



2020 Information Booklet



Katherine School of the Air



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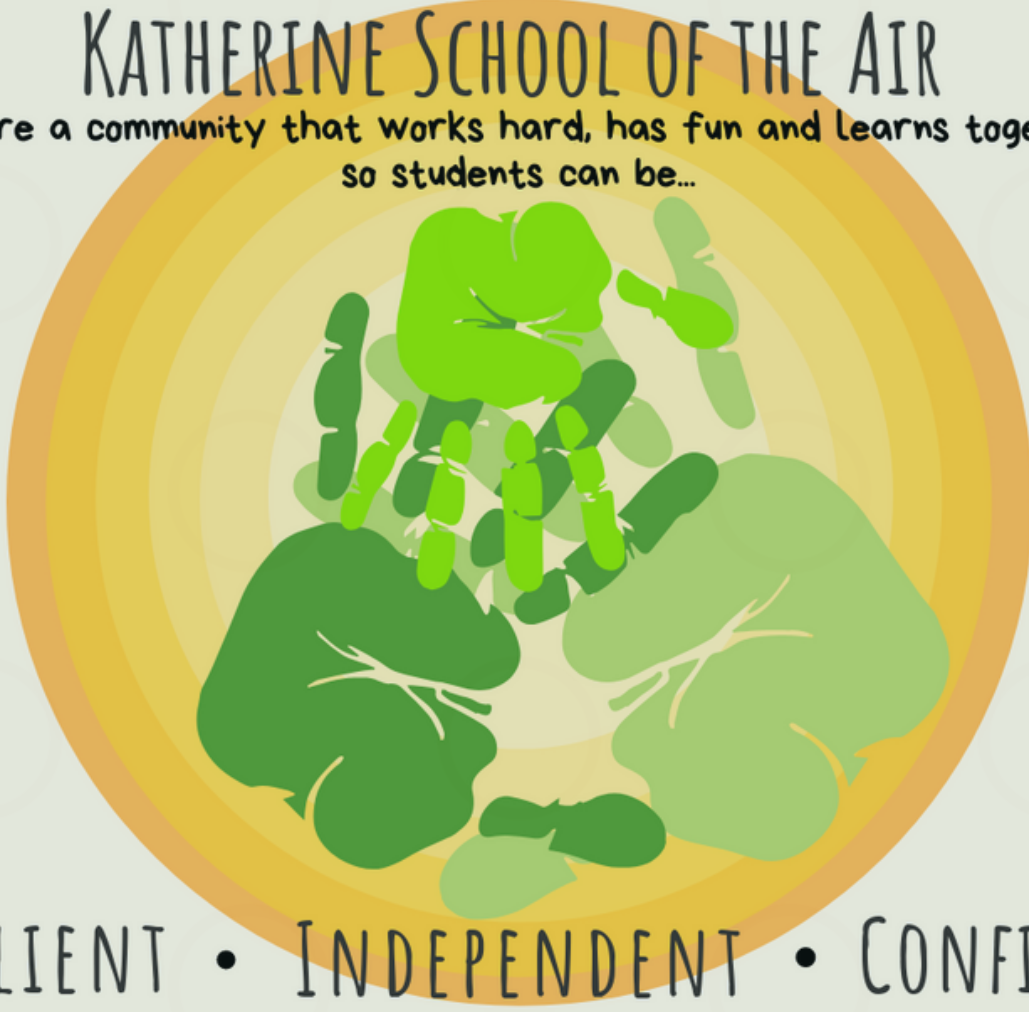


SCHOOL VALUES



KATHERINE SCHOOL OF THE AIR

We are a community that works hard, has fun and learns together
so students can be...



RESILIENT • INDEPENDENT • CONFIDENT



Staff at KSA



KSA staff are committed to delivering the highest quality distance education service in a flexible learning environment. 2020 Staff:

Principal	Sharni Wilson
Assistant Principal	Salli Thomas
Lead Teacher	Donna Bryant
Business Manager	Madi Stubbs
IT Manager	Melinda Sauer
Curriculum Specialist	Marisa Boscato

Teaching Staff Alysia Bader, Bethany Bajada, Breanna Bowen, Brent Blasdale, Deb Carlon, Jess Harnett, Jessica Screaigh, Kate Haddow, Kellie Hoffman, Melina Benson, Michael Keefe, Monica Henry, Nannette Major, Rachel Williams, Ristan Blokland, Samara Wilson & Sarah Dohl

IT Staff Annette Walsh & Sophal Kim
Administration Staff Jacinta Aisbett & Shirley Watson





Welcome to KSA



Katherine School of the Air (KSA) is one of three distance education schools within the Northern Territory operated by the Department of Education (DoE) and funded by the Northern Territory Government. KSA currently has 200 students enrolled and enrolment numbers continue to increase.

