

# BLACKTOWN WEST PUBLIC SCHOOL



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## **Section 1 – Welcome / General Information**

On behalf of the staff at Blacktown West Public School, I extend a very warm welcome to your family as your children begin their journey of learning at our school. Learning is a journey. It is a journey that begins at birth and continues throughout life, and a part of that journey as we know it today is institutionalised in what we call school.

School, though, is only a very small part of learning about life, but it is where our attitudes to learning for our future life are shaped and moulded. It is also where our self-esteem is shaped and moulded; a self-esteem that stays with us for a very long time and sometimes throughout our whole lives.

It is therefore very important - this part of the journey of learning called school. At Blacktown West Public School, we take on the responsibility very seriously because we know how important these years are for your children; not only for the knowledge and the skills that they learn, but also for the values and attitudes they develop.

Learning is also a partnership between home and school, I encourage you to become involved in your child's learning. There is a plethora of research that indicates children's learning is enhanced by a supportive family and that children learn to value what their parents' value. If you value your children's education, then they will also value it.


Our commitment is to the development of the whole child; the development of positive values, caring social relationships, independence, responsibility, confidence and a self-esteem on which learning for life is built. We provide many opportunities for children to reach their highest potential, academically, socially and also in the arts and sport. This is fundamental to the teaching in public schools and leads to a democratic, cohesive and civil society that promotes equity, fairness and the pursuit of excellence.

We are proud of the happy, caring and safe environment at Blacktown West Public School and hope that your association with the school will be a rewarding and enjoyable one. This booklet contains information that will assist you and your children to successfully participate in all procedures, routines and activities at Blacktown West Public School. Thank you for choosing to entrust us with your child's education.

Meg Peel

Principal

## General Information

<b>Address</b>	Blacktown West Public School Lancaster Street BLACKTOWN NSW 2148
<b>Phone</b>	9622 2285 and 9622 3937
<b>Email</b>	<a href="mailto:blacktownw-p.school@det.nsw.edu.au">blacktownw-p.school@det.nsw.edu.au</a>
<b>Website</b>	<a href="https://blacktownw-p.schools.nsw.gov.au">https://blacktownw-p.schools.nsw.gov.au</a>
<b>Canteen</b>	Download Flexischools App (free) 

**Office Hours** 8:30am – 3:15pm

**School Hours** 9:00am – 3:00pm

**All students are expected to arrive at school between 8:30am and 9:00am.**

The school gates are all locked between 9:05am and 3:00pm. For assistance between these hours the access is only from the pedestrian gate on Lancaster Street. It has a button to push to seek assistance from the front office.

**There is no supervision in the playground before 8:30am or after 3:00pm**

**Morning Assembly** 9:00am (Mondays to Fridays)

**Recess** 11:00am to 11:20am

**Lunch supervised eating time** 1:10pm to 1:20pm

**Lunch play time** 1:20pm to 2:00pm

**Home Time** 3:00pm

Playing in the school grounds is not permitted after 3:00pm



## **Section 2 – School Information**

### **Mission statement**

Blacktown West Public School provides a caring a supportive environment where academic achievement is encouraged and the uniqueness, personality and talents of the individual are valued and developed in an atmosphere which fosters tolerance, kindness and respect.

### **School Motto**

Together We Grow

### **School Colours**

Teal & Black

### **School Pledge**

I honour my God and Queen  
I respect my flag and my country  
I am loyal to my home, my friends and my school

### **School Prayer**

This is our school  
Let peace dwell here.  
Let the rooms be full of contentment,  
Let love abide here.  
Love of mankind,  
Love of life itself,  
Let us remember,  
That as many hands build a house,  
So many hearts make a school.

# *Advance Australia Fair*

Australians all let us rejoice, For we are one and free.

We've golden soil and wealth for toil, Our home is girt by sea.

Our land abounds in nature's gifts,

Of beauty rich and rare.

In history's page, let every stage,

Advance Australia Fair

Beneath our radiant Southern Cross, We'll toil with hearts and hands.

To make this Commonwealth of ours, Renowned of all the lands,

For those who've come across the seas,

We've boundless plains to share.

With courage let us all combine,

To Advance Australia Fair

In joyful strains then let us sing,

Advance Australia Fair.

## **Section 3 – P&C**

### **Parent and Community Involvement**

Blacktown West Public School parents are supportive and interested in the education of their children and they are encouraged to be involved in, and contribute to various aspects of school life.

All parents are welcome to be involved in the P&C and to help in the classroom.

### **Class Support**

Interested parents and grandparents who have time available, are welcome to assist the classroom teachers with reading and maths groups. Children appreciate the extra support within the school.

### **Parents' & Citizens' Association**

Meetings are held on the First TUESDAY of each MONTH at 9:15am. All parents are welcome to attend and discuss matters pertaining to the school.

