

INFORMATION BOOKLET Katherine School of the Air 2025

Confident. Resilient. Independent



SCHOOL CONTACT

SCHOOL DETAILS



89 651 555



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SOCIAL MEDIA



www.ksa.nt.edu.au



katherineschooloftheair



@katherine.schooloftheair

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THE KSA WAY We are a community that works hard, has fun and learns together so students can be... CONFIDENT RESILIENT **Confidence is feeling Resilience is being** sure of yourself and able to cope when your abilities. things go wrong. Celebrate success • Have a go • Be curious • Ask for help • Help and include · Have a positive others attitude INDEPENDENT COMMUNITY **Independence** is **Community is being** being able to do part of a group with things for yourself. common interests. · Be kind · Be organised • Listen to others • Activiely Respect yourself participate and others Follow instructions • Be safe



WELCOME

Katherine School of the Air (KSA) is one of three distance education institutions in the Northern Territory, managed by the Department of Education and Training (DET) and funded by the Northern Territory Government as a public school.

KSA delivers an innovative and engaging educational experience that empowers students from KSA Cubs (aged 3) to Year 9 to achieve their maximum potential. The school offers educational services and learning programs to students in the top end of the Northern Territory, including the islands off the NT coast, areas in Western Australia near the NT border, as well as NT residents who are temporarily traveling or working interstate and overseas.

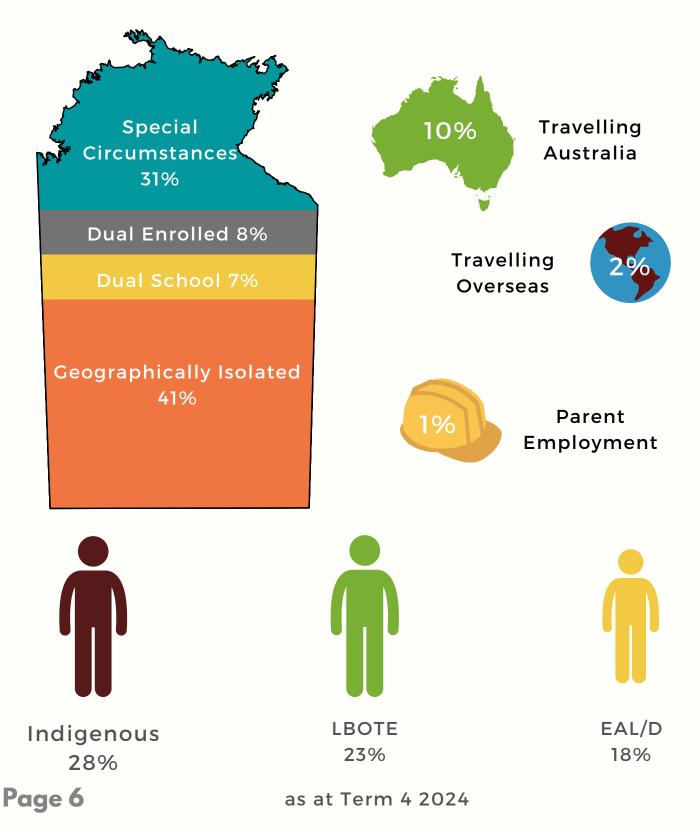
KSA accommodates a wide variety of family situations, such as geographical isolation, travel, flexible learning arrangements, and students with medical conditions.

The school offers high-quality virtual learning tailored to the distinct learning environment of the Northern Territory while also providing traditional school experiences for its students.



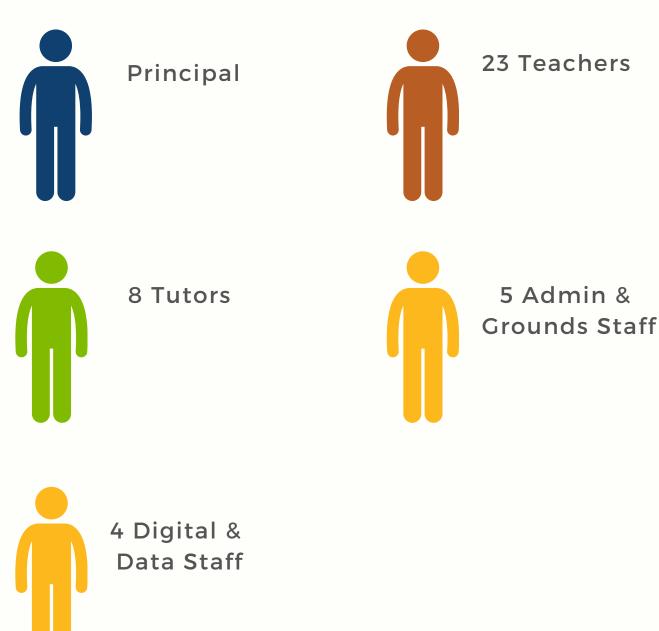
DEMOGRAPHICS

Between 240 - 270 Students











HISTORY

Katherine School of the Air has changed significantly over the years from being a correspondence school via two way radio to a virtual school providing students with the ability to instantly connect and collaborate with their peers and teachers.

