



**TYNDALE**  
CHRISTIAN SCHOOL  
God's Truth Prevails

MURRAY BRIDGE

# 2024 STUDENT HANDBOOK

## WILLIAM TYNDALE

William Tyndale lived in England over 500 years ago. Way back in those times, many people who loved Jesus could go to Church, but they could not read the Bible. It was written in Latin, a language most people did not know.

Most people could not afford to go to University to study and read the Latin language like church leaders and rich people were able to do, so they could only find out what the Bible said from others.

Tyndale rewrote quite a bit of the Bible in the English language so that the English people were able to understand more easily that Jesus loved them and had a plan for their life. They could learn for themselves how Jesus wanted them to live.

Powerful people in England did not agree with giving the Bible to everyone and this made them angry. Tyndale escaped to another country, because some of these people wanted to kill him.

Eventually, he was captured and the powerful people of that time had him killed.

William Tyndale is an important person in our history, because he made a way for us to have the Bible in our own language. He thought it was so important to give us this opportunity that he was prepared to die to make it happen.

## COMMUNITY OF HONOUR

### GOD'S TRUTH PREVAILS (SCHOOL MOTTO)

The Tyndale Christian School Motto explains the main belief our School wants to represent. As a Christian school, we have chosen a few words to explain what we believe about God.

What God has set up as the truth will not change. God created the truth and He makes sure that we can depend upon this truth not changing. We can depend upon what God says, because He is truthful and unchanging too. The Bible teaches us that no matter what happens throughout history, God's plans will be successful and He will get done exactly what He has planned to do. God's Truth Prevails proclaims that His truth will ultimately be shown as superior in its scope, strength, power and influence over creation.

The School motto is proudly displayed on our School logo.



# 2024 TERM DATES

## Term 1 - 10 Weeks

Monday 5 February - Friday 12 April  
Last Day of Term - Dismissal 3:15pm

## Term 2 - 10 Weeks

Monday 29 April - Friday 5 July  
Last Day of Term - Dismissal 3:15pm

## Term 3 - 10 Weeks

Monday 22 July - Friday 27 September  
Last Day of Term - Dismissal 3:15pm

## Term 4 - 9 Weeks

Monday 14 October - Thursday 12 December  
Last Day of Term - Dismissal 3:15pm

# PUBLIC HOLIDAYS AND PUPIL FREE DAYS

|                         |                       |
|-------------------------|-----------------------|
| <b>Adelaide Cup</b>     | Monday 11 March       |
| <b>Good Friday</b>      | Friday 29 March       |
| <b>Easter Monday</b>    | Monday 1 April        |
| <b>Anzac Day</b>        | Thursday 25 April     |
| <b>Pupil Free Day</b>   | Monday 29 April       |
| <b>King's Birthday</b>  | Monday 10 June        |
| <b>Pupil Free Day</b>   | Monday 22 July        |
| <b>Labour Day</b>       | Monday 7 October      |
| <b>Pupil Free Day</b>   | Monday 14 October     |
| <b>Christmas Day</b>    | Wednesday 25 December |
| <b>Proclamation Day</b> | Thursday 26 December  |
| <b>Additional Day</b>   | Friday 27 December    |

