NEW LAMBTON SOUTH PUBLIC SCHOOL INFORMATION HANDBOOK 2014

RESPECT RESPONSIBILITY EXCELLENCE
A high quality education within a caring environment
New Lambton South Public School

45 St James Road New Lambton
Phone: 4957 1168
Fax: 4956 2458
Email: newlambtos-p.school@det.nsw.edu.au
Web Page: www.newlambtos-p.schools.nsw.edu.au

Gail Cornford, Principal

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School Profile

The pamphlets listed below are available from the Administration Office and also available on our school's website:
www.newlambtos-p.schools.nsw.edu.au
School Band Prospectus and Information
School Brochure

<table>
<thead>
<tr>
<th>TERM 1</th>
<th>HOLIDAYS</th>
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<tbody>
<tr>
<td>Tuesday 28 January – Friday 11 April</td>
<td>Monday 14 April – Friday 25 April</td>
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<td>Staff Development Day Tuesday 28 January</td>
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<tr>
<td>Monday 28 April – Friday 27 June</td>
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<th>TERM 3</th>
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<tr>
<td>Monday 15 July – Friday 19 September</td>
<td>Monday 22 September – Friday 3 October</td>
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<td>Staff Development Day Monday 15 July</td>
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<th>HOLIDAYS</th>
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<tr>
<td>Tuesday 7 October – Friday 19 December</td>
<td>Monday 22 December – Monday 26 January 2015</td>
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<td>Staff Development Days Thursday 18 December and Friday 19 December</td>
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TERM DATES 2014
SCHOOL PERSONNEL FOR 2014

Principal
Mrs Gail Cornford

Assistant Principals
Miss Jessica Metcalfe
Mrs Lindy McCallum
Mrs Linda Gunness

Early Stage 1 & Stage 1 Teachers
Mrs Kerry Neinert/ Mrs Skye Freeman
Ms Leone Osland
Mrs Louise Stafford
Mrs Claire Person
Miss Jessica Metcalfe
Miss Kathryn Debenham
Mrs Toni Wallace
Mrs Casey Horner/ Mrs Lisa Maurer
Mrs Anne Maree Drew
Miss Emily Floyd

Stage 2 Teachers
Mrs Christine Thompson
Mrs Jo Dennis
Vacant TBA
Mrs Lindy McCallum

Stage 3 Teachers
Miss Natalie Clarke
Vacant TBA
Mrs Linda Gunness – OC
Mrs Laurel Staden

Special Program Teachers
Mrs Alison Drinkwater – Visual Arts
Mr David Turnidge – Learning & Support Teacher (LAST)
Mrs Michelle Russell – Technology
Mrs Vicki Tweedale – Library, Technology and LAST
Mrs Lisa Maurer – ESL
Mrs Sandra Holland – Reading Recovery

District School Counsellor (DSC)
Mrs Cathy Kelly – Wednesday every week
Mrs Liz Marshall – Tuesdays fortnightly

Administrative Staff
Mrs Dianne Edwards – School Administrative Manager
Mrs Pam White – School Administrative Officer
Mrs Heidi Holt – School Administrative Officer

School Learning Support Officers
Mrs Andrea Edwards
Mrs Adrianna Kembrey
Mrs Heather Rutherford

General Assistant - Grounds
Mr David Williams
Mr Philip Flannery

Cleaners
Mr Mark Leach and Ms Helen McDonald
DEAR PARENTS AND STUDENTS,

We welcome you to New Lambton South Public School family and look forward to being in partnership with you during your time with us. We are proud of our school and hope that this pride will be displayed by students through their academic progress, respectful behaviour - including always wearing full school uniform, caring for each other, caring for the school environment and appreciating diversity.

At New Lambton South Public School we see the individual child as being the focus of our educational programs. We aim to ensure happy children who love to learn. We never forget that each child’s first and best teacher is their parent or caregiver. It is hoped that the partnership between home and school ensures a team approach, with the child at the core.

Educational programs at New Lambton South Public School focus heavily on English and Mathematics, with the other key learning areas - Science and Technology, Human Society and Its Environment, Creative and Practical Arts and Personal Development, Health and Physical Education forming an integrated and holistic approach to learning. We provide a range of programs to ensure a well rounded education where engaged, enthusiastic young citizens of our future develop their potential.

WELCOME TO OUR SCHOOL - GAIL CORNFORD (PRINCIPAL)

ABORIGINAL EDUCATION

Aboriginal education is embedded into our school curriculum. An Aboriginal Advisory Committee made up of parents, staff, students and community guide school programs and celebrations. Our school is on Awabakal land.

ACCESS TO THE SCHOOL

To ensure the safety of children, access to the school should be made through the Administration Office (located at the side entrance of Block A). You must sign in if you need to go anywhere in the school. If you need to collect your child, the office can call the classroom to arrange the collection.

APP FOR YOUR SMARTPHONE

Please download our free school app from Apple or Google app stores and configure your phone to receive relevant push notifications.

ASSESSMENT AND REPORTING

Regular assessment is carried out to inform teaching. Parent/teacher/student 3 way interviews are held at the end of Semester 1. Parents make bookings online for these via the following website. http://www.schoolinterviews.com.au/

Assessment reports are sent home at the end of Semester 1 and 2. All teachers welcome discussion with you on any difficulties that you have noticed or worries you have with your child’s development or progress. You need to make an appointment to meet teachers and this can be done through the front office.

