

# ARNCLIFFE PUBLIC SCHOOL



## Information Booklet

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Phone (02) 9567 5060

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[www.arncliffe-p.schools.nsw.edu.au](http://www.arncliffe-p.schools.nsw.edu.au)

# **Arncliffe Public School**

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## Welcome to Arncliffe Public School

Congratulations on choosing Arncliffe Public School for your child. Our school has an outstanding reputation in the community as a centre of excellence, which embraces multiculturalism and inclusivity. Every student is 'known, valued and cared for' in a safe and nurturing environment. All students can access a curriculum that allows them to Connect, Succeed and Thrive in an increasingly complex world.

Arncliffe Public School provides a comprehensive range of quality educational programs, differentiated to cater for the individual needs of students, whilst maintaining a harmonious and caring atmosphere. Your child will be engaged and will receive an excellent tuition from highly skilled, sensitive staff who work together with the parent community to provide a supportive and stimulating learning environment.

Our goal is for every family to have an enjoyable and rewarding association with the school. We welcome and encourage parents to take an active interest in each child's educational and social progress. We value you as a most important part of a team that strives to achieve the best possible outcomes for our children.

I look forward to sharing the learning journey with you and celebrating all the success stories along the way.

Pamela Ladd  
Principal

### **The other executive of our school are:**

Melissa Cameron	Assistant Principal
Mikala June	Assistant Principal
Natalia Bernard	Assistant Principal

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## **VISION STATEMENT**

Arncliffe Public School educates students to become responsible, respectful and resilient learners through an innovative and challenging curriculum.

## ***CORE VALUES***

*We believe that participation and trying  
our best is success*

*Our school motto is loyalty and truth*

*We are responsible and active learners*

*We respect everyone's right to be  
safe and happy*

*We care about our community  
and environment*

*We work together as a team*

*Everyone has a say*

*We are a proud school community*

# School Strategic Directions

## STRATEGIC DIRECTION 1

**Student Growth and  
Attainment**

**Purpose:**

To improve student achievement, growth and performance in reading and numeracy through establishing a culture of high expectations and collaborative practice.

## STRATEGIC DIRECTION 2

**Enhanced  
Collaborative  
Teaching Habits.**

**Purpose:**

To build teacher capacity to strengthen outcomes by embedding whole school collaborative practices

## STRATEGIC DIRECTION 3

**Strengthening  
Learning  
Partnerships**

**Purpose:**

To increase parental involvement in the school curriculum using the app See-Saw

## General Information

For Kindergarten in **Term 1:** school starts at **9.00 am**  
and finishes at **2.30 pm** for weeks 1-5  
and **3.00 pm** for weeks 6-10

For **Terms 2, 3 & 4:** school starts at **9.00 am** and will finish at **3.00 pm**

There are two breaks during the school day. It is important that your child is given the appropriate food for each of these breaks.

**Lunch 11.10 am – 12.00 am**

**Recess 1.40 pm – 2.00 pm.**

Our school also has 'Crunch & Sip' throughout the day. Your child will need to bring a fresh fruit or vegetable to snack on.

**Does your child have a:**

- ❖ **hat**
- ❖ **uniform**
- ❖ **school bag**
- ❖ **lunch box**
- ❖ **raincoat**
- ❖ **sport uniform**
- ❖ **spare underwear and change of clothes**

***PLEASE clearly label all your child's belongings***

### **Accidents - Wet /Soiled**

Please note if your child has an accident at school you will be notified with a phone call. If they wet themselves and have a change of underwear/clothes they will be required to change themselves. If they soil themselves the office will contact you so that you can pick up your child. Please ensure you pack a change of underwear and clothes for your child.

### **Money**

The school does not encourage students to have money at school with the exception of small amounts to spend at the canteen or on special days eg mufti fundraisers.

A note will always be sent home on occasions where money may be required for excursions, book club, mufti etc.... On these occasions, please put the exact money in an envelope clearly marked with the child's name, class and purpose. There is also an online payment option that will be sent home with permission notes.

