Welcome

We extend a warm welcome to every student who enrols at our school and to all parents, friends and citizens. We hope that your association with this school will be a satisfying and enjoyable one.

Our school, established in 1957, now with 192 students offers the local community the opportunity for students from Kindergarten to Year Six to attend a 'small school' with high educational standards, a caring, family atmosphere and true community spirit.

We are situated away from the main roads, in large, tree-lined grounds providing spacious areas for sport and play.

At Oatlands Public School we believe in open communication between families and school. Parents or guardians are always welcome to arrange an interview with their child's teacher or the Principal.

The information provided in this directory may prove useful to you during the year. If you would like more information on these or other matters, please don't hesitate to contact the school.

New enrolments are always welcome. To arrange a school tour with our Principal Mr D'Amore, contact the school office today!
Oatlands Public School

Statement of Purpose

To develop the maximum potential of each individual through a caring and stimulating learning environment.

Oatlands Public School

Beliefs

Oatlands Public School is committed to:
• providing all students and staff with the opportunity to achieve their potential
• guiding students’ social, emotional, academic, intellectual and physical development in a happy and safe environment
• encouraging the pursuit of excellence and equity in all endeavours
• empowering students to be responsible and independent decision makers.
General Information About Our School

Name of School: Oatlands Public School.
Address: Belmore Street East, Oatlands, 2117.
Phone Number: 9630-3486  9683-4174
Fax Number: 9890-1914
E-mail: oatlands-p.school@det.nsw.edu.au
Website Address: www.oatlands-p.schools.nsw.edu.au

School Staffing 2016

Principal: Mr D’Amore
Assistant Principals: Miss Gould
                        Ms Dayhew
Classroom Teachers: Mrs Perrott
                        Ms Naylor
                        Miss Egan
                        Ms Singh
                        Mrs Kocagil
                        Mrs Sells
                        Mrs Walsh

Teacher Librarian: Mrs De Vos
R.F.F. Teacher: Mr Bullen
                Mrs Ritchie
Learning & Support Teachers: Mrs Marshall
E.A.L.D: Mrs Walsh
          Mrs Ritchie
School Counsellor: Mrs Montgomery
School Office Manager: Mrs Stanton
School Administrative Assistant: Mrs Robinson
                     Mrs Partridge
School Learning Support Officer: Mrs Rodgers
                                 Ms Boyd
                                 Mrs Preston
School Hours

- Supervision: 8:25 a.m.
- Office Hours: 8:30 a.m. to 3:30 p.m.
- Morning bell: 8:55 a.m.
- Recess: 11:00 a.m. to 11:40 a.m.
- Lunch: 1:20 p.m. to 2:00 p.m.
- School dismissal: 3:00 p.m.

Absence from School

If a student is absent from school for any reason, it is necessary to notify the school as soon as possible. If a student is absent for three days and you have not contacted the school, the school will ring to check why the student is absent.

Where no note is received or a note arrives later than three days after the student returns to school, the absence will be marked as unauthorised and may be referred to the Home School Liaison Officer if a pattern of such absences emerges.

If a student will be absent for longer than 15 days a special form needs to be filled out requesting permission for the absence. These forms are available from the office and should be returned to the school office.

Notes explaining absences from school should be addressed to the classroom teacher, dated and signed.

Accidents and Illnesses

In the event of a serious accident or if your child is sick at the school, the following procedure will be followed:

- The school will ring the parent or guardian and the ambulance if necessary.
- The school will, in all cases, take the necessary steps to ensure the well being of the student.

Active School App

Our school now has a mobile phone app. What’s that you may ask? It is a little application that sits on your phone and gives you instant access to our school information when you click on it, 24/7. The app gives parents the ability to instantly access newsletters without going to the website, or to send in a sick note while you stand outside the school because you forgot to write a paper note! Download the app to your smartphone by going to either the Apple App Store or Android Google Play Market and search for our school name. Once you have found it press install or download.

Afternoon Dismissal

Students are dismissed from their classrooms at 3:00 p.m. and can be met at the school gate by their parents.
The crossing outside the school is supervised and all parents and students should use the crossing and follow the directions of the crossing supervisor.

