



# PARENT HANDBOOK

## 2019

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## SCHOOL CONTACTS

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## SCHOOL STAFF

Principal- Mrs Sue Clague

Teachers- Mrs Sue Clague  
Ms Lyn Gamble  
Mr Jacob Hunt  
Miss Raina Strecker  
Mrs Carrie Dullard  
Mr Wes Vague

Integration Aides Mrs Michelle Wheeler  
Mrs Sue McDonald  
Mrs Sally Markum  
Mr Bevan Lupo-Worseldine

Business Manager Ms Sharon Gilbert

## SCHOOL COUNCIL

President: Tim Palmer

Secretary: Jacqui Telford

Members: Sue Clague, Lyn Gamble, Sharon Gilbert, Kristy Guthrie, Hayley Hardy, Kristey Ffrench, Jodie Halton and Karina Osgood.

## DAILY ROUTINE

9.00am	First Session
11.00-11.30am	Recess
11.30am -1.10pm	Second Session
1.10pm-2.00pm	Lunch
2.00-3.20pm	Final Session

## TERM DATES 2019

- Term 1: 29<sup>th</sup> January (teachers) 30<sup>th</sup> January (students) to 5<sup>th</sup> April
- Term 2: 23<sup>rd</sup> April to 28<sup>th</sup> June
- Term 3: 15<sup>th</sup> July to 20<sup>th</sup> September
- Term 4: 7<sup>th</sup> October to 20<sup>th</sup> December



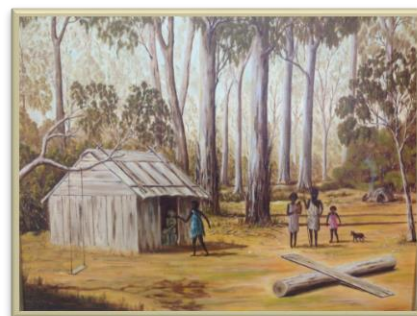
## INTRODUCTION

### Our History

Away in the heart of the scrub, not far from the mouth of the Nicholson River, stood a little bark hut, not more than eighteen feet by twelve feet. Its floor was of earth and it did not even have a window. This little hut was built for a private teacher, Mr. Henry Parkinson. He taught in this bark hut for about two years until the Education Department took over in 1875. For the bark hut the department paid 1/- a year rent. It served as a school for four years from 1875-1879.

With more settlers coming into the area, the school was not big enough and the department built its new school about a mile from the bark hut. The first teacher in the new school was Mr. A. Box.

It was soon seen that the school was not centrally situated, so it was moved to its present site.



### About Us

Nicholson Primary School is a small rural school situated close to the picturesque Nicholson River on the Princess Highway approximately 10km from Bairnsdale.

The current enrolment is 50 students. We run two classrooms, Prep-2 and 3-6. Both classrooms are supported by Education Support Officers who support the classroom teachers to meet the needs of our students.

Specialist areas of Physical Education and Music are run by a specialist teacher while other specialist areas of Science, Art & Social Skills are covered by classroom teachers. We also have support programs such as fortnightly visits from the MARC Van, Buddies, and a Sporting School Program.

The central focus of the school is to provide students with rich, challenging and personalised learning experiences where students are motivated to achieve their potential. This is done within a caring, safe and supportive environment whereby everyone has an equal opportunity to access all aspects of the curriculum. We promote the principles of equality and inclusiveness where we value individual differences.

Our teaching philosophy is that teachers will know their students academically, know where they are at, know what needs to be taught next and assess/monitor students' progress. We promote our school values of growth, honest and trust, respect, connectedness, inclusiveness and fun through our everyday actions and interactions and have a philosophy of having the right to learn, to belong, to be safe, to have fun and to be ourselves.

Nicholson Primary School is a values based school where strength based relationships are developed and harnessed. We use Restorative Practices to deal with and resolve conflicts as it focuses on restoring relationships and supports our philosophy and values.

Nicholson is a small caring, vibrant community. The school is proud of its parental support and community involvement, with active participation in all aspects of the school's functions including School Council, Parents Club, Fundraising, Ground Maintenance, School Camps and Excursions.

