



**NEWPORT PUBLIC SCHOOL
P&C ASSOCIATION
MINUTES OF MEETING
14 May 2019, NPS**

Att:	Shani Law, Todd Woods, Nicole Lucchese, Natalie Baldi, Deborah Deratz, Trina Leslie, Jodi Newton, Mel Cogan, Carla Petit, Bruce Baker, Zoe Letts, Ana Arruzza, Laura Scott, Alanna Smit, Bec Halakas, Lisa Walsh, Rachel Wilson, Jacqui Snowsill, Sophie, Joanna Kerr, Robyn Cate, Zoie de Tullio	
Present:	Yes	
Absent:	Lisa Brown, Tammy Carter, Keiva Baker, Louise Woods	
Business Arising		
	Responsible	
1.		
2.		

Meeting called open at 7:04pm

1. WELCOME BY PRESIDENT

Introductions by Shani Law.

2. APOLOGIES

See above.

3. PREVIOUS MEETINGS MINUTES & ACTION POINTS

Minutes from Nov2018 meeting were circulated. Proposed to approve by Trina Leslie, seconded by Ana Arruzza.

Minutes from previous meeting (19March2019) were circulated. Proposed to approve by Nicole Lucchese, seconded by Todd Woods.

Last meeting Action Items:

1. Review of proposal by Greg Moran for funds to improve uniforms of sporting teams. Voted on during the meeting. Proposed by Shani Law, seconded by Bruce Baker, proposal passed with majority vote.
2. Music sub-committee vote passed during previous meeting- details of the new arrangement to be worked out. This is in progress.

4. SECRETARY'S REPORT

Nothing to report.

5. TREASURER'S REPORT

- Changing signatories is still ongoing.
- Current P&C position- \$9,302 cash balance (plus pending \$5000 from uniform shop), \$84,165 term deposit.
- Bank accounts are being consolidated. President and Treasurer will have view only access for subcommittee bank accounts.
- P&C purchased chafing dishes to be used during fundraising events.



6. PRINCIPAL'S REPORT

Staffing:

- There are 2 temp teachers appointed for Semester 2.
- Recruitment will begin for 1 permanent position this term. The position will begin in 2020. There will be a P&C representative on the selection panel- voted on in general business.

School Safety:

- Newport Safety and Security Strategy was distributed (attached to minutes).
- Newport has a process regarding safety and security, if there are any concerns the office should be contacted.
- Construction of the school fence should begin end of June.

Social Media:

- Rules of Engagement with Social Media was distributed (attached to minutes).
- There is now an official Newport Public School facebook page (which is separate to the P&C and Newport Events facebook pages).

NAPLAN:

- NAPLAN testing has been ongoing this week for Years 3 and 5.
- The hard work of teachers preparing the children was acknowledged along with the large administrative load taken on by Deborah Deratz.

First Aid:

- The P&C expressed support for the school to continue to use Savlon on injuries when required.

Homework:

- Feedback will elicited next meeting regarding homework.

Staff Development:

- The P&C participated in an activity to rate outcomes, beliefs, and values for the school community that the staff had formulated during staff development.

7. DEPUTY PRINCIPAL'S REPORT

Nothing to report.

8. SUB-COMMITTEE REPORTS

a. Canteen

- Banks account are being updated to provide access to President and Treasurer

b. Uniform shop

- Keiva Baker has resigned from the Uniform Shop due to work commitments.
- The P&C expressed appreciation to Keiva for all her hard work over the years.

9. FUNDRAISING

Run for Fun Colour Explosion:

- The Run for Fun Colour Explosion was very successful.
- Congratulation to Greg Moran for running such a fun and well received event.
- A total of \$50,545 was raised.

Mother's Day Stall

- Thanks to the P&C for donating the proceeds from the Mother's Day Stall to Year 6 fundraising.



Election BBQ and Cake Stall

- Will be run by Year 6 to raise funds for their end of year gift to the school.

10. MUSIC REPORT

- Music camp will be held this weekend (18-19May) at Sydney Academy of Sports and Recreation in Narrabeen.
- This is a great opportunity and much anticipated event for all music students.
- Participation in the Northern Beaches Instrumental Festival will follow camp in June.

11. NOOSHC

- Meeting next Tuesday (21May19) at 7pm.
- Information packs are given to all new students, however people are encouraged to contact NOOSHC at any time if they would like more information.

12. GARDENING REPORT/ PLAYGROUND IMPROVEMENT

- Gardening playground duty has been tending to plants and mulching where necessary.
- The mural should be complete by the end of the week and the climbing wall will be installed after that.
- A quote is being obtained to upgrade the school entrance with flagpoles and native plants.

13. GENERAL BUSINESS

- Jason Ramsey was proposed as the P&C representative for the selection panel for the new teacher position. Proposed by Shai Law, seconded by Trina Leslie, passed unanimously.

