



Information

HANDBOOK

I am a Learner, I am Safe, I am Respectful



Nemarluk School



Principal:	Virg Hughes
Assistant Principal:	Judy Morgan and Larelle Gilbert
Business Manager:	Teri Nicol
Council Chairperson:	Rob Lee
Street Address:	30 Styles Street, ALAWA, NT, 0811
Postal Address:	Po Box 39729, WINNELLIE, NT, 0821
Telephone:	8985 0400
Facsimile:	8985 0499
Email:	admin.nemarluk@education.nt.gov.au
Website:	www.nemarlukschool.com.au
Mobile:	0488 906 885
School Hours:	8:11am - 2:30pm
Morning Preschool:	8:00am - 12:00am (Mon - Thu)
Afternoon Preschool:	12:00pm - 3:00pm (Mon - Thu)





About Us

School Overview	Page 4
History	Page 4
Our Mission	Page 5
Our Visions, Beliefs and Values	Page 5
Current Priorities	Page 5
Criteria for Entry	Page 6
Respectful & Responsibility Framework	Page 7
School Grounds and Gate Times	Page 8

Support Staff and Services

School Health Service Nurse	Page 9
Mobility Opportunities Via Education	Page 9
Home Liaison Officer	Page 10
Therapy Teams	Page 10

Programs at Namarluk

Preschool	Page 11
Satellite Classes	Page 12
Community Programs	Page 12

Assessment and Reporting

Curriculum Map	Page 14
Curriculum Context Statements	Page 15
Instructional Model	Page 15
Education Plan	Page 16
Reporting Process	Page 16

General Information

School Council	Page 17
Student Absences	Page 17
Communication Book	Page 17
Transport	Page 19
School Uniforms	Page 19
Healthy School Program	Page 19

Student Health

Health Care Plan	Page 20
Adminstrating Medication	Page 20
Head Lice	Page 21
Sun Safety	Page 21
Healthy Eating	Page 21
Oral Health	Page 21
Immunisations	Page 21

Communication

SeeSaw Information	Page 22
XUNO Instructions	Page 23





SCHOOL OVERVIEW

Nemarluk School is a Northern Territory, Department of Education (DoE) school for children who require specialised and individualised educational programs. It delivers preschool and primary school programs. The school motto is “Education for Life”. Partnerships with families and carers are essential to enact the motto. The school focus is fostering independent learners who have a positive outlook and are engaged members of their community.

The entry criteria for enrolment at Nemarluk School is in line with the DoE Students with Disabilities Policy (2017). Students must live in the Darwin area. Classes are small and programs are planned and delivered by a Teacher and a Special Education Support Officer (SESO).

Learning programs follow the Australian Curriculum and reflect recommendations from pediatricians, psychologists, therapists and priorities of families/carers.

Some classes are based in other Primary Schools for part of the week as part of our satellite class program. Our Partnering schools are Nightcliff, Millner, Stuart Park, Wulagi, Manunda Terrace, Karama and Wanguri



HISTORY

In July 1986 Nemarluk School was officially recognised as a specialist school in its own right. It had been administrated by Ludmilla Primary School as a Special Unit since the early 1970s. The first satellite class was established in 1989. There are now 11 satellite classes working in 7 host primary schools. In 1994 the school name was changed from Ludmilla Special School to Nemarluk School. This was to remove the label ‘special’ and alleviate confusion that had existed with Ludmilla Primary School. The Preschool opened in 1998 and has steadily grown to two sessions a day. In 2006 we celebrated our 20th Anniversary which past Principals, students and dignitaries attended.



In August 2019 we opened our new inclusive playground. It was a project supported by Darwin Business Community and the Department of Education.

In June 2012 we moved to our new purpose built school in Alawa, over the oval from Alawa Primary School.





OUR MISSION

- To enable celebrations of success, talent and creativity
- To develop effective communication
- To support strong family partnerships
- To provide child centered learning that is connected to place, time and culture and fosters individual identity
- To provide positive stimulating learning environments with inclusive challenging programs
- To develop healthy lifestyles
- To promote lifelong learning
- To develop and promote respect and care of our environment

OUR COMMUNITY

Students, staff, families, partner schools, advisors, therapists, service providers, stakeholders and professional networks.

OUR VALUES

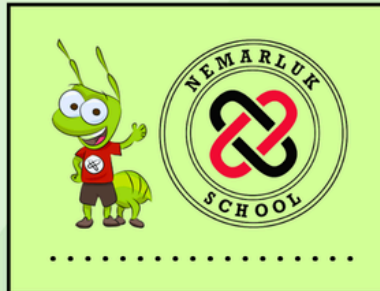
Respect, Safety, Learning

OUR VISION

To be a community of safe respectful learners working together to achieve our best.

VISION

At Nemarluk School, as a school of excellence, for students with disabilities, we will work collectively so that all students may achieve their best.



VALUES



What they would look like
Safety: feeling safe, being safe, working safe, environment safe, knowing your limits, duty of care, stranger danger, personal space.

Respect: kind, caring, tolerance, differences, accepting, compassionate, honest, culturally inclusive, asking for permission, no put-downs, assertive / not aggressive, open mind to others, right to pass.

Learner: trying your best, having a go, asking questions, seeking help, offering help, sharing knowledge, working hard in all our given tasks.

