

# Welcome to Bangalow Public School



**2022 School Information Booklet**

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We extend a very warm welcome to you and your family. We trust that the time your children spend at this school will be full of enjoyable, happy and lasting educational experiences.

The staff, students and parents of our school are committed to the creation of a caring environment where the worth and potential of each child is recognised and developed. Our purpose is to provide a quality education that generates a happy, effective and productive school environment. The school has a long tradition of educational excellence in the region, and is seen as a leader in a variety of programs and practices.

Bangalow Public School has a student enrolment of approximately 250 children. We have a dedicated and highly professional staff of nineteen teachers including support teachers, a Library officer, four Student Learning Support Officers, a School Administrative Manager and a School Administrative Officer, a General Assistant and cleaners, who all help to ensure the efficient running of the school. In addition we have many interested parents and community members who give up their time to help out in the classroom, in the canteen, the uniform shop and with many other valuable contributions to school life.

We are fortunate to have the support of a strong Parents & Citizens Association and our vibrant local community. Our Parents & Citizens Association meets monthly to discuss important matters and to identify ways of improving and supporting the school. Parents are encouraged to visit the school on a regular basis to get to know the staff and participate in your child's learning. If you have any concerns please feel free to make an appointment to speak with your child's teacher and/or Assistant Principal.

The school buildings include the heritage listed building (pictured), three other permanent classroom blocks, a library, multipurpose hall, administration block, music room (also used for Out of School Hours Care) and a canteen, as well as two covered outdoor learning areas. The grounds are spacious and attractive, with the children having plenty of room for sport and play.

In the following pages we have endeavoured to give an outline of how Bangalow Public School operates, what it offers your child, its rules and procedures and its organisational structure. Please keep this booklet handy in your home for future reference. The digital school newsletter is emailed to families each Thursday and is our main form of communication. Important messages, alerts and calendar events are also published on School Stream (smartphone app), while our school website is full of information, photos and school news.

<https://bangalow-p.schools.nsw.gov.au/>

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## School Information

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| School:                  | Bangalow Public School  |
| Address:                 | 45-71 Byron Street, Bangalow  |
| <b>Telephone:</b>        | <b>02 6687 1434</b>   |
| Email:                   | <a href="mailto:bangalow-p.school@det.nsw.edu.au">bangalow-p.school@det.nsw.edu.au</a>      |
| Web:                     | <a href="https://bangalow-p.schools.nsw.gov.au/">https://bangalow-p.schools.nsw.gov.au/</a> |
| Region:                  | North Coast – Lennox Coast District   |
| <b>School hours:</b>     | <b>9:20am to 3:15pm (School opens at 8:50am)</b>  |
| <b>Lunch:</b>            | <b>11:20am (eating time); 11:20am - 12pm</b>  |
| <b>Afternoon Recess:</b> | <b>1:30pm to 2pm</b>  |
| Principal:               | Ms. Carol Antoun  |
| Assistant Principals:    | Mrs. Sharley Kiesewetter<br>Mrs. Laetitia Cross<br>Mrs. Katie-Eve Gisen<br>Mrs. Emma Hooper |

Administrative Manager:  
Ms. Juliette Sizer

Administrative Officers:  
Mrs. Andrea Steenson  
Mrs. Joelle Baker



## A Brief History

Bangalow Public School was founded in 1884 and was originally known as Byron Creek Provisional School. The site of the original school was approximately where the Bangalow Medical Centre is now situated. Our present site was occupied around 1891 and the school was renamed Bangalow Public School in 1907. The heritage brick building was completed in 1925 and the central multipurpose building, which includes the canteen, was completed for use as a library in 1986.

In 2010 the school hall was built, under the auspices of the Federal Government's "Building the Education Revolution" program, and in 2011, we received a modern stand-alone library. We are fortunate to be undergoing a new build, which will provide additional state-of-the-art learning spaces and update existing infrastructure. This project is expected to be completed by December 2022.

# BANGALOW PUBLIC SCHOOL – SCHOOL ROUTINES AND TRADITIONS

## 2022 School Term Dates

|        | Students start  | Students finish          |
|--------|---|--------------------------|
| Term 1 | Tuesday 1 February 2022<br><b>* Kindergarten students will commence Friday 4<sup>th</sup> February 2022</b> | Friday 8 April 2022      |
| Term 2 | Wednesday 27 April 2022   | Friday 1 July 2022       |
| Term 3 | Tuesday 19 July 2022  | Friday 23 September 2022 |
| Term 4 | Monday 10 October 2022  | Monday 19 December 2022  |

|                                   |  |
|-----------------------------------|--|
| <b>School Newsletters</b>         | Published online on Thursdays, distributed electronically (the newsletter link is emailed to parents), available on our school website and School Stream app.  |
| <b>Assemblies</b>                 | Whole School Assemblies every second Friday at 2.30pm. These assemblies highlight achievements from the classroom, playground and extracurricular activities for that week. Students regularly share their quality learning. |
| <b>Library</b>                    | Visit and borrow once a week.  |
| <b>Book Club</b>                  | Twice a term ordered online or through the Administration office.  |
| <b>School Photos</b>              | Individual, class and family groups available once a year.   |
| <b>P&amp;C</b>                    | Meetings held second Wednesday of the month at 5pm in the school library.  |
| <b>Canteen</b>                    | Available on Wednesdays & Fridays. Parent run and volunteers are always welcome.   |
| <b>Parent/Teacher Information</b> | Information sessions are held early in Term 1. Parent/Teacher Interviews are held at the end of Term 1. Parents may make an appointment to see their child's teacher throughout the year.                                    |
| <b>Assessments</b>                | Reports distributed June and December. Assessment tasks are tailored to the level and age of the children. All assessments are ongoing throughout the year.  |
| <b>Swimming Carnival</b>          | Term 1 (for students who are 8 years and above)  |
| <b>Cross Country</b>              | Term 1   |
| <b>Athletics Carnival</b>         | Term 2   |
| <b>Sport</b>                      | Different days depending on grade and class and Sporting Schools program for each term. Also various PSSA Gala Days.   |
| <b>Scripture / Ethics</b>         | Tuesday afternoon  |

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## Parents and Citizens Association

Bangalow Public School has an active P&C. Your membership or assistance is very beneficial to the general welfare of the school. Whilst its main aim is to raise money for quality teaching resources, there are many other areas in which the P&C is involved. Membership of the P&C Association costs only \$2 per person per year. Voting rights are given to current financial members. The membership list is updated after each general meeting. To be eligible to vote at the Annual General Meeting membership must be taken out at or before the meeting prior to the AGM.

P&C meetings are held on the second Wednesday of each month beginning at 5:00pm. The School Canteen and Uniform Shop are run by the P&C. Volunteer helpers are always welcome.