ATTENDANCE AND ROLL MARKING

Attendance at school is a legislated responsibility and is monitored closely by the Department of Education and Communities.

Class rolls are marked at the commencement of each day. If a student has been absent from school, on his/her return the student must provide a note to the class teacher giving dates and a reason for the absence. This must be signed by a parent/caregiver. Telephone or verbal messages are permitted. Parents may submit notification of absences via the school smartphone app.

If your child has to leave school early (or is late in arriving) because of medical appointments or other appropriate reasons, the child must be signed in or out at the administration office by an adult and the leave slip must be provided to the class teacher. These rules are for the protection of your child and reassure those concerned that the absence is approved by the parents. Regular attendance enhances learning outcomes and children who miss school often find catching up difficult.

If your child will be absent due to sickness for longer than 4 days or family holiday, you need to apply for an exemption – forms are available at the office.

AWARDS SYSTEMS

CLASS AWARDS

Class awards to students are given by teachers as recognition for following class and school rules and values (Respect Responsibility and Excellence).

Class awards are handed out at any time during every week to students.

Records of award recipients are maintained by class teachers.

Students can exchange 5 class awards for a STAGE AWARD.

STAGE AWARDS

Whenever there is a stage assembly (usually each fortnight for students and teachers), teachers will hand out Stage Awards to recognise positive behaviour, effort and achievement.
Recipients of Stage awards and students who excel are published in Newsflash.

When 5 Stage awards are received a SCHOOL award is organised.

**SCHOOL AWARDS**

School awards are presented at the whole school assembly in front of parents, teachers and all students.

Public Recognition includes name published in Newsflash.

Morning Tea with Principal - All students who receive a School Award are invited to Morning Tea with Principal at the end of the term that they received their award.

**PRINCIPAL’S AWARD**

Each whole school assembly (usually each three weeks) a student is selected by each teacher to receive a Principal’s award. The names of these students are advertised in Newsflash and parents are informed and invited to attend the assembly.

**BADGES**

School badges are available from the administration office for $5.50. Visitor passes should be worn when visiting the school (via front office).

**BICYCLES**

All bicycles (large and small) must be left in the bike shelter provided and must be secured to bike racks with a chain and lock. Students must walk their bikes in the school playground and across crossings. The wearing of an approved design safety helmet is compulsory by law. It is NOT recommended that students 9 years or younger ride bikes to school. Scooters and skateboards are not encouraged at school, but if brought, must be left in the bike rack. Helmets to be worn with scooters and skateboards.

**BOOK CLUB**

Twice each term students have the opportunity to purchase good quality books at reasonable prices through Scholastic Book Club. Students receive book lists and order forms in class and orders should be returned to class where they will be collected by parent helpers by the due date (usually the following week).

**BOOKS AND OTHER MATERIALS**

Exercise books and pens, pencils etc are provided to all students relevant to the level of learning for each stage. If a class teacher requires students to obtain a particular book, this information is sent to the parents, giving full details and cost. Parents are asked for a voluntary contribution towards the cost of books and other materials at the start of each year.

**BUS TRAVEL AND PASSES**

Kindergarten, Year 1 and Year 2 students are eligible for free travel by bus to and from school. Students in Years 3 to 6 must live more than 1.6km radial distance (or 2.3km walking) from the school to be eligible.

New passes are issued at the beginning of each year although application need only be made when enrolling and again at the commencement of Year 3. Application forms may be obtained from the administration office. Students should be encouraged to take great care with their passes as replacement passes are difficult and costly to access.

Teachers supervise students who catch buses from Fairfield Ave only. No student is permitted out of school early to catch buses.

**CONTACT DETAILS**

On enrolment you are asked to provide telephone numbers at home, mobile and work, and other relevant information to help us contact you in an emergency. We also require up to date email contacts. Our school app allows push notifications to ensure you are as up to date as possible with school information. **If at any time your contact details change please advise the school, as a matter of urgency.**

**COUNSELLOR**

School counsellors are educational psychologists appointed to a group of schools. The role of a School Counsellor is to support teachers, students and parents to ensure that any barriers to student learning or well being are investigated and supported by the school. The counsellor also liaises with other agencies. To access the school counsellor, parents may discuss their child’s needs with Principal, class teacher, support teacher complete a written application for the school counsellor’s involvement to support the child.

School counsellors play a very important role in the school advising teachers to give deeper understanding of student needs.

**DISABILITIES**

All children are welcome at our school. If your child has any special needs please ensure the Principal is informed so a Learning Support Meeting can be organised to develop the best possible program of support.
EARLY ARRIVALS
Students are not permitted on school grounds before school as the playground is not supervised until the 9.00am bell. Parents who need their child to enter school grounds before 9.00am must apply in writing. Early students must sit quietly on the seats in front of the hall until the 9.00am bell.

ETHICS
From 2014 we hope to provide Primary Ethics as an alternative to Special Religious Education

EXCURSIONS
These activities are an integral part of the K-6 school program. Prior to any excursion taking place, full details are provided by the school, in the form of an excursion note. Students must provide a permission note, signed by their parent or caregiver, before going on an excursion. Students are asked to bring money to school when requested to do so with a completed money envelope and to post that envelope and relevant permission note in the money box outside the school office door. Any students who may be unable to take part in an excursion due to financial difficulties, should discuss their concerns with class teachers or the principal. Limited funding is available through the Student Assistance Scheme. On occasions, parents are invited to assist in supervising an excursion, but this is restricted by available seating and/or accommodation and is always at cost to parents.

