

# TEMORA WEST Public School Information Booklet



## STRIVE AND SUCCEED



Resilience  
Organisation Confidence PlayingByTheRules  
Thinkingfirst  
GivingEffort  
PlanningMyTime  
AcceptingMyself  
SocialResponsibility  
**You Can Do It**  
Persistence ICanDoIt GettingAlong WorkingTough  
BeingTolerantOfOthers  
SettingGoals BeingIndependent TakingRisks



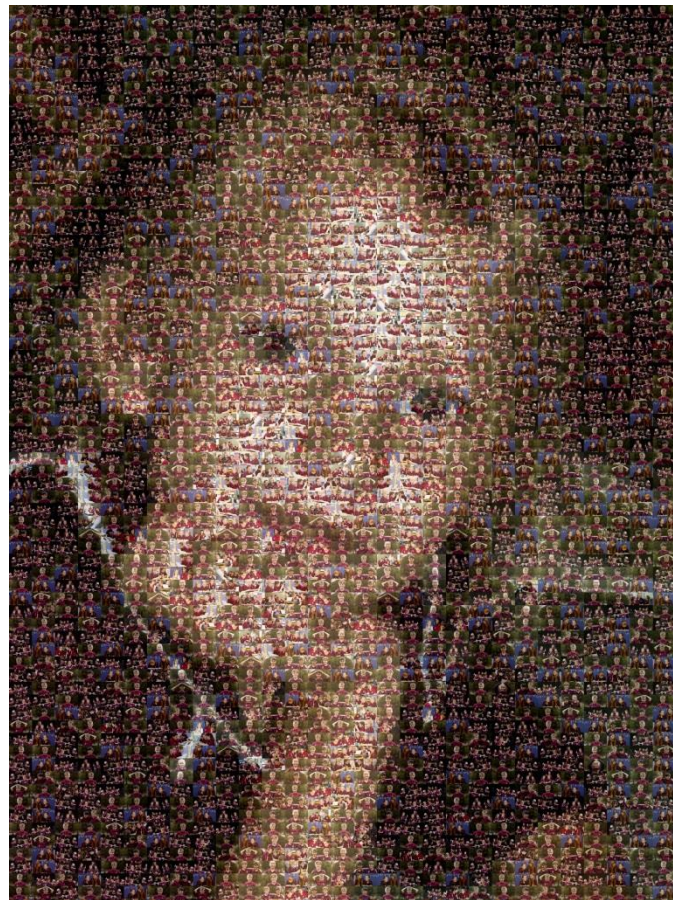
## SCHOOL VISION

At Temora West Public School, we provide quality teaching and learning in a dynamic and progressive environment.

**Students are empowered to achieve their full potential** within a diverse and engaging curriculum, which fosters a joy of learning.

We aim to develop socially responsible and resilient students within a supportive, safe and secure learning environment, where each child, staff member and parent is challenged, connected and valued.

## SCHOOL VALUES



**Resilience, Respect, Responsibility**



## SCHOOL GOALS

### A Quality School

“A quality school is a place of interaction between children, families and staff members, where the rights and preferred learning and teaching styles of all individuals are respected. Members of the school community feel supported and have a sense of pride in the environment. Visitors are welcome and interactions between individuals are positive and friendly.”

### A Quality Classroom

“A quality classroom is one that is well organised, safe, calm and visually stimulating where students are consistently challenged and engaged in purposeful learning experiences while being appropriately supported and encouraged.”

### A Quality Teacher

“A quality teacher is passionate and positive about interactions in their professional endeavours. They are well organised and provide motivating learning activities to enable their students to achieve maximum learning in a confident style.”

### Our school is committed to excellence

“Staff at Temora West are dedicated, highly trained professionals and value their role as educators. We are proud of our school’s achievements and remain steadfast in our pursuit of a quality education for all.”





# Temora West Public School

*Strive and Succeed*

RESPONSIBILITY

RESILIENCE

RESPECT

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## Principal's Introduction

Dear Parents

As Principal of Temora West Public School, I would like to welcome your family to our school.

This information booklet has been produced to assist you as you become familiar with how our school operates.

Our teachers are highly qualified, skilled and dedicated. We treat each child as an individual and provide learning programs and enrichment activities that meet individual needs and interests.

Our staff includes specialist teachers for students with a disability, Learning Support and Early Literacy Intervention. We ensure that our teaching is inclusive of differing views and beliefs, reflective of contemporary Australian life and sensitive to the rich history shared by all Australians.

