



## OUR VALUES

RESPECT

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RESPONSIBILITY

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RESILIENCE

# 2021 GOOLGOWI PUBLIC SCHOOL INFORMATION BOOKLET

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Penney Street  
Goolgowi NSW 2652

<http://www.goolgowi-p.schools.nsw.edu.au/>

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### Principal's Message

Welcome to Goolgowi Public School.

Our school has been educating primary school aged children who live in the township of Goolgowi and surrounding district since 1927. Our school is rich in history and tradition whilst at the same time we endeavour to keep pace with 21<sup>st</sup> Century learning.

We promote equity and excellence. We expect all our students to become successful learners, confident and creative individuals, active and informed citizens.

Our school is well supported by the local community and there is a strong sense of pride and care for our school. We are proud to serve our local community by providing the best current practice in educating children so that they grow to be independent life-long learners.

Our school's vision statement is to facilitate the academic, cultural, physical, emotional and social development of all children. Our students are encouraged to become respectful and responsible learners who can learn cooperatively.

Our school motto is  
*"Ad Astra"*

We encourage each and every student to aim high by reaching for the stars. We inspire our students to always try their best to be the best person they can be. We expect our students to take risks with their learning and not be afraid of making mistakes. We encourage our students to reach as high as they can to learn as much as they can in all aspects of the curriculum. We expect our students to respect individual differences, relate well to others and maintain healthy relationships.

At Goolgowi Public School we embrace our small school environment. Students attending our school receive a high level of individual instruction and support. They have the opportunity to be involved with many and varied extra-curricula activities. Goolgowi Public School is a NSW Department of Education school and is committed to the enhancement of the literacy and numeracy skills of all students. This is our core business. We recognise and acknowledge that all children are different, learn in a variety of ways and at an individual pace. The explicit learning of all students is catered for where enquiry and questioning is encouraged in order to understand the concepts and processes being taught.

We work in partnership with students and parents to develop a learning community. We have a strong and supportive Parent and Citizen's Association who work in partnership with our school to develop a successful and productive learning community.

We hope that this information booklet will assist you in answering some of your questions. Please do not hesitate in contacting our school if you have any further queries.

Please accept our warm welcome and we look forward to developing a strong partnership in the future education of your child.

Anne-Maree Young  
Principal

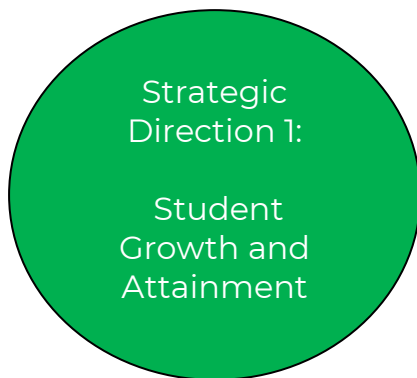


### Strategic Improvement Plan

#### School Vision Statement

At Goolgowi PS, we aspire to equip our students to be engaged, motivated, resilient, self-directed learners who strive to reach their full potential, think creatively and are collaborative problem solvers with real world connections.

#### School Strategic Directions 2021 - 2024



##### Purpose:

In order to maximise the learning outcomes for every student, all staff will use data to understand the learning needs of individual students and inform differentiated teaching for all students. Students become self-directed learners who are aware of their own progress and feel confident in working with teachers to help direct future learning.



##### Purpose:

For students, teachers and school leadership to achieve excellence in learning, all stakeholders demonstrate a commitment to foster a school-wide culture of high expectations, learning, development and success. To become an effective school, leadership needs to be built at all levels, students, teachers and executive. Student voice becomes a mechanism for increased engagement, achievement and wellbeing.

#### School Motto

The School Motto is “*Ad Astra*” which is Latin for “*To The Stars*”.



### General Information

Phone: 02 6965 1207  
Fax: 02 6965 1309  
Email: [goolgowi-p.school@det.nsw.edu.au](mailto:goolgowi-p.school@det.nsw.edu.au)  
Postal Address: Penney Street, Goolgowi NSW 2652

### 2021 Staff

Principal: Mrs Anne-Maree Young  
Class Teachers: K/1/2 - Miss Louisa Sim  
3/4 - Mr Michael Bourne  
5/6 - Mrs Beth Liddicoat  
Technology Teacher: Mrs Beth Liddicoat & Mr Michael Bourne  
RFF/STLA: Mrs Anne-Maree Young  
COVID Intensive Learning: Miss Hayley Gordon  
School Administrative Manager: Mrs Jane Brown  
School Administrative Officer: Mrs Bev Furner  
General Assistant: Lionel Young

### School Hours

School commences at 9.00am each day  
Morning Recess 11.15am to 11.40am  
Lunch 1.15pm to 1.55pm  
Dismissal Time 3.00pm.