## Supporting our School Financially

Our school has a Building Fund and a Library Fund, to which parents and community members may voluntarily contribute. Your donations to this fund allow our school to improve facilities and maintain our buildings and school grounds. As our school is an endorsed gift recipient by the ATO, all donations to these funds are tax deductible. Please contact our office for further information.

## School Fees

We ask parents who are in a position to do so to pay an annual voluntary school contribution. In 2021 this was set in consultation with the P&C at \$50.00 per child, as per NSW Department of Education guidelines. To assist with budgeting, the ideal situation is for the fee to be paid at the beginning of the year. This voluntary school contribution is used for the purchase of teaching resources. Your support of our school is much appreciated.



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# Approach of the School Curriculum

Our school offers a well-balanced curriculum in the following areas:

## English

This involves learning to read widely with understanding and enjoyment, spelling accurately, writing for a variety of purposes in a grammatically correct format, listening and communicating in a variety of situations and experiences, and critically assessing good literature and aspects of mass media. In Kindergarten, Years 1 and 2, there is a focus on synthetic phonics and camera words to assist with decoding and blending to enable reading and writing.

## Mathematics

This involves learning the basics of Number and Algebra, Measurement and Geometry, Statistics and Probability necessary to be numerate in society. Such skills must also provide a sound foundation for future studies in Mathematics. We focus on hands-on activities in the Infants to foster this knowledge and these skills.

## Science

This involves learning skills of Working Scientifically; gaining knowledge and understanding about the Natural Environment and Made Environment, the Material World and Built Environment and people's interaction with them; understanding how to Work Technologically and the impact of technology on today's society.

## History

In History K–6, students examine the contribution of individuals and groups to Australian society. They learn about the history of Australia, its geography, social institutions and place in the world. Students learn about the diverse cultures of Australia, including Aboriginal and Torres Strait Islander cultures.

## Geography

Geography is the study of places and the relationships between people and their environments. Students learn to question why the world is the way it is, reflect on their relationships with and responsibilities for the world and propose actions designed to shape a socially just and sustainable future. Geographical inquiry involves students acquiring, processing and communicating geographical information.

## Creative and Performing Arts

This involves learning appreciation, self-expression, technical competence and creativity in the visual and performing arts, including dance, drama, visual art and music.

## Health/Physical Education/Personal Development

This involves learning to develop an active, healthy lifestyle; developing skills in interpersonal relationships, positive values, attitudes and beliefs; participating in regular activity such as sport and dance.

All students participate in a minimum of 150 minutes of planned physical activity across the school week. Lessons focus on fundamental movement skills and teaching the core skills of many sports played in the community. Stage 3 students are also provided with opportunities to participate in a variety of inter-school sports.

## Excursions

Minor and major excursions and sports outside Bangalow are subject to separate permission notes. Primary classes participate in graded excursions ranging from single day excursions to major excursions lasting several days. Parents will receive written details of any excursion to be arranged. No child is permitted to attend an excursion without a signed consent form.

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# People to Help You and Your Child

## School Counsellor

Our School Counsellor visits our school for one day each week. The Counsellor is available for parent appointments on that day if appointments have been made beforehand. The School Counsellor can assess the needs and abilities of individual students, counsels children who may have behavioural or emotional problems, helps staff understand learning problems that a child may have, and seeks further support for children who may need support beyond that which the school can provide. Please speak with your child's teacher in the first instance if you believe your child requires the School Counsellor service.

## Learning and Support Teacher

Our Learning and Support Teacher is a part-time allocation in the school for three days each week. The Support Teacher's role is to assist those children who have been identified as having specific learning needs (English, Maths, language, behaviour, disabilities, etc.) Children may be scheduled for one lesson, a series of lessons or long term depending on individual needs. The Support Teacher works cooperatively with the classroom teacher or with individuals and small groups of children withdrawn from their normal classroom. Currently the school also employs an additional Learning and Support teacher two days per week to support the work of our part-time staff member, and to cater for the needs of our students.

## Home School Liaison Officer

The Home School Liaison Officer visits the school regularly for a brief review of any attendance problems and will investigate any patterns of poor attendance, which may be emerging. The Home School Liaison Officer may visit homes and discuss with parents any unexplained absences.

## School Administrative and Support Staff

The School Administrative Manager and School Administrative Officers help with the day to day administration of the school. They can assist you with your queries about enrolment, school functions, events and excursions, fees, etc. When you wish to make an appointment to see the class teacher or a staff member, the office staff will arrange this for you. Students with additional needs are supported in the classroom by the School Learning Support Officers. The General Assistant supports school maintenance and upkeep of the school grounds.

# Attendance at School

Children are expected to attend school on each day that instruction is provided, unless they are absent due to sickness or exceptional circumstances. They are expected to arrive at school by **9:10am** each morning.

|                           |               |
|---------------------------|---------------|
| <b>School opens</b>       | <b>8:50am</b> |
| <b>Students arrive by</b> | <b>9:10am</b> |
| <b>First bell goes</b>    | <b>9:17am</b> |
| <b>Classes commence</b>   | <b>9:20am</b> |
| <b>School ends</b>        | <b>3:15pm</b> |

On rare occasions when, due to exceptional circumstances, children arrive at school late, they are required to report to the front office for a late slip – a parent must accompany them or provide a note explaining the reason for lateness. If parents need to collect children early from school, they are to report first to the front office for a departure slip, which is to be given to the class teacher when picking up the child.

The Education and Public Instruction Act 1987 requires an explanation for children's absences from school. Please send a note, email or phone the school as soon as possible when your child is absent. You can also notify the school of an absence using the Sentral SMS. An "A" for absent will be recorded when reasons for absence are considered unacceptable. Patterns of poor attendance will be brought to the attention of the Senior Home School Liaison Officer.

Students arriving at school prior to 8:50am or being picked up after 3:20pm need to be booked into our Out of School Hours Care (OSHC) facility. Once enrolled with OSHC, bookings can be made by phoning 6687 1686.



# School Uniform

The wearing of school uniform promotes pride in the school. The maintenance of a uniform is far cheaper than furnishing miscellaneous items of clothing.

Uniforms are sold in the canteen area each Monday from 8:45 – 9:30am and are available online through Flexi Schools.

The Bangalow Public School uniforms are neat, attractive and functional, and a strong emphasis is placed on students wearing the full school uniform. The same uniform is used for sports days. It consists of:

- ★ a printed yellow shirt with sleeve and collar or a plain yellow shirt
- ★ a bottle green sweat shirt and/or jacket
- ★ bottle green shorts for boys, bottle green skirt, shorts or culottes for girls
- ★ students may wear bottle green track suit pants in winter
- ★ suitable footwear (NO thongs or bare feet)
- ★ bottle green broad brimmed hat
- ★ bottle green and yellow checked dress



## Playground Supervision

Parents are advised that our playground is not supervised before 8:50am or after 3:15pm. Children who live locally and do not travel by bus should not arrive at school before 8:50am, as there is no direct supervision available. Prior to 8:50am any children arriving are required to remain seated in the assembly area until the teacher commences supervision duty.

