

# Cooma North Public School



## Information Book

# COOMA NORTH PUBLIC SCHOOL

*“Creating life-long learners who will lead fulfilling lives, valuing themselves and others”.*



We are a Positive Behaviour for Learning (PBL) School and we focus on five core values. They are:

**RESPONSIBLE – RESPECTFUL – SAFE – RESILIENT - ACTIVE LEARNING**



## GENERAL SCHOOL INFORMATION

**School Hours**

|          |          |
|----------|----------|
| Commence | 9:05 am  |
| Recess   | 11:20 am |
| Lunch    | 1:30 pm  |
| Finish   | 3:10 pm  |

**School Address** 34 Baroona Avenue  
COOMA NSW 2630

**Mailing Address** 34 Baroona Avenue  
COOMA NSW 2630

**School Telephone** 02 6452 1742

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

**School Website** [www.coomanth-p-schools.nsw.gov.au](http://www.coomanth-p-schools.nsw.gov.au)



## TERM DATES 2023

|            |  |
|------------|--|
| TERM ONE   | <b>Students return to school Tuesday 31 January<br/>Tuesday 31 January to Thursday 6 April 2023</b>  |
| TERM TWO   | <b>Students return to school Wednesday 26 April<br/>Wednesday 26 April to Friday 30 June 2023</b><br><br><u>Public Holidays</u><br>Monday 25 April (Anzac Day)<br>Monday 12 June (King's Birthday) |
| TERM THREE | <b>Students return to school Tuesday 18 July<br/>Tuesday 18 July to Friday 22 September 2023</b>   |
| TERM FOUR  | <b>Students return to school Monday 9 October<br/>Monday 9 October to Friday 15 December 2023</b>  |

## STAFF MEMBERS 2023

### PRINCIPAL

Jo Tozer

### ASSISTANT PRINCIPAL

Julie Hedger Instructional Leader Literacy

### ASSISTANT PRINCIPAL

Brooke Findlow Instructional Leader Curriculum

### ASSISTANT PRINCIPAL

Suse Nichols Instructional Leader Wellbeing/Aboriginal Education

### ASSISTANT PRINCIPAL

Emma Moses Instructional Leader Learning and Support

### 2023 CLASSES

|              |                                   |               |
|--------------|-----------------------------------|---------------|
| <b>KD</b>    | Linley Davis                      | Early Stage 1 |
| <b>KMS</b>   | Brooke Martin-Smith               | Early Stage 1 |
| <b>1/2FG</b> | Rachel Fergusson & Chrissy Graham | Stage 1       |
| <b>1/2W</b>  | Michelle Ward                     | Stage 1       |
| <b>1/2D</b>  | Logan Duncombe                    | Stage 1       |
| <b>3/4B</b>  | Jenny Brown                       | Stage 2       |
| <b>3/4L</b>  | Jade Lee                          | Stage 2       |
| <b>3/4S</b>  | Paul Schulz                       | Stage 2       |
| <b>5/6C</b>  | Natalie Condello                  | Stage 3       |
| <b>5/6S</b>  | Laura Sky                         | Stage 3       |
| <b>5/6W</b>  | Chloe Wearne & Zoe Rolfe          | Stage 3       |

### ADDITIONAL TEACHING STAFF

|                |                                    |
|----------------|------------------------------------|
| Librarian/STEM | Chrissy Graham                     |
| Science RFF    | Bec Browne                         |
| HSIE RFF       | Bianca Watman                      |
| CILSP          | Anne Graham                        |
|                | Zoe Rolfe and Brittany Hook-Davies |

### LEARNING SUPPORT STAFF

|       |   |
|-------|---|
| CILSP | Brooke Crawford, Kyrsty Shaw, and Kimberley Dwyer,<br>Ashley Newman |
| SLSO  | Sue Lynch, Alison Griffis, Jane Kanowski and Jan Hassall            |

