



WOONGARRAH PUBLIC SCHOOL

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Principal: Leonie Clarkson

Preparing our students for the opportunities and challenges arising in an ever changing world as successful learners, confident, connected and creative global citizens.

Friday 31 January 2020

NEWSLETTER

Issue 1

Welcome

A warm welcome to 2020. As always, we are excited to begin the school year and to continue working together as a school community to prepare our students for the opportunities and challenges arising in our ever changing world. Our school holidays were overshadowed by the tragedy of the bushfires across Australia and our thoughts extend to anyone affected by the fires, as well as our thanks to all of those in our community and beyond who volunteered in a range of ways throughout the holidays.



LET THE LEARNING BEGIN!

We have enjoyed a smooth start to 2020 and all classes are organised and looking forward to learning lots of new ideas, knowledge and skills this year.

The number of classes that we can create is determined by a staffing formula used in all NSW Public Schools. Based on the information we had at the end of 2019, we anticipated 18 classes for 2020 and we were able to move into these classes after lunch on Day 1.

We form mixed class groups in each grade from K – 6, with the priority consideration is that classes are constructed to create the optimum conditions for learning. Staff spend time in seeking to put together groups that will enable students to work effectively throughout the year. We look to keep a balance of boys and girls and a balanced mix of academic ability. There is also consideration of social groups that would best support quality teaching and learning.

Sometimes parents have information that they wish to share in regard to their children, and while this is taken into consideration, we are not always able to meet all the special requests that parents make. Please be aware that these requests need to be made in writing by the beginning of term 4 to allow due consideration.

The primary years of schooling are an important time for students to grow and change as people and to expand their social network. Friendship groups are taken into account in the formulation of classes but it may be an opportunity to make new friends and to see other friends at recess and lunch.


KICK START 2020 EVENT

We have decided to start 2020 with a BBQ after school on Tuesday 11 February (Week 3) for you to meet your child's teachers, collect information about the year ahead and enjoy a sausage sizzle with us. This event replaces the traditional Meet the Teacher event because we want to provide a more personal approach. The same information regarding class routines will be available on a take home newsletter, but this way you get to say hello in person, ask questions and meet other families.

A separate reminder flyer will be sent home next week and we hope you can join us.

THE WOONGARRAH WAY

In 2018, the school reviewed our anti-bullying policy and programs for students in K-6. One of the outcomes of this work was a revised program for the first two weeks of school called **The Woongarra Way**. Over the first two weeks all students participate in a series of explicit lessons around the values, rights, rules and responsibilities that guide the way we teach and learn together at Woongarra. A copy of the lessons for each year is included for your information.

<div>  <div> The Woongarra Way Anti-bullying Program </div> </div>							
Term 1 Weeks 1-2							
Lesson	Kindergarten	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
1	Our School Rules	Our School Rules	Our School Rules	Our School Rules	Our School Rules	Our School Rules	Our School Rules
2	School Environment	School Environment	School Environment	School Environment	School Environment	School Environment	School Environment
3	Be Safe	Be Safe	Be Safe	Be Safe	Be Safe	Be Safe	Be Safe
4	Be Kind	Be Kind	Be Kind	Be Kind	Be Kind	Be Kind	Be Kind
5	Be Fair	Be Fair	Be Fair	Be Fair	Be Fair	Be Fair	Be Fair
6	Be Great	Be Great	Be Great	Be Great	Be Great	Be Great	Be Great
7	Feelings	Feelings	Feelings	Feelings	Feelings	Feelings	Feelings
8	WPS Strategy: High Fives	WPS Strategy: High Fives	WPS Strategy: High Fives	WPS Strategy: High Fives	WPS Strategy: High Fives	WPS Strategy: High Fives	WPS Strategy: High Fives
9	Worry Woos Program					Peer Playground Buddies	Peer Playground Buddies

SCHOOL PHOTOS

Tuesday 25 February (Week 5). Envelopes are being sent home today.

SWIMMING CARNIVAL

Our Year 3-6 Swimming carnival will be held at Wyong Pool on 18 February 2020.