**After/ Before School Care**

Before and after school care is available at Oatlands Public School through Helping Hands Network. For details of this service, please call 0455083493 or email oatlands@helpinghandsnetwork.com.au.

**Assemblies**

Whole school assemblies are held once a fortnight for K to 6 students. School assemblies are conducted by the Student Representative Council in the hall from 2.00 p.m. to 2.45 p.m. on each alternate Thursday. During assemblies students are presented with certificates of merit and special awards. Each class, in turn, also presents an item which may take the form of a play, a song, displays of work or dances.

Parents are most welcome to attend the assemblies, and special events / awards to be presented at assemblies are advertised in advance in the school newsletter to enable parents to attend.

**Asthma**

The school maintains a detailed student asthma record for all students suffering from asthma.

If your child suffers from asthma, it is essential that this information is kept up to date. Please advise us in writing if there are any changes to your child's asthma first aid plan. Please provide the school with an Asthma Action Plan (AAP) provided by your doctor. Please provide an updated AAP if there is any change to your child’s condition. We are an ‘Asthma Friendly School’.

**Banking**

The school offers school banking through the Commonwealth Bank. Banking day is Tuesday and students are able to deposit money through the school and are rewarded for regular saving.

**Behaviour – Positive Behaviour for Learning (PBL)**

At Oatlands Public School our students are safe, respectful, learners. The school has adopted an innovative and effective program entitled ‘Positive Behaviour for Learning’. Our school behaviour policy reflects the beliefs and strategies recommended in this initiative.

The Student Behaviour Policy refers to what used to be known in schools as the Discipline Policy.
It is the outline of how the school rewards those students who maintain a high standard of behaviour and how it encourages those students who misbehave to do the right thing and be recognised for their efforts to improve. The Behaviour Policy can be found on our website and is essential reading for all parents. We appreciate your support in encouraging your children to abide by the school rules. Please don't hesitate in informing the school if there is a problem with your child. We, in turn will inform you about your child's behaviour, both good and not so good.

If you have any questions about the Behaviour Policy, your child's teacher will be able to help you. Please note that this policy is regularly reviewed.

Awards System

Oatlands Awards
Below is an outline of some of the ways we reward our students for being safe, respectful, learners.

Awards are presented every fortnight during the term to recognise characteristics possessed by students that are outside the academic areas but considered valuable by the Oatlands community. These awards highlight positive values, behaviours and habits and are publicly acknowledged and celebrated through the presentation of certificates during school assembly and listing in the school newsletter.

Assembly Merit Certificates
Each class teacher allocates a merit award to three students. These are presented at the school assembly each fortnight. The awards recognise excellence in effort, academic performance, attitude and positive behaviour within the classroom. Recipients' names are listed in the school newsletter.

V.I.P. DAY
All students who have maintained a satisfactory standard of behaviour during the term are rewarded in the last week of each term with a special V.I.P. Day. The activities on this day change each term and are selected by the teachers. Examples of activities include: special art workshops; popcorn and movies afternoon, sporting team visits, etc.

Children who have received two or more Yellow Levels or one Red Level during the term are not eligible to take part in the activities.

Bear Tickets
Students who display positive behaviour in the playground and classroom may be recognised by the teacher supervising with a bear ticket. At each fortnightly school assembly, four bear tickets are drawn randomly from the barrel. The first three students drawn are presented with an iceblock voucher and the last student receives a 'beanie bear' and an iceblock voucher.

Oatlands Pride Award
The class that best demonstrates consistent dedication to the fortnightly PBL focus receives an award to be stuck up in their classroom on display.
Principal's VIP Morning Tea
In addition to the V.I.P. Day, there is also an extra reward for two students in each class who have demonstrated outstanding behavior and effort. Teachers choose two students based on their commitment to PBL and the three school rules. Chosen students attend the Principal’s Morning Tea which takes place in the last week of each semester.

Scripture Rewards
Scripture teachers have access to Bear Tickets. These tickets recognise excellence in effort, performance or positive attitude within the Scripture classroom setting.