### **Uniform Shop**

The Uniform Shop is open each Monday and Friday during term from 9:00am to 9:30am. Please check with the office and they will direct you to the Uniform Shop. The Uniform Shop is run by parent volunteers with the profits going to the P&C. If you would like to help, please leave your name and contact number with the ladies in the office and someone will be in contact with you.

### **Exchange and refund**

If you purchase an item and find it is unsuitable, please return it the following week with the tags still on and with your receipt. We are happy to exchange for the correct size.

### **Fundraising**

Fundraising for our school is an important part of our school experience and an absolute necessity. It is a great way to be involved in exciting events held within the school and a chance to meet other parents. Most importantly, the P&C raises much needed funds to resource classrooms, supporting and enhancing student learning and to upgrade school facilities. If you are interested in assisting please contact the P&C through the school office. All parents are welcome and encouraged to become involved and support the efforts of the P&C fundraising team.

### **Payment for Uniforms**

The Uniform Shop does not have credit card facilities. Cash only.



## **Section 4 - School Uniform**

It is expected that all children attending Blacktown West Public School **wear their full school uniform** with pride to school each day. This includes the wearing of a school hat and the appropriate footwear as outlined below. Our sun protection policy is 'No hat, play in the shade.'

For your convenience, most uniform items are available at the School Uniform Shop coordinated and managed by parent volunteers.

A wide brim hat or cap should be worn with all uniforms.

All hair accessories should be teal or black

Jewellery except watches, stud or sleeper earrings is not permitted.

### **Girls Summer Uniform**

black & teal polo shirt (only sold at the Uniform Shop)

black shorts, black netball skirt, or skorts

white socks and black leather school shoes or joggers

### **Boy Summer Uniform**

black & teal polo shirt (only sold at the Uniform Shop)

black shorts

white socks and black leather school shoes or joggers

### **Girls & Boys Winter Uniform**

black & teal polo shirt (only sold at the Uniform Shop)

black tracksuit

black jumper

black zipper jacket or tracksuit jacket

white socks and black leather school shoes or joggers

\* All Students should be in full school uniform each day.

(No coloured jackets or tights and no stretch tights)

\* Girls are to be in black skorts, shorts or netball skirts

## **Section 5 - A-Z School Organisation**

### **Absences**

On occasion, your child may need to be absent from school. Justified reasons for student absences may include being sick, having an infectious disease, unavoidable medical appointment, being required to attend a recognised religious holiday, exceptional or urgent family circumstance. (eg. attending a funeral)

In all circumstances the parents/carers are required to provide a verbal or written explanation for their child's absence from school.

Families are encouraged to travel during school holidays. If travel during school term is necessary, discuss this with your child's school principal. An *Application for Extended Leave* may need to be completed. Absences relating to travel will be marked as leave on the roll and therefore contribute to your child's total absences for the year.

An absentee note is available from the school website and on the school APP.

### **Accident & Illness**

All students who have an accident at school need to report it to the teacher on duty or go to the office for assistance. First Aid for minor injuries is provided by our First Aid Officer.

When there is concern that an injury may be more serious, parents will be contacted. In some instances, an ambulance may be called to ensure that students receive timely medical attention.

### **Animals**

Animals are not permitted on school grounds or within 4 metres from a school gate.

### **APP**

The APP gives parents the ability to instantly access our newsletter, canteen menu and send in a sick or leave notification.

Urgent messages are sent to families to give updates on excursions and reminders of events happening at school.

Download the APP free to your smartphone by going to either the Apple—App Store or Android -Google Play Store and search for Blacktown West Public School APP.

When prompted select yes to receive notifications.

### How to Install Our School APP

- 1) Open the “App Store or Google Play Store
- 2) Search for “Blacktown West Public School”
- 3) Download our Free App with the Blacktown West Public School icon.



### Arrival At School

The school is open from 8:30am with lessons commencing at 9:00am until 3:00pm. As the playground is not supervised before 8:30am, children must not arrive before this time except for organised school activities eg. Excursions.

### Assemblies

- K-6 morning assemblies: 9:00am each day in the top playground  
K-2 assembly: 2:00pm Thursday in the school hall  
3-6 assembly: 2:00pm Fridays in the school hall

At the weekly assemblies, awards are presented for achievement and the students present items and display work.



### **Bell Times**

9:00am	Morning assembly under the COLA
11:00am	Recess
11:20am	Return to class
1:10pm	Lunch
2:00pm	Return to class
3:00pm	K-6 dismissed

### **Bicycles**

All bikes must be walked from the gate to the bike compound where every bike needs to be chained and padlocked. NO skateboards are allowed.

All students MUST wear a helmet.

### **Book Club**

Several times throughout the year, the children are offered the chance to purchase books from Scholastic Book Club. There is no obligation to buy the books advertised. All ordering is completed online.

