



Nowra Public School

INFORMATION BOOKLET



NOWRA PUBLIC SCHOOL



Welcome to Nowra Public School

Nowra Public School is proud of the professional and progressive service provided to our community and its children. At Nowra Public School we aim to recognise the worth of each individual student and provide a variety of learning experiences catering for the educational needs of all students in a happy, caring and safe environment. We believe that strong partnerships between home and school support students' development. The school actively encourages parents and community members to participate in the effective functioning of the school through a variety of options, such as: joining the Parents and Citizens Association, attending school events, and helping teachers and students in the classroom when appropriate. Working together we hope to instil a lifelong commitment to and love of learning.

Principal's message

I would like to welcome you and your child to Nowra Public School. We look forward to getting to know your family and helping your child achieve their full potential. Our teachers are committed to providing quality educational experiences for all students.

Our school has developed a strong relationship with our P&C and we work together to provide a safe and supportive learning environment for our students. I encourage you to join our P&C and welcome you to school events such as assemblies, sporting carnivals and NAIDOC week celebrations.

Ms Nicole Humphreys

Principal

Address: Primary: 74 Plunkett St NOWRA NSW 2541

Infants: 62 Plunkett St NOWRA NSW 2541

Phone: Primary: (02) 4422 0401 **Infants:** (02) 4422 0414

Web: www.nowra-p.schools.nsw.edu.au

Email: nowra-p.school@det.nsw.edu.au

Facebook: Nowra Public School

Skoolbag App: search for Nowra Public School

Communication with parents / carers

Nowra PS increasingly embraces social media and online methods as a way to communicate with its school community. Our website, facebook page and the Skoolbag App are all utilised as ways to let parents/ carers know what is happening. Class teachers may also use the SeeSaw App as a means of communicating specific information about a class or student.

Notes about excursions or special events may be periodically sent home. Please check bags regularly.

School Times

Our day commences with the line-up bell at **9:00am**.

Session one 9:00am – 11:25am

LUNCH 11:25am – 11:35am eating time

11:35am – 12:00pm play time

Session two 12:00am – 1:25pm

RECESS 1:25pm – 1:35pm eating time

1:35pm – 2:00pm play time

Session three 2:00pm – **2:55pm home time**

Before school

Playground supervision commences at 8:30am. Parents are requested to not leave children at school before this time.

After school

Children are released from classrooms when the end of day bell is rung. A number of teachers are on duty until all children are safely on their way home. Teachers will always ensure the safety of a child and would never leave a child alone if they have not been collected. However, parents are expected to make every effort to be on time to collect their child. Let the school know if there is a problem.

Parents are asked to wait outside the school grounds.

Before and after school care

Peak Sports and Learning run before and after school care on the Primary site in the school hall. Information about this service is available at <https://www.peaksportslearning.com.au/> or by calling 1300 467 325.

Enrolling at Nowra Public School

A child is entitled to be enrolled at the government school that is designated for the intake area within which the child's home is situated and that the child is eligible to attend. The principal will, for the purpose of establishing a child's eligibility to attend or entitlement to be enrolled at the school, require a person seeking to enrol the child at the school to provide proof, to the satisfaction of the principal, of the child's identity, date of birth and home address.

Immunisation

Nowra Public School supports the immunisation of children before they enter kindergarten in NSW Public Schools.

When enrolling a child, parents/caregivers will be asked to provide an Immunisation History Statement. These can be obtained through the MyGov App or any Medicare Office.

A child without a certificate will not be prevented from enrolling, however under the Public Health (Amendment) Act 1992 children without proof of immunisation may be asked to stay at home during an outbreak of a vaccine-preventable disease.

Infectious diseases

If children contract an infectious disease they should stay at home until the infectious stage passes. This prevents other children from getting the disease and allows the child with the disease to recover fully.

Depending on the nature of the disease, schools may notify parents/caregivers of the outbreak so that families are aware of the symptoms. For more information please see the Public Health NSW Infectious Diseases website.

www.health.nsw.gov.au/infectious

Change of address or other details

As soon as you change your address, telephone number, emergency contact persons or any other important information about your family you should let the school know. In the event of an

emergency involving your child, we should always be able to contact you or someone you have nominated as an emergency contact.