Principal’s Awards
Teachers may send students at any time to the Principal to show special work, improvement in their work or to be rewarded for good or improved behaviour. Students will receive Principal’s Award stickers or merit awards to recognise their achievement.

Sports Awards
A range of sporting achievement awards are presented to students during the year for activities such as completing the Premier’s Sporting Challenge, placing 1st, 2nd or 3rd in swimming, cross-country or athletics events, representing the school in sporting teams and for outstanding effort and performance during school sport.

Bookclub
The school participates in the Scholastic Bookclub Scheme, which is organised by the parents. Students are able to purchase quality books at reasonable prices through the school. The ordering system is explained to the students by their class teacher or the librarian. Students place their order through the school office or online. Order forms are sent home once a term.

Canteen
We are fortunate to have a school canteen. It is run under the Healthy School Canteen Strategy guidelines. Lunch orders are currently catered for on Mondays and Fridays. Orders are placed in the letter box under the COLA prior to 9.00am in a paper bag with your child’s name and class written clearly on it and correct payment placed inside. Iceblocks and snacks are also for sale on Mondays and Fridays at lunch time. Any changes to these arrangements are placed in our school newsletter. Canteen volunteer helpers are always welcome (operation relies on the availability of parent helpers).

Change of details
It is most important that the school be notified if you change your address, telephone number (at home or at work) or your emergency contact number. Please notify changes in writing to the School Administrative Manager, Ms Stanton.
**Change of Clothes**

Occasionally students may have an accident at school and it is necessary to provide them with a change of clothing. It is sometimes difficult to keep enough clean clothing in the correct sizes at school to cater for the demand, so it is advisable, particularly for K to 2 students, to have a spare pair of underpants and shorts in their bag for emergencies.

**Clothing Pool**

The school operates a clothing pool. This service allows for the purchase of second hand school uniforms at $5 per item. For details of the clothing pool, please call at the office.

**Collecting Students during School Hours**

Before collecting any student during school hours, it is necessary to call at the office to obtain an authorisation. This procedure is essential as it ensures maximum safety for all students while they are at school.

The class teacher will allow your child to leave when they receive the authorisation form.

In general, only parents will be authorised to collect students from school, all other people will need to provide a letter from the parents authorising them to collect their child.

Please keep the school informed of any custody orders that relate to your child or let us know about anyone who is not permitted access. It is important that disruptions to the students' learning be kept to a minimum by trying to make all dental and doctor's appointments outside school hours wherever possible.

**Emergency Telephone Numbers**

*This is very important information for our school record system.* Students can become ill at school or on rare occasions can have an accident requiring hospital treatment and parents or a nominated emergency contact person (a relative, neighbour or friend who would be willing to care for your child in an emergency) must be contactable.

**Emergency Procedures**

The school has emergency evacuation and lock-down procedures in place. Signs and maps explaining these are in every room in the school and are updated on a regular basis. These procedures are practised each year. Please ensure if you are volunteering on school grounds that you sign on at the office so we are aware of your presence in the case of an emergency.
English as a Second Language or E.S.L.

Students who enrol in our school from a language background other than English will be given support by one of our E.S.L. teachers who work at the school on two days each week. The E.S.L. teachers give priority to students who are entering an Australian school for the first time.

Excursions and Performances

Excursions and camps are an important and exciting part of the curriculum at our school. Excursions are arranged by each grade and occur usually once each semester. Teachers are able to bring to life the work that they are studying in class, by taking the students to such places as the zoo, museums, the beach, historical buildings etc. to name just a few. Teachers try very hard to keep costs for excursions to a minimum so as many students as possible are able to participate. If at any time you are experiencing financial difficulties and are finding it difficult to meet the cost of excursions please call in and talk to us in confidence.

In addition a Year 5 and 6 camp/excursion (e.g. Berry Sport and Rec or Canberra) is organised during the year. This camp/excursion enables students to broaden their horizons, gain social skills and develop independence as well as being a valuable supplement to the work done in class. Naturally, this camp/excursion is more expensive, but the benefits for the students are enormous.