Envelopes need to be placed in the labelled boxes located in the foyer of the administration block. Please do not hand in money to class teachers. Money collection is organised, counted, checked and banked by the school administration staff. The administration staff will then issue you with a receipt.

## Take Home Reading Program

To promote the literacy skills of all our students and to develop their enjoyment of reading, we have a Take Home Reading Program operating K-6. Children in all classes are able and expected to borrow books from school to take home and read as part of their homework program. We want to encourage all students to make reading a habit not only in the classroom but also at home.

The program operates as follows:

- ❖ Each classroom has a selection of books which are suitable to the children's level of reading.
- ❖ In Kindergarten, the children are issued with a Home Learning Folder to protect the books.
- ❖ Parents are asked to listen and observe their child reading as well as talking about each book, discussing pictures etc and encouraging reading as an enjoyable activity.
- ❖ Children will be expected to take care of the books and the cost to replace lost books and bags will have to be paid.

We ask for your support and encouragement for the continued success of our Take Home Reading Program and the development of our students' Literacy skills.



## Who Can Help You?

It is important that you as a parent feel comfortable in approaching the school on any matter that relates to the education of your child.

Your Class Teacher: Can assist you in relation to the social adjustment and learning progress of your child within their class.

School Counsellor: Can assist you with advice for helping children experiencing emotional, psychological, social and learning problems.

Assistant Principals : Can assist you with any queries regarding the classes or general organisation of the school and teaching program, as well as matters that relate to the education of your child.

Principal: Can assist you with matters of a more urgent and serious nature.

**Please remember to notify the school of any changes to your present situation that may affect your child's behaviour or progress at school.**

**Up-to-date contact information is essential for emergency situations.**

## Specialist Staff

**EAL/D (English as an Additional Language/Dialect) Teacher:**

EAL/D learners are students whose first language is a language or dialect other than English who require additional support to assist them to develop English language proficiency. EAL/D learners may include overseas and Australian-born students whose first language is a language or dialect other than English. The EAL/D program aims to develop students' English language competence and improve their learning outcomes throughout the curriculum to a level where they can fully participate in all aspects of schooling. EAL/D specialist teachers design targeted English language programs that meet students' particular language learning needs. This may be delivered as in-class support or by withdrawing a small group of students. This program enables EAL/D students to develop their language skills and participate successfully in learning.

## LaST (Learning and Support Teacher)

The learning and support teacher provides direct and timely specialist assistance to students in mainstream classes with disability and additional learning and support needs and their teachers.

Their work emphasises:

- the needs of individual students
- school priorities, and
- evidence - based programs to assist students with additional learning and support needs.

### Community Language Teachers:

The school is fortunate to be able to offer a community language program in Arabic. All students K-6 are entitled to two hours of community language if they are from an Arabic background.



# Parent Participation

## Parent Involvement

We encourage parents to be part of the life of the school in ways they feel are appropriate. Parents help in classrooms, in the canteen, in fundraising and on organisational committees within the school. The Parents and Citizens (P&C) Association at our school holds regular meetings, conducts fundraising activities and provides a forum for discussion about educational matters.



## Be Excited About Reading (B.E.A.R) Program

Parents can also be involved in a reading program at school for students in Year 1. Parents will be trained in the program and will be required 3 times a week for a 10 week period to support individual students. The activities taught will also be a great help when working with your child during Home Learning activities.



# Be Excited About Reading

## Up-front Costs

### Voluntary School Contributions

This money has always been used to supplement finance given to the school from the government and has helped supply the variety of resources and materials that your child uses in their class throughout the year.

Although school contributions are not compulsory the extra financial support towards school learning programs has proven very beneficial in improving student outcomes. We request \$50.00 per year for each child.

### Textbooks

Classes within the school make use of textbooks to supplement teaching in one or more areas of the curriculum. The teacher's decision to use a particular textbook is made after careful consideration of its value to the class program.