### **Book Packs**

Book packs are available from the beginning of the year. Book packs for each grade include the items each student needs for the year. Once payment is made, the student will receive the book pack. All items are kept in the classroom until the end of the year when any remaining items will be sent home. There is no request for voluntary contribution.

### **Book Work**

It is our endeavour to have neat book work throughout the school. Parents are asked to assist when children are completing written work at home by encouraging neatness and correct posture, pencil grip and style.

## **Bus Travel**

Blacktown West Public School is serviced by a school bus service. It is expected that children behave safely when travelling by public transport. Parents need to ensure that their children have appropriate skills and maturity to travel safely without adult supervision.

Children eligible for free travel can apply for a School Opal Card. Apply by completing the application at [transportnsw.info/school-students](http://transportnsw.info/school-students). Print, sign and date the completed application, then submit it to the school for endorsement. The school then sends the endorsed application to Transport for NSW. Once approved, the School Opal card will be sent to the address provided on the application.

A new application is only required if the student has not had a School Opal card before.

Parents whose children already have a School Opal card and are changing schools will need to update their Opal card for the new school year before mid-December at [apps.transport.nsw.gov.au/ssts](http://apps.transport.nsw.gov.au/ssts).

To be eligible for a school opal card an applicant must be in Kindergarten, Year 1 or Year 2 classes, irrespective of the distance from home to school. A primary student (Years 3-6) who lives more than 1.6 kms (radial distance) from school, or 2.3 kms or more by the most direct practical walking route to the nearest entry point to the school.

Details of bus routes are available on the Busways website [www.busways.com.au](http://www.busways.com.au)

Students waiting for the bus after school are supervised by an executive teacher. Transport NSW requires a new application form for free travel from students who are progressing from Year 2 to Year 3.

## **Calendar**

A school calendar of major events is printed in the school newsletter and parents are asked to refer to this calendar for special activities before phoning the school.

## Canteen

Blacktown West has partnered with Flexischools to make school lunches easier.

1. Order online 2. enjoy cashless convenience 3. Pay with visa, mastercard, pay pal, or direct deposit.

First step is to set up your account by:

a) Downloading the Flexischools APP (free)



b) Login / Register

c) Top up your account

d) Make your selection press order

**\* Orders for the same day must be entered before 9:00am.**

## Charities

Stewart House is a holiday home for children. Ideally situated at Curl Curl. It is available to children who are in need of respite. The house is wholly supported by the teachers and children of NSW State Schools. Our school conducts used rag and clothing collections and subscription envelopes are sent home periodically so that we accept our share of the responsibility in maintaining such a worthy organisation.

## Class Organisation

Classes are organised to best meet the needs of all students according to the staffing levels of the school. Many factors are considered when forming classes. These include the academic, social and behavioural needs of students, both individually and collectively, the balance of genders, the previous placement of students and the number of students in each grade.

We aim to create balanced, workable classes in which children can be grouped for work appropriate to their ability and stages of development. In accordance with departmental syllabus documents organised into staged outcomes, each grade equates to the following stages:

Early Stage 1—Kindergarten

Stage 1—Years 1 and Year 2

Stage 2—Years 3 and Year 4

Stage 3—Years 5 and Year 6



## **Communications Between Home and School**

Communicating to parents is a key feature of the school.

This includes:

Fortnightly school newsletter published online on the school's website and on the school APP.

Parent information evenings at the beginning of the school year;

Parent/Teacher interviews in Term 2

Interviews at any time upon request

Written reports on student progress issued twice a year in June and December.

Parents are informed of school activities in the school newsletter, copies of which are uploaded onto the school website at a <https://blacktownw-p.schools.nsw.gov.au> and on the school APP.

**Permission Notes:** These notes give full details of specific activities relating to your child's educational program, organised excursions or extra curricular activities.

Please ensure your child has a special place in his/her bag for notes and money and takes responsibility for these at home and school.

## **Crunch and Sip**

At 10:00am each morning, all classes have Crunch 'n' Sip. Children are encouraged to bring a small container of water and a small container of pieces of fruit or a vegetable. This is a five minute break. Fresh fruit and vegetables are also encouraged at the recess break.

## **Custody**

Where parenting agreements are in place relating to the care and custody of students, copies of court orders should be supplied to the principal. In the absence of court orders, the Department of Education (DoE) recognises the right of both parents to participate in their children's education. Restriction on parental access can only be enforced if it supported by court orders. Parents should notify the Principal immediately if there are any changes to custody and welfare of their children.

### **Dismissal of Children**

Children are to leave the school grounds immediately at 3:00pm.

Parents are reminded not to double/illegally park their motor vehicles outside the school. For safety reasons, parents and visitors are not permitted to drive into or park on school grounds.

