



# Adamstown Public School

## Parent Information Guide 2024



Education

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## Contents

What can Adamstown Public School offer my child?	6
How is the school structured?	8
Do you have a school canteen?	8
What are the school hours?	8
What do I need to know about attendance?	9
Anti-Bullying	9
Court Orders	9
How will my child get to and from school?	10
Where do I meet my child at the end of the school day?	11
Do you have before and after school care?	11
What is Positive Behaviour for Learning?	12
What is the role of the School Counsellor?	13
What happens if my child is sick or needs time off school?	13
Medications at school	13
How can I be involved at the school?	16
What is the school uniform?	17
How will I know how my child is going?	18
How will I know what is happening at the school?	18
What will my child need to bring to school?	19
Will my child have to do homework?.	19
Will my child go on excursions?	19
Payments for school activities	20
Does our school offer religious/Ethics education?	20
What if I need to speak with my child's teacher?	20
Contact Us	21
Community Communication Guide	22

## Welcome to Adamstown Public School

A school committed to excellence in program development and delivery, respectful and supportive relationships between staff, students and parents and maximising student achievement across all fields of endeavour in a safe and caring environment.

We aim to work towards strong understandings about how our students learn and how we as a community can maximise the learning opportunities for our children. Our dedicated staff utilise a balance of traditional and innovative approaches to enable your child to be a future focussed learner. Our school has the resources to support academic excellence and innovative ventures and our abundant grounds provide opportunities for environmental programs as well as healthy lifestyle activities and sport.

In addition to an academic focus we provide additional opportunities in the Creative and Performing Arts, a Sustainability Environmental Group, Makerspace opportunities, Robotics, Science Technology Engineering Maths (STEM), StarStruck, Indigenous Dance and Diggeridoo Group, Student Representative Council (SRC), Public Speaking, Chess, Debating and various sporting pursuits as well as inter-school competitions.

Student wellbeing is a priority and the 'Positive Behaviour for Learning' framework (PBL) carries a consistent language and commendation system with new playground initiatives such as experimental nature play. Student voice and advocacy is part of everything we do and peer support and mentoring is embedded across K-6.

A dynamic and collaborative partnership between home and school is an essential element in the successful learning journey of your child. It also provides for effective communication which enables shared purpose and mutual understanding. Your input is welcome and much valued as is your presence in the many and varied opportunities available. The school has exceptional parental involvement and support through the P&C as well as dedicated volunteers who assist in our classrooms, in the canteen, with our sporting teams and a myriad of other extra-curricular activities. There is a space for you if you have some time to spare!

We aim to keep our community informed through many different means. Our comprehensive community communication guide can be found on page 22.

This information guide is designed to give you further information about our school and other matters relating to your child's education. If at any time you wish to discuss any issue in relation to your child's schooling, please do not hesitate to contact the school office to arrange a meeting with me, an Assistant Principal or your child's teacher.

We look forward to a happy and rewarding partnership with you while your child is enrolled at Adamstown Public School.

With kind regards,

*Mrs Emma Stothard*

Principal



## Strategic Directions 2023–2026

**STRATEGIC DIRECTION 1** - Student Growth and Attainment

**STRATEGIC DIRECTION 2** - A Connected and Thriving Learning Ecosystem

**STRATEGIC DIRECTION 3** - Innovative Systems and Processes

## School Profile

Adamstown Public School is situated in inner city Newcastle. The school is set in spacious grounds and serves a well-established and diverse community with people from a range of cultural backgrounds.

The school population of 388 students, consists of 16 mainstream classes from Kinder to Year 6 and is drawn from a strong and vibrant multicultural community. At Adamstown Public School we aim to develop future focused learners, academically, culturally and socially by providing quality initiatives in English, Mathematics and Technology. We take pride in the many sporting, cultural and high potential and gifted activities in which our students excel. Our extra curricula programs are highly valued by our school community and student voice and advocacy is paramount and at the centre of all we do.

A dedicated and highly qualified teaching and non teaching staff foster student success in the pursuit of excellence. Our staff work together to create a happy and supportive environment that encourages all to face the future with confidence.

Adamstown Public School is a proud member of the Kotara Community of Schools (KCoS) comprised of 6 public Primary Schools and 1 public High School, and the Muloobinbah Local Aboriginal Educational Consultative Group (LAECCG).

## Our vision

Adamstown Public School is committed to creating an inclusive learning ecosystem that excels in a complex and evolving world. Our school is a place where collaboration, critical thinking and creativity make learning exciting and all learners are known, valued and cared for. The school vision is underpinned by our core values of Opportunity, Innovation and Success.

## Our values

We value working together within a positive community environment. We value equal opportunities for all through collaborative, respectful and positive relationships.

