Dear Parents

**Welcome** – to all our returning students and families and to all our new students and families. It is great to see so many new and familiar faces! It is also wonderful to see so many students wearing full school uniform. I would also like to welcome our new members of staff – Mr Bamford (2B class teacher), Mrs Bourke (Teacher-Librarian), Miss Cole (1C class teacher) and Mrs Sciberras (2M class teacher). I wish them all the very best as they commence their permanent positions at our school and wish all members of our school community all the very best for 2016.

**Classes** – have been formed and students have settled well. Our new Kindergarten students have arrived and are settling well into school routines. As I mentioned on the first day, we need to submit our numbers on February 10 (next Wednesday). Once these are submitted and our staffing allocation finalised, we will be able to complete our class organisation with as little disruption as possible.

**Music and Bells** – just a reminder that the music in the morning indicates that it is time for students to move to lines and for parents to exit the school grounds. The reason for this is so that we can move all students to their classrooms ready to begin learning as soon as possible. Thank you to all parents who comply with this process. If you need to speak informally to teachers, please do so before the music begins – teachers can generally be found in their classrooms or the admin block before school – please do not speak to teachers once the music starts as their focus needs to be on the students in their class. If you need to, you may arrange a more formal meeting with a teacher by calling or emailing the school or sending a note to the teacher. Please note that many teachers are involved in meetings before school and ALL teachers are involved in meetings on Wednesday afternoons and are, therefore, unable to meet with you during these times. If you wish to pass information on to a particular member of staff, please feel free to email the school account and mark the subject as Attention Mr/Miss/Mrs ... followed by the teacher’s name.

**Attendance** – The *Education Act (1990)* requires parents to ensure that children of compulsory school age attend school on each day that the school is open for instruction. If children are absent from school, parents are required to provide the school with an acceptable explanation within seven days of the absence. Notes that can be used to inform teachers of absences have been included in this newsletter along with a Department of Education parent information sheet.

**Late arrivals** – please note that any student not in class lines when the bell rings at 9.00am is late and will be asked to go to the office to collect a late slip. (It is a bit like the police conducting a random breath test – if someone blows 0.49 they are under the limit, but if they blow 0.5 they are over the limit. If a student arrives at 8:59:59am they are ‘on time’, but if they arrive at 9:00am, they are late!). It is a good idea to plan on arriving at school by 8.50am each morning so that students have time to find a friend with whom to have a bit of a chat or play and to walk to lines. This is especially important for students who are a bit anxious as it is usually harder for them to enter the classroom once everyone else is inside and daily activities have started. If you need assistance with attendance or any other matter, please do not hesitate to contact us.
Hats – Our school has a policy of ‘no hat, play in the shade’ and students without hats are not permitted to play in the back playground. The uniform shop, which operates in the school hall on Monday and Friday mornings (8.30 – 9.00am), sells hats with a school logo. Please ensure that hats, along with all other items of clothing, are clearly labelled with your child’s name and class.

Principal’s Silver Awards – once your child has collected five (5) awards – Student of the Week, Value of the Week, Merit, Citizenship, Perfect Attendance or Presentation Day awards – they are eligible to receive a silver award. Silver awards are presented weekly at the Monday morning assembly.

Principal’s Gold Awards – any student who receives three (3) silver awards is eligible to receive a gold award and a movie ticket. Gold awards are presented in Week 8 of each term.

Please:

- Submit awards at the office;
- DO NOT laminate awards until after they have been submitted as they need to be initialled on the back;
- See Miss Pinski or Miss Clarke if you have any queries

Reminder – Swimming Carnival – is on next Thursday at Emerton Leisure Centre for students in Years 2-6. Parents are welcome to attend. Please refer to the permission note sent home for details.

Save the Date: Monday February 15 - Community Meet & Greet BBQ followed by ‘Meet the Teacher’ information sessions followed by P&C Annual General Meeting. More information to follow.

Looking forward to a very productive year,

K. Rox
Relieving Principal

<table>
<thead>
<tr>
<th>Dates to Remember</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday February 9</td>
</tr>
<tr>
<td>Thursday February 11</td>
</tr>
<tr>
<td>Monday February 15</td>
</tr>
</tbody>
</table>
BLACKTOWN PSSA ZONE TRIALS 2016

Below is information about Blacktown PSSA Zone Trials. Students who have been selected by their school PSSA coach to trial for a Blacktown Zone Team will receive a permission note which will have to be returned to Mr Keyes by the Thursday prior to the trial. Only students who have been given a note by their coach and have returned the signed permission note may attend the trials.

