

Vision statement: Repton Public School provides a positive learning environment which fosters students' academic achievement and supports every child to become a resilient, respectful and responsible citizen. Our school is collaborative, creative and innovative, and we nurture the wellbeing and continuous progress of students and staff of all to flourish.



Information Booklet

Repton Public School is a small school that continues to focus on the quality of student outcomes in literacy, numeracy and all Key Learning Areas including environmental education through the implementation of Stephanie Alexander Kitchen Garden program, creative arts, music, sport and Gumbayngirr cultural programs. Repton Public School works in partnership with the community and other small schools in the area to deepen academic opportunities and social support for staff and students.



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School Hours:

Time	Activity
9am	Assemble for class
11-11:45am	Lunch
1.25-1:50pm	Recess
2.50pm	School finishes



School Phone No: 02 6655 4201

Fax No: 02 6655 4570

Email: repton-p.school@det.nsw.edu.au

Web page: <http://www.repton-p.schools.nsw.edu.au/>

Principal: Mrs. Kristy Glyde – Literacy & STEM

Teachers: Mrs Kate Lemmes – Kindergarten/Year 1

Mrs Leanne Buckley – 2/3/4

Mr Luke Stanley – 5/6

Mrs Rowena McGregor- Learning and Support Teacher (Wednesday)

Ms Sue Elliott- Library

Administrative Manager: Mrs Beverley Jenkinson

Administrative Officer: Mrs Leanne Moss

School Learning Support Officers: Vanessa Thornton & Sue Elliott

Cleaner: Mr Paul Fitzgerald

General Assistant: Mr Jeff Rowe

P&C Association Members:

President: Vanessa Garrett

1. **Vice President:** Kellie Lee

2. **Secretary** Norbette Nolan

3. **Treasurer:** Kelly Lee

(Meetings are held on the second Wednesday of each month at 5.00pm)

School Canteen Members:

Co-ordinator: Michelle Storey

Uniform Co-ordinator: Vanessa Garrett

2023 Dates: 1st day for Years 1-6 TBA

Best Start times sent to Kindergarten Students

1st day for Kindergarten

Repton Public School- Excellence, Opportunity, Success

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Address/Telephone or Employment Change

It is important to keep your details up to date so that appropriate action can be taken in case of an emergency. Please notify the school **immediately** if your address, phone number, family situation, employment, emergency contacts or medical information alters. Our school funding allocation is based on Family Occupation and Education Index, so this information is important to keep up to date.

Attendance

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.

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

Weekly Assembly

School assemblies are held fortnightly on Mondays at 2.15 pm. The purpose of these assemblies is to provide children with an opportunity to present displays of work and present class items. Merit Awards are presented to publicly acknowledge achievements.

Banking

Student banking is done at the school through the Commonwealth Bank (forms available from the office). Bank money is to be brought to school each Wednesday and books and money taken to the office before school. They will be returned to children on Wednesday afternoon.

Bus

The School Student Transport Scheme (SSTS) provides eligible school students with free or subsidised travel on public transport between home and school, on trains, buses, ferries, light rail and long distance coach services. If a student lives too close to the school to be eligible, they may still be eligible for a Term Bus Pass which provides discounted travel on buses between home and school for the whole school term. Visit apps.transport.nsw.gov.au/ssts for details. In areas where there is no public transport eligible NSW residents may receive a subsidy for private vehicles for transporting the student to school. Visit apps.transport.nsw.gov.au/ssts for details. Students with a disability who are unable to travel to and from school under the School Student Transport Scheme may be eligible for assistance under the Department of Education Assisted School Travel Program.

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Teachers provide supervision for children boarding buses until the bus departs. Children catching a bus require a note or phone call if there is a change of plan from their normal routine.

All children are involved in an active Bus Behaviour and Safety Program. However, final supervision and control of bus behaviours is the responsibility of the bus driver and the bus company. Any problems need to be taken up directly with the bus company and may also be mentioned to the school. The brochure "School Children Transport Scheme" tells you about expectations for safe behaviour.



Canteen

The school canteen operates on a Friday each week and is staffed by voluntary helpers. Check weekly school Newsletter for further information. The Canteen is managed by the P&C.

