

2027 IMPORTANT SCHOOL INFORMATION

OUR VISION

Williams Primary School uses proven methodology to promote excellence in a nurturing culture, preparing students socially and academically for an evolving world.



CONTRIBUTIONS AND CHARGES

PAYMENT OPTIONS

Contributions may be paid in full or can be made in two equal payments, one in Week 1 of Term 1 and one in Week 1 of Term 3. Other flexible payment options are available. Please contact the Manager Corporate Services to discuss these.

The following payment options are available at Williams Primary School:

- Cash
- Direct Deposit (see below for account details) preferred method

Bank Account Details for Direct Deposit

Williams Primary School
Westpac – Narrogin
BSB 036 167 Account Number 272571

Please ensure that the student's name is used as the reference for all Direct Deposits

The Contributions, Charges and Personal Items Lists were approved by the School Council on 10 September 2025.

CONTRIBUTIONS

Contributions collected at this school contribute to:

- Textbooks, workbooks and book hire
- Photocopy materials
- Materials for art and crafts, design and technology, science activities
- Web based curriculum materials/resources (non-optional component)

Kindy - $60.00
Pre-Primary - $60.00
Primary - $60.00

CHARGES

The term 'charges' refers to the provision of extra cost, optional activities which are part of an educational program and which contributions do not cover, eg swimming lessons, IMSS music program, excursions, incursions. All activities have been approved by the School Council and are optional. If payment is not received, an educational activity with a similar outcome will be provided to the student.

CHARGES – Extra Cost Options *(Estimated maximum cost)*								
ITEM	**K**	**P**	**1**	**2**	**3**	**4**	**5**	**6**
Interschool Sport			$50	$50	$50	$50	$50	$50
Leadership Program								$50
Incursions/Excursions	$100	$100	$100	$100	$100	$100	$100	$100
Swimming		$70	$70	$70	$70	$70	$70	$70
PEAC							$150	$150
IMSS							$200	$200
Camp								$800
OTHER OPTIONAL COSTS/SERVICES								
Grad Shirt								$60

Interschool Sport

Students may be given the opportunity to participate in a variety of interschool competitions including swimming, athletics, cross-country running. There is a flat $5 fee for each event to help cover transport costs.

Leadership Program

Students may have the opportunity to participate in onsite or externally delivered leadership development.

Incursions/Excursions

Various incursions and excursions may be available for student participation during the year.

Swimming

In term 1 swimming lessons are held at the Williams Swimming Pool. Students who hold a pool pass are required to pay for the transport component only. Students who do not hold a pool pass will be required to pay pool entry and transport costs.

PEAC

Student participating may have the opportunity to participate in activities organised by the PEAC coordinator.

IMSS

Students participating in the Instrumental Music program may incur an instrument hire charge.

Camp

From time to time, teachers offer to coordinate camps. The School Council has agreed that the maximum charge to parents for any official school camp should not exceed the figure shown. Should your child be involved, the actual cost may be significantly less depending on subsidisation by fundraising.

Personal Items - Kindy 2027

QTY		Item	
1		SCRAPBOOK 64 page	
4		JUMBO LEAD PENCILS – TRIANGULAR GRIP 2B	
1	Packet 12	JUNIOR JUMBO TRIANGULAR COLOURED PENCILS	
1	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
1	Packet 12	TEXTAS (Assorted Coloured Felt Tips)	
2		MARKER PERMANENT Black (Bullet)	
1		MARKER FINELINER Black 0.4mm	
4		GLUE STICK 35g	
1	Box	TISSUES Large	
1		LIBRARY BAG	
1		SCISSORS 15cm	
1		CLIPBOARD A4	

Personal Items – Pre Primary 2027

QTY		Item	
4	Packet 12	JUMBO LEAD PENCILS – TRIANGULAR GRIP HB	
2	Packet 12	COLOURED PENCILS	
4	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
2	Packet 12	TEXTAS (Assorted Coloured Felt tips)	
2		SCRAP BOOKS 64 page	
1		CLIPBOARD	
8		GLUE STICK 35g	
1	Box	TISSUES Large	
1		LIBRARY BAG	
4		PERMANENT MARKER Black (bullet tip)	
2		FINELINER Black (bullet tip)	
1		A4 zip up wallet/pencil case – for home readers (strong and sturdy)	
1		SCISSORS 15cm	