KSA offers a wide range of education services and activities for students from Preschool to Year 9 in the top end of the Northern Territory including the islands off the NT coast, Western Australia near the NT border as well as NT residents who are temporarily overseas and interstate.

KSA caters for a wide variety of students and family circumstances including geographical isolation, travelling and medical grounds. The table below lists the types of enrolments eligible for distance education.

Home based	Dual enrolment (School based)	Special circumstances
<ul style="list-style-type: none">• Geographical isolation• Parent employment<ul style="list-style-type: none">◦ Interstate NT student◦ Overseas NT student• Traveling<ul style="list-style-type: none">◦ Interstate NT student◦ Overseas NT student• Elite performance• Home education• Mature age	<ul style="list-style-type: none">• Direct<ul style="list-style-type: none">◦ NT government school◦ NT non-government school• Indirect• Flexible Learning Arrangements	<ul style="list-style-type: none">• Medical grounds• Significant support needs (Flexible Learning Arrangements)<ul style="list-style-type: none">◦ Short term◦ Ongoing• Exclusion• Expulsion• Unforeseen extraordinary circumstances



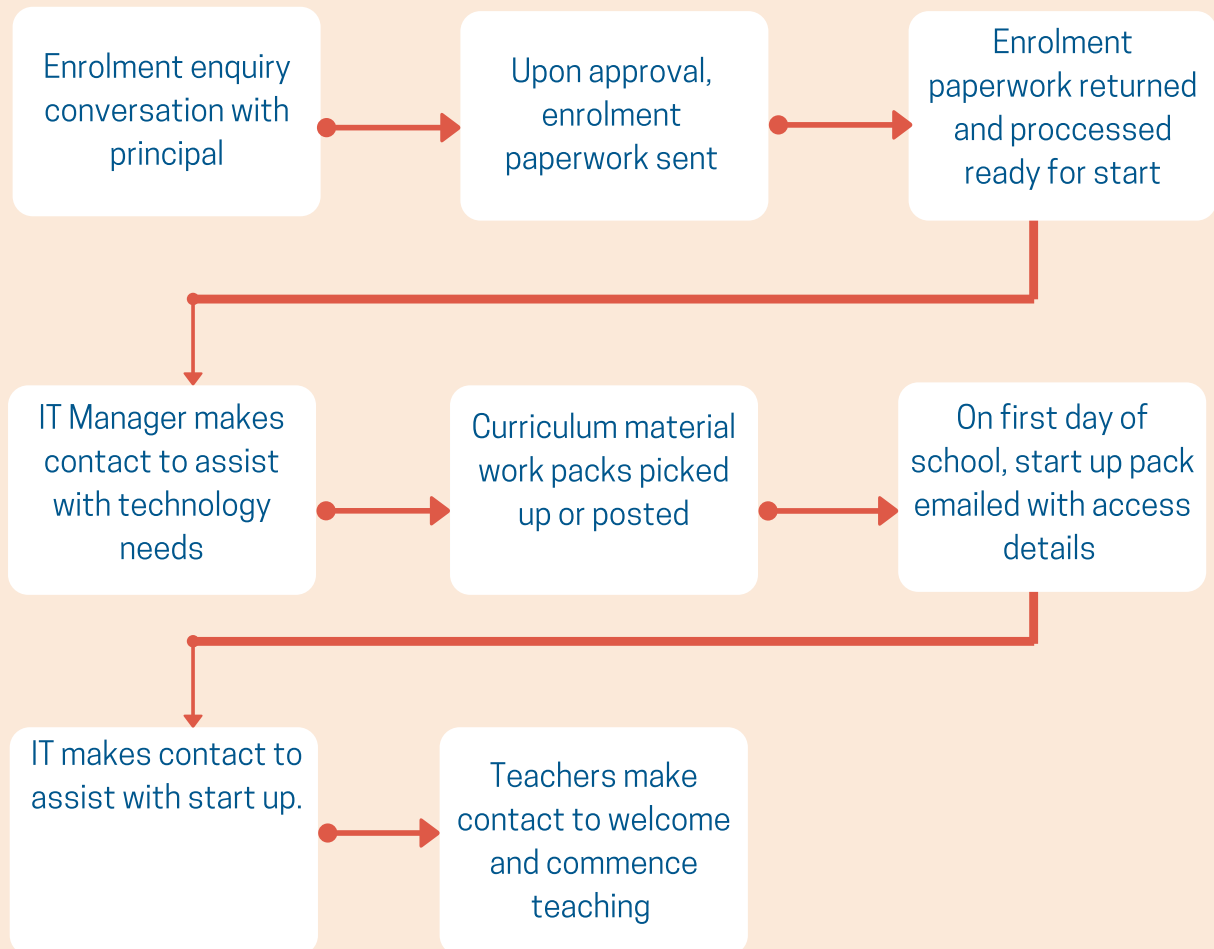
Enrolment



All enrolments at KSA begin the journey by speaking to the principal to gather information relevant.

Once an enrolment has been approved by the principal the enrolment process will begin.

Enrolment Process



To enrol for the first day of a new school year it is recommended commencing enrolment in October the year prior.



Enrolment



Katherine School of the Air caters for students from Preschool to Year 9 in the northern half of the Northern Territory, from Elliott and including the islands off the NT coast.

Age of Entry for Preschool Students

Children turning four:

- before/on 30 June are eligible to enrol in preschool at the commencement of the school year.
- after 30 June are eligible to enrol in preschool at the commencement of semester 2 with the understanding that the child will access more than 12 months of preschool.
- after 30 September who have not enrolled at the commencement of semester 2, are eligible to enrol at the commencement of the following school year.
- who are already enrolled in a government preschool are eligible to enrol throughout the school year.

Distance Education Criteria

- Enrolment must be for a minimum of 1 semester (20 weeks)
- The student must be suitably supervised and supported by an adult each school day to complete their learning program
- The student must be provided with an appropriate learning space and environment

Enrolment Categories

- Geographical isolation
- Dual enrolment