Extra Curricula Activities

These are run by teachers out of class time. Teachers volunteer to run these interest groups for students. Outside teachers are sometimes used to supplement school staff. They are usually limited in both size and age grouping. Groups currently running are:

- Choir - Oatlands Public School offers students in Years 3 to 6 the opportunity to become a member of the school choir. The Oatlands Choir perform regularly at school assemblies and important school functions. The choir also participates in choral competitions and performs at venues in the local community.
  
  - If your child enjoys music and singing, the choir provides a wonderful opportunity for them to pursue these interests and represent their school.

- Dance - Students are able to join either a Junior or Senior Dance group run at lunchtime. The dance groups perform at school assemblies and important school functions.
  
  - They also participate in festivals when selected. If your child enjoys dance, this group provides a wonderful opportunity for them to pursue these interests and represent their school.

- Keyboard & Guitar – Keyboard & guitar lessons are available before or after school at a cost to parents (run by Aria Music).
Fees

In public schools tuition is free but some resources and activities have to be paid for by the consumer. There are some costs associated with schooling that you may find helpful to plan and budget for such as uniforms, work books, excursions and extra-curricular activities.

Free Bus Travel

All K to 2 students are eligible for free bus travel to and from school. Students in Years 3 to 6 who live more than 1.6 kilometres from the school are also eligible for a bus pass. Forms to apply for bus passes are available from the school office.

Head Lice

Head lice, nits or Pediculosis to give the correct name, are a recurring problem in all schools. Very few students escape having head lice at some time during their years at school and nits are not particular about which head they invade! In fact 23% of primary students have head lice at any one time.

Please help the school to keep this problem under control by following a few simple routines:

• Check your child's head for lice once a week in cooler weather and every day during the summer. Check particularly carefully in the week before school starts in January each year. Teach older children to check their own hair.

• If you do find lice, ask the chemist for the correct shampoo with which to treat them. You will need to treat any other children in the family as well, just as a precaution. Head lice have built up a resistance to head lice treatment. Try different types. Please let the school know!

• Once the hair has been treated correctly, the lice will be dead and the lice and eggs can be removed with a fine toothed comb available from the chemist.

• Ensure that girls with long hair keep it tied back and braided if possible.

• Students are no longer excluded from class or school because of head lice.

If you require further advice about head lice, please contact your local G.P. or chemist.

High School Enrolment

Most students who attend our school are placed in one of the local high schools when they have completed Year 6.

Our local high schools are:
• Cumberland High School
• Macarthur Girls' High School
• Northmead High School
Students who achieve particularly well in Year 6, may also be eligible for Selective High School placement, however, placement in Selective High Schools is limited to the top performers only and is subject to an entrance examination.

Our closest selective high schools are: James Ruse Agricultural High School and Baulkham Hills High School.

All normal high school enrolments are arranged by the school. Parents are required to complete the forms sent home during the year. Generally, the local high schools conduct induction/orientation days for new Year 7 students towards the end of the year.

**Homework**

Homework should be seen as a purposeful learning experience and one which consolidates, extends and enriches the school's learning program.

Homework has the potential to further the home-school partnership in the education of the student. It is not intended that homework should become frustrating, valueless, destructive of interest or an unnecessary intrusion into the home.

It is the school's aim to encourage the development of the student's interest, knowledge and skills through homework activities.

Class teachers will send home information sheets on the type of homework to expect for each student in that class at the start of the year and will be happy to provide information on how you can help your child at home. The school's homework policy is available on request from the office. If you, or your child, are having any problems with the homework that is being set, please do not hesitate to talk over these problems with your child's teacher.

**Infectious Diseases**

Certain common illnesses and conditions spread rapidly among students. It is necessary to exclude students from school from time to time, to avoid the spread of conditions to other students in the school. The table below is a guide to the length of time that students are required to be away from school for common childhood health complaints. If you are in any doubt about the correct procedure, please talk to your local doctor.

