



Newport Public School Information Booklet

2024



Information Book

2024

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Dear Parents/Carers

Welcome to Newport Public School!

“The Newport Way” is a bright, warm, welcoming and proud school, built on the values of honesty, kindness and shared success. Learning is valued across our community and fostered through the provision of a safe, supportive, inspiring and quality environment, where all members are supported to succeed, develop a positive self-image and contribute in the life of the school.

The culture that we create is built on an understanding that we all want to succeed - be that at teaching, learning, leading, parenting, sport, academics, creative and performing arts and most importantly, in having a sense of purpose. We focus on each other’s strengths and what skills and talents each student, parent and colleague can bring to our learning community. Our relationships, based on trust and respect between students, staff and parents, come from the knowledge that we have each other’s best interests at heart, we all want to add value and be valued and are here for the benefit of our students and children. We know that ups and downs are a part of life, including school life and we move through these phases gathering knowledge and learning along the way.

At Newport, there is an understanding that change is constant and we strive for excellence over perfection. Our students arrive at school with a learning purpose and maximised time is spent on just this – students developing their academic, physical, social and emotional knowledge and skills with the support of their teachers.

Our students are learning how to learn, how to evaluate, collaborate, work creatively and solve problems.

In our modern and busy lives, we acknowledge the importance of balancing academic, family, artistic, sporting, cultural and community interests, and understand the importance of making memories and bringing people together for a shared purpose. We believe that through school education, coupled with support from home, our students are provided with the knowledge, skills and understandings they need to achieve and make a positive difference to their own lives and to the lives of those around them.

Natalie Baldi

Principal
Newport Public School





School Contact Details

Address: Stuart Street
Newport NSW 2106

Phone: 9999 3588
9999 4100

Email: newport-p.school@det.nsw.edu.au
Website: www.newport-p.schools.nsw.edu.au

Staff

Principal: Mrs Natalie Baldi

Deputy Principals: Ms Nicole Troy(rel)/Mrs Julie Parker(rel)
Mr Adam Hearne

Assistant Principals: Mrs Julie Parker
Ms Hayley Cowling (rel)
Ms Nicole Troy
Ms Maddy Borrowman (rel)
Ms Jennifer Carew
Mr Robbie Jacobs (rel)
Mrs Nadine Young
Mrs Kristy Campbell

Teachers:

Ms Lisa Body	Mrs Jenny Falconer	Mrs Ingrid Neave
Ms Maddy Borrowman	Ms Jess Gilder	Mrs Sandra Nicol
Ms Isabel Braga	Ms Jenny Goodall	Ms Malia Pedersen
Mrs Ashleigh Burnett	Mrs Georgia Gourlay	Ms Gabrielle Perry
Mrs Kristy Campbell	Mrs Christeena Hurst	Mrs Kate Power
Ms Jennifer Carew	Mr Robbie Jacobs	Ms Ellie Pretty
Ms Amber Clark	Ms Alicia Johnson	Mrs Tamara Rulli
Ms Lauren Cook	Ms Alana Jones	Mrs Adele Sullivan
Ms Hayley Cowling	Mrs Kylie Keogh	Mrs Meaghan Terrey
Mrs Jane Dodd	Mr Matthew Longo	Mr Mark Tickle
Ms Amiee Edwards	Ms Georgie Lowe	Mrs Teila Turner
Ms Isabelle Einspinner	Mr Pedro Mercado	Ms Nadine Young

Teacher Librarian: Mrs Marianne Gutherson/Ms Leigh Havenstein

Learning & Support: Ms Linda MacLaurin



Counsellor:	Ms Emma Smith	
School Administration Staff:	Ms Michelle Burgess Mrs Jo Moore Mrs Karen Moore	Mrs Nicki Inger Mrs Oana Crutch Mrs Teresa Murace
General Assistant:	Mr Anthony Ardagh	
Technical Support:	Mr Jasper Kofkin	
SLSOs:	Mrs Kasey Williamson Ms Mauna Saraswati Mrs Linda Farmer	Mrs Michelle McNamara Ms Harriet Earl Ms Chelsea Mann
Wellbeing Mentors:	Ms Sue Lavery	Ms Annabel Robinson

School Attendance

It is important that your child arrives at school on time. Punctuality and regular attendance are valuable habits that students need to develop in preparation for life in general and there is ample evidence that students who attend school regularly are more likely to achieve their personal best in study.

[School Attendance Policy](#)

Arriving Late

Lessons commence at 9:25 am. Students should not have their learning disrupted by others. Respect needs to be shown to the teachers who have planned lessons. If students arrive after 9:25 am parents should accompany them to the office to collect a late slip before the student proceeds to the classroom. Students are to give the late slip to the teacher.

Leaving School Premises during School Hours

Where possible, medical and other appointments should be made outside school hours. Students may not leave school during school hours without permission from parents. Students must be collected from the school as they are not allowed to meet parents outside the school grounds. Students who need to leave school early should bring a signed permission note from their parent/carer which should be handed to the Class Teacher. Parents need to go to the office for an early leaver slip when arriving to collect their child, and then take this slip to the classroom and give it to the teacher, prior to collecting their child.

Absences

If your child is absent from school for any reason, a written explanation to the Class Teacher is required no more than two days after the child returns to school. Partial absences e.g. dentist or doctor visits also require written explanation and are strongly preferred out of school hours. Absence notifications can be handwritten or, preferably, done through the School Stream app in advance.

In the case of longer absences (due to illness or holidays) a phone call notification to the school office as early as possible would be appreciated but please note that in this case a written explanation is still necessary when a child returns. The school should be notified in advance of absences longer than 10 days. The appropriate forms can be obtained from the Office.



School Hours and Bell Times

9:25 am	School Commences
11:25-12:00 pm	Lunch 1
2:00-2:40 pm	Lunch 2
3:25 pm	Dismissal Time

Morning Procedures

Students should not arrive at school before 8:55 am. On arrival they remain in teacher supervised areas until bell time. Students are not to be in classrooms before school unless invited by the teacher and the teacher is present.