Like all primary schools we implement the Victorian Curriculum with a priority on laying strong foundations in Literacy and Numeracy. Excursions, Camps and Incursions are an integral part of our school curriculum and are provided to support and extend classroom learning along with developing independence and co-operation.



We are an active member of the Bairnsdale Cluster of schools and the Bairnsdale/Tambo Schools Network for professional purposes, working together to develop and implement shared philosophies and educational goals.

### 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



## GENERAL INFORMATION

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### ABSENCES

It is important that your child attend school regularly and punctually, however if he or she is sick, home is the best place.

DET policy states that, "Children of school age resident in Victoria are required to be in full-time attendance at a Government or Registered Non-Government School." Please remember that ... **"It's Not OK to be Away"**. If your child is absent for any reason whatsoever a verbal explanation can be given however a written explanation **must** be given when your child returns to school, this is required for legal reasons. Unexplained absent forms are sent home for parents to sign and return to school.

### ACCOUNTABILITY & IMPROVEMENT

Like all Government schools we strive to improve student learning, enhance student engagement & wellbeing and strengthen successful transitions. The performance of our school is on a continual improvement plan. This involves setting improvement goals through internal school self-evaluation (annually) and an external school review (every 4 years). Planning, evaluating and reporting on progress are achieved through Strategic Plans, Annual Implementation Plans and Annual Reports.

### ANAPHYLAXIS

Anaphylaxis is an acute allergic reaction to certain food items and insect stings. The condition develops in approximately 1-2% of the population. The most common allergens are nuts, eggs, cow's milk and bee or other insect stings, and some medications. It can be life threatening and research indicates it is becoming more prevalent.

If your child suffers from Anaphylaxis please contact the school to collect an Anaphylaxis management Form which must be completed by a doctor and returned to school.

### ASTHMA FRIENDLY SCHOOL

Nicholson Primary School is an Asthma friendly school.

If your child suffers from Asthma and Asthma Management Plan must be completed by your doctor and given to the school.

### ASSEMBLY

Each Monday morning at 9am, our school assembly is conducted by our School Captains/Vice Captains. Parents and community members are welcome to join us in singing our National song, share news and celebrate student achievements.

### ASSESSMENT

Individual student reports are written twice a year, at the end of term 2 and term 4.

Late in the second term Parent/Teacher interviews are held. This enables staff/parents and students to discuss student progress and set goals to be worked towards for the remainder of the year. **Parent conversations will be held with all Prep parents midway through Term 1 to discuss how their child has settled into school life.** Parent conversations also take place with all parents in term 1. At any time throughout the year a parent may arrange an interview to discuss a pupil's progress.

### BE INVOLVED

Share in the life of our school and its commitment to providing students with high quality education.



**HELPING AT SCHOOL** -With low student numbers, our school thrives thanks to a hard working school community and excellent parent / teacher and student relationships. Parents provide the school with interest, friendship and enthusiastic participation in groups such as School Council and the Fundraising Committee.

We call upon our school community for assistance in grounds maintenance, reading programs and volunteering in other school activities as they arise. Without the support of our dedicated parents we, as a school, would find it hard to operate successfully.

✚ **SUPPORTING AT HOME** - We recognise that parents have the first and most significant influence on their child's learning. At NPS your continued involvement in your child's education is important so they can achieve the best possible learning results.

A positive, supportive attitude displayed at home towards school events and activities is important- we appreciate your involvement in this manner. Promoting discussion about the day's learning and facilitating any home tasks is another great way to reinforce learning.

### **BOOK CLUB**

Scholastic Australia is a publishing company dealing with schools. Once a term catalogues are distributed to children. Orders and payments are returned to the school, collated and processed. Purchases are entirely optional, however our school does benefit through earning credits and library book rewards.

### **BUS TRAVEL**

Students who live more than 4.8km from the school are entitled to catch our school bus to and from school. The current bus route runs along Stephenson' Road. Please note that the bus can only collect and drop children off at designated bus stops. Please check with the Principal if you *would like to access this service*.