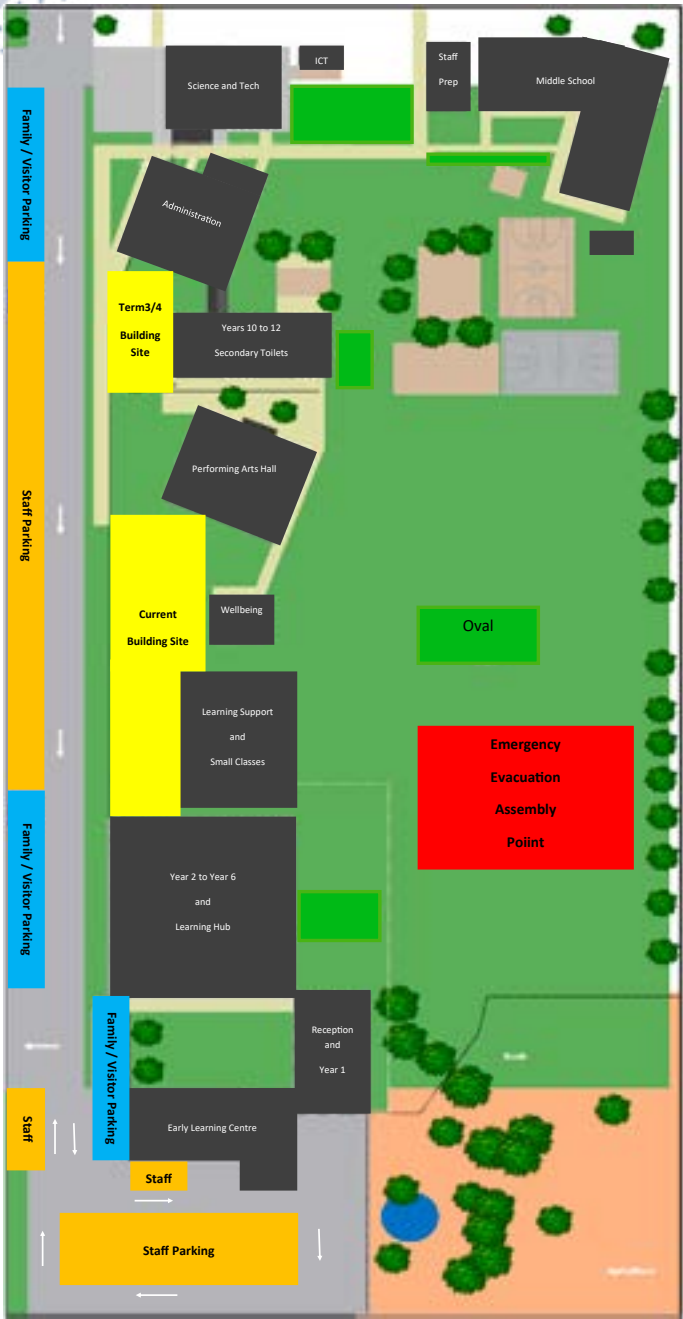
# DAILY TIMETABLE

|               |   |
|---------------|---|
| Home Group    | 8:45am - 9:00am   |
| Lesson 1      | 9:00am - 9:45am   |
| Lesson 2      | 9:45am - 10:30am  |
| Lesson 3      | 10:30am - 11:10am   |
| <b>Recess</b> | <b>11:10am - 11:30am</b>  |
| Lesson 4      | 11:30am - 12:15pm   |
| Lesson 5      | 12:15pm - 1:00pm (eating time 12:50pm to 1:00pm for Junior School only) |
| <b>Lunch</b>  | <b>1:00pm - 1:40pm</b>  |
| Lesson 6      | 1:40pm - 2:25pm   |
| Lesson 7      | 2:25pm - 3:10pm   |
| Home Group    | 3:10pm - 3:15pm   |

## PUNCTUALITY

The school day begins at 8:45am and students must be at school by 8:40am to avoid lateness.

CAMPUS MAP



## SCHOOL HYMN

### "BEFORE THE THRONE OF GOD ABOVE"

Before the throne of God above  
I have a strong, a perfect plea:  
A great high priest, whose name is Love,  
Who ever lives, and pleads for me.  
My name is graven on His hands,  
My name is written on His heart;  
I know that while in heaven He stands  
No tongue can bid me thence depart.

When Satan tempts me to despair,  
And tells me of the guilt within,  
Upwards I look, and see Him there  
Who made an end of all my sin.  
Because the sinless Saviour died,  
My sinful soul is counted free;  
For God, the just, is satisfied  
To look on Him and pardon me.

Behold Him there, the risen Lamb,  
My perfect, spotless righteousness,  
The great unchangeable I AM,  
The King of glory and of grace!  
One with Himself, I cannot die;  
My soul is purchased by His blood;  
My life is hid with Christ on high,  
With Christ, my Saviour and my God.

## NATIONAL ANTHEM

### "ADVANCE AUSTRALIA FAIR"

Australians all let us rejoice,  
For we are one and free;  
We've golden soil and wealth for toil,  
Our home is girt by sea;  
Our land abounds in Nature's gifts  
Of beauty rich and rare;  
In history's page, let every stage  
Advance Australia fair!  
In joyful strains then let us sing,  
"Advance Australia fair!"

Beneath our radiant Southern Cross,  
We'll toil with hearts and hands;  
To make this Commonwealth of ours  
Renowned of all the lands;  
For those who've come across the seas  
We've boundless plains to share;  
With courage let us all combine  
To advance Australia fair.  
In joyful strains then let us sing  
"Advance Australia fair!"

*Words and Music by Peter Dodds McCormick*

## THE AUSTRALIAN OATH OF CITIZENSHIP

From this time forward under God, I pledge my loyalty to Australia and its people, whose democratic beliefs I share, whose rights and liberties I respect, and whose laws I uphold and obey.

## ACKNOWLEDGMENT OF COUNTRY

We acknowledge that Tyndale Christian School, Murray Bridge is on the land of the Ngarrindjeri people, the traditional custodians of God's earth in this place. We pay our respects to the Elders past, present and future and recognise their connection to land, water and culture. We pray that as we journey together into the future that we will continue to honour our shared calling to be good stewards of the creation that God has provided for us here.