Our strong relationship with all members of the school community contributes to the creation of a happy, safe, secure and welcoming school environment. The school is set in spacious grounds with beautiful shady areas with native trees and shrubs. Our school is proud of our positive relationship with the Temora Community. Our active Parents & Citizens Association and School Council are valued partners in the education of our students. We encourage parental involvement in the classrooms and the many and varied co-curricular activities on offer.

Please feel free to contact the school if you would like to meet with me to discuss enrolment or be shown around the school.

*Peter Roddy*  
Principal

## Our School

Temora West Public School caters for primary school students from Years Kindergarten to Six.

Being a middle-sized school, our school is in a unique position to capitalise on the advantages of knowing all our students very well and empowering them to reach their full potential.

Smaller schools cater for their students in a family-style learning environment which recognises individual students.

Student numbers are sufficiently large to provide scope for social interaction with peers. Similarly, student numbers are large enough to allow us to provide opportunities in areas as diverse as debating, dance, choir and sport.

## Starting School

*... giving your child the best opportunity to succeed*

Starting school is an important step in a young child's life. This is even more important if the child has had little previous "pre-schooling" experience. When school and home work together to encourage and support a positive attitude towards transition, the process is made much smoother.

At Temora West Public School we believe in developing a strong home/school relationship right from the first days of beginning school.

The school encourages and welcomes active parent participation. To assist in this process, Temora West organises a transition program for both the new Kindergarten children and their parents. This transition program provides many opportunities for the children to settle into a school routine, mix with groups of other children and engage in both structured and unstructured play activities. "Buddies" (children from other classes) will join in and support them in these activities.



# Temora West Public School

*Strive and Succeed*

RESPONSIBILITY

RESILIENCE

RESPECT

## School Information

### Address:

Temora West Public School  
Truskett Street  
TEMORA NSW 2666

**Email:** [temorawest-p.school@det.nsw.edu.au](mailto:temorawest-p.school@det.nsw.edu.au)

**Telephone:** 6977 1889

**Fax:** 6977 1376

### Web address:

<https://temorawest-p.schools.nsw.gov.au/>

## School Hours

Supervision begins at 8.45 am when teachers are officially required to be on duty. Students should not come to school before this time unless prior notification has been made to the school.

**RECESS:** 11.15am to 11.35am

**LUNCH:** 1.10pm to 1.55 pm

**FINISH:** 3.05pm

Bus students are supervised until buses have departed. Those students who are not bus travellers are not to be in the school grounds before 8.40 am or after 3.05 pm.

## Temora West Staff Members

**Principal** Mr Peter Roddy  
**Assistant Principal:** Mrs Brodie  
Mrs Gerhard

## Other Full-Time Teaching Staff:

Miss Kailey Colwill	Kinder
Ms Sue Brodie	Year 1/2
Ms Corinne Meers	Year 3/4
Mrs Trudy Mackey	Year 3/4
Mrs Michelle Gerhard	Year 5/6
Miss Naomi Tisdell	Year 5/6
Mrs Robyn Walker	
Mrs Kathryn Heinjusz	K-6 MC

## Other Teaching Staff:

Mrs Tracey Connolly	Library
Miss Alice Evans	Science

## Learning Support Teaching Staff:

Mrs Tracey Connolly

## School Counsellor

Ms Jacinta Ives

## School Administrative Manager:

Mrs Janet Macauley

## School Administrative Officers:

Mrs Linda Robinson

## Learning Support Officers:

Mrs Kim Dean  
Ms Roxanne Dougall  
Mrs Kathryn Harper  
Mr Tom Davidge  
Mrs Alyce Fernance  
Mrs Steffi Haynes

## Additional Staff:

Mr Arthur Dunn - School Cleaner  
Mr Geoff Macauley - General Assistant

## Canteen Supervisor:

Mrs Belinda McKinnon





## School Information

<b>School Motto</b>	'Strive and Succeed'
<b>School Colours</b>	Maroon, Grey & White

## School Houses

<b>Emus</b>	White top & black shorts
<b>Kangaroos</b>	Yellow top & black shorts
<b>Wallabies</b>	Blue top & black shorts
<b>Possums</b>	Red top & black shorts

## Uniforms

### Girls Summer Uniform

Available ready made at the school office or material available at Nel's Fabrics. Patterns are available for hire at the office, a variety of sizes for both shorts and dresses are available. Grey skorts can also be worn. The uniform includes white socks and black school shoes or brown school sandals.

### Girls Winter Uniform

The girl's winter uniform is a grey and maroon tartan pinafore worn with a white blouse. During 1998 the P&C decided to also include grey fleecy lined tracksuit pants as an alternative. The material is available from Nel's Fabrics. The pattern is available to borrow from the school office. White socks and black school shoes complete the uniform.

