

Information Book

Laurieton Public School
Responsibility and Respect



Welcome to Laurieton Public School

The information contained in this booklet has been prepared to assist parents who are new to our school.

Laurieton Public School is a warm and caring school set in a beautiful location with strong community support. Emphasis is placed on the importance of all children achieving highly, with support provided for those in need.

As well as catering for all areas of the NSW Syllabus, our school promotes a wide range of extracurricular activities, including band, dancing, singing, robotics, debating and public speaking. The school also enjoys an impressive record in sports, with many of our students representing at high levels and a strong emphasis on student participation. Fitness and healthy eating are encouraged by school programs and our healthy canteen.

The use of modern technology is a feature of this school. All classrooms are equipped with interactive touchscreens, laptop computers, ipads, networked printers and 3D printers. There is a full computer laboratory and specialised computer education lessons, including coding, for every class.

Our school policies align with all NSW Department of Education policies, available through the school's web site at www.laurieton-p.schools.nsw.gov.au

Grant Timmins
Principal



School Motto

Responsibility and Respect

School Pledge

In our hands lies the future of this great land.

If we all work together doing our best for the common good

There is no limit to what we can achieve.

We respect the flag.

School Song

From our school we see the mountain and the river flowing past,

In our town we see the faces that we've come to know and trust.

With our friends we strive to live our lives the way we know we must,

Here in Laurieton, here in our school.

This is Laurieton....Public School.

There is time for us to learn about responsibility,

And respect for those around us and the joy of being free.

In this special place we love so much we're very proud to be,

Here in Laurieton, here in our school.

This is Laurieton.....Public School.

Code of Responsibility and Respect

Students of Laurieton Public School undertake to uphold the School Code of Responsibility and Respect:

- Be kind and considerate towards others.
- Treat others with respect, courtesy and care.
- At all times represent the School with pride and to the best of one's ability.
- Take pride in personal appearance and wearing our school uniform.
- Be polite, co-operative and truthful.
- Treat all property with respect and care – one's own and others'.
- Promote happiness and maintain peace whenever possible.
- Uphold the school rules.
- Always play in a safe manner.

Students are also expected to follow the Classroom Aussie Fair Play Rules created by Rob Schouten

- I can follow instructions
- I can listen
- I can use my hand and wait
- I can work quietly
- I can control what I do and say

Our School Uniform

Our core values are also reflected in our community's support of our school uniform and our students' pride in wearing it. School hats are available at the school office. The school office has a limited supply of second hand clothing available for a small cost. Uniforms with school emblems are available at Pied Piper Children's Wear, Laurieton.

| | |
|--------------------|---|
| Summer | <ul style="list-style-type: none">• Red polo shirt• Black shorts, pants or skirts• Black shoes or joggers, white socks• Hat - wide brimmed in black or red |
| Winter | <ul style="list-style-type: none">• Red Polo Shirt• Red Jacket/Jumper• Black track pants, trousers or skirt• Hat - wide brimmed in black or red |
| <i>Please note</i> | <ul style="list-style-type: none">• Bike pants are not allowed as an option to the black shorts or visible underneath skirts• Black tights may be worn in winter underneath skirts• School hats are expected to be worn at all times when outside• Shoes must be sturdy and enclosed• Jewellery - studs or sleeper earrings only• School hats, school bags and lunch bags are available from our school office |



School Times

| | |
|-----------------|---------------------------|
| 8.45am | Playground Supervision |
| 9.10am | Morning Assembly |
| 11.10 - 11.30am | Recess |
| 1.00-1.20pm | Lunch - Eating under COLA |
| 1.20-1.40pm | Lunch - Play Activities |
| 2.55pm | End of day dismissal |

School grounds are not directly supervised until 8.45am. Children arriving at school earlier than this must wait in the main shelter area until the 8.45am bell rings. Your child, for their own safety and welfare, should not be on the premises while there is no teacher supervision. Students may only play on the equipment during school times with teacher permission.

Students who arrive on the 8.30am bus wait as above. If needed, early arrival students may seek assistance from teachers in the staffroom or administration block.