Students who arrive before this time should be enrolled in Outside Of School Hours (OOSH) Care. Contact Sustainable OOSH on 0423 213 633 or at nposhc@sustainableoshc.com.au.

Afternoon Dismissal

Students are dismissed from their classrooms at 3:25 pm. They leave the school via existing pathways in an orderly and safe manner. Students who have not been met by 3.45pm will have their parents contacted. If no contact can be made, the child will be taken to OOSHC should he/she be registered. An invoice for this service will be issued. Parents are asked to come into the school grounds if collecting children after hours. Please ensure you do not park in NO STOPPING or KISS and DROP zones.

Bus / Ferry Service

Applications for free travel are available on-line. Students in Years K-2 are eligible for free travel but Years 3-6 must live within a 1.6 km radius (as the crow flies) of the school. Eligibility is determined by the Department of Transport.

Students travelling by bus are walked to the bus stop and supervised by staff until the bus leaves. Students travelling by ferry are walked to and from the Kalinya Street wharf by parents and are supervised by these parents until the ferry leaves. There is a cost involved with this service.

Opal Card Applications

Application for the School Opal Card can be found at:

<https://www.opal.com.au/en/about-opal/opal-for-school-students/>



Term Dates 2024

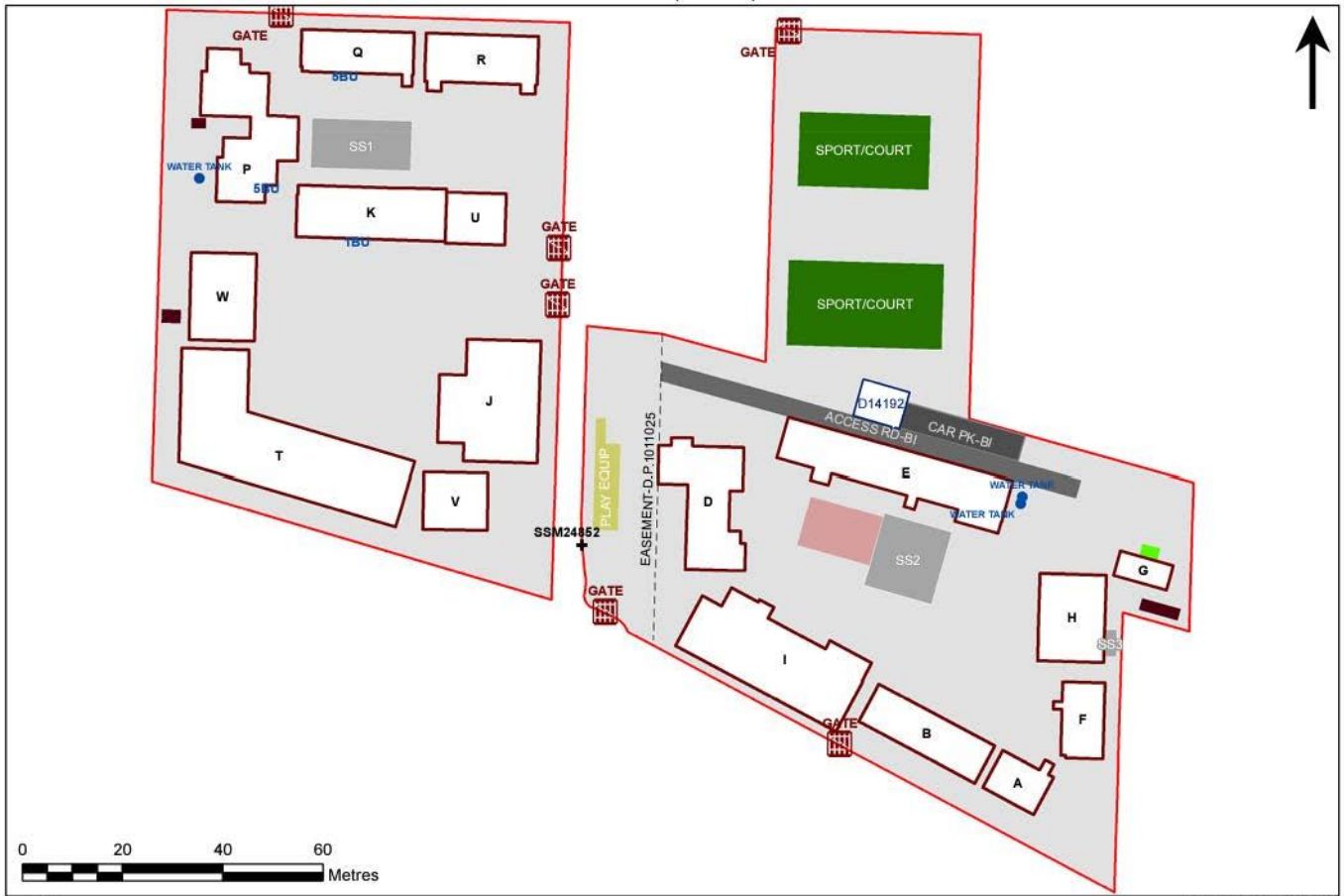
Term 1	30 January – 12 April	
	Tuesday 30 January	Staff Development Day
	Wednesday 31 January	Staff Development Day
	Thursday 1 February	Years 1-6 Students Return
	Thursday 1 Feb-Monday 5 Feb	Kindergarten Best Start Appointments
	Tuesday 6 February	Kindergarten Students Start
	Friday 12 April	Last Day of Term
Term 2	29 April – 05 July	
	Monday 29 April	Staff Development Day
	Tuesday 30 April	Students Return
	Friday 5 July	Last Day of Term
Term 3	22 July – 27 September	
	Monday 22 July	Staff Development Day
	Tuesday 23 July	Students Return
	Friday 27 September	Last Day of Term
Term 4	14 October – 20 December	
	Monday 14 October	Students and Staff Return
	Wednesday 18 December	Last day for Students
	Thursday 19 December	Staff Development Day
	Friday 20 December	Staff Development Day