The textbook levy includes two online learning program subscriptions. The programs are literacy and numeracy based, called Reading Eggs and Mathletics. Both programs are used by teachers to enhance the learning opportunities for all students.

The school has a policy of keeping textbook use to a minimum. In the past approximately \$60.00 per child was requested to cover the cost of these books and online programs. Textbooks once purchased remain the property of the student.



## Excursions

All excursions, performances and carnivals are a part of the school's curriculum and require your child's attendance and/or participation. It is not for your child to decide if they go or not. They are always organised to enhance and support work within the classroom. If you have any difficulty in this area, please contact us so the matter can be discussed. We are able to provide some financial assistance if necessary. Kindergarten usually visits a Farm, a Gelato Factory, as well as a trip to Cronulla.

Notification of excursions is usually given at least two weeks prior to the date. The note sent home will include important information regarding times that the students will leave and arrive back at school, cost and what they need to take with them.

Teachers always appreciate the assistance of parents on excursions but are sometimes limited with the number that they can invite.



## In-School Performances

Throughout the year there may be performances held at school that are relevant to your child's class work. Once again we encourage participation by all students at these events.

## Facilities

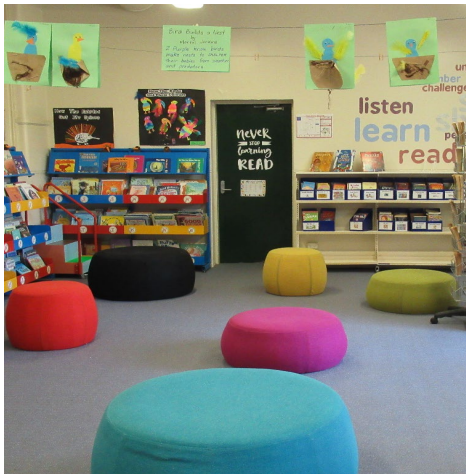
### Information Technology Centre

This area of the school consists of the library and computer room. The purpose of the centre is to enable the school community to develop information skills and make use of current technology vital to today's society.

### The Library

School libraries are a central resource centre for the school. Our library provides a range of information technology and aims to help develop your children as effective users of this information.

Your child will visit the library at least once a week with their class and will be encouraged to borrow books and use the resources that it has to offer. In order to be able to borrow your child will need to have a School Library bag.



**The Computer (Technology) Room** This room has been set up to assist the school community to become more familiar with current technology. Your children will make use of the room to develop their skills in technology alongside their learning in other areas of the curriculum.

The school has also provided parents opportunities to learn more about computers and will continue to do so.



## The Canteen

Arncliffe Public School has been acknowledged within the region as having a quality healthy canteen. Our Canteen Manager Donna maintains a high level of nutrition and variety in the food that she provides. Due to her creativity and highly developed management skills, the canteen food is very popular with the children.

**Lunch orders need to be placed before school.** This involves clearly writing the student's name, class and order on a paper bag and including the money inside. Orders are delivered to classrooms at lunch time. The canteen also provides snack foods which can be purchased at break times.

Donna employs part time staff to ensure the canteen consistently provides high quality food and service.



## EXTRA CURRICULAR ACTIVITIES

Throughout the year Arncliffe Public School offers a variety of extra-curricular activities to enhance classroom learning experiences and improve student outcomes.

These include:

Wakakirri (song & dance musical)	(3-6)
A-Factor	(K-6)
Junior Choir	(K-2)
Stage 2 Choir	(3-4)
Stage 3 Choir	(5-6)
Public Speaking & Debating	(K-6)
School Band (Junior Music Group, String Ensemble, Recorder)	(1-6)

Student participation in extra-curricular activities is voluntary.

Depending on the activity and the organising teacher some activities will include a selection process ie Talent Quests.