**When:** To be held over two Fridays - Week 2, Friday 5th Feb and Week 4, Friday 19th.

**Time:** 10.00am to 1.00pm approx.

**Where:** All Trials will be held at Harvey Park.

**What to wear:** Appropriate sports clothes, such as shin pads, long sports socks, T shirt and shorts for soccer, as well as suitable footwear for the child’s chosen sport.

**What to take:** Hat, plenty of water, a sandwich (lunch) and a snack.

**N.B.** Transport to and from the trials will be the responsibility of parents or carers. If children are selected for a zone team, parents are required to purchase a zone shirt at a cost of $25. Training times and dates will be announced by the respective coaches of each sport once teams have been selected.

*Trials will run from 10.00am to 1.00pm approx. and children can trial for multiple sports on the same day if chosen by the school.*

<table>
<thead>
<tr>
<th>Week 2 – Friday 5 Feb</th>
<th>Week 4 – Friday 19 Feb</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cricket</td>
<td>Softball (Boys and Girls)</td>
</tr>
<tr>
<td>Rugby League (11yrs &amp; Opens)</td>
<td>Football (Soccer – Boys)</td>
</tr>
<tr>
<td>Touch Football (Boys)</td>
<td>Touch Football (Girls)</td>
</tr>
<tr>
<td>Football (Soccer – Girls)</td>
<td>AFL</td>
</tr>
<tr>
<td>Netball</td>
<td></td>
</tr>
</tbody>
</table>

**GLENDENNING 2016 PSSA Coaches**

- AFL / Oz Tag – Miss Pillen
- Cricket and Rugby League – Mr Keyes
- Tee Ball – Mrs Lindsay
- Softball – Mr Graham
- Soccer – Mrs Rowe
- Netball – Miss Hoskins and Miss Mohr

Students should **return to school by 2pm** otherwise they will be marked as a partial absence on the class roll.

Any inquiries can be directed to one of our PSSA coaches.

Mr Keyes
What is a Griffin Goal?

At every PBL meeting, the PBL Team analyses our school record database, regarding the behaviour incidents that have occurred for the past two weeks. From that, a Griffin Goal is created. The Griffin Goal once decided, is communicated to staff and students, and is a whole school focus for two weeks (or for as long as deemed necessary by the PBL team). The Griffin Goal is printed and provided to teachers, to display on the many Griffin Goal posters around the school.

Our Griffin Goal from Wednesday Week 2 to Wednesday Week 4 is:

I am safe in the playground.

All students are working towards this Griffin Goal. Please chat to your child/ren about WHY they should follow the Griffin Goal!

Caught You Being – Safe, Respectful or Learner

The winner for this week’s assembly draw was Shazana from 3R who was caught being a LEARNER! Well done!

Griffin Awards

Well done to all our students who have received a Griffin Award in 2015. It is very exciting to see these students, wearing their Griffin Award badges and Griffin Guild patches with pride. We look forward to seeing our students wear their badges/patches with pride during 2016.
Compulsory School Attendance
Information for parents

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.

What are my legal responsibilities?
Education in New South Wales is compulsory for all children between the ages of six years and below the minimum school leaving age. The Education Act 1990 requires that parents ensure their children of compulsory school age are enrolled at, and regularly attend school, or, are registered with the Board of Studies, Teaching and Educational Standards for homeschooling.

Once enrolled, children are required to attend school each day it is open for students.

The importance of arriving on time
Arriving at school and class on time:

- Ensures that students do not miss out on important learning activities scheduled early in the day
- Helps students learn the importance of punctuality and routine
- Give students time to greet their friends before class
- Reduces classroom disruption

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

What if my child has to be away from school?
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.

Principal may decline to accept an explanation that you have provided if they do not believe the absence is in the best interest of your child. In these circumstances your child's absence would be recorded as unjustified. When this happens the principal will discuss their decision with you and the reasons why.

Principals may request medical certificates or other documentation when frequent or long term absences are explained as being due to illness. Principals may also seek parental permission to speak with medical specialists to obtain information to collaboratively develop a health care plan to support your child. If the request is denied, the principal can record the absences as unjustified.