BELIEFS

Our overarching belief and the lense to be used when reading these statements is that: **Students are at the centre of all we do.**

Our Beliefs at Nemarluk School are that:

- The Diversity of culture and beliefs is reflected in all learning.
- The individual identity of all students and lifelong learning are fostered.
- Positive, engaging learning environments are central to delivering inclusive, individualised programmes.
- Care for the environment and others is encouraged in class, school, home and community.
- Positive partnerships with families, organisations and agencies are crucial for each child.

Honest, respectful communication is used by all.

CURRENT PRIORITIES

- Performing Arts, Literacy, Numeracy, Health & PE, Sustainability
- Structured Teaching (TEACCH), Berry Street Education Model
- EC Playground redevelopment

- Preschool: NT Preschool Curriculum
- Partnerships: Timor Leste sister school, Charles Darwin University, Alawa School, Satellite Schools





CRITERIA FOR ENTRY

Children eligible to access Nemarluk School are those who fulfill the following criteria:

Year of Entry	Entry Criteria
<p>Early Years: (Preschool to Year 3)</p>	<p>Global Developmental Delay confirmed through comprehensive assessment by a paediatrician, and/or psychologist:</p> <ul style="list-style-type: none"> • Deficits in intellectual functions (at or below 2nd percentile) confirmed by both clinical assessment and individualised, standardised intelligence testing, or • Other evidence of failure to meet developmental milestones in several areas of intellectual functioning when individual’s disabilities prevent standardised assessment, or • Deficits in adaptive functioning that result in failure to meet developmental milestones, below 2nd percentile across majority of functioning, and • Adaptive functioning deficits indicate significant impairment in several domains - communication, social participation, early learning and development. <p>Requiring extensive adjustments that are highly individualised, comprehensive and ongoing to allow access to, and participation in the curriculum.</p> <ul style="list-style-type: none"> • By age 8, sufficient valid and reliable assessment evidence must be compiled to confirm diagnosis, identify education needs and program development options.
<p>Primary, Middle and Senior years: (Year 4 to Year 12)</p>	<p>Intellectual Disability confirmed through comprehensive assessment by a psychologist that includes:</p> <ul style="list-style-type: none"> • Deficits in intellectual functions, confirmed by both clinical assessment and individualised, standardised intelligence testing (IQ at or below 2nd percentile) • Deficits in general adaptive functioning (standard score at or below 2nd percentile) that result in failure to meet developmental and socio-cultural standards for personal independence and social responsibility. Those deficits limit functioning in a wide range of activities of daily life. <p>Extensive adjustments that are highly individualised, comprehensive and ongoing to allow access to and participation in the curriculum are required.</p>

Ref: Enrolment of students with disabilities in Special Schools and Special Centres (June 2017)



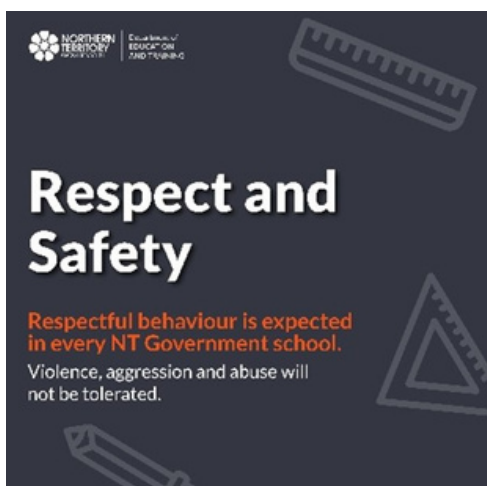
RESPECTFUL & RESPONSIBILITY FRAMEWORK

The Respect and responsibility framework sets clear expectations for behaviour in all NT Government schools. It applies to everyone who engages with our school community, including staff, students, parents, carers, volunteers, visitors and contractors, both on school grounds and in online school-related spaces.

The framework is built around four shared expectations:

- **Safety and Wellbeing** – We act safely, follow instructions and report and respond to concerns early to protect the wellbeing of everyone in our schools.
- **Respect** – We show respect by treating everyone with dignity, kindness and fairness and consistently communicating in clear, calm and respectful ways.
- **Responsibility** – We show responsibility by taking ownership of our actions and choices, maintaining high yet achievable standards, acting with honesty and integrity and addressing concerns proactively.
- **Partnership** – We work together to support learning, attendance and wellbeing, sharing information, supporting participation in our schools and collaborating to solve problems.

Everyone has the right to feel safe at school. Respectful behaviour is expected at all times. Violence, aggression, abuse, harassment or threatening behaviour will not be tolerated, including through social media or other online platforms.



NORTHERN TERRITORY
Department of
EDUCATION
AND TRAINING

Respect and Safety

Respectful behaviour is expected in every NT Government school.

Violence, aggression and abuse will not be tolerated.



NORTHERN TERRITORY
Department of
EDUCATION
AND TRAINING

Clear Expectations

Every student, every staff member, every parent and visitor plays a role in creating safe, respectful schools.

School communities thrive when there is trust, connections and shared responsibilities.

Know the expectations



NORTHERN TERRITORY
Department of
EDUCATION
AND TRAINING

Responsibility

Be There. Be Safe. Belong.

Safe schools don't happen by accident. We all have a responsibility to act safely, speak respectfully and support each other.



SCHOOL GROUNDS AND GATE TIMES

Please note the following signs for our school grounds and the gate times. We are trying to minimise disruptions to learning time, develop our student's independence as well as maintain privacy and safety for all students in our care.