EXCURSION AND PERFORMANCE MONEY
When it is necessary to send money to school for excursions or performances, please enclose the money in a completed sealed envelope (usually sent home with permission notes) and the relevant note. The envelopes and notes are posted in the box outside the school office. It assists if the correct amount of money is placed in the envelope Cheques or EFTPOS are recommended for larger amounts of money.

HATS
Children must wear blue, broad brimmed school hat at all times when they are in the playground. A plain blue wide-brim style hat (with school insignia) is available at the school office. It is school policy that students with no hat sit under the COLA and are not permitted to play. Hats other than school hats are not permitted.

HEALTH ISSUES
See the Dept. of Health website on student health http://www.health.nsw.gov.au. The health of students affects learning. Visual impairments can often express themselves as poor co-ordination, various forms of awkwardness and learning difficulties. If your child complains about headaches, has problems seeing clearly at a distance, sees double images, has blurring of vision while reading or writing, or has eye burning or itching, consult your doctor for a medical opinion. Hearing Impairments may be the cause if your child does not appear to respond to sound in daily activities. Sudden reduction of hearing may be due to blockage of the outer ear canal by wax and debris. If you suspect that your child is experiencing hearing or visual difficulties seek medical advice immediately and discuss with your child’s teacher.

Accidents or Illness at School
If a student becomes ill, or has been involved in an accident, we try to contact the parents or caregivers immediately. If your child presents at Sick Bay and requires treatment deemed not serious enough to inform parents, a note will be given to your child informing of you of the incident.

Immunisation
The Department of Education and Communities supports the immunisation of children, before they enter Kindergarten in NSW Public Schools, to protect them against outbreaks of infectious diseases. When enrolling a child, parents/caregivers are asked to provide an Immunisation History Statement or the NSW Health Immunisation Certificate. The Immunisation History Statement can be obtained by contacting the Australian Childhood Immunisation Register on 1800 653 809 and the NSW Health Immunisation Certificate can be sought from your doctor. A child without either an Immunisation History Statement or the NSW Health Immunisation Certificate will not be prevented from enrolling. Under the NSW Public Health Act 1991, however, children without proof of immunisation may be asked by Public Health Officials to stay at home during an outbreak of vaccine preventable disease.

Infectious Disease
Children suffering from infectious diseases are excluded from school for a period of time appropriate to the disease. This is done for the protection of all children.

Life Threatening Illness or Allergy
Please see the Principal if your child has a life threatening illness or allergy so that an Emergency Care Action Plan can be completed. It is the parents responsibility to provide all information and treatment advice.
Medications
If your child requires medication at school it is imperative that you see the Principal, class teacher and administrative staff to make arrangements and to complete the relevant medication authority forms. We are unable to administer over the counter medication (e.g., Panadol, Nurofen) unless we have authorisation from a medical practitioner.

Meningococcal Disease
Meningococcal Disease is an infection caused by a bacterial germ known as meningococcus. It is very important to seek medical attention early with this disease.

Asthma
If your child suffers from asthma, you are asked to provide an Asthma Management Plan (designed with your GP) to the school and keep this updated.

HELPFUL HINTS
You are very important to your child’s education. Here are some things to consider:

• Keep expectations appropriate to the age and level of your child.
• If he/she makes a mistake, don’t dwell on it or become upset. We learn from our mistakes!
• If an activity is too difficult and/or your child is becoming frustrated - STOP. You can always come back to the task later, or seek assistance from your child’s class teacher.
• Praise and encourage as much as possible. Children thrive on encouragement and positive experiences.
• Be patient. Don’t place children or yourself under unnecessary pressure – particularly about assessment and competition.
• Avoid creating a teacher/student relationship with your child. Your parent relationship is special.
• Try to provide a quiet place for your child to work. A desk, chair and lamp in a quiet area provide a good learning environment.
• Children who have a nutritionally adequate breakfast and sufficient sleep usually perform better while undertaking school work and play.

HOMEWORK
Regular homework complements work undertaken at school. Homework tasks are sent home by the class teacher to revise work being done in class and to allow parents to see what is currently being taught. Many classes use a Homework Grid style of homework rather than traditional homework that parents might have had at school. Parents should look at the work being done at home, offer suggestions, and assist where needed. If no set homework is given, it is beneficial for your child to read a book quietly or play a game with the family. Many homework activities are done online through Internet, Wiki or blogs. Mathletics and Bug Club are used as homework to be completed online.

HOUSE ORGANISATION (Sport)
Students are allocated a sport house on enrolment. If a student has an older brother or sister attending, they will automatically be placed in the same house. Students are evenly distributed between the four houses and they are randomly selected for each house. The house colours are Sugarloaf (gold), Barrington (blue), Blackbutt (green) and Watagan (red).

