



WARILLA

PUBLIC SCHOOL

We work as a team

INFORMATION BOOK

Welcome to your local school

Dear Parents and Carers,

We would like to take this opportunity to welcome you and your child to Warilla Public School. We are proud of our school, which has built up a fine tradition of academic and sporting achievements and good citizenship. We trust that you and your child will quickly become part of the school and that you will help to carry on this tradition.

Shelley Fay
Principal

This booklet has been designed to help you get to know our school.

If you have any questions, please do not hesitate to contact the school to make an appointment.

Our Motto: "We Work as A Team"

At Warilla Public School we firmly believe that effective learning occurs when students, teachers, parents and the community members work together.



Find us on



Communication between School and Home

Notes are sent home via the School Bytes Parent Portal. This includes emails and push notifications. Once you download the Portal, ensure you have push notifications activated. This ensures you are immediately notified of any urgent or upcoming events.



School Bytes

School Celebration

Follow our school Facebook page - where we showcase student, staff and community success. Please like, share and tag. Facebook is for celebration, not communication. If you have any questions and need an answer, please phone our office.

Concerns

Sometimes issues arise that cause concern. Rather than allow the concern to escalate, it is important to resolve the problem as soon as possible.

If the concern is related to a classroom issue, you should contact your child's teacher. If it relates to playground behaviour or a policy matter, see the appropriate Assistant Principal. If you are still concerned having seen and discussed the matter with these people, it may be necessary to raise the issue with the Principal. Please contact the office to make contact with the suitable staff member.





Absences from School

In NSW, students are expected to attend school regularly. Should your child be absent from school, an explanatory note is required. The Department of Education requires the child's caregiver to outline the reason/s for every student absence. Please use our Parent Portal to explain an absence. If your child's absence is likely to exceed three days, the school should be notified.

Emergency Information/Change of details

Please advise the school immediately if there is a change in your family circumstances. Change of address or phone numbers are to be notified in writing and can be done via the School Bytes Parent Portal/Forms.

In case of accident or illness at school, the staff will try to contact you by phone. If you cannot be contacted, the contact person nominated by you will be called. It is therefore vitally important that contact names and numbers are current at all times.



Medication

If your child is taking medication, it is requested that you arrange to give it at home. Where this is not possible, paperwork must be completed at the office, before medication can be administered.

The medication should be in its original container, clearly marked and labelled with child's name as specified in the school's Medication Policy.

All medication must be administered at school, it is necessary that appropriate medical information forms are completed. No medication will be given without parental or carers consent. Please see the office.

All students diagnosed as asthmatic or having allergic or anaphylactic reactions, must have an ASCIA Health Care Plan supplied to the school upon commencement of enrolment. These are completed by your General Practitioner on an ASCIA form. These plans give schools specific, individualised instructions on how to manage your child's health needs. It is a requirement that these are reviewed every 12 months.



Custody Arrangements

The school should be advised in writing of custody arrangements concerning students especially if one parent is denied access. Such information will be handled with the upmost confidentiality.

School Uniform:

All children at Warilla Public School are expected to wear the school uniform. Our school colours are green and gold (yellow).

Uniforms are available to purchase directly from the office. Payments can be made by Cash, EFTPOS or via the School Bytes Parent Portal.

PLEASE PUT YOUR CHILD'S FULL NAME ON ALL ITEMS OF CLOTHING

Boys Uniform

Summer Uniform

- Yellow and green polo shirt with school crest
- Grey shorts
- White short ankle socks
- Black enclosed shoes
- Bottle green wide-brim hat



Winter Uniform

- Yellow and green polo shirt with school crest
- Grey cargo pants / tracksuit
- White short ankle socks
- Black enclosed shoes
- Bottle green jacket with school logo
- Bottle green wide-brim hat

Girls Uniform

Summer Uniform

- Green checked school dress
- Yellow and green polo shirt with school crest
- Bottle green skirts
- White short ankle socks
- Black enclosed shoes
- Bottle green wide-brim hat



Winter Uniform

- Yellow and green polo shirt with school crest
- Bottle green tracksuit
- White short ankle socks
- Black enclosed shoes
- Bottle green jacket with school logo
- Bottle green wide-brim hat

Accessories

Jewellery, nail polish and thongs are not permitted to be worn (except for sleepers / studs in the case of pierced ears).

Only school hats are to be worn at school and these are to be worn in the playground.

NO HAT NO PLAY

Excursions and School Performance Programs

Class and Stage groups are regularly taken on excursions outside the school to consolidate their class studies. Children are expected to wear full school uniform on such occasions. In addition, musicians, performers and specialist speakers visit the school to further enhance the school's educational programs. Costs for these activities are met by the student's family. However, should a family be experiencing financial difficulty, other arrangements can be made.

Excursion Notes

If there is a planned excursion, information provided on excursion destination, departure and arrival times and the cost of the excursion will be sent via SchoolBytes App. If an excursion is running late or needs to be cancelled due to poor weather, a notification via our School Bytes Portal will be sent.

All excursion notes and money must be returned by the due date.

Assistance

A student assistance scheme is available for families in need. Please contact the school Principal so that arrangements can be made to provide a subsidised school uniform for your child. Such requests are dealt with confidentially. We can also put you in touch with the Smith Family 'Learning for Life' scholarships.



Bus Travel

Students in Kindergarten to Year 2 are entitled to free bus travel to and from school. All students must have an Opal Card to travel on the bus. To apply go to transportnsw.info/school-students. Once a child reaches Year 3, a 1.6km straight line distance or 2.3km walking rule applies. Students living within the radius need to pay a fare each day.



