

SCHOOL INFORMATION



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Quality Education in a Caring Environment

Updated November 2022

PRINCIPAL'S MESSAGE

I would like to extend a warm welcome to Maroota Public School. Thank you for choosing to enrol your child at a school with a very proud tradition and a very proud community to support it.

The aim of the school is inspired by our wonderful motto "Learning to live". We do this through developing a love of learning, providing a safe, friendly and nurturing environment, addressing social, emotional and academic needs, having high expectations and a culture of quality, offering a wide range of learning opportunities and involving supportive community participation.

This is supported by our beliefs that learning is the core business of schools, that education is the process by which we add value to our lives, that children want to learn, need to learn and have a right to learn, that children work best within a culture that supports learning, that children need to receive encouragement and achieve success, that teachers need to engage and support children in their learning, and that parents should encourage their children's learning.

Our endeavour, our focus, is to create an atmosphere whereby children are happy, relaxed and free to develop academically, socially, emotionally, morally and spiritually to fulfil their potential.

I look forward to meeting you in person and know that your child will enjoy his/her educational journey at Maroota Public School.

Ann-Marie Smith
PRINCIPAL

PARENTS & CITIZENS ASSOCIATION'S MESSAGE

On behalf of the Maroota P & C Association we would like to take this opportunity to welcome all new families to our wonderful school.

Since 1891 when Maroota School began as Olive Mount School we have been fortunate to have a very involved P & C.

During that time we have raised funds to build the oval, tennis court, acquire the library, landscaping, air conditioning, computers, computer programs, books for classrooms and the library, outdoor play equipment, shade covering, photocopier and a school reading scheme to name a few.

Our P & C Association meets on the second Wednesday of every month at 2pm in the school library. We always welcome new members and value everyone's input. The P & C is a chance for you to voice your opinion and to be involved and informed of curricula and programs within the school.

Our AGM is held at the second P & C meeting in the New Year and we invite everyone to come and be involved in the selection of the new office bearers or to take on a role.

The members of the P & C are always available to you and we hope you enjoy your time here at our wonderful school.

Maroota School Parents & Citizens Association.

STUDENT WELFARE

At the heart of all school activity and policy is student welfare – it embraces every aspect of schooling for every student. This involves recognising, valuing and developing each student as a unique person who has needs which must be considered and catered for...safety and security, power, belonging, fun and freedom.

Our aim is to create a safe, secure and harmonious environment in which there are clear expectations of the need for quality work, pleasant behaviour and friendly relationships. Within this environment children are encouraged to uphold values rather than follow rules – values such as cooperation, fairness, consideration, friendship, responsibility, safety, courtesy and respect. We will educate children about their rights as individuals but we will also teach them to be safe, respectful, responsible learners.

While all aspects of school life overlap, there are special programs which can be implemented to assist in meeting the various needs of students at our school, such as: classroom management, playground management, anti racism and bullying, gender equity, social skills, fair discipline, student support, peer tutoring and achievement awards.

Our prime concern is that the students of this school have an enjoyable and positive educational experience each day, receiving growth and confidence from success along the way.

ATTENDANCE

SCHOOL HOURS

Teaching hours are from 8.55am to 2.55pm. Children assemble each morning at 9am on the tennis court in classes for greetings, information and flag-raising. Morning recess is from 11.00am to 11.30am and lunch eating time is from 1.15pm-1.25pm and lunch playing time is from 1.25pm to 1.55pm.

Children should not be at school before 8.30am as there is no teacher supervision before then. A teacher supervises bus students of an afternoon with the bus leaving the school soon after dismissal time.

ABSENCES

Please encourage your child to be at school all day every day. Regular school attendance is important in terms of continuity of learning and social development. When your child is absent, please respond to the text message you will receive or please write a note for the teacher with the date and the reason – this is a legal requirement and will assist us to keep accurate records. If you know your child is going to be absent for some time, please contact the school to discuss this with your child's class teacher and/or the school principal.

Continued or regular absences and late arrivals are referred to the Home School Liaison Officer (HSLO) whose job is to check school attendance registers and make home visits.

LATE ARRIVALS & EARLY DEPARTURES

If your child arrives late to school they must first call at the Office to give an explanation and be signed into school.

If you are collecting your child before 3pm you must call at the Office first to sign them out and the office staff will collect them from the classroom.