HOURS OF SCHOOL

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<tr>
<th>Time</th>
<th>Activity</th>
<th>Duration</th>
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<tr>
<td>9.25am–11.30am</td>
<td>Session 1</td>
<td>2 hours</td>
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<tr>
<td>11.30am–12.30pm</td>
<td>Lunch</td>
<td>1 hour</td>
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<tr>
<td>12.30pm–2.20pm</td>
<td>Session 2</td>
<td>1 hour 50 minutes</td>
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<tr>
<td>2.20pm–2.40pm</td>
<td>Afternoon Break</td>
<td>20 minutes</td>
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<tr>
<td>2.40pm–3.25pm</td>
<td>Session 3</td>
<td>45 minutes</td>
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CANTEEN TIMES:

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<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>9.00am–9.25am</td>
<td>Orders Only</td>
</tr>
<tr>
<td>11.30am–12.10pm</td>
<td>Lunchtime trading</td>
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INTERNET POLICY
An Acceptable Use of the Internet and Email Services Policy for all students has been implemented. This policy is designed to ensure responsibility for using the Internet and email services in our school. For the safety and privacy of students, staff and other Internet and email users, students and parents are asked to read and sign this contract before access to the Internet and email services is allowed. All children can access the DEC Portal from school and home and are asked to accept the policy at each log in.

LEARNING AND SUPPORT TEACHERS
Learning and Support Teachers (LAST) provide additional support to teachers and parents for students with diverse learning needs. Some children need additional support to fully access the curriculum and may need support in literacy, numeracy or social skills. The role of the LAST staff is coordinated through the school executive and Learning Support Team.
LIBRARY INFORMATION
Our school has specialist Teacher Librarian 5 days per week. Each class has library lessons and students are encouraged to borrow library books regularly and the use of a library bag is necessary to maintain our books in good condition. All library borrowings/returns are computer operated.

Technology is a large part of library in the 21st Century and our library has up-to-date technology facilities. The Librarian also works with classes in our school Notebook program ensuring full integration of technology in education.

The following suggestions are given to parents to encourage children and books:
- read to them from an early age;
- read and tell stories often;
- take your child to local book shops and libraries regularly;
- provide books, magazines and newspapers to read by all members of the family;
- encourage your child to read frequently to another member of the family; and
- encourage children to use the DEC portal My Library link.

LOST PROPERTY
It is important to label your child’s belongings with his/her name. School jumpers, bags, rainwear, coats etc. all look alike. In the past many new articles have remained unclaimed, despite the efforts to find the owner. Any unmarked item left unclaimed for a month is placed in the clothing pool - please label all items. The lost property box is located in front of the weather shed. Students are not permitted to bring valuables, expensive toys, electronic games, swap cards or large amounts of money to school.

NEWSLETTER - “NEWSFLASH”
Information is provided to all parents in our newsletter “Newsflash” which is published weekly on Tuesday. Hard copies are not sent home unless we receive a written request for them. Newsletters are published on our school website: www.newlambtonsouth.ps.education.nsw.gov.au.
Parents receive a notification to remind them that Newsflash is out.

OFFICE (Administration Office, Block A)
The reception office hours are from 8.45 - 3.25. Most payments can be made to the office via the envelope being posted in the school office post box. Parents who need to pay direct to the office for any reason may do so between 8.45 - 3.00. EFTPOS facilities are available but not over the phone.

It would also assist greatly if the ‘return by date’ on each excursion is strictly adhered to. It becomes extremely difficult from an organisational point of view to be receiving money and permission notes from students on the day of the excursion.

OOSH (Outside of School Hours Care)
Established in 1992, the centre is located in the grounds of our school and services New Lambton South PS and other local schools. Our centre operates from 6.45am to the commencement of the school day, then from school finishing time until 6pm each school day. OOSH provides a friendly, caring, safe environment which fosters each child’s growth and development, whilst encompassing all family and community groups. Please call in and visit OOSH to obtain a separate information package or phone 4957 3480.

PARENTS’ & CITIZENS’ ASSOCIATION
The Parents’ & Citizens’ Association meets on the third Wednesday of each month. Meetings commence at 7.00pm and are held in the staff room (Block B). Yearly membership is $1.00. All parents are welcome to attend. By attending you will have the opportunity to become aware of the educational objectives of the school and become involved in the various social and fundraising activities.

PARENT CONDUCT
Parents are permitted on school grounds if they comply with appropriate conduct and behaviour expectations. Parents are not permitted to approach any student or another parent about student behaviour or concerns. The correct process for seeking support regarding any concern is to speak to a teacher, Assistant Principal or Principal. The School Principal has legislative power to refuse entry to school to any parent who does not behave appropriately under the Inclosed Lands Protection Act 1901.

PARENT / TEACHER / STUDENT 3 WAY INTERVIEWS
Teachers are always available to discuss your child’s progress, or any matter which may concern you. In order to minimise disruption of classroom lessons, parents are asked to contact the school to arrange a mutually convenient time for an
interview. Please do not hesitate to contact the school via the office at any time if there is something you would like to discuss, either with the principal or your child’s class teacher. After reports are distributed (end Term 2 and Term 4) parents and students are invited to meet with the teacher to discuss progress and set goals in a “3 way Interview”. Bookings are made on line at http://www.schoolinterviews.com.au/

PARENT INVOLVEMENT
All research indicates that the link between home and school is a vital one for the child. Parent interest and support leads to a more interested and involved student. Parent assistance is welcome - in reading and maths groups, on fun days and workshops, at working bees, on camps and excursions, at social and community events, at fund raising events, at P&C meetings, at every opportunity!