Unless permission has been obtained for the use of facilities after school, persons present could be considered as trespassing. Primarily for safety reasons, children are not permitted to play in the school grounds at weekends.

Groups wishing to use school facilities must obtain formal permission from the Principal. They may be required to take out an insurance policy to cover the school against liability for accidents. Permission to use school facilities may be withdrawn at any time without notice.

## Pick Up and Drop Off Zone

Parents who drive their children to and from school should use our 'Kiss & Ride' zone behind the school (access via Market Street), which is a drop-off / pick-up zone only (please do not leave your car unattended). At the end of the school day children are escorted to vehicles between 3:15 – 3:25pm. A detailed map and outline of 'Kiss & Ride' can be found at the end of the handbook.

## Buses and Other Transport

Children in Kindergarten, Years 1 and 2 are entitled to free transport. Children in Years 3, 4, 5 and 6 must be more than 1.6 kilometres (in a direct line) from the school. Applications for student bus transport are completed online. See <https://transportnsw.info/tickets-opal/ticket-eligibility-concessions/school-student-travel> for details.

Students who do not live on a bus route may be eligible for the School Drive subsidy for all or part of their journey. Applications are made online at the site listed above (Transport NSW website).

Children travelling by bus are expected to behave themselves and obey the directions of the driver. Continued misbehaviour could result in the driver refusing to carry the child. The child's behaviour on the School Bus is the parents' responsibility.

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## Enrolment of Students

All students enrolling at Bangalow Public School must submit an Application for Enrolment form. These can be completed electronically via the school website's Enrolment tab; to be completed by a parent or guardian. Students transferring from another public school in NSW will have their enrolment information transferred electronically, however the Application for Enrolment form will need to be updated and signed, ID documents and evidence of residential address sighted and the enrolment approved by the principal.

Children who reach the age of 5 years prior to 1<sup>st</sup> August can be enrolled in Kindergarten of a Public School in that year. Birth Certificate or proof of date of birth, proof of residential address, immunisation history statement and copies of any family law or other relevant court orders if applicable, must be sighted before the child is accepted at school.

Orientation Days for prospective Kindergarten students will be held during Semester 2 in the year preceding enrolment. These days introduce the students and parents to the classroom routines and activities associated with Kindergarten. Once a child is enrolled, parents will be notified through email about our Kindergarten Transition program dates and times.

Children are entitled to enrol at Bangalow Public School if they live in the designated intake zone established for this school. We seek to ensure that every eligible child living in the local area has a place at our school. At present, our school is at capacity and we can only offer local 'in zone' placements. No non-local places can be offered unless particular urgent circumstances apply and there is no potential impact on class structure. Use the School Finder website to check your school zone.  
<https://education.nsw.gov.au/school-finder/index>

## Reporting to Parents

Parent/Teacher discussions (at our school, Three-Way Interviews) will be conducted once a year with written reports being issued at the end of Terms 2 and 4. The class teacher and executives are always willing to discuss your child's progress with you but please arrange an appointment time by calling at the office. Please remember that the teachers are very busy with the children and do not have time for lengthy discussions at classroom doors or whilst on playground duty.

When problems arise

At home:

If there is change in your child's life which affects his/her emotional wellbeing, please let us know. A child's behaviour and ability to work at school will be affected by disturbances in his/her life.

At school:

If a problem arises, please contact the class teacher first so that the matter can be investigated. Please, never confront a teacher in the presence of your child. For his/her wellbeing and continued adjustment to school, it is essential that he/she sees cooperation between teachers and parents. Appointments with the assistant principals and principal can be made via the office.

## Weekly Digital School Newsletter

Parents are notified of past, current and future events occurring throughout the school by means of the weekly digital school newsletter. This is distributed on Thursdays, via email and the School Stream app. The newsletter is also available on our school's website. The newsletter is the main means of communication between school and parents.

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# Student Wellbeing and Discipline

At Bangalow Public School all students are encouraged to develop self-discipline. We encourage and promote positive values. Our school rules are Be Safe, Be Respectful, Be a Learner. We encourage our students to develop positive learning habits and build a growth mindset. We aim for every child to always be learning, improving and striving to reach their full potential.

During Term 1, students take part in our weekly wellbeing program, LifeSkills, run by our LifeSkills educator. Students learn about different values, such as resilience, confidence, compassion, and about different tools, such as self-regulation, cooperation and leadership. The lessons include a yoga sequence of movements, a mindful technique and a relaxation activity, all focusing on mindfulness.

## Whole School Discipline Plan:

Positive expectations are explicitly taught and reinforced to ensure all students are safe, happy, supported and able to learn. Every student is expected to act in accordance with expected standards of behaviour. Parents are advised that we have a formal policy on Student Welfare and Fair Discipline Code. While we attempt to focus on positive reinforcement, there are times certain sanctions are imposed when children fail to maintain self-discipline.

These include;

1. Reflection Time – provides counselling and time for reflection about inappropriate behaviours. The School Executive is responsible for this. Our approach encourages students to exercise self-discipline through reflection and self-evaluation. Incidents of irresponsible behaviour are seen as valuable teaching opportunities. Students are asked to complete a reflection sheet. Should the student's behaviour remain inappropriate, they may be excluded from certain activities. Parents will be telephoned and meetings held to discuss these consequences.
2. Suspensions – means not being allowed to attend school for a period of time. It is imposed by the Principal for serious misbehaviour, including gross insolence, persistent disobedience, physical or verbal violence and consistent disruptive behaviour. Written confirmation of suspensions is sent to parents, the School Counsellor and the Director, Educational Leadership.

It is important that the home and school work together to eliminate unacceptable behaviour at school. Parents will be informed of behaviour issues that arise and may be called to the school to collect their child if the behaviour warrants this intervention.

## Child Protection

The safety, welfare and wellbeing of our students, in particular protecting them from child abuse, are of paramount importance. In accordance with the *Child Protection (Working With Children) Act 2012*, all our volunteers who perform work in the school that involves direct contact with children are required to complete a Working With Children Check Declaration or provide us with a Working With Children Check clearance.

This includes, but is not limited to, volunteers who help in classrooms, volunteers who assist on excursions (including sports activities), etc.

The declaration forms are available from the Administration Office. Volunteers will also be required to show photo ID at the time of submitting their form. All information provided is confidential and filed in secure storage.

Please contact the school office for further information regarding the Working With Children procedures when volunteering at the school.

