



## Parent Information Booklet



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## BALLINA PUBLIC SCHOOL INFORMATION



Phone: (02) 6686 2205



Email: [ballina-p.school@det.nsw.edu.au](mailto:ballina-p.school@det.nsw.edu.au)

Website: [www.ballina-p.schools.nsw.edu.au](http://www.ballina-p.schools.nsw.edu.au)

48 Crane Street BALLINA NSW 2478

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### **Principal**

Mrs Stacie Luppi

Email: [stacie.luppi@det.nsw.edu.au](mailto:stacie.luppi@det.nsw.edu.au)

### **Assistant Principals**

Mrs Amanda Van den Berg

Mrs Stephanie Whalan (Relieving)

Mrs Belinda Eadsforth (Relieving)

### **Deputy Principal/Instructional Leader**

Mrs Johanna Presgrave

### **Administration Manager**

Ms Samantha Gibson

### **Administration Officers**

Mrs Renee Endres

Mrs Amber Hurrell

### **School Counsellor**

Mrs Honny Henderson

### **Aboriginal Education Officer**

Mr Eli Cook

Miss Jessica Matuchet

### **General Assistant**

Mr Michael Allen

### **Learning & Support Coordinator**

Mrs Bernadette Kelly

Mrs Melissa Ainsworth

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### **Director Educational Leadership, Lennox Coast**

Mr Peter Campbell

### **District Office**

PO Box 4029

GOONELLABAH NSW 2480

Phone: (02) 6623 5900

Fax: (02) 6623 5917

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Search for Ballina Public School on Facebook



## WELCOME

The staff, parents and students of Ballina Public School extend a warm welcome to you and your family. We are sure your child will enjoy their time at our school and you will enjoy watching them learn new concepts and develop as young individuals.

Ballina Public School was established in 1861 and has a strong history in our community. The original school house is now the Library.

We provide a comprehensive education for all students from Kindergarten to Year 6. Programs and facilities offered at Ballina Public School include:

- Wireless connectivity, interactive whiteboards, computers, iPads and laptops in all classrooms;
- Well-resourced computer lab;
- Air-conditioned classrooms;
- Specialist music lessons, band and choir;
- Specialist PE lessons and many opportunities to represent the school in sport;
- Active Student Representative Council;
- Breakfast Club;
- Highly trained, dedicated and caring staff;
- Strong community involvement and links with our Elders;
- Bundjalung Language lessons taught to each class;
- Strong early intervention and learning support programs in literacy and numeracy.

I would like to take this opportunity to welcome you to Ballina Public School. In enrolling your child at our school you have made an excellent choice. At Ballina Public School, all children are provided with a thorough and engaging curriculum, presented by highly trained and professional staff, in a safe and caring learning environment.

As well as learning stage appropriate concepts in a variety of subject areas, your child will also learn the values of care, respect, responsibility and fairness. We learn and live under our school expectations, "We are Safe, Fair, Learners".

I encourage you to participate in your child's learning, to support and challenge them. My staff and I are here to support you and your child, and my office door is always open.

We look forward to welcoming you and your family into our school, and working together to grow resilient and happy children.

Kindest Regards,

*Stacie Luypp*  
Principal



## SCHOOL PHILOSOPHY

We believe educational programs at this school will provide opportunities for children to participate in quality learning and build meaningful relationships as well as meeting children's individual needs. We encourage each child to develop a positive and confident identity.

We acknowledge that the teacher is the key to building successful and competent learners at school and therefore our school will strive to support the teacher in his/her efforts to manage a cohesive and productive classroom and provide high quality outcomes-based learning experiences.

We acknowledge that parents are of prime importance in the education of their children. Therefore, this school seeks to establish parents and caregivers as partners in education and foster strong links between home and school. Hence, providing reciprocal support in the management of children's learning and total development. We always welcome you to join us in all school activities, in and out of the classroom.