## HOUSE TEAMS



**UNAIPON – YELLOW: DAVID UNAIPON (1872 – 1967)** features on the Australian \$50 note. He was a famous inventor, writer and public speaker. He was also a pastor at the Raukkan Community. As an inventor, he designed Australia's first mechanical shearing hand piece. He also researched and designed a propeller similar to that of the rotor on a helicopter based on the flight principles of a boomerang. David Unaipon was one of the first indigenous people to write and publish a book. He also wrote for newspapers and was a highly sought after public speaker. If you look at the background of the \$50 note on which he is portrayed, you will notice a church. This church is still in use and was the centre of worship for the community in which he lived. We are indeed privileged to call one of our houses Unaipon!

**TAPLIN – BLUE: George Taplin (1831 – 1879)** was a Congregationalist minister who worked in Aboriginal missions in South Australia, and gained a reputation as an anthropologist, writing on Ngarrindjeri lore and customs. George Taplin had a keen interest in Ngarrindjeri culture, learned their language, and published Biblical writings in the local dialect. He also wrote on Ngarrindjeri lore and culture, which have great anthropological value. He believed that the best chance for the people to advance was to gain acceptance in European society, and that literacy, adoption of Christian values, and learning trades were essential steps in that process.

**MITCHELL – GREEN: Dame Roma Mitchell (1913 - 2000)** was born in Adelaide in 1913. She descended from a family of lawyers. Dame Roma excelled as a scholar, becoming dux of her school in two consecutive years and went on to study music, dance and law at Adelaide University. While at university she formed the Women Law Students' Society because she was barred from joining the Students' law Society.

Throughout her legal career, Dame Roma challenged many traditions that discriminated against women. In doing so she became: a partner in a legal firm, a barrister, an Australian representative at the UN, Australia's first female Queens Counsel, Australia's first Commonwealth female Supreme Court Judge and Governor of South Australia after serving as Chancellor of Adelaide University.

**HAMMOND – RED: Ruby Hammond (1936 - 1993).** The State Parliament Seat of Hammond, in which the Murray Bridge community resides, is named after Ruby Hammond. Ruby was an Aboriginal activist and public servant. Ruby's Mum was of the Western Arrernte people.

Ruby attended the Blackford (Murrabina) School and later Kingston Area School, completing the Intermediate Certificate. On moving to Adelaide, Ruby pursued a life in politics. Her interest was in the needs of urban Aboriginal people especially through the Council of Aboriginal Women of SA. She was a proficient public speaker, participated in numerous events and organisations nationally and internationally. Ruby also served with the Aboriginal League of Rights Movement and studied to achieve a Bachelor of Arts.

## STUDENT LEADERSHIP

- » Student leadership is an important part of the School. The Student Leadership Team is comprised of Pastoral Care Group Captains.
- » Student Leaders are appointed by the School Leadership Team and work closely with the Deputy Principal - Pastoral Care and other staff in many roles and responsibilities.
- » Student Leaders are expected to be good models of behaviour and are expected to perform their roles and responsibilities to the best of their ability with a servant's heart. They may be required to assist at official functions.

## HEALTH CARE

Students who are unwell or injured are to report to their Pastoral Care Group teacher or yard duty teacher. A student who is obviously very unwell or injured will be sent home once the parent has been notified. In emergency cases an ambulance will be called.

## MEDICATION MANAGEMENT

Medication will not be issued to any student without a current medical action plan or notification from a Medical Practitioner, Pharmacist or Specialist for its specific use. All medications must be presented to the front office where it will be entered onto a medication register. Administration and management of medications will be carried out in line with Policy S1.21 Medication for Students. Parents/guardians are responsible for reporting medical updates or changes in management to the front office.

## ILLNESS OR INJURY

All Tyndale staff members have current Basic Emergency First Aid certificates. These certificates reflect achieved skills and knowledge to recognise and respond to life threatening emergencies using basic life support measures. Staff are authorised to administer basic first aid to minor injuries in the yard and classroom in line with the staff member's qualifications.

In an emergency, first aid is the most appropriate management; Tyndale staff members are trained to respond appropriately.

Minor injuries are defined as injuries that do not require professional medical treatment.

Injuries of significance or those requiring further management are referred to the Front Office.

Any illness or injury that requires more than first aid management/treatment will be referred for medical follow-up either via parent pick up or transported by ambulance to a Hospital Emergency Department.