### Boys Summer Uniform

Maroon polo neck shirt, grey shorts, grey or white socks, black school shoes.

### Boys Winter Uniform

Long or short sleeved maroon polo neck shirt, grey long trousers, grey or white socks, black shoes, maroon polar fleece sloppy-joe.

### Hats

Hats are available for purchase at the front office.

### Winter Spray Jacket

This maroon and grey uniform item is available from Millers but is an optional uniform item.

### Year 6 Memento Shirt

Our Year 6 students buy a shirt that they wear during the school year. These shirts are worn as an alternative school uniform and are ordered through school.



Summer Uniform



**Winter Uniform**



**Sports Uniform**

## School History

As early as 1925 through the 'New Town' Progress Association, representations were made to the then Minister for Education to have a school established in their area.

Families living west of the railway line had expressed their concern for the welfare and safety of their children, especially as the youngsters had to cross the line and the main street in order to then get to the only public school in the town—Temora Public.

Following the efforts of the Progress Association, represented by Mr L D Thomas, its secretary, to the Minister Mr Heffron, through the local member, Mr D Dickson, MLA, the Government acceded to the request.

**The school was officially opened on 25 September 1959 by the Governor of NSW, Sir Eric Woodward.** It not only served the parents of the immediate area, but through zoning it drew on the area previously served by the schools at Bagdad, Bectric, Dunwell-Mimosa, Pucawan, Yarrandale-Wilna and Rannock. Later part of the Dirnaseer area was included.

The school was established on 3.7 hectares (8 acres) of sloping land, originally stony paddocks. The efforts of the different generations of parents, staff and students have helped change this into the pleasantly grassed and treed grounds of today.

A feature of the school is the wide variety of Australian native trees and shrubs growing in and around the school, which also serve to attract a variety of native birds, animals and insects. A Superb Parrot habitat was established in 2005.





Temora West was the first public school in NSW to utilise recycled water following Temora Shire Council, Department of Education and EPA approval.

The grounds are spacious providing plenty of room for children's play and work. A new and attractive set of playground equipment was installed by the P&C in 1992. A large shade shelter was added in 1998 making the whole area attractive and safe. Two new classrooms (Kinder & 2/3) and a refurbished staffroom were opened in September 2004. In 2005 a protective shelter (COLA) was constructed over a large section of the assembly area to provide shelter from the elements.

In 2010 a new assembly hall was constructed. The school celebrated 30 years of proud public education in 2009.

## The Curriculum

### NSW Education Standards Authority

NESA is an independent statutory body established by the Education Reform Act of 1990 with responsibilities for all curriculum development K-12.

### The Key Learning Areas

The curriculum is set out in the six key learning areas set out below:

- **English**

Speaking and listening, reading and viewing, writing and representing.

- **Mathematics**

Number and Algebra, measurement and geometry, statistics and probability.

- **Science and Technology**

Investigating, Designing and Making and use of Technology

- **History & Geography**

Change and Continuity, Cultures, Environments, Social Systems and Structures

- **Creative Arts**

Visual Arts, Music, Drama and Dance

- **Personal Development, Health and Physical Education**

Active lifestyle, dance, games and sports, growth and development, gymnastics, interpersonal relationships, personal health choices and safe living.

### The Basic Skills

While all areas of the curriculum are covered thoroughly, the importance to students developing sound basic skills in literacy, numeracy and technology is a high priority.

### NAPLAN

In 2008, the National Assessment Program Literacy and Numeracy (NAPLAN) commenced in Australian schools. All students in Years 3, 5, 7 and 9 are assessed using national tests in Reading, Writing, Language Conventions (Spelling, Grammar and Punctuation) and Numeracy.

The data from the NAPLAN test results gives school and systems the ability to compare their students' achievements against national standards and with students' achievements in other states and territories. It also allows the monitoring of progress over time.

### At what time of the year do students sit NAPLAN tests?

Students participate in NAPLAN tests in May of each year.

### Support and Learning

Students requiring additional assistance in literacy and numeracy are supported by a specialist teacher.



## Literacy Programs

Literacy learning is targeted in a variety of specific ways through a coordinated whole school approach. Major elements include;

### Class Programs

Every student is assessed regularly throughout the year. Teachers use modelled, guided and independent reading and writing strategies. Parents are encouraged to visit classrooms to help with reading groups and this provides an excellent opportunity to observe teaching techniques, some of which can be used at home.

### Booker Club (Home Reading Program)

This program is run at TWPS to encourage children to read regularly. The Booker Club booklet is for you to record the name of the book that your child reads each night. A parent's signature is required. Reading Awards are given at morning assembly for every 25 nights' reading, and these can be used as part of the school's award system.