## SCHOOL SONG

*Ballina our school we proudly sing your praises day by day,*

*In our hearts to you we turn whenever we are far away.*

*At our work and at our play we strive to add to your fair name,*

*Higher ever higher soaring may we see your greater fame.*

*Surf and spray and sun and breezes fill our lives with joy and mirth,*

*All our hearts give forth affection to the land that gave us birth.*

*We, your children shall remember what you taught us in our youth,*

*Carry through the life before us love of beauty, love of truth.*

***(Written by Samuel Ellyard, Principal 1956-1964)***

**Tune: Ode to Joy.**



## HISTORY OF BALLINA PUBLIC SCHOOL

The history of public school education in Ballina was very closely linked to the community, as it still is today.

Mr Joseph Eyles, a local shipbuilder, seems to have been the moving force behind the establishment of the school. He and a group of local citizens – Henry Garrard, Charles Fawcett, James Brown and James Campbell Stevenson applied for a school to be established in February 1861.

The original school building was completed on the current Primary Department site and opened in 1863 with an enrolment of 45 children. The first teacher was Mr G.T. Kemp. Some of the names of families who sent their children were Eyles, Clemment, Jarrett, King, Lewis, Bourke, Calder, Ferguson, Gray, McCurdy, Henderson, Saunders, Brown, Chilcott and Skennar (or Skinner).

Children from East Ballina had to cross a channel nearly half a mile wide to attend school and even children in West Ballina did not find it easy to get to school in the winter when the school was surrounded by an almost continuous swamp.

As the old building deteriorated and was considered unsuitable, a new school was completed in 1882 to accommodate 165 pupils. By 1890 the enrolment had climbed to 271 pupils and an extra classroom was built. A separate Infants Department was established in 1891. The school also had a wooden residence for the Headmaster.

By 1900 about 300 children were attending the school securing the future for the young people of the Ballina district. New buildings were added to the school and by the 1920's there were 7<sup>th</sup> and 8<sup>th</sup> year classes at the school. Ballina had now become the busiest port outside Sydney and Newcastle and boasted four banks, six hotels, two picture theatres, two hospitals and a School of Arts. In 1926 the school became an Intermediate High School.

In the 1930's the High School was separated from the Primary School. The new Infants Department classrooms were erected in two stages – the first being opened in 1966 and the second stage soon afterwards. The school's biggest building program occurred during 1974-1975 when the old wooden building and the weather sheds finally disappeared. The 1882 building was saved because of its historical significance and converted into the school library. An administration block was built on the corner of Crane and Martin Streets and a double storey block of six classrooms, toilets, canteen and shelter area was built behind the library in the Primary Department.

In 1978 the House System at school was changed to commemorate the names of local pioneers. The Houses are named after Captain ROUS (discoverer of the Richmond River), Joseph EYLES (a leading figure in establishing the school), Mrs RUSSELL (the longest serving Infants Mistress at the school), and John SHARPE (chairman of the first local School Board in 1866).

Ballina Public School celebrated its 150<sup>th</sup> birthday in 2011, under the theme "One School, Many Stories".

## **P&C ASSOCIATION**

The Parents and Citizens' Association meet on the second Monday of each month at 5:30pm in the Western site staffroom. An invitation is extended to all parents to attend these meetings and become actively involved in the school.

## **RESOURCE PACKS AND VOLUNTARY CONTRIBUTIONS**

Students are required to purchase a resource pack through the school office, which provides them with all books, text books and site licences required for the year. The cost for the resource pack is \$40.00 for K-2 students and \$50 for Year 3-6 students. Packs will be issued in class.

As well as this, parents are encouraged to make an annual Voluntary Contribution of \$30.00 for one child and for additional children in the same family, the second child will be discounted to \$15, the third to \$7.50 and any subsequent children will be no charge. Part payments are welcome at any time and can be made at the front office or via our online facilities. These funds support the schools educational, sporting and cultural programs.