1966

KSA Commences

The school was the first distance education school in Australia to operate separately from the Royal Flying Doctors Service's radio network. KSA opened on 14th June with the first radio lesson commencing 12th September.

2005

Interactive Distance Learning - IDL

Two way radio lessons faded out gradually over the years as the school transitioned to internet based learning. The radio studio was upgraded to an IDL studio.

2020 to current

Teaching from anywhere

The main studio was converted to a teaching space as reliable internet and video conferencing software upgrades enabled the ability to teach from anywhere in the school. Teaching areas were converted to pods to support virtual learning from the teacher's desk.





GENERAL

Opening Hours

The front office is open from 7:30am to 4:00pm Monday to Friday during school terms.

Teachers are available during the school term, within school hours 8:00am to 3:00pm.

The Administration and the Digital & Data teams are available all year. During the school holidays we recommended families contact the school 89 651 55 for opening hours.

Closed

KSA is closed for all NT observed and National public holidays including the Katherine Show regional holiday.

The school is closed for two weeks over the Christmas and New Year period. 2024/2025 closure dates are Monday 23rd December 2024 to Friday 3rd January 2025.

Contact

All KSA staff have their own dedicated phone number and email address. A staff directory can be found on the KSA Community Team and is also included in families first work packs.

ENROLMENT



KSA has a dedicated enrolment team to support families through the enrolment process. The team will discuss the family circumstances, eligibility to enrol and provide supporting documents that are required. Contact the enrolment team via reception 89 651 555 or email the team directly. 🙊 ksa.administrator@education.nt.gov.au

Enrolment Process

- 1. **Enquiry:** The family submits the student's details, location, and reason for enrolment.
- 2. **Pre-Enrolment Package:** The enrolment team contacts the family to discuss the enrolment category and required documentation.
- 3. **Pre-Enrolment Interview:** A link is sent for an interview with the principal, who reviews the enrolment and discusses expectations, then approves or disapproves it.
- 4. Enrolment Package: The family completes the enrolment package.
- 5. Induction: The Family Support Coordinator (FSC) contacts the family
 - to conduct the induction process, including:
 - Student assessment
 - Classroom setup
 - Home tutor support
 - Arranging work packs
 - Teacher handover support
- 6.**Commencement:** The student begins learning with the teacher.



ENROLMENT

Family Support Coordinator

The school has a Family Support Coordinator (FSC) to assist families with the enrolment process and initial transition to KSA. The FSC helps with:

- Enrolment
- Connecting families and teachers
- Classroom setup
- Home tutor support
- Student engagement

The FSC also hosts a Home Tutor Conference during contact events, featuring specialist presenters to support parents, carers, and home tutors.

Technology Support

The schools dedicated Digital and Data Team (DaD) assists families with setting up the technology for online learning and provides ongoing IT support. They also offer technology training sessions for students, parents, and home tutors.

The DaD team has a direct line and email



89651 570

ksa.techsupport@education.nt.gov.au



ATTENDANCE

Attendance and Engagement

To help students reach their full potential, the school expects full engagement with the learning program. KSA tracks daily attendance and engagement through:

- Participation in online lessons
- Communication with teachers via phone/email/teams
- Timely submission of weekly assignments and work returns

Parents must notify the school of any absences promptly, as the school follows up on unreported absences daily. KSA also reports attendance data to Centrelink each term for families receiving payments, such as AIC.

Attendance Strategy

Families receive regular attendance reports to keep them informed about their child's attendance and engagement.

KSA has an attendance strategy policy to identify and support students and families "at risk" of poor attendance or engagement. Ongoing issues are reported to the NT Student Engagement Team.



HOME TUTOR

Home Tutor Role and Responsibility

Parents/carer must provide adult supervision (home tutor) during the the school day. The home tutor's primary role is to support in the delivery of the learning program to students. The home tutor and KSA teacher are a teaching team who work together to support the student.