A vital component of TWPS homework policy is the home reading program, including *Booker Club*. In partnership with the school, parents can assist and encourage their child/children to read. Parents play a vital role in supporting the development of their child/children's reading. It is a wonderful opportunity for parents to become involved in their child's reading development.

**K-2:** Texts are levelled. These levels may not correspond with class levels, as the home reading program is designed to develop confidence and fluency and encourage enjoyment in reading. For this reason, levels may be lower in the home readers so that children do not experience any difficulty when reading.

## Numeracy Programs

The school's numeracy programs are aimed at developing mathematical thinking skills for students from Kindergarten to Year 6.

In the early years strategies from the Count Me In Too (CMIT) Program are used to develop competency particularly in number work. By providing additional teacher time group sizes are reduced to enhance teaching and learning.

School Leaders 2022





## Technology Programs

Technology today like literacy and numeracy is very much considered as a basic skills area.

Students in this new millennium need to have both the understandings and skills in the use of technology if they are going to take full advantage of future learning and working opportunities.

Temora West Public School has made a strong commitment to incorporating the use of technology by students, teachers and staff into their daily work. This commitment has resulted in;

- a local area network incorporating all classrooms K-6 connecting computers; all classrooms having access to a standardised suite of software including word processing, internet and multi-media packages;
- an intranet featuring a centralised printing facility for all networked machines;
- continual upgrading of computers;
- student's data collection, analysis, organisation and presentation skills being enhanced due to access to a variety of educational websites; and
- the implementation of a variety of software programs which have enhanced the reading, writing and technology learning outcomes of students
- interactive white board technology

## Kindergarten

“Is my child ready for school?”

*Is a question asked by many parents*

Children develop at different rates and learn skills in different ways. It is the school's task to respond to the needs, learning styles and rates of progress of individual students.

Schools plan learning experiences based on the skills students bring to school. Schools also provide specialist advice and support to parents of children with disabilities and assist them to find information about appropriate education services.

Each year the school plans and prepares for the following year's intake of kindergarten students.

The aim of our Kindergarten Transition Program is to help both parents and students make that very important big step from home to school as positive and successful as possible.

As a team, teachers and parents working together can make an enormous difference to the way in which the children view coming to school and coping with the demands of school routines.





## The First Year At School

Kindergarten is a very special year for children, their parents and the school. For the first time children are asked and expected to spend significant periods of time each day away from the security of their own family and learn to become part of a much bigger 'family' at school.

For the first time parents are asked and expected to share the care and education of their children with other adults on a permanent basis. This transition requires adjustments to be made by everybody involved.

To help that process of adjustment it is important that communication between home and school be kept open. The school encourages such contact and will provide many opportunities for parents to participate in the 'school life' of their children. We particularly welcome our 'new' parents and hope the information supplied in this booklet will be useful to you.

## Transition Program

Temora West Public School runs an extensive Kindergarten Transition Program to ensure that students' get the best possible start to school.

The 'Big Step' evening is an information session for all parents of kindergarten students starting school in Temora. Each primary school takes a turn in coordinating this event. The evening is very informative and features presentations from parents of each school.

Temora West Public School holds an information session for parents late in Term 3. This is followed by a social visit for parents and students. Students and parents have a tour of the school, have lunch and visit classrooms.



Early in Term 4 new Kindergarten students come to school and spend a morning session with their teachers. This gives students the opportunity to become familiar with their classroom. Following this six students per day are invited to school to join in class activities. This takes place over a two week period.

## Other Programs

### Competitions

Students are strongly encouraged to enter competitions particularly those that support teaching and learning in the classroom.

Students are able to participate in a wide variety of competitions that challenge and stimulate creative thinking and application.

Primary students are eligible to participate in the University of NSW International Competitions in English, Spelling, Writing, Computer Studies, Science and Mathematics. Younger students are also given the opportunity to undertake the Numeracy and Literacy Challenge.

### Excursions

Excursions are important in providing curricular and co-curricular experiences for students. All classes are encouraged to undertake excursions to support classroom learning. Students may visit areas of local interest or travel to nearby attractions. Older students attend overnight excursions.

Where possible excursion travel is by bus. On smaller excursions parents may be asked to assist with travel. Parents are always welcome to share the learning experiences on excursions.

Year 6 students attend Borambola Sport and Recreation Centre each year.



## Gifted and Talented

At Temora West Public School we aim to identify, support and provide opportunities to nurture a child's gift into a talent.

We aim to encourage and enhance the ongoing development of a talent. We recognise that Gifted and Talented students are found in all communities regardless of ethnic, cultural or socio-economic backgrounds.