## **PARENTS AS PARTNERS**

Parents are valuable partners in children's education. Parents are always welcome to assist in the many varied programs and activities we offer at Ballina Public School. Some of the activities where parental assistance is sought within the school include:

- ✓ MultiLit
- ✓ Home reading;
- ✓ Assisting with Kindergarten small group activities;
- ✓ Providing expertise and knowledge in special lessons;
- ✓ Assisting with covering of books;
- ✓ Maintaining equipment;
- ✓ Additional transport and supervision on excursions and sporting events;
- ✓ Fundraising;
- ✓ Participating in curriculum and program teams; and
- ✓ Canteen volunteers.

Ballina Public School is very appreciative of the support that parents provide. Not only do parent helpers enhance classroom learning activities, they provide wonderful role models to their children. We encourage you to join in whenever possible.

## **WHAT YOUR CHILD WILL LEARN AT BPS**

The Department of Education provides curriculum statements for the guidance of schools in developing their specific curricula and in formulating their programs.

Class programs at all levels give regular attention to the sequential development of skills in the following major Key Learning Areas:

- English
- Mathematics
- Science and Technology
- History and Geography
- Creative and Performing Arts
- Personal Development, Health and Physical Education

The school also provides access to:

- Learning and Support Programs including MultiLit/MiniLit and Mathematics Support Programs
- Choir
- Sporting Opportunities
- Aboriginal and Cultural Perspectives
- Broader Bundjalung language
- School Band
- Music Tuition
- Computer and Technology
- Library and Information Skills
- Religious Instruction

In addition to the major Key Learning Areas, Cultural Diversity and Equity is supported by the use of support documents and curriculum, including: Multicultural Education Policy, Aboriginal Education Policy and Access and Equity Policies.

In partnership with the parent body and community, we endeavour to provide an education for all children that best suits the individual. With your continued support we are sure the education of your children will continue to be of the highest quality.



## **ASSESSMENT AND REPORTING OF STUDENT PROGRESS**

In order to measure children's progress the school uses the process known as "continuous assessment". This means that teachers use a variety of methods and techniques to regularly and systematically assess student progress and development. These include strategies such as testing, checklists, anecdotal comments, observations and collection of work samples (student learning journals). Data collected is used to support individual student learning and class programming as well as informing student reports.

Parent/Teacher Information Days are organised early in Term 1 for teachers to outline class procedures, policies and expectations. This is also an opportunity for parents and teachers to meet and discuss student needs.

Formal Parent/Teacher/Student interviews may be held at the end of Term 2. Interviews may be arranged at any time of the year upon request of either the teacher or the parent/carer.

A formal written report is sent home at the end of each semester in Term 2 and Term 4.

The school is always open to parental visits and you are most welcome to come to the school to speak with staff about your child or the programs offered. As teachers are busy with preparation, classes and other duties, we request that you make an appointment at a mutually suitable time to ensure that staff can allocate their full attention to you and your student's needs. We hope that parents will accept this invitation as the need arises.

## **SERVICES AVAILABLE TO YOU AND YOUR CHILD**

At Ballina Public School we have a wide variety of services to help your child achieve their best at school. Our staff are highly trained in supporting both students and their parents/carers to identify and address any areas where students may need some additional supports. We will work together with you to help your child develop their intellectual, emotional, social and physical skills.

The school provides expertise and support from the following:

- ✓ Learning and Support Teachers
- ✓ The School Counsellor
- ✓ The School Chaplain
- ✓ Aboriginal Education Officer

## **STUDENT ASSISTANCE SCHEME**

Funds are available from the Department of Education to assist parents with the cost of schooling needs such as uniforms, text books and excursions. If you wish to access these funds please contact the school office for an application form. This request is confidential and we encourage parents and carers to access funds to ensure their children can experience all aspects of school life.