## STUDENT CONDUCT AGREEMENT

Tyndale Christian School is a learning community where the values of respect, integrity, service and excellence (RISE) are upheld. These values underpin our School standard and guidelines.

### SCHOOL STANDARD:

I am responsible for my own actions.

### SCHOOL GUIDELINES:

#### GUIDELINE 1

I will come to class prepared to learn.

#### STUDENT EXPECTATIONS:

- » Being neat, tidy, orderly and punctual at all times.
- » Wearing all parts of the school uniform correctly.
- » Lining up punctually, orderly and quietly outside the classroom and under the verandah.
- » Entering the room sensibly and organising their things for the day.
- » Bringing all necessary equipment for Specialist lessons.

#### GUIDELINE 2

I will follow the instructions of teachers and adult helpers, while doing my best at all times.

#### STUDENT EXPECTATIONS:

- » Giving my best effort towards all learning activities.
- » Showing respect to all adults and obeying teachers, non-teaching staff and parent helpers.
- » Being courteous and showing common-sense behaviour at all times.
- » Demonstrating a willing attitude to serve others where appropriate.
- » Respecting others during Devotions, Chapels and Assemblies.

#### GUIDELINE 3

I will make safe choices to protect and care for myself, other people and their things.

## **STUDENT EXPECTATIONS:**

- » Behaving in a safe, considerate way in all class activities and in the yard.
- » Respecting personal property, school property and the property of others.
- » Respecting other people's bodies by not threatening, harming or inappropriately touching other students
- » Caring for the safety and wellbeing of my own body.
- » Entering classrooms or buildings only if a teacher is present.
- » Mobile phones and electronic devices are not permitted at school.
- » Using electronic equipment provided by the school safely and appropriately.
- » Showing courteous and proper behaviour to and from school, at bus stops, on public transport, riding bicycles or walking. (No bicycles, skateboards, rollerblades, scooters or skate shoes ridden on the school grounds. Bicycles must be walked from the school gate to the bicycle rack and vice versa.)
- » Walking carefully (not running) around corners of buildings or along/under verandahs.
- » Playing only in those areas designated within the class boundary guidelines.

## **EXTRA CONSIDERATIONS**

- » The trading or selling of items between students on an individual basis is not appropriate. As part of official school fundraising efforts however, items may be bought or sold.
- » Due to the increasing incidence of anaphylactic reactions, we discourage the sharing of food between students.
- » Although such practices are not encouraged in the school yard, students occasionally gift items or small monetary amounts to other students. In these situations both parties must be aware of what is occurring and agree to the nature of the exchange.
- » For safety reasons, we request that no dogs be brought by parents or students onto school grounds. Students should check with their teachers before seeking to bring any animal to school, whether for educational reasons or otherwise.

## **OUT-OF-BOUNDS AREAS**

- » Students must remain in open visible areas and not go behind classrooms or beyond the designated areas.
- » No communicating or talking to outside persons at the school fence before, during and after school hours.

## **SPECIAL PERMISSION NEEDED**

- » Leaving school grounds – students are not permitted to leave school grounds between arrival time and 3:15pm without signed permission in the diary from the Principal or respective Pastoral Care Leader. All students doing so need to sign out at the front office.

## **TIDINESS**

- » Yard tidiness is the responsibility of all students. Rubbish must be placed in the appropriate bin.
- » Each class must clean up their room and remove any rubbish by the end of each day.
- » Each class is responsible for a yard clean up area.

## **EXCURSIONS**

- » Any student on an excursion is an ambassador for Tyndale Christian School.
- » School Code of Behaviour applies on excursions.
- » Students must wear normal school uniform on excursions unless given instructions otherwise by the teacher in charge of the excursion.
- » Students must return a completed and signed consent form to participate in an excursion out of the local area.
- » Verbal consent of parents via phone is not considered adequate to allow a student to participate in an excursion.



## VISITORS TO THE SCHOOL

Students are advised that no private visits from friends will be allowed unless there is a genuine reason. If friends arrive in the yard, they should be advised to report to the front office. Any teacher on duty will make the same request. No visitor should be in the yard without a visitor's badge.

## LUNCH

Early Years and Primary children spend 10 minutes eating their lunch under supervision of a teacher. Following this, the 'play bell' rings and the children are allowed to leave their classroom.

## FOOD AND DRINKS

- » All lunch boxes and drink bottles must be clearly labelled.
- » These must be kept in the child's bag. In summer, we recommend a 'cooler bag' or the like be used to keep lunches and drinks cool and fresh.
- » Students are encouraged to eat healthy food.
- » Please take note that Tyndale Christian School - Murray Bridge is a nut aware school.

