



B.C.S. BULLETIN

Be Respectful

Be Safe

Be a Learner

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Term 1 Week 3

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February 10, 2025

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Welcome to the 2025 school year. It is great to see our students again and we welcome our new families. We also welcome some new staff – Ms Bronte Hewes in the 3-6 room, Ms Kate Sheehan teaching Maths and Mr Jaan Stolk teaching PDHPE.

Congratulations to James McCullagh who was recently recognised at the Kyogle Council's 'West of the Range' Australia Day Awards as Sportsman of the Year.

Families are reminded to download the School Bytes app (information attached). This is crucial for communication between school and home. All permission notes, bulletins and newsletters along with all payments will be on this platform as we are limiting our use of paper notes. It is free and only requires an email address. The app is easy to use and notifications and links will go straight to your phone. If you need support to register, please contact the office.

Our annual Meet and Greet is on tomorrow (Tues 11 Feb) starting at 2:00pm. All families are invited to attend. It's a chance to meet new staff, chat with teachers about your child/children and mingle with other families.

Please come along to our first P&C meeting of the year, this Wednesday 12th February. You will hear about things happening at school, participate in discussions about future directions, have your questions answered and meet other parents/carers.

We are pleased to announce we have joined with the University of Sydney to provide extra learning support to our students. Starting in March, we will have occupational therapy students with us 2-days a week for the foreseeable future. More details to come on this exciting partnership.

DATES TO REMEMBER – TERM 1 2025

Feb 11	Safer Internet Day Meet & Greet starts 2pm	Mar 6-7	Team Bonding Sessions Yrs 3-6, Stage 4 & 5
12	Whole School Swimming Carnival P&C Meeting 3:30pm	11	Stage 6 Study Sessions with Elevate
19	Primary Swimming @ Woodenbong	12	P&C Meeting 3:30pm
20	Secondary Zone Swimming Carnival	12-25	NAPLAN Yrs 3, 5, 7 & 9
21, 28, Mar 7	Primary swimming for Sport	19-21	Secondary Captains in Sydney
24	Careers Talk Stages 3-6	21	Harmony Day
25	Leaders Induction Assembly 10:15am	April 9	P&C Meeting 3:30pm
27	Primary Zone Swimming Carnival Uni/TAFE Day @ Casino High	11	Last Day of Term

As a uniform-wearing school, it is important that students adhere to Department requirements (see attached Uniform Policy) and take pride in their appearance. Tops for secondary and tops, shorts and hats for primary are available from the Front Office.

Mobile phones/electronic devices are not permitted at school for primary students and must be handed in to the Office on arrival if brought to school. Secondary students can have their devices but they (along with chargers and earbuds) must be turned off and in YONDR Pouches for the whole day. The policy/procedure on this is attached.

The Behaviour Code for Students (attached) outlines the behaviours expected of NSW public school students at school, on school excursions and on buses. Our school expectations of 'be safe, be respectful, be a learner' are important for everyone's safety, wellbeing and success. Students are aware of their responsibilities and staff regularly re-visit these with students throughout the year. Our new School Behaviour Support and Management Plan can be found on our website: <https://bonalbo-c.schools.nsw.gov.au/about-our-school/rules-and-policies.html>

Regular attendance is crucial for student success and wellbeing, and students are expected to be at school each day the school is operating. Being on time and staying for the entire day are also important. It is a legal requirement that caregivers explain all absences, even late arrivals and early departures. Text messages go out daily to prompt parents/carers to explain any absence. If no response is received, you will receive a phone call. We celebrate positive and improved attendance, with the target of 85-95%.

We look forward to working with families to benefit student engagement and success. The School Community Charter is attached to provide information about the responsibilities of parents/carers and school staff to ensure a positive relationship.

Kathryn Taylor
Principal



Parent-Teacher Meet & Greet Term 1, 2025

Tuesday 11 February

3-6 Room: 2 – 2:30pm

K-2 Room: 2:30 – 3pm

7-12: 3:30 – 4pm (in primary COLA)

**Come and meet teachers and other parents
Have a yarn about how your child/ren have settled in
Learn about class routines and school expectations**

Cuppa & biscuits provided



Parent Portal: Set up your parent portal account

School Bytes provides a parent portal to help your school communicate with you.

Your school may use the parent portal for various things, including online permission notes, attendance, and payments, which can be accessed via a secure link. The School Bytes parent portal enables you to view all your children in one portal and process payments for multiple siblings in one transaction.