**Please ensure that your child/ren do not arrive at school before 8.40am as supervision is not provided before this time.** Teachers commence playground supervision at 8:40am.

### 2021 Term Dates

Term	Commences for Students	Ends for Students
Term 1	Friday 5 February 2021	Thursday 1 April 2021
Term 2	Tuesday 20 April 2021	Friday 24 June 2021
Term 3	Tuesday 13 July 2021	Friday 17 September 2021
Term 4	Tuesday 5 October 2021	Thursday 16 December 2021

Staff return to school on Friday 4 February 2022 and have a second School Development Day on Monday 7 February 2021. Students in Years 1-6 return to school Tuesday 8 February 2022. Kindergarten students commence school on Wednesday 9 February 2022.



## School Enrolment and Attendance

### Enrolment

Children are eligible for enrolment in Kindergarten if they turn five years of age by 31 July in the enrolment year. If you are in doubt about your child's readiness for school it is advisable to make an appointment with the Principal to discuss the issues of concern.

The orientation information for kindergarten parents can be obtained in Term 4. Please call the school for enquiries.

It is essential that proof of identify documents are presented at enrolment.

Children can only be enrolled using the name they are legally known as (i.e. what is recorded on the Birth Certificate). Documents required at enrolment include:

- Original Birth Certificate or identity documents (to be copied by the school)
- Transfer Certificate (if transferring from another NSW Public School)
- Immunisation Certificate
- Court Order (if applicable)
- Proof of address.

If your child is not an Australian Citizen you will need to provide:

- Passport or travel documents
- Current visa and previous visas (if applicable)

Temporary Visa holders will also need to provide further documentation. Please see the school for further details.

### Attendance

Regular attendance at school is important to ensure satisfactory progress is being made in all aspects of school development.

Arriving at school and class on time:

- Ensures that students do not miss out on important learning activities scheduled early in the day.
- Helps students learn the importance of punctuality and routine.
- Give students time to greet their friends before class.
- Reduces classroom disruption.

Lateness is recorded as a partial absence and must be explained by parents.

Parents of students who are absent from school for unexplained periods may be referred to the Department of Education's Home School Liaison Officer with reasons for absence sought.

**If there is a change of arrangements either with transport or after school care, please let the School know either in note form or verbally.**

### Absences

Rolls are marked daily and absences are recorded by classroom teachers. Parents are required to send a note of explanation, or contact the school via phone or email, when a child is absent from school. This is required within seven days of the absence.



Attendance is compulsory, it is essential (a legal requirement) that absences are accounted for. This is a requirement of the Department of Education and all NSW schools must adhere to this.

## **Student Welfare**

### **Our School Values**

# **RESPECT RESPONSIBILITY RESILIENCE**

Our Student Welfare and Discipline Policy, including the Anti-Bullying Plan are based on our School Values.

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

In NSW public schools students are expected to:

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

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



### School Uniforms

At Goolgowi Public School, we strongly encourage all of our students to wear their school uniform each day. Wearing full school uniform instils a sense of belonging and pride in our school. A note is required if a student is unable to wear their uniform for some reason. Students are not to wear make-up or jewellery, except stud earrings and a watch.

<b>Summer Boys</b>	<b>Summer Girls</b>
Grey Shorts* (No cargos)	Black Shorts or Skorts
School Polo	School Polo
Grey Socks (no ankle socks)	White Socks (no ankle socks)
Shoes - Black Leather (no slip-ons, canvas, volleys). Fully enclosed shoes (no exposed foot)	Shoes - Black Leather (no slip-ons, canvas, volleys). Fully enclosed shoes (no exposed foot)
NO THONGS or SANDALS or HIGH HEELED SHOES (Flat soled shoes only)	NO THONGS or SANDALS or HIGH HEELED SHOES (Flat soled shoes only)
School Emblem wide-brimmed hat (green) NO CAPS	School Emblem wide-brimmed hat (green) NO CAPS
Bottle Green School Emblem Sloppy Joe and/or School Emblem Spray Jacket	Bottle Green School Emblem Sloppy Joe and/or School Emblem Spray Jacket
<b>Winter Boys</b>	<b>Winter Girls</b>
Grey Midford Trousers* (No cargos, corduroy or jeans)	Black Trousers* (no cargos, corduroy or jeans)
Grey socks (no ankle socks)	White socks (no ankle socks)/Black tights
School Polo	School Polo
Bottle Green School Emblem Sloppy Joe	Bottle Green School Emblem Sloppy Joe
School Emblem Dry & Cosy Jacket and/or School Emblem Spray Jacket	School Emblem Dry & Cosy Jacket and/or School Emblem Spray Jacket
Shoes - Black Leather (no slip-ons, canvas, volleys). Fully enclosed shoes (no exposed foot)	Shoes - Black Leather (no slip-ons, canvas, volleys). Fully enclosed shoes (no exposed foot)
NO THONGS or SANDALS or HIGH HEELED SHOES (Flat soled shoes only)	NO THONGS or SANDALS or HIGH HEELED SHOES (Flat soled shoes only)
School Emblem wide-brimmed hat (green) NO CAPS	School Emblem wide-brimmed hat (green) NO CAPS
*To be worn Monday to Thursday	*To be worn Monday to Thursday
<b>Sport Uniform Boys &amp; Girls (Friday)</b>	
School Polo	
Black shorts/skorts and/or black micro fibre track pants (with no other colours or with white lines)	
Bottle Green School Emblem Sloppy Joe	
Sport Shoes with White Socks (no ankle socks)	
NO THONGS or SANDALS or HIGH HEELED SHOES (Flat soled shoes only)	
School wide-brimmed hat (green) NO CAPS	