## Our beliefs

Everyone has the right and potential to learn within a positive and inclusive environment that supports students to develop a growth mindset toward learning and life opportunities.

Quality teacher training to support teaching and learning experiences allows for reflection so that teachers continue to improve the quality of lessons provided to students.

## Our outcomes

- All students, when surveyed, report that they feel safe, valued, known and cared for
- Data reflects that every student, every teacher, every leader and our learning community continues to show growth
- All students and teachers have self belief and high expectations in themselves and each other
- Our school nurtures a culture of opportunity, innovation and success.

## School Affirmation

We, as students of Adamstown Public School respect our family, our school community and ourselves.

We aim to make our school a better, happier place to work and play.

We take responsibility for our own learning and we respect the rights of others to learn.

At Adamstown Public School, we are innovative, successful learners and embrace every opportunity to the best of our ability.

## Leadership Oath

I stand before you today ready to step up to a leadership position at Adamstown Public School. I will set an example of positive behaviour, respecting myself, my school and my community.

I will help others when in need.

I will strive to be responsible in all that I do, persisting until I get it right.

I will approach my leadership duties with respect and responsibility and I will be organised to lead.

I am proud of Adamstown Public School and today I commit to helping my school and its community in any way I can.

## Sport Leader Oath

I stand before you today ready to step up to a sporting leadership position at Adamstown Public School.

I will set an example of positive behaviour, respecting my fellow students and helping others when in need.

I will strive to be responsible in all that I do, persisting until I get it right.

I will approach my leadership duties with confidence and I will be organised to lead.

I am proud of Adamstown Public School Sport and today I commit to helping my school and its students to learn about and enjoy sport.



## What can Adamstown Public School offer my child?

Adamstown Public School is a welcoming community school that prides itself on the many opportunities it can offer your child. Our school is a happy place where teachers enjoy working with children and parents to achieve the best education possible for each child.

The **Key Learning Areas** are English; Mathematics; Science and Technology; Human Society and Its Environment (HSIE– Geography and History); Personal Development, Health and Physical Education (PDHPE); and Creative Arts. Teachers regularly integrate these areas to make children’s learning more relevant, challenging and engaging.

**Technology** is integrated into all the Key Learning Areas. All students will use tablets, laptops and other digital devices as tools to enhance their learning. Our school is networked wirelessly so access to online technology is available both inside and outside the classroom. All Years 5 & 6 students have the opportunity to take part in our Bring Your Own Device (BYOD) program. All students are involved in learning experiences in STEM, robotics, coding and cyber safety. Our school proudly promotes a leadership media team, who script, film and edit video footage and movies for the school to enter competitions, inform the school community and engage students across K-6.

Our **Library** has abundant reading material and significant additional computer access to enable further research. Library lessons are held weekly and borrowing is encouraged. Our library is dedicated to inspiring our learners and igniting their passions. Students are welcomed into a safe, vibrant space where they are free to express their creativity and pursue their interests. The library collection is carefully maintained to reflect the interests of our school community and our Teacher Librarian is on hand to assist staff and students alike to find what they are looking for. The Information Fluency Framework and development of critical and creative thinkers is central to all library lessons. There is also a significant focus on the development of research skills utilising both paper and digital sources of information. Students' learning is enhanced with access to innovative technology and carefully designed learning opportunities which are fun and future focused.

Our **Student Representative Council (SRC)** is co-ordinated by the School Captains and Vice Captains. Student Representative Council consists of student executive and class representatives to develop leadership and teamwork skills and become active decision makers, promoting student voice across K-6. The SRC consists of 5 School Improvement Teams; Environment, Technology, Curriculum, Wellbeing and Communication.



## What can Adamstown Public School offer my child?

As well as a strong foundation in the Key Learning Areas your child will also have the opportunity to participate in the following activities:

The School is proud of its growing **Concert Band**. The band rehearses weekly with Ms Louise Gleeson who co-ordinates band activities and is responsible for auditioning students from Years 2 to 6 who are invited to join the School Band.

Our **Didgeridoo Group** is passionately attended by students from Kinder through to year 6. The group has the opportunity to perform at formal events inside and outside of the school and are mentored by the Dhinewan Group each week.

All students are trained in the skill of **Debating and Public Speaking**. Community members often share their skills and help out in this area. Teams participate in inter-school debating, Newcastle Zone Public Speaking Competition, Premier's Debating Challenge which is a State-wide Competition and the Premier's Spelling Bee.

### Sport

Adamstown Public School has a proud sporting history with many students representing the school at Zone and State competitions. Students from Kindergarten to Year 2 participate in physical activities which enhance skill development on a weekly basis. Students participate in a variety of sporting activities to develop fitness, co-ordination, ball and fundamental movement skills. Parental assistance is very welcome.