Morning: The gate at the parent drop off area will be opened from 7:50am-8:11am

Afternoon: The gate at the parent pick up area will be opened from 2:30pm-2:50pm (Please note parents /carers should not go past the gate without Principal / delegate approval.)

When the gate is locked, please proceed to the front office to drop your child off. Your child can walk independently or with a staff member to class.

If you require a meeting with your child's teacher or you have another query, please contact the office 89850400

Entrance to school grounds through the foyer is limited as per the below information:

Between the hours of 7:50am-2:50pm there are limitations to persons on school grounds please note the signs in the foyer area:

Persons are not allowed beyond this point without permission of the Principal or delegate between 7:50am - 2:50pm. Persons not complying with these directions may be issued with a trespass notice and Police contacted.

This is for the privacy and safety of all students in our school community and to reduce the disruption to their learning and to develop independent learners.

These changes have been made in consultation with the School Council and the Department of Education and they are effective of day one term 4 2023 - Tuesday 11 October.





HEALTH PROMOTING SCHOOL NURSE

Working under Northern Territory Health Promotion Framework, Health Promoting Schools Philosophy and an agreement between NT Departments of Health and Education Health Promoting School Nurse offers evidence based health and wellbeing information, as well as education and support to students, families and staff. Sue is Namarluk's Health Promoting School Nurse.

At Namarluk Focus areas include:

- Health literacy
- Disease prevention/Health maintenance
- Nutrition
- Relationships and protective behaviours
- Wellbeing
- Medications safety and substance use
- Toileting/Continence
- Safety
- Oral Health
- Hygiene
- Growth and development

Role:

- Collaborate with teaching staff to implement identified aspects of Health Curriculum guided by the Health Promoting Schools Framework and Primary Health Principles.
- Partners with students, school staff, families, other health professionals and services within the community to improve access, engagement and Health outcomes for individual students and their families
- Works to enhance the wellbeing of the school community as member of Wellbeing team
- Assists with Health Emergencies and critical incidents including debrief and risk mitigation
- Is a member of Health Care Team promoting best practice approach to students Health management
- Collaborates with staff, families and external agencies to develop and/maintain school wide Health related programs and promote equity and access
- Provides general toileting advice to staff and families and Continence Assessments for referred students (parents request)

As part of their role all NT HPSNs participate in planning and delivery of DoH School Based Immunisation Program in Middle schools. This program currently runs over 4 weeks twice a year.

MOVE (MOBILITY OPPORTUNITIES VIA EDUCATION)

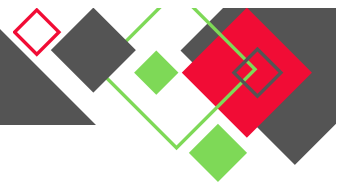
At Namarluk the MOVE program focuses on students who have specific individual program goals around learning to:

- SIT to eat, participate in activities, education and even employment
- STAND such as washing at the sink, food prep, and upright toileting
- WALK to move to participate in play or complete tasks (with and without support)
- TRANSITION from bed to chair, sitting to standing, etc. and
- TOILETING AND HYGIENE WITH DIGNITY (vs. being changed horizontally like an infant)

The program is run by Denielle (Deni) Walsh with guidance from Therapists, Senior Staff and in collaboration with classroom staff.

Student's MOVE program goal/s are part of their Educational Outcomes each year.





HOME LIAISON OFFICER

The Home Liaison Officer, Daryl Preston, supports students to achieve successful educational outcomes, positive wellbeing, and high-level attendance through effective communication and working with students, families, staff, school community members and appropriate service agencies.

- Initiates and maintains communication links between families, students, schools, teachers and service agencies to improve attendance and promote best educational outcomes.
- Partners with families to encourage student engagement through appropriate targeted support, referral and follow-up as required
- Works to enhance the wellbeing of the school community as a member of Wellbeing team.
- Collaborates with local community groups and actively supports individual class groups and school wide activities, programs and events.

THERAPY TEAMS

Children's Development Team: The Children's Development Team (Department of Health) therapists primarily provide a consultative service to school staff and parents/caregivers after a referral request has been accepted. They can assess students, advise families and school staff on areas of individualised programs and student equipment.

CDT therapists are contacted through their office at Casuarina Plaza, Ph 89227283.

NDIS therapists in Schools: Families may request a NDIS registered provider access Northern Territory (NT) Government school to:

- Observe a student in the classroom or in the school environment
- Attend planning for a student's individual learning plan
- Attend meetings to monitor and tailor the support provided to a student
- Provide training/professional learning on school grounds
- Provide support with the management of assistive technology such as standing frames or communication devices
- The school does not have the space or supervision capability to support individual therapy sessions in school

The family and provider must complete and submit a Request to Provide NDIS Services in NT Government Schools and NDIS Service in School Agreement to the school. This form includes family consent and the provider's details.





At Nemarluk School we recognise the value of implementing educational programs for students in a range of school and community settings which best suit their individual needs. Programs are planned for students to learn and practice new skills and use them in real life situations. We have a strong focus on learning about the world around us and how to be active valued members of our community.

