

NPS



HANDBOOK



Welcome To
Nicholson Primary
School

GROWTH * HONESTY AND TRUST * RESPECT
CONNECTEDNESS * INCLUSIVENESS * FUN

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Welcome Message

Welcome to Nicholson Primary School!

We're delighted to welcome you and your family to our school community.

My name is Sue Clague, and I feel incredibly proud and privileged to be the principal of this wonderful school. At Nicholson Primary, we are deeply committed to creating an inclusive and supportive environment where every child feels safe, valued and is encouraged to thrive.

Nicholson Primary is a values-driven school. Our staff are dedicated to working collaboratively, maintaining high expectations, and fostering genuine care and respect for every student and their family. We use a Restorative Practice approach to support student wellbeing and engagement, promoting positive relationships and a strengths-based approach to behaviour and learning.

We look forward to getting to know you and working together to support your child's learning journey.

Warm regards,
Sue Clague
Principal

VISIONS, VALUES AND RIGHTS AT NPS

Our Vision

At Nicholson PS we continually strive to create a positive and supportive learning environment that values individuality, encourages students to become lifelong learners and actively contribute to the wider global community.

We have an ongoing commitment to the needs of our students and aspire for all to reach their full potential. Our community makes an essential contribution to the development of our students and we are continuously nurturing and promoting school, home and community links. Nicholson Primary School is committed to the safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making.

Nicholson Primary School has zero tolerance for child abuse.

OUR VALUES

- **GROWTH**
- **HONESTY AND TRUST RESPECT**
- **CONNECTEDNESS**
- **INCLUSIVENESS**
- **FUN**

OUR RIGHTS

- **EVERYONE HAS THE RIGHT TO LEARN**
- **EVERYONE HAS THE RIGHT TO BELONG**
- **EVERYONE HAS THE RIGHT TO BE SAFE**
- **EVERYONE HAS THE RIGHT TO HAVE FUN**
- **EVERYONE HAS THE RIGHT TO BE THEMSELVES**

NPS Staff

Principal

Mrs Sue Clague

Teachers

Ms Kathleen Callow

Mrs Robyn Rogers

Miss Stevie Gamble

Mrs Kelly Merante

Ms Mieka Pitt

Mr James Beha

Mrs Lyn Gamble

Ms Tracy Buckwell

Integration Aides

Mrs Michelle Wheeler

Mr Bevan Lupo-Worseldine

Mrs Jodie Halton

Molly Sanders

Business Manager

Mrs Sally-Anne Markum

Mission

Nicholson Primary School's mission is:

- a commitment to a safe, happy learning culture that promotes respect and inclusion of all and prioritises relationships as a foundation for learning.
- to deliver a challenging, comprehensive and sequential curriculum that engages all students and develops the whole child.
- an expectation of high standards of all students of achievement and behaviours.

Teaching and Learning

At Nicholson Primary School we strive to develop independent and resilient students who are self motivated and demonstrate a growth mindset.

Our teaching and learning model (**Gradual Release of Responsibility**) involves explicit instruction, modelling and teaching of learning content (I do). We provide students with practise time, where they are supported and guided in their learning through collaboration, pair and small group tasks (we do) and opportunities to practice their learning (you do) towards mastery of skills and knowledge.

At Nicholson Primary School our reading program supports students to first “learn to read” to be able to “read to learn” . We have adopted the Victorian approach to reading in F-2 that is supported by the strongest evidence. Our structured program incorporates the “Big 6” of reading and are all necessary to enable students to read and respond to increasingly complex texts.

Our Numeracy Program aligns with the Victorian 2.0 curriculum. Explicit teaching develops proficiency with mathematical concepts, skills, procedures and processes. Students are supported to demonstrate mastery in mathematics as they pose and solve problems, and reason with number, algebra, measurement, space, statistics and probability

Specialist Programs

We provide specialist classes in:

- Art
- Physical Education
- Music
- Resilience Project
- MARC Van (Mobile Area Resource Centre)

These programs:

- Support whole-child development – helping with physical, emotional, social, and creative growth.
- Boost engagement and motivation – giving students variety in their week and keeping learning fun.
- Help children discover their strengths – whether it's on the sports field, in the art room, or performing music.
- Encourage confidence and self-expression – helping kids feel proud of their abilities.

specialist programs are a powerful part of primary school life. They help children grow in all areas, not just academically, and give every child the chance to shine.

Please note that specialist programs may be changed or added to meet the needs of students and school staff.

Our Programs

NPS provides a wide range of programs for students and families.