- Special Circumstances – non-NT residents, medical grounds, significant support needs (flexible learning arrangements), exclusion or expulsion
- Parent employment – interstate or overseas
- Travelling – interstate or overseas
- Elite Performance

Geographical Isolation Criteria

A student may be enrolled on the grounds of geographical isolation where they meet one of the following criteria:

- The distance between the family home and the nearest appropriate government school is at least 56km via the shortest practicable route.
- The distance between the family home and the nearest transport to an appropriate government school is at least 4.5km and the distance to the school is at least 16km via the shortest practicable route.
- There is no reasonable access to an appropriate government school for at least 20 days of the school year because of adverse travel conditions or other circumstances beyond the family's control.

Dual Enrolment Criteria

To be dually enrolled in a NT government school and KSA, one of the following criteria must be met:

- components of the school's program are delivered in first language
- the school has limited capacity to deliver alternative programs or programs that meet the student needs
- the student requires a flexible education arrangement.

Special Circumstances Criteria

To be enrolled under special circumstances, the student must meet one of the following criteria:

- Interstate and international - students who are living outside of the Northern Territory can be enrolled as fee paying students
- Medical Grounds – students with a long-term illness or medical condition can be enrolled with medical certification to validate their incapacity to attend a mainstream school.
- Significant Support Needs – students requiring extensive program adjustments can be enrolled where there is evidence to demonstrate that the student cannot attend or participate in mainstream schooling on a regular basis.





Terms & Attendance



2020 Semester dates

Semester 1

Term 1 – Wednesday 29th January – Thursday 9th April

(Teachers return on Tuesday 28th January)

Term 2 – Monday 20th April – Friday 26th June

Semester 2

Term 3 – Tuesday 21st July – Friday 25th September

(Teachers return Monday 20th July)

Term 4 – Monday 12th October – Friday 18th December

Attendance and Participation

To ensure students continue to learn, progress and reach their full potential, the school expects every student to fully engage with their learning program. Weekly attendance and engagement will be measured by:

- Student participation in phone/email - contact with their teacher as required.
- Student participation in IDL lessons – students who have access to IDL are expected to attend scheduled lessons for the subjects they are enrolled in.
- Student work returns – required tasks are expected to be submitted by the due date.