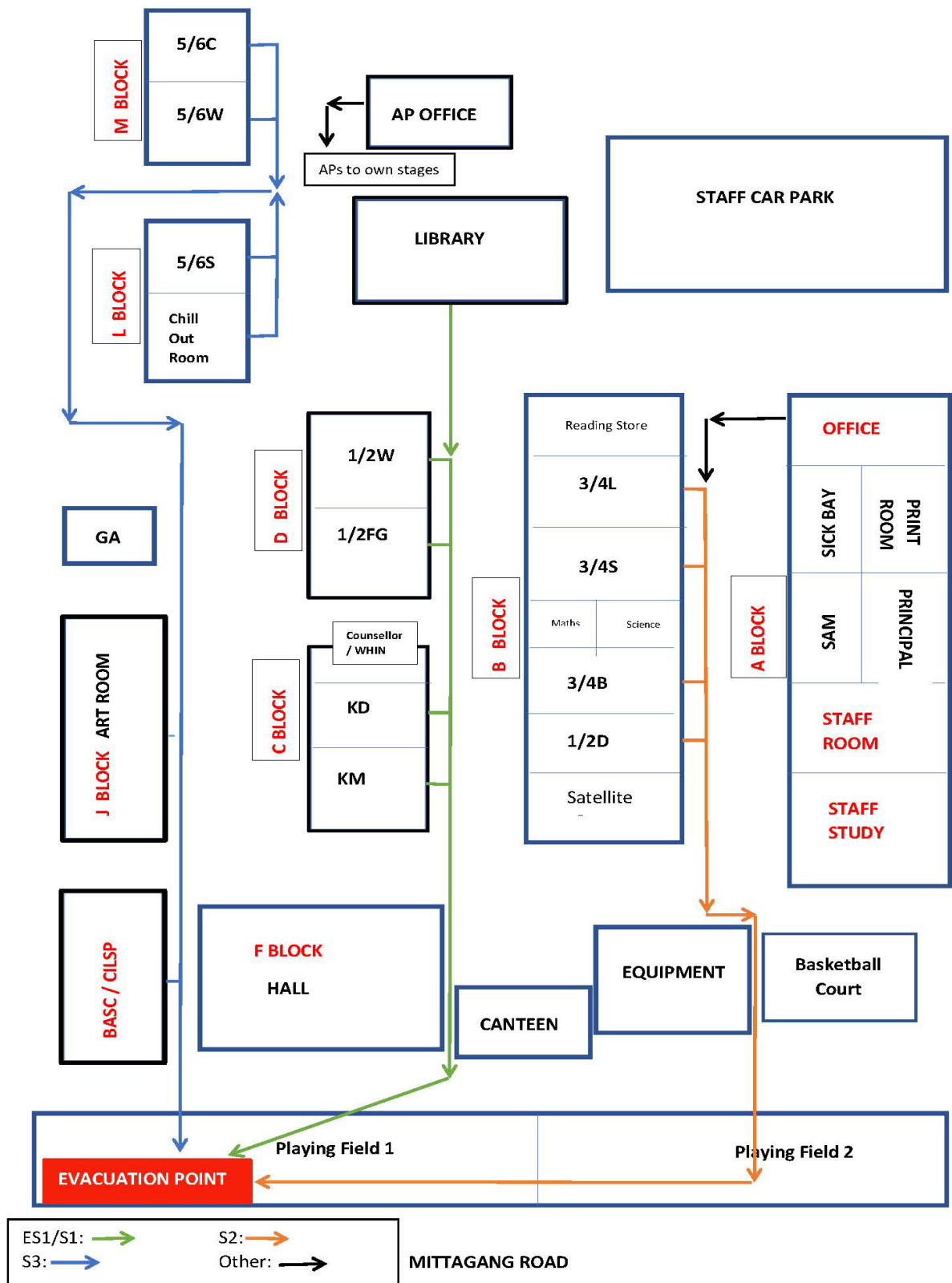
### ADMINISTRATIVE AND SUPPORT STAFF

|                                |   |
|--------------------------------|---|
| School Administration Manager  | Virginia Mensinga   |
| School Administration Officers | Sarah Turner, Annette Rendoth, Tanya O’Ryan,<br>Kyrsty Shaw and Tammy Underwood (Library) |
| General Assistant              | Daniel Shirvington  |

### OTHER

|                                |                |
|--------------------------------|----------------|
| School Counsellor              | Collette Vine  |
| Chaplain                       | Tara Reading   |
| Wellbeing Health Inreach Nurse | Nikki Rabbitte |
| Aboriginal SLSO                | Shearna Russ   |

# SCHOOL MAP 2023



## STAGES OF LEARNING

Our school has been organised into the four learning stages as recommended by the NSW Board of Studies, the Eltis Review and the Hegney Review into Education. The list below details how these stages are structured. We believe that organisation into these stages will assist children's learning as all official syllabuses are published in this fashion together with outcome statements for teachers.

| <b>Chronological Curriculum Year</b> | <b>Stage</b>  |
|--------------------------------------|---------------|
| Kindergarten                         | Early Stage 1 |
| Year 1 & Year 2                      | Stage 1       |
| Year 3 & Year 4                      | Stage 2       |
| Year 5 & Year 6                      | Stage 3       |

## CURRICULA

Primary learning includes whole-class, group and individual activities designed to develop an inquiring mind and teach basic learning skills needed for schooling and later life.

Literacy and numeracy are the building blocks of learning and that is why English and Mathematics take up half of students' learning time in primary school.

### ENGLISH

Our school teaches children to read widely with understanding and enjoyment, to spell accurately and use correct grammar in a variety of forms. High literacy levels are something our school particularly strives to develop. Staff teach children to listen and communicate orally in a variety of situations. All students experience a range of good literature and aspects of the mass media. Students for whom English is not their first language will be given particular assistance, as will students with disabilities and learning difficulties. Fundamental emphasis is on Reading and Writing, Speaking and Listening.

### MATHEMATICS

All students are taught Mathematics based on the curriculum provided by the National Education Standards Authority (NESA). The primary goal for all children is the development of positive attitudes, knowledge and skills in Maths to enable daily living and problem solving. The use of concrete materials and new technologies is emphasised in the development of basic concepts.

### SCIENCE AND TECHNOLOGY

Cooma North Public School presents learning opportunities using the NSW curriculum in such a way that students obtain knowledge and develop skills of enquiry, investigation and problem solving. Children gain essential knowledge and understanding about their natural environment - physical, living and people's interaction with it. The teachers and children interact with modern technology to assist learning. Units of study are prepared by teachers at each stage of learning.

### HISTORY and GEOGRAPHY

Students are taught about the people in Australia and other parts of the world; and the social and physical environments in which they live. Through acquiring information, using an enquiry process and in social and civic participation, students are encouraged to develop positive values and attitudes about themselves, others, the world that they live in and their future.

## CREATIVE ARTS

Planned activities in visual arts, music, drama and human movement are provided for all children to encourage appreciation, self-expression and creativity. Children have opportunities to perform before an audience in this variety of art forms. Teachers provide opportunities to manipulate a variety of materials, and use tools/implements according to their needs, interests and abilities.

## PERSONAL DEVELOPMENT/HEALTH/PHYSICAL EDUCATION (PDHPE)

At Cooma North Public School we encourage all children to develop an active and healthy lifestyle. They are provided with knowledge about themselves and with opportunities to develop skills in interpersonal relationships. There is a regular program of physical activities, personal development and sport.





## **LEARNING ACROSS THE CURRICULUM**

In addition to the six Key Learning Areas (KLAs), learning across the curriculum content is integrated.

### **Cross-Curriculum Priorities**

Cross-curriculum priorities enable students to develop understanding about and address the contemporary issues they face.

- Aboriginal and Torres Strait Islander histories and cultures
- Asia and Australia's engagement with Asia
- Sustainability

### **General Capabilities**

General capabilities encompass the knowledge, skills, attitudes and behaviours to assist students to live and work successfully in the 21st century.