The Canteen

The school has a fully equipped canteen providing lunches at a reasonable cost, as well as snacks for recess.

The canteen is privately leased and opened 5 days a week, Monday to Friday.

Students order their lunches in the morning from 8:30am. Bags are available from the canteen or parents and carers may write the order on a paper bag. Lunches are collected and taken to the classroom and given out by the teacher.

An online order system via www.school24.net.au is available. School ID Code is #25464963 (Closes daily at 9am)

Certain items may be purchased after students have eaten their lunch and at recess.

Assemblies

Assemblies take place throughout the year. The office will send out notifications of the upcoming dates. Parents and carers are welcome to attend assemblies.



Library

Our school is well-stocked and students are encouraged to become enthusiastic and careful borrowers.

Students require a bag in which to carry library books to and from school. Students will greatly benefit from parents and carers reading and discussing their library books, especially those students who are developing foundations for reading independently.



Sport

Students are allocated to houses for school sporting carnivals. Allocation to houses is determined

according to existing house numbers.

An effort is made to maintain an even spread of age groups across the four houses.

Nagungari
Buru
Gugara
Ungah

Green
Red
Yellow
Blue

Apart from Carnivals, sport is generally held on Fridays for all students.

An intensive learn to swim program is offered for children in Year 2 at the end of the school year.



Dropping Off and Collecting Students

In the interests of student safety and setting a good example to students by following traffic laws, you are required not to wait in the "No Stopping" zone near the children's crossing in Leawarra Avenue. **Heavy Fines apply.**

If you are parked on the western side of Leawarra Avenue, please insist that your child crosses via the marked crossing, which is supervised by a Road Crossing Supervisor. Students and parents are not to leave or enter the school through the staff carpark.

Supervision of Students

A teacher is rostered on playground duty each morning between 8:30am and 9:00am.

Upon arrival to school,

Kindergarten – Year 1 students meet in the Infants COLA area.

Year 2 – 6 students meet in the Primary COLA.

All students are expected to stay seated on the silver seats until 8:45am when the play bell rings.



During morning, lunch and recess playtimes, teachers are rostered for duty in the playground.



After school, a teacher is rostered on bus duty, for students who are travelling home by the school bus and children attending After School Care.

The children's crossing in Leawarra Avenue is supervised by a Road Crossing Supervisor.

General School Rules

SAFETY

I will behave in a way that keeps myself and others safe.

RESPECT

I respect others and expect to be treated the same.

LEARNING

I will do my best and allow others to learn.

Before School

- Students should not arrive before 8:30am. This is the time that supervision begins. Students are to sit on the allocated silver seats until the play bell rings at 8:45am.
- Infants students – Kindergarten to Year 1 sit and play under the Infants COLA area.
- Primary students – Years 3 to 6 sit and play under the main COLA area.
- Students are not permitted to leave the school grounds once they have entered.
- Bikes must be walked through the school grounds and parked near the Year 1 classrooms.

Play Areas

- WALK on all concrete areas.
- Small ball games, such as handball, are permitted under the COLA.
- Large ball games, such as basketball and soccer, are only played in the back playground.
- Food and drink are only permitted in the COLA areas.
- Students must sit on the silver seats until they finish eating.

General School Rules

Playing

- Play in a safe and fair way.
- The fixed equipment may only be used when there is a teacher on supervision duty.
- Students are only permitted in rooms when there is a teacher directly present. This includes bag rooms during play periods.
- Personal property is the responsibility of the owner.

Canteen

- Use your manners.
- The canteen is open from 8:30am. It closes at 2:00pm.
- The canteen area is out of bounds for playing.



Student Welfare

Student welfare encompasses everything that our school community does to enhance the social, physical and emotional needs of our students.

We seek to recognise and support positive achievement and behaviour at Warilla Public School.

Students who display;
You Can Do It qualities
Organisation, Persistence, Confidence,
Resilience and Getting Along
and GEM Qualities
Gratitude, Empathy and Mindfulness

Have the following positive acknowledgements afforded to them...



Bronze Awards
You Can Do It Awards
Gold Banners
Stage Badges
Student of the Month Awards
Wave Cards
Sport Awards
Public Speaking Awards
Annual Awards
Leadership Opportunities
Rainbow Reading Awards

Reward Days



Merit System

YCDI Award = You Can Do It Award

Kindergarten

4 x Bronze or YCDI Awards = Gold Banner

Stage 1 (Years 1 and 2)

4 x Bronze or YCDI Awards = Gold Banner
then 4 x Bronze or YCDI Awards = Stage 1 Badge

Stage 2 (Years 3 and 4)

4 x Bronze or YCDI Awards = Gold Banner
then 4 x Bronze or YCDI Awards = Stage 2 Badge

Stage 3 (Years 5 and 6)

4 x Bronze or YCDI Awards = Gold Banner
then 4 x Bronze or YCDI Awards = Stage 3 Badge



Students who display Negative Behaviour
Choices

Think Sheet

Reflection Time - You Can Do It Better Room
Class Time out

Personal Monitoring Card

Formal Caution of Suspension
Suspension

Parent / Carer Teacher Interviews

Your child's teacher will always be ready to discuss educational matters with you, but please phone or write to arrange an appointment. Teachers are able to arrange interviews outside of class time, before or after school, during lunch times or in their relief from face to face teaching time.

Semester 1 parent/carer interviews are held at the end of Term 1 to provide parents and carers with detailed information on their child's progress and offer an opportunity to discuss matters related to learning.

School Reports

Written reports are sent home twice per year.

Semester 1 Report is sent home at the end of Term 2.

Semester 2 Report is sent home at the end of Term 4.