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## Parent Helpers

We actively encourage parents to support our teaching and learning programs. Opportunities exist throughout the school for parents to assist in such areas as reading, story writing, creative arts and sport. If you are able to help at any time, please contact your child's teacher. All volunteers are required to complete a Working With Children Declaration and ID check at the front office. Parent helpers are requested to report to the administration office to sign in and receive their Parent Helper badge.

## Visiting our School

All visitors to our school are required to report to the administration office, where they are to sign in and out using a QR code check-in, stating the reason for their visit.

## Student Representative Council

Throughout the year the Student Representative Council will organise various fundraising activities to support various charities, as well as help fund worthwhile school improvements determined by the students. Through these activities we hope to develop such worthwhile traits as compassion, leadership and citizenship.

## Children's Activities

From time to time children engage in special activities at school, for example Easter activities, ANZAC Day Commemoration Service, Book Week, Concerts and Christmas related activities. If any of these activities give rise to religious objections, the family has the right to ask that the child not participate. Between the school and the family we will endeavour to make alternative arrangements. Families should note, however, that the school will not cease to hold such activities due to the objections of a small minority.

## Food

Students are required to bring a healthy packed lunch and recess each day and a water bottle. All classes encourage students to have a small fruit or vegetable snack called 'Munch n Crunch'. A selection of healthy food is sold at our school canteen on Wednesdays and Fridays. Orders can be placed electronically on Flexischools. Children are not to share food, as a number of our students have food allergies.

## Music Lessons

Our students have the opportunity to receive instrumental tuition from visiting instructors. Music instruction is provided by the Northern Rivers Conservatorium Arts Centre through their *Music in Schools* program. This tuition incurs a separate cost to parents. Tuition occurs once per week for students during school time.



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## Lost Property

Currently, lost property is kept in the canteen area. Nametags on all property will allow us to return lost property promptly. Any unclaimed articles of clothing will be disposed of on a regular basis (finding their way to the second hand clothing pool or being dispatched to the Op Shop).

## Special Religious Education / Primary Ethics

Religious instruction is provided on Tuesday afternoons. We have the following Scripture groups at our school: Uniting/Presbyterian, Catholic, Anglican, Buddhist and Baha'i. Students who do not attend Scripture have the option to attend a Primary Ethics class, or to attend non-scripture.

## Money at School

Generally, permission notes and money are collected in class and passed onto the office. Children should hand in money immediately on arrival at school. Please ensure any money is sent to school in a sealed envelope, clearly labeled with the reason for payment.

No cash can be accepted after 3pm as no money is kept on school premises overnight for security reasons. Parents are advised that children do not need to carry large amounts of money.

Cashless payments are preferred. The school has an EFTPOS facility for parents wishing to pay by card. We also have a "Parent Online Payments" facility available through our school website (clicking on the "make a payment" link will take you directly to a secure Westpac site).

## School Development Days

Pupil free days are held for professional development of staff or for the planning of school policies for implementation of new curricula. The School Development Days are usually on the first two days of Term 1, the first day of Term 2 and 3, and on the last day of Term 4.



# Illness

We ask that if children are not well they be kept at home. If a child develops a sickness at school we will endeavour to contact the parent or guardian. It is the parent's responsibility to collect the child from school. In the case of serious accident, we will obtain medical assistance and make every effort to contact the family.

Some illnesses and diseases require that the child be kept at home for a period of time. Re-admission before the due time can be by a medical certificate. The following schedule indicates departmental regulations with regard to exclusion from school:

- ★ Chicken Pox – 5 days from appearance of rash and when all blisters have scabbed over;
- ★ German Measles – 4 days from appearance of rash and until fully recovered;
- ★ Measles – 4 days from appearance of rash;
- ★ Mumps – 9 days from the onset of swelling and until fully recovered;
- ★ Whooping Cough – 3 weeks from onset of cough "whoop" or 5 days if antibiotic treatment is given;
- ★ Ringworm – 1 day after appropriate fungal treatment has begun;
- ★ Impetigo – Excluded if on exposed surface such as face, hands or legs and not able to be covered.
- ★ Infectious hepatitis – Until recovered, 2 weeks after first symptoms or 1 week from onset of jaundice.
- ★ Conjunctivitis – Exclude until discharge from eyes has stopped.
- ★ COVID-19 symptoms – Until a negative test result has been received.

If in doubt about exclusion please contact the office and we will endeavour to get the correct information to you.

It is recommended that all children commencing in Kindergarten be immunised against measles, mumps, rubella, polio, whooping cough, diphtheria and tetanus. Parents are asked to provide an immunisation certificate upon enrolment. All children who have not shown a completed immunisation certificate will be excluded from the school if there is an outbreak of the above preventable diseases in the school.

**Head Lice** are a frequent occurrence at school. Students are not required to be excluded from school when they have lice or nits (eggs), however parents are requested to check and treat their child's hair and be vigilant in this regard to prevent further spreading of this annoying condition among classmates. If it is obvious that your child has untreated head lice, you will be contacted and asked to treat their hair.



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# The Kindergarten Year

The first day of Kindergarten is a big event in your child's life – and that of your entire family. When children first start school there is a lot for them to get used to. Some children will adapt more easily than others. There are many things you can do to help your child transition to school as smoothly as possible. Students bring to school a range of knowledge, understanding and skills developed in home and prior-to-school settings.

The Department of Education has prepared some activities in our *Getting Ready for School* booklet (<https://education.nsw.gov.au/parents-and-carers/going-to-school/preparing/starting-primary-school>) to assist with getting to know what to expect when your child goes to school. There are also activities that you can do to help prepare your child for school. These can be found at: <https://education.nsw.gov.au/parents-and-carers/going-to-school/preparing/starting-school-guides/main-education--category---catalogue---primary-school.nameAsc.1.grid>

On the following pages, the learning for Early Stage 1 (Kindergarten) Key Learning Areas are outlined for your reference, which will give you some insight into the Kindergarten Year. The Kindergarten program follows the NSW syllabuses for the Australian curriculum and is individualised to the needs of the children in the class.

Here's an overview of what your child might learn in kindergarten across the six key learning areas.

- ★ English
- ★ Mathematics
- ★ Science and Technology
- ★ Human Society and Its Environment (History and Geography)
- ★ Creative Arts
- ★ Personal Development, Health and Physical Education

## English

- ★ communicate appropriately and effectively within the classroom using agreed conventions, e.g. staying on topic, asking for and offering assistance
- ★ give short talks and express ideas, e.g. tell news, describe a favourite toy, describe a science investigation
- ★ begin developing reading and comprehension skills, e.g. recognise simple sight words and sounds of the alphabet
- ★ use illustrations and picture clues to make predictions about stories when reading
- ★ recognise rhymes, syllables and sounds (phonemes) in spoken words
- ★ spell some common words accurately in their own writing
- ★ write simple sentences/stories for known audiences such as for self, class or parents, e.g. 'Yesterday I played soccer.'
- ★ understand that punctuation is a feature of written text different from letters
- ★ recognise how capital letters are used for names and that capital letters and full stops signal the beginning and end of sentences
- ★ develop basic skills of writing, including correct pencil grip, good posture and handwriting movements to form some lower-case and upper-case letters, e.g. a, A, b, B.