School Term Dates 2023

| | | |
|--------|--|---|
| Term 1 | Friday 27 January - Thursday 6 April | Students return Tuesday 31 January |
| Term 2 | Tuesday 24 April - Friday 30 June | Students return Wednesday 26 April |
| Term 3 | Monday 17 July - Friday 22 September | Students return Tuesday 18 July |
| Term 4 | Monday 9 October - Tuesday 19 December | Term 4 finishes for students Friday 15 December |

School Development Days

There are 5 designated Staff Development Days in 2023 and students do not attend on these days. The purpose of Staff Development Days is to address statewide and school priorities along with school based curriculum and training activities.

| | |
|--------|------------------------|
| Term 1 | First two days of term |
| Term 2 | First day of term |
| Term 3 | First day of term |
| Term 4 | Last two days of term |

Assemblies

Full school assembly is held each morning at 9.10 am, when presentations and other announcements are made.

Formal assemblies are held on alternate Fridays - please check newsletters or the calendar on our school website or app for dates. Separate assemblies are held for Infants and Primary. The school newsletter and app will notify you of upcoming assembly dates and classes performing.

Years K, 1 and 2:

Begins at 11:40 am and is conducted by class teachers and students.

Years 3, 4, 5 and 6:

Begins at 10:30 am and is conducted by class teachers and students.

End of Term Whole School Assembly

An End-of-Term assembly (K-6) is held in the school hall at the end of terms 1 to 3. Students receive special Responsibility and Respect medallions and some classes perform items of entertainment. These assemblies usually commence at 12.00pm and end at 1:00pm. Parents are warmly invited to attend.

Presentation Day

This is a very special occasion (whole school assembly) held during the last 2 weeks of the school year. It is a culmination of the school year where we formally recognise individual achievements. This is held in our school hall. Information regarding this event is published in our school newsletter.

SCHOOL INFORMATION AT A GLANCE

Absences

All school absences must be explained in a note to the class teacher on a student's return to school or via an SMS on the school App. All students are expected to attend for the entire school day on each day that the school is open. All notes must be dated and signed and should state the date of absence and reason for the absence. A Home School Liaison Officer examines class rolls each year.

Accidents

In the case of an accident, your child will be taken to one of the staff for first aid. If necessary, the ambulance and/or doctors surgery will be contacted. In all cases, every endeavour is made to keep the parent/guardian informed on action taken. Please make sure that the school has a current phone number for emergencies.

Anaphylaxis

Anaphylaxis is a severe and sudden allergic reaction. It can occur when a susceptible person is exposed to an allergen (such as certain foods or an insect sting). Reactions usually begin within minutes of exposure and can progress rapidly over a period of up to two hours or more. Anaphylaxis is potentially life-threatening and always requires an emergency response.

Band Program

The school band program is for students Year 4-6. The students have instrument tutorials on Mondays during school time. Please contact the office for more information.

Before & After School Care

Before and after school care is available every school day. Students walk supervised or travel by bus. For more information please call:

Gowrie Camden Haven on 0428 649 607.

Laurieton Early Education Centre on 0482 424 492.

Book Club

Scholastic Australia pamphlets and order forms are sent home twice per term. Orders have to be placed through the LOOP app, directly with Scholastic Australia, by the due date.

Buddy System

Each year at Kindergarten orientation the Kindergarten students are allocated a buddy from the senior classes. This buddy will be on hand to meet and greet new Kindergarten students and assist them in settling into school routines in the early weeks of school.

Camps

Years 3-6 are involved in school camps yearly. This is an opportunity for students to engage in educational activities outside the school, to socialise and get to know their school mates and their teachers more closely.

Stage 2 (Years 3 & 4) 2 - 3 days

Alternate Years Forster/Coffs Harbour

Stage 3 (Yr 5 & 6) 1 week

Alternate years Canberra/Great Aussie Bush Camp.

Canteen

The school canteen is open daily for recess and lunch and is operated by a sub committee of the P&C.