School Site Plan

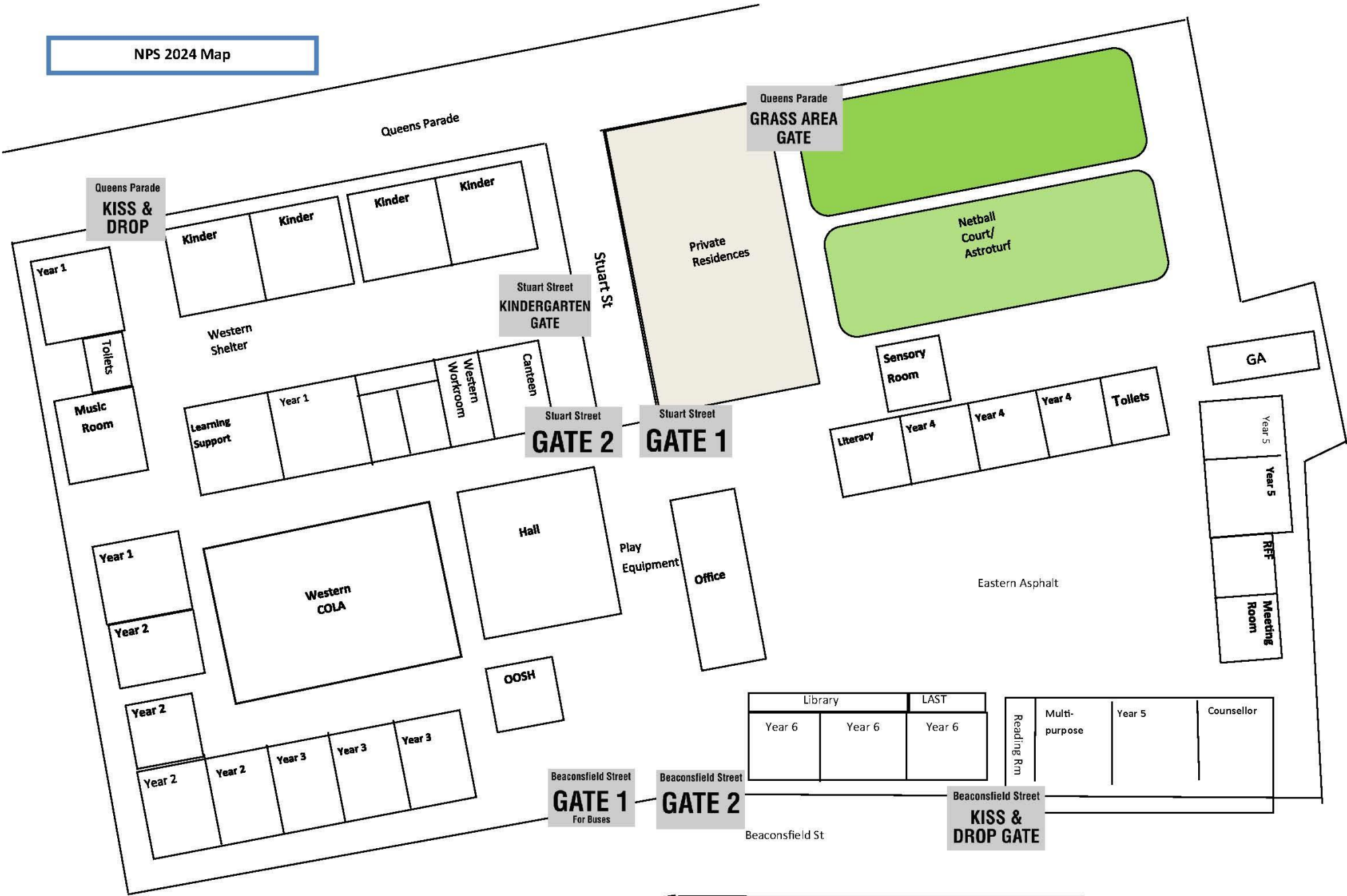
2740 - Newport Public School
Site Plan (All Sites)



1:944

Printed: 22-Jul-2022

NPS 2024 Map





Newport School Charter



The Newport Way

To develop an educated learning community through the provision of a safe, supportive, inspiring and quality environment, where all members are enabled to succeed, develop a positive self-image and contribute as active and informed citizens.

Vision and Purpose

Learning is maximised through caring relationships in an environment of support and challenge.

When learners are motivated and recognised as unique individuals with varied needs, continual growth can be achieved.

Teaching and learning can be the inspiration to make a difference in the life of our students.

Beliefs



Values

Newport values effort, excellence and a culture in which every member of our school is appreciated, included and supported.

We value compassion, kindness, respect and responsibility, shown through positive connections that acknowledge the diverse skills of individuals and show consideration of others' perspectives and cultures.

Outcomes

Newport students are literate and numerate. They love to learn and do their best to achieve personal excellence. Through engaged, focused and purposeful teaching and learning environments, our learners take risks and develop competencies in academic, creative and sporting endeavours. They demonstrate confidence, pride, a sense of belonging and the social/emotional skills to understand themselves and others, so they are well prepared, life long learners. All members hold fond memories of their time at Newport.





Newport School Song

We're proud of our school at Newport
Where friendship and honour always dwell
Within these walls of solidarity
Fine citizens are made one can tell

We'll try with zest to do our best
In our striving young community
For working as one in our place in the sun
Cheers for Newport, Newport by the sea.

Amaroo, Cabarita, Biala and Beranghi are our school houses
And we're proud to be
All working as one in our place in the sun
Cheers for Newport, Newport by the sea.

