



Education &  
Communities

*Public Schools NSW*

# Information Booklet

Wakool Burraboi Public School





# Principal's Message

*"There is no other investment that has the kind of social multiplier effect that education has. It is an incredible thing to nurture and watch grow and spread".*

## Welcome

Wakool Burraboi Public School is a small rural school, which services two communities – Wakool and Burraboi. Since our amalgamation in 2007, we have worked to reflect the priorities of these two communities, and have shown that respectful dialogue is the key to success in bringing together the parents of children in our area to provide a caring learning environment for all.

We are committed to offering a curriculum and learning experience which is highly personalised and relevant to individual children, the quality of relationships and care offered in our small school setting, is second to none and we are renowned for innovative programs. As a small school we are able to offer a community-based model for education which is very precious.

Our school offers the latest in educational equipment and resources. We have seen many improvements to our school including:

- ❖ South West Music Program in Semester Two. All students are taught how to play and appreciate music by accredited music teachers who travel from Deniliquin. Furthermore all students in the Primary years also have their own ukulele, electronic tuner, leather carry bag and music book to utilise as part of the amazing program.
- ❖ Purchasing of a class bank of ipads installed with a vast range of apps.

- ❖ Dance Program in Term 4 with an accredited dance instructor from Barham
- ❖ Kids in the Kitchen, gardening, nutrition and cooking program

We provide staffing ratios that allow small group instruction enabling us to cater for the individual needs of each child.

*"Our goal as a school is to graduate young people who have confidence in what they have to offer the world and the skills to do it alongside others; and along that journey make new friends and learn to connect, all with a spirit of generosity".*

At Wakool Burraboi Public School we encourage building partnership in education between students, teachers, parents and the broader school community. We work to ensure a safe, positive, caring and supportive environment that enables all children to realise their potential.

This booklet has been compiled to provide parents with information about Wakool Burraboi Public School. We welcome any enquires and look forward to sharing your child's learning journey.

# Contents

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## THE SCHOOL

Physical Environment	4
School Terms for 2014	4
School Times	4

## STAFF

Teaching and Administrative Staff	5
Communication	5

## COMMUNITY

Community participation	6
P & C	6
Canteen	6

## STUDENT WELFARE INFORMATION

School attendance	7
School Counsellor and Support Services	7
Responsibilities	7
Values Framework	7

## TEACHING AND LEARNING

Transition to School	8
Art and Music and Library	8
Visiting Workshops and Excursions	8
Sport and Active After School Program	9
Assemblies	9
Homework	10
Reporting to Parents	10
Secondary Education	10

## GENERAL INFORMATION

School Uniforms and Basic Requirements	11
Lost Property	11
School Bus and Conveyance Subsidy	12
Permissions and Personal Details	12
Use of School Facilities	12
Medical Information	13

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# The School

Our school community has designed a school logo, motto and mission statement that reflects the vision of the school community of this amalgamated school. Our school logo is a combination of school logos from both Wakool and Burraboi Public School, reflecting the adoption of traditions and values from the past into current and future school practices.

## Physical Environment

Currently the school has two stage classrooms, a library, office and administration area, canteen, a creative arts room and storage facilities, Principal's office and staff room. The playground has a covered outdoor learning area, tennis courts, fixed play equipment and sandpit, oval, cricket pitch, basketball court and indigenous garden.

## School Terms - 2014

- Term 1 – Tuesday 3<sup>th</sup> February to Thursday 2<sup>nd</sup> April
- Term 2 – Monday 20<sup>th</sup> April to Friday 26<sup>th</sup> June
- Term 3 – Monday 13<sup>th</sup> July to Friday 18<sup>th</sup> September
- Term 4 -.Tuesday 6<sup>th</sup> October to Friday 18<sup>th</sup> December

### PLEASE NOTE:

The first day of term 1, term 2, and Term 3 are School Developments Days.

In term 4 the last two days of school are School Development Days.

Students **DO NOT** attend school on those days.



## School Hours

Normal School hours are:

Morning Session 9.00 – 11.00am

Recess 11.00 – 11.30am

Mid Session 11.30-1.00pm

Lunch 1.00 – 1.45pm

Afternoon Session 1.45 – 3.00pm

# The Staff

There is one full time teaching staff and a cast of part-time teaching staff. Roslyn Buchanan is the relieving Principal and K/1/2 teacher, specialising in Language, Learning and Literacy. Sara Mathers, Cassie Biti and Rhiannon Honey make it possible to run small group teaching and learning classes and specialist programs. All teaching staff meet the professional requirements for teaching in NSW public schools.

Support staff includes a part time School Administration Manager, Tamara Flight, a part-time General Assistant, Geof Till and a part-time cleaner, Andrea Membrey.