IMPORTANT: To ensure that the registration process works smoothly and you can link your account to your child(ren), make sure that you use the same email address that you have provided to the school or if using a different email address, an SMS verification code will be sent to the mobile phone number on record for you at the school.

To set up your parent portal, follow the steps below:

Detailed steps

1. Open the parent portal link (<https://portal.schoolbytes.education/auth/login>) and select create a new account link

School Bytes

Log in to the parent portal
Or create a new account

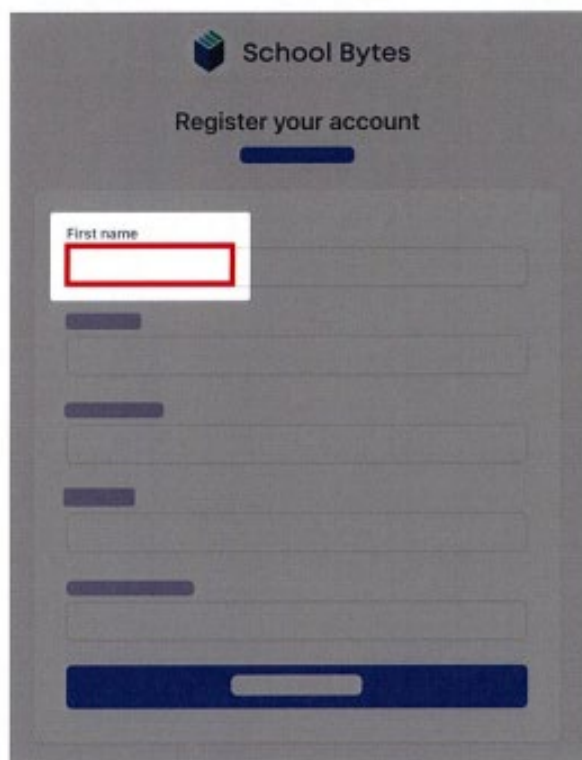
Email address

Password

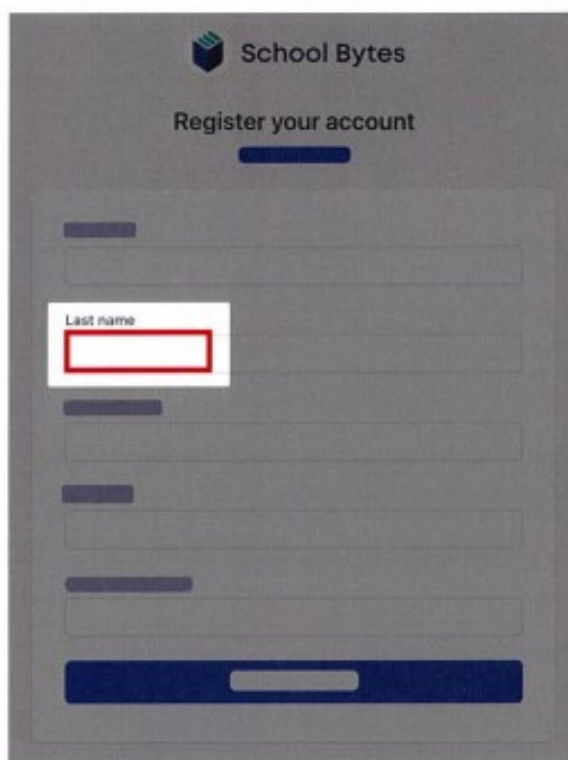
☐ Remember me [Forgot your password?](#)

[User guides](#)