\*\* Note: The school has a limited range of most uniform items for immediate purchase. Price lists are available from the office. Most clothing is available for purchase at the School Uniform Shop (by order). School hats are issued to Kindergarten free of charge, compliments of the P&C.





### School Community Involvement

#### Parents & Citizens Association (P & C)

Schools today need the positive support of their communities. Active parent organisations assist with the efficient functioning of the school.

Fundraising is not the only function of these organisations. Reports on school activities are given at the meetings. Discussion also takes place on aspects of School Policy and its development. Also, parents get to meet other parents.

Our P&C Association meets in the school Staff Room on the **third Tuesday of every month**. All meetings start at **7:00 pm**. All members of the school community are encouraged to attend the meetings.

#### P & C Executive for 2021

President:	Louise Neale
Vice President:	Allana Shaw
Secretary:	Amy Young
Treasurer:	Sharon Domjahn
Canteen Supervisor:	Janaya Clark & Allana Shaw

### Reporting to Parents

Goolgowi Public School uses different styles of reporting student progress to the parents as well as the standardised testing administered by the Department of Education (annual NAPLAN tests). These include:

- Informal parent updates on a needs basis initiated by either the teacher or the parent.
- Parent/Teacher interviews (end of Term 1)
- Written semester report (Term 2 and 4).

The school provides opportunities for parents to enquire about their child's progress throughout the year. Whilst the formal interviews are arranged for the end of Term 1, parents are welcome to contact the school at any time during the year to discuss any issues arising regarding their child's progress.

#### Parent/Teacher Interviews

Formal interviews are held at the end of Term 1. Teachers are happy to discuss student's learning habits, social skills, progress and any concerns or queries that parents might have.

Informal interviews are held on request. These may be requested by the teacher to discuss concerns, progress, behaviour, etc. with the parents. Likewise, if you (parent/carer) have any issues or concerns you are encouraged to make an appointment to discuss them with your child's teacher.

It is very important that a meeting time be set, as it is not always possible for the teacher to discuss issues on the spot. **To avoid anxiety and disappointment that your concerns cannot be discussed immediately, it is extremely important to make an appointment.** To do this please ring the office and Mrs Brown will arrange a suitable time for you.

### Reports

Formal written reports are presented to parents twice during the year. Firstly, the Semester 1 reports are sent home during the last week of Term 2.

Semester 2 reports are presented to parents at the end of the year.



### **Newsletter and Messages to Staff and Students**

#### **Newsletter**

The newsletter is sent out every Tuesday. It has a wealth of information regarding up and coming events, classroom news, important messages from staff and the P&C, etc. Please take the time to read the newsletter when it arrives home. The newsletter is uploaded weekly to the school website.

#### **School Website**

The school webpage at <http://www.goolgowi-p.schools.nsw.edu.au> offers further information.

#### **Facebook**

The school also has a Facebook page where important information is updated regularly.

Permission is sought from parents/carers to publish information about your child for the purposes of sharing his/her experiences with other students, informing the school and broader community about school and student activities and recording student participation in noteworthy projects or community service.

This information may include your child's name, age, class and information collected at school such as photographs, sound and visual recordings of your child, your child's work and expressions of opinion such as in interactive media.

The communications in which your child's information may be published include but are not limited to:

- Public websites of the Department of Education including the school website, the Department of Education intranet (staff only), blogs and wikis.
- Department of Education publications including the school newsletter, annual school magazine and school report, promotional material published in print and electronically including on the Department's websites.
- Official Department and school social media accounts on networks such as YouTube, Facebook and Twitter.

You can specify media communications you will allow your child's image to be used for e.g. school newsletter but not Facebook. It is important that this permission note is signed and returned so that your wishes are known and in writing.

#### **Messages to Staff and Parents**

At times parents will need to phone the school to relay a message either to their children or the teacher. Please take the following points into consideration:

- Children are not permitted to come to the phone. A message will be taken to the child as soon as possible. If the message is likely to be distressing for the child, we ask that parents take the time to come to the school and tell your child in person or wait until a more appropriate time is available.
- Teachers will not be available to come to the phone during their teaching time. A message will be taken to the teacher as soon as possible. If you wish to speak with the teacher directly, it is advisable to ring during recess or lunch. Please do not be offended when told the teacher is unable to come to the phone. They are here to teach all children and it is difficult to maintain a high standard of teaching when disruptions constantly occur. This rule is to benefit the educational needs of your child.