The purpose of the canteen is:

- to provide children with nutritious food in keeping with Healthy Canteen Strategy for the Department of Education and Communities
- to use funds raised by the school canteen for the purchase of resources for classrooms to support student learning and participation in extra-curricular activities such as sporting events.

There is a lunch order box for children to place their completed lunch order bag, with money enclosed.

Parent volunteers are always welcome at Repton's canteen to ensure our children continue to have canteen each Friday. Please contact the office if you are able to help prepare lunches and serve food at the canteen.

Changes to Going Home Routine

It is most important that changes to your child's usual going home routine are communicated to the school by written note or phone message. For safety reasons, children are sent home in their usual way if the office does not receive notification of a change. It can be very confusing and distressing if children, especially younger children, tell the teacher on duty that a change should happen and we have not heard from the parent or carer. It is the parent/ carer's responsibility to ensure this communication is made.

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Counsellor

The School Counsellor visits the school for parent / student interviews. The Counsellor is available for teachers and parents to discuss any concerns relating to academic, social, emotional or physical needs. Parents may wish to discuss matters with the Counsellor and can arrange an appointment through the school. The Counsellor may request special parent interviews to discuss concerns which may arise with individual children.

Crunch and Sip Program, Fitness and Sport

The Department of Education and Communities specifies that all children must have a minimum of two hours of planned physical activity per week with one hour of sport for years 3- 6. Repton Public School provides a varied sports program for children, with expert deliverers attending the school to teach children skills in sports such as touch football, soccer, cricket, rugby league, gymnastics, dance, circus skills and netball. We also attend special gala days with other schools to apply the skills learned in our sports sessions. K-2 participate in skill development, games and gross motor activities during their sport sessions.

We encourage all children to eat a piece of crunchy fruit or vegetable and drink water during daily crunch and sip. Children are not allowed to eat packaged products, dairy or other foods as part of this program.

Excursions

From time to time classes may attend school excursions. School excursions are structured learning experiences provided by, or under the auspices of, the school which are conducted external to the school site. These are a part of the School Curriculum, and all children are encouraged to attend. The cost of excursions is kept to a minimum and in some cases fund raising activities may be conducted to lower the cost per student. Permission notes must be signed for all children who attend these excursions.

First Aid / Illness / Accident

All staff have undertaken CPR & Anaphylaxis training. The School Administrative Manager will administer first aid for minor accidents. In the case of illness, or when an accident is thought to be serious, parents will be advised by phone, to make arrangements to pick up children. If this is not possible, children will remain in the school sick bay. If an accident is of a very serious nature the school will contact the parents and the Ambulance Service, immediately. The school subscribes to the Ambulance Service, at no cost to the parent. If parents do not wish to have the Ambulance Service, would they please notify the school so that the information can be placed in the school records.

Parents of any child who is on prescribed medication are asked to bring the medication to school (in the original packaging) with a note detailing the dose and times the medication should be taken. All medication is to remain at the office and be taken under supervision. Please inform the school if your child is on any medication so our records can be amended. An indemnity note needs to be signed by the parent.

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Homework

Homework is a valuable part of schooling. It allows for practising, extending and consolidating work done in class. Homework provides training for students in planning and organising time and develops a range of skills in identifying and using information resources. Additionally, it establishes habits of study, concentration and self-discipline. Homework tasks are set by class teachers to support learning in the classroom. Expectations differ according to the stage level and all children are expected to read daily as part of their homework. We also encourage physical activity as part of afternoon play. We are mindful of out of school commitments and encourage parents to discuss individual homework needs with the class teacher.

Immunisation

Immunisation is a parental decision. We are compelled to notify the Health Department of cases of infectious diseases. At that time they may request that children who are not immunised be kept at home from the school until the danger period passes.

Infectious Diseases

The following are the most common diseases. Children must remain away from school for the minimum time listed. Contacts may come to school.