No child will be allowed to leave the school grounds before 3pm without a parent or, with written parent permission, a known adult accompanying them.

SCHOOL UNIFORM

We consider that the wearing of the school uniform makes a valuable contribution towards the development of pride in our school, the maintenance of tone and good conduct, the development of concepts of personal neatness, presentation and self discipline and a reduction in undesirable dress distinction between children. Your co-operation in implementing our school uniform policy will be appreciated. The question of compulsion should not arise if parents support the school and back up the school uniform decisions, which were democratically evolved.

SCHOOL UNIFORM	
Girls Summer	Boys Summer
Blue polo shirt with school emblem Navy blue skorts or shorts OR Summer tartan tunic White socks Black school shoes	Blue polo shirt with school emblem Grey shorts Grey socks Black school shoes
Girls Winter	Boys Winter
Royal blue collared shirt Tartan tunic or navy skirt & tights(optional) OR Tartan or navy trousers Black shoes Navy blue school emblem jumper or jacket	Blue polo shirt with school emblem Grey shorts or trousers Grey socks Black shoes Navy blue school emblem jumper or jacket
Sports Uniform - Unisex	
Red sports shirt with school emblem Navy blue shorts/track pants White socks White or black sports shoes	

Hats - Navy blue legionnaire cap with school emblem or Navy blue wide brimmed hat with school emblem. (*N.B – As part of our 'sun safe policy', all students are expected to wear school hats when outdoors*).

* Winter & summer uniforms for girls (made to order items) may be ordered through Kaye Neich – 45711597 or purchased off the rack at Brynorms Uniform shop at Richmond.

* Boys shorts and trousers are available through Big W or Lowes etc.

Please Note : No short, $\frac{3}{4}$ or long bike pants.

CURRICULUM

The Primary School curriculum is divided into the following six Key Learning Areas (KLAs) –

English ... further divided into the strands of:

- Speaking and Listening
- Reading
- Writing

Mathematics ... further divided into the strands of:

- Number and Algebra
- Measurement and Geometry
- Statistics and data supported by mathematical reasoning.

Human Society and Its Environment ... further divided into the strands of:

- Change and Continuity
- Cultures
- Environments
- Social Systems and Structures

Science and Technology ... further divided into the strands of:

- Built Environments
- Information and Communication
- Living Things
- Physical Phenomena
- Products and Services
- The Earth and Its Surroundings

Personal Development, Health and Physical Education ... further divided into the strands of:

- Interpersonal Relationships
- Growth and Development
- Games and Sport
- Gymnastics
- Dance
- Active Lifestyles
- Personal Health Choices
- Safe Living

Creative Arts ... further divided into the strands of:

- Visual Arts
- Music
- Drama
- Dance

CURRICULUM

SPORT & FITNESS

The school generally has its sports days on Fridays. Days and times vary due to Sporting Schools Grant and activity undertaken that term. Students will be notified each term which day sport will be. Children should come to school dressed in their sports uniform. The school House names are: Buru, Mariong, Jamal.

The P.S.S.A. (Primary Schools Sports Association) conducts Small Schools' carnivals for Swimming in Term 1, Cross Country in Term 2 and Athletics in Term 3. We send children to all of these carnivals after our own school carnivals. Children who perform well in each of these sports progress to the District and Regional carnivals.

We are an accredited Active After Schools Communities (AASC) school and this enables us to provide expert tuition in a range of sports throughout the year.

TECHNOLOGY

The school is well equipped with computer technology and is networked and linked to the internet. Students receive opportunities to use word processing, spreadsheets and powerpoint to present assignments whilst research tasks are enriched by access to the world wide web. Digital cameras, scanners, printers and video cameras are all used by students to enhance their work.

We also have two connected classrooms equipped with an interactive whiteboard, video cameras and microphones to facilitate video conferencing and virtual excursions. Every classroom and the library has an interactive whiteboard to assist with quality teaching and learning.

SPECIAL PROGRAMS

EXCURSIONS

The major excursion for the school each year is for the children in Years 4, 5 and 6. The camp is held with other small schools in the area and generally conducted in Term 4.

Other class excursions will occur during the year, based on work being covered in class. Class teachers co-ordinate these excursions and often require parental assistance for travel and supervision.