Travel
Families are encouraged to travel during school holidays. If travel during school term is necessary, discuss this with your child’s school principal. An Application for Extended Leave may need to be completed. Absences relating to travel will be marked as leave on the roll and therefore contribute to your child’s total absences for the year.

In some circumstances students may be eligible to enrol in distance education for travel periods over 50 school days. This should be discussed with your child’s school principal.
If a student misses as little as 8 days in a school term, by the end of primary school they’ll have missed over a year of school.

My child won’t go to school. What should I do?

You should contact the principal as soon as possible to discuss the issue and ask for help. Strategies to help improve attendance may include a referral to the school’s learning and support team or linking your child with appropriate support networks. The principal may seek further support from the Home School Liaison Program to develop an Attendance Improvement Plan.

What might happen if my child continues to have unacceptable absences?

It is important to understand that the Department of Education and Communities may be required to take further action where children of compulsory school age have recurring numbers of unexplained or unjustified absences from school.

Some of the following actions may be undertaken:

- Compulsory Schooling Conferences

You may be asked, along with your child, to attend a Compulsory Schooling Conference. The conference will help to identify the supports your child may need to have in place so they attend school regularly. The school, parents and agencies will work together to develop an agreed plan (known as Undertakings) to support your child’s attendance at school.

- Application to the Children’s Court – Compulsory Schooling Order

If your child’s attendance at school remains unsatisfactory the Department may apply to the Children’s Court for a Compulsory Schooling Order. The Children’s Court magistrate may order a Compulsory Schooling Conference to be convened.

- Prosecution in the Local Court

School and Department staff remain committed to working in partnership with you to address the issues which are preventing your child’s full participation at school. In circumstances where a breach of compulsory schooling orders occurs further action may be taken against a parent in the Local Court. The result of court action can be the imposition of a community service order or a fine.

What age can my child leave school?

All New South Wales students must complete Year 10 or its equivalent. After Year 10, and up until they reach 17 years of age, there are a range of flexible options for students to complete their schooling.

Working in Partnership

The Department of Education and Communities recognises that working collaboratively with students and their families is the best way to support the regular attendance of students at school.

We look forward to working in partnership with you to support your child to fulfil their life opportunities.

Further information regarding school attendance can be obtained from the following websites:

Policy, information and brochures:

The school leaving age:

Do you need an interpreter?

Interpreting services are available on request, including for the hearing impaired. The Telephone Interpreter Service is available 24 hours a day, seven days a week on 131 450. You will not be charged for this service.

For further advice and questions contact your educational services team

T 131 536

Learning and Engagement

Student Engagement & Interagency Partnerships

T 0244 5129
www.dec.nsw.gov.au

© February 2013
NSW Department of Education and Communities
REQUEST FOR EXPLANATION – ONE DAY ABSENCE

Name of Student ___________________________________________ Class ___________

Date of absence __________________________________________

Reason for absence
The reason for the absence must be shown below. (Please tick the appropriate box and give details.)
Note: If you prefer, you may telephone the school to explain your child’s absence.

☐ Sickness (please give details, eg flu)

________________________________________________________________________

☐ Family reasons (please give details, eg attendance at a funeral)

________________________________________________________________________

☐ Other reason (please give details, eg attendance at a religious ceremony)

________________________________________________________________________

Name of Parent/Carer __________________________________________

Signature of Parent/Carer __________________________________________

Date __________________________

Safe Respectful Learners
REQUEST FOR EXPLANATION – TWO OR MORE DAYS ABSENCE

Name of Student ________________________________ Class __________________

First date of absence ___________________ Last date of absence ___________________

Reason for absence
The reason for the absence must be shown below. (Please tick the appropriate box and give details.)
Note: If you prefer, you may telephone the school to explain your child’s absence.

☐ Sickness (please give details, eg flu)

________________________________________________________________________

☐ Family reasons (please give details, eg attendance at a funeral)

________________________________________________________________________

☐ Other reason (please give details, eg attendance at a religious ceremony)

________________________________________________________________________

Name of Parent/Carer ______________________________________________________

Signature of Parent/Carer ___________________________________________________

Date ______________________

Safe Respectful Learners
Have your say – Proposed improvements at the intersection of Rooty Hill Road North, Jersey Road and Lamb Street, Plumpton

The NSW Government is funding a proposal at the intersection of Rooty Hill Road North, Jersey Road and Lamb Street, Plumpton as part of its $246 million Pinch Point Program, which aims to reduce traffic delays, manage congestion and maintain travel times on Sydney’s major roads, particularly during weekday peak periods.