Home Tutor Support

Regular support sessions and conferences for home tutors are conducted throughout the school year to assist them in their essential role. Home tutor conferences take place during contact events, featuring various special guests as presenters.

Additionally, a Microsoft Teams group is available for home tutors to ask questions and share ideas. The Family Support Coordinator is also available year-round to provide individualised support and training for new home tutors and parents.



CONTACT EVENTS

Contact Events

KSA has several contact events throughout the school year. These events are a great opportunity for students to engage and socialise with their teachers and fellow classmates in learning activities. Students also undertake a variety of sports and swimming activities including carnivals at contact events.

Parents and Home Tutors are able to engage in a series of learning opportunities, school council meetings and community events during Inschools.

Parents are required to book their own accommodation for all Inschools.

Term 1 Week 10 - Inschool Science Week including Science Fair held at KSA Term 2 Week 10 - Inschool including Sports Carnival held at KSA Term 3 Week 2 - Interstate/Intrastate Excursion (Years 5 -9) Week 10 - Inschool Swim Week including Swimming Lessons and Swimming Carnival Term 4 Week 10 - Inschool Celebration Week includes Concert and End of Year

Ceremonies



2025

January

	ΜΟ	ΤU	WE	ΤН	FR	SA	SU	
	30	31	1	2	3	4	5	
	6	7	8	9	10	11	12	
	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
1	27	28	29	30	31	1	2	

February

	МО	ΤU	WE	ΤН	FR	SA	SU
1	27	28	29	30	31	1	2
2	3	4	5	6	7	8	9
3	10	11	12	13	14	15	16
4	17	18	19	20	21	22	23
5	24	25	26	27	28	1	2

April

		мо	ΤU	WE	ΤН	FR	SA	SU
(10	31	1	2	3	4	5	6
		7	8	9	10	11	12	13
	1	14	15	16	17	18	19	20
	2	21	22	23	24	25	26	27
	3	28	29	30	1	2	3	4
			Insch	nool -	Scier	nce W	eek	

July

	МО	ΤU	WE	ΤН	FR	SA	SU			
	30	1	2	3	4	5	6			
	7	8	9	10	11	12	13			
1	14	15	16	17	18	19	20			
2	21	22	23	24	25	26	27			
3	28	29	30	31	1	2	3			
Interstate Excursion - Week 2 Dates to be confirmed										

October

	МО	ΤU	WE	ΤН	FR	SA	SU	
	29	30	1	2	3	4	5	
1	6	7	8	9	10	1	12	
2	13	14	15	16	17	18	19	
3	20	21	22	23	24	25	26	
4	27	28	29	30	31	1	2	

Students Commence

May

	ΜΟ	ΤU	WE	ΤH	FR	SA	SU
3	28	29	30	1	2	3	4
4	5	6	7	8	9	10	11
5	12	13	14	15	16	17	18
6	19	20	21	22	23	24	25
7	26	27	28	29	30	31	1

August

	ΜΟ	ΤU	WE	ΤН	FR	SA	SU
3	28	29	30	31	1	2	3
4	4	5	6	7	8	9	10
5	11	12	13	14	15	16	17
6	18	19	20	21	22	23	24
7	25	26	27	28	29	30	31

November

	МО	τU	WE	ΤН	FR	SA	SU
4	27	28	29	30	31	1	2
5	3	4	5	6	7	8	9
6	10	11	12	13	14	15	16
7	17	18	19	20	21	22	23
8	24	25	26	27	28	29	30

NTLC - Student Leaders

March

	ΜΟ	ΤU	WE	ΤН	FR	SA	SU		
5	24	25	26	27	28	1	2		
6	3	4	5	6	7	8	9		
7	10	11	12	13	14	15	16		
8	17	18	19	20	21	22	23		
9	24	25	26	27	28	29	30		
	31	1	2	3	4	5	6		
NAPLAN Online Years 3, 5, 7 & 9									

June

	МО	ΤU	WE	ΤН	FR	SA	SU			
7	26	27	28	29	30	31	1			
8	2	3	4	5	6	7	8			
9	9	10	11	12	13	14	15			
10	16	17	18	19	20	21	22			
	23	24	25	26	27	28	29			
	30	1	2	3	4	5	6			
		Inse	chool	- Spo	orts W	'eek				
September										

	МО	ΤU	WE	ΤН	FR	SA	SU			
8	1	2	3	4	5	6	7			
9	8	9	10	11	12	13	14			
10	15	16	17	18	19	20	21			
	22	23	24	25	26	27	28			
	29	30	1	2	3	4	5			
	Inschool - Swim Week									

December



Professional Development

Public Holiday

School Event



Visiting KSA

When in Katherine, families are encouraged to drop into the school. With prior warning, parents can book times to meet with teachers. Students are also able to join in on their lessons.