- The swimming carnival is for **competitors only**.
- All competitors **must be able to swim 50m unaided** in a competitive racing situation
- Students can select which events they like to swim in on the day.

Permission notes will be distributed to the interested students. Anybody still requiring a note can get these from the office. Permission notes are due back at the school office no later than Friday 14 February 2020.

REPRESENTATIVE SPORT

In 2020, Woongarrah Public School plans to enter a number sporting gala days and competitions for Stage 2 and 3 children depending on dates, location and teacher availability. Children in Stage 3 will also have the opportunity to trial for zone (Wallarah) and regional (Sydney North) sports teams that they may excel in outside of school.

Sports include – Rugby League, Rugby Union, AFL, Cricket, Netball, Hockey, Softball, Soccer, Basketball, Touch Football, Golf and Tennis.

Please be aware that –

- only students who play at a very high standard at club level or representative level should nominate
- each team will be an Under 12s age group unless stated otherwise
- parents are required to provide the transport to and from these trials
- trials will be held during school hours
- trials may be anywhere from Newcastle to Sydney
- if selected for a Sydney North team your son or daughter will be required to travel weekly to train for a period of 3-6 weeks
- if selected for a Sydney North team your son or daughter will be required to play in a carnival anywhere in the State
- if selected for a Sydney North team expenses can exceed \$1000 at times
- some sports have limited numbers that are available to attend the trial due to popularity. In the case of having more entries we would have a school trial before hand to decide who attends
- in the case of no nominations for a sport we may invite students to take part in the trial

Any further questions regarding these trials please contact Mr Demir.

SOME REMINDERS

Stationery – IS NOT REQUIRED. The school provides all items required by students. In previous years, we have asked parents for a contribution towards the cost of Student Resource Packs, however, this will not be necessary again in 2020.

Uniform – I look forward to seeing the students continuing to show pride in themselves and the school by wearing their uniform neatly and correctly. It is important that we work together to maintain a consistently high standard. This includes black shoes for all students - black runners are acceptable. Uniforms are available from Lowes @ Lake Haven.

Please label everything!

The P&C operates a second hand uniform stall – dates will be advised after the first meeting (9am next Wednesday). Assistance is available to families who may be struggling to afford uniforms. A confidential application form is available from the office.

Hats and being sun safe – students must wear a hat if they wish to play in the open playground. Hats are available from the school office for \$10. Having your child's name written on the outside on the brim will help to ensure that hats are not lost.

STAFF ORGANISATION 2020

The teaching staff for 2020 is as follows:

<u>Principal</u>	Mrs Clarkson			
<u>Deputy Principal</u>	Mrs Buhr			
<u>Assistant Principals</u>	Mr Smith	Mrs Lee	Mrs Dempsey	Mrs Guest 0.4

Mrs Guest	K	HB6
Mrs Kelly	K	HB7
Mrs Johnson	K	HB5
Mrs Ruskin	1	HB9
Mrs Mileto	1	HB10
Mrs Ella, Ms Patterson alt Monday	1/2	HB11
Ms White	2	HB13
Mr Mills	2	HB14
Mrs Hearne (Tu-F) and Mrs Preece (Mon)	3	HB2
Mr Vrolyk	3	HB1
Mrs Hindson	3/4	HB12
Ms Miller	4	HB3
Ms Baker	4	HB4
Mr Demir	5	HB22
Mrs Khan (M-W) and Mrs Le Loux (Th-F)	5	HB21
Mrs Nicolas	5/6	HB19
Mrs Black	6	HB16
Mr Cavanagh	6	HB15
Mrs Stanford	School programs	
Mrs Topping (Mon, Tues)	School programs	
Ms Patterson (Tues, Wed, Thurs)	RFF	
Mrs Rawson (Wed)	RFF	
Mrs Dezius (Tues, Wed, Thurs)	Learning and Support	
Mrs Gilbert	Teacher / Librarian	
Mrs Stannard (Mon, Thurs)	School Counsellor	
Non-teaching staff		
Mrs Stanford (Mon, Tues, Wed)	School Administrative Manager	
Ms Sharp (Wed, Thurs, Fri)	School Administrative Manager	
Mrs Dewar	School Administrative Officer	
Mrs Kent (Tues, Wed)	School Administrative Officer	
Mrs Kirk (Mon, Thurs, Fri)	School Administrative Officer	
Mrs McGilvray	School Learning Support Officer	
Mrs Carmody	School Learning Support Officer	
Mrs Beresford	School Learning Support Officer	
Mrs Lynn	School Learning Support Officer	
Mrs Denier (Wed, Thurs, Fri)	School Learning Support Officer	
Mrs Patterson (Mon, Tues, Thurs, Fri)	School Learning Support Officer	
Mr Barraclough	General Assistant	
Mr Goddard	Spotless Site Representative	

