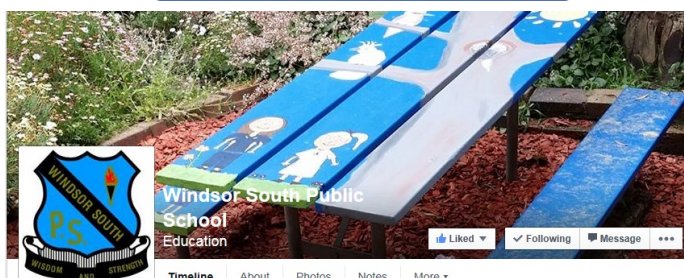


Primary 3-6
2021

Windsor South PS Information Booklet



Dear Parents/Caregivers

Welcome to a new year. We have listed below some information, which may be helpful to you throughout the year.



Arrival

Staff will be at the gates welcoming your children before school each morning. The morning bell rings at 8:43am and students are to line up with their class by the end of the bell song under the COLA (outside the library). It is vital to your child's learning that they arrive on time by the end of the bell song. If you are late, your child must go to the office to get a late note which they give to their class teacher.

Departure

The end of school bell rings at 2.43pm. Pick up arrangements will remain the same as last year. Kindergarten KW and KN will exit from the small Church Street gate near their classrooms. K/1B , 1/2S and 2/3E will exit from the Campbell Street gate. All other students will exit from the main Church Street gate. Children with younger siblings will go to the gate of the youngest sibling, so parents do not have to move from gate to gate. Please wait outside the gates and remember to practise social distancing.

Please note; teachers are involved in learning and support meetings and professional development after school each day so we appreciate prompt pick up of your children.

Appointments

While we are under COVID restrictions parents and carers can only come to the office by appointment.

Parents and carers can meet with teachers by appointment.

Messages can be left for your child's teacher in the front office or by telephone.

All visitors must register their arrival using the Service NSW COVID Safe Check-in (QR Code) as well as the Department of Education External Visitor Form (QR Code).



Allergies

We currently have students enrolled with allergies to nuts and eggs.

If sending foods to school to share, we request that you please check with your child's class teacher to advise if someone in your child's class has an allergy to egg or nuts. Alternative foods can be arranged for these students. All foods must be commercially pre-packaged. No cupcakes or full sized cakes due to current COVID restrictions. Treats can be shared that are individually wrapped and pre-packaged.


Personal Property

Please label **EVERYTHING**, including hats, lunch boxes, drink bottles (school drink bottles available for \$5.00), jumpers, jackets, track pants, library bag, school bag etc. We have a lost property box in KN Nightingales classroom and on the cola verandah, so please check there for any lost belongings.

Attendance Matters at Windsor South

If your child is absent or will be absent for a period of time due to illness, please inform the class teacher with a written note, seesaw message or communication via the Sentral text message system as to why your child was away on the first day of their absence. Staff will be contacting you on the second day of an unexplained absence, if they have not received communication regarding the reason your child is away. This is recorded in the class roll. As we are focusing on all students achieving an attendance rate of 90% or above, our Aboriginal Education Officer Rhiannon Wright, may also check in with an informal phone call on a daily basis.

Students must not attend school if they are unwell, even with the mildest of symptoms. Students must return a negative COVID-19 test and be symptom free prior to returning to school.



Kutukulung says:

**IF WE DON'T INSIST ...
LOOK WHAT YOU'LL MISS**

DID YOU KNOW:

95% Attendance You have missed 2 weeks of learning	90% Attendance You have missed 4 weeks of learning	85% Attendance You have missed 6 weeks of learning	80% Attendance You have missed Nearly 1 Term of learning	8 days absent per term from K-6 You have missed 1 year of primary school education
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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

Attendance rates less than 85% keep kids from getting the consistent instruction they need to build on basic skills. For kids who need extra support there's something else to consider. Frequent absences not only mean less instruction, but also missed opportunities for intervention, re-teaching and enrichment.