- Critical and creative thinking
- Ethical understanding
- Information and Communication Technology capability
- Intercultural understanding
- Literacy
- Numeracy
- Personal and social capability

### **Other Learning Across the Curriculum**

Other areas identified as important learning for all students:

- Civics and citizenship
- Difference and diversity
- Work and enterprise

## **CONCEPTUAL LEARNING**

Conceptual Learning involves students engaging in quality learning experiences based around key concepts and central ideas rather than using the more traditional method of focusing on learning on topics. It provides a holistic and conceptual framework for designing integrated units of work, connecting learning with syllabus content, knowledge and skills and it also embeds the use of explicit teaching strategies reflective of the NSW Quality Teaching Framework.

The curriculum covers the content and skills from the following areas of the curriculum:

- Science and Technology
- History
- Geography
- PDHPE

Utilising logical integrations with Literacy, Numeracy and Digital Technologies.

# STUDENT WELFARE

The Student Welfare Program supports and underpins all academic, sporting and social programs at Cooma North Public School.

At the core of the Student Welfare Program is the Positive Behaviour for Learning (PBL) Program designed to support and encourage positive behaviours through recognition and acknowledgement.

The Student Welfare Program has many facets that link together. In summary they include:

- Be You
- The Student Welfare and Discipline Policy
- Anti-Bullying Policy
- PBL Program
- Peer Mediators (Super 6's)
- Lunch Time Club and Chill Out Room
- Student School Leaders
- Student School Leadership roles: House Captains and Environmentors
- Buddy Classes
- Student Representative Council
- Sporting House Teams

The PBL program acknowledges positive behaviours through:

- Caughtya Cards
- Sporting House Points
- Class Dojo Points
- Munchie Awards
- Weekly Cool Class Awards
- Weekly Cool Kids Awards
- Principal's Awards and Pennants

Attendance

- Weekly classroom awards
- Term celebrations for classes with highest percentage of attendance
- Yearly celebrations for students with 100% attendance

Teachers identify potential "trouble spots" and target developing negative behaviours before they become a serious problem.

The school emphasises the five PBL values of Responsible, Respectful, Resilient, Safe and Active Learning behaviour at all times.

In addition to school wide student welfare programs, each class has its own acknowledgement system and class rules to support and encourage positive behaviours.

## **ABSENCES**

Children are required by law to attend school each day that it is open. If your child is absent from school for any reason, an SMS will be sent to you notifying the absence and requesting a reason. This can be answered straight away and you can respond for more than one child. A reason must be received by the school office within seven days of the absence. If notification is not received, a reminder letter will be sent home. Please note that you must notify the school office of any absences even if you have notified the teacher.

The Home School Liaison Officer (HSLO) regularly reviews students' attendance patterns. The school has an obligation to refer children who are missing school with frequent unexplained absences to the HSLO. The school is required by law to keep accurate attendance records with explained absences.

## **ACADEMIC COMPETITIONS**

Students from Years 2- 6 are given the opportunity to participate in external agency competitions such as Mathematics Competitions, the International Competitions and Assessments for Schools (ICAS) commonly referred to as the UNSW competitions. These are paid for by parents and are an independent skills-based assessment with a competition element. ICAS is unique, being the most comprehensive generally available set of academic assessments and school tests for primary and secondary school students. The assessments comprise six tests: Digital Technologies, English, Maths, Science, Spelling and Writing. Parents will be notified of these competitions by a note home and on Sentral.

## **ACCIDENTS and FIRST AID**

The office staff are qualified in first aid, but are not medical staff. If your child is unwell before school please do not send them. In the event of an accident at school, or if your child becomes unwell, first aid treatment will be given. Parents will be contacted depending upon the nature and severity of the incident. In an emergency the school will seek medical treatment for your child or call an ambulance if necessary.

## **ADMINISTRATION**

### **Office Hours**

The office is open between 8:30am and 3:30pm. Please contact us between these hours.

### **Family Contact Information**

Parents are asked to advise the school office if any of their contact details (ie address, phone numbers, emergency contact etc.) change. It is essential that we keep these details up to date at all times in case of an emergency.

### **School Carpark**

The school staff carpark is an OUT OF BOUNDS area. Please do not walk through it with your child due to the obvious dangers. Please use the gate near the administration building.

### **Student Late Arrivals and Early Departures**

Parents and carers must sign their child/children in and out at the office. Please DO NOT go to the classrooms to pick them up during class time.

## **ADMINISTRATION (Cont)**

### **Afternoon Changes to Routine**

Please advise the **school office** as early as possible about any changes such as catching or not catching the bus. If a last-minute notification is received we cannot guarantee the message will get to your child in time.

### **Parking in Baroona Avenue Bus Bay**

It is illegal to park in this area between 8:30am-9:30am and 3:00pm-4:00pm. The Police may move you on and apply a fine.

### **Payments**

Payments for sporting activities, excursions, performances, books, bus travel etc. can be made by cash, cheque, EFTPOS (at the office) or POP (online through the school website). Cash or cheque payments are collected daily by class teachers and sent to the office. Children have the responsibility for bringing the money in an envelope clearly labelled with their name, class and the activity.

To make the administration of payments easier and more efficient, please note the following:

Please return permission notes **with** payment by the date requested. This will greatly assist us with organisation of the activity or excursion.

If **paying online**, please return the permission note with online clearly marked on the note as well as the receipt number. Multiple payments can be made in one transaction for one or multiple children.

## **ALLERGIES, ANAPHYLAXIS and ASTHMA**

The Department of Education has developed extensive guidelines to assist school staff support students at risk of allergic reactions or asthma. It is the responsibility of the parent or carer to notify the school that their child is at risk of an allergic reaction or asthma. This notification should occur at the point of enrolment or as soon as diagnosed, if already enrolled. Parents must provide an original of the Action Plan (in colour), signed by the doctor and identifying the medication and dosage prescribed. It is the parents' and carers' responsibility to notify the school of any Action Plan and medication changes, including replacement of out of date medicine.