It's important you let the school know if you intend to transfer your child to another school. This will allow time to finalise your child's records and arrange transfer certificates and will eliminate concern that may be caused by your child's ongoing absence.

Attendance

In NSW all children between the ages of six and seventeen are required to attend school. Attendances are recorded on a roll. Rolls are a legal document that can be and are subpoenaed by a court.

Regular attendance at school is essential for students to achieve quality life outcomes. The school in partnership with parent/caregivers is responsible for promoting the regular attendance of students. For more information on attendance go to:

<https://education.nsw.gov.au/student-wellbeing/attendance>

Absences

Justified reasons for student absences may include:

- Being sick or having an infectious disease
- Having an unavoidable medical appointment
- Being required to attend a recognised religious holiday
- Exceptional or urgent family circumstances eg attending a funeral

Parents are required to provide an explanation for absences to the school within 7 days of the first day of absence.

Planned absences of more than 5 days (eg family holiday) requires the prior approval of the principal.

Teachers will contact parents if a student is away for 2 or more consecutive days without a notification. Absences can be explained via the Skoolbag App.

Where possible, medical appointments should be made outside of school hours. If your child arrives late or needs to leave early please ensure they are signed in / out via the school office. It is expected that late arrival and early departures are limited to unavoidable circumstances only.

Medication at school

Occasionally, a child may be required to take prescription medication during school hours.

Parents/caregivers need to make a written request to the principal by completing a *Request to administer medication* form. This form is available from the school office. If the principal approves the request, the medication is to be supplied to the school in a Webster pack labelled with the child's name, the dosage and the time (s) the medication is to be administered. Only medication prescribed by a medical practitioner will be considered for administering at school.

Parents/caregivers may need to meet with the principal.

Merit system - YILAG AWARDS

Students are encouraged to take responsibility for their own behaviour and strive to earn awards in five responsibility areas.



Being ready to learn

Being kind and considerate

Doing your personal best

Being safe

Make good choices

When students earn 5 awards for a responsibility, they get a wrist band at an assembly at the end of the term. Students can earn multiple wrist bands for the one area.

Any student who receives a wrist band in all five areas, will be awarded a medal at the end of the year at a Yilag assembly.

A Yilag Student of the Year will be awarded on Presentation Day for the student with the most Yilag Awards across all year groups.

Teachers automatically track student awards - parents don't need to collect them and send them back into school.

The awards will change in design each year.

We are here to help

Where **attendance at school** is a problem, officers from the Home School Liaison Program work with schools, staff, families and students to improve attendance and general engagement at school. The first point of contact is always your child's class teacher. They will know what to do next. The school has a team of people ready and willing to assist if a child is experiencing **learning difficulties** or has **special learning needs**. Generally, these circumstances are highlighted at the time of enrolment. However, if issues arise later on, your first point of contact is the child's class teacher. They will know what to do next.

School counsellors are available to assist students and their family. Counsellors do not attend the same school every day so it is a good idea to try to make an appointment. You can do this via the class teacher, school office or directly on 44236031. Parents/carers are able to self- refer to the school counsellors.

Nowra PS is lucky to have the services of a **Defence School Mentor (DSM)**. The role forms part of the Defence School Mentor program funded by the Department of Defence and administered by the Defence Community Organisation. The purpose of this role is to minimize the impact of the mobile lifestyle on Defence students' education and raise awareness at the school of the Defence lifestyle. The DSM can provide support to students of Defence families including welcoming, integration, absence support and farewelling.

The DSM can be contacted via the school office.

Aboriginal Education Officer (AEO)

The AEO works closely with teachers to develop culturally appropriate resources and programs. They promote Aboriginal Education, encourage students and support parents.

AEOs work with teachers to assist Aboriginal students achieve their potential. They also keep the Aboriginal community informed of students' progress and achievements, and of things such as parent meetings, school activities, new programs and other changes.

The AEO can be contacted via the school office.

Our Curriculum

Our school curriculum is divided into six Key Learning Areas (KLAs).

ENGLISH

MATHEMATICS

SCIENCE AND TECHNOLOGY

HUMAN SOCIETY AND ITS ENVIRONMENT.