A price list will be sent home at the beginning of the year and is updated regularly. The school canteen offers food approved by the canteen association. Orders need to be written on paper lunch bags or on an envelope with the correct money inside and placed in the brown lunch order bin on the verandah under the COLA. Any profits are used by the P&C to support the school. The canteen coordinators are always looking for volunteers to staff the canteen.

Change of Contact Details

It is very important that the school has the correct contact details (including work details) for your child in case of emergency or illness. Please also remember to keep your emergency contact details up to date. If we are unable to contact you then we will contact the person/s you have listed.

Choirs

The school has an enthusiastic choir with students from Stage 1 to 3. The choir is led by the schools' choir teacher and performs regularly at school and community functions.



Communication

Parents are kept informed of the activities organised by the school through weekly newsletters (Wednesdays), school communication app for smart phones, digital notice board at the front of the school, occasional class letters, Class Dojo and notes home. The school website provides further access to newsletters, picture galleries and links to various school and departmental policies and information. www.laurieton-p.schools.nsw.gov.au

Another great tool for parents is the School A to Z website <https://education.nsw.gov.au/parents-and-carers/a-z-parents-guide> which has a lot of practical help for parents to support their children in their education.

Community Participation

Being active in your child's education sends positive messages to your child. There are many ways that you can be involved in the school:

- Help with reading or maths groups.
- Help cover books or make games.
- Assist with transport to events or excursions.
- Assist with Friday sport or sports carnivals.
- Volunteer in the school canteen.
- Become a member of the P&C.
- Help with fundraising BBQ's.

Computer Education

Computer Technology assisted learning enables the students to investigate, problem solve and access relevant and current information in each classroom. The school also has an excellent technology centre which is equipped with the latest computers and software.

Counsellor

The School Counsellor is available one day per week for student counselling and parent interviews. Appointments can be made by contacting the Principal or through referral by the classroom teacher.

Curriculum

Primary schools in NSW follow a curriculum based on stages of learning. Each stage is approximately equivalent to two school years. For each learning stage there are skills, knowledge and a level of understanding that each

student should develop. Primary learning includes whole class, group and individual activities designed to develop an inquiring mind and teach basic learning skills needed for schooling and later life.

Literacy and Numeracy are the building blocks of learning and that is why English and Mathematics take up half of students' learning time in primary school.

Early Stage 1 refers to Kindergarten

Stage 1 includes Years 1 and 2

Stage 2 includes Years 3 and 4

Stage 3 includes Years 5 and 6

Kindergarten to Year 6 focuses on six key learning areas:

English

Aspects of English include -
Reading, Writing, Talking and Listening.

Mathematics

The maths syllabus is divided into the following strands: Number, Space and Geometry, Measurement, Patterns and Algebra and Data.

History/Geography

This includes Geography, History, General Religious and Moral Education and Aboriginal Studies.

Science and Technology

Students learn about and engage in the processes of investigating, designing and making; and in the use of technology.

Creative Arts

This includes Music, Visual Arts, Drama and Dance.

Personal Development, Health and Physical Education (PDHPE)

Dance

Our school has a reputation of producing strong performances in dance. The school dance program is available to all students in Year 1-6. Entry is by audition. This is an extra curricular program and is optional. We have a qualified dance teacher who teaches our group once a week during school hours.

Dental Clinic

The North Coast Area Health Service provides a dental clinic based at the Camden Haven Community Health Centre on Laurie Street. This is a free dental service to all children. Ph: 1300 651 625 Monday - Friday 8am - 4.30pm

Discipline Code

We encourage students to be friendly, to respect others and to take responsibility for their actions. If a student's behaviour is causing concern over a period of time, the school may request an interview with the parents. The most effective method of discipline is when there is close co-operation between parents and the school. A copy of the school's Student Discipline Policy is available on our website. *Also see Welfare Rewards.*

Early Departures and Late Arrivals

Students who arrive late to school, need to leave school for a short period during the day or leave early must be signed in/out by an adult at our front office.