Personal Items - Year 1 2027

QTY		Item	
2	Packet 12	CRAYONS (Assorted Colours) – 'Wind-ups/Twistables'	
2	Packet 12	LEAD PENCILS HB	
5		RED PENCILS	
2	Packet 12	COLOURED PENCILS	
4	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
2	Packet 12	TEXTAS	
1	Pack 4	HIGHLIGHTERS	
2		DOCUMENT WALLET PLASTIC A4	
1		FINELINER Black 0.4mm	
2		PERMANENT MAKER Black (bullet tip)	
1		CLIPBOARD A4	
1		ERASER White	
6		GLUE STICK 35g	
1	Large	PENCIL CASE ZIP TOP 30 x 15cm (maximum size)	
1		PENCIL SHARPENER (Metal)	
1		RULER 30cm (Wooden)	
1		SCISSORS 16.5cm	
1		VOLUME LIMITED HEADPHONES with cord (No Bluetooth)	
1		DOCUMENT WALLET (French)	
1		LIBRARY BAG	
1		A4 zip up wallet/pencil case – for home readers (strong and sturdy)	
2		BLANK SCRAPBOOK – 64 Pages	

Personal Items – Year 2 2027

QTY		Item	
2	Packet 12	CRAYONS (Assorted Colours) – 'Wind-ups/Twistables'	
2	Packet 12	LEAD PENCILS HB	
5		RED PENCILS	
2	Packet 12	COLOURED PENCILS	
4	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
2	Packet 12	TEXTAS	
1	Pack 4	HIGHLIGHTERS	
2		DOCUMENT WALLET PLASTIC A4	
1		FINELINER Black 0.4mm	
2		PERMANENT MAKER Black (bullet tip)	
1		CLIPBOARD A4	
1		ERASER White	
6		GLUE STICK 35g	
1	Large	PENCIL CASES ZIP TOP 30 x 15cm (maximum size)	
1		PENCIL SHARPENER (Metal)	
1		RULER 30cm (Wooden)	
1		SCISSORS 16.5cm	
1		VOLUME LIMITED HEADPHONES (Cord, No Bluetooth)	
1		DOCUMENT WALLET (French)	
2		SCRAP BOOKS (64 Page)	
1	Box	TISSUES	
1		LIBRARY BAG	
1		A4 zip up wallet/pencil case – for home readers (strong and sturdy)	

Personal Items – Year 3 2027

QTY		Item	
2	Packet 12	LEAD PENCILS HB	
5		RED PENCILS	
2	Packet 12	COLOURED PENCILS	
4	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
2	Packet 12	TEXTAS	
1	Pack 4	HIGHLIGHTERS	
2		PEN MEDIUM POINT Red	
4		DOCUMENT WALLET PLASTIC A4	
2		DISPLAY FOLDER A4	
1		CLIPBOARD A4	
2		ERASER White	
4		GLUE STICK 35g	
1	Large	PENCIL CASES ZIP TOP 30 x 15cm (maximum size)	
1		PENCIL SHARPENER (Metal)	
1		RULER 30cm (Wooden)	
1		SCISSORS 16.5cm	
1		VOLUME LIMITED HEADPHONES (Cord, No Bluetooth)	
1		DOCUMENT WALLET (French)	
1	Box	TISSUES	
1		LIBRARY BAG	

Personal Items – Year 4 2027

QTY		Item	
8		LEAD PENCILS HB	
1	Packet 12	COLOURED PENCILS	
1	Packet 12	TEXTAS	
2		FINELINER Black 0.4mm	
1	Packet 4	HIGHLIGHTERS	
4	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
6		PEN MEDIUM POINT Blue	
6		PEN MEDIUM POINT Red	
4		DOCUMENT WALLET A4 plastic	
2		DISPLAY FOLDER A4	
1		CLIPBOARD A4	
2		ERASER White	
2		GLUE STICK 35g	
2		PENCIL SHARPENER (Metal)	
1	Large	PENCIL CASES ZIP TOP 30 x 15cm (maximum size)	
1		RULER 30cm (Wooden)	
1		SCISSORS 16.5cm	
1		VOLUME LIMITED HEADPHONES (Cord, No Bluetooth)	
1	Box	TISSUES	
1		LIBRARY BAG	

Personal Items – Year 5 2027

QTY		Item	
8		LEAD PENCILS HB	
1	Packet 12	COLOURED PENCILS	
1	Packet 12	TEXTAS	
2		FINELINER Black 0.4mm	
1	Packet 4	HIGHLIGHTERS	
4	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
6		PEN MEDIUM POINT Blue	
6		PEN MEDIUM POINT Red	
4		DOCUMENT WALLET A4 plastic	
2		DISPLAY FOLDER A4	
1		CLIPBOARD A4	
2		ERASER White	
2		GLUE STICK 35g	
1		PENCIL SHARPENER (Metal)	
1	Large	PENCIL CASES ZIP TOP 30 x 15cm (maximum size)	
1		RULER 30cm (Wooden)	
1		SCISSORS 16.5cm	
1		VOLUME LIMITED HEADPHONES (Cord, No Bluetooth)	
2	Boxes	TISSUES	
1		LIBRARY BAG	