From Year 3, students of all abilities are catered for by a wide range of sports on both an inter-school (Primary School Sports Association [PSSA]) and in-school (HOUSE) level. The school participates in inter-school competitions in a variety of sports which may include netball, soccer, basketball, touch football, swimming, athletics and cricket.

At the commencement of school, students are allocated to one of the four houses (Waratah, Eucalypt, Biloba and Wattle). Allocation is made on a random basis with a view to maintaining a numerical/gender balance between houses. The House system allows all children to participate in team sports and learn the skills in a variety of games. The sports rotate so that students compete in a great variety of activities. Sport is conducted on Fridays.

### HOUSES

WARATAH	colour: Red
EUCALYPT	colour: Green
BILOBA	colour: Blue
WATTLE	colour: Yellow

Sporting carnivals are held each year. The swimming carnival is held early in first term. Students in years 3-6 (turning 8 years old that year) are able to compete. A wide range of events both formal and novelty ensure the opportunity for all students to participate. Participation earns points for your child's house.

The **Athletics Carnival** and **Cross Country** events are held in second term.

**Swim School** is usually held in Term 4. All Year 2 students are included in this program.





## How is the school structured?

The school operates on a Kindergarten to Year 6 basis.

Programs and procedures are developed across all stages of learning.

Classes are formed based on the numbers of students enrolled in each year and in line with the School and Department of Education Enrolment Policy.

The School is also organised into stages of development as outlined below:

<b>Early Stage 1</b>	<b>Kindergarten</b>
<b>Stage 1</b>	<b>Years 1 and 2</b>
<b>Stage 2</b>	<b>Years 3 and 4</b>
<b>Stage 3</b>	<b>Years 5 and 6</b>

## Do you have a school canteen?

We have a great “Healthy Schools Canteen” with a Canteen supervisor who is employed by our P&C.

The majority of lunch and recess items are prepared on site with all dietary requirements catered for.

Our canteen follows the NSW Healthy School Canteen Strategy and our P&C offer online lunch ordering via the Qkr! App.

Our Canteen is open three days a week during break 1 on: Wednesday, Thursday and Friday.

**Our Canteen follows the NSW Healthy School Canteen Strategy.**



## What are the school hours?

**School hours** are 8.55am to 3pm Monday to Friday.

Playground supervision is provided from 8:30 am.

At 8:30am a play bell rings and students are able to move around until the start of school. When the next bell rings at 8.55am children line up in class groups. Teachers then lead the children to their classroom, ready to commence learning at 9am.

**Break 1** is 11am-11:30am

**Break 2** is 12:30pm - 1pm

**Break 3** is 2:00pm - 2:15pm

At the end of all breaks the students meet their teachers at the same assembly areas and teachers will pass on any relevant notices to students.

During the first four weeks of the school year, parents of Kindergarten students are asked to collect their child/ren at 2:30pm. This allows students to get used to the end of day collection routines in a relatively quiet and routine manner. It also gives teaching staff an opportunity to discuss how your child is settling in to school routine and answer any questions you may have. All parents and carers are requested to wait in the assembly area out the front of the school for the end of day pick up of children.

Any items being dropped off to students by parents and carers during the day must be left with the office staff for collection.

Children are not permitted to stay on school grounds at the close of school unless attending Out of School Hours Care (OOSH).

## What do I need to know about attendance?

Regular attendance and punctuality at school are legal requirements.

All attendance is monitored daily and poor attendance will be followed up with parents and the Home School Liaison Officer in accordance with the policy of the Department of Education. Written notes, Audiri absence notification, SMS reply message or a phone call to the office with explanation is required for all absences, clearly giving reasons. Doctor's appointments should, wherever possible, be made out of school hours. Overseas trips and absences from school for a period of more than 10 days require permission from the Department of Education. Parents need to ask for the appropriate forms at the school office. Parents will need to provide travel documentation for extended travel for leave to be approved.

All students should be in attendance by 8.55am. Students who are late and arrive after 9am must report to the school office for a late note, accompanied by their parent. A record of lateness is kept.

Early leave notes must be obtained from the school office. This note must be given to the class teachers before a child leaves the school so the teacher is aware the child has left the premises. The Department of Education strongly encourages all parents and carers to travel during designated school holiday periods as student records will be marked as absent for leave involving overseas travel.

## Anti-bullying

Students at Adamstown Public School attend school to participate in a quality of education that provides them with skills and knowledge to contribute to the wider community.

Each student has the right to feel safe and secure at all times within the school. Bullying will not be tolerated. Students, teachers and parents have a shared responsibility to create an environment that is conducive to learning and is free from bullying; allowing everyone to work and learn in a safe, secure environment.