### **CAMPS AND EXCURSIONS**

Over the course of their primary schooling children participate in a variety of day and overnight camps or excursions. These are organised either alone as a school, or in conjunction with other cluster schools. School Council and Departmental permission must be given before camps are allowable. Local permission forms are sent home at the beginning of each school year that covers all excursions within a 40 km radius of the school. Excursions attended beyond this are sent home separately. Special permission notices are required if car transportation is involved. Camps require separate notices.

#### **Camp Program**

Prep-Grade 1

Grade 2

Grade 3 & 4

Grade 5 & 6

Local Excursion followed by tea and movie at school.

Local Excursion followed by a school sleep over.

Local Camp (3 days/2 nights)

Major alternating camp including but not restricted to (DOXA Melbourne/Canberra)



## **CAMPS, EXCURSIONS AND SPORTS FUND**

The CSEF is a 4 year initiative started in 2015 providing payments for eligible students to attend sports, camps and excursions. A valid means-tested concession card must be held to receive the payment of \$125 which is paid directly to the school and allocated to the primary student.

## **COMMUNICATION**

### **TELEPHONE**

Please try to phone the school during *out of class hours*, particularly when the office is unstaffed. A message may be left on the telephone, but please be aware that on days when the office is unstaffed these messages are checked at lunchtime and after school.

### **MOBILE PHONE**

The school does have a mobile phone that is used for emergencies and text messaging families. It is not intended for every day communication so it is best to phone the school land line.

## **COMPUTERS**

Children have access to desktop computers and iPads.

## **CONVEYANCING ALLOWANCE**

Children living more than 4.8kms from their nearest school are entitled to travel on the school bus and receive a Conveyancing Allowance. This allowance must be applied for through the school.

## **EMERGENCY INFORMATION**

Emergency information is contained on the Confidential Student Information Forms at school. Please notify the school as soon as possible if any of your personal details change, your emergency contacts change, or if we need to know any other important details.

## **END OF YEAR CELEBRATION**

Our school year ends with a family celebration evening, a much-anticipated occasion featuring all the children. We endeavour to make it an outdoor event as families can sit on our grass area and enjoy their family picnic prior to the start of the evening.

The evening is a wonderful opportunity for the whole school community to come together to acknowledge and celebrate all the great things that happen at NPS and thank those that contribute to the success of the school. We also say our final farewells to our Grade 6 School Captain and Leadership Team for the following year. Santa arrives with gifts for all, including younger siblings and pre-schoolers.

## **END OF YEAR EXCURSION**

To celebrate and thank our students for their hard work and successes throughout the year the whole school goes on a special outing in the local area.

## **ENROLMENT**

Any child who turns five before the 30<sup>th</sup> of April is eligible for enrolment at any primary school. Each child is required to produce a completed immunisation and birth certificate. Current enrolment forms are available from the office. Periodically parents will be asked to confirm details such as telephone/emergency contacts to ensure our records remain accurate.



## **GENERAL CONSENT FORM**

At the beginning of every school year, parents complete a form regarding consent for Head Lice inspections, publication of student work, photographs and names, and also local excursion participation.

## **HEAD LICE**

Head lice are a common problem in all schools. The checking of your child and the treatment of any infections is a PARENTAL RESPONSIBILITY. The school consent form, once signed, allows teaching staff to perform periodic checks children for head lice when necessary. If lice eggs or live lice are detected during these inspections, parents are notified and children cannot return to school until treatment has commenced. Please contact the school if you find head lice. Staff is aware of the sensitivity of this issue and will ensure that confidentiality is priority when dealing with this issue. Please refer to the school's Head Lice Policy for further details.

## **INFECTIOUS DISEASES**

Schools have a responsibility to exclude children who have infectious diseases. An exclusion list can be found at the back of this booklet.

Under the health act an immunisation certificate must be presented when enrolling a child in Primary School. Should an outbreak of an infectious disease occur, a student who is not immunised, the student will be excluded from school for the required time.

## **LANGUAGES** (formerly known as LOTE~ Languages Other Than English)

Currently there is NO instruction in Language, Conversation and Culture provided on a weekly basis to all students, but opportunities to access special days are made when appropriate.

## **LIBRARY**

Our school has a large collection of picture storybooks, novels and reference materials which are being regularly updated and extended. Children are encouraged to take home library books constantly.

