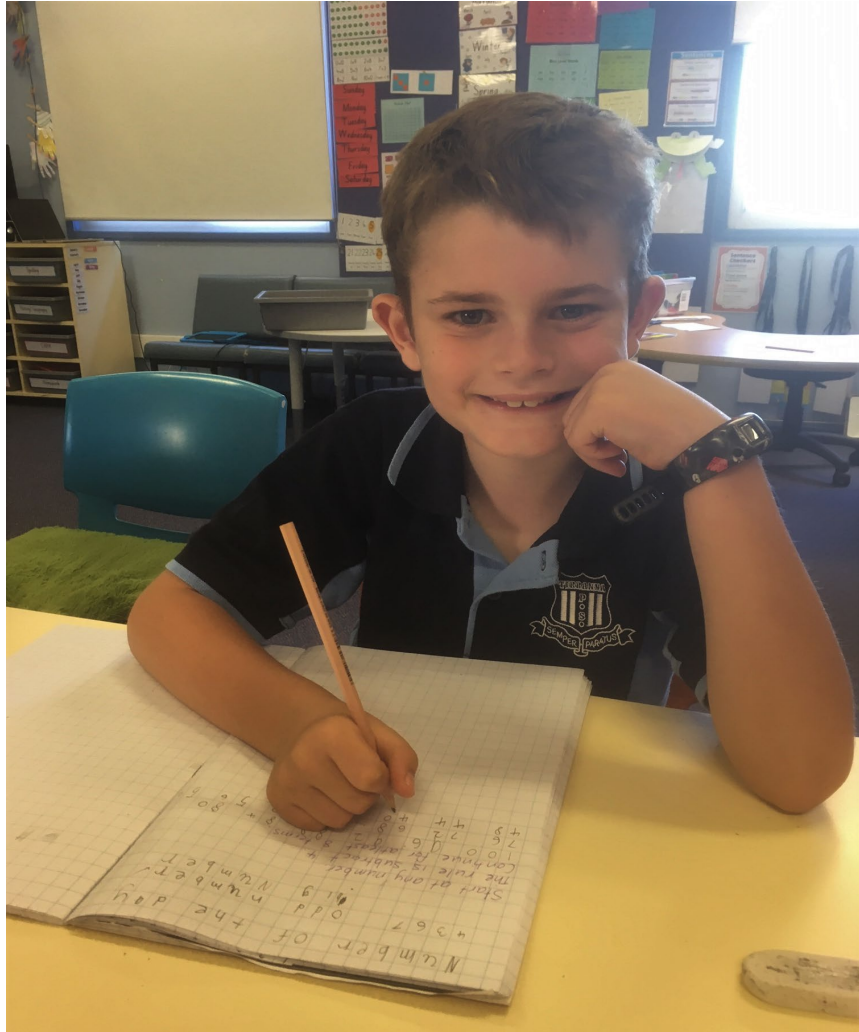


Tirranna Public School

Parent Information Booklet 2021



Respect, Responsibility and Pride

Our School

Tirranna Public School endeavors to provide our students with a learning environment that is safe and nurturing, where learners can connect, succeed and thrive and become respectful and responsible citizens and learners.

We value creating opportunities for student leadership and actively build a culture of student ownership over learning. We aim to provide students with a diverse range of engaging learning opportunities that are differentiated across K to 6 to maximise student learning outcomes each and every day. We value ensuring that we know students and where they are with their learning, and endeavor to put in place individualised learning to meet their learning needs.

We target essential learning across all KLAs whilst supporting students to develop essential skills for lifelong learning and future success. We value each and every member of our whole school community and actively work to build strong and effective partnerships.

2021 Tirranna Public School Staff

| | |
|---|----------------------|
| Teaching Acting Principal | Ms Jessica Pryor |
| Classroom Teacher & Learning and Support Teacher (LAST) | Mrs Sarah Hawksworth |
| Classroom Teacher | Ms Marley Penning |
| Creative Arts Teacher | Ms Marilyn Gotleib |
| School Administrative Manager (SAM) | Mrs Julie Carey |
| School Administration Officer (SAO) | Ms Janna House |
| School Administration Officer (SAO) | Mrs Kathy Staples |
| General Assistant (GA) | Mr Peter Dempsey |

School History

The school was founded in 1869 as a one teacher school. The school prides itself on having wonderful grounds, facilities and resources. As part of the Federal Government's 'Building the Educational Revolution' initiative, the school received a new classroom, which is now the main learning area for the students.