We recognise that the gifted population may include students who are underachieving and who have disabilities.

## Buddy System

We operate a 'Buddy System' between classes where for example Year 4 may provide 'Buddies' for Kindergarten to assist their transition to school.

This program adds significantly to the social development of all children involved and particularly encourages the care and support of our younger students. Often class assemblies are used to demonstrate good social skills such as manners and listening.

## Sport and Fitness

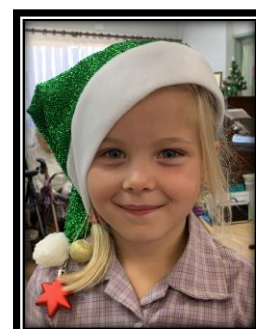
The sports program is tailored to meet the needs of all the students from Kindergarten to Year 6.

The school has traditionally entered teams in the Primary School Sports' Association (PSSA) knockout competitions such as Softball, Netball, Touch Football, Australian Football, Cricket and Soccer. These are state wide competitions.

As well as team games, successful competitors from our school's Athletic, Swimming and Cross Country carnivals participate in District PSSA carnivals which can lead to regional and state representation for some students.

## Transition to High School

Temora West has developed a successful transition program in conjunction with Temora High School to prepare our senior students for commencing their secondary education. Regular half day visits to the High School during the second semester, where they mix with students from Temora Public school are features of this program.





## **The Arts**

The school encourages students to participate in the School Concert Band, senior recorder Ensemble and dance troupe. Performances at state and regional level are a component of these programs.

## **Parental Involvement**

### **Parents as Partners**

The Department of Education and Training encourages parents, students and staff to feel their local school belongs to them. You are a valued member of our school community and your ideas, opinions and contributions are very welcome.

Temora West Public School is a school that has a reputation for promoting strong parental involvement and will continue to do so across all areas.

Parents are the first and most influential educators of children. Our school will build on the educational start parents have given their children.

We can do it all more effectively if parents continue to take an active role in what is and must be a partnership process.

Parents will find that the school offers many opportunities both in and out of the classroom for participation in their children's education.

### **Approaching the School**

It is always best to phone the school to make an appointment.

## **Canteen**

As a member of the NSW School Canteen Association we are guided by the Healthy Kids Canteen Buyers Guide. This helps us choose healthy food for our children and in doing so we have developed a 'Fresh Tastes

Menu to ensure our students eat healthy, nutritious food on canteen days.

The Temora West Canteen is operated by a sub-committee of the P&C Association and membership is open to all parents. **The canteen operates on Monday and Friday each week.**

The canteen operates almost entirely with the help of volunteers who are called for at the beginning of each new school year. A canteen supervisor is employed two days a week to manage ordering and oversee canteen operations.

**On average rostered parents work only one day per month** which is not a large commitment. For the school to maintain this much used service each new school year we need new parents to replace those families leaving.

### **Fete and Craft Groups**

Interested parents get together from time to time to make items which are later sold at the Fete or our Christmas Trading Day to raise money for the school.

The Fete is the P&C's major fundraiser each year and all families contribute to this premier event.

### **Participating in Your Child's School Education**

The first and probably the most important person you need to get to know is your child's teacher.

Class teachers actively encourage parents to participate in a range of activities both in and outside the classroom.

The contribution parents can make in supporting their children's learning is



unlimited. Many parents however, lack the confidence in attempting to help their children because of what they see are tremendous changes to the way in which they were taught at school.

To help parents learn more about what is taught and how it is taught, the school will run programs for parents so that they can better help their children in the Key Learning Areas. (See Parent Curriculum Programs page 6) Please take advantage of these programs.

The school also keeps close contact with parents in terms of reporting on student progress.

## **P&C Association**

The P&C Association at Temora West has a long and very active history. It must have been one of the very few P&C's to have been in operation before the school was built.

The School Council and the P&C work closely together as a matter of course. They are both involved in decision making, particularly in matters relating to student welfare.

P&C meetings are a very good opportunity to gain first-hand knowledge of what is happening in the school and to contribute ideas that can improve what we as a school community have to offer our students.

The P&C Association oversees the operations of all the other parent ventures across the school.

## **School Council**

The first year of operation of our School Council was 1991. The School Council is an elected body of parents, staff and community members with the Principal as its Executive Member.

The Council plays an important role in the management and promotion of the school.

## **School Routines**

### **Assemblies**

Class assemblies are held on a rostered basis once every fortnight. Students present class items and samples of work. Student excellence is acknowledged with special class and school awards.

Parents and our community are invited to attend assemblies in the school hall.