Teachers monitor student attendance every day.



KSA has developed course material in line with the Australian Curriculum.

Primary students engage in separate subjects for maths, health, PE and English. Other subjects are combined in an integrated inquiry Linked Learning Project designed to immerse students in deep learning across a range of topics.

Middle Years students engage in all subjects of the Australian Curriculum with a particular focus on preparing them for their future.

Australian Curriculum Learning Areas:

English	
Mathematics	
Science	
Health and PE	
Humanities and Social Science	History
	Geography
	Economics and Business (Years 5-9)
	Civics and Citizenship (Years 3-9)
The Arts	Dance
	Drama
	Media
	Music
	Visual Arts
Technologies	Design and Technologies
	Digital Technologies

The Australian Curriculum can be viewed online at
<http://www.australiancurriculum.edu.au/>



Student Learning Materials

Student learning materials are available online and as paper copies. This material is designed to guide the home tutor and student through the content required for successful learning.

Together the home tutor and KSA teachers plan, teach and assess student learning. For more information about home tutors refer to School Community in this handbook.

Interactive Distance Learning (IDL) Lessons

KSA teachers use IDL lessons as a way to enrich the student's learning experience. Using REACT software, teachers and students can interact and explore topics in a 'face-to-face' online connection in a group setting. Students are provided opportunities to engage with each other to discuss and share their thinking. IDL lessons are considered compulsory for families with access to the appropriate technology.

Moodle

Moodle provides a safe and interactive online environment for students to engage in their learning. Moodle provides access to learning materials, video clips and other media to enhance the student's learning experience. Students upload work returns to Moodle allowing marking by teachers and sharing with other students.





Teaching



Individual / Small Group Lessons

Teachers are available for individual / small group lessons with Skype or telephone. These lessons are targeted teaching/assessing time which may include a specific instructional focus, follow-up of the student's work return or additional support related to the student's individual learning plan.

Learning Support

KSA is committed to providing personalised learning to each student so that they achieve optimal academic, social and emotional outcomes. For most students, their needs will be met through engagement in whole of school or class programs, however for students with additional needs, the school will adapt or modify programs accordingly. KSA teachers have high expectations and a commitment to ensure that every student will learn and achieve positive outcomes.

Monitoring and Assessing

Student learning is monitored on a daily basis through work returns, interactions with teachers and feedback from home tutors. Assessment tasks are embedded in the student learning materials and aligned to the Australian Curriculum. Students participate in a range of diagnostic assessments include reading, spelling and maths which are administered by the teacher or the home tutor.

Teachers will gather evidence of student learning and provide feedback and recommendations for future learning to the student, home tutor parent and.

Evidence of Learning Folios

Teachers maintain an Evidence of Learning Folio (ELF) for each student. The ELF is a collection of work samples, photographs and anecdotal notes gathered throughout the year and is used by the teacher to monitor and evaluate students' progress over time. The ELF is a useful reference tool which can be accessed during parent-teacher interviews.

The purpose of reporting is to communicate information about student achievement and progress to parents/carers. At KSA written reports of achievement are provided to parents twice a year, at the end of semester one and semester two. For students in Years 1 to 9, written reports consist of an A-E grade, effort grade and comment for each learning area/subject taught and assessed that semester. No A-E grade is given for Transition students.

The Australian Curriculum achievement standards indicate the skills, knowledge and understandings that students should typically demonstrate by a particular point in their schooling and are used as a common reference point for reporting to parents.



Technology is an integral part of student's learning in the 21st century. KSA caters for students with a wide variety of technology access, including those with no internet to those with high speed and unlimited bandwidth.

When enrolling at the school, families have an initial conversation with the IT Manager to assess their technology needs. Families can hire computer and laptop equipment from the school with the KSA IT Team providing support and maintenance. Hired equipment comes with all hardware and learning software required for school.

The IT Team provides:

- Support
- Problem Solving
- Training

Internet Services & Subsidy

Families are eligible to activate a Sky Muster NBN service for education through their choice of supplier. A conversation with the IT Manager is recommend to assist with selecting the right service for each families needs.