### **Early Leaving from School**

In exceptional circumstances, it may be necessary for students to be collected from school before 3:00pm. Parents or carers must obtain an Early Leaving Note from the school office. This is for your children's safety. No parent can collect a child other than their own without written permission from the child's parent.

Children should not be taken out of school for appointments that can be scheduled for other times. Regular attendance is a legal requirement.

### **Emergency Contacts**

Parents are asked to provide telephone numbers for themselves and an authorised emergency contact. We must be able to contact you in the event of an illness or accident. Please ensure office records are updated if you have a change of home, work or mobile phone numbers.

### **Enrolments**

All children living in the school's zoned intake area who turn five years of age by 31st July are eligible for enrolment in the first week of school. Parents seeking enrolment are asked to make an application for enrolment by downloading a form and filling it out or completing it online.

The transition to school program for children entering Kindergarten commences early in Term 4.

### **EAL/D (English as an additional language/dialect)**

Children who come from non-English Speaking background have access to a specialist teacher to assist them in learning English. This assistance may be in the classroom, in a small group situation, in a team-teaching situation or on a withdrawal basis.



## Excursions

Excursions are a valuable, educational experience for your child. At this school, all excursions are planned to support the teaching program. It is important that each child has the benefit of such experiences. However, participation is contingent upon students' behaviour and safety. Written consent is required for participation in activities beyond the school. Notes will be issued prior to the excursion. Financial support may be available for families experiencing difficulty in affording these essential experiences.

NB. All money and permission notes must be handed in by the closing date. Full school uniform is to be worn on excursions unless stated otherwise.



## Extra-Curricular Activities

- Dance groups
- School choirs
- Blacktown Festival of Performing Arts
- Student Representative Council (SRC)
- Environment group
- Various sport knockouts and gala days
- Public speaking
- Inter-school competitions—Primary Schools Sports Association (PSSA)
- Class, grade and stage incursions and excursions and 3 day camp for Years 5 & 6

## **Gifted and Talented Programs**

The variety of programs offered at Blacktown West Public School serve as a sound basis for gifted and talented students. Teachers implement a variety of strategies at the classroom and whole school level to guarantee quality education for talented students. These include:

- Extension work in English and Mathematics
- Participation in a range of extra curricular activities

## **Hair care**

Parents are advised to check their children's hair regularly for pediculosis (head lice). Parents are advised to contact the school if their child has pediculosis. Treatments for head lice are available from the chemist. It is strongly recommended that children with hair of shoulder length, or longer, wear it tied back.

## **Health Care Plans**

If your child has any health concerns, including asthma or food allergies, please inform the school so that an individualised "Health Care Plan" can be developed.

## **Healthy Food**

It is vital that your child begins each day with a nutritious breakfast. At school, in accordance with Department of Education (DoE) policy, our school has a "Healthy Food" canteen and children are also encouraged to bring healthy food to school for recess and lunch.

## **Homework**

Homework should not be arduous or time consuming and while parental support is beneficial, parents should never do the homework for their children. Homework should be purposeful and aimed to consolidate or extend skills and concepts being taught. Where completion of homework becomes an issue for a student, parents should discuss this with the class teacher so that the reasons can be investigated.

## **Identification of Clothing**

Parents are urged to ensure all clothing is clearly marked with the child's name. Lost property is stored for one term only. Please encourage your child to check regularly for lost items.

## Immunisation

The NSW department of health recommends that children entering school should be immunised against childhood diseases. This is particularly important because your child will be coming into contact with many other children and infection can spread easily. Please see your doctor about the recommended schedule of immunisations for your child. Parents/carers enrolling new students must present the school with an 'Immunisation History Statement'. Children without a certificate might be sent home during an outbreak of a vaccine-preventable disease. However, no child will be prevented from enrolling

## Infectious Diseases

Chicken Pox	Exclude for 7 days after spots first appear.
Conjunctivitis	Exclude until discharge from eyes has ceased and treatment is in place.
<b>Covid-19</b>	<b>Refer "Covid-19 DoE NSW on google for the latest updated details.</b>
German Measles	Exclude for 5 days from appearance of rash.
Hepatitis	Re-admit on doctor's certificate only.
Impetigo	Exclude until sores have healed. Your child may be allowed to return provided treatment is being applied and sores on exposed surfaces are properly covered with dressings.
Measles	Exclude for 5 days from appearance of rash. All non-immunised children must be excluded from school for the duration of the outbreak.
Mumps	Exclude for 10 days from onset of swelling.
Ringworm	Re-admit when appropriate treatment has commenced and supported by a medical certificate.
Whooping Cough	Exclude until fully recovered. A medical certificate is required.

## **Interviews**

Parents are invited to an interview to discuss their child's progress at the end of Term 2. Interviews can be organised at other times throughout the year by phoning the school office to arrange a mutually convenient time.