## **ANTI BULLYING**

At Cooma North Public School, we value and show tolerance of others in a safe and supportive environment. We foster positive relationships through the Positive Behaviours for Learning (PBL) program. As part of our school's Student Management and Wellbeing Policy, our Anti-Bullying Policy aims to deal effectively with and prevent incidences of bullying within our school.

Our school, in line with the NSW Department of Education, rejects all forms of bullying. No student, employee, parent, caregiver or community member should experience bullying within the learning or working environments of this school.

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyberbullying refers to bullying through information and communication technologies.

In school our students adopt the **D.O.B** method – **Don't Obey Bullies**.

## **ANZAC DAY and REMEMBRANCE DAY CEREMONIES**

Every year the school participates in an ANZAC commemoration at school either before or after ANZAC Day. Parents are invited to attend the assembly. The school also participates in the local ANZAC Day March. Parents and carers will be notified by note closer to the date. All students are required to wear full school uniform during the march.

## **ARTRAGEOUS**

Artrageous is a biennial event. It is an opportunity for students to showcase their artwork which they have completed in class. It is a social event held in the evening for parents and staff. Everyone is encouraged to 'bid' for students' work to raise money for resourcing school projects.

## **ASSEMBLIES**

Whole school formal assemblies are conducted fortnightly (even weeks). These provide an opportunity for children to present work, perform, receive weekly awards and learn to be part of a ceremony. Parents are invited to attend. Notification of your child's upcoming item will be sent out by the class teacher.

## **ATHLETICS CARNIVAL**

The school athletics carnival usually takes place in Term 2. Students eight years and older have the opportunity to compete in track and field events. Students are encouraged to come dressed in their house colours and participate in all events. Students placing in top positions will progress to the next carnival. The carnival order is as follows: LOCAL (school), DISTRICT, REGIONAL and STATE.

Students in Stage 1 (under 8) have the opportunity to participate in an Athletics Fun Day on the same day as the school Athletics Carnival. This day has modified Athletics events, giving the students a 'taster' of the big carnival.

## **BEST START ASSESSMENT – KINDERGARTEN**

Students entering Kindergarten at Cooma North Public School will take part in the Best Start Assessment, which has been developed by early learning experts in the Department of Education. This assessment identifies the literacy and numeracy knowledge and skills that each child brings to school as they enter Kindergarten. During the Best Start Kindergarten assessment, teachers observe and record the knowledge, skills and understanding that children have brought to school in the selected foundation areas of literacy and numeracy that research has identified as critical for early learning. This assessment informs the quality teaching and learning programs the school will implement in the early years of schooling. At Cooma North PS, Kindergarten students are assessed during a 40 minute interview held in the first three days of the school year.

## **BE YOU**

Be You is a mental health and wellbeing framework for primary schools and is proven to make a positive difference to the lives of Australian children. Be You provides the proven methods, tools and support to help schools work with parents and carers, health services and the wider community, to nurture happy, balanced kids.

## **BIRTHDAYS**

We would love to help your child celebrate their birthday if it falls on a school day. In the interests of health and safety, we ask that cupcakes be brought to school in the morning (rather than a cake). We also request information on the ingredients used as we have quite a number of students within our care who have allergies. If you are unsure about the cupcake ingredients, please notify the teacher.

## **BOOK CLUB**

Students and parents are able to purchase books through Scholastic Book Club four times per year. The Book Club catalogues are given to students in class to take home. The school benefits from the orders by receiving reward points. The more books students purchase the more rewards we collect. The rewards are then used to buy books for either the library or Guided Reading packs to use in class, or for other resources.

Orders can be placed either online with Scholastic through LOOP or by returning the order form with a cheque or the correct amount of cash to the school. Please make cheques out to Cooma North Public School.

## **BOOK WEEK and BOOK PARADE**

During Term 3 the school participates in Book Week celebrations. It is a time where we celebrate books, Australian authors and illustrators. During library, students are shown and discuss the books awarded by the Children's Book Council of Australia. To add to the celebration, students are encouraged to dress up as their favourite book character on Book Parade Day. Parents and carers are invited to attend the parade. A note will be given to students to go home with the details.

## **BUDDY CLASSES**

Each class buddies up with another class in a different stage. The classes engage in a variety of learning activities across the years.

## **BUSES**

Bus transport is free to and from your home address for children in Early Stage 1 and Stage 1, or for children who live more than 1.6kms from school in a straight line or 2.3kms or more by the most direct practicable walking route to the nearest school gate. Application for school bus travel passes are to be completed online at [www.transportnsw.info/school-students](http://www.transportnsw.info/school-students)

Students who catch buses in the afternoon are supervised by teachers to assist them to board the correct bus. There are a number of buses so please check with the bus companies to find out which one your child needs to catch. Please telephone the relevant bus company for routes and times.

**A note must be taken to school if you wish to vary daily bus travel arrangements.**

## **CAMPS**

Both Stages 2 and 3 participate in school camps. Camp venues and costs vary every year depending on attendance numbers and prices of the attractions/activities. If finance is an issue please contact the Principal.

## **CANTEEN**

The canteen is currently run privately by Julie Caldwell.

**Lunch orders** – the best way to order is online through Spriggy, a very user friendly app. The price list and menu are listed on the app.

The canteen is located next to the school hall.

## **CAUGHTYA CARDS**

Students are rewarded with a 'Caughtya' card by staff for 'Responsible, Respectful, Resilient, Active Learning and Safe' behaviour occurring in all settings across the school. Cards are collected in each classroom and are placed in a weekly draw where students are acknowledged with a munchie award or a prize.