## ABSENCE/LATENESS/LEAVING EARLY

- » If a student is going to be absent from school a parent must advise the front office by 9:00am on the day of the absence.
- » If your child arrives late to school you are required to take them to the front office and 'sign them in', before going to a pastoral care room.
- » Should you need to pick your child up early (e.g. dentist, doctor appointment, etc) you are required to go to the front office and 'sign them out'.
- » If your child returns to school that day, he/she must be 'signed in' at the front office.
- » Where parents are seeking to take students on holidays **during term time** an official *Application for Exemption from School Attendance form (i.e. ED175)* must be submitted.
- » Students who are habitually and chronically late or absent are at risk of decreased success with their schooling. More than 10 unexplained absent days a term places students in a chronic category. More than 5 unexplained absent days a term places students in the habitual category.

# LEARNING HUB BORROWING

- » Children must have a library bag in order to borrow.
- » Students may borrow 1 book at a time. **Borrowing duration is 2 weeks.**
- » Lost or damaged items will incur a cost to the family.

## REMEMBER

- » Resources are expensive to purchase, process and maintain.
- » Resources have to be accounted for at the end of each year.
- » Resources lost or damaged will incur a cost.
- » Overdue notices are issued weekly.
- » Children and other family members are unable to borrow until overdue books are returned.
- » Please inform the Teacher Librarian about lost or damaged books.
- » Do not attempt repairs yourself.

# HOME LEARNING POLICY

## YEARS 2 - 6

**In the Junior School, the only homework that students are required to do is Reading and Tricky Words in Reception and Year 1, and Reading in Years 2-6.** Reading is a good practice for all of us and is to be encouraged in students. Students will also benefit from learning their spelling words and practising times tables, but this is just a suggestion not a requirement. From time to time, students may need to prepare oral presentations which can be practised at home before being given at school. Parents are encouraged to read to their children.

For parents who would like their children to do some school work at home, the classroom teacher will be only too happy to provide direction for this.

## HOMEWORK

### YEARS 7 - 12

Homework for Years 2-9 students is only set on Monday to Thursday. Developing a disciplined homework schedule is crucial in training as students prepare for important assessments and results at the end of Year 12. Students may not be set individual nightly tasks. Instead homework time is used for:

- » Assignment work
- » Test revision
- » Exam preparation
- » Research, reading and drafting.

Students must take responsibility for all deadlines.

It is essential that Year 10 and 11 students adopt a regular homework time, or the adjustment necessary in Year 12 will prove very difficult. Obviously the nature of the subject will determine how much each student will need to do, but the following is given as a guideline for students who are keen to succeed in their senior years.

| Year Level | Hours per week |
|------------|----------------|
| 7-9        | 4-6            |
| 10-12      | 7-15           |

This schedule may necessitate students undertaking some school work on the weekends.

# BEHAVIOUR MANAGEMENT

Restorative Practices underpin our Behaviour Management process. Restorative Practice is a framework for building community and for responding to challenging behaviour through authentic dialogue, coming to an understanding, and making things right. To be 'restorative' means to believe that decisions are best made, and conflicts are best resolved by those most directly involved in them. In Restorative Practice, the process is as important, if not more important, than the outcome. This process is not just something extra to add to the plate; it is the plate.

When we engage in Restorative Practices proactively, it strengthens relationships, builds trust, and develops community. Restorative Practice involves (5R framework):

Relationships – to improve strong relationships

Respect – to respect one another's opinions and thoughts

Responsibility – to act once hurt has occurred (authentic accountability)

Repair – to repair relationships using taught strategies to resolve conflict

Reintegration – to shape successful future decision making and positive classroom outcomes.

Within the restorative practices framework, if a student breaches the School's expectations, the following behaviour management procedures will be enacted upon in accordance with our behaviour management policies.

## CLASSROOM

Each teacher follows a consistent approach and will set clear guidelines for managing student behaviour. Clear guidelines are made known and verbal reminders are given. When a student has reached the limit of this system, the following may apply.

## PARENT COMMUNICATION

This occurs for repeated minor infringements of school rules and other incidents determined by a teacher and/or coordinator. These may lead to student withdrawal sessions during lunchtime.

## STUDENT WITHDRAWAL/TIME OUT

If a student misbehaves seriously or persistently, he/she may be removed from the class to a designated area. The student will be required to stay out for a time and may be required to work independently or to sit quietly, depending upon the nature of the misbehaviour. A staff member will phone parents regarding the withdrawal.

## POSITIVE ACTION PLAN

A teacher or parent may request a student (or a student may also request to) be put on a Behaviour Contract. This is a behaviour and work ethic record. This is completed daily and sent home for parents' information. A student typically remains on contract until consistently good reports are returned. Further actions will result where students are not making suitable progress. Being on a Behaviour Contract may disqualify a student from going on excursions and camps.