Please leave your name and number so that the class teacher can return your call.

## **Jewellery**

Jewellery apart from a watch, stud earrings or small sleeper earrings is not permitted at school.

Students are not to wear Smart Watches they must be handed into the front office along with mobile phones.

## **Late Arrival at School**

Any students arriving at school after morning lines have left the assembly area must report first to the school office for the issuing of a Late Arrival Note. Late Arrival Notes are kept on file and registered in the electronic school filing system. It is an expectation of the school that students will arrive by 9:00am each morning. Late arrival creates bad habits for students and interrupts the learning of their classmates.

## **Learning and Support Teacher (LaST)**

Students who are having difficulty with their school work may have access to additional support from specialist teachers. These teachers may work with the classroom teacher in a team teaching situation and / or withdraw children in small groups or on an individual basis.

## **Library**

At Blacktown West Public School we encourage all students to read for learning and pleasure. All students will come to the library for 1 hour per week. During this time the students will participate in shared stories, literacy activities and technology lessons to support learning that is taking place in the classroom.

During library lessons all students are able to borrow a book to take home for the week and share with their families. We ask that all students have their own clearly labelled waterproof library bag for this. School library bags are available to purchase from the office. Books that are damaged or lost need to be paid for or replaced.

The library is open for borrowing at lunch time at 1:40pm on Monday, Tuesday and Wednesdays. Books can also be borrowed during library lessons.

All students will be invited to participate in the Premier's Reading Challenge, Book Club and our Home Reading scheme. They will also be able to access an extensive online library of eBooks and audiobooks to further develop and refine their reading skills. More information about these exciting initiatives will be sent home early next year.

We look forward to working closely with our families and seeing our students grow.

### **Lost Property**

Lost property is located outside the old top hall on the top playground. It is available on request.

**Please ensure all items are clearly labelled with a permanent marker.**

### **Medication**

Our school has a medication policy based upon the guidelines set out by the Department of Education (DoE). If your child needs to take prescribed medication on a regular basis, you need to complete the necessary forms so that the needs of your child can be met. The appropriate information and forms are available from the school office. Students requiring regular prescribed medication will need to bring the medication to the office.

If medication (eg antibiotics) states three time per day it needs to be administered by the parent in the morning, afternoon and evening and not during school hours. Students are expected to self-administer asthma medication under the supervision of office staff. Please speak to the school if you have concerns.

Apart from asthma medication, children are not permitted to keep medication with them or in their bags. It must be stored in the office. Class teachers are not permitted to administer medication.

### **Mobile Phones**

As a matter of safety and supervision at school, students are not permitted to have or to use a mobile phone or wear a Smart Watch during school hours. In the rare instances where parents may feel that their child needs a phone as a safety precaution, the mobile phones and Smart Watches must be handed into the office on arrival and collected at 3:00pm.

## **Money**

Online payment is preferred method of all payments.

To make an online payment for amounts owing for students' Excursion, Camp, Gala Day and Sport Carnivals, via a secure payment page hosted by Westpac. Payments can be made using Visa or MasterCard credit or debit card, and can be made via computer tablet or mobile phone.

Online payment must be paid by the closing date and time stated on the permission note. NO money will be accepted after the closing date. The payment page is accessed from the front page of the schools website or via the School APP by selecting \$ Make a payment.

Cash payments, please assist by sending the correct amount of money and signed permission note in a sealed envelope clearly labelled on the front with name, class and event. Please hand all money and permission notes to the class teacher.

**EFTPOS** facility is available from the front office ONLY.

Only amounts over \$10.00 can be processed through EFTPOS between 8:30am and 11:00am Monday to Friday for excursions, camp or Gala Day. There is no facility to provide for cash out.

## **Refunds**

Refunds can only be made to the person who made the original payment.

A student refund application form needs to be completed and signed by the person who made the original payment.

Refunds can be made back to the original card for POP (Parent Payment Online) or EFTPOS and EFT for cash refunds.

## **Nut Minimisation Policy**

Our school has a nut minimisation policy. Nuts of any kind and sandwiches with peanut butter or Nutella are not permitted at the school.

## **Office Hours**

Our school office is open from 8:30am to 3:15pm each day. Office staff are able to help with enquiries in most areas of school organisation. They are your first point of call in making appointments with the principal, teachers and the school counsellor and in matters relating to finance and medication.

## **Parent Participation**

The Parents' and Citizens' (P&C) Association comprises a group of extremely supportive and active members. Several committees operate at the school as sub-committees of Parents' and Citizens' (P&C) Association including the Uniform Shop. Parent helpers are always required in the canteen, library and parental involvement in class and school activities is highly encouraged and supported.