 M.A.R.C. Van

This is a Mobile Area Resource Centre, and is partially funded by the Department and through School Fees. Mrs Severs, a trained teacher Librarian, drives and runs the van. The MARC Van visits our school on a fortnightly basis as well as having the opportunity to borrow from the van the students also have library sessions with Mrs Severs.

## **LATE ARRIVALS/EARLY DEPARTURES**

It is a Department requirement that we know where students are at all times during school hours. In the interest of safety we ask that any children arriving late to school should be "signed-in" by the parent upon arrival, and students departing before the end of the school day should also be "signed out" by the parent. The Arrivals/Departure Register is in the office.

## **LOST PROPERTY**

All children's garments and other items such as book bags and lunch boxes should be labelled with names. Every effort is made to return unlabelled clothing. The LOST PROPERTY BOX is located in the storage room. At the end of each term any unclaimed items are donated to our second hand uniform supplies.

## **LUNCHES**

As per Department guidelines, Nicholson Primary School promotes healthy eating and we encourage students to bring healthy eating options in their lunches and snacks. Chocolates, lollies and other "sometimes foods" are strongly discouraged.

Every day all students participate in a fruit break and have the option of eating fresh fruit/vegetables brought from home. This enables them to refuel and engage in their learning. As part of healthy eating we encourage all students to bring a refillable water bottle to school.

### **Lunch Orders**

Lunch order day is THURSDAY. Orders need to be placed at school Wednesday mornings OR parents may order directly with the store. Lunch order forms are available from the office. Lunches are delivered to the school.

### **MEDICAL SERVICES**

The school nurse visits the school annually giving a hearing and eye test to all Prep children. Other children may be assessed on referral from teachers or parents.

### **NEWSLETTERS**

Our weekly newsletter is sent home with the eldest child in the family on Wednesdays. The newsletter contains a list of dates to remember, reports on school events and other parent information. Please check our child's bag as the newsletter is a great way of keeping up with what's happening at NPS. Spare copies are available at the office.

### **PARENT PARTICIPATION**

Parental participation is welcomed and encouraged. Reading, typing stories, computer skills for publishing & digital imaging, Special days, Gardening, Fundraising are some of the different activities where parents can support. Please speak with classroom teachers or the Principal if you would like to assist but are unsure of how.

### **PARENT PAYMENTS**

An itemised outline of school fees payable is sent home to all families in Term 4 for the following year. It includes essential education items, optional extra items and voluntary financial contributions. All payments may be made by cash or cheque. Payment options are available. Please contact the office for more information.

### **PUPIL FREE DAYS**

Each year schools receive four pupil-free days (when student instruction does not occur) for professional development, school planning and administration, curriculum development, and student assessment and reporting. The first day of Term 1 each year will be a pupil-free day in all government schools to allow for appropriate planning to take place for the arrival of students.

Notice of a Pupil-free day will be given in advance so that parents can make suitable arrangements.

### **SCHOOL STRATEGIC PLAN**

In line with DET policy our school community writes its own Strategic Plan, a document detailing the context of our school, the roles and responsibilities of all and our educational priorities for a four year period. At the end of each 4 year plan period the school undertakes a review which includes a self-assessment, verification by an independent person and the creation of the next strategic plan. Parent input in this process is most welcome. Our current Strategic Plan is now in its review phase and a new plan will be implemented early in 2017.

### **SCHOOL COUNCIL**

Nicholson School Council is a group of parents, teachers and other interested people. The school council plays an important role in all areas of the schools' operations. Nominations for positions on School Council are called early each year and advertised in the school newsletter. School Council meets eight times a year. It is a very valuable way of contributing to the school and your child's education, as well as gaining an understanding of the functioning of a school

### **SCHOOL PHOTOS**

School photos are taken by an independent photo company. A variety of packages are available and payable directly to the photographer.

## **SCHOOL POLICIES**

Councillors constantly review our school policies updating where necessary and newsletters communicate these policies to our families and hard copies are available from the office.