VISITING PERFORMERS

From time to time parents will be informed of the visit of various performers to the school, which both support our curriculum and are of high quality – such visits could be musical, storytelling, Aboriginal dancers, sports coaches or wildlife shows. On occasions, our school will combine with other small schools for an excursion or performance.

LIBRARY

We are fortunate to have a large, well-resourced library - at this stage the library contains approximately 6000 books. The library also has internet access and audiovisual resources. Children have class lessons and can access the library at lunchtime. For students to borrow books from the library they must have a cloth library bag of 50cm by 40cm or larger. Please make sure your child's name is clearly visible on his/her library bag.

ASSEMBLIES

A short morning assembly is held every day at 9am. Our more formal assembly is held every 3 weeks in the school hall on a Friday. As well as fostering school spirit and encouraging improved performance, assemblies provide an opportunity for children to share aspects of their work. Assemblies are also held at special times such as Education Week, Book Week and Presentation Day and parents are welcome to attend.

SCRIPTURE CLASSES

Scripture classes are conducted by visiting teachers on Thursday morning between 9.00am and 9.30am. Classes are held for Protestant and Catholic children. Please be sure to advise us of the class your child is to attend. We are very appreciative of the time given us by our visiting teachers.

HEALTH

If your child is unwell please keep him/her at home until well enough to return to school to work effectively. A child who is unwell is unlikely to be able to, or want to, concentrate on the activities of the day.

Some conditions are more serious and require you to take certain action and perhaps keep your child at home for extended periods.

Chicken Pox – excluded for 7 days after spots appear. Medical certificate required.

German Measles – excluded for 7 days from appearance of rash.

Head Lice – hair needs to be treated and all eggs removed.

Measles – excluded for 4 days after onset of rash or until a medical certificate is produced.

Impetigo – excluded. May return with a medical certificate if sores are completely covered by a clean dressing

MEDICATION

If a child is to have medication during school hours, the Departmental Legal and Practical Guidelines state:

“Medicine administered in school should be measured for dosage and placed in a small container to be easily taken by the child. This must also be accompanied by a permission note stating:

- *Name of child*
- *Class*
- *Dosage*
- *Parent’s signature*

Medicines must be handed into the Office before school.

It is expected that children with asthma will always carry their puffer with them.

IT IS THE RESPONSIBILITY OF THE CHILD TO COME TO THE OFFICE FOR THEIR MEDICATION.

ACCIDENTS AND SICKNESS

In minor cases of sickness or injury, the children go to the ‘sick bay’ room where they will be attended to and supervised by our designated first aid officer, Mrs Aylward, until they feel better. Parents (or other contact) will be telephoned if the sickness or injury is serious. Parents are asked not to send children to school when they are obviously unwell in the morning, as they won’t be able to fully participate, and it puts unnecessary strain on our resources and procedures.

It is important for parents to complete the section on the enrolment form regarding emergency contacts, so arrangements can be made quickly in cases of sickness or accidents.

A note explaining absences must accompany the child on their resumption of school.

PARENT INVOLVEMENT

PARENT ASSISTANCE

LABEL clearly all items your child will take to school, such as uniforms, jumpers, hats, socks, drink bottles, cases etc. Any belongings brought to school are the children's responsibility.

TAKE AN INTEREST in your child's school activities, encourage where necessary, establish reading routines and selective television habits.

DISCUSS the school rules and expectations about behaviour, cooperation and 'Maroota Manners' with your child.

HOMEWORK is given regularly each week – please be supportive and positive with your child when establishing work routines at home.

STATIONERY REQUIREMENTS will be requested of you by the class teacher.

REMIND your child about road safety as we have both buses and cars outside our school in the mornings and afternoons.

P&C MEETINGS

P & C Meetings are held on the second Wednesday of every month commencing at 2.00pm in the MOOSH building. These meetings are a forum for meeting with other parents, supplementing school resources by fundraising and discussion of issues relating to the school; major procedures and policies are endorsed at these meetings. The Annual General Meeting is held during the first month of Term 1.

There are usually two meetings per term. All parents and citizens are most welcome!

VOLUNTEERS

Volunteer helpers give their time to be of assistance in classrooms and at sporting events. Many parents work with individuals and groups on literacy or numeracy programs set by the teacher. Parents have also given their time to help with Creative and Visual Arts, cooking and sports training, and assist with transport to carnivals, performances and other excursions - which is greatly valued by the school. All volunteer helpers must sign in at the school office upon arrival.