## BEHAVIOR CONTRACT

A student whose behaviour deteriorates to the point where his/her continued enrolment at the School is in jeopardy may be placed on a school contract. This will specify behaviours which are unacceptable and outline specific consequences to be enacted upon in the event of the terms of the contract being breached. This must be agreed to and signed by the student and parent/guardian.

## SUSPENSION

A student may be required to spend the duration of a whole day in time out at school (withdrawal) or requested not to attend the school for a time period (external suspension). This will be for repeated or serious breaches of School rules. After consultation a Pastoral Care Leader, Deputy Principal or Principal of School will contact the parents. A student may be placed on a school contract as part of any suspension.

## PAUSED ENROLMENT

Where there is ongoing concern for the wellbeing of other students, a student may have their enrolment paused until the issue/problem is resolved. This action will most likely occur as a result of behaviour that may be beyond control of the individual. The intent is that the family is given time to resolve the issue/problem without prejudicing their child's enrolment.

## EXPULSION

If the student fails to meet the requirements of the school contract, the matter will be referred to the Principal. The student and parents may be asked to attend a meeting with the Principal to communicate the decision regarding the student's continued enrolment in the School.

# BULLY AND HARASSMENT

This section is written to our parent body, because we acknowledge that many School students tend to speak with their parents about the difficulties they experience at School. As the primary educators, we understand that it **often falls on parents and caregivers to officially report the concerns about inappropriate school behaviour raised by their children.**

As children transition from dependent students towards semi-independence, we seek the support of parents in building resilience, self-awareness and assertiveness in their children. At school **we continue to educate each student to identify inappropriate behaviour and teach them how best to deal with it and report it.** We appreciate the valuable input made by parents in engendering the necessary resilience and coping skills within their children.

## BULLYING-TYPE BEHAVIOURS

Like any other children, students of Primary School-age do exhibit inappropriate behaviour at times.

Bullying is different from other forms of negative or distressing peer behaviour such as one-off acts of meanness/nastiness, conflict, one-off acts of rejection/exclusion or random single incidents of physical or emotional aggression. Many distressing behaviours are not examples of bullying even though they are unpleasant and often require teacher intervention and management. (Acknowledgement to the Alannah and Madeline Foundation.)

## MANAGING CONFLICT

To assist our students in building healthy relationships, we teach our students practical skills that will enable them to grow in managing normal conflicts that occur within their friendships. By learning how to recognise healthy and unhealthy friendships, students are able to make better friendship choices. Conflict is a normal part of relating to others at all ages and we seek to empower students with healthy ways to manage this in an independent manner.

## HARASSMENT/BULLYING

"Harassment may be an ongoing pattern of behaviour, or it may be a single act." Tyndale Harassment Policy S2.21

Bullying is when a student (or group) with more power repeatedly and intentionally uses words or actions against another student that cause distress and create a risk to their wellbeing. Bullying can be physical, verbal, emotional or social and can be carried out in person, through manipulation or electronically. (Acknowledgement to Helen McGrath, courtesy of the Alannah and Madeline Foundation.)

If your child confides in you that they are experiencing difficulties at school or you notice that your child is demonstrating unexplainable low self-esteem, reluctance towards attending school/travelling to school a certain way, it is a possibility that they are being bullied or harassed at school.

**At Tyndale Christian School we do not want this to happen to anyone.**

## 5 RESTORATIVE QUESTIONS

1. What happened?
2. What were you thinking at the time?
3. What have you thought about since?
4. Who has been affected by what has happened and in what way?
5. What can you do to make things right?

## WEAPONS AND DRUG POLICIES

### WEAPONS POLICY

Students are advised that bringing a weapon of any kind to school, or using any implement as a weapon, is not only against school rules, but is also illegal under the Criminal Code, and will be dealt with in the appropriate manner.

### DRUG POLICY-ABBREVIATED *(for full policy see copy in Front Office)*

The school does not allow students:

- » The use of prohibited or illegal drugs.
- » The inappropriate use of prescribed or "over the counter" medicines.
- » The inappropriate use of solvents or other chemical agents.
- » The consumption of alcoholic beverages.
- » The smoking of tobacco or other drugs.
- » The possession of drug-related objects, e.g. syringes, pipes, bongs, etc.
- » The use or possession of steroids or other similar performance-enhancing drugs.
- » To attend school or authorised school activities while affected by drugs.

The school prohibits the possession, sale, supply, exchange or negotiation of drugs and drug related substances while on school property or on any occasion when the staff of the School have responsibility for an individual or group of students or while students are travelling to or from School.