For further information see the Department of Education Anti-Bullying Policy and Adamstown Public Schools Anti Bullying Procedures found on our school website.

## Court Orders

The school must be informed immediately of any court orders relevant to any child enrolled at the school.



## How will my child get to and from school?

Adamstown Public School is located on Awabakal Country, 1 Bryant Street, Adamstown. Children may arrive at school by walking, catching a bus, riding their bicycle/scooter or via car.

**Walking:** Although our school is located in a quiet street, there are two major roads (Glebe Rd and Bruncker Rd) that students may have to negotiate in order to get to school. Crossing Supervisors attend the pedestrian crossings from these major roads onto Bryant St and Mandalong Rd as well as directly outside the school. They are on duty between 8:15–9:15am and 2:30-3:30pm. Students must use these crossings if appropriate. If older children are walking to school unsupervised it is recommended that parents walk the route first with their child pointing out safe places to cross, and potential hazards.

**Bikes and Scooters:** Students 10 years of age and over may ride bikes/scooters to school providing the bikes are in full road worthy condition and the students obey the rules of the road. Bicycle inspections are made from time to time by the Police. Students whose bikes are found to be faulty are given notices and the bikes are not to be ridden to school until faults are remedied and inspected by the Principal or Assistant Principal. **Protective helmets must be worn at all times.**

Bike racks are provided and students are to provide their own security if desired. Bikes/ Scooters are not to be ridden in the playground. K - 2 students are discouraged from riding to school unless directly supervised by parents. Police strongly recommend that children should be 10 years old before being allowed to ride bicycles on the road as they lack the peripheral vision and situational awareness to be safe.

**Bus Service:** There is one bus that services our school morning and afternoon. The bus route and timetable is available from this [link](#) or search Newcastle School Bus 701.

1. Free transport for all K-2 students regardless of distance travelled. (Opal Card provided).
2. Free transport for all students who reside more that 1.6km radial distance from school or 2.3km by the most practical working route. (Opal Card provided on application).

### **All bus travellers are expected to:**

- Remain seated while the bus is in transit.
- Observe all road safety rules when entering and leaving the bus.
- Display good manners to fellow travellers and the driver.

**Note:** The school wellbeing procedures also cover the time children are travelling to and from school.

**Car:** If transporting your child to school by car, please be mindful that school zones are restricted to 40km/hr between the hours of 8:00-9:30am and 2:30-4pm. There is a five minute drop off zone on Bryant Street just past the driveway to the school. Children should be encouraged to leave the car on the kerb side. Private vehicles **are not to be** driven into the school grounds. Exceptions are made when:

1. Collecting a sick child
2. Attending an out of school hours meeting or
3. Accessing the handicapped parking bays.

## Where do I meet my child at the end of the school day?

If you are picking your child up from school please wait at the front of the school in the assembly area outside the hall, closest to Bryant Street. Your child's teacher will bring the class down to the COLA.

## Do you have before and after school care?

The Adamstown Out of School Hours Care (OOSH) provides quality care for primary school aged children in the school hall. The service provides a safe, supervised and stimulating environment throughout the school year including vacations. This service is available for parents/guardians who are working, looking for work, undertaking study/training or otherwise engaged before and/or after school hours. Children can be enrolled for one session or every day of the week.

### Hours of Operation:

Before School	7:00-8:30am
After School	2:30-6:00pm
School Vacation	7am-6:00pm
Contact	Adamstown OOSH
Mobile:	0429 966 674
Email:	admin@adamstownoosh.com.au
Postal Address:	P.O. Box 101, Adamstown 2289

## What are the school Wellbeing Procedures?

The Department of Education's Student Behaviour Policy and Procedures is one part of the Inclusive, Engaging and Respectful School Policy. This policy focuses on strategies to:

1. Promote the welfare and wellbeing of all students;
2. Reward and recognise positive behaviour; and
3. Respond to inappropriate behaviour in a manner which results in positive outcomes for all children.

### Students are also expected to:

1. Attend school every day and be in class on time and ready to learn.
2. Maintain a neat appearance and adhere to the requirements of the school's uniform or dress code policy.
3. Behave safely, considerately and responsibly.
4. Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and co-operating with instructions and learning activities.
5. Treat one another with dignity and respect.
6. Care for property belonging to themselves, the school and others.

### For safety and practical purposes, the following regulations also exist:

1. The only jewellery permitted are studs or sleepers in pierced ears and a wristwatch.
2. Expensive or special toys and games such as iPads and iPods are to be left at home.
3. Mobile phones are banned within NSW Public Schools, if parents wish students to have access to a phone travelling to/from school, the phone is to be turned off and left at the school office during the day.
4. Wooden cricket bats and other potentially dangerous items are to be left at home.
5. Toy weapons such as guns or swords are not allowed on the school premises.