School Pledge

This is our school
Let peace dwell here
Let the school be full of contentment
Let love abide here
Love of one another
Love of mankind
Love of life itself
And love of God
Let us remember
As many hands build a house
So many hearts make a school.

Amaroo, Cabarita, Biala and
Beranghi
A beautiful place by the water
Where there is co-operation and
friendship.





Enrolment Procedures

Kindergarten Enrolments

Children may be enrolled in Kindergarten at the beginning of the school year if they turn five years of age on or before 31 July in that year.

Proof of Age

If not already presented, evidence of date of birth must be shown to the school (Birth Certificate or Passport).

Proof of Address

Proof of address must also be shown to the school.

Immunisation

Good health is vital to school progress. Please ensure your child has been immunised against diphtheria, whooping cough, poliomyelitis, measles and a tetanus booster injection is given before commencing school.

All children entering Kindergarten are required to present an up-to-date immunisation certificate. Parents who choose not to have their child / children immunised should be aware that they may be excluded from school during any outbreak of an infectious disease.

Primary school enrolment

Application to enrol in a NSW Government school

[Newport School Online Enrolment Application](#)

We are currently accepting Out of Area enrolment applications.

Information Days

Open Day

The school's annual Open Day is intended for prospective and current parents showcase student learning in all subject areas. Open Day is usually held in Term 3.

School Tours

The school offers school tours each term for prospective parents. Please contact the School Office for information on 2024 school tours.





Outside of School Hours Care (OSHC)

The Newport Outside Of School Hours Care at Newport Public School is managed by Sustainable OOSH Care. It offers an important service to the community by providing well supervised care before and after school for children of working parents. Enquiries regarding vacancies can be directed to Sustainable OOSH Care staff on 0423 213 633 or by email at nposhc@sustainableoshc.com.au

P & C Association

The P & C Association meets at the school twice a term. Meetings commence at 7.00pm in the Library and include discussion of educational matters relating to the school. Parents are provided with information relating to the school, as well as an opportunity to discuss school issues and matters of common interest. Meetings generally conclude at 8.00pm. The P&C can be contacted by emailing: info@newportpandc.com.au.

Canteen

The Canteen is a subcommittee of the P&C and is managed by a paid supervisor with the assistance of voluntary helpers. Volunteers are always needed and are very welcome. New parents to the school will find helping in the canteen an excellent way of meeting new people as well as assisting the school. Canteen orders are processed via Flexischools which is a fast and secure way to order and pay for lunches. Go to www.flexischools.com.au and follow the links.

Our Canteen complies with the NSW Government Healthy School Canteen policy.





Garden Club

A garden and bush care group sometimes works on the school gardens, in addition to a regular school gardener. School working bees are also held each year. If you are able to help with the garden, please telephone the school (9999 3588) and our office staff will pass on your name.





Uniform Shop and School Uniform

The school Uniform Shop is a subcommittee of the P&C and is located at the northern end of the School Hall. Uniform Shop hours are Mondays 3.00pm – 4.00pm and Thursdays 9am – 10am.

An online ordering system provides a way to purchase uniforms if parents aren't able to visit the shop in person. Please order via www.flexischools.com.au

Uniform Shop Manager:

Phoebe Riley – 0416 767 444

newportuniformshop@hotmail.com

The school colours are blue, white and gold. The school has a "No Hat, No Play" policy and school broad-brimmed hats are compulsory for the whole year.

Summer Uniform

Check uniform

Check culottes with white Newport polo shirt

Grey cotton shorts – to be worn above the knee

Grey cotton trousers

Light blue shirt

Winter Uniform

Winter tunic with light blue blouse

Tartan pants with light blue blouse

Cotton navy blue tights

Grey cotton shorts - to be worn above the knee

Grey cotton trousers

Light blue shirt

Sports Uniform

Newport knit shorts / Newport track pants

White Newport polo shirt

Jackets

Hooded Fleecy Jacket

School bags and Library bags are available from the Uniform Shop. Second hand uniforms are also available.



Jewellery

As the wearing of certain jewellery can cause injury to children during play, only the following items may be worn at school:

Earrings – studs or sleepers

Signet rings

Watches (no smartwatches)

Hair accessories are to be blue, white or gold and can also be purchased at the Uniform Shop.





Extra-Curricular

Newport Public School offers a variety of opportunities for students to participate in the Arts.

Music

All students will participate in weekly music lessons in semester 2 with the Music Teacher and this involves singing, percussion instruments and music appreciation.

Instrumental Music Program

The Newport Public School Music Program has two wind bands, three violin ensembles and one string orchestra.

- Senior Band
- Junior Band
- String Orchestra
- Violin Program V1/V2

These musical ensembles cater for all ability levels. For information about joining the music program please contact:

Music Committee President: Simone Bonouvcié: NewportPSMusicCommittee@gmail.com

School Liaison: Mark Tickle: newport-p.school@det.nsw.edu.au

Band Program Director: Tom Daher: tom_1_music@hotmail.com





Dance

Students are invited to participate in auditions to demonstrate their interest in dance. Dance groups are formed for students in Years 2-6 and occasional 'Pop Up' dance experiences are offered in different dance genres throughout the year. Student members of our Newport School Dance Groups perform at the Sydney North Dance Festival, the State Dance Festival and Newport School Open Day. Opportunities are provided for students to extend their skills by attending dance workshops and auditioning for dance ensembles.





Art

All students will participate in weekly Art classes with Mr Tickle in Semester 1.

Choir

We offer choir for students in Years 2-6 with performances at the PCS Music Festival, the Opera House and Newport School Open Day.

Chess

Social chess operates at lunchtime, one lunchtime per week. The Interschools Chess Competition operates on Friday afternoons after school.

A chess tutor from the Sydney Academy of Chess conducts a lesson once per week in Terms 1 and 2. Students have the opportunity to represent the school at various Inter-School Competitions throughout the year.