Immediate external suspension for breaches of the weapon and drug policy will apply followed by a re-entry meeting after stringent reports and assessments have been obtained. Re-entry following a suspension for these breaches of discipline cannot be guaranteed.

# COUNSELLING SERVICES

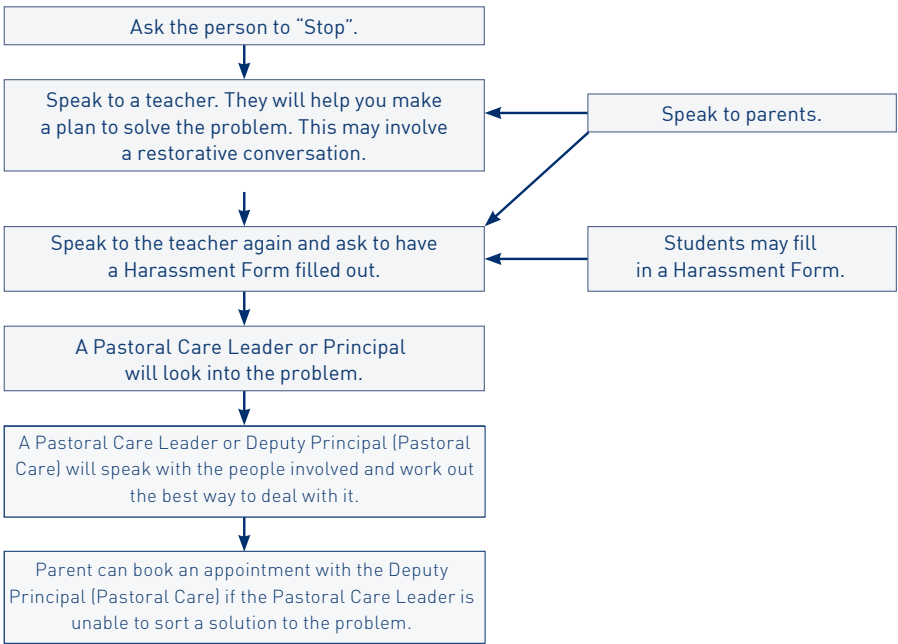
**Miss Lauren De Laine, Counsellor** - LaurenDeLaine@tyndale.sa.edu.au or  
**Mrs Sarah Jayne-Burgermeister, School Nurse** - SarahJayneBurgermeister@tyndale.sa.edu.au or  
**Mrs Catherine Mangelsdorf, Family Services Coordinator** - CatherineMangelsdorf@tyndale.sa.edu.au

Tyndale Christian School endeavours to provide an environment where each child has the opportunity to excel. Sometimes there are issues and concerns in a child's life or health that disrupt his or her ability to fully engage in classroom learning. We recognise that there are times when some children need additional care and an opportunity to talk through issues.

Wellbeing referrals and requests for appointments can be made via the [school website's Wellbeing page](#).

Requests for student counselling may be made by students and parents. Where appropriate, feedback to parents can be provided.

# STUDENT GRIEVANCE FLOWCHART



Security gates are locked at 9:00am and unlocked at 3:00pm. All access to the school is through the Front Office when the gates are locked.

## PROCEDURES FOR SCHOOL

### BEFORE SCHOOL

- » **Students should be dropped off no earlier than 8:25am.** A teacher will be on duty from this time until the bell rings at 8:45am. Students arriving after 8:50am must report to the Front Office to be signed in.
- » Students must be at school and ready to go into their class at 8:40am with diaries etc.

### END OF SCHOOL PROCEDURE

- » R1 bus students will be escorted to their bus by a Teacher.  
Students attending OSCH from Year R-1 will be escorted to ELC by an ESO or Teacher.
- » Any student still at school 3:30pm will be escorted to the Front Office by a teacher. If necessary, a phone call may be made to contact someone to collect them.
- » Changes to student transport arrangements must be communicated via Front Office before 3:00pm.

## PLAYGROUND RULES

No student is permitted to run on the paved areas.

## UNIFORM POLICY

Tyndale Christian School has a compulsory school uniform. School uniforms play a very important role in the life of the School by:

- » Providing a sense of belonging to a community for each of the students;
- » Enabling the wider community to identify students as Tyndale students; and
- » Restricting the potential for competition between, and comparisons being made by, students in regard to their attire.

The School reserves the right to change or correct the Uniform Policy during the course of the school year. When doing so, the School will give reasonable notice of the change or correction.

## POLICY

[Click here](#) to access the Uniform Policy and Uniform Shop Opening Hours.