## **CHAPLAIN**

The School Chaplain works in a support role across the school. Federally funded, the chaplain is non-denominational and supports the school's Student Welfare Program with an emphasis on values.

## **CHOIR**

Presently we have a Cooma North Public School choir. Students are welcome to join the choir which meets at lunchtime one day a week. The choir has the opportunity to perform at many school and local events throughout the year.

## **COMMUNICATION**

Most of our notes are now digital and are sent through Sentral and Class DOJO. Please sign up for the app. Instructions are included with the enrolment pack or contact the school.

The school uses three forms of communication for day to day happenings. These are:

**Class Dojos** – communication directly between teachers and parents/carers.

**School Facebook page** – our school Facebook page operates using NSW Department of Education safety protocols. This page enables parents and carers to stay up to date with day to day news and events in the form of photos and notes. Rules of engagement with our page are found in the 'About' section of the Cooma North Public School Facebook page.

**Sentral** – Notes sent home, and other important information are posted here.

## **COOL KIDS and COOL CLASS AWARDS**

Cool Kid and Cool Class awards are given out each week at assembly as part of 'Positive Behaviour for Learning'. Stage teachers select a student who has displayed the PBL values - Responsible, Respectful, Safe, Resilient and Active Learning' during the week. The student receives a special certificate and an opportunity to display the Stage Cool Kid trophy for the week in their classroom.

The Cool Class award is chosen by the Principal and acknowledges the exemplary behaviour of a class for the week. The class is awarded a certificate and a perpetual trophy.

## **COUNSELLOR**

The School Counsellor visits our school to assist teachers and parents in dealing with children identified with special needs. Parents may contact the Counsellor through the school. A Counsellor Referral form must be completed by parents before the School Counsellor will make an appointment to speak with or test a child. Diagnostic tests assist the Counsellor and class teachers to identify and accommodate the needs of the child.

## **CROSS COUNTRY**

The Local Cross Country Carnival usually takes place in Term 1. Students eight years and older have the opportunity to compete in their relevant age groups:

- 8/9 years – 2km
- 10 years – 2km
- 11 years – 3km
- 12/ 13 years – 3km

Students are encouraged to participate and come dressed in their house colour. Students placing in top positions will progress to the next carnival. The carnival order is as follows: LOCAL (school), DISTRICT, REGIONAL and STATE.

Students in Stage 1 (under 8) have the opportunity to participate in a Cross Country Fun Day on the same day as the school carnival. This day has a modified course giving the students a 'taster' of the big carnival.

## **CUSTODY ARRANGEMENTS**

The school should be advised of any custodial conditions and restraining orders involving your child. A copy of written orders needs to be supplied to the school. Every effort will be made to ensure correct conditions are adhered to as requested. Confidentiality will be maintained at all times.

## **DEBATING**

Senior students have the opportunity to join the Cooma North Debating Team. The debates take place during Terms 2 and 3 around the Monaro and Queanbeyan region. The team meets once a week to prepare for set debates and learn the skills necessary to compete. Parent help is needed during competitions to assist with transportation.

## **EARLYACT**

A school-based community club for students sponsored by the Rotary Club. It encourages students to participate in community events and to be caring of and helpful to others.

## **EASTER HAT PARADE**

Prior to the Easter holiday all students are encouraged to create an Easter hat. A parade is organised for students to showcase their creation. Parents are more than welcome to attend this event. A note will go home prior to the event with enough time for hats to be created.

## **EDUCATION WEEK**

Education Week in Term 3, provides our school with the opportunity to include parents and the local community in celebrating public education. Events throughout the week differ from year to year. Notification of activities will go home prior to the events.

## **EXCURSIONS**

School is not just about learning in classroom. Much learning takes place outside the room and by visiting other places. Excursions are often arranged to assist with units of study which children are learning in class. Special performances and visits by a variety of people are also organised to enhance the children's learning experiences across the curriculum. It is expected that all students will attend events/excursions. General Permission Note is sent out at the beginning of the year to cover excursions, sporting and other events within walking distance of the school. Any event utilising transport will require a signed parental consent form.



## FATHER'S DAY STALL

The P & C runs a Fathers' Day stall prior to Fathers' day where every student gets the opportunity to purchase a gift for a special man in their lives. Volunteers to help with the stall are always needed. Please contact the P & C President for more details.

## GRANDPARENT'S DAY

Grandparent's Day is an annual event held in Term 4 to coincide with National Grandparent's Day at the end of October. It is a day where we recognise the vital role grandparents play in our society, as custodians of individual and cultural memories and as providers of care and love to their children and grandchildren. Grandparent's Day recognises the irreplaceable role grandparents have in their families and in the wider community. Events differ from year to year, with notification of activities sent home prior to the event.

## HARMONY DAY

Harmony Day is held every year in March to coincide with the United Nations International Day for the Elimination of Racial Discrimination. The message of Harmony Day is everyone belongs. It's a day to celebrate Australia's diversity – a day of cultural respect for everyone who calls Australia home. To celebrate Harmony Day the students, participate in varying activities. The students are also encouraged to dress in orange or a country's traditional dress.



## HEALTH INFORMATION

Parents/Carers should inform the school on enrolment if their child has ongoing health needs. An individual health care plan should be developed for any student if they are:

- Diagnosed with severe asthma, type 1 diabetes, epilepsy, anaphylaxis
- Diagnosed as being at risk of an emergency
- Requiring the administration of health care procedures.

Health care plans are developed in consultation with the school, parents/carers and the child's medical practitioner. It is the responsibility of the parents/carers to notify the school of any change to the health care plan, for example, when medication is changed. It is also the parents'/carers' responsibility to replace their child's medication when it expires.

It is necessary that all children have immunisation shots before commencing school. This is in line with the 1992 Health Act. For more information go to

<http://www.schools.nsw.edu.au/gotoschool/a-z/immunisation.php>

## HOMEWORK/ HOME LEARNING

At CNPS, homework/ home learning consists of student reading. Additional tasks may be set throughout the year by class teachers and/or the librarian. These tasks sent home are a consolidation of the learning taking place within the classroom.