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.

The Digital and Data team is also available to schedule times for support or repairs.

It would be appreciated if families contact their teachers to plan their visit 2-3 days ahead where possible.

Patrols - Home Visits

KSA sees Patrols (home visits) as a vital part of the education service provided. They are an opportunity to build relationships and provide onsite support to families. Where possible, families generally host the KSA staff in their homes during the visit.

The timing and focus of visits are negotiated with families.



CURRICULUM

KSA Curriculum

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

Preschool and KSA Cubs students engage in a play based program to learn about themselves within the context of their families and communities.

Primary students engage in separate subjects for English, Mathematics, Health and Physical Education. Other subjects are combined in an integrated inquiry project designed to immerse students in deep learning across key learning areas.

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

All KSA students engage in a Social Emotional Learning program. The SEL program supports student personal and social development.

Learning Material

Student learning materials are available online and as paper copies. The material is designed to guide the home tutor and student through the content required for successful learning. A terms worth of learning material is sent out at the end of each term in a work pack for the new term.



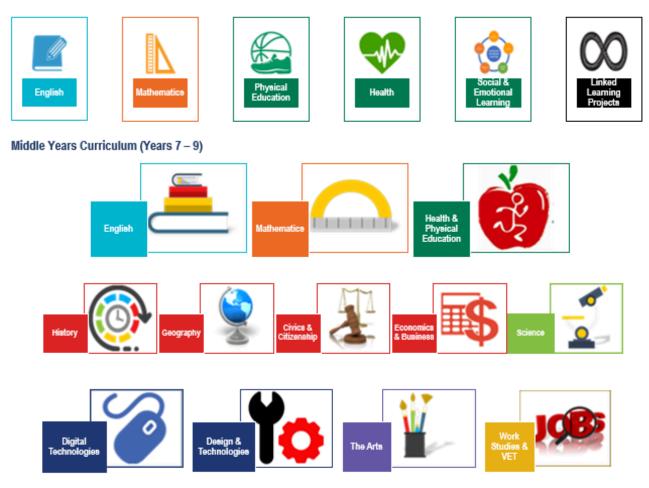
CURRICULUM

KSA Curriculum - Overview

Preschool Curriculum



Primary Years Curriculum (Transition - Year 6)





Online Lessons

KSA teachers deliver daily online lessons to enrich the student's learning experience. Using video conferencing software, teachers and students can interact and engage in learning activities as a group.

Students are provided with opportunities to engage with each other to discuss and share their thinking. Online lessons are considered compulsory for students with access to the appropriate technology.

Online Resources

KSA provides a safe and interactive online environment for students to engage in their learning. This provides access to learning materials, video clips and other media to enhance the student's learning experience.

Students upload work returns online for marking and informative feedback.

Individual / Small Group Sessions

Teachers and KSA Tutors provide individual / small group lessons. These lessons are targeted teaching/assessing time which may include a specific instructional focus, follow-up of the student's work returns or additional support related to the student's individual learning plan.



Evidence of Learning

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.

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 for reading, spelling and maths which are administered by the teacher or the home tutor.

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

Work Returns

Students are provided with a due date calendar for the term which outlines the learning material that is required to be returned for marking and assessing.

Students return completed work a minimum of once per week and upload learning material to their class team in Microsoft Teams.



Learning Support

KSA is dedicated to personalised learning to help each student achieve optimal academic, social, and emotional outcomes. While most students will benefit from whole school or class programs, those with specific needs (e.g., English as a Second Language, learning difficulties, or disabilities) will have their teaching and learning adapted accordingly.

Some students may also access targeted small group or one-on-one learning programs.

Read Write Inc, Fresh Start and Spelling Morphology

Online students in transition to year 2 engage in the Read Write Inc program. The phonics programs supports students to develop reading fluency and comprehension to enable spelling and writing with confidence.

All students undertake a phonics screen on commencement at KSA. Where older students are identified as requiring phonics supports they engage in the Fresh Start and Spelling Morphology programs to ensure key comprehension is cemented in their learning.

Learning Through Doing

The Learning Through Doing program is imbedded in the KSA Mathematics course material providing an impactful mathematical model.

All students upon commencement at KSA undertake a mathematical screening. Students requiring support access specific LTD tutoring sessions.