Newsletter



The fortnightly school newsletter is added to Seesaw, Facebook, Sentral Parent Portal and the school website every second Wednesday afternoon. Please read and take note of any information. The term calendar is an excellent way of keeping informed with school activities. The newsletter and term calendar can also be found on the schools website at: <http://www.windsorsth-p.schools.nsw.edu.au/> as well as the Sentral Parent Portal.



Kutukulung says:

**OUR SMILES GO
DOWN....**

**When you're not
around**

DID YOU KNOW:



We all miss you!

And we know that you miss us too

- **You miss** out on having the same school experiences and work examples as your peers
- **You miss** out on special events and opportunities
- **You miss** out on the fun moments and memories being created by your class and peers
- **You miss** out on feeling like you are always part of the team and belonging
- **You miss** important scaffolds in your learning-jumping and skipping concepts that progress along the learning continuum
- You feel like you are left behind, become disinterested and disengaged

Keep Connected

Windsor South Public School Group 2021 is a fantastic way to keep informed and to connect with other families and parents on Facebook. Please join this group and be connected with our wonderful school community.

Windsor South Public School Group 2021 Facebook page

Scan the QR code to join the Parent Facebook page



Please answer the prompt question to ensure your request to join is approved.

Parent Portal on Sentral

We will no longer be using the Skoolbag app as an information tool. We will however, be using the [Sentral Parent Portal](#) app as well as continuing the use of [SeeSaw](#). The [Sentral Parent Portal](#) app will allow you to see your child's attendance, send sick notes, make changes to your personal information, see the school calendar and have links to the online lunch ordering app.

This year, you will also receive a notification from Sentral at 9.15am, if your child has not been marked in attendance. You will be able to reply directly to this message to give an explanation for non attendance at school.

You will soon be receiving a log in code with instructions for the [Sentral Parent Portal](#), so you will have access to your child's information.



Canteen

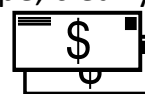
This year, the breakfast program will be coordinated by the P&C. Children will be able to go to the Canteen from Monday to Friday between 8.15am and 8.45am to get some toast or an Up & Go for breakfast. There is no cost for students to have breakfast. This program will be funded by our amazing P&C.

Please note, the canteen will be open for recess and lunch on Wednesdays, Thursdays and Fridays.

Recess and Lunch Orders can now be placed online and you will need to place your order before 9.30am. You will need to sign up first. You can find instructions and links in the newsletter.

Money Collection

All money for school fees, excursions, special events etc is collected at the office, unless specified. Children should bring permission notes and money in a sealed envelope, clearly labelled with name, class and amount, and take it to the office before school (8.15-9.00am). Please ensure that all money is paid **BY THE DUE DATE** or your child will not be able to participate in the activity. We also have eftpos facilities so you can also pay for events by card.



From March 19, 2021 we will also have a new online payment system called POP. POP is a secure payment system hosted by Westpac to ensure that your credit/debit card details are captured in a secure manner. These details are not passed back to the school and are not stored by Westpac bank. Parent's and Carers can make online payments for term accounts via our school website.

Animals on School Premises

Due to legislative requirements all animals are not allowed on school grounds without the express permission of the principal.

Toys

We do not encourage children to bring toys to play with at school as breakages cause unhappiness. At lunchtime there are a variety of activities and equipment for students to enjoy on the playground and in the library (such as balls, skipping ropes, hoops, colouring-in corner, building blocks, puppets, soft toys and Lego). The only toys required at school are special news items that can be brought in to school on your child's news day and kept safe in the classroom until home time.

Birthdays

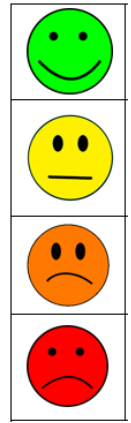


We love celebrating birthdays at Windsor South. If you wish for the class to celebrate your child's birthday, please bring a commercially pre-packaged treat.

Our fabulous canteen will have special commercially pre-packaged birthday class treats for you to purchase for \$15.00. These treats will be available 5 days a week, can be ordered on Quick Click and requires 2 days notice to prepare. More information and pictures of what is available will be advertised soon.