CREATIVE ARTS

PERSONAL DEVELOPMENT, HEALTH AND PHYSICAL EDUCATION

All syllabuses also include the cross-curriculum priorities: Aboriginal and Torres Strait Islander histories and cultures, Asia and Australia's engagement with Asia and Sustainability.

Scripture Lessons

Special Religious Education lessons are held on Fridays. Classes are held for Catholic, Combined and non scripture groups.

Homework

Homework bridges the gap between learning at school and learning at home. It reinforces work done in class. It helps develop skills such as research and time management.

Homework helps to establish the habits of study, concentration and self-discipline. Parents/caregivers have the opportunity to see the progress of their child. Homework provides challenges and stimulus to gifted and talented children.

The basic rules of homework are that it:

- is appropriate for each student's age and ability
- takes into account students' other commitments such as sport, part-time employment and home responsibilities
- takes into account technology such as email and the Internet so that students without access are not disadvantaged.
- Reinforces work taught in class

Homework for Kindergarten-Year 2

In general, your child will not be expected to complete formal homework in Kindergarten. However, there are things you can do at home to help your child make the most of what they learn in Kindergarten. Reading to children at home and involving them in family activities will greatly assist the development of their skills in literacy, numeracy and problem solving.

In Years 1 and 2 some formal homework is usually set. For example, students may be asked to complete simple computations, to copy letters or words, or to complete an activity sheet.

Homework for Years 3-6

Homework in Years 3-6 will be varied and students will be expected to work more independently. However, teachers will still provide guidance and assistance to students having difficulties completing their homework.

Much of the homework will be in English, Mathematics and Human Society and its Environment. However, it can be set across all areas of the curriculum.

What can parents/caregivers do to help?

Take an active interest in your child's homework.

Support your child in setting aside time each day for homework.

Provide a dedicated place for homework and study if possible, particularly for older students.

Assist teachers to monitor homework by signing completed work if requested, and be aware of the amount of homework set.

Communicate with teachers any concerns about the nature of homework or your child's approach to homework.

Encourage your children to read and take an interest in current events.

Alert the school to any domestic circumstances or extra-curricular activities that may need to be taken into consideration when homework is being set or marked.

Teaching and Learning

Assessment of student performance is carried out in the classroom on a continuous basis so that teachers can determine the progress children have made towards curriculum outcomes. Assessment may consist of written tests, comparing samples of work, demonstrations of problem solving strategies, oral reports or other strategies devised by the teacher to indicate achievement of set outcomes.

All students are assessed against each KLA and teachers report their progress in Semester reports.

Formal Reports

Formal reports are sent home at the end of Term 2 and Term 4. The reports provide information about your child's efforts and achievement academically and socially as well as their work habits.

Parent /Teacher Interviews

Generally, parent /teacher interviews are conducted toward the last two weeks of terms one and three. This affords parents an opportunity to meet their child's teacher, hear what the teacher expects from students during the year, provides information about classroom rules and expected standards of behaviour and also allows opportunities for parents to ask questions about issues of concern to you and/or your child.

Parent / teacher interviews are able to occur at other times throughout the year if required. Contact the school office to arrange a mutually suitable time.

School Library

The school has a library well-stocked with books and other resources. All classes are rostered to visit the library every week. Students are encouraged to borrow books and resources from the library.

Assemblies

Assemblies are held every term in weeks 4, 6 and 8. There are also special assemblies to celebrate for example, ANZAC Day, Easter Hat Parade, NAIDOC Week, Book Week, Education Week, End of Year presentation and Christmas Concert. The dates and times are promoted on Skoolbag, Facebook, Newsletter and teachers may communicate via SeeSaw as well. Assemblies are held in the school hall on the primary site.

Parent involvement

We welcome your involvement in support of the learning activities that take place in our school. There is opportunity to be involved in class literacy, numeracy and environmental activities. Please see your child's teacher should you be interested in helping. Parents will need to provide identification documentation and complete a working with children check. Information about this is available at the office.

We encourage all parents to become active supporters of the school through the P&C Association. Meetings are held twice each term in the third and seventh weeks at 7pm in the school library on the primary site.