Sport

School Houses

The School House system provides a basis for co-operation and promotes a sense of community amongst wider groups of the school's population. There are four school houses whose names are based on Indigenous names, places and words. They are:

Amaroo Marlins (blue)

Beranghi Rising Suns (yellow)

Biala Waratahs (red)

Cabarita Tadpoles (green)

Skills Development

Every student in the school participates in a weekly 40 minute skills lesson with a specialised sport teacher. Areas covered for Years 3-6 include athletics, gymnastics and 2-3 weeks each of soccer, netball, AFL, touch footy, racquet sports and basketball.

Friday afternoon sport includes sailing (Years 4-6 during Term 1 and Term 4), basketball and school sport focusing on skill development and games.

The Primary Schools Sports Association (PSSA) governs competitive inter-school competitions for students in Years 3-6. There are summer and winter sports played for PSSA competitions. Teams are selected at the beginning of each season:

Summer – Cricket, Eagle Tag, Softball and T-Ball

Winter – Netball, Rugby League, Soccer and AFL





Knockout Competitions

Students are given the opportunity to join teams involved in PSSA State Knockout Competitions:

- Boys' Touch Footy
- Girls' Touch Footy
- Netball
- Soccer
- Rugby Union
- Girls' 7's Rugby Union

Newport Public School teams have achieved great success over recent years and have been the Girls and Boys Softball, Girls Eagle Tag and Boys Rugby Union State winners.

Carnivals

School carnivals are held annually in Swimming, Athletics and Cross Country. Those students who meet the set criteria may proceed to Zone, Region and State carnivals.

Other

Students are given the opportunity to trial for Zone, Region and State teams in a wide range of sports including tennis, golf, touch football, basketball, cricket, soccer, AFL, netball, rugby league and rugby union. Students must play at a representative or equal level to be nominated for these trials.

School Camps

Student Camps are held for students in Years 4, 5 and 6. Year 4 students start with a day camp. Year 5 progress to two nights and Year 6 participate in a three night camp.





Homework

Homework Policy

Rationale

At Newport Public School, we aim to promote a positive learning culture where everyone is inspired to be their best, while they are at school and at home. The NSW Department of Education Homework Policy encourages schools to develop their own policy that best meets the needs of their students.

The following document outlines homework guidelines for the Newport School community. The guidelines are a result of a review in 2022 and take into consideration current research, consultation with the community, students and teachers and Department of Education guidelines of Quality, Manageability and Communication. The purpose of these guidelines is to support meaningful, manageable and consistent homework procedures.

We believe that students benefit from consistent engagement with homework.

Responsibility

For the successful implementation of this policy, the responsibilities of our school community are as follows:

- Teachers:
 - Set meaningful, relevant and appropriate homework tasks that follow homework procedures and provide valuable and timely feedback to their students
 - Communicate the purpose, benefits and expectations of homework to students and parents.
 - Will assist parents to understand the content of the homework in line with this policy with clear communication and guidelines.
- Students:
 - Complete the homework tasks assigned by their teachers and return it by the due date.
 - Accept and act on feedback given about the quality of their homework.
- Parents:
 - Support their children to complete homework tasks set by their teachers. Parents are encouraged to be actively involved in their child's homework and this includes supervision, discussion, assistance and checking completed work.
 - Notify their classroom teacher if they are unsure of how to access the homework.





Year Group	Homework Activities
Kindergarten	<ul style="list-style-type: none"> • Time recommendation: 10 minutes per day • Reading: Decodables • High Frequency Words • Weekly follow-up game for number practice or reading
Year One	<ul style="list-style-type: none"> • Time recommendation: 10-15 minutes per day • Reading: Home reader – students enter data into reading log • Maths Plus Mentals and Homework Book: Year 1 • High Frequency Words
Year Two	<ul style="list-style-type: none"> • Time recommendation: 10-20 minutes per day • Reading: Home reader – students enter data into reading log • Maths Plus Mentals and Homework Book: Year 2 • High Frequency Words (students who haven't completed) • A class project including a speech to the class once per term. • Spelling (optional)
Year Three	<ul style="list-style-type: none"> • Time recommendation: 15-20 minutes per day • Reading: Personal interest reading – students record books onto a reading log, novel study and comprehension activities. • Spelling: weekly spelling list, practising spelling and sounds • Maths Plus Mentals and Homework Book: Year 3
Year Four	<ul style="list-style-type: none"> • Time recommendation: 15-20 minutes per day • Reading: Personal interest reading – students record books onto a reading log, novel study and comprehension activities. • Spelling: weekly spelling list, practising spelling and sounds • Maths Plus Mentals and Homework Book: Year 4
Year Five	<ul style="list-style-type: none"> • Time recommendation: 20-30 minutes per day • Reading: School magazines and weekly comprehension activities • Maths Plus Mentals Homework Book: Year 5 • A class project each term related to History, Geography, Science units and Leadership (T4 only) • Spelling lists (optional)
Year Six	<ul style="list-style-type: none"> • Time recommendation: 20-30 minutes per day • Reading: School magazines and weekly comprehension activities • Maths Plus Mentals Homework Book: Year 6 • Differentiated Maths activities as needed • A class project each term related to History, Geography or Science units. • Spelling lists (optional)
Students receiving additional reading support	<ul style="list-style-type: none"> • Differentiated activities to be communicated to parents as needed.



Competitions

The UNSW International Competitions and Assessments for Schools (ICAS) schedule for 2023:

Writing	8 August
English	16 August
Spelling	21 August
Mathematics	26 August

School Reports and Assessment

Reports on student progress and learning outcomes are issued to all students twice yearly, at the end of Semester 1 and at the end of Semester 2.

Parent/Teacher interviews are usually held at the end of Term 1. Parents are advised of the booking procedure the week before.

Parents may make an appointment with their child's teacher to discuss progress at any time.

Students in Year 3 and Year 5 sit the state wide National Assessment Program in Literacy and Numeracy (NAPLAN) Tests during March. Results are provided for parents early in Term 4.