### **Attendance**

Parents/carers are legally responsible for ensuring their child attends school regularly. It is the law that all children attend school between the ages of 6 and 17. It is important for students to arrive at school prior to 9.10 am each morning. This settles them for their day at school and allows them to know the early morning instructions and plans for the day.

If a child is absent from school a note or verbal explanation from the parent/carer is required within seven days.

If there are any issues concerning your child's attendance don't hesitate to call the school to discuss them. The school can also gain support from their regional Home School Liaison Officer who assists the school and families with attendance matters.

### **Late Arrivals and Early Leavers**

All students need to be signed in at the office if they arrive to school late.

Early leavers are also required to be signed out at the office. A slip will be issued at the office which needs to be handed to the class teacher to be placed in the class roll.



## **Crunch and Sip Program**

This program involves a time during the school day when students and teachers eat vegetables and fruit in the classroom while class continues. Water can be consumed at this time, and is also encouraged throughout the school day by allowing students to have a water bottle on their desk during class. This program aims to increase awareness of the importance of eating vegetables or fruit and drinking water every day.

## **Book Club**

The idea behind operating a book club is to give students and parents an opportunity to purchase from a wide range of good quality children's books not normally available locally.

The school does not make any profit from the sale of these books and there is no compulsion to buy. There are six issues of book club yearly.

## **Education Week and Book Week**

*Education Week* activities are held in Term 3 Week 3 each year. The school hosts a variety of activities and functions for the school community, strongly promoting public education.

*Book Week* is held in Term 3 each year and celebrates the importance of reading and literature.

## **Enrolment Procedures**

Children who attain the age of five years prior to 31 July may be enrolled at the beginning of that school year. Enrolment forms are available from the office. **A birth certificate needs to be sighted as proof of age. Proof of immunisation is now compulsory and must also be presented.**

If your child is eligible but you are uncertain as to whether to enrol for the following year, please feel free to make an appointment to discuss any matters of concern to you. The school will be able to offer you advice which will help you in reaching a decision.

## **Family Law Matters**

Following changes to the Family Law Act, 1975, which came into effect on 11 June 1996, the former terms of custody, guardianship and access, have been replaced with legal concept of parental responsibility.

In such situations each parent retains the full range of parental responsibilities and rights, even where parents are separated or divorced, unless otherwise determined by a court order.

Where special conditions exist the school does need evidence of a Court registered Parent Plan. In the absence of such a registered plan each parent has equal rights in respect of their children.

## **Homework – Guidelines K-2**

All activities at home or in play can assist children to develop a wide range of knowledge and skills and consolidated in many family activities including:

- shopping
- food preparation
- interactive computer and video games
- listening to stories, learning songs and nursery rhymes





*(Homework Policy DET 2016)*

It should also be remembered that self-directed play in unstructured time is important.

Parents can greatly assist their young child's learning by talking with them about school and by becoming involved in their homework activities. Parents can develop their child's reading by listening to the child read, giving praise and reading to their child.

At Temora West K-2 students will all be using our home-reading scheme on a regular basis and will be able to borrow books from the Library.

In Stage 1, consideration should be given to the setting of formal homework including:

- Completing single computations
- Copying letters or words
- Completing an activity sheet

## **Guidelines Years 3-6**

As students' progress through primary school, they increasingly work independently on their homework. *(Homework Policy DET 2000)*

Most homework activities will be in the area of English and Mathematics, but students may also be given homework in other Key Learning Areas.

Activities may include completion of work, additional formal bookwork and tasks, reading, research, observation and data collection, designing and making consolidation.

## **Leaving the School Grounds**

Parents collecting children during school hours must call in at the office before taking their child. If students are late they need to fill in a late slip at the front office.

The school is very secure and now has a fence that surrounds the school and helps with keeping the students safe during the day.

## **Library**

The Library is the information Centre of the school. It has a critical role in teaching students how to manage information. This skill is central to all their future learning and has an extremely high priority at Temora West.

Technology plays a key role in information management. All library resources can be accessed on a computerised enquiry terminal allowing students to locate items required for school work and projects.

Computers are also located in the library. Students are encouraged to utilise these machines either in library session or at lunchtime, and are available for use by classroom teachers.

## **Lost Property**

The one activity that usually wastes more staff time than any other in schools is locating lost property.

We need parental cooperation to ensure that all items of clothing are **clearly labelled** with indelible texts. Enquiries should be made at the office initially when looking for lost clothing.

## **Clothing Pool**

The school operates a clothing pool which contains good quality and affordable second hand clothing for sale. Please call to the front office if you would like to look through the clothing pool.