3. Enter your first name and last name as it appears on your student's profile at the school.

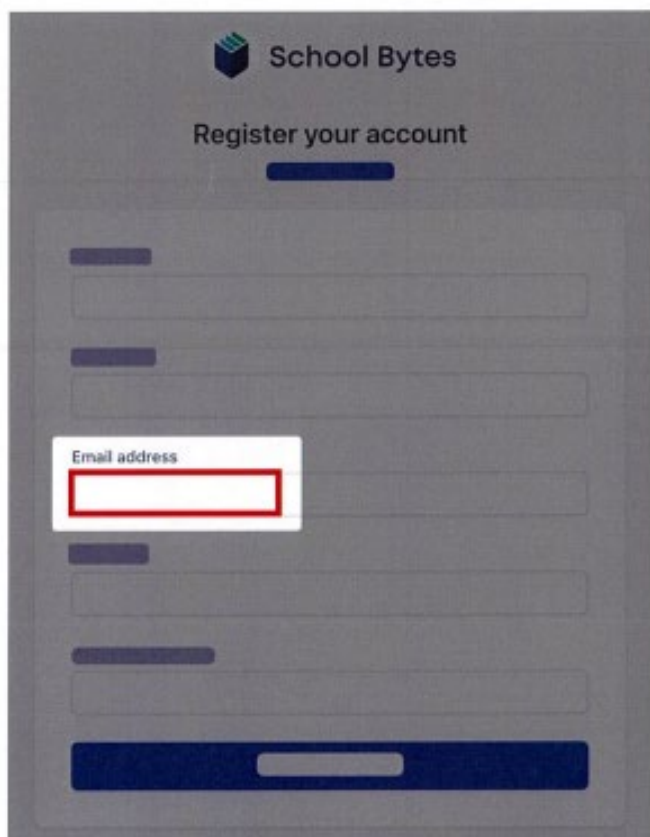


The image shows a mobile app interface for 'School Bytes' with the title 'Register your account'. The form contains several input fields. The first input field, labeled 'First name', is highlighted with a red rectangular border. Below it are four more input fields, and at the bottom is a dark blue button with a white arrow pointing right.

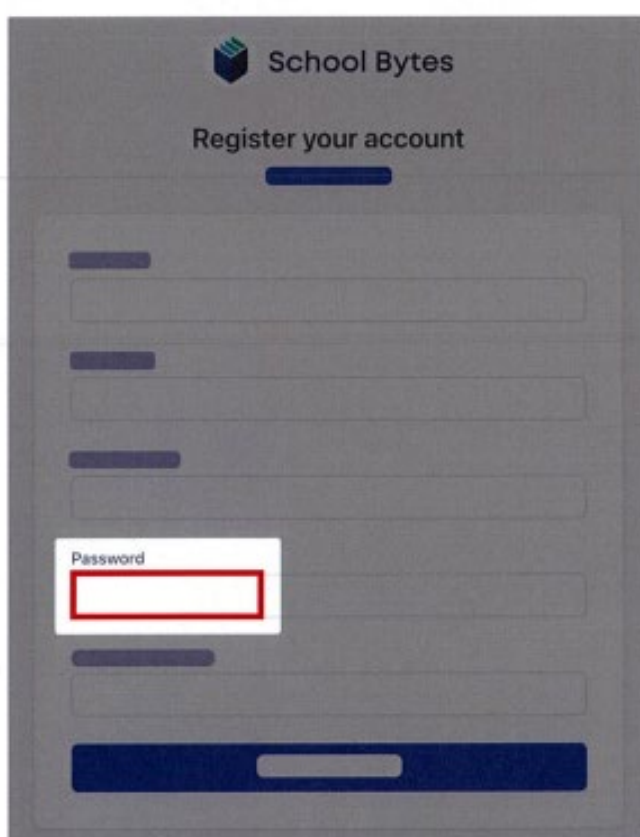


The image shows the same 'School Bytes' registration form. The second input field, labeled 'Last name', is highlighted with a red rectangular border. The other elements of the form remain the same.

4. Enter the email address that you use for school communication. Enter a password.



The image shows the 'School Bytes' registration form. The input field labeled 'Email address' is highlighted with a red rectangular border. It is the fifth input field in the sequence. The dark blue button with a white arrow is at the bottom.



The image shows the 'School Bytes' registration form. The input field labeled 'Password' is highlighted with a red rectangular border. It is the sixth input field in the sequence. The dark blue button with a white arrow is at the bottom.

5. Confirm the password and select create account.

The image shows two side-by-side screenshots of the 'School Bytes' registration page. Both screenshots have the 'School Bytes' logo at the top and the text 'Register your account' below it. The registration form contains several input fields for personal information. In the left screenshot, the 'Confirm password' field is highlighted with a red rectangular box. In the right screenshot, the 'Create account' button at the bottom of the form is highlighted with a red rectangular box.

An email will be sent to the email address nominated so that you can verify your access to the email address.

Once you have created your account, log in to the School Bytes parent portal. You can now link your account to all students in schools that use the School Bytes platform.

When linking a student, the system automatically matches the data you provided with details stored on the student's school profile.

Select link other student.

The image is a screenshot of the School Bytes parent portal. It features a dark header bar with navigation links. The main content area is divided into several sections, including a list of students and a sidebar with icons for different functions. At the bottom left of the interface, a button labeled 'Link other student' is highlighted with a red rectangular box.