## Positive Behaviour for Learning (PBL)

There is a strong focus in the school on developing self-discipline in our students. Children are taught to consider their actions and make decisions which will result in the best outcome for themselves and others.

One major focus in developing positive attitudes and behaviours is **Positive Behaviour for Learning (PBL)**.

### What is PBL?

PBL stands for Positive Behaviour for Learning. It is a framework to create a culturally inclusive and consistent environment of expectations for students and staff that alleviates anxiety and inconsistencies for student and teacher expectations. PBL aims to explicitly teach behaviours and expectations in a systematic and supportive manner. Our system aims to provide support for appropriate student behaviour, improved positive interactions, and high student engagement in all aspects of school life.

### Why is it important?

PBL is a highly successful systematic program that is implemented within many schools not only in NSW but throughout Australia and around the world. Based on research, it is designed to support all students to achieve their best academically, socially, and behaviourally. Analysis of student data provides the school with area to address to support students, staff and parents. It has a proven success rate at managing behaviour within a school setting and therefore, has been adopted by Adamstown Public School as another great strategy to help us to continue to grow and succeed.

### PBL at Adamstown Public School

We have an established core staff PBL team. The PBL team gathers and reviews data to collaboratively develop and establish core values and whole school learning expectations to promote a positive, safe and supportive environment. We welcome community and student input, having a voice from all members of our learning community in this evidence based direction of improvement. Through PBL, students embrace Adamstown Public Schools Pillars of Excellence; Opportunity, Innovation and Success. These values are also reinforced through assemblies and class lessons.

As part of PBL a range of strategies are implemented to support student behaviour where appropriate. This will range from reminders and re-direction to focussed behaviour modification programs and may involve the school counsellor or specialist behaviour support. The school operates with a philosophy of logical and consistent consequences for behaviour. A child may have access during play time to 'Re-Think' to develop a plan to develop strategies to assist in being successful at school, parents will be invited to become involved in the process of improving their child's behaviour.

Other positive strategies to foster a respectful learning environment may include **Class Merit Awards** and Adamstown Public School **Gold Pins of Excellence** which are awarded at school assemblies. These awards and pins are acknowledgement of students who have demonstrated our Pillars of Excellence, Opportunity, Innovation and Success.



## What is the role of the School Counsellor?

The school counsellor attends the school 1 day each week and supports teaching, learning and welfare programs through educational testing, counselling, referrals and advice. The counsellor works with students, parents or carers and teachers in a variety of ways. The counsellor's work includes:

- counselling students
- assisting parents or carers to make informed decisions about their child's education
- assessing students' learning and behaviour
- assisting schools to identify and address disabilities that affect students' learning
- liaising with other agencies concerned with the well-being of students.

School counsellors are members of the school's student Learning and Support Team (LST). With the agreement of parents or carers, school counsellors will pass on to teachers information that will assist them to better meet the needs of their students.

Referrals to the counsellor may be initiated by the student, their parent or carer, or by their teacher. Where the parent or carer refers their child, additional information may be sought for the class teacher or LST.

School counselling is a confidential service and school counsellors will check with students, parents or carers before passing on information (such as the results of tests for learning difficulties) to others. This presumption of confidentiality can be overridden only by specific legal requirements (eg. child protection legislation) or where someone may suffer harm if information is withheld.

## What happens if my child is sick or needs time off school?

Good Health is vital for school progress. Parents will be notified if your child displays symptoms of illness. To this end it is essential that the school is in possession of an up to date telephone number for contact with parents. **Please keep the school informed of any changes.** There is a 'sick bay' at school where students can rest if necessary. This is supervised by the school administration staff. Please notify the school if your child contracts a disease such as Whooping Cough, School sores, Measles or Chicken Pox.

Children should not be sent to school if they have shown recent symptoms of illness or if they are suffering from an illness. Unwell children find it very hard to concentrate in class and their illness may impact on others.

Immunisation certificates are now MANDATORY before enrolment can occur. Should you choose not to immunise your child they will be excluded from school should an outbreak of an infectious disease occur. It is strongly recommended that you consult your doctor concerning protection against Covid-19, Mumps, Measles, Diphtheria, Whooping Cough, Poliomyelitis, Tetanus etc. **Remember that boosters are sometimes necessary.**

## Medication at school?

### Medication

If your child requires medication at school, it will be held and dispensed by the school administration staff. Parents must apply in writing for medication to be administered at school (Forms can be obtained from the school office). All medication must be supplied in its original packaging. Ongoing medication must be supplied in a blister pack made up by a pharmacist.