## **Money Collection**

It is requested that any money sent along to school be enclosed in an envelope with the child's name and the amount indicated. This is to be handed to the class teacher at the beginning of the school day. For large amounts, individual receipts are issued to parents. The school provides envelopes for excursions and special events.



# Temora West Public School

*Strive and Succeed*

RESPONSIBILITY

RESILIENCE

RESPECT

## Ordering from the Canteen

The School Canteen operates every Monday and Friday. Lunches can be ordered using by using lunch order bags. Lunch bags (at a low cost) and current menus are available from the canteen or the school office upon request.

As a member of the NSW School Canteen Association we are guided by the 'Healthy Kids' Canteen Buyers Guide. This helps us choose healthy food for our children and in doing so we have developed a 'Fresh Tastes Menu' to ensure our students eat healthy, nutritious food on canteen days.

## Presentation Day and Socials

The Annual Presentation Day is held in the final week of each school year. This is a formal occasion for the celebration of our achievements as a school community during the year.

A Report is presented to the school community by the Principal and our students are presented with various awards achieved over the year.

The Student Council runs events during the year for primary and infants students. The Year 6 Farewell is also held at the end of the year.

## School Zones

As a NSW Public School, we are bound by and indeed promote state and local enrolment zoning policies. If in doubt as to your zoned area, please check with the school.



## School Services

### Bus Travel

All children (K-2) are eligible for free travel. Primary students (3-6) who live more than 1.6 kms from the school, as measured on a radius from the centre of the school site, are also eligible for free travel.

All other primary students who elect to use a school bus service must pay a daily fare or a term fee as determined by your bus operator.

Students living out of town may also qualify for free travel and a conveyance subsidy if parents drive more than 1.6 kms to the nearest bus stop. Parents can call at the office for application forms.

*It is the responsibility of parents to enquire and contact the appropriate bus operator to arrange bus travel for their children.*

Route	Bus Operators	Phone
Barmedman / Trungley Hall	Robert Ferguson	6978 0733 0427 487 139
Bectric Mimosa Springdale	Peter Harper	0458 771 093
Dirnaseer	Barry Smith	6977 4999 0427 931 614
Narraburra Sebastapol Quandry/OOSH	Col Perry	6977 1235 0429 448 415
Grogan/ Young Road	Phillip Fritsch	6977 1206 0427 771 950



## Medical Register

A medical register is kept by the school of all children suffering from such things as asthma or allergies to bee stings etc. This is a necessary precaution in case of an emergency situation arising. At the start of each school year parents are asked to ***update any relevant medical information for the school regarding their child and provide emergency contact information.***

## Administering Medicines

Many medications are now available in a form which minimises or eliminates the need to provide students with medicine during the school day.

However, if medications must be given at school it can be arranged as long as parents complete an indemnity form and supply the medication in an appropriate container, clearly labelled with the student's name and dosage.

## Newsletter

The 'Scribbly Gum' ensures parents and the community are kept well informed of the school's activities and coming events. It is one very important way that the school actively promotes improved communication between home and school.

The newsletter is sent home with the eldest child in each family every second Monday. If your child is absent on that day a copy can be obtained from your child's class teacher or at the office.

The newsletter has a section for individual class work each edition on the back page.

## SkoolBag App

One of our main sources of electronic communication is through the SkoolBag App. This is the easiest way to stay up-to-date with school events, last minute notices, notes, newsletters, community notices and all school communications. Search for the free SkoolBag app in the Apple Store or Google Play Store and sign up with your e-mail address. Search for Temora West Public School and follow any further instructions and you will be ready to keep up to date with what's happening around the school.

## School Photos

Photographs are arranged annually for class, family and individual portraits. While all children are asked to participate in having a class photo taken, parents are under no obligation to purchase.

## School Requisites

Basic requirements such as exercise books, pencils, rulers, paint, are provided by the school. Teachers will inform parents if any additional materials are required e.g. coloured pencils, personal dictionaries, project books, etc.

## School Counsellor

The School Counsellor visits the school once a week and is able to provide assistance in designing programs for parents and teachers to help students with special academic, social and emotional, or physical needs.

Either parents or teachers may request school counsellor assistance. Teachers who refer students to the School Counsellor must gain parental consent for any assessment or program to be put in place.

## Scripture

Scripture lessons are conducted by local clergy and lay people each Friday from 10.45 am to 11.15am for Years K-6.

## Multi-categorical Class

This Multi-categorical class was established in 2010 following the disestablishment of the Special Education class (est. 1993) that catered for students with moderate to severe intellectual disabilities.