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## Mathematics

- ★ count aloud to 30 and recognise numbers 0 to 20
- ★ manipulate objects such as counters to help add and subtract numbers
- ★ use the language of money in everyday situations, e.g. coins, notes, dollars
- ★ count forwards by one to add and backwards by one to subtract
- ★ name the days of the week
- ★ tell the time to the hour, e.g. four o'clock
- ★ identify and name simple shapes, e.g. circles, squares
- ★ use position terms, e.g. 'between', 'behind', 'right', 'left'
- ★ recognise that halves are equal parts.

## Science and Technology

- ★ record observations using drawings, simple digital recording methods, oral descriptions and/or simple visual representations
- ★ recognise that plants and animals can be used for food, or materials (fibres) for clothing and shelter
- ★ identify and describe how the properties of different materials suit their design purpose
- ★ observe the effects of push and pull forces on familiar objects, e.g. changes in motion and changes in shape
- ★ identify daily and seasonal changes that occur in our environment, such as day and night, and changes in the weather
- ★ explore familiar digital devices, e.g. a computer or a device to take a digital image
- ★ follow and design a sequence of steps (algorithms), e.g. following a procedure.

## History and Geography

- ★ tell stories of family, school and local events that are celebrated or observed at home
- ★ talk about how families are similar or different, using stories and/or photographs
- ★ discuss holidays and special events in Australia and other countries
- ★ listen to stories from other cultural backgrounds, including Aboriginal and Torres Strait Islander Peoples
- ★ talk about the importance of the places they live in and belong to
- ★ show care for their home, classroom, school and/or the environment.

## Creative Arts

- ★ make their own artworks about real and imagined experiences using materials such as paints, watercolours, sponges, crayons, brushes and sticks
- ★ make simple 3D constructions with boxes and use playdough or clay to make models
- ★ perform dance and drama with movement and expression
- ★ sing, play and move to music, and experiment with sound
- ★ mimic the beat of music using clapping, tapping or percussion instruments.

## PD/H/PE

- ★ identify personal strengths and qualities and how people grow and change
- ★ practise interpersonal skills, such as assertiveness or persistence, when participating in activities to learn how to interact positively with others
- ★ demonstrate a variety of movement skills and movement sequences
- ★ participate in play that promotes engagement with outdoor settings and the natural environment
- ★ describe how individuals help one another to stay healthy and safe.



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# Preparing your Child for School

When children first start school there is a lot for them to get used to. Some children will adapt more easily than others. There are many things you can do to help your child transition to school as smoothly as possible.

- ★ Helping your child feel confident and positive about school will give them a good start.
- ★ Read to your child on a regular basis and model reading to them whenever possible. Develop a love of reading, books and learning.
- ★ Label all items, including lunchbox, drink bottle, school bag and jacket, with your child's name. Check regularly as labels fade or fall off.
- ★ Help your child recognise their personal belongings.
- ★ School bags need to be sturdy and large enough to accommodate a lunch box, hat, jumper and library books.
- ★ Pack your child's lunch box in such a way that they can identify which food is for recess, lunch and Crunch 'n Sip. Teaching your child how to unwrap their food.
- ★ Ensure your child can go to the toilet unassisted and teach them how to ask the teacher should they need to use the toilet during class time. Keep an extra pair of underpants and shorts in a plastic bag in your child's school bag. Toilet accidents sometimes happen.
- ★ Please inform the school if you will be late for pickup. A missing parent often cause much anxiety.
- ★ Give your child time to unwind and relax at the end of the day.
- ★ If your child is sick, it is highly beneficial to keep them at home. Not only is recovery speedier, but germs do not spread across the class.
- ★ Be prepared to be anxious if this is your first child at school. It is only natural, but be assured that your child is in expert and caring hands.

## What will your child need for school?

### ***Label all items – clearly marked with child's name***

- ★ A school bag that they can carry themselves
- ★ A lunchbox (with a healthy lunch) and recess container with a healthy snack, a drink bottle
- ★ Crunch n Sip container with small pieces of fresh fruit and/or vegetables
- ★ A raincoat and a hat
- ★ A handkerchief/tissues
- ★ A school jumper or jacket
- ★ An old shirt or smock to protect the uniform when painting
- ★ A library bag
- ★ A school broad-brimmed hat

## On the First Day

Most schools will conduct early assessments of your child to gain an understanding of your child's needs. The Best Start will be conducted for Kindergarten children on February 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>. Students will be given a time to attend on one of these days to sit the assessment one on one with a teacher. These sessions will be approximately 45 minutes in duration. Kindergarten will then be invited to attend a session (either morning or afternoon) on Friday 4<sup>th</sup> February. This will be with a small group of students to have some time to get used to the Kindergarten classrooms and routines. The first full day of School for all Kindergarten students will be Monday 7<sup>th</sup> February. They will have their older buddies to assist during those first few days.

Be positive and encouraging. Show enthusiasm about school and assure your child that you will be waiting at the end of the day to hear all about the first day's activities.

Be prepared to "let go" when your child is taken to their classroom. If you are upset, don't let your child see this or sense tension in your voice. They will only become upset also. Meet the teacher at the gate and say a quick goodbye. If your child cries, or clings to you, leave immediately. Most children settle readily when the day's routine begins.

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# Help Them Adjust

## What to expect in the first few weeks of school

Learning new routines, meeting new people, playing and learning to adjust to a new environment are all very tiring for children. Often your child will want to rest after school. Try not to over-plan your child's afternoons, particularly in the first term of school.

You might find you need to:

- ★ plan a light, nutritious snack for after school or give your child an early dinner as they may be more tired than usual.
- ★ encourage and support them so that they can face new situations.
- ★ encourage your child to talk about the good things that happened and do not pressure them to talk too much if they are not up to it. Some children like to wind down completely in a quiet environment after a busy day at school.
- ★ make reading part of your daily routine. Reading to your child as they prepare for bed is a wonderful way to wind down with your child before bed, spend some quality time together and build the important skills of vocabulary, story structure and a love of reading.
- ★ pack a spare pair of underwear in your child's bag. Talk to your child about how they can let the teacher know if they need to go to the toilet.
- ★ support your child to learn regular school routines.
- ★ give opportunities to do things independently – such as special jobs at home to help develop independence and a sense of responsibility.