Families using their own internet are eligible for a Internet Service Subsidy through KSA of \$55 per month. Access to the subsidy is discussed at enrolment.





Contact Events



There are opportunities for students to participate in school functions throughout the year.

Term 1

Week 6 - Middle Years Darwin Residential

Week 10 - Mataranka Minischool with ICPA Sports Camp

Term 2

Week 10 - Inschool held in Katherine with Year 3-4 sleep over and Year 5-9 camp out

Term 3

Week 10 - Darwin Minischool

Term 4

Week 10 - Swim Week & End of Year Concert held in Katherine

Middle Years Residential (Year 7 - 9)

The residential program incorporates connections with the wider community and opportunities for students to gain knowledge, skills and understandings of the world of work, leadership skills and working collaboratively.

Minischools (Preschool - Year 9)

Teachers and families meet in a centralised location for two day of school fun. This event is a great opportunity for students to participate in learning activities with their teachers and socialisation with classmates.

Inschool (Preschool - Year 9)

Inschool is an opportunity for students to work with their classmates and their teacher at the school. Teachers deliver engaging lessons for students culminating in the annual athletics carnival. The week also provides an opportunity for KSA to train home tutors and parents with a series of relevant learning opportunities.



Swim Week

Swim Week includes swimming lessons, swimming carnival, End of Year Concert, Parent/Teacher interviews, School Council Meeting, and student celebration activities.

Visiting the School

When in Katherine, families are encouraged to drop into the school. With prior warning, parents can book times to meet with teachers. Teachers can work with students, provide feedback on work returns and student progress. It is also an opportunity to talk with the home tutor and provide further assistance if needed. It would be appreciated if families contact their teachers to plan their visit, 2-3 days ahead is ideal.

Patrols

KSA sees patrols (home visits) as a vital part of the education service provided. They are an opportunity to build relationships and provide on-site support to families. Teachers are committed to visiting when ever possible. The timing and focus of visits are negotiated with families.





Facilities



KSA Portal

The KSA portal is a one stop shop for all KSA information. The portal allows families to access announcements, forms, timetables and relevant websites. The front page of the portal also hosts the latest photos of students' work, contact events and patrols. Parents are able to view the school calendar which highlights key events.

Library

Reading is an essential life skill. To promote students' enjoyment and competency in reading, KSA has a well-resourced library. Students can borrow books via the catalogue on the KSA portal, email the librarian at ksa.library@ntschoools.net or make requests through their teacher. When families visit the school, they are also encouraged to spend time browsing the library.

Mailroom

The mailroom is responsible for the dispatch of course material, resources and equipment between the school and families. A barcode system is used to monitor all resources and equipment loaned to a student. KSA contracts Australia Post mail service so it is important that families notify the school of any changes of address. All families are allocated a day of the week for their mail to be dispatched and every effort is made to maintain mail commitments. When visiting the school families are encouraged to visit the mailroom to drop off schoolwork and pick up mail.

After hour lockers

If families are coming through Katherine after hours or over the weekend, KSA has lockers available for collection or return of items. Families can contact the school prior to be provided with access codes.

The Dish

A school newsletter is sent out to families main contact email address every Friday. The newsletter is a printable copy of the portal - announcements, students work, awards and other key school information.



School Community



Home Tutors

It is a requirement of enrolment in distance education that parents appoint/employ a home tutor. The home tutor's primary role is to facilitate the learning program. The home tutor and KSA teacher are a teaching team who work together to plan for, teach and assess the student. The home tutor supports the student to work through the learning materials provided by the school and follows up on feedback provided by the teacher. In middle years, students may work more independently, however it is still important that the home tutor be available to guide and support learning as needed.

Home Tutor Orientation and IDL Sessions

Throughout the year there are many opportunities for home tutors to engage in professional development. These events aim to provide the necessary skills and information for home tutors to be successful in their role.

Assembly

Assemblies occur weekly via REACT. They are a positive way to build a sense of school and foster a sense of belonging for each student. At assembly, students are acknowledged for their achievements and progress in their learning. Principal and class awards are presented to students with special or outstanding work showcased. Students with IDL access are expected to attend.