<table>
<thead>
<tr>
<th>Disease</th>
<th>Exclude for</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Pox</td>
<td>7 days after first spots</td>
<td>Not excluded</td>
</tr>
<tr>
<td>German Measles</td>
<td>5 days after rash appears</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hepatitis</td>
<td>Medical Certificate</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Measles</td>
<td>5 days after rash appears</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Mumps</td>
<td>10 days after first swelling</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Condition</td>
<td>Duration/Condition</td>
<td>Exclusion Status</td>
</tr>
<tr>
<td>------------------------</td>
<td>---------------------------------------------------------</td>
<td>---------------------------</td>
</tr>
<tr>
<td>Scarlet Fever</td>
<td>7 days after symptoms</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Whooping Cough</td>
<td>3 weeks or doctor’s certificate</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Scabies</td>
<td>Until signs disappear</td>
<td>Not excluded but inspected</td>
</tr>
<tr>
<td>Ringworm</td>
<td>Until treatment has begun or doctor’s certificate</td>
<td>Not excluded but inspected</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Until all discharge stops</td>
<td>Not excluded but inspected</td>
</tr>
<tr>
<td>Impetigo</td>
<td>Only if exposed</td>
<td>Not excluded but inspected</td>
</tr>
<tr>
<td>Pediculosis (Head lice or nits)</td>
<td>Until treatment has begun</td>
<td>Not excluded but inspected</td>
</tr>
</tbody>
</table>

**Interviews with Teachers**

Teachers are keen to further the home / school partnership and to provide the best education for each student. In order to achieve this, it is important to maintain good communication between the home and the school. Do not hesitate to contact your student's teacher if you feel you need to. During the year there may be times when you wish to discuss some of the following areas:

- achievement and progress at school
- behaviour at home and / or at school
- emotional needs or upsets
- peer group relationships
- changing circumstances at home
- anything that is likely to assist the teacher to cater for the individual needs of your child

An informal ‘Meet the Teacher’ Evening is held early in Term One each year and all parents are invited to attend.

At the end of Term One formal parent/teacher interviews are held to discuss your child’s progress.

**REMEMBER**: Raising a concern about your child's progress, behaviour or other issue with the class teacher following the half-yearly reports may be leaving things too long.

In addition to these times, interviews may be arranged with the class teacher at any time during the year, please contact the school or see your child’s teacher to arrange a suitable appointment.

**Kindergarten Enrolments**

The school begins to organise Kindergarten enrolments about halfway through the year.
We alert parents through the school newsletter and Website that they should collect an enrolment form from the school office. We also ask parents to let neighbours and friends, who have school-age children know that they need to enrol their children.

During the Semester Two, a Kindergarten Orientation Evening is held. On this night:

- enrolments are finalised.
- parents are able to become familiar with the school and the programs offered.

Also as part of the Kindergarten Transition Program, three morning visits are organised for the new students in Term 4. On two mornings, the students are able to spend some time in the Kindergarten class and experience the activities that they will enjoy in Kindergarten - stories, dancing, music, creative activities etc. The students are provided with morning tea and have a chance to look around the school and become familiar with some of the facilities. The other morning there is a guided tour of the school as well as some other activities.

Each new Kindergarten student is also allocated a “buddy” who will be in Year 5 when the new Kindergarten student starts school. The “buddies” help the new students to settle in, make friends, find their way around the school and generally try to make the transition to Kindergarten as smooth and as friendly as possible.

Parents will be advised by letter regarding the date and organisation of the Kindergarten Transition Evening. All parents of new Kindergarten students need to provide a copy of their child's birth certificate, proof of address and an Immunisation History Statement prior to enrolment.

**Library**

Our school is equipped with a well-stocked library. All students are encouraged to become enthusiastic borrowers and all classes visit the library each week to borrow books or to work on library skills. Even though Kindergarten students may not be at the reading stage, they will benefit from parents and / or older brothers and sisters reading to them.

To borrow books, each student must have a library bag to protect the book they wish to borrow. The library bag should have their name and class clearly marked on it. Library bags are available for purchase.

**Lost Property**

It is important that all the clothes your child brings or wears to school are clearly and securely labelled with their name. It is much easier for the school to return lost items to their owners if they are clearly labelled. Lost property enquiries should be directed to the office.