## **Parking**

***There is no parent parking on school grounds.*** Parents or other adults bringing or collecting students must use street parking in accordance with regulations. Please ensure any adults involved in bringing your child to and from school are aware of this.

## **Personal Belongings**

Children's clothing and personal classroom equipment (eg. rulers, pencils, etc) should all be labelled. Items of value and large sums of money should not be brought to school.

## **Photos**

Each year, professional photographers visit the school to take class, individual and family photographs. Parents are notified before the class photo is taken and are under no obligation to purchase.

## **Reports**

Students' progress reports are issued in Terms 2 and 4. Additionally, The School Strategic Improvement Plan and The Annual Report (AR) are published on the school's website. The AR is an evaluation of school programs, highlights student and school achievements.

### **School Counsellor**

A school counsellor is attached to our school and is available to provide support and information to teachers, parents and students. School counsellors are qualified psychologists with teacher training. They can assist with a wide range of academic, social, behavioural and emotional issues which may impact on a student's performance at school. Referrals can be made by teachers or parents. Parents wishing to speak with our school counsellor should make arrangements through the school office.

**Parental permission is required before a child can be assessed by the counsellor.**

### **Scripture**

Special Religious Education (SRE) is provided by visiting clergy and voluntary scripture teachers for half an hour each Thursday. The lessons they give have the approval of the Department of Education (DoE) and the Council of Churches. All children are encouraged to attend these lessons as an important part of their moral development and social training. Scripture classes available are Combined Protestant, Catholic, Greek Orthodox and Muslim.

### **Special Personal Development Programs**

In accordance with departmental guidelines and syllabus requirements, safety and welfare programs including Road Safety, Drug Education, Child Protection, Anti—Bullying and Peer Support are implemented. Lessons are prepared according to students' stages of development.

### **Spending Money**

Unless students are buying an ice block at lunch time there is no reason to bring money to school. All money must be in a wallet and labelled with your child's name. Parents should stress to their children never to leave money or other valuables in their bags.



## Sport

Sport for students in years 3 to 6 takes place each week on a Friday.

In K-6, students participate in the fundamental movement program aimed at developing coordination, fitness and the skills for games and sport.

In years 3-6 a range of sporting programs is provided. These include team and representative sports conducted as part of the Primary Schools Sports Association (PSSA). Positions for these teams are always highly sought after, with many more students trying out than there are available places. Selection is at the discretion of coaching staff.

Annual swimming, cross country and athletic school carnivals are held throughout the year.



## Sport Houses

Students are placed in Sport Houses on entry to school and family members are always placed in the same “House”.

Sport houses and colours are:

- Lawson: **Blue**
- Marsden: Black and White
- Phillip: **Green**
- Tench: **Red**

## Student Assistance Scheme

The school receives some money each year from the Department of Education (DoE), specifically to assist families. Subsidies can be offered to assist parents with the cost of uniforms, excursions and book packs.

## Student Representative Council (SRC)

Our Student Representative Council (SRC) comprises captains, vice-captains, prefects and two class representatives from Years 2-6. The SRC assist with the organisation of many activities and fundraising. It is an important leadership group that contributes to decision making.

## Technology

We are fortunate to have a computer room as well as computers in classrooms. Our school library also has computers with internet access for student research. The school incorporates the use of interactive whiteboards, data projectors, printers and digital cameras into student lessons. We also have a Connected Classroom with video conferencing facilities.

A bank of iPads has been purchased for use in all classes K-6.



## Uniform Shop

The uniform shop is coordinated and managed by parent volunteers and is open every Monday and Friday 9:00am to 9:30am near Kildare Road.

## Visitors to the School

All visitors to the school must use the QR code and follow the current Public Health Orders in reference to masks, vaccinations and social distancing before requesting access to the school grounds. Report first to the office before entering any other area of the school and sign the visitor's book. This is a security measure. Authorised visitors will be issued with a Visitor's Lanyard, indicating to staff and students that person's right to be on school grounds. Parents are asked to ensure that other people involved in their child's care are aware of this requirement. **Visitors must not enter or use the student toilet blocks.**

## Website

Our school website can be found at <https://blacktownw-p.schools.nsw.gov.au> It contains information about the school and its programs, policies and procedures. The school newsletter can be downloaded from the website.

## Wet Weather

Students will be supervised in classrooms if it is raining during recess and lunch. It is parents responsibility to provide rain clothes which cover other clothing so that students are not sitting in wet clothes during the day. All clothing must be labelled with the child's name.

## **Section 6 - Curriculum**

At Blacktown West Public School, teachers implement the Department of Education's curriculum policies and syllabus documents and endeavour to adapt them to our school's specific needs. We assess these state-wide policies and aim to adapt them to the needs of the individual students through suitable school based programs.