### SCHOOL TIMES

8.45 am	Supervision of the playground begins. Children should not arrive at school before this time.
9.15 am	Muster. Students gather under the 'COLA'.
9.15 am - 11.15 am	Class time
11.15 am - 11.25 am	Lunch eating time
11.25 am – 12.00 noon	Lunch Play time
12 noon	Muster. Students gather under the 'COLA'.
12.00 noon – 1.30 pm	Class time
1.30 pm – 1.40 pm	Recess eating time
1.40 pm – 2.00 pm	Recess Play time
2.00 pm	Muster. Students gather under the 'COLA'.
2.00 pm – 3.15 pm	Class time
3.15 pm	Home

### STUDENT DEPARTURE

Supervision will be provided for those children who catch buses home until the last bus arrives. At 3.15 pm children will move to bus lines promptly. Walkers and bike riders leave the school grounds in a safe and orderly manner. Parents collecting their children should park in the designated areas and come into the school grounds to collect their children. Preferred places to collect children are the two covered outdoor areas near the canteen and near the hall. *Please do not have your children leave the school through the administration building.*

## CHANGING 'GOING HOME' ARRANGEMENTS

Children are not permitted to leave the school during the day unless their parents/caregivers personally come to the school to collect them. **Please call in to the office first for an early leavers token.**

Parents need to advise the school in writing of any change to the normal routine for going home. In emergencies, parents may telephone through a change of routine and the message will be passed onto the teacher and your child.

## EMERGENCY CONTACT INFORMATION

It is of the utmost importance that you provide two (2) current emergency contact numbers so that in an emergency we can contact someone other than parents. Please keep these numbers up to date by informing the school office of any changes.

## SUN SAFE POLICY

All children are required to wear a wide brimmed hat to school and in the playground. Parents should provide sunscreen when needed. Only those children wearing a hat may play in direct sun, otherwise children stay in restricted shade areas.

School hats are available for purchase from the office.

## BUS TRAVEL

*Transport for NSW* now manage all applications including changes to student details online. Further information on eligibility criteria can be found on the Transport for NSW SSTS Website or visit <https://apps.transport.nsw.gov.au/ssts/howToApply>

## BICYCLES AND SCOOTERS

It is recommended that students under 8 years old do not ride bicycles or scooters to school. All children are required by law to wear a helmet when riding a bicycle or scooter and need to bring a lock and bike chain. These may be stored in the school bicycles racks during the day.

## INFORMATION FROM SCHOOL

Our school newsletter is published once a week to keep you up to date with the activities of the school. It is available to all families via the school website and Facebook page. Families who have provided the school with an email address will be sent a newsletter link for each publication. Other notes will be sent home directly with the student. The school's website, ([www.ballina-p.schools.nsw.edu.au](http://www.ballina-p.schools.nsw.edu.au)) and Facebook pages provide a wealth of information.

## INFECTIOUS AND CONTAGIOUS DISEASES

While it is important for all children to attend school every day sometimes children need to stay home if they are feeling unwell.

Below are some of the common diseases and important information.

**NOTE:** Children enrolling in Kindergarten need to have a completed Immunisation Certificate from Community Health or your Doctor.

<b>Disease</b>	<b>Usual time between Infection &amp; Illness</b>	<b>Absence from School</b>
Chicken Pox	13-17 days	At least 5 days after first spots appear
Hepatitis A	15-50 days (average 10)	Until child has recovered and one week from first signs of jaundice
Measles	7-18 days (average 10)	Four days from appearance of rash
Rubella	14-21 days (average 18)	Until fully recovered & at least 4 days after rash appears
Mumps	14-21 days (average 18)	Until fully recovered & for 9 days after swelling appears
Whooping Cough	7-14 days	Should be kept home for 5 days from start of antibiotic treatment. Otherwise 2 weeks from when "whoop" starts
Ringworm		Children should be excluded until the day after anti-fungal treatment has started. The site should also be covered.
Conjunctivitis		Children should be kept home until the discharge from their eye/s has stopped.
Influenza		Children should be excluded until they are well again.