Personal Items – Year 6 2027

QTY		Item	
8		LEAD PENCILS HB	
1	Packet 12	COLOURED PENCILS	
1	Packet 12	TEXTAS	
2		FINELINER Black 0.4mm	
1	Packet 4	HIGHLIGHTERS	
4	Packet 6	WHITEBOARD MARKERS Black (Bullet Tip 2.0 size)	
6		PEN MEDIUM POINT Blue	
6		PEN MEDIUM POINT Red	
4		DOCUMENT WALLET A4 plastic	
2		DISPLAY FOLDER A4	
1		CLIPBOARD A4	
2		ERASER White	
2		GLUE STICK 40gm	
2		PENCIL SHARPENER (Metal)	
1	Large	PENCIL CASES ZIP TOP 30 x 15cm (maximum size)	
1		RULER 30cm (Wooden)	
1		SCISSORS 16.5cm	
1		VOLUME LIMITED HEADPHONES (Cord, No Bluetooth)	
2	Boxes	TISSUES	
1		LIBRARY BAG	

IMPORTANT DATES FOR 2027

SCHOOL TERMS FOR STUDENTS

Semester 1

Term 1: Monday 1 February to Friday 9 April
Break: Saturday 10 April to Sunday 25 April

Term 2: Wednesday 28 April to Friday 2 July
Break: Saturday 3 July to Sunday 18 July

Semester 2

Term 3: Monday 19 July to Thursday 23 September
Break: Saturday 25 September to Sunday 10 October

Term 4: Monday 11 October to Thursday 16 December
Break: Friday 17 December to Tuesday 1 February

SCHOOL DEVELOPMENT DAYS

Please see below the list of School Development Days for 2027:

Thursday 28 January 2027
Friday 29 January 2027
Tuesday 27 April 2027
Tuesday 8 June 2027
Monday 23 August 2027
Friday 24 September 2027
Friday 17 December 2027

School Development Days are organised for staff to develop skills and plan for the education of students. Students do not attend school on these days.

PUBLIC HOLIDAYS

Please see below the list of Public Holidays for 2027:

Friday 1 January	New Years Day
Tuesday 26 January	Australia Day
Monday 1 March	Labour Day
Friday 25 March	Good Friday
Sunday 28 March	Easter Sunday
Monday 29 March	Easter Monday
Monday 26 April	Anzac Day (for 25 April)
Monday 7 June	WA Day
Monday 27 September	King's Birthday

SCHOOL POLICIES

You can view our school policies on our website by visiting www.williamsps.wa.edu.au. Navigate to the 'About Us' tab and click on the link for the policy you require.

The following school policies were updated in 2025:

- Behaviour Guidelines
- Good Standing Policy
- Students Dress Code

Stay Connected

Stay connected with us through our school website and the Williams Primary School Facebook page. We value open communication and aim to ensure you are always up to date with the latest happenings at our school.

Early Arrivals

Parents and caregivers are reminded that classrooms open at 8:30am. Students who arrive before this time must remain seated in the stage area outside the Science Room. Please note that no playing on playground equipment is permitted before school.

Absences

Notification of student absences. Parents/carers are asked to inform the school office if their child will be absent from school, as this allows the attendance system to be updated promptly and ensures teachers receive the information. This can be for planned and unplanned absences. The best way to notify the school is via the link on our website here.

Late Arrivals

Parents and care givers if you child/ren are arriving at school after the siren we ask that they please present to the front office so they can be marked in for the day by the front office staff. Your child will be given a pass to give to their teacher; this will prevent you getting an absentee message.

Appointments (Students required to leave school early)

If your child has an appointment, please come to the front office so that we can provide a leave pass and adjust the attendance to reflect their absence. If you are aware of the appointment in advance you can email williams.ps@education.wa.edu.au so this can be done in advance, and we can arrange for your child to be in the front office for collection.

School Times

Monday, Tuesday, Thursday & Friday: 8:45am – 3:00pm
Wednesday (early close): 8:45am – 2:35pm

Recess: 10:45am – 11:05am
Lunch: 12:55pm – 1:35pm

Please ensure you are prompt when collecting your children at the end of the school day.

Volunteers

Parents are always welcome in our school, and we value your involvement as volunteers in our school community.

Please note that parents/guardians and visitors who are volunteering in classrooms are required to sign in at the front office

Nut Aware School

Some students at our school have a severe allergy to nuts and are susceptible to anaphylactic shock. Anaphylaxis is the most severe form of allergic reaction and is potentially life threatening. In order for the school to minimise the risk for any susceptible students, it is requested that parents do not send foods containing any type of nuts (including peanuts, tree nuts, peanut butter and Nutella) to school with their child. The sharing of food can be a further risk, and we would ask you to work with the staff at the school to discourage this practice.