PARLIAMENT
A school parliament meets several times each term. Parliament is formal and keeps to the same process as our Federal Parliament. All students Years 3-6 attend parliament and address motions put forward to Ministers (student representatives) who have discussed their issues prior to parliament with the teachers in charge of their portfolios. Motions when passed are sent to the Senate (teachers) for consideration.

PEDESTRIAN SAFETY
Parents are asked to set an example in teaching students to cross roads safely across crossings in St James Road and Fairfield Avenue. Children look to adults for safety. Please hold the hand of your child (if under 8) when crossing the road.

READING RECOVERY
Reading Recovery is a one to one remedial reading program offered in Year 1 to students who have failed to reach reading benchmarks. This provides an excellent opportunity for children to catch up.

SCHOOL CURRICULUM
Six Key Learning Areas:
- **English** - includes speaking and listening, writing and representing, handwriting and using digital technologies, reading and viewing and spelling. The Australian Curriculum for English is mandatory in 2014.
- **Mathematics** - students study number, measurement, space, data, patterns and algebra and space and geometry. Students analyse, count and sort numbers and solve problems.
- **Science and Technology** - helps students understand their environment, both man-made and natural, by investigating, designing, making and using technology.
- **Human Society and Its Environment** - encourages students to study relationships between people, cultures and languages, with a special focus on civics and citizenship.
- **Personal Development / Health / Physical Education** - helps students to develop self-esteem, social responsibility, personal fitness and the ability to make informed decisions about health and lifestyle.
- **Creative and Practical Arts** - students participate in the art forms of dance, music, drama and visual arts through creating and making their own works.

SCHOOL HOURS AND PLAYGROUND SUPERVISION
School hours are strictly 9.25am to 3.25pm. Students must not arrive at school before 9.00am as the playground is not supervised until this time. If for any reason a student needs to be at school before 9.00am a request must be made in writing. See under **EARLY ARRIVALS**.
At the conclusion of the day students will not be allowed to remain in the playground unless they are waiting for a school bus or going to OOSH. These students are supervised by the teacher on bus duty.
Students are not permitted to play on the fixed playground equipment before or after school.
Teachers are not to able to conduct interviews with parents whilst on playground duty, during line up or while walking children to class after line up, as they may be in breach of their duty of care. Supervision of students in the playground is their responsibility at this time.
Teachers on playground duty carry a duty bag and wear a yellow vest for easy recognition. Students are managed by the teacher on duty as part of their supervision requirement and are supported by the school executive teachers and office staff for serious behaviour or medical needs.

SPECIAL PROGRAMS
**Home Reading** – Some classes use a home reading program. Students choose a home reader out of levelled boxes to take home to read to family and friends. This promotes reading as a family affair. Online literacy programs (Bug Club and Reading Eggs) are also used for supporting home reading.
**Technology Education** – Every classroom has interactive whiteboard technology and Stages 3 and 2 have access to wireless Notebooks. Classes
K-3 have technology lessons in the computer lab but the lab is available and used by all classes. It is critical that we have full access to technology and embed it across the students learning experiences to prepare students for life in 21st Century.

**Music** - Students have music lessons with class teachers. Students sing, dance and play musical instruments as part of the core Creative and Performing Arts Curriculum. Private and Group Music tuition for most instruments is available 4 days per week for all students from Year 1 and a separate information sheet is available from the front office regarding this program (individual or group). The school has a Junior and Senior Band and performance is a highlight of our school.

**Dance, Choir and Drama** – Junior and Senior Dance groups are formed each year and perform in school and community events and competitions. The school Choirs (Junior and Senior) also perform regularly and Drama Group is available as an interest group at lunch and after school.

**SPECIAL RELIGIOUS EDUCATION (SRE)**  
All students can access Special Religious Education with participating church groups. Parents are informed each year of the right to withdraw from SRE and non participating students remain with a teacher during the SRE (traditionally known as “Scripture”). As the information on enrolment forms is used as the basis of offering SRE it is critical to put information into the section on “Religion” to avoid misunderstandings.  
NB Ethics Education is hoped to be provided from 2014.

**SPORT AND PHYSICAL EDUCATION**  
Sport is conducted weekly on variable days, often on Friday but not always – depending on visiting specialist sport programs (fee for service). Several school teams participate in PSSA Knockout competitions in soccer and netball usually on a Friday. Other sports include basketball, athletics, cross country and aerobics. Some sports are fee based electives. Swimming programs are organised for Year 2 each year on a two week block.  
Classes follow a regular physical education program which is conducted by class teachers. It is essential that students wear sturdy black shoes that stand up to physical activity every day. There is no actual sport uniform in our school but a wise choice of available uniform appropriate for playing sport is recommended for the days sport is offered.

**STUDENT LEADERSHIP**  
**Student Executive** - each year students entering Year 6 are elected by their peers for the role of School Captain (2), Vice Captain (2), Student Leaders (4). These students lead the student body and form part of the school.