- Buddy Programs
- School Camps
- Junior and whole school excursions
- Breakfast club
- School Swimming
- Mitchell River Cluster Athletic Sports, Winter Sports and Cross Country (Bruthen, Clifton Creek, Bairnsdale Christian College and Wild Cherry)
- Disability Inclusion/Mental Health in Schools
- Zones of Regulation
- Resilience Project
- School Leadership initiatives- special events planned and run by our school leadership team. Including but not limited to; Anzac day, Wheelbarrow Grand-Prix, Do it for Dolly Day, Walk to school Day, Pirate Day, crazy hair days and PJ days.

At Nicholson Primary School, we priorities student and staff wellbeing. Our programs ensure that students and staff fell safe, secure and supported in our school environment, through programs that educate and empower student resilience and wellbeing.

Get Involved

School Council

Joining our school council provides opportunities to represent our school and the wider community. Roles include but are not limited to; school budget, policies and education goals, fundraising, decisions involving maintaining buildings and grounds, planning and conducting educational, social, recreational and cultural activities, and approving educational activities such as camps and excursions.

Breakfast club

We are always looking for parent helpers to assist our student leadership team to run breakfast club from 8:30-9:00am. Roles may include assisting student leaders in the set up, running and the pack up of breakfast. We appreciate any and all help, even if it is only one day a week. This allows our teachers time to get set up for teaching and learning.

Other Ways to be Involved

- Checking in with your child's teacher regularly.
- Be involved in classroom activities such as listening to children read.
- Read our school newsletter. This has important information about the school and upcoming events, as well as classroom news/learning. This enables parents to establish talking points with your children.

Why be Involved?

Research has proven that strong home school relationships have a strong, positive impact on student outcomes.

We understand that not all families are in the position to help at school. We appreciate that each family has their own busy schedule. Being involved, can be as little as reading the newsletter and keeping up to date with what is happening at school. This shows your child that you are interested and invested, even when you cannot be at school physically.

Healthy Eating

Breakfast Club

At Nicholson Primary school, our school leaders, with the help from parent volunteers, run breakfast club from 8:30am every morning. We offer a variety of breakfast foods and good company.

In Terms 2 and 3, we offer warm milo for 50cents. Funds raised, go towards the wishing tree- a school leadership initiative.

Fruit Break

At 12pm every day, students get to have a fruit break. This helps to recharge bodies and brains ready for learning. During this time, students are encouraged to have fresh fruit or veggies out of their lunchboxes.

Lunch Boxes

At NPS, we have healthy eating policies in place. We encourage students and families to limit 'sometimes foods'. Drink bottles are to contain water only.

We also encourage 'nude food'. We have a no rubbish policy to reduce the amount of rubbish at school. Students will be encouraged to take any food rubbish back home in their lunchboxes. We appreciate your understanding in this.






Special celebrations

We often have celebrations at NPS such as student birthdays or whole school/class celebrations. In ensuring the health and safety of all students, we ask that any food that comes into school to share, includes a brief list of ingredients.

N.P.S Uniforms

Nicks Bairnsdale

School uniforms can be purchased from Nick's Bairnsdale. This includes a red polo shirt and black jumper with our school emblem. (Bottoms and Red and white checked dresses can also be purchased from here)

				
NICHOLSON PS LONG SLEEVE POLO	NICHOLSON PS POLO SHIRT	NICHOLSON PS SOFTSHELL JACKET	NICHOLSON PS WINDCHEATER	NICHOLSON PS 1/2 ZIP POLAR FLEECE TOP
\$26.95	\$24.95 - \$27.95	\$49.95 - \$54.95	\$31.95 - \$34.95	\$31.95 - \$36.95

Bottoms and Dresses

Students can wear any black bottoms, including shorts, leggings, tracksuit pants or skirts. We encourage shorts and skirts to be a modest length.

Students can also wear red and white checked school dresses.

These can be purchased from a variety of places such as Target, Kmart, Big W etc.



State School Relief and Second Hand Uniforms

State School relief is a non-profit organisation that supports vulnerable Victorian students with the supply of uniforms, etc. If you would like to find out more please contact the office. N.P.S has a huge range of second hand uniforms available for all families. We encourage families to take advantage of these.

Hats, School bags and Reader Folders

School hats, bags and reader folders can be purchased from the office. School bags are an optional purchase. All students require a school hat and reader folder. We encourage these to be purchased during school transition so children can become familiar with their uses during transition time.

Housekeeping

Attendance

"Absences add up! Just one day a fortnight missed, adds up to more than a year of lost learning by the end of school." -Department of Education Australia

If your child is absent, or is going to be absent from school, please let us know via uEducateUs app or by phoning the school before 9:30am on the day of absence.