Student Wellbeing

Student Wellbeing Policy

Rationale

When parents enrol their children at Newport Public School they enter into a partnership with the school staff. This partnership is based on shared responsibility for creating in children an understanding of appropriate public behaviour and the development of self-discipline. We strive to encourage our students to develop responsibility for their own behaviour, guided by The Newport School Code.

Our wellbeing policy can be found on our website:

<https://newport-p.schools.nsw.gov.au/>

Newport Code

At Newport we....

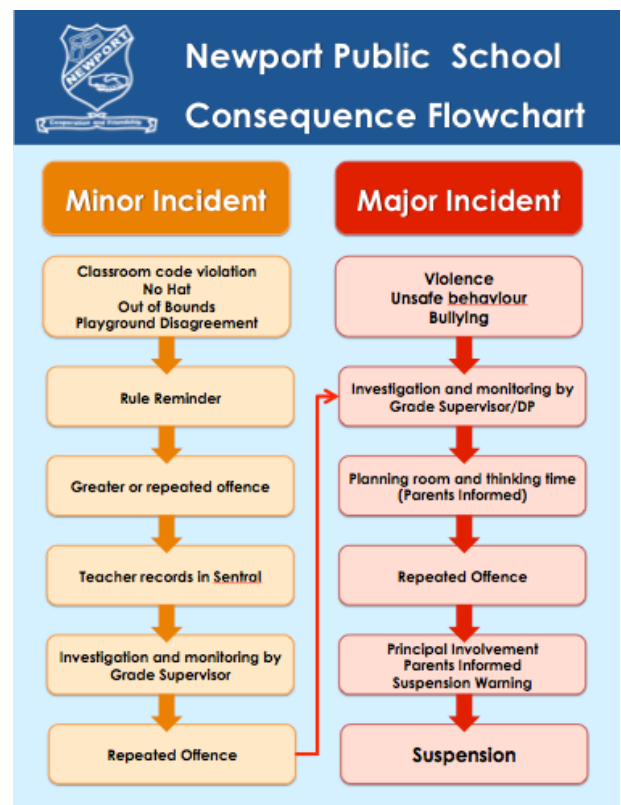
C ooperate	by	<ul style="list-style-type: none"> • Being polite • Acting safely • Being in the right place at the right time • Being truthful
A chieve	by	<ul style="list-style-type: none"> • Listening and following instructions • Doing our personal best • Being organised and prepared • Allowing others to learn without distraction
R espect	by	<ul style="list-style-type: none"> • Accepting others' differences • Helping each other • Looking after our school environment • Taking pride in yourself
E ngage	by	<ul style="list-style-type: none"> • Learning all you can at school and at home • Asking for help when you need it • Being responsible for your own actions • Accepting challenges and being persistent





To help students become strong and demonstrate confidence, pride, a sense of belonging and the social/emotional skills to understand themselves and others, students participate in Wellbeing Wednesdays which include explicitly teaching lessons from our social/emotional program, Second Steps.

Newport Public School is committed to providing a safe learning environment and promoting a positive self-image for all students. With any incidence of bullying behaviour, we encourage all students to advise their class teacher and they will assist and provide strategies, solutions and seek the support of other school personnel if required.





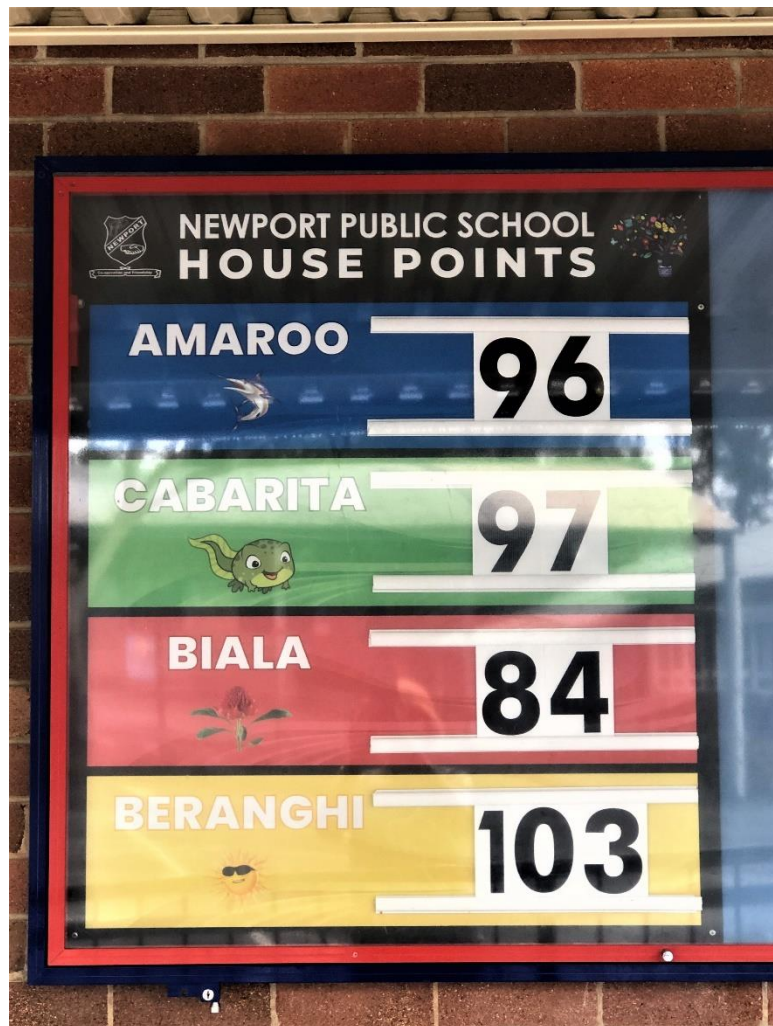
Chook Lotto

From K-6, teachers award “chook lottos” to students who demonstrate the expected values and behaviours of our school code. Chook lotto tickets provide immediate positive reinforcement for students who are ‘caught’ doing the right thing. They are typically used as free and frequent, lower level rewards.