**Parliament** (see PARLIAMENT section).

**007 Leadership** - allows every student in Year 6 the opportunity to be a school leader, even if they are not holding an elected official position. Each student actively participates in 2 days of ‘leadership training’ while they are still in Year 5. During these training days, students are taken ‘outside their comfort zone’ and learn about the skills that good leaders possess. Leaders will then practice the skills that they have been taught to the younger children in the school and ‘teach’ the skills of fair play, sharing, listening and cooperation. The ideas incorporated in the 007 program, see ‘big kids looking after little kids’. By having organised games in the junior playground, we see all students engaged in active play, as well as using and refining their own play skills.

**Sports Captains and Vice Captains (8)** - lead the sport houses and manage the distribution of sport equipment at lunch (under the guidance of a teacher).

**TOILETING**  
Children are expected to be fully toilet trained before entering school. Children are asked to go to the toilet before school, at lunchtime and recess. In case of an accident, parents will be called to the school to change their child into dry clothes. Kindergarten children often bring a change of underclothes in case of accident.

**TRANSFERS FROM THE SCHOOL**  
Parents must notify the school either personally or by letter if a student is leaving the school. Details should be given of your new residential address and the school the student will be attending. When enrolling at a new school, details of transfer will be accessed from the Intranet.

**TRANSITION TO SCHOOL AND HIGH SCHOOL**  
Students entering Kindergarten and their parents are invited to attend sessions at school in the year preceding enrolment to meet other children and to enable parents to be fully informed of school processes. Information about these sessions are on the school website and posted to prospective students and their families.
Students leaving our school to attend high school are invited to participate in the transition programs to our feeder high school (Kotara HS). Students who are at our school and are intending to attend a high school other than our feeder high school will be informed by the high school of their choice as to the offer of transition and orientation.

UNIFORMS
Wearing our school uniform is part of our school discipline code. The uniform reflects the ethos of our Student Welfare/Discipline Policy, creates a sense of pride and identifies our students from those of other schools. Students are not to wear jewellery other than sleeper earrings and a plain watch. Most uniform requirements are available at the school office and girls dress (summer and winter) at Lowes, Westfield Kotara. The P&C Association has a uniform drive several times per year when they offer some optional extras. See uniform list and prices at the end of booklet. A school uniform shop open – check with office for days and times.

UNIFORM SHOP AND POOL
Uniform shop is open Tuesday and Thursday Mornings and Friday afternoons. This is operated by the P&C for the benefit of all students. Second hand items of clothing are sold for a minimal charge. See the administration staff or Uniform Shop if you require clothing from the uniform pool or wish to donate uniforms. If your child grows out of uniforms the school gratefully accepts clean uniforms in good condition.

VOLUNTARY SCHOOL CONTRIBUTION (SCHOOL FEES/RESOURCE PACK)
In 2014 the school asks for $75 for one student, $130 for two students and $180 for three or more students to support costs of resources. This fee covers the following:
• All exercise books, paper, pencils, paint, art materials
• Access to Mathletics, Reading Eggs and Bug Club (literacy and numeracy homework online)
• Sport equipment/resources
• Technology equipment
• Photocopying and admin expenses.

VOLUNTEERS
The school is happy to welcome support from parents and friends as volunteers to support reading or other school activities. Teachers coordinate their own class volunteers and our Learning and Support Teachers coordinate volunteers from agencies of feeder high schools.

WEBSITE
Our school website is regularly updated and our Newsflash is uploaded weekly. Please use the website to access forms as well as information about the school.
OUT OF BOUNDS AREAS
Shaded areas:
- Behind hall
- Between Block B and OOSH
- Behind Block E
- Along St James Road
sale (except the summer and winter dress, which are available from Lowes Kotara). Uniforms and hats available through the P&C are embroidered with the school crest.

**Girls Summer Uniform: Term 1 and Term 4**
- **Dress**: Blue and white check – Lowes only
- **Polo**: Short sleeve sky blue with royal stripe - school crest
- **Shorts**: Royal blue knit/gabardine
- **Skort**: Royal blue gabardine
- **Socks**: White ankle style
- **Shoes**: Black - leather style
- **Hat**: Royal blue slouch or surf hat - school crest

**Girls Winter Uniform: Term 2 and Term 3**
- **Dress**: Blue check tunic and blue underblouse with blue stockings or white socks – Lowes only
- **Polo**: Short sleeve or long sleeve sky blue with royal stripe - school crest
- **Jumper**: Royal blue fleecy with round neck - school crest
- **Jacket**: Royal blue fleecy zip front - school crest
- **Royal blue microfibre zip front - school crest**
- **Pants**: Royal blue polyester fly front bootleg
- **Royal blue fleecy track pants**
- **Royal blue microfibre pants - straight leg or elastic cuff**
- **Socks**: White ankle style
- **Shoes**: Black - leather style sturdy
- **Hat**: Royal blue slouch or surf hat - school crest

**Girls Uniform suitable for sport:**
- Any appropriate combination of uniform suitable for sport
- **Socks**: White ankle style
- **Shoes**: Black sports joggers
- **Hat**: Royal blue slouch or surf hat - school crest

If your child is in a representative school sport team, strip will be provided or organised

**Boys Summer Uniform:**
- **Polo**: Short sleeve sky blue with royal stripe - school crest
- **Shorts**: Royal blue gabardine - with or without cargo pockets
- **Socks**: White ankle style
- **Shoes**: Black - leather style sturdy
- **Hat**: Royal blue slouch or surf hat - school crest

