

NSW Department of Education and Training

Stockton Public School K-6 Information Booklet



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**Providing opportunity and student
success through a learning
community.**



Welcome to Stockton Public School

Our school focuses on developing the whole child, whilst encouraging students to reach their full potential. A wide range of quality educational programs and experiences provide the social, physical and academic needs of all students in a safe and caring environment.

This information booklet is to familiarise you and your child with the procedures and policies of our school. It is important that this booklet be read in its entirety.

Mrs Tracey Frazer is the Principal of Stockton Public School and her office is located in the Administration building which is the old residential cottage in Clyde Street, Stockton. The school office is also located in this building and all parents and visitors to the school should direct their enquiries through this office.

Co-operation and communication between home and school is an important ingredient to successful learning. Your help is requested to keep us informed of significant information which may affect your child at school. Please ensure that we are able to contact you if the need arises.

We openly and enthusiastically welcome parents to be involved in the school whether through reading groups etc. or by volunteering some of your time to our school canteen, or our P & C Association. Further information regarding these groups is contained in this booklet.

We want both you and your child to find your time at Stockton Public School to be a very positive and rewarding experience. Please do not hesitate to contact the school if you have any concerns.

Tracey Frazer,
Principal



Kindergarten – The First Year of School

Kindergarten is the most important year of a child's schooling life. It's a year that sets a lot of attitudes towards school, towards learning and towards themselves as learners. We trust that this first year at Stockton Public School will be an enjoyable and satisfying year for you and your child.



Your Child at School

Your child is very important to you and to us. We will do our best to give him/her a good start to school life. To do this we need to know as much about your child as possible. We hope you will communicate to us any situation at home which may affect your child at school.

At School We Will Be Expecting Your Child To:

- Learn to respond to adults other than his/her own parents.
- Respond to group directions.
- Use simple courtesies – please and thankyou and the use of people’s names etc.
- Take care of his/her own belongings.
- Become familiar with and obey school rules including our Safe Play rules (as outlined below).
- Gradually learn self discipline.
- Learn to tolerate children and situations perhaps different to their previous experience.
- Pack away all materials when no longer being used.
- Care for the school environment by helping to keep it clean and tidy.
- Learn respect and show consideration for others.
- Learn to share – both equipment and teacher’s time.
- Wait his/her turn to use equipment or to speak.
- Speak to a wider audience e.g. the class.



Safe Play

At Stockton Public School we encourage “safe play”. Safe play involves:

- Using friendly talk.
- Keeping your feet and hands to yourself.
- Being kind to each other.
- Taking turns.
- Playing near a teacher.
- Telling a teacher if you have a problem.

It would be helpful if you could reinforce these ideas when your child starts school.

Commencing School in Kindergarten

Children can be enrolled in kindergarten if they turn five years of age by 31st July of the enrolling year. Legally, children do not have to begin school until they are six years of age. It is now policy to enrol all eligible kindergarten pupils from the first week of Term 1.



Home Time

If your child is going home with another person please be sure the class teacher knows.

If you need to collect your child before the designated finishing time an early leaver’s slip must be obtained from the office and handed to the class teacher when collecting your child.

Collecting Children

During Term 1 Kindergarten children are to be collected from the small COLA outside the Kindergarten rooms. In Terms 2 – 4 they are to be collected from the large COLA near the canteen.

All other children are to be collected from the large COLA near the canteen or met at a gate. Please do not wait outside classrooms for children at the end of the school day.

Bus Travel

All kindergarten to Year 2 children are eligible for free bus travel to and from school. Application forms for bus passes are available from the school office.

Immunisation

Immunisation is extremely important. It is a simple, safe and effective way of protecting children from disease. There are many childhood diseases including seven well known ones which can cause serious complications and sometimes even death. These are diphtheria, tetanus, pertussis (whooping cough), poliomyelitis, measles, mumps and rubella. Except for tetanus, these diseases are easily spread amongst people. They can spread more rapidly than most people realise from child to child and within the community. If a child remains unprotected serious outbreaks of these diseases (even epidemics) can occur. Medical experts believe that the benefits of complete immunisation are far greater than the risks.