Programs and Approaches:

- Structured Teaching
- Berry Street Education Model (BSEM)
- Spirals of Inquiry
- Read Write Inc
- Meaningful Maths
- Movement Opportunities Via Education (MOVE)
- Sustainability
- Casuarina Education Precinct (CEP) Sports
- Choir- Assemblies, BEAT, Casuarina Square Christmas carols, Community events
- Performing Arts- Annual performances
- Community Access
- ICT with Culture Tech- two classes per semester

PRESCHOOL

Nemarluk Preschool opened on 15 April 1998 after advocacy by families of young children with special needs. It is a unique program. Since 2019 preschool has operated 4 days per week, Monday to Thursday. It provides two 3 hour programs - 8.00am to 12.00am and 12.00pm to 3.00pm. Each class of approximately six students has a Teacher, SESO and preschool aide.

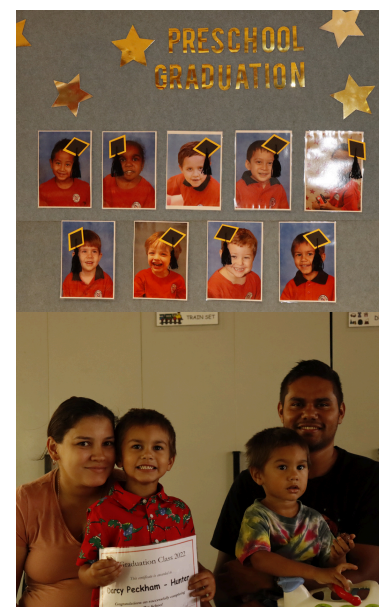
The Preschool is a collaborative program involving DoE Early Childhood Intervention and Nemarluk School. Students must meet specific criteria to enrol in the Preschool. These criteria are identified in the DoE “Students with Disabilities Policy 2017”. The program structure is based on the Early Years Learning Framework.

The Preschool students participate in a wide variety of early childhood activities including art/craft, gross motor, sensory motor and swimming/hydrotherapy, directed play, self care and morning/afternoon tea.

The Preschool has a close working relationship with Alawa Preschool, providing opportunities for play and age appropriate interaction.

Each student has an Education Plan developed in partnership with families, teachers, therapists, doctors and education advisors. This team meets once a year to share student achievements, information and decide on priority outcomes.

The Preschool provides for children aged from 3.5 years to five years (when they can enter full time schooling). On completion of preschool each student’s needs are considered and families can enrol their child in a primary school of their choice or continue enrolment at Nemarluk School.





SATELLITE CLASSES

In order to respond to the very diverse needs of our students, Nemarluk School implements programs for a number of our students within local primary schools. These schools are at Karama, Nightcliff, Stuart Park, Millner, Manunda Terrace, Wanguri and Wulagi. At each of these schools, a base classroom is provided and the programs are supported by a Nemarluk School teacher and a SESO. These satellite classes work at the Nemarluk School campus one day per week as well as attend school events such as assembly.

Student placements in these programs are decided in collaboration with families. Decisions regarding the most appropriate placement of each student are based on a number of factors including the number and the needs of students already in the class and the residential address of students. Ultimately it is the Principal's decision.



The teacher from Nemarluk School ensures programs are implemented and is directly responsible to the Principal of Nemarluk School for student wellbeing and programs. However, regular discussions and negotiations with the Principal or leadership team of the host school are undertaken to ensure the operation of the class is in accordance with the policies and procedures of that school.

COMMUNITY PROGRAMS

Community Awareness Programs - From time to time, students take part in excursions that are learning activities linked to units of work or individual learning priorities. Families are informed of the details and provide permission.

Shopping - This program includes menu planning and shopping to buy the ingredients. It is usually on a weekly basis as part of literacy, numeracy and health programs. Students travel by our school bus, public transport or in staff cars. Some classes purchase morning tea or lunch during the shopping program. Each year teachers contact families about the cost of these programs.



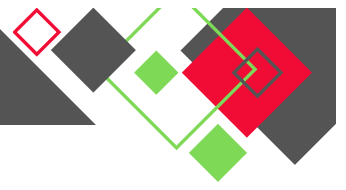
Grocery Shopping

Sport - Many of our students participate in sport and leisure activities within the community. These may include gymnastics, soccer, horse riding, bowling, mini golf, rock climbing, bike riding, bush walking, sailing, and canoeing. They also participate in NT School Sport programs.



Sports





COMMUNITY PROGRAMS - SWIMMING

Swimming has been a long-term program at Nemarluk School over the years as the school has grown we have reviewed how we have implemented swimming.

Currently classes are scheduled to have lessons across a semester. The number of possible sessions varies for different stages of schooling:

- Students Transition to Year 5 have approximately, 16-17 lessons per year
- Year 6 students swim both semesters, approximately 30-35 lessons per year
- Pre-School swim in Term 4 approximately, 8-9 lessons per year
- Students in wheelchairs or who require support with mobility, participate in the MOVE program which includes swimming weekly

Families are required to complete and return swimming consent forms before students are allowed to swim.

Identified staff are AUSTSWIM and/or Swim Teacher Rescue Award trained as per departmental policy requirements. Students are assessed annually using the Royal Life Saving Australia, Swim and Survive water safety program.

While we have a qualified staff member committed to our swimming program there may be unavoidable staff absences during the year which may interrupt our regular swimming program.

Our school prides itself in our ongoing commitment to water safety and survival program for our students.