Education Week

This is a designated week by the NSW Department of Education (DoE) each year to celebrate public education. During Education Week a day is allocated for parents to visit the school and attend a special assembly where we showcase the talents of our students. We also provide an opportunity for parents to see their children's work and displays.

Enrolments

The local zone for Laurieton Public School incorporates all of the townships of Dunbogan and Laurieton, as far west as Waterview Heights and St Albans Estate and north to Stingray Creek Bridge.

When enrolling your child please ensure you have completed the forms fully so that the school has all the necessary information. You will be required to provide documents to verify the child's name, birth date and resident status. You will be required to also provide proof of address. It is advised to enrol your child as early as possible in the year before you wish to enrol your child in Kindergarten. Children are eligible to enrol at the beginning of the year in which they turn 5, if their birthday falls before July 31.

Extra Curricular Activities and Groups

Laurieton Public School offers a number of extra curricular activities for our students. Activities include Band, Dance, Choir, Drama, Robotics, Green Group (Environmental) and Debating.

Excursions

During the year the students will be taken on excursions with parental permission. These excursions are to places of interest which relate to a particular topic or program the children will be following. Notices with a permission note will be sent home and these must be returned to the school before your child will be permitted to attend. Parents are often asked to assist with excursions.

Minor walking excursions within the local area will not require a separate note if the general permission note has been signed at the start of the year.

Homework

Homework is generally set on a weekly basis to develop desirable habits and to reinforce work in the classroom, students are expected to complete regular homework, assignments and tasks.

Health Regulations

It is advised that all children be immunised against diphtheria, whooping cough, polio, tetanus and measles. Prescribed medication notification and forms to be completed are available at the office. Students not immunised for certain diseases may be excluded from school in the case of an outbreak.

COMMON INFECTIOUS DISEASES OF CHILDHOOD

CHICKEN POX

Minimum exclusion: 5 days after the first spots appear.

COVID

Follow current NSW Health and Department of Education guidelines.

MEASLES

Minimum exclusion: 5 days after the appearance of the rash.

GERMAN MEASLES (Rubella)

Exclude for 7 days from the appearance of rash or until a medical certificate of recovery is produced.

MUMPS

Minimum exclusion: 7 days after the appearance of swelling.

CONJUNCTIVITIS

Exclude until completely cleared.

IMPETIGO (School Sores)

Consult Doctor about exclusion. All sores must be covered.

HEADLICE

No longer excluded. Head lice can be treated with a special solution available from the Chemist or by using white hair conditioner and combing out with a fine tooth comb. Dead nits (eggs) should be combed out.

RINGWORM

All sores must be covered.

High School Transition

Camden Haven High School is the local public high school for our students. The high school plans and implements experiences for our Year 6 students to prepare for their introduction to secondary education through a combination of visits to our school from high school staff and students. Year 6 students also visit the high school. This program is advertised to students and their families throughout the year.

Interviews

If you wish to discuss your child's progress at any time during the year it is advisable to make an appointment with your child's teacher or the school's Principal.

Kindergarten Orientation

In November each year, children and parents are invited to school for an introduction to school life. School routines and organisation are explained to parents. Children spend time in the classroom with the Kindergarten teacher, becoming familiar with the surroundings, other students and some of the routines.

Library

Students have regular library lessons. A library bag is necessary for borrowing. We seek your support in ensuring that students make good use of this important facility. We strongly encourage students to borrow regularly and any further encouragement at home will be of benefit to your child.

Life Education Unit

This unit consists of a large van which visits schools annually. The aim of the program is to provide students with positive and preventative approaches to drug abuse: both legal and illegal drugs. This school and its community has given financial support to this worthwhile program and welcomes its yearly visit to our school.

Lost Property

Check your child's classroom first for any missing items. All lost property is placed in the lost property in the office area - please check in the office first.

Please ensure that all belongings are clearly marked with your child's name.

Medication

If students are unwell, we request that they stay at home until they have fully recovered. We ask that parents avoid sending medication to school. Students are only permitted to take medication to school if prescribed by a GP and then only under the direct supervision of a staff member and must be organised within the guidelines. All medications are kept at the school office.