School Council

The KSA School Council is made up of chairperson, secretary, four parents representatives, principal and two teachers. The council is essential in providing feedback and guidance for school improvement. The council meets regularly to discuss the school operations. Dates are published on the KSA portal.

Isolated Children's Parents Association (ICPA)

The Isolated Children's Parents Association (ICPA) strives to ensure all isolated children have equality in access to quality education and opportunities. Parents are strongly encouraged to become members of the ICPA. The small membership fee gives families access to numerous bursaries and grants, the Home Tutor Register, up-to-date information and subscriptions to ICPA magazines Down the Track (NT) and PEDALS (federal). For further information or to join ICPA, visit www.icpa.com.au

Back to School Payment Scheme

The NT Government's Back to School Payment Scheme provides financial assistance to parents or carers, who have children enrolled in an NT school. The voucher can be used to purchased uniforms, text books, stationery and equipment.

Parents or carers are entitled to a \$150 voucher per student as follows:

- Transition to Year 12 students enrolled in Term 1 - valid in term 1
- Preschool students enrolled in Term 1 to 4 - valid in the term in which they first enrol

Sport Voucher Scheme

Remote Sports Voucher Scheme reduces the cost of a child's participation in sport, cultural and recreational activities. This is managed by the school in the form of a grant and distributed to parents as a reimbursement of up to \$200 per semester for their child's participation in contact events such as Inschool and Swim Week.

Assistance for Isolated Children (AIC)

The AIC is a group of payments for parents and carers of children who can't go to a local government school because of geographical isolation, disability or special needs.

The Distance Education Allowance which is approximately \$4,000 per year per child can be applied for via Centrelink.

<https://www.humanservices.gov.au/individuals/services/centrelink/assistance-for-isolated-children-scheme>

To maintain eligibility Centrelink requires KSA to report monthly on each student's attendance and engagement.



Northern Territory Distance Education Allowances

Once AIC approval is received, application can be made for the following allowances:

- correspondence site allowance
- correspondence site allowance - preschool
- school of the air functions allowance
- correspondence materials delivery assistance scheme.

For more information call 1800 019 157 or visit <https://nt.gov.au/learning/student-financial-help-and-scholarships/financial-help-for-isolated-students/distance-education-allowances>

Correspondence Site Allowance:

This allowance scheme assists students by providing a yearly payment towards the costs associated with education through a school of the air.

Correspondence Site Allowance for Preschool:

This allowance scheme assists four year old children that are enrolled in preschool by providing a yearly payment towards the costs associated with education through a school of the air.

Schools of the Air Functions:

This scheme assists students to attend up to two approved school of the air functions per year. The allowance is based on calculations for a family that has children attending approved school of the air functions, not on a per student basis. The allowance will be paid for attendance at a maximum of two approved school of the air functions each year from the child's main residence to the function.

Correspondence Material Delivery Assistance Scheme:

This scheme provides assistance for the costs associated with the delivery of materials. The scheme is designed to help meet the costs of correspondence materials delivery, not to pay for the full cost of regular delivery of mail.





Contributions & Charges



Enrolment Deposit \$300 per family

Upon enrolment each family is asked to pay a deposit to cover the cost of replacing any school equipment/resources they may lose or damage. This deposit is fully refundable provided that all school resources have been returned in good condition within eight weeks of the student leaving. The deposit will be retained by the school if school resources are not returned as expected.

Parent Contribution \$30 per student annually

Financial support through a voluntary parent contribution enables the school to provide additional equipment, texts, resources, technology and materials.

Resources

Stationery and equipment packs can be purchased through the school.

KSA Computer and Laptop Device Kit - Computer Hire

Computers can be hired through the school at a cost of \$400 for the initial setup and \$100 every year after. The computers come with all software and hardware essential for KSA learning and are fully serviced by the IT department. This is a non refundable hire charge. For more information please contact the IT Manager.

Uniforms

Middle Years Polo Shirt \$20

Primary Years Polo Shirt \$20

Sports Team Polo Shirt - Cyclones (blue/green) or Bushfires (red/yellow) \$20

Shorts \$20

Skorts \$20

KSA Bucket Hat \$15

KSA students are expected to wear the school uniform when representing the school. This includes visiting the school, on excursions and for any other contact events. The uniform consists of a school polo shirt, appropriate shorts/skirt/jeans and suitable footwear.