In an effort to improve childhood immunisation rates, the NSW Government has amended the Public Health Act 1991. Children enrolling in schools are required to provide the school with an immunisation certificate. This does not mean that immunisation is compulsory. Parents will always have the choice. However, in the event of an outbreak of a vaccine preventable disease, unimmunised children will be required to remain at home for the duration of the outbreak.

Immunisation certificates can be issued by:

- Doctor (General Practitioner)
- Senior health surveyor of local council.
- Medical officer of health or public health unit.
- Community health staff.

Attendance

Attendance at school is expected each day the school is open. All absences, whether due to illness or family matters, require an explanation. Absences can be explained by sending a note to your child's teacher upon your child's return to school, or on the day of absence phone the office or send a message via the skoolbag app. If your child is going to be absent for an extended period we ask that you notify the school. Late arrivals at school must be notified through the school office where a "late arrivals slip" will be completed and then handed to the class teacher by the student

Before School In the Morning

- Children are not expected to be in the playground before 8.35 am. They **must** sit in the designated area until a teacher is on duty.
- **No play** before the bell at 8.35 am is a rule, as no supervision is available.
- At 9.00 am children need to be in lines under the COLA.
- We suggest that you let your child arrive in the morning in time to have a short play before the bell. This is very important as your child is wanting some independence and a chance to make friends of his/her own choice.
- Children may place their lunch orders at the canteen.

School Times

Preschool to Year 6

School commences at

9.00 am and concludes at 3.00 pm

Lunch commences at

11.00 am and concludes at 11.40 am

Recess commences at

1.40 pm and concludes at 2.10 pm.

Fruit and water breaks occur daily in each class. Children are encouraged to bring a bottle of water and small piece of fruit to have at this time.

Sport

Sport day is Thursday for Years 1 - 6. Years 3 - 6 go swimming, play different sports at school and on the Ballast throughout the year, while K-2 do organised activities at school. Kindergarten has their own Gross Motor program.



Illness

We request that you keep your child at home if he/she is not well as we do not have the facilities to care for sick children. If your child becomes unwell at school you will be contacted by school staff.

Medication

When enrolling your child **all** parents and caregivers must complete the “Medical Information Form”. Please advise the school of any changes to this information.

If your child requires medication on a regular basis please give the medication to the office staff in a container clearly marked with your child’s name. You will need to provide a letter from your doctor containing instructions for administration of the medication and complete a “request for medication” form.

Short term medication must be handed into the office in the dispensed container showing child’s name, dosage instructions and expiry date. You will need to complete a “request for medication” form.

Safety To and From School

In the afternoon “bus” children are supervised waiting for and boarding the bus. Parents/caregivers are asked to regularly instruct their children in bus safety and behaviour. Children who cross the road are escorted across the designated school crossing in Clyde Street and Monmouth Street by a teacher.

For the safety of your child, it is school policy that no child in the infants’ grades rides a bike to and

from school unless accompanied by a parent. Children in grades 3 – 6 must apply for a bike licence to ride to school on their own.

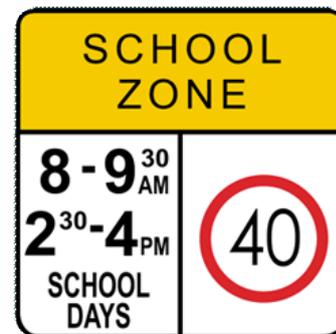
Parking

Please ensure that you do not double park around the school and please, for their own safety, do not call for your child/children from across the road. Our school has designated “Drop Off Zones” in Lomond and Monmouth Streets.

Bus Travellers

Parents are reminded that bus travel is an option for kinder children. All children are eligible for a School Opal card in kinder, Year 1 and Year 2. However, from Year 3 children have to live outside a certain distance from the school to be eligible for free bus travel. In Stockton, this is **north of Corroba Oval**. To apply for the School Opal card you can access and complete an application at transportsw.info/school-students.

It is important to inform staff the days your child will be catching the bus home.



Eating at School

Lunch is an important meal but be careful you don’t overestimate how much your child will eat. The children sit to eat their lunch with their class group and are encouraged to eat all their lunch. We encourage children to take home any food not eaten. In this way you can see if you are packing too much. It is advisable to pack lunch in a lunchbox clearly labelled with your child’s name.