CURRICULUM MAP

Even Year: 2022, 2024, 2026 – Odd Year: 2023, 2025, 2027			
Term 1	Term 2	Term 3	Term 4
English Listening Reading Viewing Speaking Writing Creating			
Maths – Even Year Number and Algebra Measurement and Geometry Statistics and Probability			
Maths – Odd Year			
Number recognition Place Value and Shapes	Number recognition Addition and Subtraction Measurement-Length and Mass	Number recognition Time Fraction Money and Statistics	Number recognition Addition and Subtraction Multiplication and Measurement – Capacity and Volume
Themes/ Big Ideas/ Questions			
Identity Respectful Relationships Me as a learner at Namarluk School	Performance (Year 6 Performance Unit of Work)	Scientists and Discoveries	Celebrations Me in my world
Let's Talk and Play Communicating and interacting for health and wellbeing			
General Capabilities Self-Awareness Self- Management Social Awareness Develop leadership skills			
Health All About Me	Health Friendships + Building relationships + Safety network	Health Keeping happy/healthy + Safe. My growing body	Health Celebrating achievements Cyber-safety
PE Movement and Physical Activity			
Arts Visual Arts / Drama / Music			
HASS Inquiry and Skills	Science – Even Year Physical Science	Science – Even Year Biological Science	HASS Inquiry and Skills
	Science – Odd Year Chemical Sciences	Science – Odd Year Earth and Space Sciences	
	Technologies		Technologies
	Design technologies Knowledge and Understanding Processes and Production Skills		Design technologies Knowledge and Understanding Processes and Production Skills
Community Events Whole School Assemblies			
Bombing of Darwin Harmony Day Anzac Day	Performing Arts- Upper Primary Annual Performance	Early Childhood family day Happy Healthy Harold Sports Day BEAT choir Book Week Root Cause parent Workshops Science Week Yr. 6 School Camp	Performing Arts- Early Childhood Annual Performance Questacon Graduation Remembrance Day Swimming Carnival Namarluk Choir- Christmas
Specialist Programs			
Music Movement Opportunities via Education (MOVE) Technology -Culture Tech Community Access		Cooking Program Bike Riding Program Intensive Swimming	





CURRICULUM CONTEXT STATEMENTS

Teaching and learning programs are designed using the Australian Curriculum and are delivered from classrooms within the Nemarluk campus and from our satellite classes within local primary schools. We cater for Early Childhood and Primary stages of schooling for students aged 5 – 12 years with moderate and severe intellectual and/or multiple disability.


Individualised programs focus on school readiness skills, play, social skills, personal care and self-regulation.

The Curriculum Map (pg. 12) provides guidance to staff to ensure students are provided access to learning from across all learning areas of the curriculum over a two year period.

INSTRUCTIONAL MODEL

A whole school instructional model provides an overview of the learning cycle, breaking it up into phases which are used to structure, plan and facilitate learning.

It provides a common language across the school for improving the quality and consistency of planning and practice.

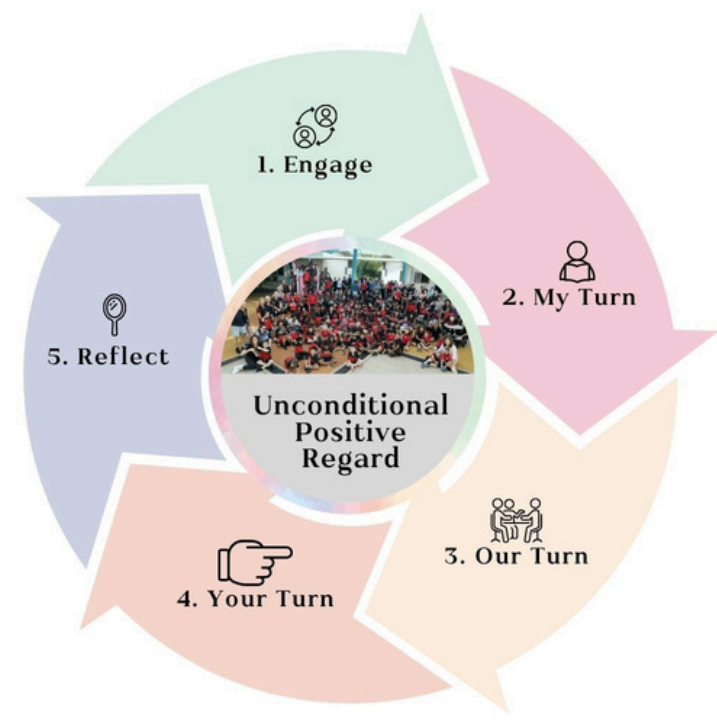


The Australian Curriculum and the Early Years Learning Framework are used to develop individualised programs.

The **Whole School Instructional Model** outlines our trauma informed pedagogical practices, instructional language and a sequence of learning to ensure consistency of effective teaching and learning practices

The Nemarluk Way

All students learn through engaging individualised programs with extensive adjustments made to meet their complex and diverse needs.



Our Vision
At Nemarluk School, as a school of excellence, for students with disabilities, we will work collectively so that all students may achieve their best


Our Beliefs


- ▶ Students are at the centre of all we do
- ▶ Respectful communication
- ▶ Diversity
- ▶ Individualised
- ▶ Identity
- ▶ Inclusive
- ▶ Sustainable
- ▶ Partnerships


Our School Values


- 👉 I am a Learner
- 👉 I am Safe
- 👉 I am Respectful

Evidence Based Whole School Approaches

 Berry Street Education Model

 Structured Teaching

 Meaningful Maths

 Read Write Inc





EDUCATION PLANS

Each student has an Education Plan that documents their prior learning, current abilities, successful strategies and future educational needs. It identifies three or four focus outcomes from the Australian Curriculum and Early Years Learning Framework. These focus outcomes are reviewed annually.