CANTEEN NEWS

We are thrilled to welcome our new canteen providers for 2020. A copy of the exciting new menu is attached with this newsletter.

The canteen is open 5 days per week.

INFORMATION FOR FAMILIES

There are several attachments to this week's newsletter that you may find useful, including the

- *Family Information Booklet*
- *Canteen menu*
- Communication Guide – Who Should I Talk To About...

The ***Family Information Book*** includes the following information:

- School hours, term dates and bell times
- Attendance guidelines and arriving and departing from school procedures
- Routines
- Behaviour Code for Students and School Rules
- Health Information
- Weekly Behaviour Card (these start in Week 2)
- Uniform
- Fruit Break
- Complaints
- Parent Helpers, Visitors and Volunteers

K-6 ASSEMBLY ROSTER 2020

Assemblies occur at 2:20pm on Friday on alternate fortnights for Years K-2 and Years 3-6. Parents and community are most welcome to attend the assembly in the school hall.

Wk	Term 1	Term 2	Term 3	Term 4
1		Ministers	Ministers	Ministers
2	K-2 Sing-a-long Ministers	HB13	HB10	HB5
3	Student Leaders Induction	HB22	HB4	HB1
4	HB10	HB5	HB9	HB6
5	Ministers	Ministers Talent Showcase	Ministers Talent Showcase	HB12
6	HB9	HB14	HB14	HB7
7	HB16 Bronze Awards begin	HB15 Silver Awards begin	HB3 Gold Awards begin	Minister Speeches 3-6 Assembly Super Gold Awards
8	K-2 Sing-a-long Ministers Bronze Awards begin	HB6 Silver Awards begin	K-2 Sing-a-long Ministers Gold Awards begin	HB13 Super Gold Awards
9	HB19	HB21	HB2	Ministers Talent Showcase
10	HB11	HB7	H11	Year 6 Farewell Assembly Wednesday

NOVEL CORONAVIRUS UPDATE

Current advice from the Australian Government Department of Health for parents and staff in relation to enquiries about the Novel Coronavirus is:

- People who have been in contact with any confirmed Novel Coronavirus cases must be isolated in their home for 14 days following exposure;
- Returned travellers who have been in Hubei Province of China must be isolated in their home for 14 days after leaving Hubei Province, other than for seeking individual medical care.

Students and staff currently excluded from school are those who:

- over the last 14 days has visited the province of Hubei in central China. They should not return to school or child care services for a period of 14 days after leaving China, as the coronavirus' incubation period can be as long as two weeks or
- are under medical assessment or
- have been diagnosed with the Novel Coronavirus or
- have had close contact with a confirmed case of the Novel Coronavirus. The Ministry of Health has processes in place to identify any close contacts of cases confirmed in Australia.

In addition The NSW Ministry of Health and NSW Department of Education have recommended that:

- Any student or staff member who was in China, including Hong Kong but excluding the province of Hubei over the past 14 days is recommended not attend school or child care services for a period of 14 days after leaving, as the Novel Coronavirus' incubation period can be as long as two weeks.

Students who returned to Australia more than 14 days ago and have shown no symptoms are able to return to school this week.

There has been a small number of cases of confirmed Novel Coronavirus in New South Wales.

The Ministry of Health has processes in place to identify any close contacts of cases confirmed in Australia. Advice about not attending school would be provided to these close contacts by the Ministry of Health.