## ANNUAL ACTIVITIES / EVENTS

Seasons for Growth  
Peaceful Kids/ Peaceful Parents  
Clean Up Australia Day  
Mother's Day/ Father's Day Stalls & Breakfasts  
Kindergarten Orientation & Transition  
Education Week Performances  
Book Week Celebrations  
Easter Festival / Hat Parade  
Grandparents Day  
Community Dinner  
Presentation Day  
School Picnic  
Nativity Play/ End of year concert  
Excursions & Incursions each term



# School Programs

## Sport and Fitness

All students K-6 participate in a fundamental movement skills program 3 days per week. This activity involves children learning the skills of jump, hop, skip, side step, leap, strike, catch and throw.

Minor and major games are played during class PE activities and Friday school sport programs. Common games include netball, tennis, soccer, cricket, softball, T-Ball, basketball and inline skating for students in Years 3-6.

The Botany Bay District has a very strong PSSA Competition. In this competition talented sport students are given the opportunity to compete against students from other schools. Arncliffe PS offers cricket and softball in summer and soccer, netball, NRL and OZ Tag in winter. The team selection process is based on the skill level of each individual student at the time of the selection trials. All PSSA representatives are required to sign a Sport Code of Conduct notice which they must adhere to in order to keep their place in the team.

Students in Years 3-6 participate in three major sport carnivals throughout the year. Students are placed into four houses (Mirribi, Wuri, Djindjingara and Djadjung). Houses are allocated points during the carnivals and winning houses are presented with a trophy at Presentation Night. House numbers are divided as evenly as possible to ensure the competitions are fair and equitable. It is a common practice to place siblings in the same house group. Early Term One a whole day swimming carnival is conducted to identify the most talented swimmers in the school. In Term 2 the Cross Country Carnival is held and in Term 3 an Athletics Carnival takes place at one of the local sporting grounds. The school selects a team from each carnival to represent the school in district competitions. District team selection is based entirely on student performance at school-based carnivals and district qualifying times.

Arncliffe PS promotes a very strong sporting culture. Our goal is to foster an attitude of participation and enjoyment in sport.



## Peer Support

Peer Support / Buddy classes form part of the school's Personal Development and Student Welfare Programs which run biannually. Peer Support classes encourage a spirit of cooperation and support among the students through cooperative group work activities.

## Student Representative Council

The SRC consists of class representatives from Year 1-6 who meet to discuss issues concerning the life of the school. The SRC organises activities to promote student participation in school decision-making.

## Special Religious Instruction (SRE SEE Ethics)

Personnel from the following denominations - Anglican, Roman Catholic, Protestant, Muslim and Orthodox - are invited to visit the school weekly to give 30-minute religious instruction lessons. Combined (Ecumenical) Services are held every year around Easter.

*Please make sure that you have indicated on your enrolment form or informed your class teacher which religious instruction class you wish your child to attend.*

Ethics classes are also offered during Scripture time (instead of attending a religious lesson). The ethics teachers are usually parents associated with the school who have been trained in the delivery of the program, discussing moral dilemmas and life decisions.

## Home Learning

Home Learning usually involves the completion of class work, mini-research, problem solving, reading and/or revision work. Generally, home learning is from Monday to Thursday.



# ALL ABOUT CHILDREN

## School Rules

The school has three rules which are displayed and used to reinforce behaviour. They are:

### Responsible

**I must show others that I am proud of my school**

I have the responsibility to:

- ❖ wear the correct school and sports uniform
- ❖ behave well on excursions and when travelling to and from school.
- ❖ be in the right place at the right time

### Respectful

**I must respect myself and other people, their beliefs, opinions and belongings**

I have the responsibility to:

- ❖ treat everyone fairly and with care
- ❖ keep my hands to myself
- ❖ treat others with respect and tolerance
- ❖ play sport fairly
- ❖ always be truthful and honest
- ❖ ask permission before using others peoples' belongings
- ❖ help keep my school clean and tidy
- ❖ take care of buildings, furniture and all school property

### Learner

**I must try my best to learn and allow others to learn without interference.**

I have the responsibility to:

- ❖ attend school and follow class rules
- ❖ be on time for class and school activities
- ❖ listen and follow the teachers' instructions
- ❖ allow others to learn
- ❖ behave well in class and on excursions
- ❖ always do my personal best learning



## PRACTICES DESIGNED TO RECOGNISE AND REINFORCE STUDENT ACHIEVEMENT

Arncliffe Public School is a Positive Behaviours for Learning School (PBL) where students are encouraged to be Respectful and Responsible Learners.