### Accidents

In the event of your child being involved in an accident, every effort will be made to contact you at the telephone numbers you supply. If you cannot be contacted, and it is thought that medical attention is required, an ambulance will be called. A member of staff or a qualified first aider will treat minor abrasions and minor injuries.

## Home School Liaison Officer

This is an officer who has an interest in ensuring children attend school regularly so they can do as well as possible. The HSLO is able to visit families and is also responsible for seeing that legal attendance is maintained. The HSLO is trained to assist parents and children to overcome problems relating to school attendance. The HSLO is empowered to stop, question, and deliver students to school if they are where they are not supposed to be.

## Emergency Contacts

Although we hope it is never necessary, it is important that we have a current emergency contact person and phone number. If it changes at any time, please let the office know so that our records can be updated.

## Excursions/Camps

Throughout the year teachers organise class excursions or visits to particular places. These are part of the educational programs, designed to enhance learning and not just a day out. Each child is expected to attend and has class work before, during and after the excursion. Although there is a cost, it is usually kept to a minimum so that all parents will be able to afford to send their children.

All excursions have the approval of the Principal. No child will be allowed to participate in an excursion if a signed permission note has not been returned to the school or if their behaviour or safety is of concern. In cases of financial hardship, please contact the Principal for assistance. Confidentiality will be maintained.

## Privacy

The personal information provided on the Enrolment Form is being obtained for the purpose of processing the student's application for enrolment. It will be used by the Department of Education for general student administration. This information will be stored securely. You may access or correct any personal information provided by contacting the school.

## Immunisation

All students must produce current immunisation certificates at time of enrolment. Students without these immunisation certificates will be excluded during outbreaks of infectious diseases, eg. whooping cough or measles.

### **Where do I get an Immunisation Certificate?**

You can get an Immunisation Certificate from the:

- Australian Immunisation Register Telephone 1800 653 809
- Medicare Office
- Or via Download from the MyGov website

## Birth Certificates

All Kindergarten and new students are required to show their Birth Certificate on enrolment at the school.

## Kindergarten Transition Process (Building Blocks)

Our kindergarten transition program 'Building Blocks' commences in Term 2 of the school year, and continues till the end of the year. This program operates in partnership with our early learning centres, students, educators and families attending Adamstown Public School every Thursday. Building Blocks allows incoming kinder students to participate in a range of school readiness activities. They listen to stories, play educational games and learn the social and educational skills necessary for school. We spend the year getting our newest learners ready for school.

## Learning and Support Teacher (LaST)

We provide a caring and supportive learning environment. Each individual has the right to have learning experiences and opportunities geared to their needs. Each student entering the school in kindergarten participates in Best Start and their progress is tracked throughout the grades. Programs are supported by a proactive Learning and Support Teacher who is able to identify specific learning issues and needs in consultation with the teachers and provide programs that will allow each student to perform and reach their academic potential. Parents will be notified if their child is participating in a program.

## Lost Property

Lost property can be returned easily if the child's name is on it. This applies to all items of clothing, lunch containers and school materials. Lost property is kept outside the Administration Office and entrance to the school.

## Technology for Learning

The school is equipped with a vast and ever growing technology platform which benefits each classroom. All students have access to iPads and computers with Department wifi. Our teachers utilise current applications to enrich the students learning.

The school library houses a class set of 1:1 laptops for student use and a healthy supply of devices are allocated within classrooms for student use as directed by the learning process. Coding and film club, Tech time and Maker Space are group based activities that run at lunch for students to elect to participate in. We participate in the state wide STEM Share program which gives the children access to a range of innovative technologies such as virtual reality headsets and robotics on a term by term basis.





## How can I be involved at the school?

We encourage our parents to be active members of our school community. There are many ways you can be involved. You may be a member of the P&C, help in the canteen, assist with reading programs in the classroom or support sporting activities.

The **P&C** meets on a Tuesday in Weeks 3 and 7, online via TEAMS at 6:30pm. The P&C promotes the interest of the school by bringing parents, citizens, and teaching staff into close co-operation. They assist in providing learning resources and equipment for the school and promote the recreation and wellbeing of the students at the school. The P&C assists and co-operates with teaching staff at public functions involving the school and encourages parent and community participation in curriculum and other educational issues. Members may participate on school committees, fund-raise for new equipment or resources or promote the school in the community. In short, the P&C is your voice in your school community.

The school **Canteen** which is run by our P&C parents, is currently open three days a week, Wednesday, Thursday and Friday. All parents are more than welcome to assist in our canteen.