Class programs are based on following six Key Learning Areas (KLAs):

- English
- Mathematics
- HSIE (History and Geography)
- Science and Technology
- Personal Development, Health and Physical Education (PDHPE)
- Creative Arts

### **Geography / History**

The History Syllabus provides opportunities to learn about Change and Continuity, Cultures, Environments and Social Systems and Structures. While the Geography syllabus is the study of places and the relationships between people and their environments.

### **Physical Development, Health and Physical Education (PDHPE)**

This Key Learning Area is based on a broad notion of health. It encompasses all aspects of an individual's wellbeing, inclusive of social, mental, physical and spiritual health. The subject is concerned with developing in students the knowledge and understanding, skills, values and attitudes that will enable them to adopt and lead healthy and fulfilling lives. It also provides for teaching and learning related to the major health priorities of student physical activity and fitness, nutrition, child protection education, road safety education and drug education.

## Creative Arts

In this Key Learning Area the child's creative skills and talents are developed while individual expression is encouraged and promoted. The strands of this KLA are:

- Visual Arts—making and appreciating
- Music—performing, organising sound and listening
- Drama—making, performing and appreciating
- Dance—performing, composing and appreciating

Your child also has opportunity to participate in a range of extra-curricular activities at the school and in the wider community. Please note that many of these activities incur a charge to the school which is expected to be paid.



## Section 7 - School Award System

To assist teachers in achieving a positive learning environment, there is a School Award System:

- Teachers award students at weekly assemblies
- Awards are printed with a description of the achievements of the award.
- In Term 1, all teachers develop an understanding of the awards system with their class.

For every 10 awards achieved (with school logo) and handed into the office by Tuesday, equals the next certificate, bar or badge which will be presented at the Friday assembly of the same week.

10 certificates = Bronze Certificate

Next 10 certificates = Bronze Bar

Next 10 certificates = Bronze Badge

Then Silver Certificate, Silver Bar, Silver Badge

Then Gold Certificate, Gold Bar, Gold Badge

Then Award of Excellence

All recipients will be congratulated in the newsletter.

The system carries over from year to year.

Students will be responsible for the safe keeping of awards.



## Section 8 - Especially for Kindergarten

### What Your Kindergarten Child Will Need

- A bag—a strong back pack. These can be purchased from the front office. Put the child's name on the outside and name, address and telephone number inside.
  - Rainwear— A rain coat and hat with the child's name on both. These should be kept in a plastic bag inside the child's bag.
  - Recess bag, lunchbox and drink bottle—name clearly marked on each
  - Paint shirt—an old adult t-shirt is great because there are no buttons or ties needed to be done up. Name on this also.
  - Library Bag—these can be purchased from school
- 
- \* Label clearly, **with full name, all possessions** your child will take to school.
  - \* Send your child to school on time every day.
  - \* Talk to your child about school, where he/she will meet new friends, play games, sing and make things.
  - \* Teach your child how to put on and do up shoes.
  - \* Buy clothes that are easy to manage. Buttons and button holes should be large.
  - \* Allow your child to stay with relatives or friends for short periods , so that he/she will accept the fact that it is not always possible to be with parents.
  - \* Give your child simple duties around the home. This will help foster confidence and reliability in the performance of small skills and tasks.
  - \* Encourage your child by admiring work when brought home. Give paintings and handwork a place of honour - for a few days at least.
  - \* Select suitable stories, picture books, radio and television programs for your child.
  - \* Please be at school on time, to collect your child to avoid any confusion or upsetting your child.
  - \* Be sure your child knows the safety rules for our busy streets and show your child how to safely cross the street.



**Students should know:**

- \* Their name, address and phone number
- \* The safest route to and from school
- \* How to use a handkerchief / tissue properly
- \* How to use the toilet without assistance
- \* That hands should be washed before meals and after using the toilets
- \* How to put away play things and materials after using them
- \* To take off and put on outer clothing without assistance

Sometimes children come to school very tired and are unable to do their best work.

**It is important that students 5 years to 8 years go to bed before 8pm.**

Make sure your child is fully toilet trained and can use the toilet without assistance.

Make sure your child can dress himself/herself and knows how to ask for help.

Encourage him/her to learn to tie shoelaces. Removable outer clothing (including shoes) should be easily identified by the child.

The child should not be dependent on 'baby talk'. Talking and reading to them daily, as well as teaching nursery rhymes and songs helps to develop language skills.

Help children to meet challenges by allowing them, within limits, to fend for themselves and learn that success requires effort.

Let your child see that you have faith in his/her teacher.

Try to get up early enough to give your child a calm and ordered start to the day.

A good breakfast is essential to his/her staying power and concentration.