## Home and School

Children do best at school when parents and teachers work together to support them. To do this you can:

- ★ let the teacher know if there is something happening at home that may be affecting your child.
- ★ tell the teacher about any health problems your child may have.
- ★ read all the school notices and reply as soon as possible.
- ★ get involved in school activities such as children's reading sessions and join the P&C.
- ★ become familiar with the school's communication processes and read the school's newsletter.
- ★ always drive carefully around the school and follow the road rules. Take extra care and drive slowly.

If you need to see the teacher, always make an appointment. Prior to school, teachers have meetings and preparation to complete. It is not a good idea to expect teachers to meet with you as they are organising the class for the day ahead or when supervising their class. This is a crucial part in your child's day and it is important the teacher follows the established routines every day.

Making an appointment to see the teacher will ensure you get to speak with your child's teacher and issues can be discussed and addressed in a professional and discreet manner.

## Food and Nutrition

Healthy food is paramount for your child's learning, growth and development.

**Crunch and Sip Break** - Fruit and vegetables cut into bite size pieces and a drink of water in a named reusable bottle, is usually between 9:30 and 10:00 each morning.

**Lunch** – Pack healthy, nutritious and filling foods that are easy to eat at school. Suggestions include sandwiches, sushi, quiches or leftovers from dinner if practical.

**Recess** - Children will require a small snack in a labelled container for recess. Suggestions include manageable portions of fruit or healthy snacks such as muesli bars or cheese and crackers.

**Drinks** - Drink bottles are an easy way to provide water for children. Please send a named reusable drink container with your child each day.

**Canteen** - Canteen orders are available for Kindergarten children. Orders are accepted through the School's on-line service (Flexischools) for Wednesday and Fridays.

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# Health

Visit our school website for more information about supporting your child's health: <https://bangalow-p.schools.nsw.gov.au/supporting-our-students/faq-kids-health.html>

A child who is not healthy cannot concentrate on schoolwork. If your child is unwell, please keep them at home until completely well. See p.14 for some information on common childhood diseases that will keep them at home.

Please contact your doctor concerning immunisation. Children enrolling in Kindergarten are required to produce an immunisation certificate. If this is not produced the child will be excluded from school if an outbreak of these preventable diseases occurs at this school.

## Immunisation Clinic

The Immunisation Clinics at the Byron Bay and Brunswick Heads Community Health Centres are available. For more details phone 6685 6254.

## Before School Assessment

This screening program will be offered by the North Coast Area Health Service and is available at both Byron Bay and Mullumbimby Community Health Centres. For more information phone 6685 6254.

## Hearing Clinic

A Hearing Clinic is available on referral from a doctor or from school and is provided through the Byron Shire Community Health. For more information phone 6687 0012.

## Safety

Make sure your children know how to keep themselves safe. Teach them to:

- ★ walk on the footpath and cross the road carefully.
- ★ never run onto the road or step out between vehicles.
- ★ take care when getting off a bus.
- ★ play in safe places.
- ★ go straight home, without loitering, or visiting friends.
- ★ never speak to, or go with, strangers.

After school each day, teachers are on duty to ensure that children board the buses safely, depart Kiss and Ride safely, cross Market Street safely and get across the pedestrian crossing near Station Street safely.

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## **Bangalow PS 'Kiss & Ride' Procedures**

**'Kiss & Ride'** zone operates at Bangalow PS between 8:50am-9:20am and 3:15-3:25pm.

### **On arrival (8:50-9:20am)**

Parents using the 'Kiss & Ride' zone in the morning are asked to pull up on the road in the zone between the two big trees, observe their child exiting the vehicle and walking into the school gate.

The morning procedure will be reviewed by the Principal regularly checking that families are using the zone safely. Reminders of the procedure will be communicated to parents in the school newsletter and school website. This procedure will be communicated to new parents as part of the school enrolment procedure. Parents will be regularly informed that all students should exit the car on the left hand side of the vehicle.

