworms

## Infectious Diseases

The danger from the presence at school of children suffering from infectious diseases arises chiefly from their attendance at two periods:
- Whilst suffering from the early symptoms.
- When convalescent from the disease but still retaining some infection in their person or apparel.

Public Health Regulations for exclusion stages are set for your information:

**Chicken Pox:** Exclude from school. Re-admit when sufficiently recovered. Some remaining scabs are not an indication for continued exclusion. Contacts: do not exclude.

**Measles:** Exclude from school. Re-admit on medical certificate of recovery, or 7 days after appearance of the rash if well. Contacts: do not exclude immunised contacts. Non-immunised contacts should be excluded for 13 days after the appearance of rash in the last case identified in the school.

**Mumps:** Exclude from school. Re-admit on medical certificate of recovery. Contacts: do not exclude.

**Ringworm:** Exclude from school. Re-admit on medical certificate of recovery that the child is no longer likely to convey infection. Contacts: do not exclude.

**Rubella:** Exclude from school. Re-admit on recovery.

**Scabies:** Exclude from school until effective treatment has been instituted. Family contacts will probably be infested and should be treated.

**Nits-Pediculosis:** Exclude from school until effective treatment has been instituted and most nits removed from hair. Contacts: family contacts will probably be infested and should be treated. Weekly checking is recommended.

**School Sores: Impetigo:** Exclude from school until effective treatment (including the proper use of occlusive dressings) has been instituted.

**Slap cheek:** Children with slap cheek are not required to be excluded from school. By the time slap cheek has been identified, the child is no longer contagious.

**Gastroenteritis:** The faeces and vomit of a person with gastroenteritis are usually infectious from the time the person begins feeling ill until at least 48 hours after symptoms have stopped. Keep children home from school for at least 24 hours after symptoms have stopped.

More information on these and other communicable diseases are available on the WA Health Departments website.

## Health Services

**School Nurse**
Regular visits are made by the School Nurse, enabling children to receive health checks from Pre Kindergarten onwards. Children may be referred to other agencies for support and remediation. Parental approval is sought and full details of any remedial action will be advised to parents.

**Dental Therapy**
The School Dental Service (SDS) is a public health program and provides free general dental care to students attending a Western Australian Department of Education recognised school aged five to 16 years or until the end of Year 11. The SDS is delivered state-wide through fixed and mobile dental therapy centres (DTC) collocated with some schools. Students are provided with an initial course of care during the first year of full time school and are then placed on a waitlist to receive a check-up at a future date subject to their clinical needs. Urgent dental care is provided as required.

To enroll your child/children in the School Dental Service, please contact the Oakwood Dental Health Services on 9586 7622. The Centre is located at Oakwood Primary School, 1 Oakwood Gate, Meadow Springs 6210.

**Chaplain**
The Primary School is committed to building and maintaining positive and meaningful relationships with students and MBC families to optimise each child's learning potential and their wellbeing. The Primary School has two Chaplains and School Psychologists who are available to support the educational, social, and emotional wellbeing of our students. Should you or your child have any concerns or issues you would like to bring to the attention of the chaplain or psychologists, please feel free to call us on (08) 9583 7070, or you can email directly to our Chaplain Mark Fulwood on markf@mbc.wa.edu.au or our School Psychologists Mrs Tina Gratton on tinag@mbc.wa.edu.au and Mrs Nici van Eck-Viljoen on niciv@mbc.wa.edu.au.

# Complaints Policy



Mandurah Baptist College is a community and as such there will be times when parents/guardians will wish to make suggestions, may have a complaint or raise a concern that needs addressing. Mandurah Baptist College takes these issues seriously and welcomes such feedback.

***A complaint will be treated as an expression of genuine dissatisfaction that needs a response.***

Mandurah Baptist College wishes to ensure that:

1. Parents/Guardians have an understanding of how to make a complaint should the need or situation arise.
2. Mandurah Baptist College responds within a reasonable time frame and in a courteous and efficient manner.
3. Parents/Guardians understand that they are listened to and that complaints are viewed as serious.
4. Action is taken where appropriate.

Mandurah Baptist College Complaints Policy and Procedure can be found here on the College website here.