- Office hours are between 8:30am and 3:40pm. **Please try to avoid calling prior to or after these times.**

### **Health Care Procedures**

If your child has any special health problems which may require attention or procedures to be undertaken, then please bring this to the attention of the Principal. An individual Health Care Plan will be developed in conjunction with the parents/caregivers and confidentially distributed to all staff to ensure the best interests and special needs of your child are catered for.

### **Administration of Medication**

There may be occasions where some students will be required to take medication at school. Parents are required to complete a medication form detailing the name of the medication and the dosage.

All medication must be prescribed and in **the original bottle/package or container** as it was at the time of purchase.

Medication must have the child's name clearly on the label. We are not permitted to administer medication if the name on the label is NOT that of the child.

Apart from Asthma puffers and Epi-pens, children are not permitted to keep any medication in their bags.

Parents are required to hand any medicine to Mrs Brown in the office.

If your child is an asthmatic and is too young to self-administer their medication, please feel free to send a spare inhaler and spacer to be kept at school. This must be labelled clearly.

In the case of an unexpected asthma attack, the school has one asthma puffer on the premises and students can have use of this if necessary.

No child should bring any type of medication to school unless accompanied by parental written authority. Please note that medication also includes analgesics such as "Panadol". The following procedures will apply to students who need to have access to Asthma medications daily or on occasions:

- Parents are required to send in a copy of the child's Asthma Plan, as well as written permission and directions on what dosage of medication is to be given.
- Students may self-administer sprays under supervision of the First Aid Officer or teacher.
- Most parents elect to have an emergency spray, labelled with the student's name and required dosage, kept at school in the office.
- If a nebuliser is required at school, parents must supply their own nebuliser, mask and medication, as well as written permission and directions on dosage. Nebulisers must be used under the supervision of the First Aid Officer or teacher.

School Staff are under no obligation to administer prescribed medication and asthma treatments.

### **Illness, Injury and Allergy**

If an injury occurs at school the parent/carer will be notified immediately if it is serious. Medical assistance (e.g. ambulance in an emergency) will be called for if the parents or emergency contact person are not able to be contacted. The incident will be recorded in the Serious Incident Register.



If the child is not injured badly, he/she will receive first aid from the First Aid Officer and it will be recorded in the Injury Register.

Every effort is made to contact parents/carers if their child is sick at school, so they can be taken home. The school is **not** permitted to give "Panadol" so if your child is not feeling well in the morning before school; **please DO NOT send him/her to school.**

We discourage children from sharing food and would appreciate it if you could talk to your child about this.

**Approaching Your School**

This is a parent and community guide for seeking information and expressing concerns.

From time to time parents or other members of the school community may need to approach the school in order to:

- Discuss the progress or welfare of own child
- Express concern about actions of other students
- Enquire about school policy or practice
- Express concern about actions of staff.

It is therefore necessary to have procedures that will help solve problems as soon as possible so that a safe and harmonious school environment is maintained. The best results usually flow from working together.

These guidelines aim to:

- Provide a guide in order that concerns are dealt with in an open and fair manner
- Ensure that the rights of students, teachers and parents are respected and upheld
- Support sensitivity and confidentiality
- Help reach an agreed solution.

On occasion, concerns may cause frustration and anxiety. At such times it is always important to organise a time to talk with school staff in an unhurried and confidential atmosphere. If your concerns are still not alleviated at this time, please arrange an appointment to discuss these concerns with the Principal.

Concern	Appropriate Action
The academic progress of own child	Directly contact the child's teacher either by note, phone or in person to arrange a suitable time to discuss any issues.
The welfare of own child	<ul style="list-style-type: none"> <li>• For minor issues directly contact your child's teacher to clarify information.</li> <li>• For more serious concerns, contact the office - state the nature of concern and arrange a suitable time to talk with class teacher or appropriate staff member.</li> <li>• To convey information about change of address, telephone number, emergency contact, custody details, health issues, etc. Please contact the office.</li> </ul>
Actions of other students	<ul style="list-style-type: none"> <li>• Contact the class teacher for a classroom problem.</li> <li>• Contact the class teacher or principal for playground problems.</li> </ul>
School Policy or	Contact the office - state nature of concern and make an appointment to see the Principal and/or appropriate



Practice	member of staff.
Actions of a staff member	<ul style="list-style-type: none"> <li>• Contact the office and state concerns to the Principal</li> <li>• Arrange to meet directly with the Principal and staff member concerned.</li> </ul>

**Additional Information**

**Ambulance**

Our School contributes to the NSW Ambulance Fund covering the cost of transporting students within NSW where necessary. An ambulance will be called if it is felt that a student’s health is at risk. Parents or contact persons will also be contacted as soon as it is possible with regard to the child’s health concerns.