Transitioning and Pathways

At KSA, students receive various forms of support during transitions throughout their education journey. "School transitions" encompass the movement between different educational settings, such as early childhood, primary, middle, high school, and post-school environments.

The school supports students to access various pathways during their middle years education to support the transition to the post-school environment.

NAPLAN

The National Assessment Program – Literacy and Numeracy (NAPLAN) is an annual assessment for students in Years 3, 5, 7 and 9. All students are required to undertake NAPLAN testing.

NAPLAN is made up of tests in the 4 areas (or 'domains') of:

- reading
- writing
- conventions of language (spelling, grammar and punctuation)
- numeracy.

The results can assist teachers by providing additional information to support their professional judgement about students' levels of literacy and numeracy attainment and progress.

KSA conducts NAPLAN assessments online via Single Stream Testing. 2025 - 12th - 14th March.



REPORTS

Semester Reports

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 1 and Semester 2.

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.

Interim Reports

Interim reports are provided to students in years 7 to 9 at the end of Term 1 and Term 3. The interim report provides parents and home tutors with a snapshot of a student's progress and engagement in their learning.



COMMUNITY

The KSA Way

Students are encouraged and awarded tokens for displaying The KSA Way values that can be redeemed through the weekly KSA Way shop for goodies and prizes. Teachers award student tokens via Live School during lessons and individual catchups.

The shop is open three times during the term, announced and hosted through the KSA Community Teams page.

Students encourage and support each other to display the values upheld within the KSA Way, both in and out of the classroom.

At the end of each year, awards are presented at the end of year concert for the students with who have showcased the KSA way values and received the most tokens.

Assembly

KSA hosts online assemblies each Friday afternoon from Week 1 to Week 9 of each term. All KSA students are encouraged to attend assemblies even if they are enrolled as paper based students.

Assemblies are hosted by a different class each week and often have a theme. During the assembly the school presents principal and class awards and showcase student achievements.



COMMUNITY

Awards and Scholarships

Throughout the year students are provided with opportunities to receive awards and scholarships.

- Weekly Class Awards
- Sports and Swimming Champion Awards
- ICPA Art Awards
- Sally Thomas Academic and Effort Scholarships
- Class Award for the year
- Chief Ministers Awards
- KSA Art Awards
- Citizenship Awards
- STEM Awards

See the KSA Community Teams for further details regarding awards and presentations.

School Council

The KSA School Council is made up of a chairperson, secretary, four parent representatives, principal and two teacher representatives. The council is essential in providing feedback and guidance for school improvement. The council meets regularly to discuss school operations and holds meetings at contact events. All parents and home tutors are welcome to attend.



COMMUNITY

Katherine Isolated Children's Service - KICS

Katherine Isolated Children's Service is a not-for-profit, registered charity and an incorporated association. KICS visits children and families who are socially and geographically isolated. KICS visits children living on pastoral properties, in Indigenous communities, and participates in invitational events such as Katherine School of the Air events.

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 the ICPA magazines Down the Track (NT) and PEDALS (federal). For further information or to join the ICPA. www.icpa.com.au

Govies Gala

The Govies Gala committee organises various events throughout the year to support home tutors (govies) and to fundraise for KSA and other organisations. The main event is the Govies Gala ball hosted in conjuction with the Ringers Rugby Carnival weekend held in Katherine.

Visit the Govies Gala Facebook and Instagram pages for details.



COMMUNICATION

Student Emails

All students are provided with a NT Schools email account when first enrolled in a government school. KSA sends all communication to student email accounts including online lesson links, weekly updates from teachers, the newsletter and school announcements.

Community Teams

The KSA Community Team is available to all families via student logins and can be viewed on mobile devices. The team has daily announcements regarding staff absences, resources, contact event forms, information for parents and much more.

The Dish - Newsletter

The school send out a weekly newsletter *The Dish* each Monday during the school term. *The Dish* is sent to student email accounts and can also be accessible via the Community Team. Parents can also subscribe to the newsletter. The newsletter includes important announcements, class features, showcasing students work and community information.

Social Media

KSA has a public website, Facebook and Instagram. The website provides general information about the school for new families and potential staff as well as a history timeline.

Facebook and Instagram page provides reminders to parents/carers about important announcements and showcases the KSA community.



Accessing Technology

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 Digital & Data Team to assess their technology needs.

Families can hire a laptop kit from the school with the KSA DaD Team providing support and maintenance. Hired equipment is supplied with all hardware and learning software required for schooling.