Some class teachers enlist the help of parents to help with classroom activities such as **reading groups** or to accompany classes on school excursions. Both these activities allow you to get to know your child's teachers and friends and to further understand school routines.

A Work Health and Safety and Parent Helper induction will be offered and must be attended by all parents prior to working with children at our school.



## What is the school uniform?

Our school community has decided on a mandatory school uniform as it presents a consistent image to the public, eliminates peer pressures associated with non-uniform, and allows the school to easily identify our students.

Winter uniform is generally worn from the 1<sup>st</sup> June until the end of Term 3 however common sense should be exercised. Thongs, sandals or open-toed shoes are not permitted for safety reasons.

Children lose clothing very easily. Please label all items of clothing with your child's name especially the school bomber jacket and hats as they are frequently in excess in the lost property box!

School uniforms may be purchased from The Uniform Shop (next to the canteen) which operates Friday mornings between **8:30am - 9:30am**.

Payment can be made at the Uniform Shop or via the [online store](#)

The shop also sells good quality pre-loved uniforms for a gold coin donation when available. Parents are asked to donate to the clothing pool items of clean clothing in good condition that are no longer required.

## Summer Uniform

### Girls:

- Bottle green shorts/skort or green & white checked tunic
- Green and Gold Polo shirt with school logo
- White socks
- Black school shoes
- Bottle green school hat

### Boys:

- Green and Gold Polo shirt with school logo
- Bottle green shorts
- White socks
- Black school shoes

## Winter Uniform

### Girls:

- Bottle green slacks or skort
- Green and Gold polo shirt with school logo
- White socks or bottle green stockings
- School Bomber Jacket
- Bottle green school hat

### Boys:

- Bottle green shorts
- Green and Gold polo shirt with school logo
- School tracksuit pants
- White sports socks
- Bottle green school hat

## Sports Uniform

### Girls:

- Bottle green skort/bottle green shorts
- Polo shirt in house colours with school logo
- School Bomber Jacket
- White socks
- Sports shoes
- Bottle green school hat

### Boys:

- Polo shirt in house colours with school logo
- Bottle green Trousers
- School tracksuit pants
- Bottle green bomber jacket
- Bottle green school hat

## Band Uniform

When the band performs publicly, band members wear green pants or shorts with a bottle green shirt that incorporates the school band logo.

## How will I know how my child is going at school?

Students at all stages are assessed continuously in relation to the outcomes that they have achieved. A written **report** is provided in Terms 2 and 4. The reports provide information on your child's progress in all the Key Learning Areas.

**Parent/Teacher interviews** are held throughout the year. This gives you an opportunity to discuss with your child's teacher not only the report but any issues or concerns you may have about your child's progress and strategies to assist your child at home. All such contact is welcome. If you wish to meet with your child's teacher at other times during the year, please contact the office so that a mutually convenient time may be arranged.

**NAPLAN:** During March each year students in years 3 and 5 undertake the National Assessment Program Literacy and Numeracy (**NAPLAN**) test. These tests give information about how your child is performing in literacy and numeracy compared to his or her peers nationwide and allows the school to identify areas where more emphasis or more resources may be required. Parents will receive a formal report.

**BESTSTART:** The Best Start Kindergarten Assessment process is undertaken in week 4 and 5 after starting Kindergarten. It involves:

- the administration of standard assessment tasks,
- allows teachers to explore the depth of skills, knowledge and understanding that students demonstrate as they enter formal schooling,
- provides information about where individual students are in their literacy and numeracy learning so that teachers can plan effective teaching and learning programs that cater for the needs of all students.

## How will I know what is happening at school?

### School and Class Newsletter

The primary means of communication with parents is the school newsletter which is distributed via email every second Tuesday. Our school newsletter is called **Mindabooka**. This is an Aboriginal word meaning 'message stick'.

Mindabooka informs parents of changes in school procedures, updates parents on events happening at the school, and highlights students' successes. It is essential reading. The Mindabooka is also posted on the school website: [adamstown-p.schools.nsw.edu.au](http://adamstown-p.schools.nsw.edu.au), through our Audiri app and on Facebook. Each week all classes produce a weekly overview of learning informing parents of what students will be learning and what activities they will be participating in during the upcoming week.

**School Website:** All school information including the Newsletter, notes home to parents as well as general information about our school and the Department of Education can be found on our school website, which is updated regularly at [www.adamstown-p.school.nsw.edu.au](http://www.adamstown-p.school.nsw.edu.au)

**NSW Education Parent App & Audiri App:** Events and alerts are published on both of these apps.

**Seesaw:** The Seesaw App is used to share school life with families and provide opportunities for feedback and home learning.

**Adamstown Public School Facebook Page:** Is a celebratory site that's purpose is to share with the wider community all of the wonderful happenings at Adamstown Public School.