2. Search for the school's name.

The screenshot shows the 'School Bytes' interface with the heading 'Link your students'. A red box highlights the 'School name' input field. The form includes several other fields for student information, some of which are partially obscured by blue bars.

3. Enter the student's first name.

The screenshot shows the 'School Bytes' interface with the heading 'Link your students'. A red box highlights the 'First name' input field. The form includes several other fields for student information, some of which are partially obscured by blue bars.

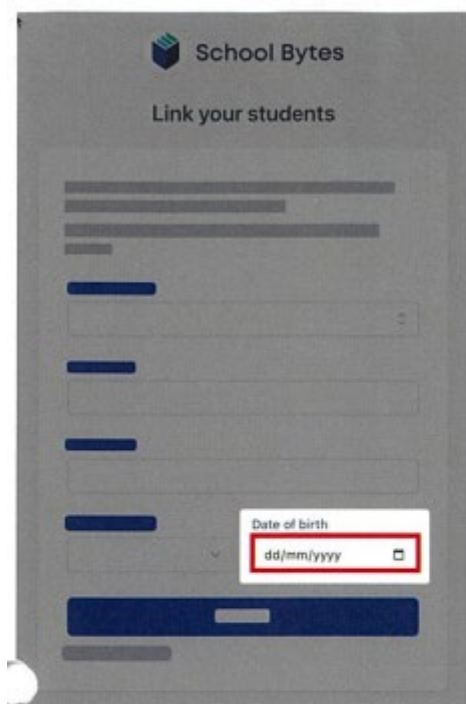
4. Enter the student's last name.

The screenshot shows the 'School Bytes' interface with the heading 'Link your students'. A red box highlights the 'Last name' input field. The form includes several other fields for student information, some of which are partially obscured by blue bars.

5. Select the student's current grade.

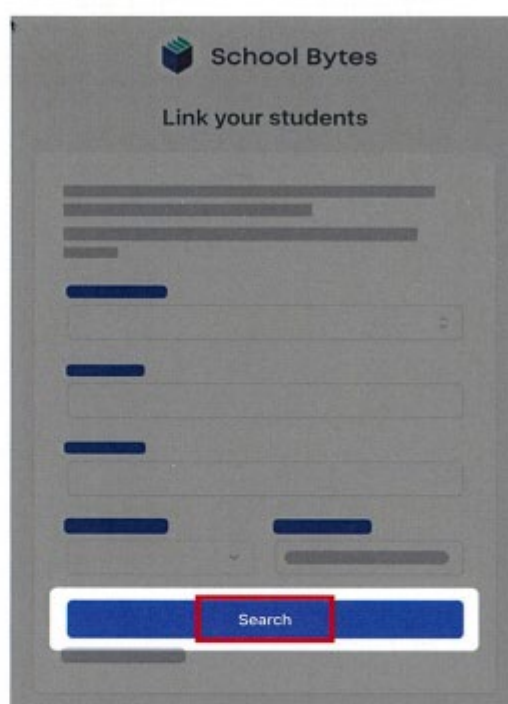
The screenshot shows the 'School Bytes' interface with the heading 'Link your students'. A red box highlights the 'Current grade' dropdown menu. The form includes several other fields for student information, some of which are partially obscured by blue bars.

6. Enter the student's date of birth.



The screenshot shows the 'School Bytes' interface with the heading 'Link your students'. Below the heading are several input fields for student information. The 'Date of birth' field is highlighted with a red box and contains the placeholder text 'dd/mm/yyyy'.

7. Select search.



The screenshot shows the 'School Bytes' interface with the heading 'Link your students'. Below the heading are several input fields for student information. The 'Search' button is highlighted with a red box.

If all student information matches with parent information according to the student's official enrolment stored at the school, the system will add the student to the parent account automatically.

Further assistance

If you are unable to link a student to your account or if you have any questions relating to this article, please contact your school.