From time to time, teachers are absent through illness or attendance at professional development courses. Teacher Professional Learning is a mandatory requirement of Teacher Accreditation. Teachers must complete a designated number of hours of Professional learning to maintain their qualifications as a teacher. Likewise, Principals must attend mandatory District meetings and mandatory training. Every effort will be made to minimise disruption to our normal school program.

## Communication

At Wakool Burraboi Public School we believe that parents are partners in education and we encourage parents and caregivers to be aware of and understand what the school is doing in regard to the development and education of our students. The following avenues of communication are in place to encourage this:

### 1. INFORMAL

Throughout the year there are many occasions on which parents and caregivers are invited to share special events with their children e.g. carnivals, concerts, special days and observances and school assemblies. These occasions provide opportunities for informal chats between teachers and parents and can result in very productive discussions.

### 2. FORMAL

- a. Weekly Newsletter, School Smartphone App and School Website
- b. Parent-Teacher Interviews at the end of terms 1 and 3
- c. Written Reports at the end of terms 2 and 4

Please contact the school at any time if you require information or you wish to discuss your child's progress.



# The Community

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## Community Involvement

Numerous times throughout the year, parents are asked to assist teachers in various ways – e.g. assisting in class, at sporting activities, with fundraising, etc. Any assistance you may be able to give when these requests are made would be greatly appreciated. Please let teachers know if you have any areas of expertise that you would like to share.

## Parents and Citizens' Association

As Wakool Burraboi Parents & Citizens' Association hold meetings throughout the year, currently on the second Tuesday of each month that falls in the school terms.

Membership is open to all parents or interested citizens at a cost of \$1.00.

This parent and citizens' body serves as a forum for discussion about current programmes and the future direction of the school. The meetings are vital for the exchange of information and ideas and depend on an active interest being shown by all parents.

The Parents & Citizens' Association also has a fund raising function within the School. This group has been instrumental in completing projects to improve the school, providing funds to support class learning and school programmes in both Wakool and Burraboi schools. This group has worked diligently

to support the school amalgamation process, and assisted with a number of school projects.

All school families and interested community members are invited to be part of this important school body.

## Canteen

A Canteen service is available each Monday. Parents and caregivers are asked to participate in a term roster to prepare and serve the recess and lunch orders. Interested family members are also welcome to participate in this roster. During the winter terms students are able to bring in food for heating, wrapped in foil that will be heated for lunch.



# Student Welfare Information



## School Attendance

Attendance at school is compulsory and students may only remain at home if there is a good and valid reason. All absences should be explained with a note on the child's return to school. If it is known in advance that a child will be absent, we appreciate you notifying the school beforehand.

## School Counsellor and Support Services

The school has access to a school counsellor who regularly visits the school. He/she is responsible for assessing and counselling students. Teachers or parents can refer students to the School Counsellor for advice about learning, emotional or behavioural matters. Parents who wish to access this free service should talk to their classroom teacher or Principal so that a referral can be made. Confidentiality is valued and expected.

## Positive Behaviour for Learners

Positive Behaviour for Learning (PBL) is a school-wide behaviour initiative that has been implemented by the staff and students of Wakool Burraboi Public School. It encourages positive behaviour from all students through the development of a shared language to discuss behaviour expectations at school. The behaviour expectations are presented in the form of the values framework.

- *Respectful*
- *Safe*
- *Learners*

These are our School rules. The expectations are also developed according to locations, activities and movement in the school. PBL aims to ensure that all students (and staff) share the same language to discuss behaviour and have the same expectations for behaviour.

## Responsibilities

Teachers accept responsibility for children at school between 9am and 3.00pm. Children arriving prior to 9am sit quietly on the verandah until a teacher is available to supervise in the classroom. Children who catch buses home will be supervised until they leave the school grounds. Children engaged in school activities outside the school grounds are the responsibility of the teachers until they return to school or are dismissed into their parents care.

Where special custody arrangements are to be enforced, it is the parent's responsibility to inform the school in writing which must include court documented evidence of these arrangements.

# Teaching and Learning

## Transition to School

Students eligible to begin school in the next school year are invited to attend a *Transition To School (Kindergarten)* program designed in consultation with the local Pre School to familiarise Pre School students with the expectations and routines of school life. This program is run in Term 4 of the school year and details of the program are communicated to the Pre School and directly to families. A Parent Information Session is held as part of this program.

## Art

The school has a dedicated Creative Arts building. Visiting artists are engaged throughout the year to give the students opportunity to engage in creative arts experiences that utilise a range of media. All creative arts materials are supplied by the school.