Students who bring personal items to school for news must remember that whilst all care is taken, the school cannot accept responsibility for any items that go missing or which get broken.
At the end of each school term, all items of lost property are displayed and any items that remain, are given to the clothing pool or donated to charities such as Stewart House.

Students who bring money to school need to be especially careful that they keep the money with them at all times in a zip up pocket. Money should not be left in school bags or on desks.

**Mobile Phones at School**

Mobile phones are discouraged but if brought to school must be handed in at the office for the duration of the school day.

**Money**

If you are sending money to school for any reason, it should be sealed in an envelope with the following information on the front:
- student's name
- student's class
- amount enclosed
- purpose of the money.
Larger amounts such as that for workbooks or voluntary contributions will be receipted separately and the receipt issued.

**Money is to be handed to the class teacher not directly to the office.**

**Newsletter and School Sign**

Our school newsletter is uploaded on our school website every fortnight. The newsletter contains important information, details and dates.

Be sure to read the newsletter. If you would like a copy emailed to you each week please notify the office staff.

We also have a school sign which advertises school events and which is updated regularly. Don't forget to check the sign as you walk or drive past the school.

**Parent and Community Participation**

Parents are actively involved in raising funds to support programs within the school and opinions are sought regarding school programs through surveys and small group discussions. Our canteen is run using parent volunteers and help is always needed.

Our P&C do a tremendous job supporting the school and meet at 7.30pm on the 2nd Tuesday of every month in the school hall. All school parents and citizens are welcome.

Students get a great deal of pleasure and satisfaction from seeing their parents and grandparents as well as local senior citizens and community members involved in school life.
Your interest, enthusiasm and involvement carry over to promote positive attitudes in your child. Parents can share their time and talents in many activities connected with the school's learning programs and by helping to look after the resources. Parents assist in sport programs, as reading helpers, on committees, with computers, in the library and in many other ways.

Please ask your child's teacher how you can become involved.

**Parent Workshops**

Parent Workshops are regularly organised during the school year and enable parents to find out more about what happens in the school and how the students are taught.

These workshops might take the form of a visiting guest speaker or they may be run by Mr D'Amore and the teachers themselves.

**Parking at School**

At times it is difficult to park cars when visiting the school, however, the safety of the students is our primary concern at all times.

Parents are asked to remember the following so that the safety of our students can be maintained:

- Do not park across the school gates or in designated 'No Standing' areas
- When collecting or dropping off children do not double park outside the school
- The staff carpark is for the use of staff and delivery vehicles only and not for use by parents, even those who are helping in the school. **Parents should not drive into the school grounds for any reason unless authorisation has been given by the Principal.**
- The disabled parking bay located near the entrance to the school and is to be used for disabled parking only.

**Photographs**

The school arranges to have photographs of all the students taken each year, including family and special group photos. The dates for school photographs are notified in the newsletter. There is no obligation to purchase the photographs taken, however, each purchase helps to support the school as we receive a commission for those sold.

**Playground Supervision**

The school playground is supervised by a teacher on duty each morning from 8.25a.m. until school begins at 8.55a.m.
Students who arrive before 8.25a.m. must sit on the seats around the playground until the teacher comes on duty.

Students are not permitted to enter classrooms during this time. It is strongly recommended that NO students be sent to school before 8.25 a.m. as this is a time when accidents can happen as there is no-one officially on duty to supervise them. In the morning, students may play handball or skipping, but games involving footballs, netballs or bats are not permitted at this time. In the event of wet weather, students should go straight to the covered area where the teacher on duty will inform you if students should go to the classroom or remain under the covered area.

At recess and lunch time the playground is supervised by teachers. At 3.00 p.m. when the students are dismissed from class they should leave the playground promptly to return home.

Students should not play in the school grounds after school and on weekends.

**Release From Face to Face Teaching**

Each week, classroom teachers are entitled to two hours release time, when their class is taken by another teacher. This time is used by teachers to prepare work or teaching aids, complete evaluation records, visit other classes, mark books, undertake professional development and carry out many other tasks that must be completed to ensure the best possible education for the students. The release teacher discusses what will be taught during this two hours with the class teacher, so that the students will gain the most benefit from this time. So if your child comes home and tells you that they had a 'new' teacher for a lesson that day, they probably mean that their own teacher was on release time.