SCHOOL EVENTS

Parents are invited to many events during the school year, including swimming, cross country and athletics carnivals; Public Education Day, Education Week and Book Week; Book Fairs; Social evenings; and Presentation Day. Parents and community members are always welcome to join us at these events as we celebrate and recognise student achievement.

COMMUNICATION

CONTACT DETAILS

The school has your address and phone numbers on file should it be necessary to contact you for any reason. If there are any changes or additions to your contact details, could you please inform the school promptly – especially mobile phone numbers and those of emergency contact.

The school should be advised in writing of any special or unusual custody arrangements. If a family is separated, a divorce has occurred, or one parent is denied access, this information should be given to the Principal to be treated with the strictest confidence. Should custody arrangements change at any time it is essential that we be advised.

NEWSLETTERS

Newsletters are issued week 3, 6 & 9 each term. They are posted on our school website, the link for which will be posted on our Facebook Page. It can also be viewed on Skoolbag. Every Thursday our Facebook page and Skoolbag is updated with a “What’s On” for the following week.

PARENT CONCERNS

From time to time, parents may need to seek assistance or advice about an aspect of their child’s schooling, whether it be in the classroom or the playground. The procedure is that the initial contact be made with your child’s teacher but if further assistance is required then an appointment can be made with the principal to discuss the issues.

Parents are important partners in the schooling process of their child. It is important that concerns and issues are resolved (before they become problems) in order to provide the best learning environment for all students; it is through the cooperation of parents, students and staff that quality education will be achieved.

REPORTING TO PARENTS

Comprehensive written student reports are sent home at the end of Terms 2 and 4 which provide clear achievement statements for English and Maths and the other key learning areas.

Parents are most welcome to arrange a mutually convenient time to speak with the class teacher to discuss progress or concerns. Teachers will also initiate a meeting if they have any concerns about your child. We would ask that you inform your child’s teacher if there are any temporary changed circumstances at home which might affect your child’s emotional well-being that could impact on their learning.

WEBSITE

The school’s website is updated regularly. The website address is www.maroota-p.school@det.nsw.edu.au. Please take the time to view this site as it provides regular, up to date information regarding school events. It also details other information that may be useful to parents such as school policies and homework expectations.

GENERAL INFORMATION

TUCKSHOP

The Tuckshop, run by the P & C with the help of volunteer mothers, operates each Friday. Students are given a price list to keep at home. Lunch orders must be sent in a brown paper bag - with the child's name, class and order written on the bag with the money inside. Parents rostered on the day of Tuckshop arrive at school at approximately 9.00am to prepare the lunch orders. Lunch orders are then delivered to the classrooms. After the children have eaten their lunch they are then allowed to line up again and buy themselves some snack foods.

Parents will be asked to assist and a roster will be drawn up. Arrangements for tuckshop will be sent home after the first P & C meeting. Without all our volunteer mothers the children would not have a tuckshop.

STUDENT REPRESENTATIVE COUNCIL

A Student Representative Council (SRC) is made up of children from Year 1 to Year 6. The SRC is a student forum which allows for leadership, discussion and planning - these students organise events for the school, such as school discos, mufti days and fundraising for certain charities. Money raised from these events goes towards buying sports equipment, gifts or items that students feel would benefit the school.

BOOK CLUB

Students are offered a selection of books through Scholastic Book Club. This offer occurs twice a term. Students are given Book Club order forms, which can be filled in and returned to the school before the closing date. Cheques are to be made payable to Scholastic Book Club.

SCHOOL DEVELOPMENT DAYS

School Development Days enable staff to participate in a range of activities aimed at the overall development of the school; these could include the school's management plan, examining new syllabus documents, preparing new policies or programs, goal-setting, or training and development. All schools are entitled to three School Development Days per year – occurring on the first day of Terms 1, 2 and 3. On these days students do not attend school.

PAYMENTS

Payments can be made in the office via eftpos or online from the school website with a POP payment. If paying by cheque all cheques should be made payable to 'Maroota Public School' when paying for book fees, excursions, school activities and all sports carnivals. When paying for P&C, school uniforms or P&C fundraising activities, please make cheques payable to 'Maroota P&C Association' or you can pay via eftpos in the front office.