Bonalbo Central School Canteen Menu 2025

<u>Sandwiches</u>		<u>Drinks</u>	
Vegemite	\$2.50	Water (600ml)	\$2.00
Cheese	\$3.00	Popper's (200ml) 3 Flavours	\$2.50
Ham	\$3.00	M2GO (choc, straw) (250ml)	\$3.00
Egg / Curried Egg	\$3.00	Juice Bombs (250mls)- 7 Flavours	\$3.00
Egg & Lettuce	\$3.50	Hot Milo (250mls)	\$1.50
Ham & Cheese	\$3.50	<u>Frozen</u>	
Ham & Tomato	\$3.50	Animal Ice Freeze - 5 Flavours	.60
Ham, Cheese & Tomato	\$4.00	Snap Stick (70ml) 7 Flavours	\$1.00
Chicken	\$3.50	TNT (65ML) Blue Raspberry & Sour	\$1.00
Chicken & Cheese	\$4.00	Watermelon	
Chicken, Lettuce & Mayo	\$4.00	Mango Frozen Yoghurt (100ml)	\$2.00
Chicken, Cheese, Tomato	\$4.50	Vanilla Low Fat Ice Cream Cup (100ml)	\$2.00
Chicken, Cheese, Lettuce	\$4.50	Frozen yoghurt (120ml) Choc/vanilla & Straw/Vanilla	\$3.00
Salad no meat	\$4.50	<u>Snacks</u>	
Ham & Salad	\$5.00	Plain Chips	\$1.50
Chicken & Salad	\$6.00	Grain Waves	\$1.50
All above are available in ½ Size options		<u>Homemade (All Subjected to availability)</u>	
Toasted Extra	\$1.00	Ham & Egg Muffin	\$5.00
<u>Wraps</u>		Fried Rice (Made with Ham)	\$5.00
½ Cheese Salad	\$4.50	Spaghetti Bolognaise	\$5.00
½ Salad (no meat)	\$4.50	Curry Sausages	\$5.00
½ Ham and Salad	\$5.00	Chicken burrito	\$6.50
½ Chicken and Salad	\$5.00	Wedges (Wed Only)	\$7.00
All above wraps avail in Full Size	\$10	Beef Nachos	\$6.50
Chicken Tender Wrap (crumbed)	\$6.00	Flame Grilled Chicken Burger	\$7.00
<u>Salad Bowls</u>			\$3.00
Plain	\$6.00	<u>Pizza Squares</u>	
Egg Salad	\$6.50	Ham & pineapple, BBQ chicken,	
Ham Salad	\$7.00	Chicken & Pineapple	
Chicken Salad	\$7.00	<u>Fresh Fruit</u>	
<u>Hot Food</u>		Oranges	\$1.50
Fish Bites	.80	Apples	\$1.50
Chicken Nugget	.70	Watermelon	\$2.50
Mini Pie (Canteen made)	\$2.00		
Sausage Roll	\$4.50		
Chicken & Gravy roll	\$5.00		
Beef Pie	\$6.00		
Hot Dog + Cheese	\$5.00		
Lasagna (Enricho's)	\$5.50		
Mac n Cheese (Enricho's)	\$5.50		

Meals are made to order. Order early to avoid disappointment.

Uniforms

Bonalbo Central is a “uniform wearing” school and takes pride in the way that its students can present themselves. Assistance may be provided upon request for the provision of uniform items.

Uniforms can be purchased from the Front Office between 8.30am and 3.30pm on school days. Some second-hand uniforms are available.

School Uniforms

Primary

- Royal or Navy blue shorts (not denim), skirt or track pants
- Royal blue shirt
- Navy blue hat
- Royal blue polar fleece jumper



Secondary 7-12



- Navy or black shorts (not denim or leggings), skirt (A-Line) or long pants
- Navy shirt
- Navy polar fleece jumper

Sports Uniform K-12

To be worn only on sports days and when representing the school.

- Appropriate navy blue or black pants (not denim) or tracksuit pants
- School sport shirt
- Joggers
- Hat



All shirts and jumpers embroidered with the school crest.

PRIMARY	Price	SECONDARY	PRICE
1. Shorts sizes 4-16	\$12	1.Polo Shirt Navy- Sizes 12-16Y	\$20
		1.Polo Shirt Navy- Sizes 14S upwards	\$22
2. Shirt – Royal Blue 4-16Y	\$20	2. Polar Fleece Jumper – Navy	\$25
3. – Royal Blue 14S- XXL	\$22	Size12-16Y	
4. Jumper – Royal Blue 6-16Y	\$25	2. Polar Fleece Jumper- Size	\$30
Polar Fleece		14S-26/3XL	
5. Hats – Broadbrimmed	\$5		
6. Trackpants (we hold 6-10)	\$18	3. Sport Shirts- to Size 16Y	\$24
7. Sports Shirt 4-16Y	\$24	3. Sport Shirts- 14S upwards	\$30
Sports Shirt 14S upwards	\$30		



BONALBO CENTRAL SCHOOL STUDENT PHONE POLICY & PROCEDURES 2025

As per DoE and NSW Government policy, phones are not to be used at school.