Review Conference is a very important meeting and required by the school and DoE policy. It is attended by families/caregivers, class teacher, senior staff member and, in specific cases, other professionals or support people if requested by the family. An interpreter will be arranged if requested by the family.

The conference is used to:

- Discuss family and program priorities
- Share student achievements and progress
- Update Health Care Plans, Update the Education Plan and determine the focus outcomes
- General discussion and information sharing.
- A draft Education Plans are sent home before the Review Conference for family discussion.

Education Plan is signed by all parties at the Review Conference. The Education Plan is then implemented by the class teacher.

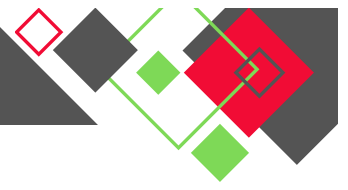
REPORTING PROCESS

Teachers review the progress of each child on an ongoing basis and are happy to share this with families at any time. However, a formal and comprehensive reporting process is undertaken on a yearly basis.

The process identifies student achievements of their focus outcomes, reports on programs and determines priority learning outcomes for the next 12 months. The process is as follows:

1. Observations and evidence are collected by the class teacher, SESO, senior staff and therapists throughout the school year.
2. Teachers write the report which is discussed with the school leadership team and signed by the principal/assistant principal
3. Reports are sent home at the end of Term 4
4. A portfolio of work is compiled by the teacher and the student in term 4 each year. It is a record of achievements and a celebration of learning throughout the year. We encourage families to share this with their child and extended family.





SCHOOL COUNCIL

The School Council is active and involved in school matters. The Council consists of the Principal and elected representatives of families, staff and community. Meetings are held monthly at the school and all families and caregivers are welcome to attend.

STUDENT ABSENCES

In order for the school to correctly report student attendance and help keep children safe, please contact the school through the website, communication book or phone if your child is absent from school. Unless notified by family, the school will list any absences as 'un-notified' on the attendance database.

COMMUNICATION

Good communication between school and home is essential. Each student has a **communication book** in which the class teacher writes on a regular basis. Families are also encouraged to do the same: what their child has been doing at home, any special family events or any other special information which will help staff to respond as well as possible to the needs, interests and any other important aspects of the student's well-being. Some families prefer **email** or our secure **School Stream** service (see info on back of booklet).



There are occasions when families need to discuss matters with the class teacher. It is best to make an **appointment** so class supervision and location arrangements can be made. Please call in at the office before going to the classroom, as all visitors to the school are required to sign the attendance register in case of emergencies such as fire.

Our **newsletter** is distributed to families in weeks 1, 5 and 9 of each term. The newsletter is focused on the achievements and activities of students, general school information and events that are occurring in the community. It can be emailed or sent in printed copy. It is also uploaded onto the school website. We also use **Facebook** so please 'like' us and join the community.





COMMUNICATION BOOK TIPS

In our new diary there is a home schedule and visuals that can be cut out of the diary to be used at home. You could have the core communication board and the schedule on the fridge.



You can also use the visuals in the community see example below



How to complete the diary entry to share information see the below examples that include questions you or the teacher could ask.

Parent/ carer diary completed

Today's date is: **Thursday 29 January 2026**

Please Circle Yesterday I ... On the weekend I ... On the holidays I ...

played inside	relaxed	read a book	went on the computer/iPad	watched TV/YouTube	played with pets	did some cooking	listened to music
did arts/craft	outside play	rode my bike	went scooter riding	played on the trampoline	watered the garden	did jobs	had visitors
went swimming	went to the beach	went to the park	went to the library	played sports	went horse riding	went to a party	went to see family/friends
went shopping	went out to eat	watched a movie	went camping	went to the wave pool	went to leazer water park	went to the markets	went to the doctor/hospital

Other: _____

Note from Parent/Carer: Didn't sleep well, was up at 2am.

Teacher diary completed

Please Circle Today I had:

morning circle	literacy	numeracy	fine motor	sensory play	technology	regulation break
abc	123	fire motor	sensory play	technology	regulation break	
story time	dance	personal care	art	cooking	swimming	sports
exercise/yoga						
HASS	sensory/science	health	outdoor learning	sustainability	trampoline	bike riding
outside play						
let's talk and play	class jobs	drama	music	choir	special activity	assembly
excursion						

Other: _____

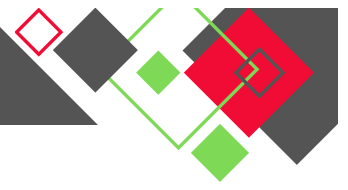
Note from Teacher: Is there something your child is currently interested in?

Notes sent home Money Received Reminder

Parents and carers could share information about or ask questions:

- Your child's sleep- e.g. did they wake up early
- Eating/food- if they don't like something, if they have tried something new, if they refused to eat breakfast
- What activities they did after school/weekend/holidays (if there is an activity they did but no visual to circle write it into the 'other' line above the note from parent)
- Ask what they enjoyed at school, where they regulated? what can I do at home to support their communication/toileting/eating etc





TRANSPORT

Families can **apply** for transport assistance to and from school. Applications are approved by the Public Transport Branch of Department of Planning Infrastructure and Logistics (DIPL). DIPL seeks to provide the appropriate level of transport wherever possible although circumstances may prevent this being provided in all cases. Families can apply for conveyance allowance if they transport their child to school. Conditions need to be met in line with policies.