2021 School Routines and Expectations

- Students need to bring fruit and a water bottle each day so that they can participate in Crunch and Sip.
- School hats are to be worn outside all year round. School beanies can be purchased and can be worn during winter as an alternative to the school hat.
- Full school uniform is to be worn every day. This includes wearing black school shoes each day and runners on sport days.
- Students will visit the library once a week and can borrow books to take home. These will then be returned the following week on the day of their library lesson.
- Students are expected to be responsible, safe and respectful in their conduct whilst at school, and parents and staff are expected to model this behaviour. Our Student Welfare and Wellbeing Policy details our school expectations and how appropriate and inappropriate behaviours will be managed by the school.

2021 Bell Times

| | |
|-------------------|----------------------|
| School Commences: | 9:20 am |
| Recess: | 11:30 am to 12:10 pm |
| Lunch: | 1:30 pm to 2.10 pm |
| School Concludes: | 3.20 pm |

Students must not arrive at school prior to 8:30am. Supervision of students commences at 8:30am.

TREC

Tirranna Public School is part of a small school network TREC (Tablelands Rural Education Community). Students regularly get together with the other TREC schools (Collector PS, Breadalbane PS and Windellama PS) to have shared learning experiences. Families are often invited to attend these days.

Enrolment

New students enrolling in Kindergarten may enrol providing the child turns 5 years of age before 31st July.

Families wishing to enrol a student must complete an Enrolment Form. This can be completed online via the school website at <https://tirranna-p.schools.nsw.gov.au/about-our-school/enrolment.html> or via paper form. These forms are available on request from the school office. Full details of the student including medical details must be provided to the school. Families are also expected to provide a Birth Certificate for the student and proof of identification and residential address.

For out of zone enrolments please contact the School Principal for further information.



Parents and Citizens (P&C)

The school P&C Association usually meets once or twice per term, usually on the Monday of weeks 3 and 7 at 6.00 pm in the K-6 classroom. Children are welcome to attend. This meeting is to discuss ways that the P&C can support the school and provide input to school activities and programs. Fundraising is a major component of the P&C. All parents are encouraged to attend.

School/Family Partnerships

Teachers and staff want to form strong partnerships with students and families. Please support building this relationship by being a positive role model. Please discuss any concerns or issues with the classroom teacher in the first instance, so clarification and support can be provided in a timely manner.

Late Arrival or Early Pickup

Please come to the office to 'sign-in' or 'sign-out' if your child arrives late or you wish to pick them up early. This process follows Department of Education guidelines. These partial absences as well as full day absences are listed on the student's School Report. It is preferred that appointments are made outside of school hours. However, if this is not possible and your child must attend an appointment you will need to 'sign-out' and then 'sign-in' on their return.

Attendance

Regular attendance at school is a legal Government requirement and is a requirement of the Department of Education. Regular attendance at school helps to endorse positive educational values and supports students to maximise their progress in all aspects of school learning and personal development. If your child is absent, an explanatory note should be sent to the school giving the reason for the absence. This needs to be completed within 7 days of the absence. Parents can also message the teacher via the Class Dojo App. Parents may wish to phone this information to the school, but a written explanation is still required on the day of their return.

If you wish to receive permission for your child to be absent from school for an extended period due to travel, an Application for Extended Leave–Travel must be completed and provided to the Principal before taking leave. The principal will decide whether to approve this leave and notify you of the outcome.

Persistent unsatisfactory or unexplained absence from school can become a legal matter. It is important to only allow students to stay home from school for justified reasons. These include illness that would impact on the student's ability to learn if they attended school or the illness is one that a doctor would grant leave for.



It is important to note that most students struggle to catch up on the learning they missed due to an absence. While teachers endeavor to support students to catch up, each day of learning builds on previous learning. Students who are persistently absent from school may never catch up to their peers and develop significant gaps in their learning. This can create wellbeing and welfare issues for the student and limit student's employment prospects in the future.

Communication

The school's main forms of communication are the school website, the Class Dojo App, our Newsletter that comes out each fortnight on a Tuesday and letters or emails home to parents. The school newsletter contains information about pertinent topics and events and is distributed to the eldest student in the family. Please read this newsletter carefully to find out information about excursions, carnivals and happenings at school.

The school website address is: www.tirranna-p.schools.nsw.gov.au

When visiting the school, parents are asked to go to the office first and sign in. If the office is unattended parents should see Ms Jessica Pryor in the classroom directly.