A guideline in regards to how much time students should spend on reading is:

- Kindergarten 10 minutes
- Stage 1 10 minutes
- Stage2 15-20 minutes
- Stage 3 20-30minutes

At Cooma North PS we encourage students to participate in a range of activities and have diverse experiences outside of school hours that may enhance their learning. Many students participate in after school sports, music lessons, dance and drama, provide care for a pet, help around the house, spend quality time with family and friends and enjoy outside play with others. All of these experiences and activities at home help to create a rich learning environment for children.

## INFECTIOUS DISEASES

Infectious diseases are common amongst school aged children. Please contact the school to notify of any infectious diseases. Below is a guide line for some conditions contracted. For a more information go to <http://www.schools.nsw.edu.au/studentsupport/studenthealth/conditions/infectdiseases/index.php>

| <b>Condition</b>            | <b>Course of Action</b>   |
|-----------------------------|---|
| Chicken Pox                 | Exclude for 7 days after the first spots appear.<br>Contacts are not excluded.  |
| Conjunctivitis              | Exclude until discharge from eyes has ceased.   |
| German Measles              | Exclude for 7 days from appearance of rash. Contacts are not excluded.  |
| Hand Foot and Mouth disease | Exclude until blisters have dried.  |
| Head Lice                   | Exclude until hair is completely clean.<br>Treat with anti-lice lotion or shampoo. Inspect all the members of the family and treat if necessary. Notify your friends and school of an outbreak.   |
| Impetigo (School sores)     | Patient excluded if sores on exposed surfaces as face, scalp, hands or legs. Allowed to return to school if sores are properly covered by a clean dressing.   |
| Measles                     | Patient excluded from school for 5 days from the appearance of the rash or until a medical certificate of recovery is produced. Exclude contacts for 21 days after the last exposure to infection if attending a preschool centre, and if the child has not previously had measles or been immunised against measles. Contacts need not be excluded from any other class of school. |
| Mumps                       | Exclude for 14 days from the onset of swelling. Contacts are not excluded.  |
| Whooping Cough              | Exclude for 14 days from the start of illness   |

## INFORMATION EVENINGS

Information evenings are held at the beginning of the school year after classes have been finalised. The purpose of the Information Evening is to meet the school staff and be provided with an outline of the school year.

## LEARNING SUPPORT

The Learning and Support Team monitors the physical, emotional, social, mental and cognitive progress and wellbeing of the students who are referred to them by class teachers and parents. Processes and programs are then implemented to ensure these students can access the curriculum at their individual level. The team consists of a representative from each stage plus the Principal and Learning and Support Teacher, School Counsellor and Wellbeing in Health Inreach Nurse (WHIN).

## LIBRARY

The Library is open for borrowing and computer use Monday, Tuesday, Wednesday and Thursday each week. Library lessons are provided for every class during the week. Children can borrow books, research topics and develop essential library skills. Please encourage your child to borrow regularly. A library bag will be needed to protect books against damage and are available to purchase from the office.

## LOST PROPERTY

**All clothing should be labelled clearly with your child's name.** Clothing found at school will be placed in a lost property box. Please see the office staff if you wish to check through this box. Once a term all unclaimed and unnamed property will be given to a local charity. Please encourage your child to be responsible for their clothing.

## LUNCHTIME CLUB and ACTIVITIES

Lunchtime clubs are held four days a week and are run by various teachers. The clubs provide a quiet haven for students to learn social skills in a small group setting.

Extracurricular activities are available to students during lunchtimes. Activities available are advertised on the Kids Matter whiteboard located outside of the staff room.

## MEDICATION

No child should administer medicine (except asthma inhalant) to themselves at school. Some children require medication either long term or short term. A Medication Authorisation Form must be filled out and signed by the parent or guardian. The form is available at the office. All medication should be clearly labelled with the child's name, the dosage and the time it is to be administered. The medication is kept at the office and is administered by a staff member who has undergone training in the administration of medication. All long term medication and some short term medication (e.g., antibiotics) also require a doctor's authorisation.

## MOBILE PHONES and ELECTRONIC EQUIPMENT

The school takes no responsibility for loss of mobile phones and electronic games brought to school. If it is necessary for a child to have a mobile to contact parents before or after school, they are required to 'sign in' and leave the mobile phone at the office for the day and then 'sign out' the phone when they pick it up at 3:10pm. Use of mobile phones during school hours is **not permitted**. The same 'sign in' procedure should be followed for all electronic equipment.

## MOTHER'S DAY STALL

The P & C runs a Mother's Day stall prior to Mother's Day as a fundraiser. Every student gets the opportunity to make a purchase. Volunteers to help with the stall are always in need. Please contact the P & C President for more details.

## MUFTI DAYS

On occasions the school has a mufti day. This is where students come to school in casual clothing instead of their uniform. These days occur to either raise money for a particular charity or as a reward. At times, the days have a theme such as pyjama day, crazy hair, football colours etc. Notification will be given prior to the mufti day.

## **MUNCHIE AWARDS**

Each week at assembly a munchie draw for each stage is held. This is to acknowledge students who may have received 'Caughtya' cards during the week for demonstrating 'Responsible, Respectful, Resilient, Safe and Active Learning' behaviour. If a child is drawn out they could receive a free item from the canteen, an opportunity to win a prize from the mystery box.

## **NAIDOC WEEK**

NAIDOC stands for National Aborigines and Islanders Day Observance Committee. NAIDOC Week is held in the first full week of July. During this time, students, staff and community members get the opportunity to recognise the contributions that Indigenous Australians make to our country and our society by celebrating history, culture and achievements.