**Reporting to Parents**

In addition to the informal ‘Meet the Teacher’ night held each year early in Term One, reports are sent home to parents at the end of second and fourth terms. Parent / teacher interviews are held at the end of Term One.

Teachers continually assess the progress of the students in a variety of ways throughout the year, some of these may be:

- standardised tests including the National Assessment Program Literacy and Numeracy (NAPLAN) in Year 3 and Year 5; and Best Start (Kindergarten)
- teacher set tests
- quizzes and revisions
- observation, reading records etc.

If at any time you are concerned about the progress of your child, please make an appointment to see your child's teacher who will discuss the results of their evaluations with you.
Safety on the Street
Be sure that your child knows the safety rules for our busy streets and that your child knows the safest way to walk to and from school:

• How to cross where there are traffic lights.
• To look right, left and then right again before attempting to cross a road.
• To use the marked crossing.
• To walk quickly across the road, but not to run.
• To take special care when getting off a bus.
• Not to step out from behind parked cars.
• To play games in a safe place, away from the street.
• To go straight home from school when dismissed.

School Counsellor
The School Counsellor is a trained and experienced teacher who has completed additional specialist training in the area of counselling. The School Counsellor is a part-time member of our staff, who is concerned with students experiencing difficulties and/or behavioural or emotional problems.

When teachers are concerned about a student, they are able to refer that student to the School Counsellor, who will then contact the parents to discuss these concerns. The Counsellor may then conduct interviews and/or tests to help determine the most suitable methods of helping the student who has been referred. Some students and/or parents may be referred to agencies outside the school for further specialist assistance.

Students and parents may also request interviews with the School Counsellor. Any such request, however, must be made through the Principal.

The School Counsellor works at our school on one day each week.

Staff Development Days
There are five days during the year which are called pupil-free or Staff Development days.

The first of these days is always the first day back each year, when teachers are able to organise classes, arrange rooms and generally prepare for the new school year. There are four other days that usually occur on the first day of second and third term and the final two days of the year in fourth term. These days are important as they allow all teachers to meet together to write policies, develop curricula, or engage in professional development activities without the need to supervise students. We ask parents to make alternative arrangements for the supervision of their children on these days to enable every staff member to participate fully.
School Houses

All students in the school are placed into one of three houses for sport. Each house is represented by a different colour, either:

- Freeman – red
- Thorpe – blue
- O’Neill – yellow.

T-shirts in house colours may be worn for sporting events such as the Athletics Carnival etc.

Scripture

Scripture teachers from a number of religious denominations visit the school on Thursday mornings from 11.45 am to 12.15.

Students attend classes according to the parents’ request on the enrolment form. If at any time you would like to change the Scripture class you have nominated for your child, please put the change required in writing and give this to the class teacher.

Special Learning Needs

Some students in the school may require specialist help in their learning programs because they are experiencing learning difficulties or may be from a non-English speaking background or exhibit a particular talent or talents that should be developed.

All class teachers cater for these students in their normal lessons, but in addition there are specialist support staff within the school who have the expertise to help these students.

These include:
- School Executive
- School Counsellor
- Support Teacher Learning
- Teachers with special talents
- Librarian
- Staff from the Learning Difficulties Centre
- The Learning Support Team

Special Days and Events

Throughout the year, the school celebrates special days or special events when the students and the community are invited to participate in a variety of activities.

These events may include:

- Curriculum Fun Days
- Sports Days
- Education Week
- Book Week
- Charity Days
- Swimming, athletics, cross-country carnivals
- V.I.P. Days
- Mufti or non-uniform days
- End of Year Presentation Day

Special days are always advertised well before the date in the school newsletter and on the school sign and parents are most welcome to help us celebrate these events.
Sport and Physical Education

Sport and Physical Education are integral components of our school curriculum and all students are expected to participate fully in this aspect of their education.

All students in Years 3 to 6 are encouraged to wear their sports uniform on sport day, including a school hat.