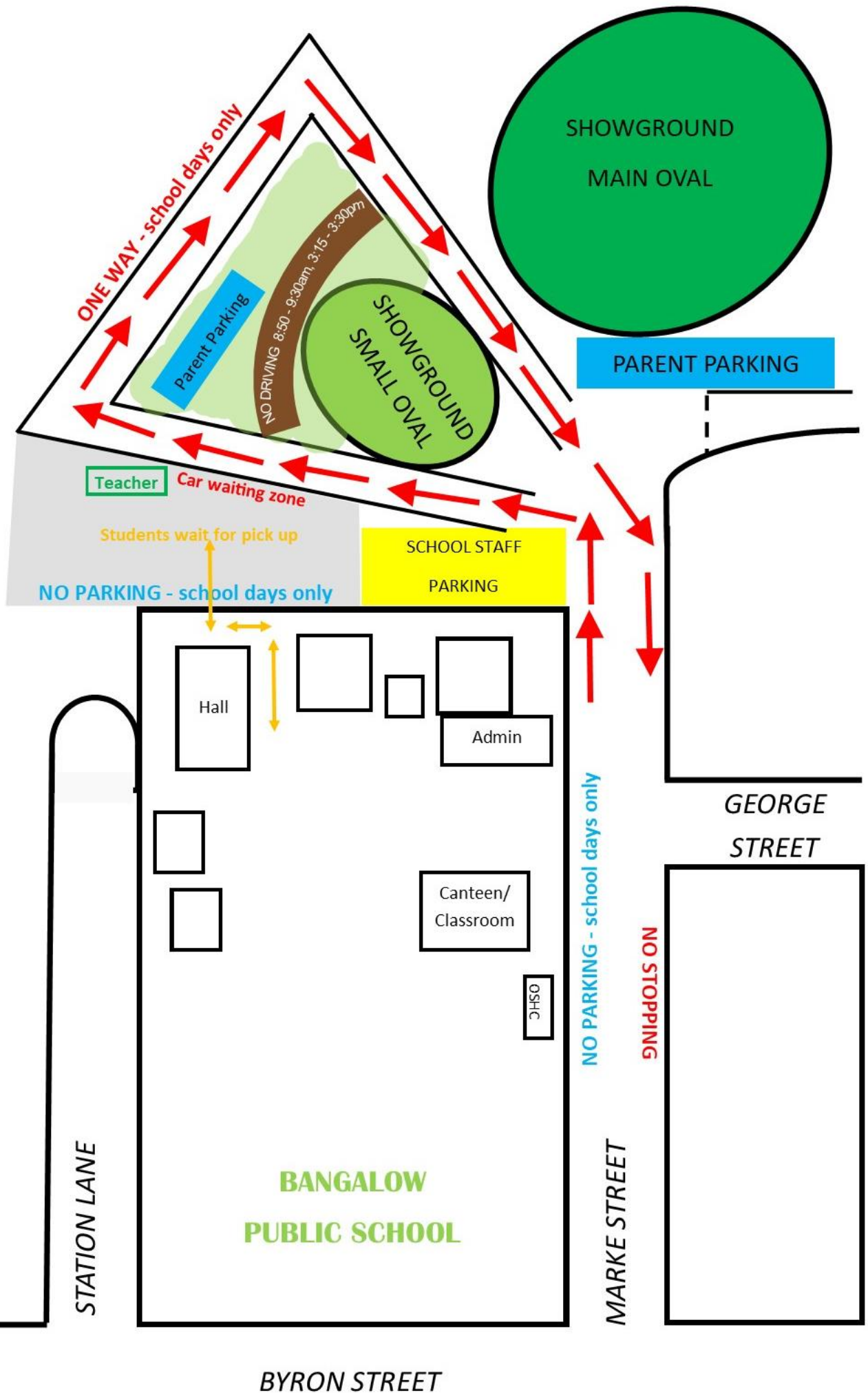
### **On Leaving (3:15-3:25pm)**

A staff member will supervise the 'Kiss & Ride' zone every afternoon from 3:15-3:25pm. The students will wait inside the school gate until a staff member accompanies them to the 'Kiss & Ride' waiting zone. The students will be directed to only the cars that are ahead of the 'roped' off area (car waiting zone). Bangalow Public School staff will ensure that student/s enter the car safely once it has stopped. Students are only to exit and enter on the left hand side of the car.

The following road rules will operate around the Kiss & Ride Zone (refer to map):

1. No Parking on the west side of Market Street between Byron Street and its northern end, shall be effective all days between 8am and 6pm.
2. No Stopping on the east side of Market Street between Byron Street and its northern end at all times.
3. During Kiss & Ride operating times:
  - a. as per **red arrows**, one way – school days only;
  - b. as per **yellow** box, sign area "School Staff Parking - School Days Only";
  - c. as per grey box, no parking – school days only;
  - d. Parents can enter **parent parking** zone by proceeding straight ahead on Market Street, or ensuring they are early (prior to Kiss & Ride line backing up) and park to the west of the Showground Small Oval.
  - e. Once you have dropped off or picked up your child, you must wait for the line to proceed, and follow the cars via the red arrows. Please do not cut across the area to the west of the Showground Small Oval.

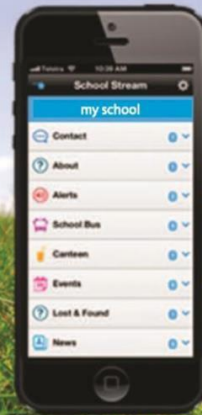




# School Stream

Printed notices are a thing of the past  
Receive real time information from Bangalow  
Public School directly to your mobile device  
when you need it.

**FREE for parents**



## How to get the school stream app on your mobile device

### iPhone / iPad iOS 7.x - 9.x

1. From your mobile device go to the App Store search for School Stream
2. Tap the **FREE/GET** button to the right of the School Stream listing
3. Tap the **INSTALL** button
4. Enter your Apple ID and password & tap **OK**
5. Wait for the install icon to change to **OPEN**
6. Tap the **OPEN** button
7. You will be prompted to accept push notifications, you will need to select **OK**
8. Start typing your school name into the search then **SELECT** your school

### Android / Tablet

1. From your mobile device go to the Play Store search for School Stream
2. Tap the School Stream listing
3. Tap the **INSTALL** button
4. Tap the **ACCEPT** button
5. Wait for the app to install then tap the **OPEN** button
6. Start typing your school name into the search then **SELECT** your school
7. Tap the **DONE** button in the top left

# For Canteen & Uniform Shop

[www.flexischools.com.au](http://www.flexischools.com.au)

## ONLINE ORDERING



- Available 24/7
- Convenient for parents
- Removes paper orders and cash
- **FREE registration**

Online ordering is more convenient, providing a 24/7 payment and ordering system that can be accessed from home, work or a mobile device.

No more fumbling around for coins in the morning or sending kids to school with excess cash, online orders are faster and more accurate giving parents peace of mind that their order and payment is received accurately at the school.

Registration is free and only takes a few minutes.

### EASY, ONLINE REGISTRATION

- Go to [www.flexischools.com.au](http://www.flexischools.com.au)
- Click REGISTER
- Enter your email
- You will be emailed a link to an online form - follow the link
- Choose a username and password and complete the form
- Add each student and their class
- Top-up the account - VISA or Mastercard preferred.



**Place lunch orders from your phone, tablet or home PC!**

For help call  
**1300 361 769**  
**flexischools**



# PREPARING FOR SCHOOL



Parents and caregivers can do a lot to help prepare their child for Kindergarten before the big “first day”. In the lead up to starting school, it is beneficial for children to be given plenty of opportunities to practise the following skills.

## Writing their name

- Encourage your child to practise writing their first name, using a capital letter at the beginning and lower case letters for the remainder of their name. One of the biggest challenges that Kindergarten teachers face is trying to “unteach” the incorrect use of capital letters in names!

## Getting dressed independently

- Practise putting on and taking off school shoes, socks, jumpers and rain coats independently.
- Give your child plenty of opportunities to practise tying their own shoelaces.

## Packing and carrying their school bag

- Familiarise your child with their school bag. Give them plenty of time to get used to wearing it on their back.
- Show them how to take it off and put it on safely.
- Practise taking their lunch box in and out of their school bag and show them how to open and close the zippers.



## Wearing a hat to play outside

- Students will be required to wear a school hat whenever they play outside. Allow students to become familiar with the idea of “no hat, no play”.
- When children come inside, get them to practise putting their hat in a designated place to keep it safe.

## Preparing for eating breaks

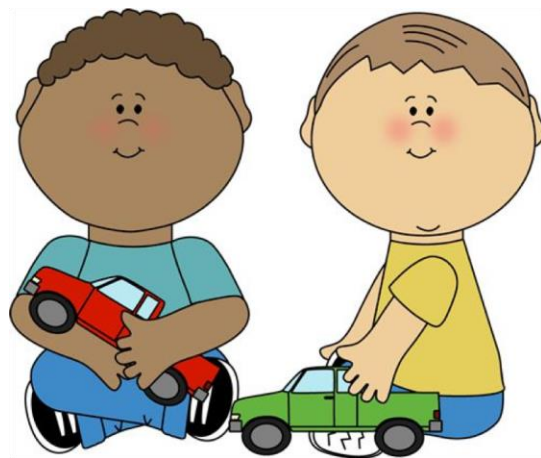
- Make sure your child is able to open any lunch boxes that they will be bringing to school. Give them opportunities to practise this.
- Practise unwrapping packed lunches and disposing of rubbish correctly.
- Familiarise your child with the different eating times and what is eaten when (e.g. morning tea, lunch).
- Show your child how to use their drink bottle and bubblers if applicable.