Primary students will hand devices to office in the morning and retrieve at end of day. Secondary students are assigned a numbered Yondr Pouch. While the Yondr Pouch is school property, it is each student's responsibility to use the Pouch as intended and keep it in good working condition.

DAILY PROCESS

When students enter roll call, they will:

1. Turn off their phone.
2. Open their Yondr Pouch by tapping it against the Unlocking Base.
3. Place their phone inside their Pouch and securely close it in front of staff.
4. Store their Pouch in their backpack for the day.

At the end of the day, students will:

1. Open their Yondr Pouch by tapping it against the Unlocking Base.
2. Remove their phone and close their Pouch.
3. Give their Pouch to the staff member, ready for the following day.

*Students arriving late or leaving early will follow this process at the Front Office when they sign in/out.

How Yondr Works



POUCH

As a student enters school, they place their phone in their assigned Yondr pouch.



SECURE

The pouch is closed and secured. Each student keeps their pouch throughout the day.



EXIT

When leaving school, the student taps their pouch to an unlocking base to release their phone.

VIOLATIONS

Pouch Damage / Lost Pouch

Students are expected to take responsibility for their Yondr Pouch.

Damaged or lost pouches will incur a \$15 replacement fee as well as disciplinary action.

Examples of damage:

- Ripped
- Cut
- Torn
- Bent/cut pin
- Signs of force to black button on flap
- Graffiti – pen/texta marks.



Using Phone During School / Deliberate Deception

If a student is found to be using their phone during the school day, disciplinary action will occur as outlined below.

The same consequences will apply if a student deliberately damages their Pouch or tries to circumvent the daily process (i.e. put something other than their usual phone in the Pouch/use other methods to open their Pouch).

DISCIPLINARY ACTIONS

If the daily process is not followed or deliberate damage/deception occurs, a student will be given a verbal warning and a negative incident recorded. Their phone/Pouch will be placed in their Pouch.

A second offence will result in a formal caution of suspension and a negative incident recorded. Their phone/Pouch will be placed in the Front Office and a parent/carer will need to come to the school for a conversation and return of the phone.

A third (and subsequent) offence may result in suspension for continued disobedience and misuse of technology. Their phone/Pouch will be placed in the Front Office and a parent/carer will need to come to the school for a conversation and return of the phone.

Refusal to hand in their phone/Pouch as requested may result in suspension.

COMMUNICATION

When necessary, parents/carers can contact the school (6665 1205) to leave a message for students.

If students need to get a message to their parents/carers, they are to come to the Front Office during break times and contact will be made.

EXCEPTIONS

There may be times where a staff member will unlock a student's Pouch.

During lessons that require or would be enriched by the use of mobile phones, unlocking stations can be provided for educational purposes.

The Principal or delegate has the discretion to unlock Pouches as required or in emergencies.

Parents/carers of students who require their phone for medical reasons are to discuss this with the Principal. Such exemptions will be determined on individual needs.

REVIEW

This policy and its procedures will be annually reviewed to ensure processes are fair and effective.

Bonalbo Central School Subject Requirements 2025

General subject requirements include the following: pens, lead pencils, eraser, ruler (not metal), glue, colouring pencils and covered footwear.

All students are required to have a **USB thumb drive.**

Subject	Year 7/8	Year 9/10	Year 11/12
Agriculture / Primary Industries		• Hat, leather boots & old clothes	• Hat, leather boots & old clothes
Art	• 1 x display folder • 2B, 4B and 6B pencils		
Biology			• 1 x A4 128-page book
Business Studies			• 1 x display folder • 1x A4 128-page book
English	• 1 x A4 128-page book • 1 x display folder		• 2 x A4 128-page books
Food Technology		• 1 x display folder • Covered shoes	
Geography	• 1 x A4 128-page book • 1 x display folder		
History	• 1 x A4 128-page book		
Hospitality			• Covered non-slip black leather shoes • 1 x display folder
Mathematics / Numeracy	All students in Years 7 – 12 require: • 2 x A4 128-page maths grid books • 1 x set of geometric instruments • 1 x Casio scientific calculator (can be purchased at front office for \$32)		
Music	• 1x A4 96-page book with music lines • 1 x display folder		
PASS		• 1 x 96-page book	
PDHPE	• 1 x display folder • 1 x 96-page book		
Photography & Digital Media		• 1 x display folder • 1 x 96-page book	
Science	• 1 x A4 128-page book • 1 x display folder		
SLR			• 1 x 96-page book • 1 x display folder
Technology	• 2 x display folders • Covered shoes • Hat		• 1 x A4 128-page book • 1 x ring binder folder • Closed in shoes
Work Studies			• 1 x display folder • 1 x A4 128-page book

Behaviour code for students

Information for students and parents or carers

NSW public schools are committed to providing safe, supportive, and responsive learning environments for everyone across a range of settings. We teach and model the inclusive and safe behaviours we value in our students.