Ambulance cover is not provided for parents and it is advisable that families consider their own ambulance cover where possible.

**Artistic Performances**

From time to time the school will elect to attend or host visits from various performers which may include drama, dance, music/song, language, poetry, environmental studies, science, sport etc. Parents will be informed of these events and a fee to cover costs may be imposed. This information will be made available to parents.

**Assemblies**

A morning assembly is held each day commencing at 9:00am. Brief information may be given or sought at this time. Formal assemblies are held twice a term commencing at 2:00pm. At this assembly Awards are presented, including Student of the Month, and any special achievements are presented, announcements and reports made and class items performed. Each class has a turn to lead these assemblies. Parents and friends are invited to attend these assemblies. In addition, special assemblies are conducted during the year. Information will be provided about these through the newsletter.

**Bicycles**

Students who regularly ride bicycles to school have a bike rack in which to place their bicycles. Students are not allowed to play near the bicycles. Bike helmets are compulsory. Bikes and scooters are **not to be ridden in the school grounds**.

**Birthdays**

We love to celebrate birthdays, and encourage parents to send in a cake for recess if they would like to, so that their child can share it with his/her fellow classmates.

**Book Club**

Children are given the opportunity to purchase well graded books of good value each month. Pamphlets of books on offer are sent home with children when the school receives them.

**Bullying**

Bullying is anti-social. It has no place at Goolgowi Public School. Our school does not tolerate bullying, or harassment. All teachers are firmly committed to putting an end to acts of bullying. Victims of bullying will be supported. No one deserves to be bullied even if their behaviour is irritating or annoying. There are other positive and constructive ways to deal with irritating and annoying behaviour. Anti-bullying lessons are conducted across each classroom, every year.

Please ask for a copy of the school’s Anti-Bullying Plan for more detailed information.



### **Bus**

If your child has to travel more than 1.6km to school, they are able to travel by bus free. Obtain a Conveyance Form from school or the local bus proprietor. The bus companies are Robertson Bus Service (6964 4922) and Ian & Jacqui Ross (0428 401 247 or 0427 685 846). You are eligible for a Conveyance Subsidy if you have to transport your child beyond a certain distance by car to a bus stop. Enquire at the school on this matter.

### **Canteen**

Canteen operates on a Friday and is run by the Goolgowi P&C with parents as volunteers. A Canteen list setting out what is available to order for lunch, what is available to purchase at recess, and who is on the roster is sent home during the first week of Term. Lunch orders are sent in on Wednesday for canteen on Friday. If you wish to order your child's lunch this is the procedure for doing so:

- On a brown paper bag write your child's order and cost
- Write your child's name and his/her teacher's name
- Place money inside bag and fold it up
- When your child arrives at school there will be class baskets outside the Staffroom into which the bags are placed.

Children are requested to order their recess on a **separate** brown paper bag.

### **Captains**

Each year the students elect their School Leaders, two School Captains, from the Year 5 students who will be going into Year 6 the following year. Our School Leaders represent the school at functions and respond to visitors.

The election is held in the democratic process and students who nominate have to address the School before the ballot is taken. The staff also have a vote. Refer to the school's 'Policy Procedures for Electing School Captains' for more information.

### **Change of Address**

Changes of address affect bus travel, bus subsidies etc. Please notify the school immediately of any change of address / phone numbers.

### **Changed Family Circumstances**

Births, deaths, marriages, separations and change to family units are a part of life and, of course, are personal. However, these often can cause a change in a student's personality, behaviour and learning patterns. In these circumstances, it is important that the class teacher be advised in the interest of the student concerned.

### **Computers**

Computers have now become an integral learning tool and are used in all our Key Learning Areas. All new students and their parents must sign an Internet Agreement form before students are allowed to use the Internet.

### **Counsellor**

Assistance is available for problems or concerns that you may have about the development of your child. Our School Counsellor is at school three times a term, providing services such as testing children referred by teachers for assessment of learning difficulties, behaviour and/or social adjustment problems. Parents can request that their child sees the School Counsellor or teachers will seek your permission before a student is assessed by them.

### **Crunch&Sip® Program**



Students are encouraged to drink water and eat healthy fruit or vegetables during a special five minute *Crunch&Sip*® break each day at around 10am. Parents are requested to send a small portion of cut up fruit or vegetables for their children to eat each day during *Crunch&Sip*® time.

### **Excursions**

We see these as a vital part of programs throughout the school and ask for your cooperation with returning permission slips and money when necessary. Parents are notified before each excursion, and some parents may also be involved with supervision on these occasions.