Please ensure that we always have your most up-to-date emergency contact details and email address.

Collection of Money

Whenever money needs to be collected for school performances, excursions, etc. there are certain procedures to follow:

- Money should be enclosed in a sealed envelope with the student's name and the amount of money clearly written on the envelope. This is placed in the collection slot at the office counter.
- If required, a permission note should be returned with the money.
- Payments can be made via POP (parent online payment) using a Visa or Mastercard credit or debit card. The payment page is accessed via the front page of the school website by selecting \$ Make a payment. When you access the \$ Make a payment you must enter the student's name and payment description. The reference information will be provided on the permission note sent home with the student.

Receipts are issued for amounts of \$10.00 and over.



Bus Travel

Steve & Terri Sparrow are the Bus Proprietors for students within the school zone. Their contact details are as follows:

Steve (0459 554 778) Terri (0428 570 799)

PBC provide a bus service for students who live in town. The bus picks students up from Goulburn South Public School and returns in the afternoon. Their contact details are as follows:

02 4821 2320 info@pbcgoulburn.com.au

Free bus transport is available for all K-2 students and for those Primary students who live 1.6 kilometres or more in distance from the school.

Those families who reside more than 1.6 kilometres walking distance from a designated bus stop are entitled to a Private Vehicle Conveyance subsidy payable by Transport NSW. Subsidy payments cannot commence until an application form is completed. Application forms can be completed online at:

www.transport.nsw.gov.au/content/private-vehicle-conveyance-subsidy-pvc.

Every student catching the bus must have completed the online form. Information regarding this is available from the school.

Information Communication Technology (ICT)

Tirranna Public School has actively sought to provide students with every opportunity to access new and emerging technologies. ICT is integrated fully into all areas of learning. The school has an extensive network of computers, iPads and robotics which are used by the students.

Excursions

Students in all grades will have the opportunity to participate in excursions during the school year. Some of these excursions will only involve a short drive from the school grounds whilst other excursions may involve travel to venues outside the Goulburn area.

The majority of excursions involve the hire of a bus to transport the children to the venue. Some excursions require parents to transport children. All parents transporting children must have completed a working with children check and provided the school with copies of their current driver's license and registration.



School Psychologist

Tirranna School shares the services of a School Psychologist with a number of other schools in the district. The School Psychologist regularly visits the school and is available when needed.

The School Psychologist works with teachers, parents and students to help students with academic, social and emotional concerns.

Parents may approach the School Psychologist for assistance either directly, or through the Principal. The School Psychologist always involves the school in any concerns presented by parents.

Integration

At times students enrol at the school who need special assistance in order to attain maximum benefit from their education.

In these instances, the School Psychologist, Learning Support Teacher and Principal meet with parents and an individual learning program is designed for the child/children. The program of work is carried out by the class teacher and Learning and Support Teacher and may be supported by the school's Student Learning Support Officers.

Formal meetings are held with the parents, Senior Psychologist and Principal during the year to discuss progress.

Medication

Students requiring prescribed medication during the day must have their medicines in the original packaging labelled with name, dose, time for administration and length of time to be administered. **All parents who want their child to have medication at school must have an appropriate form filled out. These are available at the office.** Medication must be given to the Principal or a member of staff. To ensure all students' safety in the school, no medication should be kept in school bags. Non-prescribed medication, ie. over the counter medicines, will not be given at school without written consent from parents.

Parental/Community Involvement

Some ways in which parents can be involved in the school:

- Attendance at P&C meetings and participation in fundraisers and other P&C activities
- Assistance in the classroom
- Participation in excursions and sporting events
- Projects within the school
- Attending assemblies, TREC events, school competitions and special school events



Play Areas

Tirranna Public School has extensive playground areas. These areas are supervised before school, and at recess and lunch times. Supervision is provided from end of school until students are picked up by their parent/carer or school buses.

The rules and expectations of this school are contained within the Student Welfare and Wellbeing Policy. These expectations are communicated to students.

Reporting to Parents

In June and December each year parents will receive a written report on the progress of their child/children at school. This comprehensive report shows the academic and social progress of the student in accordance with Department of Education guidelines and procedures.

It is important to note that when reporting on the academic progress of students, teachers utilise a variety of assessment procedures that occur during the school term. These include:

1. Objective and subjective assessments.
2. Standardised testing procedures.
3. Information from Departmental assessment procedures.