The Primary Sport Program centres on participation in complex or team games. This is accomplished through the introduction and practise of skills required in that particular game. Whenever possible, development officers from a number of sporting fields are invited to assist with skill development.

Often this will culminate in a District Gala Day involving other local schools.

Students in Years 3 to 6 also participate in a weekly PSSA AFL and Netball competitions during Terms 2 and 3. Our Junior AFL team are reigning premiers and also won the competition in 2013.

Students from Kindergarten to Year 2 participate in fitness activities. A sport program also takes place and includes a variety of sporting activities.

Dance is included in the Physical Education program for all students from Kindergarten to Year 6.

Student Assistance Scheme

A small amount of money is provided to schools each year by the government to assist families who may be experiencing financial difficulties. Requests for assistance with costs such as uniforms, textbooks, excursion fees etc will all be considered. If you would like to discuss your needs in this area, please phone the Principal to make an appointment.

Student Welfare Programs

At our school, we place a great deal of importance on the development of students’ confidence and self-esteem as well as on developing their leadership capabilities and their social skills. A number of programs will be implemented in the school to cater for the students’ development in these areas, among them being:

- Peer Support
- Drug Education
- Child Protection
- Personal Development
- Social Skills Program
- Life Education
- Student Representative Council
- Road Safety Program
- Public Speaking
- Life Skills
- Conflict Resolution
**Sun Safe Policy**

Oatlands Public School has adopted a Sun Safe Policy which is in force throughout the year. This means that students are required to wear a hat at all times when they are in the playground. Students who do not have a hat must play in the shade. We are a SunSafe School.

**Toys at School**

Students are discouraged from bringing their own toys to school, except when it is a special ‘news’ item. If students do bring toys from home for any reason the school cannot accept any responsibility if they are lost, stolen or damaged in any way.

**Transferring to Another School**

If you are moving away from the area and your children will be attending a new school, please advise the school office. We will forward all appropriate records to the new school if it is a public school. Unfortunately we cannot transfer records to any other type of school.

**Uniforms**

School uniforms are available for purchase through the school office. All students are expected to wear full school uniform which is as follows:

**Boys Uniform (whole school)**

**Winter**
- school green shirt
- grey trousers
- green track suit top / bomber jacket
- grey or white socks
- black shoes
- green Oatlands hat

**Summer**
- school green shirt
- grey shorts
- grey or white socks
- black shoes
- green Oatlands hat
Girls Uniform (whole school)

**Winter**
bottle green tartan tunic or bottle green long pants
white blouse with trim or skivvy
green track suit top / bomber jacket
black shoes
white socks or black stockings
black shoes
green Oatlands hat

**Summer**
green and white check dress
green and white check skort with
white shirt with trim
black shoes
white socks
green Oatlands hat

**Sports Uniform - Girls and Boys**
White/green collar polo shirt with bottle green shorts, white socks, black or white joggers and green Oatlands hat.

**Use of School Grounds**
Parents are requested to assist us in discouraging your children and their older brothers and sisters from using the playground outside school hours. This helps to prevent vandalism and ensures that no students are playing in an unsupervised area. Schools are inclosed land and trespassers on school property may be prosecuted by police.

**Vaccinations**
Students should be immunised before coming to school.
Immunisation is available from your family doctor or the local council.

**Booster Immunisation**
- Students starting school who have not already had booster immunisation should have one booster injection against diphtheria and tetanus (C.D.T.) and one booster dose of polio vaccine by mouth (Sabin).

**Measles**
- Your child can be immunised against measles. Seek your family doctor's advice as measles can cause serious long-term disabilities to your student.

**Mumps and Chickenpox**
- Students can also be immunised against mumps and chickenpox. Seek your doctor's advice on this.
**General**

- If your children contract any of the communicable diseases and you are unsure of how long they should remain away from school, you should contact your family doctor for advice.

An Immunisation History Statement from the Australian Childhood Immunisation Register will be requested by the school when your child begins Kindergarten.

**Website**

The school has its own website which can be accessed at: www.oatlands-p.schools.nsw.edu.au
The website provides visitors to the site with information about the school, its policies, programs, services and special events.