Consistent with current guidelines, staff and students who are unwell with respiratory illness should remain at home until symptoms resolve. In accordance with our current practice if any child becomes unwell we will implement our infection control guidelines and follow the advice provided by the Ministry of Health as appropriate.

We will continue to monitor the situation closely and take advice received from NSW Ministry of Health and NSW Department of Education to ensure we are responding to the situation appropriately.

MUSIC BUS

The Music Bus are taking new student enrolments for Term 1. The program is open now and ready to enrol your child. Running weekdays at School. The Music Bus have limited availability in Singing, Keyboard, Guitar, Drum and Ukulele and so it is advised to enrol asap.

The Music Bus is a wonderful music program that many students are already enjoying – a cost-effective way for students to get fun and specialist music lessons without parents having to travel all over the area after school. Cost of lessons is only \$20 per week (Drums \$22).

If you're interested in your child having music lessons through The Music Bus, check out their website at www.themusicbus.com.au or call [1300 168 742](tel:1300168742)



WOONGARRAH PUBLIC SCHOOL

PRACTICES AND PROCEDURES

COMMUNICATING WITH STAFF - WHO SHOULD I TALK TO?

It is important that parents are able to access teachers at times that are convenient to both parties. To ensure that parents can raise issues, have their questions answered or concerns dealt with we need protocols for open and honest channels of communication.

School practices and procedures

- If you have a concern or question about your child or the school's programs, please consult the guide below to determine who you should speak to first.
- Before school, teachers are busy making final preparations for starting the day. Teachers will be in meetings or in their classrooms setting up for the day after 8.30am. This is not a convenient time to approach the teacher for a chat about your child without prior arrangement. If you have a quick message you would like to give the teacher that should be fine. For any more substantial matter please make an appointment for a more suitable time.
- Likewise, after the bell has rung for the start of school, please do not enter your child's classroom or attempt to speak with the teacher. The teacher must give his or her full attention to the students at this important settling in time. We appreciate parents leaving the school when the bell rings at 9am to allow your child to begin to focus on school.
- You can make an appointment with a teacher by contacting the Administration Office and asking for the teacher to contact you. If you ask to make an appointment, please briefly note what you would like to discuss so the teacher can prepare.
- If you need to get a message to your child during the school day, please make sure it is an urgent matter, for example, going home arrangements have changed. Contact the Office before 2:30pm to allow time for messages to be given.
- Staff response to emails – the speed of sending an email may lead one to expect an equally speedy response. However, teachers may not check email during the school day. They may then need time to find the answer to your enquiry before replying. We endeavour to respond to emails within three working days.

Respectful communication with staff

- Please speak politely to staff. Respect between people is the basis of a harmonious community.
- Please do not complain to a staff member about another staff member. If you have a complaint, follow the guidelines in the Complaints Resolution Policy.
- Gossip is only ever harmful. Please refrain from passing on gossip about staff, students or fellow parents.
- Please also be respectful when using Facebook or other forms of social media. Negativity can spread rapidly so it is far better to raise any issues with the staff member who can help you.

Who should you speak to?

Should you have any concerns about your child's school experience we ask that you contact your child's teacher in the first instance. Make an appointment and organise a time to talk with the teacher in an unhurried and confidential atmosphere.

If the teacher cannot resolve the issue, or provide you with a satisfactory response, the teacher or you may ask for the issue to be addressed by a member of our school leadership team.

Concern	Action
The academic progress or welfare of your own child	Contact your child's teacher by note, phone or in person to arrange a suitable time to discuss any issues. If possible, state the nature of the concern to allow the teacher time to collect any information that may assist.
Actions of other students	Contact the class teacher for further information, as above. The class teacher may ask for the executive to address the issue in some cases.
School policy or practice	Contact the office and state nature of concern. The office staff will advise you of the appropriate person to meet with and assist you to make an appointment to meet with the appropriate member of staff.
Actions of a staff member	Contact the office and state nature of concern. The office staff will advise you of the appropriate person to meet with and assist you to make an appointment to meet with the appropriate member of staff.
Change of information	Contact the office to convey information about change of address, telephone number, emergency contact, custody details, health issues, medication etc. This can be done in person, on the phone, or via email.