## **ASSEMBLIES**

Formal whole school assemblies are every second Friday at 2.20pm, as well as on special occasions. Parents and interested community members are invited to attend these assemblies, which regularly showcase student performances. Assemblies are advertised in our Newsletter "The Wave".

## **BREAKFAST CLUB**

Breakfast is an essential part of the day, and research shows that it fuels concentration for all of our learners. We are very proud of our Breakfast Club, which provides healthy and delicious breakfasts to any student who needs one, free of charge. To do this, we have a roster of wonderful volunteers who cook and serve breakfast every day, plus generous sponsors, who along with our own fundraising, provide the healthy ingredients. Our Breakfast Club is open every school day from 8:45am to 9:10am.

## **CANTEEN**

The Ballina Public School Canteen is run by our wonderful P & C and is managed by a paid supervisor. Nutritious and well-priced lunches and snacks are available from the canteen each day. Children ordering lunches should do so before school commences each day. Parents are asked to provide children with a paper bag with the order written and their name on it. Canteen price lists are sent home at the beginning of the year and at times when price changes are made. The canteen implements the principles of the Healthy Canteen Program. Our school canteen is operated by the P & C and is managed by a paid supervisor. Volunteer help is appreciated, and we encourage you to volunteer as often as you can.

Our Canteen is part of the NSW Healthy School Canteen program. Our Canteen is open every school day and orders should be placed before school starts. Parents are asked to provide a paper bag with the child's name and order written on it.

Our Canteen offers a range of nutritious and well-priced lunches and snacks. Price lists are sent home at the start of each year and if there are any price changes.

It is open daily from 8.45am to place orders and closed for Recess on Monday and Tuesday. Hot food is only available for purchase during the lunch break period.

Volunteers are always needed, welcomed and we encourage you to volunteer as often as you can.

## **EXCURSIONS AND IN SCHOOL PERFORMANCES**

Excursions to various venues are organised and conducted to support our children's educational programs. Excursions and In-school performances are valuable as they supplement the learning taking place in the classroom by providing children with the opportunity to see and experience places and events which are being studied. They are also valuable social and learning experiences.

Parental permission must be obtained for children to attend an excursion. Parents are encouraged to assist on excursions if requested by teachers.

Please note: Any permission notes and money must be returned to the office by the due date in order for students to participate in these activities.

### **LIBRARY**

The Library is a focal point of the school, providing our students with life-long skills and fostering a love of reading. Library lessons are curriculum-based with an emphasis on literacy, information and critical thinking skills.

Children are encouraged to borrow and return books during their library lesson. K-2 students should use a library bag to protect the books. Students can also use the library facilities in their own time to read, return and borrow books, listen to stories, research homework or projects and for quiet play.

### **BOOK CLUB**

Scholastic Book Club is offered as part of our commitment to fostering the love of reading in children. There are eight issues each year and with each issue, children are given an order form, which they complete and return to school with payment. Orders are usually received within a few weeks. Our school receives bonus points for each \$1 spent on orders and this enables books to be selected for our Library free of cost.

### **RELIGIOUS EDUCATION**

Ballina Public School provides a combined churches chapel. For years 3 to 6, this service is held in our school hall, every second Wednesday. For years K to 2, on the alternate Wednesdays, this service will be held in the classrooms.

### **CREATIVE ARTS PROGRAMS**

An extension of our regular curriculum includes our Band, Choir, and Dance groups. Our instrumental music program and our school is recognised as a leading educator in this area. The school has instruction in most concert band instruments and is proud of its record in band competitions over past years. Our Choir performs regularly within the local community and has also performed at the Sydney Opera House.

Our school offers various dance programs including Dance Troupe as well as our boys and girls Aboriginal Dance Groups. Our groups participate in the local annual dance festivals, community events and perform at local schools all to a very high standard.