## How Can You Help Your Child Learn to Read?

- Read aloud to your child daily. Encourage him/her to listen. Ask questions and discuss the story.
- Read poems including nursery rhymes and nonsense rhymes
- Give him/her simple verbal directions. You can help your child to listen carefully and remember what he/she has heard if you ask him/her to perform two or three small tasks in a particular sequence.
- Look at magazine pictures or illustrations in favourite picture books. Talk and ask questions about them.
- Allow your child to make scrap books from old magazines, eg cut out all the insects, babies etc.
- Encourage him or her to draw pictures and tell stories about them.
- Visit the local library and let him/her see the great variety of books.
- Picture puzzles at first simple ones with large pieces.
- Play with blocks, ask your child to sort them according to colour, size and shape.
- Keep him/her supplied with a variety of books with large black print. Encourage him/her to read to you and help with any words he/she doesn't know.
- Encourage him/her to read signs and labels in the environment.
- After you have read aloud or told a story, ask him/her to tell you a story. If he/she can't think of one, ask him/her favourite nursery rhyme.

At night in bed is a quiet, relaxed atmosphere for a child to read, and therefore a bed lamp is often a useful gift.

Above all, praise children for their efforts.





## **For Parents**

Within the first month of the school year:

- Introduce yourself to the teacher and respond to the teacher's invitations
- Ask the teacher how you can best help your child's schooling
- Inform the teacher about any special needs your child might have

Contact the teacher immediately if at any time you become concerned about any aspect of your child's schooling.

When consulting with the teacher

- Be confident and discuss your concerns
- Listen to the teacher and be prepared to see all sides of the problem
- Be open-minded and accepting of your child's ability
- Offer support to the teacher where possible

Support and show interest in the child's work.

Listen with interest when your child is talking about school and try to share in some of the school activities.

It is important that new Kindergarten children become independent as quickly as possible. It is best to leave your child in the playground playing with friends and depart before the children assemble. There are fewer tears this way and the children do settle more easily into routine.

In the afternoon, please wait in the school ground but not at the classroom door.

Please assist by being on time to pick up your child.

## **School Lunches**

Good health is vital to school progress. It is becoming increasingly obvious that correct diet is highly important to the future welfare of your child.

Please give your child a suitably sized lunch. A piece of fruit is sufficient for recess. A sandwich, fruit and drink is plenty for lunch. Don't worry if it comes home uneaten at times.

## End of Kindergarten Day

Each parent has the responsibility of making arrangements for a responsible person to bring and collect their child if they cannot do it themselves. No child should be in the school grounds before 8:30am or after classes are dismissed each afternoon. School grounds are not safe places for children outside of normal school hours. If you are detained for some reason at the end of the day, make alternate arrangements for someone to pick up your child on time and then promptly notify the office so that the message can be sent to the class teacher to have the child wait in the office and be signed out to the person authorised to pick up your child.

## Teacher—Parent Relationship

Contact between the school and the parents is of utmost importance, functions which enable parents to meet the teachers and one another occur throughout the year. Please feel free to make an appointment at any time to discuss your child's progress with his/her teacher.



## Public Health

### Protection against infectious diseases

The department of health recommends that children entering school should be immunised against childhood diseases. This is especially important as your child will be coming into contact with lot of other children and infections can easily spread.

Children starting school who have not already had booster immunisation should have:

- One booster injection against diphtheria and tetanus (CDT) and
- One booster dose of polio vaccine by mouth (Sabin)

A child should also have an injection of measles vaccine if he/she has not previously had measles or been immunised against measles.

The diphtheria/tetanus (CDT) and polio (Sabin) can be given at the same time but if measles immunisation is also required, it is recommended that this be give one month earlier or later.

Immunisation is available from your family doctor, many council clinics and some community health centres (dates and times of clinics may be obtained from council).

Parents/carers enrolling new students must present the school with an 'Immunisation History Statement'. Children without a certificate might be sent home during an outbreak of a vaccine-preventable disease. However, no child will be prevented from enrolling.

Age	Immunisation	Date Given	Authorising Officer	Signature
0 months	Oral Polio Vaccine (OPV)	10/10/08	Dr. J. Smith	[Signature]
1 month	Oral Polio Vaccine (OPV)	10/11/08	Dr. J. Smith	[Signature]
2 months	Oral Polio Vaccine (OPV)	10/12/08	Dr. J. Smith	[Signature]
3 months	Oral Polio Vaccine (OPV)	10/01/09	Dr. J. Smith	[Signature]
4 months	Oral Polio Vaccine (OPV)	10/02/09	Dr. J. Smith	[Signature]
5 months	Oral Polio Vaccine (OPV)	10/03/09	Dr. J. Smith	[Signature]
6 months	Oral Polio Vaccine (OPV)	10/04/09	Dr. J. Smith	[Signature]
9 months	Oral Polio Vaccine (OPV)	10/07/09	Dr. J. Smith	[Signature]



**We Welcome you to  
Blacktown West Public School**