Buddy Book

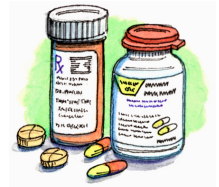
The 'Buddy Book' is used within the classroom as time out away from their fellow classmates. If students make wrong choices within the classroom they will be given a warning. After the 3rd warning they are given a 10 minute time out within the classroom. If your child continues to make wrong choices, and are given another 3 warnings in the same session, they will be entered into the buddy book. Children who have been entered into the buddy book are sent to their buddy class for about 10 minutes to think about their actions. If the child has been sent to the buddy class on 3 occasions within the fortnight, they may have a lunchtime detention in the *Planning Room*.



Administration of Prescribed Medication

Anyone requesting that medication be dispensed during school hours needs to provide a **copy of the prescription or a letter from the prescribing doctor and complete the appropriate medication forms** available from the office.

Medication is not to be stored in school bags, but must be taken to the office labelled with your child's name and dosage instructions.



Crunch & Sip

Our school is committed to improving children's health through education and by supporting the Department of Health's Crunch&Sip® initiative. It is a set break in the middle of the day for students to eat fruit or salad vegetables and drink water in the classroom. We invite you to support your child to participate in our Crunch & Sip program by providing a clean water bottle and a piece of fruit or vegetable each day.

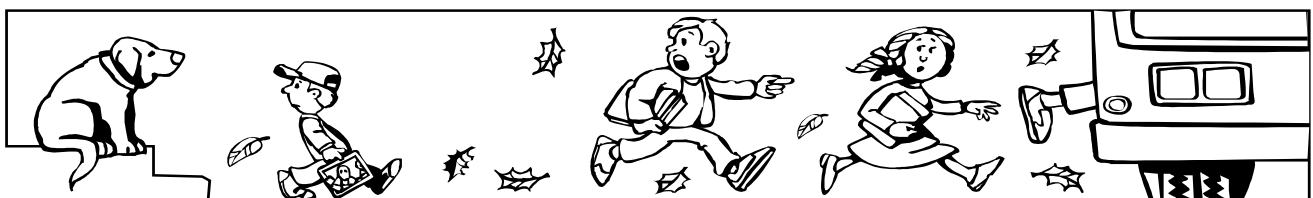


Homework

Homework for 3-6 students will be sent home or assigned on SeeSaw by the class teacher. As students learn to become more independent learners, project based homework is necessary. Homework may also include English and mathematics tasks, NAPLAN style questions and class research projects.

Home Reading

Students are expected to read at home every night to develop a love of reading and improve their vocabulary and spelling knowledge. Reading can include books, comics, magazines, internet sites etc. Students have access to the well resourced school library every week, and should be encouraged to bring a library bag to borrow.



Reading Groups: Every class will be participating in daily reading group activities with their teacher. They will rotate through various interactive and engaging activities that challenge them to work cooperatively and independently. Teachers regularly assess the students to ensure they are meeting their individual needs. Mrs Towner and Mrs Dimech (learning support teachers) will be running a targeted reading program focused on improving reading fluency and comprehension of students across the school. There is also additional support from School Learning Support Officers (SLSOs) to ensure all classes are receiving targeted intervention where needed.

Whole School Assembly

This year, Windsor South will hold a whole school assembly in the hall twice a term on a Friday morning from 9.00am. We will aim to hold all special functions like the Easter Hat Parade, Naidoc Day Celebrations and Multicultural Day as a part of these assemblies. Classes will also perform a small item at some of these assemblies. Weekly Merit and Blue Star Awards will now be handed out at our in school assembly on a Friday. Bronze, Silver and Gold medals, as well as other special acknowledgements, will be announced at the new whole school/family assemblies. Provided COVID restrictions are lifted, parents and families are more than welcome and encouraged to attend. Please check the school newsletter, Seesaw, Facebook or the Sentral Parent Portal Calendar for information. Note the taking of photos and or posting photos to social media of other students during assembly is not permitted.

Camps and Excursions in 2021

We are planning two excursions for 3-6 students in 2021.