### **SPORTING ACTIVITIES AND SCHOOL SPORT**

The school is affiliated with the NSW Primary Schools' Sports Association and is involved with many sporting activities organised by the PSSA. To encourage a healthy lifestyle, all students participate in Fundamental Movement Skills and Physical Education.

School Sport is a mandatory part of the NSW School Curriculum. Only students with an illness or injury who have a note from parents/caregivers will be exempt from participating.

### **SCHOOL UNIFORM**

The school and its community overwhelmingly support the wearing of a school uniform. This uniform, as detailed below, has been approved by our Parents and Citizens Association.

**Girls** – Blue checked dress or unisex navy shorts or navy culottes and a navy/sky blue polo shirt, black shoes and white socks.

**Boys** – Navy shorts and a navy/sky polo shirt, black shoes and white socks.

In Winter – Navy track suit pants and navy pull over or zip up jumpers are worn by both boys and girls. Jumpers with the school logo are also available.

In accordance with our sun safe policy, broad brimmed hats are required for sun play and may be purchased from the front office.

Please ensure children are dressed in the appropriate school uniform and that all items of clothing are labelled.

### **HOMEWORK**

Homework provides opportunities for children to consolidate their learning at home, assisted by parents and caregivers. Parents can greatly assist in their child's learning by talking with them about school and becoming involved in homework activities. Parents can help develop their child's reading by listening to the child read, giving praise and reading to the child.

Virtually all activities at home and in play, provide opportunities for parents to help young children develop literacy, numeracy and problem solving skills.

In their early years, children may be involved in such regular homework activities as home reading, library borrowing and language activities.



## POSITIVE BEHAVIOUR FOR LEARNING AND STUDENT WELLBEING

Ballina Public School is a leader school in Positive Behaviour for Learning (PBL). PBL is an evidence based, whole school approach to behaviour to improve the learning outcomes for students. The school expectations are explicitly taught and all staff and students strive to maintain a positive learning and social environment.

Our PBL mascot is the dolphin. Matilda Elford, a Year 5 student won the mascot design in 2017 and it has been incorporated into all school signage and rewards.

Our student wellbeing focuses on the development of the whole child. We ensure the growth of student social and emotional wellbeing as well as growth academically.

PBL focuses on explicitly teaching our school expectations and modifying the environment to meet the needs of all students through a comprehensive and proactive approach where all staff acknowledge and positively reinforce the expected behaviour while preventing undesired behaviours. The PBL team collect data on positive and negative behaviours and use this to guide the whole school PBL focuses for the following weeks.

As a NSW Public School, we are committed to providing a safe, supportive and responsive learning environment for everyone. As such, we follow the NSW Department of Education 'Behaviour Code for students'.

At Ballina Public School **We are Safe, Fair, Learners**. Our classrooms and playground reflect these expectations and students are rewarded for following them.

Students are individually rewarded for following the school expectations through Class Dojo's. These individual points add up and students are rewarded with certificates, letters home, moving their photo along the treasure chests in the office and the ultimate reward to strive for each semester is the 100 point excursion. When a student reaches 100 points they are taken on an excursion to celebrate this achievement.

Whole classes are rewarded using the 'dolphin wave'. As a class, students negotiate a number of rewards and are awarded one of these when they achieve 10 dolphin points for working collaboratively to achieve the school expectations.

During assembly, two classes are awarded the 'dolphin cushion' for being respectful participants. The winning classes are able to choose the bell music for the fortnight.

At Ballina Public School, our community works towards creating a climate where students and staff are learning together. The staff provide consistent positive reinforcement and consequences in all learning spaces. As a result of PBL we have increased our instructional time and decreased off task behaviours.



# Behaviour code for students

## NSW public schools

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

### In NSW public schools students are expected to:

- Respect other students, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- Not bully, harass, intimidate or discriminate against anyone in our schools

Schools take strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

### Behaviour Code for Students: Actions

Promoting the learning, wellbeing and safety of all students in NSW Public Schools is a high priority for the Department of Education.