Applications to vary transport arrangements will take least five working days to be considered. It may not always be possible to fulfill the requests of families.

Buses operate on a strict pick up and set down schedule which cannot readily be changed. Family members or a nominated responsible adult must be present to transfer the student to and from the bus.

Further guidelines for this service are set out in **“Transport for Students with Special Needs: Code of Good Practice”** A copy of this document is available from the school.

SCHOOL UNIFORMS

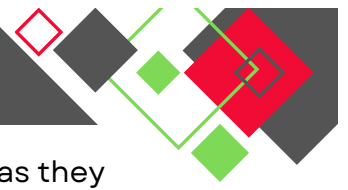
Our school uniform is available from the office. There are shirt and short options including a Year 6 specific shirt. Students are required to wear a wide brimmed hat outside and attend school in sensible footwear (sandals or enclosed shoes) that is secure and comfortable. Thongs and slip-ons are not acceptable. Students attending our satellite classes in other primary schools can wear the uniform of that school. The DoE ‘Back to School Payment’ can be used to pay for school uniforms. At times, the office has limited supplies of pre-loved uniforms. We will be phasing out our old red uniforms as we have a new one being introduced from 2024 onwards.



HEALTHY SCHOOL PROGRAM

The school supports the DoE Canteen, Nutrition and Healthy Eating Policy. Individual student’s dietary requirements are accommodated. We are an ‘Asthma Friendly’, epilepsy/anaphylaxis educated and MAPA trained school. Other priority programs are BSEM, swimming, bike riding, athletics, various team sports, MOVE, sexuality education, Keeping Safe Curriculum, sun safety, croc safety and water safety.





It is requested that children not be sent to school when they are unwell as they cannot participate in planned programs. NT CDC **Time Out** chart (sick room and Nurses office) lists various diagnosed illnesses and recommended 'exclusion times'. A medical certificate is required to clear a child's return to school earlier than the listed recommendations.

Undiagnosed illnesses may be infectious and pose a risk to both students and staff and also interrupt learning. Parents could be requested to care for their child at home and/or visit GP for the following:

- fevers (recent temperatures over 38°)
- unexpected diarrhoea
- vomiting
- flu/cold symptoms: coughing, runny nose, excessive tiredness, aching limbs
- persistent red irritated eyes –(possible infective cause)
- erupting skin sores
- pain/unexplained distress

HEALTH CARE PLAN

Medical conditions which impact on school programs are documented in a Health Care Plan (HCP). The HCP overarches medication, cardiac, asthma, diabetes, epilepsy, continence, exercise, oral care, nutrition, oral eating/drinking and PEG feed plans. All plans completed with families, doctors and other health professionals and reviewed every 12 months or updated as necessary

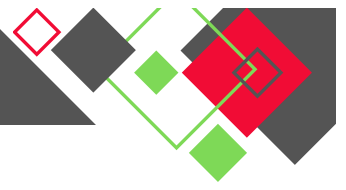
ADMINISTERING MEDICATION IN SCHOOL

Medication - for parents only medication required during school hours to be given at school.

Short term medication (antibiotics, creams, Panadol, etc.)	Long term medication
Complete the Medication Request by Parent/carer form and instruction form	Complete Medication Request by Parent/carer form consent and instruction form
Supply adequate pharmacy labelled prescription medications and over the counter medication in original packaging	Organise for Medication Instructions from Prescribing Doctor form and instruction form
All unused medication will be returned home at the end of each school when no longer required	Supply adequate pharmacy labelled prescription medications and over the counter medication in original packaging
New forms for any changes	New forms needed for any changes

****All long term medications need to be collected by families from the school when no longer required or at the end of the year****





HEAD LICE

Your child will not be sent home if they appear to have head lice /nits, however, in their interest and also to limit transmission to other students, we will notify you requesting students' hair is checked and appropriate treatment commenced. Once treated your child is free to return to school. Please notify the school if your child has headlice so other families can be sent a general advice slip to check/treat as required.

SUN SAFETY

Nemarluk School promotes sun safety during school activities and excursions. This includes:

- Using available shade for outdoor activities
- Planning activities to reduce time spent in the sun
- Encouraging students to wear protective clothing including hats
- Providing and applying SPF 30+ broad-spectrum water-based sunscreen



HEALTHY EATING

The school promotes the Department of Education's Healthy Eating Guidelines. Please let your child's teacher know of any dietary needs. We understand the challenges many of our students face with sensory issues leading to selective eating. Occupational/Speech Therapy and dietitian advice can be helpful.

Consider limiting the introduction of highly processed foods into your child's diet as these often become preferred foods to the exclusion of more healthy options.

To further support establishing lifelong healthy eating many teachers offer food tasting/shopping/food preparation programs along with lunch programs. Please discuss with your child's teacher.

ORAL HEALTH

Children should be assisted to brush their teeth twice each day and visit the dentist yearly for check-ups from the time their first tooth appears. Limiting added sugar in foods and medicines is also important. Nemarluk staff promote good oral hygiene and work with families to help students develop related skills and knowledge.

Free dental checks and treatment are available from **Oral Health Service NT** at their Casuarina Clinic and a number of Primary School clinics: Call – 89226466 for bookings.