Support

KSA has a Digital and Data Team who are available to support families throughout the whole year including school holidays. The DaD Team is accessible to all KSA families for:

- Initial Setup
- Software Installation
- Technology Support
- Problem Solving
- Training
- Servicing Laptops



Technology Specifications

Laptops are required for all online learning. Below are hardware specifications of laptops KSA have available for hire. BYO devices are recommended to have comparative or better hardware than the school hired devices:

• Dell Latitude 5340 i5 CPU, 16GB Memory, 256GB SSD, WiFi

Handheld devices are not recommended however are suitable for paper-based enrolled students. Handheld devices include: Samsung/Apple Phones, Android Tablets or iPads.

Apple MacBook computers are not recommended due to lack of compatibility with NTSchool Applications.

Peripherals required for online learning:

- Headset with Microphone
- Webcam
- Scanner or scanner app
- Printer (recommended)

Families are encouraged to contact the Digital and Data team for support regarding suitable devices.



Internet Service

Families arrange their own internet through their chosen provider. A conversation with the DaD Team is recommended to assist with selecting the right service for the family's needs.

Families maybe eligible for an internet subsidy whilst enrolled at KSA. Visit the NT governments student financial website for more information. www.nt.gov.au/learning/student-financial-help-and-scholarships

Programs and Apps

KSA uses the following apps and programs with students or to support students learning:

- Microsoft Teams
- Microsoft Office 365
- Mathletics (Year 2 only)
- Aussie Decodable Readers
- Oxford Owl
- OARS
- Canva
- GradeXpert
- Liveschool
- Learning Through Doing

- iSee
- Padlet
- Tinkercad
- Nearpod
- Soundwaves
- Adobe Suite



Mobile Phone Policy

All schools in the NT, including Katherine School of the Air, have a mobile policy to create a focused learning environment.

- Students Preschool to Year 6 cannot possess mobile phones during school hours or contact events.
- Years 7 to 9 students can bring phones but must keep them off and securely stored.
- Primary students must hand in phones at the start of the day and collect them afterward.

Phones will be confiscated if used without an exemption.

Online Lessons Recording

Online lessons, one on ones, tutoring sessions, meetings and online events are recorded at Katherine School of the Air.

Lesson recordings enable students to access previous lessons to imbed concepts and review learning.

Recordings are stored as part of the NT Department of Educations Microsoft Teams servers. Access is only via secure student and staff logins.



FACILITIES

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 by making requests through their teacher. When families visit the school, they are also encouraged to spend time browsing the library.

Mailroom and After Hours Lockers

The school has a dedicated mailroom with each family allocated a mailbox. New term work packs are sent out at the end of prior term. Families are also welcome to stop in and pick up or drop off mail during office hours.

Dedicated after hours lockers are also available for families to pick up and drop off. Access to the lockers is arranged by contacting reception or the mailroom.

Families are encouraged to collect mail where possible to reduce mail delays and costs.

Playground & Classroom

KSA has a fully fenced playground and play areas as well as an undercover area that families are welcome to use when visiting the school.

There is also a dedicated classroom for students, home tutors and parents to use whilst in the school.



FINANCIAL ASSISTANCE

Back to School Voucher - BTSV

The NT Government's Back to School Payment Scheme provides financial assistance to parents or carers, who have children enrolled in an NT school or are registered for home-schooling.

You are entitled to receive \$200 towards educational goods and services for each child and the school will provide a list of the items available. The payment can only be used to purchase goods or services from the school.

If your child is in Transition to Year 12 you will receive the payment entitlement in Term 1 each year and the entitlement must be used in Term 1. If your child is in Preschool the entitlement is available through the year but is only valid to the end of the first term in which they enrol.

NT Sports Vouchers

Families enrolled with Katherine School of the Air receive their sports vouchers as part of attendance to the Sports Week and Swim Week contact event.

Families receive a \$100 participation subsidy to attend the events.



FINANCIAL ASSISTANCE

Financial Assistance & Allowances

Families may be eligible for a wide range of financial assistance and allowances schemes offered by the Commonwealth and Northern Territory Governments.

Visit Service Australia for Commonwealth Assistance www.servicesaustralia.gov.au/assistance-for-isolated-children-scheme

Visit Student financial help for Northern Territory Assistance https://nt.gov.au/learning/student-financial-help-and-scholarships

Families are provided with the Financial Assistance for Geographically Isolated Students matrix upon enrolment. The matrix outlines student assistance schemes that families may be eligible to apply for directly with the relevant agencies.