Infectious Disease	Description
CHICKEN POX	7 days or until all sores are healed
GERMAN MEASLES	5 days after rash appears or until fully recovered
GLANDULAR FEVER	Until fully recovered - normally a Medical Certificate
MEASLES	5 days after rash appears or until fully recovered
MUMPS	10 days after swelling appears
WHOOPING COUGH	3 days from onset of Whoop or Medical Certificate
RINGWORM / SCABIES	Re-admit when treatment commenced – Medical Certificate may be requested
HEAD LICE	Re-admit after treatment and no lice present
CONJUNCTIVITIS	Re-admit when eye discharge has ceased
IMPETIGO	Until healed and re-admit if sores on exposed surfaces are (School Sores) treated and covered

Information regarding all other diseases can be obtained by contacting the school.

Interviews - Parent - Teacher

Teaching staff are more than happy to meet with you and we encourage you to make appointments at a mutually convenient time for you and the class teacher. The office will arrange a time and ring you to confirm. If you have any concerns or questions please contact the school Principal immediately to ensure a speedy resolution. The school Principal, school Counsellor, or teachers may request special interviews with parents when it is felt necessary and in the best interest of the child concerned. Interviews throughout the year will give teachers and parents the opportunity to discuss the student's social and educational progress.

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Library

The school encourages all children to make maximum use of the library. Information skills are a vital part of all children learning both in the classroom and Library. Children learn correct use of the Library and that reading can be a constant source of enjoyment, information and recreation.

The library will provide a borrowing service for all children. The school seeks the assistance of parents in:

- Encouraging their child to borrow books.
- Ensuring that books are looked after at home.
- Ensuring that books are returned promptly after being read.
- Providing a material library bag, with plastic bag inside.



Lost Clothing

All school items should be clearly marked. If items are labelled clearly, the owner is easily traced. Lost clothing is stored near the main store room until an owner is found. At the end of each term unclaimed clothing will be recycled.

Music and Choir Programs

The children at Repton have the opportunity to have a qualified music teacher visit the school for lessons once a week. We also have class music lessons in drumming, other percussion instruments and singing.

Kitchen/Garden/Music/Creative Arts Program

Each Friday, all students K-6 participate in our kitchen/creative arts/garden/music program on a rotating basis between recess and lunch.

Our Kitchen/Garden program is based on the Stephanie Alexander model where students discover the pleasures of hands-on food education, through regular classes in a productive vegetable garden and a home-style kitchen classroom.

Students learn to build and maintain a garden according to organics principles, and to grow and harvest a wide variety of vegetables, fruits and herbs. An abundant school vegetable garden is created to provide edible, aromatic and beautiful resources for the school kitchen. The garden creation and care teaches students about the natural world, its wonders and beauty and how to cultivate and care for it.



In the kitchen, students prepare a range of delicious dishes from their harvested, seasonal produce. The meal is arranged with pride and care on tables set with flowers from the garden. The shared

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meal is a time for students, specialists, teachers and volunteers to enjoy the fruits of their labour, and each other's company and conversation.

The Program is designed to be fully integrated into the primary school curriculum as it offers infinite possibilities to reinforce literacy, numeracy, science, cultural studies and all aspects of environmental sustainability.

Newsletter

The school newsletter will be sent home every week, on a Wednesday. It is given to the eldest child of the family attending school. The newsletter is also available on our school website <http://www.repton-p.schools.nsw.edu.au/>

The newsletter is a very important form of communication between the school and families, and we encourage you to read it each week so you are informed about what is happening from week to week. We always include photos of children who have received awards on assembly and information about special events that have occurred or are coming up in the future.

Parents

We encourage parents to be active members of our school. There are opportunities for parents to assist the school in many ways. They include:

- Assisting in the classroom eg with reading, story writing, maths groups
- Completing surveys, questionnaires
- Working on committees eg Spring Fair and fundraising
- Acting as canteen helpers - volunteer roster system
- Assisting with school excursions
- Being an active member of the Parents & Citizens Association
- Assisting with school sporting activities such as the Swimming Carnival and Athletics Carnival
- Helping to maintain our vegetable garden
- Attending our community feedback meetings

Permission Notes

These will be sent home by teachers when needed for excursions or sporting/cultural events. These must be signed and returned to comply with Department of Education and Communities regulations.