Roads and Maritime Services is seeking your feedback by Monday 15 February on this proposal. The proposal is part of planned corridor improvements on Rooty Hill Road between the Great Western Highway, Eastern Creek and Richmond Road, Oakhurst.

We have included a map to help explain the proposal. The work would include:

- Removing the existing roundabout and installing traffic lights and signalised pedestrian crossings
- Providing a dedicated right turn lane from Rooty Hill Road North into Jersey Road
- Providing a left turn lane from Rooty Hill Road North into Lamb Street
- Providing a right turn lane from Jersey Road onto Rooty Hill Road North
- Providing a right turn lane from Rooty Hill Road North onto Lamb Street
- Removing the existing centre median where the new right turn lane will be installed on Jersey Road
- Installing CCTV cameras to monitor traffic
- Widening Rooty Hill Road North near the intersection
- Changes to the lane configuration on Lamb Street
- Asphalting and line marking
- Extending kerbs and gutters.

Have your say

We encourage you to send us your comments by Monday 15 February to:

Email: enquiries_nsw@downermouchel.com
Mail: DownerMouclhel, Rooty Hill Road North intersection improvements,
PO Box 8485, North Ryde NSW 2113

We will carefully consider your feedback and continue to keep you updated as the proposal progresses.

Contact

If you have any questions, please contact our delivery partner DownerMouclhel on 1800 332 680 or email enquiries_nsw@downermouchel.com. For more information on our projects, visit rms.nsw.gov.au
**Translating and Interpreting Service**

If you need an interpreter, please call TIS National on 131 450 and ask them to call DownerMouchel on 1800 332 660.

**Arabic**
ذا كنت حريصاً على مترجم، فاتصل بمدير ترجمة TIS National على رقم 131 450 وดอกليهم بالاتصال بالمكتب DownerMouchel على رقم 1800 332 660.

**Cantonese**
若有需要口译员，请致电 131 450 联系翻译及口译服务 (TIS National)．要求他们致电 1800 332 660 联系 DownerMouchel．

**Mandarin**
如果你需要口译员，请致电 131 450 联系翻译和口译服务 (TIS National)．要求他们致电 1800 332 660 联系 DownerMouchel．

**Greek**
Αν θέλετε να διαλέξετε έναν μετάφραση και να τον καλέσετε στο TIS National, καλέστε τη DownerMouchel στον αριθμό 1800 332 660.

**Russian**
Если вам нужен переводчик, позвоните по номеру 1800 332 660 в службу переводов TIS National.

**Korean**
통역이 필요하시면 번역통역서비스 (TIS National)의 131 450으로 연락하십시오. 1800 332 660으로 DownerMouchel에 전화하도록 요청하십시오.

**Vietnamese**
Nếu cần dịch viên, hãy gọi cho Dịch vụ Tự Rèn Dịch (TIS Tự Rèn Dịch) số số 131 450 và yêu cầu họ gọi cho DownerMouchel số 1800 332 660.
The simplest way
... to encourage healthy eating.

If you've got a fussy eater in the family, a behaviour reward chart can be a great way to get them eating and enjoying new foods and more fruit and veg.

Praise from parents or the offer of small rewards is a good motivator for many children.

A behaviour reward chart can work wonders too. Remember to decide on rewards and goals in advance and keep them realistic and motivating.

Want more great tips and strategies to overcome fussy eating? Register for a Fruit & Veg Sense workshop online: eatittobeatit.com.au

Find this chart and others online too.

For more information visit www.eatittobeatit.com.au or join us at facebook.com/eatittobeatit

The Eat It To Beat It program is supported by the Western Sydney Local Health District Live Life Well at School Program.
**Quakers Hill High School**

**HIGH SCHOOL TASTER DAY**

**2016**

**Building confidence.**
Demystify high school.

**Garnering enthusiasm for learning.**
Building invaluable support networks.

**YEAR 6 HIGH SCHOOL TASTER DAY 2016**

Open to students interested in enrolling in QHHS in 2017

Friday the 18th of March 2016

Quakers Hill High School Hall
70 Lalor Road, Quakers Hill

Year 6 students will meet in the Hall by 8.35 am and can be picked up from 2.20 pm.