## Social skills

- Give your child plenty of opportunities to play cooperatively with other children.
- Practise sharing and taking turns.
- Discuss how their own behaviour can affect others and encourage them to apologise when they make a mistake.
- If possible, arrange some play dates with other children. This is also a good opportunity to help your child learn how to separate from their parent or carer without too much distress.



## Tidying up after themselves

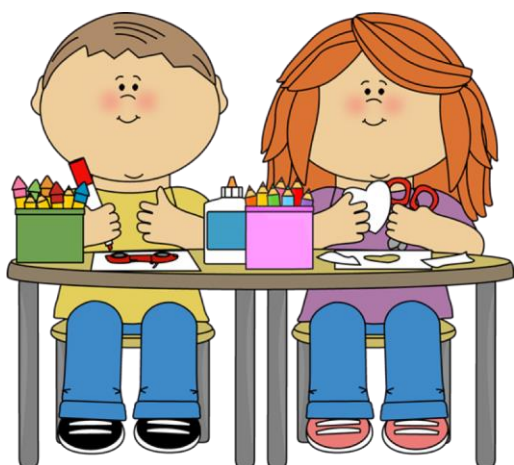
- When your child finishes an activity, encourage them to practise putting the activity away.

## Using the toilet independently

- Discuss with your child how they will use the toilets at school.
- It is important that your child understands that they will be given regular times to go to the toilet throughout the school day and that they will be able to go the toilet at other points if they need. However, they MUST ask the teacher before they go.
- For boys, familiarise them with urinals and make sure they know how to use them correctly.
- We ask that you please pack a spare pair of underpants in your child's school bag- just in case!

## Personal hygiene

- Make sure your child always washes their hands after going to the toilet.
- Get your child to practise using a tissue and wiping their own nose.



## Fine Motor and Gross Motor Skills

- Practise using scissors safely, and holding them correctly to cut along straight lines.
- Practise holding a pencil with control, and encourage your child to use the correct pencil grip.
- Encourage your child to enjoy a variety of indoor and outdoor play, and to engage in activities that develop their balance and co-ordination.

# LANGUAGE & NUMERACY SKILLS

## Simple Language Skills

- Read read read! We encourage you to read to your child as much as possible. Encourage your child to practise sitting still and listening to a story for a few minutes. Ask your child questions about the stories that you read to them- e.g. *“What happened next?”* or *“What was your favourite part?”*
- Children who enjoy books are always more enthusiastic to learn to read on their own. Help your child to practise holding a book upright and turning the pages.

### Read Aloud 15 Minutes a Day

Reading aloud introduces new words, grammar and concepts that you may not use during regular talking. An average children's picture book contains around 500 words. That adds up fast!

Experts in literacy and child development have discovered that if a child knows 8 nursery rhymes by heart by the time they're four years old, they're usually among the best readers by the time they're eight.

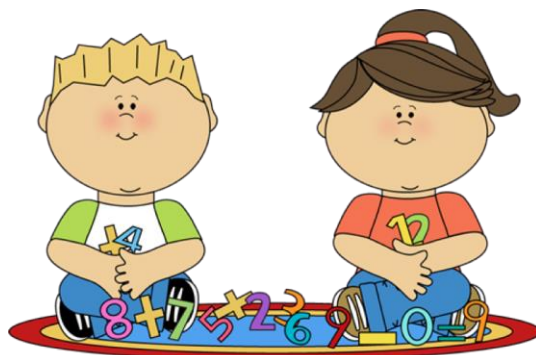
*Mem Tex- Reading Magic*

miss Learning Bee

- Encourage your child to talk to other people about familiar objects and events.
- Practise following simple two step instructions e.g. put on your pyjamas, then go and brush your teeth.
- Allow your child to use a variety of tools (pencils, pencils, markers, paintbrushes, sticks in dirt) to draw, scribble or write known words.
- Encourage your child to communicate their needs e.g. I'm thirsty, I need to go the toilet.

## Numeracy Skills

- Practise simple counting. **If** your child is ready for it, practise counting backwards.
- Give your child opportunities to practise identifying numerals from 1-10 and count out the corresponding amount of objects.
- Use words such as “many”, “a lot”, “more”, “less”.
- Encourage your children to distinguish between opposites- up and down, under and over, day and night.
- Discuss colours, shapes and sizes. Practise matching objects that are similar shape, colour and size.



# THE FIRST DAY OF SCHOOL

The first day is a very exciting event, but it can also be overwhelming! The following will help the first day of school to run as smoothly as possible for you and your child.

## The night before:

- Help your child to pack their bag the night before school starts to make sure they have everything they need- hat, jumper, water bottle, spare pair of underwear etc.
- Make sure that EVERY item is clearly named.
- Ensure a good night's sleep.



## In the morning:

- Eat a healthy breakfast.
- Prepare a healthy lunch for your child. Show your child what they have for each food break. Ensure they are able to open everything themselves.
- Talk to your child about what they are looking forward to about the day ahead. Reassure them that they will receive instructions from their teacher about when it is time for food breaks etc, and that they just need to ask the teacher if they are uncertain about anything. While they are still calm, discuss how you will say goodbye so that your child knows what to expect. Let them know that you will leave once you've said goodbye, even if they are a bit upset. Reassure them that they will be alright, even if they are feeling a little bit nervous!
- Leave plenty of time to get to school- running late is always very stressful for children.

## Once at school:

- Show your child where you will pick them up in the afternoon. Remind them of where the toilets and bubblers are (if applicable).
- Once children are lining up and moving off to their classrooms, please say goodbye to your child and leave them to their school day. If your child becomes upset, do not prolong the farewell. They will be well looked after and will always calm down once they are distracted by all the exciting activities that they are doing in the classroom! We will always call you if there are any problems.

## After school

- Please be on time to pick up your child.
- Your child will be brought to the designated meeting spot with the classroom teacher at the end of the day.
- Spend time asking questions and listening to your child talk about their day.
- Give them lots of opportunities for play and rest!

# THE FIRST FEW WEEKS



**For the following days and weeks:**

- Don't be concerned if your child is extremely tired- they will often come home exhausted to begin with and may take a few weeks to adapt.
- Don't plan too many activities after school until your child adjusts to the school routine.
- Don't keep your child home from school unnecessarily, as this can impact on the child's learning and settling process.
- Speak to your child's teacher about any concerns you may have. Remember to give your child a chance to settle and adapt to their new school environment.
- Regularly check communication from the school and classroom teacher, to ensure you are well informed about school events and anything you may need to be assisting your child with at home.

We can't wait for your child to join us at school!  
We look forward to sharing the journey with you!