Phone Calls

To school

The school is available for phone calls at any time between 8.30am and 3.30pm. However, if a parent wishes to speak directly to a teacher by phone, you are asked to call between 11am and 11.30am or 1.25 to 1.40pm unless the matter is extremely urgent. An answering machine operates at all other times and we will endeavour to return your call promptly.

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Children Leaving School Grounds

Children may not leave the school grounds at any time during school hours unless:

- They are attending a sporting function or educational excursion
- They have been collected by a parent (the school must be informed that the parent intends to collect their child).

Parents taking their children out of school for appointments must notify the School Administrative Manager at the front office and sign the register. Also, children arriving after 9am must report to the office with a parent so that necessary procedures may be followed.

Positive Behaviour Learning (PBL)

Repton Public School is a Positive Behaviour for Learning [PBL] school. PBL is an evidence-based whole school process to improve learning outcomes for all students. PBL addresses the diverse academic and social needs of every student to support them to be successful from early childhood settings through to senior years of schooling.

At Repton, we use a problem solving approach (data, systems and practices) to engage students, parents and all school staff and have established positive social expectations for all in the school community. We have a framework for the school and its community to collectively support the wellbeing of every student, ensuring that there is a common language for all.

Students respond positively to our explicit PBL lessons as they have been taught what is expected of them. Staff can deliver consistent responses to student learning and behaviour. Students feel safe and cared for at school and unproductive and challenging behaviour can be significantly reduced for most students.



Scripture and Ethics

Scripture and Ethics teachers visit the school each Friday between 11.45am and 1.15pm. Those children who do not attend Scripture or Ethics classes spend the time supervised by a teacher. Parents need to indicate their preference on the forms provided.

Special Days

From time to time parents will be invited to the school to attend or take part in activities on Special Days, such as Education Week activities, Grandparents Day, Book Week parades, Easter Hat parades, family welcome evenings and information forums. Please come along if you can, as your support is greatly appreciated by both children and staff.

School Sport

The school policy on sport is:

- to encourage all children to participate and enjoy physical activity

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- to teach children the basic skills and improve to the best of their ability
- to encourage children to learn the value of team spirit and co-operation
- to encourage a healthy, enjoyable outlet through organised physical activity
- to foster social contact with children from other schools and districts through sport
- to teach children that competing is more important than winning.

Children will take part in local competitions between schools at times. The school would welcome the assistance of any parent who may have skills in any particular sport and is willing to assist in team coaching.



Smoking

Visitors to the school may not smoke whilst in any school building or in the school grounds.

Picking up children

Parents are requested to wait for their child in the playground rather than go to classrooms to avoid possible disruption to class routines. If parents wish to discuss any matters with teachers, please arrange an appointment through the school office. (Refer to Parent Interviews).

Parents who wish to take children away during the day should go directly to the office to **sign the book**. Only parents or adults nominated by parents in writing are allowed to remove children from school. We do this to ensure student safety.

Uniforms

A Uniform Policy with full descriptions is available to every family and is accessible on our website. The P&C sell school uniforms, shirts and hats for the children to wear. If you would like to purchase these please contact the office.

There are also some second hand uniform articles for sale. If you wish to have a browse through please go to the office during school hours to make your selection.

NOTE:

- School hats should be worn by every student. A “no hat, play in shade” policy is enforced.
- Hats must be wide brimmed, not caps or visors.
- No thongs are to be worn at any time.
- All articles of clothing are to be marked with the child's name.



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Uniform Prices

Item	Size	Cost
Girls skorts- tartan	4-6	\$35
Girls skorts- tartan	8-10	\$40
Girls skorts- tartan	12-14	\$45
Blue polo shirts with school emblem - polyester/cotton	6-14	\$25
Plain Maroon Skort/shorts		online
Legionnaire or bucket hats with school logo		\$12
Jumpers with emblem	all sizes	\$27

Assorted items are available through our Clothing Pool @ \$2.00 each.

We welcome you to Repton Public School and look forward to working with you and your child as they enjoy the new experiences, challenges and wonders of learning new and exciting knowledge and skills in their educational journey through primary school.