## **Assessments**

The National Assessment Program Literacy and Numeracy (NAPLAN) is an annual assessment for students in Years 3 and 5. NAPLAN assesses essential skills in reading, writing, spelling and numeracy. The assessments are undertaken nationwide, every year, in the second full week in March. NAPLAN is made up of tests in the four areas (or 'domains') of:

- Reading
- Writing
- Language conventions (spelling, grammar and punctuation)
- Numeracy.

**Check in assessments** are held in Terms 2,3 & 4

**Tell Them From Me** are held in Terms 2 & 4

## **NO DRUGS ZONE**

This school is a drug free zone (except for prescribed medicines). Parents are reminded that schools are therefore SMOKE and ALCOHOL-free zones. This applies to the area within the boundary fence and all buildings.

## **P & C ASSOCIATION**

The P & C Association meets during week 3 and week 8 at 7.00 pm. Parents are encouraged to attend. Meetings have a general business session and at times a guest speaker. Names and phone numbers of executive are available through the school website. Advanced notification of pending meetings appear on Facebook, Dojo and Sentral.

## **PARENT INVOLVEMENT PROGRAM**

Parents are always welcome to participate in Cooma North Public School's daily activities. We need you to help in and out of the classroom. Teachers usually request support in activities such as sport, listening to reading, art, craft and excursions. Teachers value your interest and assistance. Workshops will be held early in each year to support parents and others interested in helping with reading. If you are unsure of what the teacher wants you to do, please ask. Parent helpers are expected to be discreet and not talk about particular children's work, problems, or compare them with another child.

## PARKING

School opening and closing hours are busy times for pedestrian and vehicular traffic outside the school. Please obey all street signs and park in 'safe' zones. Please note that the area outside the office in Baroona Avenue is a drop off area only, during certain times. Parking in this area during those times could result in a fine.

Green = safe

Red = unsafe



## POSITIVE BEHAVIOUR FOR LEARNING (PBL)

Positive Behaviour for Learning (PBL) is an educational process that brings together the whole-school community to contribute to developing a positive, safe and supportive learning culture. The PBL framework assists schools to improve social, emotional, behavioural and academic outcomes for children and young people.

Students and staff benefit from:

- Reduced problem behaviour
- Increased time focused on instruction
- Improved social-emotional wellbeing
- Positive and respectful relationships among students and staff
- Better support for teachers to teach, model and respond effectively to student need
- A predictable learning environment where staff and students know what is expected to deliver effective practices that can be sustained over time.

The PBL framework helps schools identify and successfully implement evidenced-based whole-school practices that enhance learning outcomes for children and young people.

## PLAYGROUND

Cooma North Public School has an attractive spacious environment. Children, teachers and parents care about the environment for learning and playing. Garden areas, shade areas, a greenhouse and quiet area have all been established for the children's benefit. A concrete games court, a fitness area and infants play area are used daily. **Please Note:** The Playground is unsupervised before 8:40am and after 3.10pm.

## PRESENTATION DAY

Presentation Day is held at the end of each year to celebrate and acknowledge students for their learning and achievements in various areas of their schooling, across the year. All parents are invited to attend this celebration.

## PUBLIC SPEAKING

Throughout the year, Cooma North Public School is involved in two public speaking competitions, Rostrum and Multicultural Perspectives. Both competitions relate to current issues occurring in our society locally and nationally. Being involved in public speaking at school level will help students prepare them in lifelong learning experiences. Students who are interested in competing at a district level are offered workshops out of class time to fine tune competition confidence. Students are supported throughout the process by experienced public speaking competition teachers.

## REPORTS

Student Progress reports are written twice yearly and show the children's progress and achievement of outcomes. Formal Parent/Teacher interviews are held in early Term 3. However, interviews can be requested at any time if there is a need (by teacher or parent). We value open and honest lines of communication.

## SCHOOL PHOTOS

Annual school photos are usually taken in Term 1. Students are required to wear school uniform as all students have their photo taken on the day. Prior to the day, envelopes are sent home with students listing the different photo pack options available and their cost. Envelopes, filled out and containing the correct payment, are returned to the school prior to the day of the photos.

## SCHOOL PRODUCTION

This is a biennial event. Every student in the school is a part of this spectacular production with three night and two matinee performances always booked out by an appreciative school and local community. This event showcases the skill, creativity and talent existing at Cooma North and gives students the opportunity to perform in a musical under professional conditions. The next production will occur in 2024.

## SCRIPTURE (SRE)

Special Religious Education (SRE) is education in the beliefs and practices of an approved religious persuasion by authorised representatives of that persuasion. Volunteers representing various religious denominations visit the school to conduct religious education for 30 minutes per week. Parents are asked to nominate the scripture class they wish their child to attend from the available options. Currently Cooma North Public School can offer Catholic or Anglican scripture classes. If you choose not to enrol your child in a scripture class there is the option of non-scripture classes.

## SICK BAY

Sick Bay is located in the school office. When a child becomes sick or is injured at school we try to contact parents as quickly as possible so they can receive appropriate attention at home or from a doctor. If necessary, staff will ring for an ambulance.

## SKI and SNOWSPORTS PROGRAM

Ski and Snowsports programs are offered through the school in Term 3 each year. Stage 1 students can participate in the beginners ski program and students from Stages 2 & 3 can participate in the Snowsports program, which caters for all abilities. Children can compete in the Regional, State and National Interschools Snowsports competition through the entry of school teams.

### Interschools Snowsports

The Interschools Snowsports Championships are a series of competitions designed for students from Kindergarten to Year 12. Students compete in age divisions for their school as part of a team or as an individual in any of the eight discipline events: Alpine, Skier Cross, Moguls, Snowboard Giant Slalom, Snowboard Cross, and the Cross Country Freestyle, Relay and Classic events.

Interschools Snowsports provides an introduction to competitive skiing and snowboarding for students with some athletes going from representing their school to competing for Australia.

## **SPORT**

Sport and physical development activities are taught in each classroom as part of the curriculum. Annual carnivals are held for swimming, athletics and cross country running.