- Stage 2 – two day (overnight) Sport and Recreation camp to Yarramundi in Term 3 (August 12th and 13th). This camp is designed to encourage team building and resilience in Years 3 and 4 (*dates are yet to be confirmed*).
- Stage 3 – three day (two-night stay) to Canberra in Term 2 (June 16th to 18th). This camp supports our Australian history unit *Australia as a Nation*. It is really important that all Years 5 and 6 students visit the Australian capital to complete their studies about governments and democracy.
- The second excursion will be in term 4 for Stage 2 and 3 students. We plan to visit the new Sydney Zoo and the approximate cost will be \$40.00.

There will be more information provided regarding these excursions closer to the dates.

No Hat/No Shades/No Play

As part of our **Sun Safe Policy** – No Hat/No Shades/No Play, we enforce that students who forget their school hat or do not wear their shades are to remain in a designated shady area of the playground where they are to play quiet activities. All students at Windsor South are expected to wear a school hat and their school shades. Our school hats and shades are affordable and designed to maximise sun safety.

Sunshades are \$12.50, school hats are \$15.00 and senior caps are \$18.00 all available to purchase from the uniform shop. We will continue to teach and promote sun safety to our students and our community in 2021. The Sunshades will be kept in the classroom.



PBL - Positive Behaviour for Learning

Windsor South Public School has adopted the Positive Behaviour for Learning reward and behaviour structure to promote positive outcomes for all aspects of school life. Positive Behaviour for Learning, otherwise known as **PBL**, focuses on ensuring every person at the school is able to reach their full potential by creating a positive and safe environment. It employs a whole school systems approach to address problem behaviour and reduce its effects on student outcomes and on the school community as a whole. PBL encourages positive behaviour from students, which has been shown to improve their self-concept and motivation to learn.

At the heart of our school's PBL approach are three core expectations or values:

- Respect (*treating yourself and others in a considerate and caring manner*)
- Responsibility (*taking ownership of your actions and their consequences*)
- Safety (*behaving in a manner that is safe for yourself and others at school*)



The key features of the program are:

- A common purpose and approach to discipline
- A clear set of positive expectations and behaviours
- Procedures for teaching expected behaviour
- Continuum of procedures for encouraging expected behaviour
- Continuum of procedures for discouraging inappropriate behaviour
- Procedures for on-going monitoring and evaluation
- Whole school involvement
- Visual display materials around the school

Students who demonstrate the three core values at Windsor South Public School will be acknowledged and rewarded for their efforts.

Southern Star Rewards

At Windsor South Public School, we take great pride in rewarding students who demonstrate consistently positive attitudes to learning and behaviour. Southern Stars is the school wide reward system that reinforces positive behaviour and encourages students to try their hardest at all aspects of their schooling.

Respectful, Responsible and Safety Star Tokens are handed out in class to students who demonstrate the key values and expectations at school. Students accumulate these tokens (class teachers keep a tally) and are awarded a Blue Star Award at assembly when they reach 10 Tokens.

Every time a student achieves 5 Blue Star Awards, they receive a Principal's award, and a letter will be sent home prior to invite parents to attend this special assembly:

- 5 Blue Star Awards achieves a Bronze Star Award
- Another 5 Blue Star Awards achieves a Silver Star Award
- Another 5 Blue Star Awards achieves a Gold Star Award
- Another 10 Blue Star Awards achieves a Platinum Star Award

Library Days:

Tuesday – 2/3E, 5/6U & 5/6N

Wednesday – 3/4A & 3/4I

Thursday – 3/4C



We are fortunate enough to have a very large, well resourced library. Mrs Saliba is our Teacher-Librarian, she encourages all students to borrow at least once a week. The library is open most mornings and lunch-times too. Please send a library bag to school on your child's library day so they can participate in the borrowing spirit.

Sport:

Students will participate in a sports program led by Mr Hayes, who will be supported by a class teacher each Tuesday. We also run a fitness program three mornings per week (Mondays, Wednesdays and Thursdays). Please provide a note for the teacher if your child is unable to participate in fitness or sport due to illness. We encourage children to wear appropriate footwear, school hat and sunshades. Windsor South prides itself on developing healthy, fit and happy children.