Obtain a form from the office and complete all details giving permission for the student to be given medication with the time and period clearly stated. It is the student's responsibility to approach the designated staff for the medication when it is due to be taken. The form must be signed.

Money

All money collected at the school for excursions, purchases, donations etc must be sent to school in a sealed envelope. The student's name, class and the purpose for the money should be written on the outside.

Online payments can be made through our website. Go to the home page - straight below our tabs on the grey strip - click on Make a Payment \$. This will redirect you to an external, secure Westpac website. Please ensure that the online form is filled in so the office staff can ensure your payment goes to the correct child and activity.



Parent and Citizens Association (P&C)

The P & C Association is a school-based organisation with membership open to parents, teachers and interested citizens.

The P&C meet on the first Thursday of each month, during school terms, in the staffroom, commencing at 7.00 pm. At each meeting the Principal or a staff member is available to outline an aspect of the school curriculum or policy.

The P&C's role is to provide a forum in which parents can develop their partnership with the school. This may include:

- Promoting the interests of the school.
- Assisting in the provision of facilities and equipment through fundraising for the school
- Promoting the recreation and welfare of the students at the school.
- Encouraging parent and community participation in curriculum and other educational issues

Our school P&C are active fundraisers. The school canteen is a wonderful fundraising activity for our school. Money raised goes towards improving the learning and opportunities for our students.

Protection from the sun

We encourage students to adopt skin protective behaviours. Hats must be worn to play in the sun. Any student without a hat must play under covered areas. We encourage students to wear the Laurieton Public School bucket hat. This can be purchased from the school office at a subsidised price.

Repetition

Sometimes, because of age, emotional or social immaturity or under achievement, parents may be approached to repeat their child. If this action is seen by teachers to be appropriate, consultation with parents is essential. After consultation, a decision will be made in the best interests of the student concerned.

Reporting to Parents

Reports are sent home to parents twice a year. Parents are invited to discuss these reports with their child's teacher.

Please feel free to make contact with the school to arrange an interview with your child's teacher at this or any other time.

The reports which are sent home comply with the requirements of the NSW Department of Education.

They provide information about your child's progress and effort in each of the 6 Key Learning Areas specified by the NSW Board of Studies, as well as comments on their general social and emotional development. The 5 point grading scale is a requirement of the NSW DoE.

Teacher/Parent/Student conferences are conducted in Term 1 and 3. These are an opportunity for you to meet and get to know your child's teacher and foster a positive and respectful relationship with your child's school. They are an opportunity to share information about your child's progress, interests and needs and discuss your child's learning with their teacher.

School Communication App

A free smart phone app is available for download from Google play and the iTunes store by searching SZapp and then within the app search, Laurieton Public School. The app provides access to our school newsletter, calendar and the ability to send alerts and notifications directly to your phone.

School Bus Service

The school is serviced by buses which are on charter to the Ministry of Transport. The service is conducted by Busways Group. The Laurieton branch of this company can be reached on 6559 6865.

Students in Kindergarten, Year 1 and 2 are eligible for free transport to school. Students in Years 3-6 who live within 1.6 km (straight line) or 2.3km walking distance to school are NOT eligible for free transport.

Bus Passes

To apply for a first time bus pass you will need to complete an online application form at www.transport.info/school-students or call 131 500 for more information.

Bus Rules

All students travelling on the bus must have a bus pass. Once inside the bus each student must remain seated. No hands, heads or objects are to be placed out of the windows. Parents will be notified of improper behaviour and bus passes may be withdrawn.

School Fees – Voluntary Contribution

There is a fee charged each year to help cover the cost of equipment not covered by Government funding. Fees are approximately \$40 a year per student to a maximum of \$50 per family.

SEE (Ethics)

Ethics is a program offered to children as an alternative to scripture. Teachers are trained volunteers. Students learn to think about ethical matters together. The discussions encourage students to consider other people's point of view.