### **Sporting Houses and Colours**

When your child is enrolled at our school they will be assigned a sporting house. Whenever possible family members will be given the same house. The houses are:

Guthega – Blue          Eucumbene – Yellow          Kosciuszko – Red

Throughout the year students are able to gain points for their houses through positive behaviour. The winning house at the end of the term is able to choose a special activity in which the whole school participates.

### **Primary Schools Sports Association (PSSA)**

CNPS is part of the Snowy Mountains Districts Primary School Sports Association. Children are selected from our school swimming, athletics and cross-country carnivals to represent our school at district carnivals.

Children who are successful at district carnivals are then eligible for Regional and State representation. Cooma North Public School has experienced considerable success at these levels of competition in the past.

Stage 2 and 3 students also have the opportunity to participate in PSSA sporting team competition. These include netball, cricket, soccer, rugby league and union.

## **STUDENT SCHOOL LEADERS PROGRAM**

The Student School Leader Program is an 11 week course for Year 5 students wishing to take part in the election for School Leader and other leadership positions, such as House Captain for the following year. It runs during Terms 3 and 4.

The course is designed to increase self-confidence and will cover a variety of skills including:

- Active and reflective listening
- Effective problem solving using critical and creative thinking
- Identifying own strengths
- Speech writing and public speaking

The participants will be expected to complete the program and its requirements. This includes:

- Attending all sessions on time with their equipment (arrangements will be made for justified absences)
- Completion of set tasks
- Demonstration of support to each other
- Displaying positive school behaviour during all classes and on the playground

## **SUN SAFE POLICY**

The school has a “no hat, no play in the sun” practice which is enforced all year as part of the Sunsmart Policy. Students are encouraged to wear the school hat, a wide brim hat is required and caps are not sufficient.

This Policy is reviewed at the discretion of the Staff in consultation with the Parents and Citizens Association.



## **SUPER SIXES**

Year 6 students develop leadership skills through their involvement in the Super 6 program. They support and help other students to solve minor playground problems in a responsible and respectful way. Organised into pods of six students, each pod on a weekly basis, takes on the job of playground mediators and managers of recess and lunchtime equipment.

## **SWIMMING CARNIVAL**

The Local Swimming Carnival usually takes place in Term 1. Students eight years and older have the opportunity to compete in a variety of events. Students are encouraged to come dressed in their house colours and participate in all events. Students placing in top positions will progress to the next carnival. The carnival order is as follows: LOCAL (school), DISTRICT, REGIONAL and STATE.

All students in Year 2 have the opportunity to attend and participate in a Fun Day on the same day as the Local Carnival. This day has modified activities giving the students a 'taster' of the big carnival.

## **SWIMMING PROGRAM**

The School Swimming Program is an ability grouped program offered to all students in K-6. During the program students learn the basic skills in water safety and survival whilst learning to swim or refining their technique. The program is available in Term 4. Information regarding cost and dates are distributed late Term 3.

## **TECHNOLOGY**

Technology is used in the classroom to enhance the learning outcomes for students and equip them with 21<sup>st</sup> century skills enabling them to reflect deeply, think critically, work creatively and collaborate effectively to solve problems or achieve a learning goal. Tools that are available include laptops, computers and iPads as well as a variety of STEM equipment.

## **TRANSITION PROGRAMS**

### **Kindergarten Orientation Program**

A Kindergarten Orientation Program is offered to all students commencing Kindergarten. It is held in Term 4.

All Cooma Pre-Schools and parents who have enrolled their children for Kindergarten are notified of the dates of this program.

### **Year 6 to Year 7 Orientation Program**

Our school believes that the transition from Stage 3 (Primary School) to Stage 4 (High School) is very important. An extensive program has been developed to allow for as little disruption as possible in your child's learning.

Activities include:

- Resource sharing between both CNPS and Monaro High School
- Orientation days and peer support programs
- Curriculum continuity
- Specialised Transition Program

## UNIFORM

All students of NSW Public Schools are required to maintain a neat appearance; including adhering to the requirements of the school's uniform or dress code policy. A uniform dress code reinforces in students a pride in their appearance, instils recognition of themselves as an integral part of the school community and assists in developing pride in representing their school. We expect students to wear the school uniform during school hours, while travelling to and from school, and when engaged in school activities out of school hours. The school uniform basic colours are red and black (previously grey).

### Uniform Combinations

Winter - Red jumper or polar fleece  
Black tracksuit pants/trousers (boys)  
Black tracksuit pants/ trousers or skirt (girls)  
Red shirt (with collar) or red skivvy  
School hat, beanie, bucket cap or wide brimmed hat (available at office) \$10  
Grey socks (boys) Grey socks or stockings (girls)  
Black leather shoes/ Joggers (Sports shoes)

Summer - Red shirts with collars  
Black shorts (boys) or skirts (girls) 9  
Girls also have the option to wear a school dress  
School hat -bucket, or wide brimmed hat (available at office) \$10



The school sells some items of the uniform at the office such as school hats and beanies. Most of the uniform can be purchased through local retail outlets. Parents are requested to ensure that their child wears the school uniform.

Inappropriate clothing may be brought to the child's/parent's attention by the staff. Your child may be asked to wear replacement items of school uniform supplied by the school rather than these.

For special occasions e.g. excursions, sporting events, class photos, special ceremonies etc. it is expected that school uniform will be worn.

## VISITORS TO THE SCHOOL

Volunteers or visitors to our school are required to come to the office and sign in. Except for parents, volunteers are required to go through a Departmental screening process.

Parents collecting students are requested to always come to the office.

## VOLUNTEERS

Cooma North Public School welcomes volunteers. Parents, carers and close relatives do not require a Working with Children Check but must fill out a form at the office. Parents and carers who are interested in volunteering are encouraged to contact the office or their child's teacher for further information about our programs.