## **SCHOOL WEBSITE**

Our School Website is [www.nicholson.vic.edu.au](http://www.nicholson.vic.edu.au)

## **SPORTING SCHOOLS PROGRAM**

We actively participate in this commonwealth-funded initiative designed to help us increase children's participation in sport and to connect children with community sport. The program runs Wednesday afternoons from 3.20-4.20pm.

## **STUDENT ACCIDENT INSURANCE**

All students at NPS are covered by insurance with Ace Asia Pacific-AON Student Accident Insurance. This cost is included in student payments. This insurance covers all students travelling to and from school, during school hours which includes excursions. It does not cover students while they are on camp.

## **STUDENT SUPPLIES**

Student supplies required for classroom learning and activities are bought in bulk by the school. Parent payments under the heading "Essential Items" cover these costs. Parents have the option of purchasing their child's own supplies if they so wish but we strongly encourage bulk buying.

## **STUDENT LEADERSHIP**

*We have a very strong focus and support for our Student Leadership Team. The team consist of School Captain, Vice-Captain/s and supporting roles. Our school captain is voted in by our students based on criteria that reflect our school values. The leadership team are involved in planning and facilitating many of our extra-curricular activities and act as a voice for the other students in the school.*



## **SUNSMART**

Nicholson Primary School is a SUNSMART school. Wide brimmed hats are compulsory for all children when outdoors from September to April. Sunscreen is available at school however students are encouraged to bring their own to avoid inadvertently applying it to children with allergies.

## **UNIFORM**

To create a sense of collective and individual pride in students and their identification with the school, NPS has a compulsory school uniform policy.

Uniforms can be purchased from NICKS Clothing in Bairnsdale.

Our school's colours are RED and BLACK. Uniform list can be found at the back of this booklet.

At school we have good quality second hand uniforms available. Once your child/children have outgrown their uniforms you are welcome to swap them for a larger size if available

## **VOLUNTEERS**

We welcome parent community members into our school for the fantastic support they offer classroom teaching /learning programs. All volunteers working with children are required to have a current Working with Children Check. (For volunteers the WWCC costs only the price of a passport size photograph.) Working with Children Checks are arranged through the Department of Justice website, proof of identification is required.

## **WEB RESOURCES FOR MORE INFORMATION ON VICTORIAN EDUCATION**

[http://www.sofweb.vic.edu.au/PARENTS/index](http://www.sofweb.vic.edu.au/PARENTS/index.htm). htm for an index to parent information relevant to Victorian schools

<http://www.health.vic.gov.au/headlice/> for advice on head lice from the Department of Human Services.

## **CURRICULUM**

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At Nicholson Primary School we implement the Victorian Curriculum with a priority on laying strong foundations in Literacy and Numeracy.

The Victorian Curriculum (the Foundation to Year 10 curriculum that provides a single, coherent and comprehensive set of prescribed content and common achievement standards across Victoria), is used to plan student learning programs, assess student progress and report to parents.

## **ENGLISH**

The study of English is central to the learning and development of all young Australians. It helps create confident communicators, imaginative thinkers and informed citizens. It is through the study of English that individuals learn to analyse, understand, communicate and build relationships with others and with the world around them. The study of English helps young people develop the knowledge and skills needed for education, training and the workplace. It helps them become ethical, thoughtful, informed and active members of society and plays an important part in developing the understanding, attitudes and capabilities of those who will take responsibility for Australia's future.

The daily two hour Literacy program at Nicholson Primary School includes all modes of language (listening, reading, speaking and writing) and we aim to ensure that students:

- learn to listen to, read, view, speak, write, create and reflect on increasingly complex and sophisticated spoken, written and multimodal texts across a growing range of contexts with accuracy, fluency and purpose
- appreciate, enjoy and use the English language in all its variations and develop a sense of its richness and power to evoke feelings, convey information, form ideas, facilitate interaction with others, entertain, persuade and argue



- understand how Standard Australian English works in its spoken and written forms and in combination with non-linguistic forms of communication to create meaning
- develop interest and skills in inquiring into the aesthetic aspects of texts, and develop an informed appreciation of literature.