Attendance Matters

I'd like to encourage all of you to help your children attend school every day this term. It is important because it makes a difference to how much they learn and how well they do. Every day your children learn something new and every day they build on what they know. The more they learn, the better they can achieve, and the more opportunities they create for life.

If a child misses...	**that equals...** (days missed per year)	**that equals...** (years missed during school career PP-12)	**Which is the same as attending until:**
1 day per fortnight	20	Nearly 1.5 years	Part-way through Year 11
1 day per week	40	Over 2.5 years	Part-way though Year 10
2 days per week	80	Over 5 years	The end of Year 7
3 days per week	120	Nearly 8 years	The end of Year 4

RRISE

Respect . Responsibility . Initiative . Self Control . Emotional Intelligence

At Williams Primary School, we encourage all students to act in ways that are Safe, Fair and Kind. These expectations reflect our RRISE values and help guide students to become respectful and responsible learners. Through these values, we support students to show initiative, practise self-control, and develop strong emotional intelligence in their everyday interactions at school. We aim to acknowledge students using their RRISE values to continue to create a positive learning environment with high expectations for all.

RRISE tickets have been introduced to acknowledge positive behaviour in the classroom and playground. When a student is acknowledged for their positive behaviour, staff will clearly name the behaviour, explain the link to the RRISE value and give positive feedback. For example: “You noticed something needed to be done and helped without being asked. That’s initiative.”

- Staff use RRISE tickets to acknowledge when a student:
- Displays an expected behaviour that has been explicitly taught
- Makes a positive behavioural choice, particularly when effort, persistence, or self-regulation is required
- Consistently applies expected behaviours across different settings
- Contributes positively to the learning environment or school community

RRISE tickets will be collected from classrooms on Friday afternoons. A tally will be kept, tracking our progress towards whole school and individual rewards.

For individuals, RRISE certificates will be presented when a student been awarded 10 tickets for a RRISE value. Bronze, Silver and Gold certificates will be awarded to acknowledge students who continue to display RRISE throughout the year. For students who achieve a RRISE certificate in all 5 RRISE values, they will be awarded a RRISE Badge. Each week, a small number of RRISE tickets are randomly selected from a school wide draw. Students whose tickets are drawn receive a small acknowledgement to celebrate students demonstrating our RRISE values.

UNIFORM ORDERING INFORMATION

The P&C Uniform Shop stocks a variety of uniform items for parents to purchase throughout the school year using the QuickCliq ordering programme. Orders completed before he end of the school term will be available to collect from the school office.

Uniform is available to purchase via QuickCliq. To sign up, please visit:

https://www.quickcliq.com.au

To register for an account:

- Click on Register at the top of the page
- Enter your details and click finish
- You will receive an activation email – click the link provided
- You are now ready to log in to your QuickCliq account
- Add Students/Users to your account
- You will receive an automatic email when the order has been filled. Uniform orders will be sent home with students unless pick up from the front office is requested

Please contact Natasha at williamspsuniforms@gmail.com for all uniform enquiries or assistance with ordering.

UNIFORM SIZING

Clothing sizes: 4C, 6C, 8C, 10C, 12C, 16C
Hat sizes: S/M, M/L

Bomber Zip Jacket	$50
Polo Shirt with Logo – Two Toned Navy/Sky Blue/White Piping (100% Polyester)	$30
Girls Skort – Navy Combed Cotton Elastane	$16.50
Unisex Shorts – Navy Trutex Stretch Microfibre	$22.00
Track Pants – Navy Brushed Fleece	$26.50
Sport Polo Shirt - Yellow (Leo) Red (Taurus) Royal Blue (Scorpio) No Logo	$15
Reversible Bucket Hat	$19
Various uniform items and sizes also available second hand	

Please note that prices listed above are current as at time of printing and are subject to change

To receive the Williams Primary School P&C information and minutes for 2026, please complete the form below, include a $1 payment, and return both to the school administration office. Your form and payment will then be forwarded to the P&C for their 2027 AGM.

P&C MEMBERSHIP FORM

Please return to your P&C Secretary

I, (your name), ...

Of, (your address), ...

.....

Mobile .....

Email .....

wish to become a financial member of ..... P&C Association Inc.

by paying the annual membership fee of .....

I understand that my annual membership is current until the next AGM

I agree to abide by the P&C Constitution (Association rules) and P&C Code of Conduct

Signed (Member) .....

SECRETARY'S USE ONLY:

Fee paid: .....

Signed (Secretary) .....

Date: .....

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