Following the CARE Code and school values may also result in a student receiving a Bronze Award. When three Bronze Awards have been earned, the student receives a Silver Award and when three Silver Awards have been earned, a Gold Award is received. Once a student has earned three Gold Awards, they are rewarded with a CARE Banner which is presented at the Banner Assembly at the end of each semester.

House Points

Points are awarded by teachers for any desirable behaviour and/or student achievement. Points are accumulated throughout the year and updated on a weekly basis on the House Points Board which is displayed outside the School Office. The house with the most points at the end of each term wins a house colour mufti day and the house with the most points at the end of the year wins ‘The House Points Trophy’ presented at the Presentation Assembly.





Student Support Programs

School Counsellor

The School Counsellor is a registered Psychologist who provides counselling services through the school for issues relating to a student's education. The School Counsellor is a part of the Learning and Support Team and a referral through the team is necessary in order to see the School Counsellor.

Reading and Maths Support

Reading and Maths Support is an early intervention strategy which is based on an explicit instructional program in a small group situation with a trained Reading and Maths Specialist Teacher.

Learning and Support Teacher

The Learning and Support Program assists staff in supporting students with particular learning needs. Programs are developed to meet these learning requirements. Strategies involve small group teaching, individual instruction or team teaching with the classroom teacher. Interviews conducted with parents in conjunction with class teachers can lead to helpful home support activities so that the student receives optimum benefit. The parental support of students in this program is vital.

Learning and Support Team / Student Wellbeing Team

The Learning Support Team monitors all students needing support in the school environment. It comprises the School Counsellor, all support staff, executive staff and members from learning teams. Students are referred to the Learning Support Team for a variety of reasons. The Learning Support Team determines the most appropriate course of action to support each individual student. Outside agencies may form part of the referral process. Student Wellbeing Mentors also work as a part of our Wellbeing Team.





Communication

Newport Newsletter (Natter)

Communication between the school and home is vital to the success of our joint efforts in the education of children. Email is the medium used most readily to communicate with you, including the school newsletter which is sent home every second Tuesday. The newsletter is emailed out to all parents, available on School Stream and also on our website.

The School Website

The School Website is regularly updated, and it is a useful way to source permission notes and up to date information about school events.

Change of Address or Contact Details

Important information regarding each student is stored on our files server. This information is kept confidential but contains details that are essential to your child's welfare in an emergency. We therefore need to be advised of changes of address, telephone numbers (home, business and mobile), email addresses, health requirements and other contact telephone numbers as soon as they occur. It is imperative that these details are kept up to date so that we can contact parents promptly in the event of illness or injury to a student.

Permission Notes

Students may not attend excursions without signed permission notes. It would be appreciated if these could be signed and returned to school as soon as they are brought home.

School Stream

The School Stream App is regularly and consistently used by the school as a means of alerting and notifying you of important information, especially information at short notice. This app is available from the App Store or Google Play and we recommend that you download it to your phone. The school newsletter is also sent via the School Stream App.

[School Stream App](#)





Technology

Learning opportunities which use a variety of technologies are part of the K-6 curriculum. Technology is a school focus and the P&C has provided support for resources in recent years.

The school has a fully automated library, and up to 15 Chromebook laptops in each classroom with a 1:2 ratio of Chromebooks per classroom for Years 1 to 6, and iPads for Kindergarten students.

Interactive Whiteboards and Panels are an integral part of all classrooms, the Library and the specialist learning spaces. Access to the internet is available from all sites in the school and Technology is integrated into Newport School's Project Based Learning program.

The school is committed to the integration of technology across all aspects of education for students from Kindergarten to Year 6. There are over 400 computers and laptops and 30 iPads which are networked via a communications room and a wireless network.

The school employs a Technology Support Specialist who manages the infrastructure of the network and supports student and staff needs.





Useful Information

Photos of your Child

We have a 'Permission to Publish' policy that is completed at the time of your child's enrolment and gives yes/no permission for his/her photo to be published on any of our publications or communications channels. It is also helpful to make your child aware as it is becoming more common practice for us to ask "Are you allowed to have your photo shared?" Please contact the Office to update your preference if necessary.

Lost Property

This is held outside the School Library and in the foyer near the Western campus Literacy Support Room. Please ensure all belongings are clearly labelled so they can be returned. Every week, lost property is cleared and any unnamed clothing is donated to the Uniform Shop.

Parent Helpers

The school welcomes the assistance of parents. There are opportunities to help in the classroom with specialist reading programs, in the canteen, on committees and with sport and dance. Please let us know if you have time and would like to assist.

Working with Children Declaration

Driver's Declaration

Library

We are continuing our successful, new approach to the students' library time this year. Classroom teachers are collaboratively planning and co-teaching with the librarians in order to maximise the learning time in the library so that it is an extension of classroom learning. Focus is on Project Based Learning where the library will be used for researching information. Students continue to have the opportunity to borrow books and are encouraged to bring a library bag to their library sessions to protect the books. Library bags printed with the school logo may be purchased from the Uniform Shop.

Items to Pack

A raincoat and hat or rain jacket, appropriately labelled, needs to be kept in your child's school bag. Please do not send your child to school with an umbrella. Each student needs a lunch box and drink bottle with his / her name on both. Include a painting smock or an old shirt or T-shirt for art / craft experiences. Please ensure that your child's full name is on all articles of clothing especially jumpers, cardigans, raincoats and hats as well as lunch boxes and drink bottles.

Fees and Voluntary School Contributions

There are four Term Accounts issued each year. They are emailed home as well as sent home as a note with the student.

Term Accounts include costs for excursions, incursions, as well as the purchase of curriculum equipment and resources, readers, art materials, sports equipment, music resources, computer hardware and software, subscriptions and consumables.