SRE (Scripture)

Half-hour lessons are conducted by qualified volunteer teachers in stage based classes on Friday mornings between 9.20 am and 10.30 am. Scripture is non-denominational.

School Counsellor

Visits the school regularly (one day per week) to advise on aspects of student welfare and to assist students to achieve the best from their schooling.

Sport

Laurieton Public School enjoys a reputation for high participation and strong performances in sport.

Regular lessons are conducted at school and at the local playing fields on Friday afternoons. Skills are taught for netball, soccer, cricket, touch football, softball, tennis, and AFL. We are fortunate to be able to offer 2 terms of swim and survive to our stage 2 and 3 students each year. This program is subsidised by our school P&C. Year 2 and identified primary students participate in the NSW Intensive Swimming program annually.

Swimming, cross country running and athletics carnivals are held throughout the year. Our school enters teams in the NSW Primary Schools Sports Association (PSSA) state knockout competitions for boys' and girls' cricket, soccer and touch football. Our students also participate in other sports such as Australian Rules Football, netball and hockey.

Sporting Houses

We have two sporting houses at Laurieton Public School, the Dolphins and the Stingrays. Children are placed into sporting houses from K-6. Siblings are usually placed in the same house.

Dolphins - Red
Stingrays - White

Student Assistance Scheme

A Student Assistance Scheme is available to parents who are experiencing financial difficulties in meeting the school related needs of their child. Please contact the school Principal for more information.



Student Leadership

Every year a group of four, Year 5 students are elected for by the children and the staff to be the following years School Prefects - two captains and two vice-captains. These children set a good example for all children by their excellent behaviour and attitudes. These students help teachers to guide visitors to the school, assist with assemblies and other functions. Other students are elected House Captains and Vice Captains.

However, students do not have to be school captains or house captains to be considered leaders. We encourage our students to be leaders in the classroom and playground, through their support for other students, or their involvement in academic, sporting, cultural or community events and projects.

Student Representative Council (SRC)

A Student Representative Council is formed each year comprising of student representatives from Years 2-6. Members are elected to represent their class on this council. School Captains and Vice Captains are automatic members. Issues or concerns are raised for discussion and the SRC also organises fundraising events for our school and for charities.

Student Welfare

The social, emotional, intellectual and physical well being of all students in the school involves the recognition and development of each student. A copy of the Student Welfare Policy is available from the school website.

Text Books

Some classes require the purchase of various text books. The cost of these text books varies between classes, but the total is generally no more than \$35.00.

Vacations

Six or more days leave requires completion and approval of an application for extended leave. The forms are available from the school office and approval will be at the discretion of the Principal.

Welfare Rewards

Students who have completed 5 or more weeks of schooling in a term and have had no more than 2 timeout offences qualify for an award. One award per term is issued with the rewards being redeemed at the end of each semester. These awards are highly valued by the children. Rewards include a disco, movies, and fun days at the pool and beach.

School Staff

| | |
|-----------------------|-------------------------------------|
| Mr Grant Timmins | Principal |
| Mrs Maree Kemp | Assistant Principal - Primary |
| Mrs Mystie Smith | Assistant Principal - Infants |
| Mrs Jessica Barnett | LaST (Learning and Support Teacher) |
| Mrs Jadie Claes | Teacher/RFF |
| Mr Jacob Cook | Teacher |
| Mrs Jen Dunnet | LaST (Learning and Support Teacher) |
| Mrs Katie Fenwicke | Teacher |
| Mrs Leeanne Price | Teacher |
| Mrs Melanie Strong | Teacher |
| Mrs Shelley Wallace | Teacher |
| Ms Natalie Hurst | School Counsellor |
| Mrs Monica Buttsworth | School Administrative Manager |
| Mrs Joanne Kaul | School Administrative Officer |
| Mrs Gemma Harris | School Learning Support Officer |
| Mrs Helen Mayo | School Learning Support Officer |
| Mrs Dale Trompert | School Learning Support Officer |
| Mr Steve Bailey | General Assistant |



Laurieton Public School

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