#### Major Excursions:

Our school participates in excursions to enrich a child's learning experiences. These excursions may be as part of a whole school activity or in smaller group situations.

### **Fees (Voluntary School Contributions)**

The P&C Association agrees upon the School Contribution Fee set by the school. It is set at a price that they believe is not only affordable for parents but one that will also provide quality resources for the learning programs that are occurring in our classroom. **The school contribution for 2021 is \$50.00/student**

### **Hats - No Hat, Play In The Shade**

In accordance with Cancer Council guidelines and our school's Sun Smart Policy, children are to wear a school broad brimmed hat when outside all year round. A school hat can be purchased from the school. No caps are to be worn. The school has a "NO HAT – PLAY IN THE SHADE" policy in effect. As a further preventative measure, children are encouraged to bring their own sunscreen to use, especially during Term 1 and Term 4.

### **Home Learning/Home Reading Scheme**

Home Learning is approved at Goolgowi Public School. Each teacher will set and make Home Learning according to their class needs. While there is no prescribed limit on the amount of time to be spent completing it, it is not set to be a burden on children or their parents.

Home Learning is not set as a punishment, to introduce new work or to keep children occupied during the school holidays. The types of learning set will include: practice exercises, preparatory work and extension assignments. Daily reading is a vital part of Home Learning for children.

Every child receives a Home Reading Journal at the beginning of the year to record the times that they read.

Children are also able to log onto Mathletics and Reading Eggs on their home computer.

### **House Systems**

All students are placed in a House Team to enable them to participate in friendly competitions within the School. The purpose of the House system is to develop within the children, a sense of cooperation with others and a pride in their team and school. Our school Houses are Rabbitohs (purple) and Goannas (orange).



### **Kinder Orientation**

This takes place in Term 4, over several weeks. The new Kinders work in the classroom and each child is allocated a buddy from Year 5 to help them both during orientation and when they start school the following year.

We will hold a parent information session with the school Principal, Kindergarten teacher and parent representatives (Canteen, P&C, Buses, Uniforms) prior to the Kinder Orientation.

### **Learning and Support Teacher**

The Goolgowi Public School has access to a Learning and Support Teacher. Children experiencing a learning difficulty may be taken through a developmental program to assist their required need(s) and enhance any aspect of their schoolwork.

### **Leaving School Grounds**

NO student is permitted to leave the school grounds without the written permission of the parent or guardian.

### **Library**

Each student from K-6 has a Library lesson every week. Parents are asked to make sure books are treated with respect and any damage reported to the School when the book is returned. Each student is required to bring a Library Bag to help protect the books. The Library is also available to classes during school time to carry out research and to use the computers.

### **Media Appearance Permission Note Permission to Publish Note**

At the beginning of each School year all parents must sign a Permission to Publish Note to enable their child's name and/or picture to appear in the school newsletter, school magazine, newspapers or television. This is a requirement of the NSW Department of Education.

### **Mobile Phones**

Mobile phones are not permitted at school. If for any reason there has been a negotiation between the parents and Principal regarding a student bringing mobile phone to school, it is to remain in the office until home time.

### **Parent Helpers**

Parents as partners in education are appreciated. Your skills are valued. Help can be given in many areas: Reading, Craft, Maths, etc. Individual teachers will advise parents if their help is needed within the classroom. Parent Helpers need to have a *Working with Children Check Declaration for Volunteers and Contractors* and sign in and out via the office.

### **Payment of Money by Students**

Money for articles, fees, cultural experiences, excursions etc. should be placed in an envelope. On the envelope write your child's name and the amount enclosed. Students will be directed to give the envelope to the School Administrative Manager, via the metal strong box.

Online payments may also be made via the school webpage at <http://www.goolgowi-p.schools.nsw.edu.au>, selecting Make a Payment and filling in all items marked with an asterix.

### **Personal Belongings**

We discourage the bringing of personal belongings of students to school. When items are lost or damaged it causes a lot of grief for the children. Anything electronic is not





permitted to come to school. This includes games such as Gameboys, DSDs, mobile phones, cameras, MP3 players, etc.

The school cannot take responsibility for any belongings that are lost or broken.

If younger students are bringing things in to discuss for Speaking and Listening, then the item is to remain on the teacher's desk until home time.

Please remember to **clearly label** your child/ren's belongings and clothing.

### **Positive Behaviour for Learning**

Positive Behaviour for Learning (PBL) is a process Goolgowi Public School uses to develop a positive, safe and supportive learning culture. Students are explicitly taught the school's values and expectations. The PBL framework assists our school to improve the social, emotional, behavioural and academic outcomes for students.

### **Presentation Night**

Presentation night is held in December each year. Prizes and presentations are awarded to students on this night. The School receives valuable donations to support this activity and to help recognise the achievements of students from within our School.