Year 6 uniform should be worn by all students. Enveloped leather shoes must be worn in order for students to participate in Science and T&I lessons.

The canteen will be operational on the day.

"Shaping a positive future"

---

**QUAKERS HILL HIGH SCHOOL**

70 Lalor Road, Quakers Hill NSW 2763 PHONE: (02) 9837 2532 FAX: (02) 9837 1247
A MEDIANI QUALITY SCHOOL www.quakershill.ns.wa.edu.au
PRINCIPAL: LAURETTA CLAUS

---

**Starting at High School**

Now is the time when children and their parents want to find out all they can about the high school they will be attending. It is that time when some children and their parents may be in the process of selecting the most appropriate high school and are seeking information to assist them with this important decision. It is that time when children and their parents should check potential schools out first hand and then come to a decision based on concrete evidence. Here is a valuable opportunity that we invite you to take full advantage of:

**Quakers Hill High School Information Evening**

**Tuesday 1st March at 7 p.m.**
Quakers Hill High School Hall

This evening is designed to inform interested students and their parents of the educational programs and facilities at Quakers Hill High School and to assist them in making the transition to high school as smooth and seamless as possible.

The agenda for the evening includes:

- Preparation for high school;
- The Year 6 to 7 transition process;
- The welfare and support programs provided to assist your children;
- The formal curriculum offered at QHHS (an extensive curriculum which caters for the needs of each individual);
- The informal curriculum;
- How Quakers Hill High School caters for individual differences in students;
- The Nirimba Collegiate and its benefits for our students;
- An open forum where your questions will be answered and any concerns can be addressed;
- A tour of the school’s facilities (we’re a LOT bigger than the view from Lalor Road suggests).

If you have a specific question you would like answered on the night, you may if you wish contact Rebecca Mahon or Melissa LaChevre on 9837 2533 (email melissa.lachevre@det.nsw.edu.au).

We are confident that you will leave this evening more certain about your future with Quakers Hill High School and comfortable in the knowledge that we are indeed “a caring educational community shaping a positive future” for YOUR children.

Laurettas Claus
Principal

Rebecca Mahon
Deputy Principal

---

A Nirimba Collegiate School for Years 7-10
All classes are conducted by fully qualified teachers.

**CLASSES INCLUDE:**
Ballet (RAD), Tap (GWT), Hip Hop, Acrobatics, Modern/Contemporary, Drama, Singing & Eisteddfod Troupes.

**Inspire • Aspire • Achieve**

**NOW OFFERING**
Aerial-Silks, Hoop(Lyra), Spanish Web
NEW Toddler Morning classes

For further Information and Enrolment

**PLEASE CONTACT** Principal - Cassandra Hargraves ARAD RTS
0412 929 924 or look at our website at [www.exclusivedance.com.au](http://www.exclusivedance.com.au)

**STUDIO LOCATION** Unit 10/155 Glendenning Rd, Glendenning
AUSTRALIA'S YOUTH PRESENTS
A SELF DEFENCE KARATE
AND SAFETY AWARENESS PROGRAM
FOR BOYS AND GIRLS AGES 5 TO 16
IN SYDNEY SINCE 1994
WEBSITE--http://karate-kids.com.au

DEVELOP SELF CONFIDENCE
BUILD COORDINATION
BUILD SELF ESTEEM
HELP CONCENTRATION
MAKE NEW FRIENDS
IMPROVE STUDIES

ONLY $12.00 PER WEEK!
WITH A $2.00 REGO PER TERM
NO EXTRA GRADING FEES!
SELF DEFENCE ONLY IS TAUGHT

OUR INSTRUCTORS ARE TRAINED
SPECIFICALLY FOR THE TEACHING OF CHILDREN
AND TEENS
WIN MEDALS AND AWARDS
ADVANCEMENT FROM
BEGINNER TO BLACK BELT

CLASSES DIVIDED BY AGE AND EXPERIENCE

LOCATION: GLENDENNING PUBLIC SCHOOL,
ARMITAGE DRIVE, GLENDENNING
CLASSES ARE EVERY SATURDAY FOR 9 WEEKS (EVERY SCHOOL TERM)
NEW AND RETURNING REGISTRATION: SATURDAY, 30 JANUARY, 2016
NEW STUDENTS CAN ALSO JOIN ON: SATURDAYS, 6 FEB., 13 FEB.