Canteen

Nowra Public School is committed to offering a healthy selection of food and beverages to its students. Operated by Meagans Kitchen, our school canteen is open Tuesday to Friday. The menu is available to view on the school website: <https://nowra-p.schools.nsw.gov.au/canteen.html> . Meagan uses the online ordering system, My School Connect. Please see the website for more details.

Lost Property

All items of clothing including hats, should be labelled with the child's name. This will facilitate the quick return of the item to the child. Items not labelled are placed in the lost property basket. On the Infants site, the basket is located in the multi-purpose room adjacent to the COLA. On the primary site it is near the canteen. Also check your child's classroom as often items of clothing are left there before being taken to the lost property basket.

Sun Safety

Nowra PS takes sun safety very seriously. We have a 'no hat, no play' policy. Students are encouraged to protect their skin by:

- wearing broad-brimmed hats in the playground
- sitting or playing in shaded areas if they do not have their hat
- wearing clothing (preferably of closely woven fabric) with collars and long sleeves to provide maximum sun protection

Student bus pass

Students who meet the eligibility criteria for free bus travel can be issued with a travel pass. Information and application is via

<http://www.transportnsw.info/school-students>

The pass must be shown when getting on the bus. If a bus pass is lost, parents should contact the bus company who may charge to replace the pass.

Uniforms

Parents are requested to ensure their child is dressed in school uniform. The uniform shop is operated by the P&C and is located near the canteen on the primary site. Operating hours are:

Friday during school term – 8.30am -3.30pm

First school day of new term – 8.30am -10.30am

Last Friday of each Term – 8.30am – 11.30am

Online orders can be made through the school website:

<https://nowra-p.schools.nsw.gov.au/about-our-school/uniform.html>
or <https://npsuniform.com>

Hats are also available for purchase at the school offices. Cash only.

Sport/Fitness/Sport Houses

Teachers take children out of the class daily (weather permitting) to participate in fitness activities. These activities may vary from skill development activities to minor games and running/endurance

activities. All children are expected to participate unless physically incapacitated.

Sport takes place regularly each week as timetabled in classes. Children are divided into four sporting houses for school competition. Wherever possible we try to keep the teams even and have families in the same house.

Our four houses are: ***Cockatoos*** (purple) ***Kookaburras*** (green)

Rosellas (red) ***Albatrosses*** (blue)

Parking and crossings

Parking around Nowra PS can be quite congested at drop off and pick up times. Be prepared to park a little further away and walk to meet your child at the school gate. Parents / carers are advised to park legally and safely in accordance with signage.

There are supervised crossings outside the infants site on Plunkett Street and Osborne Street.

Drop off zone for the primary site is on Berry Street and Infants drop off zone is on Osborne Street.

Adhere to school zone speed restrictions and stop when the crossing supervisor shows the STOP sign.

Police and Parking officers regularly patrol the area.

Nowra Public School Song

Aim to achieve" is the song we sing,
"Aim to achieve" is the message we bring,
"Aim to achieve" in all that we do,
"Aim to achieve" the best for our school.

Nowra's the school where we meet each day,
Where we do our best at work and at play,
The school we'll remember as older we grow,
Its Lyrebird emblem we'll be proud to show.

"Aim to achieve" is the song we sing,
"Aim to achieve" is the message we bring,
"Aim to achieve" in all that we do,
"Aim to achieve" the best for our school.

The colours we wear are maroon and white,
The pledge we make we believe to be right,
The friendships we make will remain strong and true,
The lessons we learn will carry us through.

"Aim to achieve" is the song we sing,
"Aim to achieve" is the message we bring,
"Aim to achieve" in all that we do,
"Aim to achieve" the best for our school.

National Anthem

Australians all let us rejoice; for we are one and free,
We've golden soil and wealth for toil; our home is girt by sea,
Our land abounds in nature's gifts, of beauty rich and rare,
In history's page, let every stage, Advance Australia Fair.
In joyful strains then let us sing, Advance Australia Fair.
Beneath our radiant Southern Cross we'll toil with hearts and hands,
To make this Commonwealth of ours renowned of all the lands;
For those who've come across the seas, we've boundless plains to
share, with courage let us all combine to Advance Australia Fair.
In joyful strains then let us sing, Advance Australia Fair