## Library

The well-stocked library is available to children at all times. Library lessons are held each week. Times will be sent home at the beginning of each term in the newsletter. Children are encouraged to become regular library users.

Swan Hill Mobile library visits every second Monday and has a continually updated selection of materials for students to access. Membership is required and membership forms can be organised through the school.

## Visiting Workshops

In an effort to overcome geographical and intellectual and cultural isolation, the school is committed to a program of visiting performances where experts in the performing and visual arts, literacy, personal development and health, science and sport come to the school to work with our students.

The costs of students participation in these sessions is wherever possible subsidised by the school. School families will be asked to contribute to part of the cost for these sessions, with information listed on the newsletter and in notes directly to parents.



## Kids in the Kitchen

This program combines literacy, numeracy and science and health outcomes in real-life applications. Students engage in all aspects of growing and preparing food with a specialist teacher.

## Music

Specialist teachers from South West Music Deniliquin provide expert instruction to the students and teachers during the second semester each year. This culminates in a performance at Presentation night in the last week of school.

## Excursions

Throughout the year, excursions will be arranged for students of various classes. These may be for sporting activities or as part of the school's programme. In all cases, they will be thoroughly planned and parents will be fully informed of all requirements.



## Sports

Sporting activities of various kinds are arranged throughout the year. While every effort is made to develop skills and talents of individual children, it is the policy of the School to encourage participation by all children. Teachers will inform you through the newsletter of when sports days are.

Opportunities are available for children to compete at District, Regional and State levels through PSSA trials and carnivals. Attempts are also made to expose children to as many different sports as possible. Offers of parental assistance with sport are much appreciated.

A specialist dance teacher from Barham conducts hip hop lessons each week during term 4.

The school also runs an intensive swimming program for two weeks in term 4.



## Active After School Community Project

Our school participates in the Active After School Community Program. This program offers students the opportunity to participate in a range of physical activity delivered according to the principles of "Playing For Life". Sessions include a range of fun activities that has students build their physical fitness and willingness to be involved in regular physical activity with sessions delivered in a games context.

Movement and manipulative skills, fitness and endurance and enjoyment of physical activity are all improved through regular participation in this program. We are part of this Sports Australia program and invite you to enrol your child in this fun program.

AASC is held on Monday of each term for seven weeks (unless a variation is stated). Start and finish dates are advertised in the school newsletter.

## Assemblies

Wakool Burraboi Public School prides itself on being a small school and we endeavour to showcase our achievements by conducting assemblies or special celebratory events each term. Parents and friends are invited to attend these assemblies and special events which are planned around our school learning program. Specific times and dates are published in the school newsletter.



## Homework:

We expect students to develop an independent and responsible approach to homework. As part of this process, the children reflecting on their learning in class at both home and school in their 'Learning Journal'. The journals can show a collection of notes, observations, thoughts, pictures and questions. Every Monday students will be given time to set up their Learning Journals for the week, therefore it is really important they are organised and have them ready. Students will have opportunities to share their journals with teachers and friends at different times during the week. Teachers will give both written and verbal feedback about Journals each week.

## Newsletter:

A school newsletter is issued each Monday. The newsletter has the following sections:

- Report on School Happenings
- P&C reports and updates
- Upcoming school events and students programs
- Details of upcoming community events.

This newsletter is sent home with the oldest student in each school family. The newsletter includes colour photos to showcase student achievements and keep you informed about what your child is doing at school. It is your view into the classroom.

It is also available by email or schoolbag app and can be accessed on the school website. Contact the school if you want more information about receiving electronic communication.

The newsletter is a vital communication tool between the school and you, the parent body. The newsletter is also an opportunity to showcase our school to the broader community and to this end it is an important document for you to read each week.

## Reporting to Parents

### School Reporting

The School Students Reports are issued twice yearly with parents and caregivers encouraged to attend parent-teacher interviews following the issue of these reports.

The School Reports are formatted according to Federal Government and NSW DEC mandatory requirements and in consultation with the school community. The Semester Reports are designed to give consistency of reporting across schools in NSW.

### National Assessment

All students in Year 3 and Year 5 sit the NAPLAN in May each year. The result of this national testing is reported to parents in October and gives specific information about student achievements in Writing, Reading and Language and Numeracy. Parents and Caregivers are encouraged to discuss their child's results and school programs that are planned to support their future development.



## Secondary Education

Wakool Burraboi Public School is one of many partner schools of Barham High School. Students who complete Year 6 are eligible to enrol at Barham High School.

# General Information

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## School Uniforms

Uniform items are ordered through the school. Information is provided on the school newsletter or via specific notes issued to school families.