In NSW public schools students are expected, to the best of their ability, to:

- show respect to other students, their teachers and school staff and community members
- follow school and class rules and follow the directions of their teachers
- strive for the highest standards in learning
- act in a courteous and respectful way that makes all members of the school community feel valued, included and supported
- resolve conflict respectfully, calmly and fairly
- meet the school's agreed uniform policy or dress code
- attend school every day (unless legally excused)
- respect all property
- be safe and not be violent or bring weapons, illegal drugs, alcohol, vapes, e-cigarettes or tobacco into our schools
- not bully, harass, intimidate, or discriminate against anyone in our schools.

Schools take action in response to behaviour that is detrimental to self or others or to the achievement of high-quality teaching and learning.

All students have a right to:

- safety at school
- access and fully participate in their learning
- be treated with respect by other students, teachers and school staff
- express their views, set goals and self-advocate.

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments and apply an appropriate action when students are not meeting these expectations. The department is responsible for the provision of a policy framework and resources such as legal issues bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context, the NSW

Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.

Behaviour code for students: Student actions

Promoting the inclusion, learning, wellbeing, and safety of all students in NSW public schools is a high priority for the Department of Education.

We implement teaching and learning approaches across a range of settings to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

To meet the expectations set out above, students in NSW public schools, to the best of their ability, should adhere to the following principles.

Respect

- Treat one another with dignity.
- Communicate and behave courteously.
- Act and work cooperatively with other students, teachers, and school staff.
- Develop positive and respectful relationships.
- Value the interests, ability and culture of others.
- Respect the learning needs of other students.
- Dress appropriately by wearing the agreed school uniform or dress code.
- Take care with school property and the property of staff and other students.

Safety

- Model and follow school and class rules and expectations around behaviour and conduct.
- Negotiate and resolve conflict.
- Be aware of and take responsibility for how their behaviour and actions impact others.
- Care for self and others.
- Be safe and help others to make safe choices that do not hurt themselves or others.

Engagement

- Arrive at school and class on time.
- Be prepared for every lesson.
- Actively participate in learning.
- Aspire and strive to achieve the highest standards of learning.



Compulsory school attendance

| Information for parents

Education for your child is important and regular attendance at school is essential for your child to achieve their educational best and increase their career and life options. NSW public schools work in partnership with parents to encourage and support regular attendance of children and young people. When your child attends school every day, learning becomes easier and your child will build and maintain friendships with other children.

What are my Legal responsibilities?

Education in New South Wales is compulsory for all children between the ages of six years and below the minimum school leaving age of 17 years. The Education Act 1990 requires that parents ensure their children of compulsory school age are enrolled at, and regularly attend school, or, are registered with the NSW Education and Standards Authority for home schooling.

Once enrolled, children are required to attend school each day it is open for students.

The Importance of arriving on time

Arriving at school and class on time:

- Ensures that students do not miss out on important learning activities scheduled early in the day
- Helps students learn the importance of punctuality and routine
- Give students time to greet their friends before class
- Reduces classroom disruption

Lateness is recorded as a partial absence and must be explained by parents.

What if my child has to be away from school?

On occasion, your child may need to be absent from school. Justified reasons for student absences may include:

- being sick, or having an infectious disease
- having an unavoidable medical appointment
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstance (e.g. attending a funeral)

Following an absence from school you must ensure that within 7 days you provide your child's school with a verbal or written explanation for the absence. However, if the school has not received an explanation from you within 2 days, the school may contact you to discuss the absence.

Principals may decline to accept an explanation that you have provided if they do not believe the absence is in the best interest of your child. In these circumstances your child's absence would be recorded as unjustified. When this happens the principal will discuss their decision with you and the reasons why.

Principals may request medical certificates or other documentation when frequent or long term absences are explained as being due to illness. Principals may also seek parental permission to speak with medical specialists to obtain information to collaboratively develop a health care plan to support your child. If the request is denied, the principal can record the absences as unjustified.