Late Arrivals & Early Dismissals

Students who arrive late or depart early from school, are required to be signed in/out by a parent/carer through the office.

Bell Times

9:00am	Session 1
10:30am	Recess
11:00am	Session 2
12:00pm	Fruit snack/session 3
1:00pm	Lunch eating/play
2:00pm	Session 4
3:20pm	Dismissal

Assembly

Whole school assemblies are held on Monday mornings at 9:00am. Assemblies are lead by our school leaders. During assemblies, students communicate upcoming events, celebrate birthdays and student accomplishments, such as reading night awards.

Throughout the year we also hold assemblies for other important days such as remembrance day. Please feel free to join us for assemblies.

Homework and Reading at N.P.S

At N.P.S, students are required to read every night. Students will bring books home from school in their Red Reader Folders. These books are 'just right books' that students have practised at school and should be able to read somewhat easily at home. Books read get recoded in their diary and count towards 'reading nights.'

The MORE
that you read,
the MORE things
you will know.
The MORE that you
Learn,
the MORE places you'll go.



Housekeeping

Car Parking

At N.P.S, we have policies in place to ensure the safety of students. We require parents/caregivers to enter the school grounds to collect children. If your child is being collected by someone else, please contact us to let us know. Parents/carers can park at the side of the school, beside the basketball court. Kiss and drop is also available at the front of the school. This is closely monitored by staff to ensure students are going home with the correct person.

Bus Travel

Students living 4.8km from their closest school, have the opportunity to travel on our private school bus, provided by Dysons Bus Lines. There are limited stops that run from Bethross Drive. There are also limited seats on the bus. If this is something you think you may be eligible for, please contact the school.

Conveyancing Allowance

Allowance is given to families with school aged children who live further than 4.8kms from their closest school and who are not on a designated bus run. For more information, please contact the school office.

Medical

Any medication to be administered during school hours, requires parents written consent with the following information: Name of medication/purpose, dosage, specific times and dates of all administrations of medication. Please see the office for medication administration forms.

Emergency Information

The school keeps Emergency Information on each child in case of an accident, illness or emergency. It is the parents' responsibility to ensure this information is up to date, including phone numbers and emergency contacts. Please ensure changes are made via the school office.

Admin

uEducateUs App

All forms of communication are done through the uEducateUs app. Please see Sally in the office to assist you in getting set up

Newsletters

Newsletters are released via the uEducateUs app on Wednesdays, every fortnight. In these newsletters are upcoming important dates and information, as well as classroom news from teachers. Reading the newsletter regularly ensures that families don't miss important information such as school closures.

Payments and curriculum contributions

Each individual student receives everything they need to fully engage in classroom learning, from books and stationary to subscriptions. Curriculum contributions are a 'voluntary' parent payment to cover the costs of these items. Paying these voluntary payments, provides our school and students with further learning opportunities. Payment plans are available.

Pay-as-you-go payments are for additional events such as school swimming, excursions, camps etc. These payments are required prior to the event. Payments can be made via the uEducateUs app, cash to the office or bank transfer.

Policies

Parents, staff and school council are involved in developing a range of school related policies. Policies and other school documents are compiled within the Department of education guidelines and are available on our school website.

Enrolments

Entry Requirements

Students are eligible to begin school when they are 5 years old on or before the 30th of April. Department of Education require parents to provide evidence of date of birth when enrolments are made.

It is compulsory for a child to enter school once they turn 6.

Parents are required to provide evidence of immunisation. If it is the parent's wish for their child not to be immunised, a Statutory Declaration is required from the parents stating this.

Prep

New government regulations require children to be enrolled by the end of June, the year before they are starting school. We appreciate early enrolments however, we will accept enrolments at any time.

Because school is a new and tiring experience for children, students in Prep will have Wednesdays off in February. These days will be kept for assessment of Prep students. Your child will be required to attend for 1 hour of testing during one Wednesday of February. We will send these times home on the final day of transition to allow families time to plan ahead.

Students will begin full time from March or by negotiation with the teacher.

Transition to School Program

Our Transition to School Program runs for 6 weeks during Term 4. This program gradually builds up over 6 weeks and provides opportunities for children to become familiar with the school environment, staff, routines and expectations.


Thank You

Thank you for taking the time to read our handbook. We endeavour to provide the best possible education and welfare support for your child and we pride ourselves on high standards and expectations.


We look forward to working together to ensure your child has an enriching and fulfilling educational experience.

Contact Us


- **Phone**

 (03) 51568220


- **Message**

 nicholson.ps@education.vic.gov.au

- **Website**

 www.nicholson-ps.vic.edu.au

- **Address**

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