# COMPUTER AND INTERNET ACCEPTABLE USE POLICY

## PURPOSE

We are pleased to provide computer network and internet services for:

- a. student access to educational resources, to present information, and to work collaboratively with peers and experts internationally.
- b. teacher, staff and administration access to professional development and research opportunities, educational standards and practices, collaborative opportunities, and successful teaching methods.

## ACCEPTABLE USE POLICY

These services are provided as a privilege to the user and this Acceptable Use Policy provides an opportunity to educate the user on the school's expectations and the responsibilities of the user.

## ACCESS

There are networked computers (networked meaning computers that are connected to the Internet, email, personal and shared folders) accessible to students and staff in classrooms, the library, and staff. It must be considered alongside the document C3.01 Acceptable Use Agreement which you and your caregiver signed when you received your device. Service and excellence (RISE) are upheld.

## USER RESPONSIBILITIES - "DO'S AND DON'TS"

These services are provided as a privilege to the user and this Acceptable Use Policy provides an opportunity to educate the user on the school's expectations and the responsibilities of the user.

- Do use the network in accordance with the school's code of conduct
- Do cite sources of information properly to avoid the unacceptable act of plagiarism
- Do use the network only for legal activity.
- Do be courteous and respectful in your messages to others.
- Do use appropriate language.
- Do bring the device fully charged to school every day.
- Do carry the device to and from school in the bag provided.
- Do not use or display any form of inappropriate language, images or behaviour.
- Do not degrade or disrupt equipment or system performance.
- Do not intentionally waste finite resources or use them carelessly.
- Do not visit website that are unrelated to studies or assignments set by teachers.
- Do not download items of a personal nature or items of purely entertainment value.
- Do not change the data or trespass in the account of another user.
- Do not gain unauthorised access to resources or entities.
- Do not charge the device at school.

## INAPPROPRIATE USE

While software blocking filters are in use to minimise user risks, the network account holder is responsible for any intentional misuse or unacceptable activity that they personally indulge in within their account. Deliberate unacceptable uses of the network may result in the suspension or revoking of these privileges. Students will be referred to the system administrators and staff will be referred to the head of the school.



## PERSONAL SAFETY

Use only your account and password and keep your password private.

Report to a system administrator, teacher or staff member any unwelcome email, security problems or information that makes you uncomfortable. Students should not reveal their home address, image, or phone numbers, or those of other students or colleagues. Use school addresses and phone numbers only.

Do know that electronic mail (e-mail) is not guaranteed to be private.

## RIGHT TO INSPECT AND REMOVE NON REQUIRED MATERIALS

As the owners of the equipment being used, the school reserves the right to have its agent or agents inspect, in a discreet and appropriate manner, the computer storage that has been allocated to users of the system. We also reserve the right to remove inappropriate and unacceptable files in order to provide a safe and efficient network environment for all users.

## MOBILE DEVICE POLICY

The School acknowledges that many parents provide their child with a Mobile Device as reassurance that they can contact their child, and their child can contact them. As this will no longer be possible during school hours, parents are reminded that the Front Office remains a vital and appropriate point of contact to ensure students are reached quickly and assisted in an appropriate way.

School students are required to store their Mobile Device in the provided phone locker for the duration of the school day, from 8:45am to 3:15pm. This includes during break times such as between lessons, during recess and lunchtime. Students will be permitted to use their Mobile Device before and after the formal school day, and in specific circumstances outlined below. Students found in possession of their Mobile Device during the hours stated above will have their device confiscated and stored at The Front Office in a secured phone locker. In the first instance of confiscation and for any subsequent confiscations, a parent/guardian will be required to collect the device from Front Office directly. Habitual breach of this policy will trigger a meeting with student, parent/guardian and Pastoral Care Leader about strategies related to ongoing student behaviour.

Where communication is required between parent/guardian and student, the Front Office should be contacted at all times.

# EMERGENCY PROCEDURES

## **LOCK-IN**      **A long consistent sound with a voice over.**

- » Students are to remain quiet underneath their desk until the all-clear is given.
- » If a student is outside, they are to move to the closest classroom until the all-clear is given.

## **EVACUATION**      **Short, consistent blasts with a voice over.**

- » Students are to move in an orderly fashion as directed by the teacher to the oval.
- » Students are to line up in Pastoral Care classes and wait quietly seated until the all-clear is given.

## **ALL CLEAR**      **All clear voice message.**

- » Move back to class/resume normal activities as directed by a teacher.



**TYNDALE**  
CHRISTIAN SCHOOL

God's Truth Prevails

**INTENTIONALLY  
CHRISTIAN  
INCLUSIVE  
EXCELLENT**

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