### SCHOOL UNIFORM: BOYS

1. SUMMER  
Navy & gold Polo Shirt (available on order)  
Grey school shorts  
Navy Hat with gold trim (bucket or wide brim varieties available on order )  
Footwear suitable for school activities including PE (securely strapped sandals, school shoes or runners)
2. WINTER  
Navy Blue Windcheater (polar fleece style available to order)  
Navy & gold polo shirts (available on order)  
Long grey school pants  
Footwear suitable for all school activities (school shoes, boots, runners)  
Navy Hat with gold trim (bucket or wide brim varieties available on order)
3. SPORTS UNIFORM  
School Polo Shirt as above  
Navy sports shorts (available on order)  
Navy Track Pants  
Sports shoes with socks

### SCHOOL UNIFORM: GIRLS

1. SUMMER  
Navy & gold Polo Shirt (available on order)  
Navy shorts (available on order)  
Or  
Blue and White Checked Dress  
Navy Hat with gold trim (bucket or wide brim varieties available on order)  
Footwear suitable for all school activities (securely strapped sandals, school shoes or runners)
2. WINTER  
Navy Windcheater (polar fleece style available to order)  
Royal & Gold Polo Shirt (available on order)  
Navy pants (available on order)  
Footwear suitable for all school activities – (school shoes, runners)  
Navy Hat with gold trim (bucket or wide brim varieties available on order)
3. SPORTS UNIFORM  
Navy & Gold Polo Shirt (as above)  
Navy Sports shorts (available on order)  
Sports shoes with socks

### Basic Requirements:

It is important that all children come to school correctly equipped to carry out their everyday schoolwork. The school supplies basic items such as rulers, pencils, pens, crayons, paints etc. Children may bring additional items if they wish.

**Lost Property:** It is important that all items of clothing are labelled with your child's name. This also applies to items such as lunch boxes, school bags, pencils, rulers, etc. Every effort is made to have students manage their possessions well and to locate owners of lost property.



# General Information

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## School Bus

Currently one bus transports children to Wakool Burraboi Public School. Town students in Kinder, Year 1 and Year 2 are also able to travel to and from school on the bus. Please contact the school for details.

## Conveyance Subsidy:

Parents who live in NSW and who have to take children 1.6 kilometres or more to school or to the nearest bus pick up point by vehicle are eligible for Conveyance Subsidy. Details may be obtained from the school office. Forms to claim this subsidy can be collected from the school office.

## Change of Personal Details:

Parents and caregivers are asked to notify the school of any change of personal details, e.g. address, or phone number. It is also vital that we are informed of any change in your child's medical conditions or allergies.

## Permission Notes:

A general permission is distributed at the beginning of the year so children can take advantage of the local facilities regularly.

For students to attend specific events or out of school venues, parents will be asked to complete a permission note following the receipt of information detailing the event and any relevant student requirements or travel arrangements. It is imperative that parents and caregivers return these notes promptly as attendance and travel by your child is not allowed without written permission from you, the parent and/or legal guardian.

## Media Permissions

At the beginning of each year, school families are asked to give written permission for the use of their child's photo, film or work in electronic or print media as well by the DEC for the purpose of school promotion.

## Use of School Facilities

Outside bodies are free to use the school's facilities meetings, etc. provided that these in no way interfere with the normal running of the school under the auspice of the Community Use of School Facilities Policy.



# General Information

## Medical Information

### Immunisation

#### Certificate:

An Immunization Certificate is required from all new enrolments. Children can be vaccinated at any immunisation clinic and certificates will be issued in readiness for school. Enquiries can be made to Community Health – 03 5453 3299. Immunisation status of each child is necessary to ensure proper safe guards are in place to protect the health of your child.

#### Medical Information:

This is communicated to the school on your child's enrolment form. It is **IMPERATIVE** that you inform the school of specific medical conditions, especially food and environmental allergies, and of any change to your child's health status. If necessary, you will need to provide the school with a personal health plan. Specific emergency care plans will be formulated with you, the parent or caregiver, where necessary. designated area. It is then important that you send food that is nutritious and that your child will enjoy.



### Nutrition:

Parents should endeavour to see that items brought to School provide a sound nutritional diet for children. Each child should have something for recess and lunch. They may also bring a small healthy snack into the classroom to nibble during morning session. During hot weather, children should bring a cold drink and are encouraged to drink frequently during the day. No soft drinks are allowed at school.

The canteen service is once a week on Mondays. The menu items are selected in accordance with NSW School's Healthy Canteen policy. This canteen committee also promotes healthy eating with special programs during the year.

All children must be seated to eat at school in a designated area. It is then important that you send food that is nutritious and that your child will enjoy.

It is **IMPERATIVE** that you inform the school of any **food allergies** your child may have. This ensures your child's health and safety at all times and in all circumstances where food is prepared or served.