Lunches may be purchased from the canteen. Children order their lunch in the morning **before**

9.00 am. The canteen is open before school for a light breakfast and at lunch time.

As children at this school suffer from peanut allergy, we ask that you do not send peanut butter or nutella sandwiches or peanut products to school.

Recess starts at 1.40 pm when classes go into the playground for 30 minutes. Children are encouraged to bring some recess in addition to their lunch. Children must sit for the first five minutes of recess to eat their food. The canteen is not open at recess.

Library

Children go to the library for a lesson once a week. They may borrow a library book at this time. We will advise you when your child's library day will be. Please provide your child with a library bag.



Stockton Public School's Policies

Discipline Policy

This policy has been developed to provide a secure, ordered and caring environment where every child is valued and encouraged to become a well adjusted, responsible and caring member of society.

Children learn that acceptable behaviour is positively rewarded. However, those who choose to behave in an unacceptable manner, breaking rules etc. must accept the consequences for their behaviour. All families will be issued with a copy of our Discipline Policy.

Homework Policy

At Stockton Public School, we believe the need for homework varies from student to student and year to year. The approach will be varied and reflect the level of achievement attained by individual students and their stages of learning. A copy of our Homework Policy is issued to all parents

Sun Protection Policy

Stockton Public School is a sun smart school. Our Sun Protection Policy requires children to wear a hat in the playground. This is essential, otherwise they have to play in a classroom.

"Hat on, Play on".



Parent Involvement and Parent Meetings

The School Canteen

The Canteen Supervisor is always anxious to add more names to the roster of canteen helpers. The canteen provides a valuable service to the children at school – but cannot operate without the generosity of parents willing to give us some of their time. Early in the school year you will be given the opportunity to indicate if you will be able to help at the canteen. Your assistance in this area will be greatly appreciated.



A school newsletter is published each week and is usually distributed on Fridays. A copy of the newsletter will be sent home with the eldest student of each family. Please watch for this as it will keep you in touch with what is happening in the school.

School Website

www.stocktonpublicschool.com

The school website provides up to date information about the school. Copies of newsletters, policies and notes can be found on the website. The event calendar provides information about coming events.

Performances At School By Outside Groups

Each year the school is visited by various artists, groups, players and sometimes even a film is shown to our students. These performances are all approved by the Department of School Education and they are selected to add to the development of your child. We strongly recommend that you support our choice and allow your child to attend and enjoy these opportunities.

Uniforms

From the point of view of most parents, the uniforms worn by our children are cheaper and more appropriate for rough and tumble of play at school. Wearing the uniform is compulsory.

School uniforms as well as school hats may be purchased from our office staff.

Girls' summer uniform is sky blue polo shirt with navy blue skirt. Boys wear sky blue polo shirt and navy blue cargo shorts. Girls and boys wear sky blue polo shirts and navy blue track suits in the winter. Both girls and boys wear black school shoes and white ankle socks.

P & C Meetings

Our school also has a P & C which **all** parents are very welcome to join. The P & C meets on the third Monday of each month from 6.30 to 8:30 pm in the staff room.

School Council

Parent representatives are elected for the School Council. Please watch for news of the Council in the school's newsletter.

Helpers in the Classroom

Some of our teachers may seek willing parents to assist them in running class based programs, particularly in Literacy and Numeracy.

Please Note: When visiting our school it is a child protection requirement that you sign the visitor's book located in the school office and wear a "Visitor" label.



Newsletter



OOSH/Vacation Care – Out of School Hours Care

Before and After School Hours and Vacation care is available at Stockton Public School between the hours of 6.30 am – 9.00 am and again from 3.00 – 6.00 pm. The Stockton OOSH is conducted here on school grounds and operates from Monmouth Street. For further information, please contact the OOSH Coordinator on ph: 4928 3433.

It is important to inform staff the days your child will be attending OOSH.

Please be assured that we are all working towards making your child's time at Stockton Public School a very positive and rewarding experience.

Please contact the school office on 4928 1101 or your child's teacher if you have any concerns.