### **School Emergency Policy**

The Department of Education and the school staff are always concerned with the safety of its students. It must be realised that school employees and students can be subjected to natural or man-made disasters and criminal offences. In consultation with the Local Town Fire Brigade and Police Constable, the Staff has prepared a Plan to cater for such occurrences.

### **Signing Students in and out of School**

If your child arrives late or needs to leave early, then you need to fill in the Partial Leave Register at the office.

### **School Photographs**

School photographs are arranged each year and families are given the opportunity to purchase these if they so wish. Sports photos are taken at the end of the year. Information is sent home to inform parents of exactly when photos will be taken.

### **School Crossings**

The two School crossings are flagged each school day. All persons using the crossings are required to stop at the white line on the footpath until the road is clear to cross. Parents should observe the various parking restrictions that apply in the immediate school area during drop off and pick up times. Parents should also observe the 40km/h speed restriction that is imposed from 8.00am to 9.30am and from 2.30pm to 4.00pm every School day.

### **Scripture**

Denominational Scripture lessons are on hold at present as there are insufficient clergy and lay teachers available.

### **Sport and PE**

Children have sport on Friday afternoons and PE fitness/skills sessions throughout the week. These activities form part of our PE/Health/PD program of which all children are required to participate. Sports uniform is to be worn each Friday.

All students from K-6 participate in School Cross Country, Swimming and Athletics.

Students in Years 3-6 participate in a number of sporting activities in the Griffith PSSA District.



Our intensive swimming lessons are held in Term 4 each year. All children attend these lessons usually covering a two-week period. In Term 1 students will be engaged in swimming for sport. This will depend upon the availability of a lifeguard and when Carrathool Shire Council opens the pool.

### Student Banking

Children can bring bank books and money to school each Tuesday. Money will be banked with the Commonwealth Bank. For further information contact the school.

### Student Clothing and Property

- Make sure all articles, especially lunch boxes, drink bottles, jumpers and jackets are clearly and permanently marked.
- Leave treasured and valuable toys, jewellery and books at home. They are easily damaged or lost.
- No responsibility can be taken for loss of or damage to toys, books, trinkets, etc. brought to school.
- Make sure your student's schoolbag is easily recognisable and encourage him/her to leave it in its correct place.
- Every effort is made to return any 'lost' property to its owner.
- Any dangerous items such as pocket-knives MUST NOT be brought to School.

### Student Representative Council

At the beginning of each year, students in each year except Kindergarten, vote for one student to represent them as part of the Student Representative Council (SRC). The school captains are also part of the SRC. The aim of the SRC is to develop a strong voice for students in primary school and give them the opportunity to develop their leadership skills. As part of our Strategic Improvement Plan, the school's goal is to strengthen the role of our student body and give its members the opportunity to represent the views of their peers.

### Year 6 - Placement into Year 7

The two local High Schools - Murrumbidgee Regional High School (Griffith and Wade sites) and Yanco Agricultural all have a very comprehensive orientation programs in place so that students have a smooth transition into high school. This information is passed onto parents as it becomes available.

### Infectious Diseases

Primary school students who do not have proof of immunisation may have to stay at home during an outbreak of a vaccine preventable disease at school. Particular arrangements will be worked out by the local public health unit in consultation with the school.

The school will notify parents of the outbreak so that families are aware of the symptoms.

Disease or Condition	Time from exposure/infestation to illness/hatching	Symptoms	Do I need to keep my child home?	How can I help prevent spread?
<b>Chicken-pox</b>	10 to 21 days, usually 14 to 16 days.	Slight fever, runny nose and a rash that begins as raised pink spots that blister and scab.	For 5 days from the onset of the rash and the blisters have dried.	Immunise your child at 18 months of age. Immunisation is recommended for children at 12 years if they are not immune.
<b>Conjunctivitis</b>	1-3 days	The eye feels scratchy, is	Until discharge from	Careful hand washing;