**Boys Winter Uniform:**
- **Polo**: Short sleeve or long sleeve sky blue with royal stripe - school crest
- **Jumper**: Royal blue fleecy with round neck - school crest
- **Jacket**: Royal blue fleecy zip front - school crest
- **Royal blue microfibre zip front - school crest**
- **Pants**: Royal blue gabardine pants
- **Royal blue fleecy track pants**
- **Royal blue microfibre pants - straight leg or elastic cuff**
- **Socks**: White ankle style
- **Shoes**: Black - leather style sturdy
- **Hat**: Royal blue slouch or surf hat - school crest

**Boys Uniform suitable for sport:**
- Any combination of uniform suitable for sport.
- **Shoes**: Black sports joggers
Hat Royal blue slouch or surf hat - school crest
If your child is in a representative school sport team, strip will be provided or organised

Additional requirements are:

- A painting shirt, with name
- A library bag, with name
- A school bag, with name
- A lunch box and drink bottle, with name
- A recess bag or container, with name
- A nutritious lunch, recess and drinks - avoid sweets, chocolates, lollies, cordial, fizzy drinks (no cans or glass bottles)

**Items available from Administration Office:**
- School Badge, pin on type $5-50 (includes 50c GST)
- Second Hand Uniform items Up to $5-00 each article (no GST)
People behind the counter - we need your help please!
The canteen cannot operate without its many wonderful volunteers. We try very hard to make this experience a pleasant one and the children just love to see you at school.

What happens if we don't get enough helpers?
Each year we have families that leave our school and move on to high school - therefore we lose many of our treasured volunteers. We love to see our new kinder parents in the canteen and it's a great way to meet other parents and families from the school. If we don't have enough help this can result in the lunches being late, only taking limited orders that day or possible closure. So if you have a spare half day once a month, your help will be very much appreciated.

The missing lunch item - the incomplete lunch.
Sometimes our hardworking volunteers may accidentally miss an item in a child’s lunch bag. It’s a good idea to tell your child what has been ordered for them and that they should return to the canteen if they do not receive everything. Sometimes our younger students may not be comfortable to do this, so make sure they know they can tell a teacher or their buddy.

The worst thing that can happen at school - your child did not have any lunch. If a child has forgotten their lunch or has no lunch for any reason they are not to panic. The child informs a teacher or a member of the canteen staff, and we will provide them with something for lunch. This can then be paid for at a later date.

The lunch order bag - the vital details, the change and the IOU.
Apart from the lunch order, we need a name and class on the lunch bag and where possible the correct money. If change is required it will be taped to the child’s lunch bag. Children without lunch will be provided with a nourishing lunch and an IOU note. Ice blocks and jelly cups are not placed in the lunch bags for obvious reasons. Your child will need to return to the canteen with their lunch bag to receive their cold or frozen item.

About your P & C Canteen
The canteen is operated by the NLSPS P&C Association and all surplus funds are handed back to the P&C for use on school projects, class resources and essential equipment for the benefit of every student.

The Canteen Supervisors - Kathy Edwards and Fiona Robertson
Kathy and Fiona are parents here at NLSPS and we co-run the school canteen. This is our third year at the helm. You can find one of us at the canteen daily or we can be reached on 0417 571168. A canteen roster is published in Newsflash weekly with vacancies noted with an asterisk*. If you miss your copies of Newsflash they are also published on our school website:

http://www.newlambtonsouth.ps.education.nsw.gov.au

We look forward to seeing all our new children and families at the canteen early next year as they begin their school life here at NLSPS.

I would be happy to work on the school canteen and would prefer the following days:

<table>
<thead>
<tr>
<th>Day</th>
<th>Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>Weekly</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Fortnightly</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Monthly</td>
</tr>
<tr>
<td>Thursday</td>
<td>(please circle preference)</td>
</tr>
<tr>
<td>Friday</td>
<td></td>
</tr>
</tbody>
</table>

Name: ______________________  Child’s Name & Class ____________________  Phone ___________
Please note – menu and prices are subject to change
Canteen Hours 9am – 12:30pm
Telephone 0417 571168

**SANDWICHES, ROLLS AND WRAPS**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheese &amp; Bacon Roll</td>
<td>1.40</td>
</tr>
<tr>
<td>Vegemite</td>
<td>1.30</td>
</tr>
<tr>
<td>Cheese</td>
<td>1.50</td>
</tr>
<tr>
<td>Ham</td>
<td>2.00</td>
</tr>
<tr>
<td>Chicken</td>
<td>2.00</td>
</tr>
<tr>
<td>Egg &amp; Lettuce</td>
<td>2.00</td>
</tr>
<tr>
<td>Plain Salad</td>
<td>3.00</td>
</tr>
<tr>
<td>Egg Salad</td>
<td>3.50</td>
</tr>
<tr>
<td>Chicken or Ham Salad</td>
<td>4.00</td>
</tr>
</tbody>
</table>

**DRINKS**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water – small</td>
<td>.80</td>
</tr>
<tr>
<td>Water – large</td>
<td>1.30</td>
</tr>
<tr>
<td>Milk – Lite 300ml</td>
<td>1.50</td>
</tr>
<tr>
<td>Strawberry/chocolate/plain/vanilla malt/ Banana</td>
<td></td>
</tr>
<tr>
<td>Juice Poppers</td>
<td>1.50</td>
</tr>
<tr>
<td>Apple/paradise punch/pine passion</td>
<td></td>
</tr>
</tbody>
</table>