Seesaw

Seesaw will give you a window into your child's classroom and their learning progress. You will need to download the Seesaw App for iOS, Android, or alternatively you can use the web to view your child's learning.

When there are new Seesaw posts, you can be notified via app notifications, email or SMS. You will only be notified about your own child's work. All data is safe and secure.

You will receive the school Seesaw policy and log in hand out, with directions to download and sign up for your child's Seesaw journal.

Class Requirements

Below is a list of the requirements for all 3-6 students this year. We appreciate your support:

- ☆ box of tissues x 3
- ☆ twin pack of paper towel
- ☆ glue sticks UHU or Bostick preferred
- ☆ **roll-on deodorant** (labelled and left in school bags for Years 5 and 6 students).
NO spray deodorants allowed at school.
- ☆ packet of wet-wipes and/or pump hand sanitiser (to reduce the spread of illness)
- ☆ library bag clearly labelled with child's name (pillow case will suffice)
- ☆ art shirt or smock clearly labelled with child's name (dad's old t-shirt will do)



Note: children may supply their own coloured pencils and textas but they must be clearly marked with the child's name and their safe keeping is the responsibility of the child.

Please remember to send your child to school wearing their Windsor South school hat.



2021 Primary Classes

2/3 Einsteins – Mrs Eccles

2/3E (Einsteins) will have Mrs Davies for Science and Technology every Friday (8:45am-10:45am). She will also be taking them to the Computer Room to develop their ICT skills.

3/4 Attenboroughs – Mrs Alchin

3/4A (Attenboroughs) will have Mrs Davies for Science and Technology every Thursday (11:15am-1:15pm). She will also be taking them to the Computer Room to develop their ICT skills.

3/4 Caldicotts – Mrs Carpenter

3/4C (Caldicotts) will have Mrs Davies for Science and Technology every Wednesday (11:15am-1:15pm). She will also be taking them to the Computer Room to develop their ICT skills.

3/4 Iyers – Mr Izzard

3/4I (Iyers) will have Mrs Davies for Science and Technology every Friday (11:15am-1:15pm). She will also be taking them to the Computer Room to develop their ICT skills.

5/6 Nelson Mandelas – Mr North

5/6N (Nelson Mandelas) will have Mrs Davies for Science and Technology every Thursday (8:45am-10:45am). She will also be taking them to the Computer Room to develop their ICT skills.

5/6 Unaipons – Miss Unsworth

5/6U (Unaipons) will have Mrs Davies for Science and Technology every Wednesday (8:45am-10:45am). She will also be taking them to the Computer Room to develop their ICT skills.

Meet the Staff of 2021

Our Principal – Mrs Bristol
Assistant Principal K-2 – Mrs Hassan
Assistant Principal 3-6 – Miss Telfer
Instructional Leader – Mrs Tracey
School Office Manager – Mrs Pollock
School Office Assistant – Mrs Said
School Learning Support Officers – Mrs Tate, Mrs Lane,
Mrs Wikaira-Paul, Mrs Whitehurst, Mr Mitchell, Mrs
McCarthy & Mrs O'Brien
Aboriginal Education Officer – Miss Wright
General Assistant – Mr Arthur
Learning and Support Teachers – Mrs Towner, Mrs Dimech
Librarian – Mrs Saliba
Science & Technology Teacher – Mrs Davies
Sport – Mr Hayes
Chaplain – Mr Gerber

Meet the Classes of 2021

EIU – Early Intervention Mrs Wallin
KN – Nightingales Mrs North
KW – Wildings Miss Wood
K/1B – Benedicts Mrs Barker
1/2S – Sheppards Miss Scott
2/3E – Einsteins Mrs Eccles
3/4A – Attenboroughs Miss Alchin
3/4C – Caldicotts Mrs Carpenter
3/4I – Iyers Mr Izzard
5/6N – Nelson Mandelas Mr North
5/6U – Unaipons Miss Unsworth

We look forward to a wonderful year of learning and personal achievements. We encourage all parents and carers to join us in promoting our positive school spirit and hope to see you engaging with the school as much as possible.

Kind regards, the 3-6 Teachers and Support Staff.