Travel

Families are encouraged to travel during school holidays. If travel during school term is necessary, discuss this with your child's school principal. An Application for Extended Leave may need to be completed. Absences relating to travel will be marked as leave on the roll and therefore contribute to your child's total absences for the year.

In some circumstances students may be eligible to enrol in distance education for travel periods over 50 school days. This should be discussed with your child's school principal.

My child won't go to school what should I do?

You should contact the principal as soon as possible to discuss the issue and ask for help. Strategies to help improve attendance may include a referral to the school's learning and support team or linking your child with appropriate support networks. The principal may seek further support from the Home School Liaison Program to develop an Attendance Improvement Plan.

What might happen if my child continues to have unacceptable absences?

It is important to understand that the Department of Education may be required to take further action where children of compulsory school age have recurring numbers of unexplained or unjustified absences from school.

Some of the following actions may be undertaken:

- **Compulsory Schooling Conferences**

You may be asked, along with your child, to attend a Compulsory Schooling Conference. The conference will help to identify the supports your child may need to have in place so they attend school regularly. The school, parents and agencies will work together to develop an agreed plan (known as Undertakings) to support your child's attendance at school.

- **Application to the Children's Court – Compulsory Schooling Order**

If your child's attendance at school remains unsatisfactory the Department may apply to the Children's Court for a Compulsory Schooling Order. The Children's Court magistrate may order a Compulsory Schooling Conference to be convened.

- **Prosecution in the Local Court**

School and Department staff remain committed to working in partnership with you to address the issues which are preventing your child's full participation at school. In circumstances where a breach of compulsory schooling orders occurs further action may be taken against a parent in the Local Court. The result of court action can be the imposition of a community service order or a fine.

What age can my child leave school?

All New South Wales students must complete Year 10 or its equivalent. After Year 10, and up until they reach 17 years of age, there are a range of flexible options for students to complete their schooling.

Working in Partnership

The NSW Department of Education recognises that working collaboratively with students and their families is the best way to support the regular attendance of students at school.

We look forward to working in partnership with you to support your child to fulfil their life opportunities.

School Community Charter

 **Collaborative. Respectful. Communication.**

The following School Community Charter outlines the responsibilities of parents, carers, educators and school staff in NSW public schools to ensure our learning environments are collaborative, supportive and cohesive.

What our schools provide

NSW public schools work to create positive environments for students, staff and the entire school community that support student learning. We strive to ensure that every student is known, valued and cared for.

The best education happens when parents and schools work together.

The School Community Charter aligns with the NSW Department of Education Strategic Plan 2018 – 2022.



Positive environments

It is important that our NSW public schools are positive environments and that parents and carers are kept informed of students' progress and school announcements.

Parents and carers can expect:

- To be welcomed into our schools to work in partnership to promote student learning.
- Communication from school staff will be timely, polite and informative.
- Professional relationships with school staff are based on transparency, honesty and mutual respect.
- To be treated fairly. Tolerance and understanding are promoted as we respect diversity.

We treat each other with respect

We prioritise the wellbeing of all students and staff

Unsafe behaviour is not acceptable in our schools

We work together with the school

Ensuring respectful learning environments for all members of NSW Public Schools communities.



We create
collaborative
learning
environments

We
all play
our part

We work
in partnership
to promote
student
learning

Communicating with our schools

Our staff will find a time to talk to you when they can give you their full attention. Please remember that while our staff are in class or dealing with other matters, they may not be available to answer your questions immediately.

Our schools and communities will make sure that written communication is appropriate, fair and easy to read. We encourage you to use email and social media appropriately to connect with your school and stay up-to-date with up-coming events in the school community.

Our guide for parents, carers and students provides useful information about the complaints process:

education.nsw.gov.au/about-us/rights-and-accountability/complaints-compliments-and-suggestions/guide-for-parents-carers-and-students

Respectful communication is a right

In all workplaces people have the right to feel respected. Unacceptable and offensive behaviour has no place in our school communities.

To ensure the wellbeing of students, staff and the community in our schools, steps will be taken to address unacceptable behaviour. This may include restricting contact with the school community or, in more serious cases, referral to NSW Police.

Unacceptable behaviour may include but is not limited to:

- Aggressive or intimidating actions, such as violence, threatening gestures or physical proximity.
- Aggressive or intimidating language, including the use of obscenities, making sexist, racist or derogatory comments or using a rude tone.
- Treating members of the school community differently due to aspects such as their religion or disability.
- Inappropriate and time wasting communication.



**Collaborative.
Respectful.
Communication.**

School Community Charter

education.nsw.gov.au