Executive Staff

Kindergarten	Mrs Guest
Year 1	Mrs Buhr
Year 2	Mr Smith
Year 3, Year 4	Mrs Lee
Year 5, Year 6	Mrs Dempsey

If you feel that we cannot resolve any concerns you may have after talking to your child's teacher, a member of the school executive and ultimately the principal, you can contact the Education Director responsible for this school. The Director is located in the Tuggerah office of the Department of Education, ph: 4357 5300

February 2020

Sun	Monday	Tuesday	Wednesday	Thursday	Friday	Sat
	27	28	29	30	31	1
	Public Holiday (Australia Day)	Staff return	Years 1-6 begin Kindy Best Start	Kindy Best Start	Kindy Best Start Newsletter	
2	3	4	5	6	7	8
	Week 2 Kindy begin Woongarra Way Week	Music Bus lessons resume this week	P&C Meeting	Aboriginal cultural groups begin	Communication cards begin Newsletter	
9	10	11	12	13	14	15
	Week 3	Kick Start 2020 event Safer Internet Day	Evacuation drill	WCS Principal visit Y6-7	Student leaders induction	
16	17	18	19	20	21	22
	Week 4	Swimming carnival			Newsletter	
23	24	25	26	27	28	29
	Week 5 Friendly Schools Week	School Photos	WCS Year 7 Information evening	SRE / SEE begins	Clean Up Schools Day	

Key events this month:

- **The Woongarra Way** is a series of lessons for the first two weeks designed to remind and teach students of the rights, rules and responsibilities of being a student at Woongarra.
- **Weekly communication cards** are issued at the end of Week 2 for students to begin the annual quest for Super Gold status. An explanatory letter is sent home with the card.
- **Swimming carnival** for Years 3-6 competitors only @ Wyong Pool
- **Student Leaders Induction** assembly 2:15 pm Friday 14 – Ministers, House Captains and SRC members receive their badges and make their pledges.
- **Assembly** begins In Week 3 – K-2 and Years 3-6 alternate each week, with a different class leading the assembly on a roster. 2:15pm Friday @ school. All welcome
- **Cultural classes** with Jonathon for Aboriginal students in Years 1-6 commence in Week 2.
- **Music Bus lessons** recommence in Week 2 – see the office for details if interested
- **Kick Start 2020 BBQ** Come along to meet your child's teacher(s) and collect a newsletter to learn about how your child's class operates.

March 2020

Sun	Monday	Tuesday	Wednesday	Thursday	Friday	Sat
1	2	3	4	5	6	7
	Week 6 Friendly Schools AECG Meeting		Zone swimming P&C AGM		Newsletter	
8	9	10	11	12	13	14
	Week 7 Friendly Schools Week	Y6-7 HS applications distributed		Selective High School test		
15	16	17	18	19	20	21
	Week 8 Anti-Racism Week	Y6-7 HS applications due	WCS Academic test (Y6-7)	Harmony Day	National Day of Action Against Bullying Newsletter	
22	23	24	25	26	27	28
	Week 9 Tell Them From Me Week	Y6-7 WCS Visit				
29	30	31	1	2	3	4
	Week 10 Stage 3 camp	Stage 3 camp	Stage 3 camp P&C Meeting Parent/teacher meetings		T1 in review newsletter	
5	6	7	8	9	10	
	Week 11	Cross Country carnival	Stamp out bullying show ANZAC assembly	Easter Parade Last day Term 1	Good Friday	

Key events this month:

- Weeks 5-7 include the launch of our updated **Friendly Schools Anti-Bullying Program** of lessons K-6.
- This culminates with the **National Day of Action against Bullying**.
- Week 8 is **Anti-Racism Week** including **Harmony Day** on Thursday 19
- Stage 3 are off the **camp at Broken Bay** in Week 10.
- **Wallarrah Zone swimming carnival** @ Mingara
- Tell Them From Me Week – **Student Voice**: students in Years 4-6 complete this annual online survey as part of our continual school improvement process
- **A Wellbeing Show** (Free) in Week 11
- **Selective HS tests** are for Year 6 students who wish to apply for a selective class placement for high school.