**FRUIT – SEASONAL – CHECK FOR AVAILABILITY**

Apple slinky .60
BYO Apple to be Slinked .20
Grape Cup / Small Fruit Salad .60
Watermelon Slice .30
Orange Quarters .20

**HOT FOODS – AVAILABLE EVERYDAY**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Noodle Cups</td>
<td>2.50</td>
</tr>
<tr>
<td>Hot Cheesy Pasta</td>
<td>3.50</td>
</tr>
<tr>
<td>Burrito with Meat and Cheese</td>
<td>4.00</td>
</tr>
<tr>
<td>Quiche and Small Salad</td>
<td>5.00</td>
</tr>
<tr>
<td>Fried Rice (Gluten Free)</td>
<td>4.50</td>
</tr>
</tbody>
</table>

**SNACKS AND ICY TREATS**

Red Rock Deli Chips (Honey Soy, Plain) 1.20
Jumpys (Chicken, S&V, BBQ) JJ Chips .80
Rice Crackers .20
Noodles .40
Pretzels .60
Finger Bun 1.00
Choc Muffin 1.20
Heated Choc Muffin 1.30
Frozen Triangles .80
Frozen Juice Cups .80
Chop Stick Ice Yogurt Sticks .60
Billabongs 1.30
Low Cal Mousse Cup .80
Jelly Cup .60
Fruit Sticks – half .20
Fruit Sticks – full .40
Frozen Yogurt 1.80

**HOT FOOD SPECIALS**

**MONDAY**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pies and Sausage Rolls</td>
<td>1.50</td>
</tr>
<tr>
<td>Tomato Sauce</td>
<td>.30</td>
</tr>
<tr>
<td>Spring Rolls + Sweet/Sour</td>
<td>2.50</td>
</tr>
</tbody>
</table>

**TUESDAY**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Twisters</td>
<td>3.50</td>
</tr>
<tr>
<td>Cheese Burgers</td>
<td>3.50</td>
</tr>
</tbody>
</table>

**WEDNESDAY**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sweet Chilli Chicken Wrap</td>
<td>3.80</td>
</tr>
<tr>
<td>Chicken Chippies 3 for</td>
<td>1.20</td>
</tr>
</tbody>
</table>

**THURSDAY**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Burger</td>
<td>3.50</td>
</tr>
<tr>
<td>Works Burger</td>
<td>4.00</td>
</tr>
</tbody>
</table>

**FRIDAY**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Wedges</td>
<td>.60</td>
</tr>
<tr>
<td>Hash Brown</td>
<td>.60</td>
</tr>
<tr>
<td>Pizza Hawaiian or Meatlovers</td>
<td>2.80</td>
</tr>
</tbody>
</table>

**SCHOOL PROFILE**

**SCHOOL FACILITIES**
New Lambton South Public School provides the following special facilities:

- Academic Competitions (e.g., National University) available for students
- Air conditioning in most rooms
- Amenities for disabled students including toilet, shower, and wheelchair ramp access to Blocks A and B
- An attractive learning environment, carpeted learning areas enabling group activity lessons to occur in and outside the classroom
- Beautiful tree-lined fenced grounds, with weatherproofed seating
- Community Garden
- Covered Outdoor Learning Areas (COLAs)
- Interactive technology across the school
- Modern canteen facilities
- Modern, well-equipped hall
- New Lambton District OOSH facilities on site
- Regional Opportunity Class (OC) for gifted and talented Stage 3 students, Newcastle area
- Spacious, well-equipped library integrating technology
- Specialist classrooms for visual arts, technology, library, and learning assistance programs

SIGNIFICANT SCHOOL EVENTS – PROGRAMS

The curriculum at New Lambton South Public School is characterised by many significant events and programs including:

- Aboriginal programs and perspective embedded in curriculum
- Aerobics competitions
- Annual Presentation Day to celebrate our achievements
- Area and regional participation in chess, debating, music camps and festivals, choralfest, public speaking, debating etc.
- Area school band camp, workshops, and concerts
- Athletics, swimming, and cross-country carnivals
- Bike Education and Road and Water Safety
- Crunch and Sip and Good for Kids, Good for Life – Live Life Well programs
- Differentiated curriculum to ensure best outcomes for all students
- Easter Hat parade, Education Week open day
- Gifted and talented programs across the school including Thinkfest, Murder Under the Microscope
- Harmony and NAIDOC Days/Week
- Internship and practicum programs (teachers in training) through links with the University of Newcastle
- Junior and Senior Choir
- Junior and Senior Dance groups
- Library book fairs and Book Week parade
- Musical programs offering tuition on all musical instruments
- PSSA sport participation leading to zone and regional programs
- Special celebrations often (e.g., Grandparents Day)
- Special skills sports programs offered
- Stage 3 students excursion to Canberra and Hill End/Bathurst/Katoomba bi-annually (3-4 days)
- Stage-based excursions to complement classroom units of work
- Student Leadership through Parliament and 007 programs
- Transition to School (Kindergarten) programs and parent education
- Visiting performances – organised on a needs basis to expose our students to a wide range of cultural activities and programs
- Visual arts programs displays, exhibitions, Art Week celebrations
- Year 6 farewell and transition to high school programs