As the name implies the MC class is set up for students with a broader range of disabilities than the Special Education class. Disabilities include autism, moderate intellectual disability and mental health. The MC class caters for students K-6 and is the only class of its nature available to students in the Temora district.



The educational focus is on individual education plans based on the KLS's as well as providing Living Skills and Life Skills programs. The programs are aimed at developing the knowledge, skills and behaviours that the student needs to participate in life as fully and independently as possible. All students are integrated with other classes within the school for varying amounts of time during each school week. Reverse integration and full inclusion are promoted within the school. Parents who feel that this unit may meet the needs of their child are asked to contact the Principal.

## Speech Pathologist/Occupational Therapist/Community Nurse

Students are often assessed informally by their teachers as they go about their school tasks. Sometimes it is evident from past experience that individual students are finding some tasks particularly difficult to manage compared with other students.

This may lead to the teacher asking parents for permission to have their children assessed by either the speech pathologist or occupational therapist, as appropriate. These professionals work in the hospital system but also work very closely with the schools. All reports on children are sent to parents as well as the school so problems can be addressed early.

## Student Welfare

Student Welfare is everything a school does to create the best environment to maximise student learning. It includes effective teaching and learning, developing a positive climate and good discipline and strong community participation. The 'You Can Do It' Program develops student self-esteem, social and emotional resilience. This program underpins our student welfare focus.

## 1. Awards

A school wide system operates to reward students for demonstrating positive behaviors and achievement. Students from each class can collect any school award; once 10 school awards are obtained please bring to the office for processing. Awards are presented at our fortnightly assembly.

10 School Awards	= Honour Award
10 Honour Awards	= Principal's Award + school pen
20 Honour Awards	= 2 <sup>nd</sup> Principal's Award + school mug
30 Honour Awards	= 3 <sup>rd</sup> Principal's Award + plaques

## 2. School Discipline

Effective school discipline is one aspect of Student Welfare. Temora West Public School's central purpose is to guarantee quality learning and teaching. Effective school discipline operates to ensure that the learning and teaching environment for everyone is maximised.

Each student's right to learn and each teacher's right to teach, without unnecessary disruptions, is protected by an effective whole school approach to the management of positive behaviour.

Students can choose between courses of action and types of behaviour that are acceptable or non-acceptable. When students make positive contributions they are publicly acknowledged either in the classroom or at school assemblies.

For non-acceptable behaviours and actions the school has developed a discipline system as outlined in our Student Welfare Policy.

We believe however that establishing effective discipline is made easier when parents, students and the school work together to support it.

The school's Discipline Policy and Student Welfare Policy are available on request.



### 3. School Rules

- Work and Play Safely
- Care for our school and it's environment
- Be careful of yourself and others

### 4. School Council

The school council has the following functions for guiding the broad strategic direction of the school:

Monitoring the school's strategic directions and school plan;

Approving plans and policies of the school of a strategic nature and other documents affecting strategic matters, including the annual estimate of revenue and expenditure for the school;

Monitoring the implementation of plans, policies and other documents mentioned above; and

Advising the school's Principal about strategic matters.

### 5. Student Council

The Student Council plays an extremely important role in helping to achieve the student welfare aims of the school. Through participation in a democratically elected student body all students have the opportunity to contribute to the life of the school. The Student Council is a means by which students can achieve a real sense of ownership and pride in their school.

Each class from Kindergarten to Year 6 elects two councillors each semester to be on the Council. In addition, six students from Year 6, including two captains and vice captains and two permanent councillors, are elected at the end of the preceding year, by the student to be on the Council for the whole of the next school year.

### Student Council Activities include:

- Holding regular Student Council meetings to discuss ways to improve the school
- Reporting to school assemblies
- Meet, greet and thank visitors
- Represent the school within the community
- Organising student functions e.g. disco's and competitions





## CONTACT US

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[peter.rodgy@det.nsw.edu.au](mailto:peter.rodgy@det.nsw.edu.au)

## SOME HELPFUL WEBSITES:

**NSW Department of Education**

<https://www.det.nsw.edu.au/home/>

**NSW Department of Education - Primary Schools**

<http://www.schools.nsw.edu.au/>

**Board of Studies**

<http://www.boardofstudies.nsw.edu.au/>

**NSW Health**

<http://www.health.nsw.gov.au/>

**MySchool**

<http://www.myschool.edu.au/>

**NAPLAN**

<http://www.naplan.edu.au/>

**Teaching and Learning Exchange - for parents**

<http://www.tale.edu.au/tale/live/parents/index.jsp?muid=309701&taleUserId=-445990256&userType=u&username>

**A-Z for parents**

<https://detwww.det.nsw.edu.au/lists/directoratesaz/index.htm>