Our **Community Communication Guide** (pg.22) outlines in detail all the ways of connecting with our school.

## What will my child need to bring to school?

### School Education Packs

We ask parents to purchase, all the necessary and age appropriate resources required for the school year. These materials are outlined in a Resource List provided by the school at the end of the year. Some published books are used in the classroom and are part of the School Education Pack invoiced to parents at the commencement of a new school year.

### Personal possessions

Students must take responsibility for their own possessions.

- Items NOT to be brought to school include: hand-held games, large toys, valuable toys, knives or weapons of any kind, water pistols, water bombs, chewing gum, skateboards, aerosol products, make up and nail polish.
- **Labels** - All clothing, school bags, lunch boxes, drink bottles and all removable items should be clearly labelled with child's name and class. Clearly marked items are easily able to be returned. Please clearly mark all items. Unclaimed clothing is sent to a local charity.
- **Jewellery** - Should not be worn at school, except for studs if a child has pierced ears. The school cannot be responsible for the loss of expensive jewellery. Dangling earrings should not be worn, as accidents can occur.
- **Mobile phones**—Phones brought to school are to be handed in at the office. Photographs, using phones, are not allowed to be taken by students without the express permission of all concerned and the school takes no responsibility for lost, stolen or broken phones.
- **Laptops** - Adamstown Public School have a Bring Your Own Device (BYOD) procedure for Stage 3. This comprehensive document aligns with Kotara High Schools BYOD policy as well as adhering to the NSW Department of Education guidelines. In accordance with our procedures, students in Years 5 and 6 are encouraged to bring their charged laptops to school and are responsible for their care during the day. Devices are utilised daily in classrooms and all care is taken to ensure they are safely handled and managed, as outlined in our procedure. Student behaviour online is managed by the NSW Department of Education digital code of conduct which is operational on students own devices.

## Will my child have to do homework?

Homework is not compulsory. It should be a purposeful activity which will take no more than ½ hr (depending on grade and purpose) of your child's time each night. Homework is intended to reinforce what has been learnt in class and will also provide parents with information on some aspects of your child's learning. Adamstown Public Schools Homework Procedure document can be found on the school website.

## Will my child go on excursions?

**Excursions** are held throughout the school year. These excursions will be:

- Trips away from the school usually involving bus travel. Parents will be informed of the details by letter and a permission note signed by the parent will be required from each child who wishes to attend the excursion.
- Stage 2 (Years 3 and 4) experience a 2 night excursion every even year.
- Stage 3 (Years 5 and 6) alternate between Dubbo and Canberra.
- Students may also participate in various "walking" excursions to points within the vicinity of the school. The school prides itself on the excellent example our students set when they are out representing our school in public.

## Payments for School Activities

Throughout the year students will participate in a variety of school activities, ie Excursions, In-school Performances, Sporting activities, Charities etc. where a cost is involved.

If a payment/permission is required, a note will be generated and sent to your email. This will connect you to the School Bytes Parent Portal requesting permission and/or payment for the activity.

**At the front office:** Cash, Eftpos or Cheque payments can still be made.

**Please refer to our school website for information regarding school payments.**

## Does our school offer religious/ethics education?

Parents/caregivers in public schools have the right to have their children receive instruction in their preferred religions persuasion, where authorised teachers of that persuasion are available.

**Scripture:** A Special Religious Education program (SRE) is available at our school and is run by authorised volunteers of approved religious persuasions. Combined Christian Scripture is the approved SRE program provided at our school. Additional details of the SRE program can be obtained from the SRE provider. Contact details of SRE program coordinator can be provided by the school if required.

**Ethics:** An Ethics program may be offered to those children who do not participate in Scripture. Parental permission is sought for involvement in this program.

Students continue in the same arrangement each year, unless a parent/caregiver has requested a change in writing. Parents have the right to change SRE nomination or to withdraw your child from the nominated lessons. A note to the Principal will affect this change.

## What if I need to speak with my child's class teacher?

If you need to see your child's teacher for a catch up before school, please enquire at the office. Teachers are invariably involved with class preparations or are in meetings so may be unavailable at this time. A message can be left at the office and teachers will endeavour to phone at the next break or catch up with you after school on that day. Due to our duty of care to all students, teachers are not able to discuss concerns about your child after the bell has gone at 9am.

**The Office** is open Monday – Friday 8:30am to 3:15pm during the school term.





**School Contact Details:**

Address: Awabakal Country, 1A Bryant St,  
Adamstown NSW 2289

Telephone: 4957 1114

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

Website: [www.adamstown-p.school.nsw.edu.au](http://www.adamstown-p.school.nsw.edu.au)