## MATHEMATICS

Mathematics provides students with access to important mathematical ideas, knowledge and skills that they will draw on in their personal and work lives. The curriculum also provides students, as life-long learners, with the basis on which further study and research in mathematics and applications in many other fields are built. The proficiencies of Understanding, Fluency, Problem Solving and Reasoning are fundamental to learning mathematics and working mathematically, and are applied across all three strands Number and Algebra, Measurement and Geometry, and Statistics and Probability.

The Mathematics program at Nicholson Primary School is planned to encourage and support each child to actively participate in a wide range of skills, which includes:- number skills, problem solving, applying maths to everyday problems, geometry, measurement, (weights, length, volume, time, money), estimation and approximation, alertness to reasonable results, reading graphs, prediction and language of maths. In the upper grades, Times-tables are an important facet to help reinforce and consolidate all the four processes: - addition, subtraction, division and multiplication.



## SCIENCE

All students participate in hands on science activities on a weekly basis.

## MUSIC

All students participate in a music session once a week. The program consists of learning a musical instrument (ukulele), singing songs and some drama sessions. The program is run by a specialist music teacher.

## P.E

All students participate in physical education session once a week with a physical education specialist teacher. The focus is on skill development, sportsmanship, fair play and fun.



## **SPECIAL PROGRAMS**

### **CLUSTER GROUP DAYS**

Nicholson belongs to a group of rural primary schools known as the Mitchell River Cluster. The other schools are: - Clifton Creek, Lindenow South and the Bairnsdale Christian School. Our Athletics, Cross Country, Sports, Group Days and Year 6 Transition programs are held with the Cluster Schools.

Group days extend the programs offered at school and are held on a semi-regular basis in a variety of locations with other schools in the Mitchell Cluster.

### **JUNIOR ROTARY PROGRAM**

The grade 6 children are encouraged to participate in the Rotary Junior Citizenship Awards each year. This is an intensive program with a number of physical, cultural, and community challenges written up in a diary format. Children from many local schools are presented with a certificate at a presentation ceremony at the end of the year.

### **BUDDIES**

Teachers put in place a buddy system for students where students from senior grades are linked with younger pupils, for the school year. The older children have a real sense of responsibility and affection for their young charges that adds to the sense of community felt at school on a daily basis.

### **STATE SCHOOLS SPECTACULAR**

We have the opportunity to participate in the major production run by the Education Department. Our role in the production is part of the mass dance group.

### **SWIMMING PROGRAM**

Each year the whole school participates in a series of ten sessions of swimming lessons over the course of five weeks in term four.

### **TRANSITION**

#### **-PREP ORIENTATION / TRANSITION**

In Term 4 our formal transition program begins for new preps entering school the following year. It is run over the course of several weeks and with each session time slowly increasing up to spending a full day at school.

#### **-YEAR 6 / 7 Transition**

Local secondary schools conduct a series of visits, orientation days, open nights and transitions days to allow the smooth change for grade six students from our small school to the much larger secondary colleges.







## PREP INFORMATION FOR PARENTS

Prep is just the beginning of **13** years at school. The planning you do with your child will help make a great start to their school life. Here are some suggestions to get started.

During the month of February prep students attend school Monday, Tuesday, Thursday and Friday, with Wednesdays being a rest day during the hotter weather. Full school week commences in March for Preps.

### WHAT YOUR CHILD NEEDS

The school supplies all books, drawing and writing materials your child will use:

But you need to provide:-

- a sun smart school hat (purchased from school)
- red library bag (purchased from school)
- an art smock or an old shirt
- drink bottle
- lunch box

Sun smart hats must be worn from the beginning of September to the end of April for outside activities. Thongs and open-toe sandals are not to be worn to school, so always make sure your child has suitable footwear.

Nicholson Primary School uniform is available for purchase from NICKS clothing store in Bairnsdale. The school sells school hats, reader bags and schoolbags. There is also some pre loved clothing available.