Medicare may pay for essential dental services for some children and adults who are eligible. **Child Dental Benefits Schedule** pays up to \$1,000 over 2 calendar years for children aged 2 to 17 for basic dental services, including dental check-ups, x-rays, cleaning, sealing cracked teeth, fillings, root canals and extractions.

IMMUNISATION

Many of our students have complex health issues making them particularly vulnerable to complications if exposed to various vaccine preventable diseases. We recommend immunisation for all children unless there is a medical reason.





Seesaw

Nemarluk School have started using Seesaw.

Seesaw is a digital learning platform that engages students in a meaningful way.



Seesaw is designed to allow:

- Students to show learning
- Teachers to gain insight
- Families to connect

Join today, please contact the front office, or communicate with your Students teacher for help.



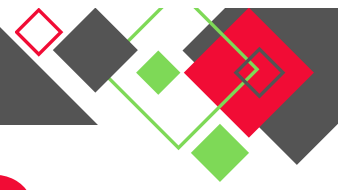


NEMARLUK SCHOOL

XUNO

COMMUNICATION PLATFORM





WHAT IS XUNO AND HOW DO WE USE IT?



XUNO is our whole school management platform which allows a more streamlined approach supporting better data collection across the school for student progress and reporting, behaviour incidents, and first aid register.



Data can only be accessed by the current classroom teacher, Nemarluk leadership and admin team members.

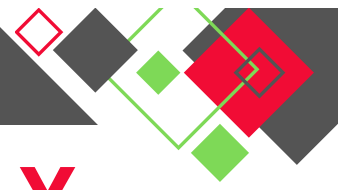


XUNO is also used as our main communication platform, where you can find information regarding upcoming events, important notices and community news.



School Leadership Team will also use XUNO to communicate with the whole school community with urgent information if there is a critical incident or emergency.



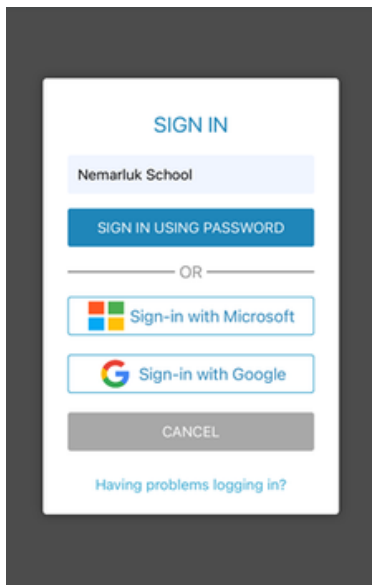


SIGNING INTO XUNO FAMILY APP & FAMILY PORTAL



Parents/Carers can access XUNO Family via the web or the application is available for download on the Google play or the App store.

To receive a XUNO welcome email, please give the front office a call on 8985 0400 or send an email to admin.nemarluk@education.nt.gov.au



You will receive your welcome email from emails@xuno.com.au. This email will include the XUNO portal link, your username and a reset your password link.

Reset your password and login via the XUNO Family app or the provided portal link.

WELCOME EMAIL EXAMPLE

Hi NAME,

Welcome to XUNO at Nemarluk School. This introductory email will help you to setup your account and sign-in.

XUNO keeps your team on the same page and your parents happy with a host of features designed around communication, helping students progress, and building informative student profiles.

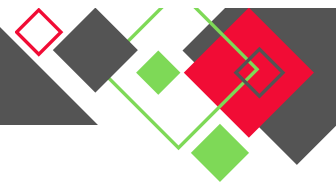
These are your login details:

Portal: <https://nemarluk.xuno.com.au>
Username: USERNAME
Password: [Click Here](#)

If you have any problems or questions please don't hesitate to contact Nemarluk School on 8985 0400.

Thanks!
Nemarluk School





WHAT DOES THE XUNO FAMILY APP LOOK LIKE FOR YOU?

On the XUNO Family app, you will have access to the Upcoming Events Calendar, News and Announcements and the Contactless Kiosk feature, making signing in and out much easier. We are currently working towards enabling and using all available features on the app in the future.

Dashboard

- Dashboard
- Notifications
- Timetable
- Calendar
- News
- Events, Fees & Forms
- Reports
- Lessons, Assignments &...
- Full XUNO

Contactless Kiosk

Sign in Sign out

Mobile:

Who are you visiting:

Conditions of Entry

SCHOOL ENTRY CONDITIONS NOT ENTERED INTO XUNO. USE THE KIOSK SETTINGS PAGE TO ADD THESE CONDITIONS.

I agree to the above conditions of entry

Enter the pin code displayed on the kiosk and tap Generate QR Code:

Generate QR Code

Scan the QR code on the kiosk to finish signing in/out

Dashboard

Welcome to Nemarluk School

Timetables
View for all my children

Tasks & Assignments Overdue 0

Tasks & Assignments

Calendar

Date	Event
Tue 8 Jul 2025	All day Mid-Year School Holidays
Wed 9 Jul 2025	All day Mid-Year School Holidays
Thu 10 Jul 2025	All day Mid-Year School Holidays
Fri 11 Jul 2025	All day Mid-Year School Holidays

News

Nemarluk School Newsletter Term 2 Week 10
CURRENT

Please find our Week 10 Term 2 Newsletter Attached.

Happy School Holidays :)

📎 2025 Newsletter Week 10 Term 2.pdf

Nemarluk School Holidays - See you in Term 3
CURRENT