Fees can be paid in total or by instalments online via the school website, "School Bytes Parent Portal" (Make a Payment tab), or by card payment at any time, in the office.

Should you be experiencing financial difficulties or have any questions about School Fees please contact Michelle Burgess (School Admin Mgr) or Natalie Baldi (Principal) through the school office.



Excursions

It is school policy to extend the student's knowledge of the world around them by participating in educational excursions that relate to class work-units. Some excursions involve walks within our own community and observing its resources, whilst others take students further afield to places and activities not available locally. All students should attend excursions which are an integral part of our teaching / learning programs.

Scripture and Ethics

There are lessons for Scripture and Ethics every Tuesday given by visiting instructors:

Years K - 3	1.00pm – 1.30pm
Years 4 - 6	1.30pm – 2.00pm

Students may attend one of two Scripture groups - Combined Christian or Catholic. Ethics classes are also provided to students in all years. There are limited spaces in these groups. Scripture, Ethics or Non-Scripture preferences are provided on enrolment.

Parking

There is no parking in the school grounds at any time. Parents are asked not to drive into the grounds to drop off or collect children. Kiss and Drop Zones are situated in both Queens Parade and Beaconsfield Street. For everyone's safety, parents are asked to abide by street signage and only park or stop where it is legal to do so.

Bikes and Scooters

Students from 10 years old may ride bikes and scooters to school providing:

- parents give permission in writing
- bikes are not ridden in school grounds or on pathways into the school

Bike License applications can be requested from the school office.

Bike racks are out of bounds during the school day. It is compulsory for students to wear an approved safety helmet when riding bikes or scooters. Skateboards and roller skates are not to be used at / or brought to school.





Health

Accidents or Illness

If a student becomes ill at school or is injured and requires medical attention, the school will endeavour to contact parents or guardians. It is essential that details on emergency contact forms are kept up to date. Students should not come to school if they are sick; the school should be notified via a signed School Stream message or written note.

Allergies, Anaphylaxis and Complex Health Needs

If your child has been diagnosed with an allergy or allergies, it is important that you inform the Principal as soon as you become aware of it. An Individual Health Care Plan should be completed.

If your child is diagnosed as Anaphylactic, please advise the Office and provide an ASCIA Action Plan signed by the child's doctor, as well as an EpiPen.

As part of DoE policy, all staff undertake regular training in anaphylaxis.

Should your child suffer from any medical condition or allergy such as severe asthma, epilepsy, anaphylaxis or being at risk of an emergency, an individual health care plan is required. An Individual Health Care Plan is developed for each student with complex health needs such as severe asthma, type 1 diabetes, epilepsy and those at risk of an emergency or requiring the administration of specific health care procedures.

Pediculus (Headlice)

Head lice outbreaks sometimes occur at school. Students must not attend school with head lice as it is highly contagious. Please ensure your child's hair is checked on a daily basis and treated if necessary. Hair should be free from headlice before the student returns to school. Please notify the school if your child is infected.

COVID-19

In line with NSW Health recommendations, we ask that students displaying COVID-19 symptoms be kept at home until they are symptom free.

Medication

If your child requires medicine prescribed by a doctor to be administered during school hours, parents are to complete the relevant form available at the School Office. The Department of Education and Communities states that:

'It is the role of parents to:

- co-operate with the school on student health matters
- inform the school of the health needs of the child at enrolment or when health conditions develop or change
- where medication is prescribed, ask the medical practitioner whether the medication is available in a form which minimises or eliminates the need to provide the medication during the school day
- complete a written request form (supplied by the school) for the school to administer prescribed medication or for other support.'

An Individual Health Care Plan needs to be completed in the following circumstances: severe asthma, type 1 diabetes, epilepsy, anaphylaxis and / or any student who is diagnosed as being at risk of an emergency, or any student who requires the administration of specific health care procedures. Health Care Plans are available at the School Office.



Court Orders

Parents have a responsibility to advise the school immediately if any change to family circumstances occurs that has the potential to impact on the relationship between school and the parents and/or students. If court orders are obtained by one or both parents, an authorised copy of the orders should be provided to the school as soon as possible. The school's decisions will be consistent with the court orders. Unless schools are informed otherwise (eg by being provided with a copy of the court orders), they will assume that both parents retain a shared equal parental responsibility for their children. This means that the school will recognise that each parent has equal duties, obligations, responsibilities and opportunities in relation to matters involving their children's care and education at the school.

Anti-Bullying Policy

Staff, students and parents work together to promote a positive school environment for all. Quality education is provided for students to meet their learning needs in a secure, ordered and supportive school environment. Teachers, students, parents, caregivers and members of the wider school community have a responsibility to model positive behaviour and to work together to address bullying. We continue to build a strong, supportive culture so that bullying and anti-social behaviours are not acceptable under any circumstances. Our Anti-Bullying Policy can be found on our website:

<https://newport-p.schools.nsw.gov.au/>





Suspension Policy

Suspension is not intended as a punishment. It is only one strategy for managing inappropriate behaviour within a school's Student Wellbeing and Discipline Policies. It is most effective when it highlights the parents' responsibility for taking an active role, in partnership with the school, to modify the inappropriate behaviour of their child. The school and the government school system will work with parents with a view to assisting a suspended student to re-join the school community as quickly as possible. Suspension also allows time for school personnel to plan appropriate support for the student to assist with successful re-entry. In some cases suspension from school allows the school and government school system time to put measures in place to ensure the safety of students and staff. For the majority of students, suspension allows time for the student to reflect on their behaviour, to acknowledge and accept responsibility for the behaviours which led to the suspension, and to accept responsibility for changing their behaviour to meet the school's expectations in the future.

Principals have authority, consistent with the provisions of these procedures and associated documents, to suspend or expel a student from their own school. They will exercise this authority having regard to their responsibilities to the whole school community and to the principles of procedural fairness.

<https://education.nsw.gov.au/schooling/translated-documents/suspension-factsheet>