### Encourage your child to:

- ✚ Separate easily from you
- ✚ Put on and take off their clothing independently i.e. socks / jumper
- ✚ Go to the toilet confidently
- ✚ Sit, wait & take turns
- ✚ Take care for their belongings
- ✚ Blow their own nose
- ✚ Practice good toilet habits i.e. hand-washing
- ✚ Start each day with breakfast
- ✚ Have an “**I Can Do It**” attitude
- ✚ Follow simple instructions
- ✚ Enjoy books and stories



### How Parents & Carers can help:

- + Talk to your child about school, share the excitement!
- + Have a practice 'little' lunch and 'big' lunch and make sure your child can unwrap their food
- + Use the same terms the school uses e.g., play lunch or fruit snack, and explain what is eaten at these times
- + Have a picnic using the same foods as you will provide for school
- + Practice putting on school shoes and walking in them
- + Practice trying on and wearing the school uniform
- + Practice drinking from a bubbler tap
- + Read to your child daily and talk about what you read.
- + Please clearly label all possessions your child brings to school with their full name.
- + Do not allow your child to bring expensive toys to school which may become lost or damaged. We cannot accept responsibility for these.
- + Send your child to school on time each day and everyday if possible.

## UNIFORM

Uniforms are obtainable from NICKS Clothing in Bairnsdale.

### *WINDCHEATER*

Black jumper/ black windcheater / black sleeveless vest. (Preferably with the school logo on it.)

### *POLO SHIRT*

Red with white school logo. (COMPULSORY.)

### *TROUSERS*

Black pants

### DRESS

Red and white school check

Option: Black skorts. Please note black netball skirts are NOT ALLOWED.

### *SHORTS*

Black

### *SHOES*

Sturdy, comfortable footwear (No thongs)

**The following items are available for purchase from school:**

### *HATS (Sun Smart Hats)*

Wide brim hats - \$ 10.00

### *BAGS*

Black with red trim backpacks \$ 40.00

### LIBRARY BAG

Library bags- red sturdy waterproof bag \$ 10.00

**PLEASE LABEL ALL ITEMS OF CLOTHING CLEARLY**

## INFECTIOUS DISEASES

The Department of Education operations manual states that a child must be excluded from school if she/he has:

Chicken Pox	until fully recovered
Measles	At least 7 days
German measles	until fully recovered and at least 4 days from the onset of the rash
Whooping cough	Four weeks or until a medical certificate of recovery is produced
Hepatitis	Medical Certificate needed
Impetigo	Until treated, must be covered while treated
Ringworm	Until appropriate treatment has commenced
Mumps	Until fully recovered
Scabies	Medical certificate needed
Lice	Children must be receiving proper treatment and should remain at home if infection is serious.

*Under the health act all children are required to present an immunisation certificate when enrolling in Primary School. Should an outbreak occur in class where a student is not immunised, the student will be excluded from school for the required time.*



## CHILD SAFETY POLICY

Nicholson Primary School embraces the values of Respect, Growth, Honesty and Trust, Connectedness, Inclusiveness, and Fun. We aim to have students recognise their fullest potential through the acquisition of knowledge, skills and values in an environment where they learn and grow to enjoy a productive, rewarding and fulfilling life. In support of this, **at Nicholson Primary School, we have a zero tolerance to child abuse.**

### **Rationale:**

All Victorian schools are required to have a child safety policy or statement of commitment to child safety that details:

- the principles that will guide the school in developing policies and procedures to create and maintain a child safe school environment; and
- the actions the school proposes to take to:
- demonstrate its commitment to child safety and monitor the school's adherence to its child safety policy;
- support, encourage and enable school staff, parents, and children to understand, identify, discuss and report child safety matters; and
- support or assist children who disclose child abuse, or are otherwise linked to suspected child abuse.
- Ensure that child safety is considered in the recruitment, selection and management of staff (includes contractors and volunteers)

Ministerial Order No. 870 (available at [www.vrqa.vic.gov.au/childsafes](http://www.vrqa.vic.gov.au/childsafes)) states that

Child abuse includes –

- Any act committed against a child involving –
  - A sexual offence or
  - An offence under section 49 B (2) of the *Crimes Act 1958* (grooming)
- The infliction, on a child, of –
  - Physical violence or
  - Serious emotional or psychological harm
- Serious neglect of a child.

### **Evaluation:**

This policy will be reviewed in consultation with the whole school community as part of the school's three-year review cycle.