Meeting called closed at 9.00pm



Newport Safety and Security Strategy

Rationale and Guiding Beliefs

1. As stated in the School Security Unit's Risk Assessment 2016, Newport Public School is not a high risk school.
2. Central to achieving a proper balance between confinement and independence in our children, is an accurate and responsible assessment of the level of dangers that exist for children in our society.
3. It is important that children do not lose the desire to explore their environment and to learn how to sensibly assess risk and it is a complex balancing act that we must perform, in protecting them from harm, without obstructing their free and active lifestyles.
4. Our school is a hub for our community, facilitating opportunities for families and residents to connect with each other.
5. These procedures need to be read in the context of what is reasonably possible in the school setting.

Changes from 2016-2018

1. Students (K-6) go in pairs to the toilet.
2. Students moving around the school for other reasons (sick bay, messages etc.) go in pairs (or threes if one person is to remain behind).
3. Visitors report to the office when they arrive.
4. Volunteers sign in the volunteer book upon arrival and when leaving.
5. Contractors (working on site), visiting uni supervisors and other visitors have a red "Newport Visitor" lanyard when they sign in at the office and this is returned when they leave. This is in addition to their ID lanyard or tag.
6. Staff awareness has been heightened and they are proactive regarding people on site, in and around the school and if unsure, will ask, "Can I help you."
7. At the end of playground duty, staff scan the playground and encourage students to their classrooms/lines. Relevant duty staff scan toilet blocks. Students also have a responsibility to be in the right place at the right time, where a teacher can supervise/see them.
8. Revised our Child Protection Procedures with students - "No go tell" and talk with an adult.
9. All security related incidents are entered onto FM Web in a timely manner.
10. Security related newsletter, letter box drop to houses surrounding the school was conducted in 2017. School Security stickers and magnets were included to make the community aware of their ability to report incidents occurring at the school.
11. DoE Inclosed Lands Act Signs have been purchased and installed.
12. Staff wear high visibility vests with "Teacher On Duty" whilst on playground duty.
13. Foliage has been trimmed to increase effective passive surveillance into the school grounds during both operational and non- operational hours.
14. A system of roll marking has been implemented which includes an automated email/text which alerts parents to a student being absent.
15. Installed a CCTV Open Space Detection System focussing on the student recreational areas surrounding Stuart St, including the play equipment area at the top of the street, the area in front of D Block (Administration Building) and the student ground area adjacent to Stuart St. The purpose is to act as a deterrent.
16. All bins are secured at night, on weekends and during the holidays, by chain/padlock.
17. 2019 - Renewed fencing planned to be installed from the corner of our neighbouring property on Queens Parade West, to the school sign, alongside the astro-turf and along Beaconsfield st. This rework will incorporate;
 - a. relocating the school sandstone and widening the garden area and access to the office
 - b. improved safety measures around the driveway and cul-de-sac
 - c. provide a visual deterrent near the Kinder seats
 - d. improved aesthetics/safety for school front



Newport Public School Communication Protocol & Social Media Rules of Engagement

Newport Public School and Class Parent Emails

The purpose of this form of communication is to communicate necessary organizational information, promote school events, arrange school and class activities, arrange meetings and inform parents of relevant, school related news and information.

Facebook Rules of Engagement

In joining our community on Facebook, Newport Public School follows the Department of Education Code of Conduct and Facebook's Community Standards.

Students

Facebook Terms and Conditions state no one under the age of 13 years should have a Facebook profile. Therefore, any comments or page fans from primary students on the Newport Public School page will be removed and, if warranted, users will be reported.

Tagging or naming student photos

For privacy and protection, please do not tag photos of children, and please do not name them in your comments. Tagging of parents or friends within the comment box is permitted with the understanding that all other rules of engagement are followed.

Comments

Newport Public School encourages interaction from participants with the understanding that the school does not endorse comments or wall postings made by visitors to the page.

We ask that visitors making comments on the page show respect for other users by ensuring discussions remain courteous. Personal attacks, trolling or spam will not be tolerated.

We reserve the right to remove comments that do not adhere to the rules of engagement of the page and Facebook's community standards including comments that:

- are deemed racist, sexist, abusive, profane, defaming, violent, obscene, spam
- advocate illegal activity
- are wildly off-topic
- libel, incite, threaten or make personal character attacks on Newport Public School, the students, employees, guests or other individuals.

We reserve the right to remove any participant that does not adhere to the rules of engagement or Facebook's Community Standards.

Remember, your name and photo will be seen next to your comment, visible to all visitors to the page.

We will not permit messages selling products or promoting commercial, political or other ventures.

As we would all expect in any relationship, all communications should be polite and respectful.

If you have an issue or concern to raise with the school, please don't hesitate to get in contact with us, through either your child's teacher, the grade coordinator or the school office who will be able to assist with your inquiry.