<table>
<thead>
<tr>
<th>New Students Ages 3 to 5</th>
<th>Returning Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parents must be present during class</td>
<td>3rd Purple thru 4th Brown</td>
</tr>
<tr>
<td>Class time: 8:30 to 9:00 A.M.</td>
<td>Class time: 10:30 to 11:10 A.M.</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>New Students Ages 5 to 7</th>
<th>Returning Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>and Returning Students thru 2nd Orange</td>
<td>Parents/Adults Karate/self defence</td>
</tr>
<tr>
<td>Class time: 9:00 to 9:45 A.M.</td>
<td>Class time: 10:00 to 11:00 A.M.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>New Students 9 to 12</th>
<th>Returning Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>and Returning Students 3rd Orange</td>
<td>Black Belts Only</td>
</tr>
<tr>
<td>thru 2nd Purple</td>
<td>Class Time: 12:00 to 12:45 P.M.</td>
</tr>
<tr>
<td>Class time: 9:45 to 10:25 A.M.</td>
<td>Note to all students: no black-soled shoes are permitted in the hall</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>New Students 13 to 16</th>
<th>Returning Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class time: 9:45 to 10:25 A.M.</td>
<td>Black Belts Only</td>
</tr>
</tbody>
</table>

Registration will be accepted up to the third week. No pre-registration is necessary, just turn up to 10 minutes before class time above if possible....See you there! For further information contact Matt Klein on 9904-5667.
PCYC SPARTANS RUGBY LEAGUE BLACKTOWN

Players required for 2016 season for U/6 to Open Age
Girls 13 to 16 years & Ladies 17 and over
Minimum age to register for children is 4 years
Discounted fees for families with multiple children

All enquiries Phone 0466509790

PCYC Spartans are a young club now heading into our Ninth season and boasting some great results with our teams winning premierships and the club nominated and winning many prestigious awards.

PCYC Spartans is a Goodsports accredited club and in 2015 was the NSW club of the year and National winner of the Goodsports Community Development award.

2016 we require players for all teams
Girls can now register from U/6 to U/12 and compete in mixed teams with the boys and then 13 to
Womens Opens teams which are all female teams

We are Proudly partnered with the GEO Group at Parklea supporting us through their Industries programs.

We are located at Allen Robertson Reserve Vardys rd Kings Langley Training Commences from February 2 call 0466509790 for details.

U/6 to U/17 Registrations can be done on our facebook page by clicking the sign up button
https://www.facebook.com/BlacktownPcycSpartans/

Or register at http://www.playnrl.com/
REMINDERS

PAYMENTS
When sending payments to school please ensure the CORRECT AMOUNT of money is enclosed in a separate envelope for each activity.

PLEASE PUT ONLY ONE ACTIVITY IN EACH ENVELOPE. (If more than one activity is placed in an envelope your child may miss out on participating).

Clearly mark each envelope with:
- your child’s name
- your child’s class
- name of activity

and please put the permission note inside the envelope.
A separate permission note is required for each child in the family.
Please do not fold or staple banknotes.

Please make payments before the due date as paying late will result in your child missing an activity.

All money is to be deposited in the payment slot in the door at the Admin Office.
Parents are asked to supply their own envelopes.

MESSAGES REGARDING LATE COLLECTION OF STUDENT
Please phone before 2.30pm with any messages if you will be late picking up your child.

SCHOOL CANTEEN
The canteen operates on Monday to Friday each week.
Any payments or orders for the canteen should be taken directly to the canteen.

LUNCHES
If parents need to bring lunches to school after 9.00am, we would ask that you wait until 11.15am, when you will be able to gain a pass to your child’s class and then be able to take the lunch to your child.

EARLY LEAVERS
When signing children out early of an afternoon, for appointments etc, parents are asked to do so before 2.45pm. Students will not be signed out after this time.

UNIFORM SHOP HOURS
Mondays:  8.30am to 9.00am  
Fridays:   8.30am to 9.30am

SCHOOL CAR PARK
Parents are reminded that the school car park is for STAFF PARKING ONLY.
Parents are asked not to drop children off in the car park, park in or walk through the car park.
There is a gate near the administration office for pedestrian access.