Following the distribution of the half-yearly report parents/carers will have the opportunity of discussing each student's progress with the class teacher. Interview times are arranged at a mutually convenient time for teachers and parents.

If you have any concern about your child's academic or social progress, please contact the school.

School Leaders

All students are given an opportunity to develop leadership skills. Specific tasks such as the following are allocated to different students from time to time:

- Hosting visitors to the school.
- Acting as Chairpersons for important ceremonies and Speech nights.
- Organising student events.
- Representing the school at Community of Schools' events.



Scripture

A combined Scripture class operates on Tuesday afternoon from 2.40 pm to 3.20pm. The class is non-denominational. Mrs Virginia Hohnen is presently teaching the class.

If you do not wish your child to attend scripture classes, please advise the Principal in writing. Students not attending scripture are to quietly work on self-guided activities of their choosing.

Sickness and Accidents

Sick children should be kept at home. If a student becomes sick at school parents/carers are contacted to take the student home. If a student suffers a serious accident at school, parents/carers will be contacted immediately. Should emergency treatment be required the student will be transported by ambulance to hospital.

Our school contributes to the NSW Ambulance Fund covering the cost of transporting students within NSW where necessary. An ambulance will be called if it is felt that a student's health is at risk. Parents or contact persons will also be contacted as soon as is possible in relation to the student's health concerns.

Ambulance cover is not provided for parents and it is advisable that families consider their own ambulance insurance cover where possible.

Common infectious diseases can sometimes have serious effects. Schools have been requested to sight a record of immunization of newly enrolled students. (Students who are not fully immunized will be requested to remain at home until the outbreak of a vaccine preventable disease has passed). Enquiries can be made at Goulburn Community Health Centre – telephone 4827 3913.

Sport

On Fridays the students at Tirranna Public School participate in sporting activities.

There are many annual events on the sporting calendar. The combined Tablelands Rural Education Community (TREC) Swimming, Athletics Carnivals and Cross-Country. Many students go on to compete in District and Regional Carnivals for these events.

Tirranna Public School is also involved in a variety of Gala Days with the TREC schools throughout the year to develop team sports.

Each year the school participates in an intensive two week learn-to-swim campaign involving the whole school.



Stationery and School Requirements

Most stationery is provided by the school for the students. However, students may also wish to bring coloured pencils and textas. Year 5 and 6 students can also bring a blue pen for writing.

Student Clothing and Property

Students and parents/carers are asked to:

- Make sure all articles, especially lunch boxes, drink bottles, jumpers and coats are clearly and permanently marked.
- Leave treasured and valuable toys, jewellery and books at home. They are easily damaged or lost.
- Acknowledge that no responsibility can be taken for loss of or damage to toys, books, trinkets, etc. brought to school.
- Make sure your child's schoolbag is easily recognisable, labelled and big enough to hold all their gear.

Recess/Lunch

We encourage students to bring lunchboxes packed with healthy food choices for recess and lunch together with a drink bottle full of water. Water is readily available for refilling drink bottles. Please also ensure students have a piece of fruit or a vegetable snack for "crunch and sip" in the mornings. This short break gives students a chance to re-fuel with fruit or vegetables and helps improve their physical and mental performance and concentration in the classroom.



School Uniform

Girls

Summer (Terms 1 & 4)

Short sleeved White Shirt
Navy Cargo Shorts or Navy Skort
Tirranna Navy Polar Fleece Jumper
White Ankle Socks & Black Shoes

Winter (Terms 2 & 3)

Long sleeved White Shirt
Hallam Pants or Navy Skort & Tights
Tirranna Navy Polar Fleece Jumper
White Ankle Socks & Black Shoes

Boys

Summer (Terms 1 & 4)

Stripe Short Sleeved Shirt
Navy Cargo Shorts
Tirranna Navy Polar Fleece Jumper
White or Navy Socks & Black Shoes

Winter (Terms 2 & 3)

Stripe Long Sleeve Shirt
Long Navy Cargo Pants
Tirranna Navy Polar Fleece jumper
White or Navy Socks & Black Shoes

Sports Uniform for Girls and Boys

Tirranna Polo Shirt
Navy Sports Shorts
Navy Track pants
Tirranna Navy Polar Fleece Jumper
White Socks & Runners/Tennis Shoes

Hats

Tirranna Bucket Hat

All uniforms are available through the P & C. There is also a school clothing pool available for second hand uniforms.