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Disease or Condition	Time from exposure/infestation to illness/hatching	Symptoms	Do I need to keep my child home?	How can I help prevent spread?
<b>(Acute infectious)</b>		red and may water. Lids may stick together on waking.	eyes has ceased.	avoid sharing towels. Antibiotics may be needed.
<b>Gastroenteritis</b>	Depends on the cause: several hours to several days	A combination of frequent loose or watery stools, vomiting, fever, stomach cramps, headaches.	At least for 24 hours after diarrhoea stops.	Careful hand washing with soap and water after using the toilet or handling nappies and before touching food.
<b>German Measles (Rubella)</b>	14 to 21 days	Often mild or no symptoms: mild fever, runny nose, swollen nodes, pink blotchy rash that lasts a short time. Can cause birth defects if pregnant women are infected.	For at least 4 days after the rash appears.	Immunisation (MMR) at 12 months and 4 years of age.
<b>Glandular Fever</b>	4 to 6 weeks	Fever, headache, sore throat, tiredness, swollen nodes.	No, unless sick	Careful hand washing, avoid sharing drinks, food and utensils and kissing.
<b>Hand, Foot and Mouth Disease</b>	3 to 7 days	Mild illness, perhaps with a fever, blisters around mouth, on the hands and feet, and perhaps the nappy area.	Until the blisters have dried.	Careful hand washing especially after wiping noses, using the toilet and changing nappies
<b>Head Lice</b>	Time from infestation to eggs hatching usually 7 to 10 days	Itchy scalp, white specks stuck near the base of the hairs; lice may be found on the scalp.	No, as long as head lice management is ongoing.	Family, friends and classroom contacts should be examined and managed if infested.
<b>Hepatitis A</b>	About 4 weeks (can range from 2 to 7 weeks)	Often none in small children; sudden fever, loss of appetite, nausea, vomiting, jaundice (yellowing of skin and eyes), dark urine, pale stools.	For 2 weeks after first symptoms or 1 week after onset of jaundice.	Careful hand washing; close contacts may need to have an injection immunoglobulin; immunisation recommended for some people
<b>Impetigo (School Sores)</b>	1 to 3 days	Small red spots change into blisters that fill up with pus and become crusted; usually on the face, hands or scalp.	Until antibiotic treatments starts. Sores should be covered with watertight dressings.	Careful hand washing
<b>Influenza</b>	1 to 3 days	Sudden onset fever, runny nose, sore throat, cough, muscle aches and headaches.	Until they look and feel better.	Immunisation is recommended for the elderly and people with chronic illnesses.
<b>Measles</b>	About 10 to 12 days until first symptoms, and 14 days until the rash develops	Fever, tiredness, runny nose, cough and sore, red eyes for a few days followed by a red blotchy rash that starts on the face and spreads down the body and lasts 4-7 days.	For at least 4 days after the rash appears.	Immunisation (MMR) at 12 months and 4 years. Contacts who are not immune should not attend school or work for 14 days.
<b>Meningococcal Disease</b>	Usually 3 to 5 days (can range from 2 to 10 days)	Sudden onset of fever and a combination of headache, neck stiffness, nausea, vomiting, drowsiness or rash.	Seek medical attention immediately. Patient will need hospital treatment.	Close contacts should see their doctor urgently if symptoms develop, and may need to have a special antibiotic.



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Disease or Condition	Time from exposure/infestation to illness/hatching	Symptoms	Do I need to keep my child home?	How can I help prevent spread?
				Immunisation with Meningococcal C vaccine at 12 months of age.
<b>Molluscum Contagiosum</b>	7 days to 6 months	Multiple small lumps (2-5mm) on the skin that are smooth, firm and round, with dimples in the middle. Lumps in children are mostly on the face, trunk, and upper arms and legs. Symptoms can last 6 months to 2 years without treatment.	No	
<b>Mumps</b>	Usually 16 to 18 days (can range from 12 to 25 days)	Fever, swollen and tender glands around the jaw.	For 9 days after onset of swelling.	Immunisation (MMR) at 12 months and 4 years of age.
<b>Ringworm</b>	Varies (may be several days)	Small scaly patch on the skin surrounded by a pink ring.	Until the day after the fungal treatment has begun.	Careful hand washing.
<b>Scabies</b>	New infections: 2 to 6 weeks; reinfection: 1 to 4 days	Itchy skin, worse at night. Worse around wrists, armpits, buttocks, groin and between fingers and toes.	Until the day after treatment has begun	Close contacts should be examined for infestation and treat if necessary. Wash linen, towels and clothing worn in the past 2 days in hot water and detergent.
<b>Scarlet Fever</b>	1 to 3 days	Sudden onset sore throat, high fever and vomiting, followed by a rash in 12 to 36 hours.	Until at least 24 hours of treatment has begun and the child is feeling better.	Careful hand washing. Sick contacts should see their doctor.
<b>Slapped Cheek</b>	1 to 2 weeks	Milk fever, red cheeks, itchy lace-like rash, and possibly cough, sore throat or runny nose. Can cause foetal disease in pregnant women if they have not been previously infected.	No as it is most infectious before the rash appears.	Careful hand washing; avoid sharing drinks.
<b>Whooping Cough (pertussis)</b>	Usually 9 to 10 days (can range from 6 to 20 days)	Starts with a running nose, followed by persistent cough that comes in bouts. Bouts maybe followed by vomiting and a whooping sound as the child gasps for air.	Until the first five days of a special antibiotic have been taken.	Immunisation 2, 4, 6 and 18 months and 4 years of age. A special antibiotic can be given for the patient and close contacts. Unimmunised contacts may be excluded from child care until the first 5 days of a special antibiotic has been taken.
<b>Worms</b>	Several weeks.	Itchy bottom.	No	Careful hand washing. Whole household should be treated. Wash linen, towels and clothing worn in the past 2 days in hot water and detergent.