We implement teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

### Respect:

- Treat one another with dignity
- Speak and behave courteously
- Cooperate with others
- Develop positive and respectful relationships and think about the effect on relationships before acting
- Value the interests, ability and culture of others
- Dress appropriately by complying with the school uniform and dress code
- Take care with property

### Safety

- Model and follow departmental school and/or class codes of behaviour and conduct
- Negotiate and resolve conflict with empathy
- Take personal responsibility for behaviour and actions
- Care for self and others
- Avoid dangerous behaviour and encourage others to avoid dangerous behaviour

### Engagement

- Attend school every day (unless legally excused)
- Arrive at school and class on time
- Be prepared for every lesson
- Actively participate in learning
- Aspire and strive to achieve the highest standards of learning

The principal and school staff, using their professional judgement, are best placed to maintain discipline and provide safe, supportive and responsive learning environments. The department provides a policy framework and resources such as Legal Issues Bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context the NSW Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.

## STARTING SCHOOL

Children can start Kindergarten at the beginning of the school year if they turn 5 on or before 31 July that year. By law, all children must be in compulsory schooling by their 6th birthday.

When your child starts school is an individual decision. You may wish to discuss this with your child's preschool teacher, carer, doctor or your local primary school. Our teachers are trained to work with your child regardless of their age or level of development.

Children develop at different rates and learn skills in different ways. Our school will respond to the needs, learning styles and rates of progress of individual students. Teachers also plan learning experiences based on the skills students bring with them to school.

## KINDERGARTEN ENROLMENT PROCEDURES

Applications to enrol Kindergarten children for the following year are available all year round. Please contact the school for a Kindergarten Enrolment Pack. When you come to the school to enrol, can you please bring with you the following original documents:

- **Proof of student's residential address** (*eg. Council rates notice, residential lease, electricity account, statutory declaration etc.*)
- **Birth certificate or identity documents**
- **Australian Childhood Immunisation Register (ACIR) Immunisation History Statement** (Children enrolling in Kindergarten need immunisation against the full range of common childhood diseases. A certificate obtained when immunisation is completed must be presented at the time of enrolment. If this is not done, you will be asked to keep your child at home should an outbreak of a contagious disease occur. Such decisions will be made in conjunction with the Department of Health if required).

Parents who have concerns about a child's health, such as hearing or sight, are advised to contact the Department of Community Health for early school screening prior to enrolment.

**Telephone:** 02 6686 8977 – (this is a free service).

## TRANSITION/ORIENTATION PROGRAM

Our Transition/Orientation to School Programs take place in the Kindergarten rooms over several weeks in the second half of the year. Kindergarten Teachers guide children in developing social skills through activities that build confidence and communication. Your child will participate in a range of activities including pre-kinder Literacy and Numeracy, art and craft, music, technology and fitness. For further information, please contact the office.

### **STARTING SCHOOL - ENCOURAGE YOUR CHILD TO:**

- Say their full name
- Write their first name
- Read their name
- Use scissors
- Use paint, crayons, pencils
- Tell stories to other people
- Play with other children and share
- Take turns to listen
- Look at books and pictures, label, tell stories about the pictures
- Sing songs and nursery rhymes
- Count things
- Tell the colour of things
- Recognise their own belongings
- Look after and put things away where they belong
- Wash their face and hands themselves
- Go to the toilet by themselves
- Help out with household tasks and responsibilities
- Follow instructions and directions
- Open and close their lunchbox, bag and drink bottle
- Put on and take off their shoes and socks
- Blow their nose properly
- Ask for help to do things
- Know their own phone number and address
- Care about children and other things
- Make new friends and play with new people
- Say 'please' and 'thankyou'
- Play with new toys properly
- Take and bring back messages
- Recognise some letters and their sounds