### POSITIVE REINFORCEMENT

Verbal approval  
Stamps and stickers  
Commendations at assemblies  
Special privileges  
Gotcha Awards

House points  
Principal's award  
Ongoing regular contact with parents  
Merit certificates and awards

### IMPLEMENTING THE AWARD SYSTEM

1. Awards are accrued throughout students' years at Arncliffe Public School – K-6.
2. When a child has **20 Gotcha Awards** they are presented with a **Bronze Award**.
3. Teachers and support staff award Bronze certificates at weekly assemblies.
4. When a child has **5 Bronze Awards** they are presented with one **Silver Award**.
5. When a child has **5 Silver Awards**, they are presented with one **Gold Award**.
6. When a child has **3 Gold Awards**, they are presented with one **Blue Award and a Merit Badge**.

### IN THE CLASSROOM

Classroom management is the wide range of organisational and instructional strategies that a teacher uses to ensure that quality teaching and learning occur for all students.

1. Create a positive environment.
2. Being fully prepared and organised for each day's activities by providing tasks that children find interesting, challenging, appropriate and that ensures that students experience some success.
3. Develop positive relationships with students through:
  - ❖ being approachable
  - ❖ modelling positive relationships inside/outside the classroom.
  - ❖ respect for the children
  - ❖ praising
  - ❖ being consistent
4. Establish a small set of class rules, display them and ensure they are known and understood by all students.
5. Establish clear consequences for rule breaking.
6. Procedures are calmly and consistently implemented with all students.
7. Respond to appropriate behaviour more than unsuitable behaviour with positive feedback such as a smile, an encouraging comment, sticker, stamp etc.
8. Student self reflection is encouraged

# STRATEGIES FOR DEALING WITH UNACCEPTABLE BEHAVIOUR

## LEVELS

0. All children begin at this level and remain at this level unless placed in behaviour books.

1. Two offences in either the classroom or the playground book in a floating five week period - the student is referred to the relevant welfare coordinator i.e; Learning and Support Teachers and Assistant Principal for counselling and a stern warning. Parents are contacted by phone requesting an interview.

2. Three offences in either the classroom or the playground book in a floating five week period – the student is referred to the relevant welfare coordinator, Learning and Support Teachers and Assistant Principal an interview with the parents is requested and the student is placed on a behaviour monitoring card addressing individual needs on return to class/playground, depending on the area of the problem.

At this level the child's behaviour is considered unsatisfactory for representation in school teams, attendance at performances or participation in school excursions. If the child receives another misbehaviour entry whilst on Level 2 they will be referred to the Learning Support Team or Principal. The child may be considered for suspension.

3. Recommendation to suspend: Continued offences whilst on Behaviour Card. The child has had many opportunities to address their behaviour and at this level the recommendation is made to the Principal for suspension.

## BEHAVIOUR MONITORING CARDS

A behaviour monitoring card is an A4 sheet in size which contains room for a teacher comment on behaviour at various intervals during the day.

If the Behaviour Monitoring Card is the result of poor classroom behaviour, the card will contain area for comment on behaviour in the morning session, mid morning session and afternoon session.

If the card is implemented because of poor behaviour on the playground the card will provide space for teacher comment at the end of first lunch, second lunch and recess.

If a student is placed on a behaviour monitoring card the student is:

- ❖ responsible for collecting a card from the classroom teacher at the beginning of the day
- ❖ responsible for getting the comment from the teacher and the card signed
- ❖ responsible for taking the card home, discussing the day with their parent and getting it signed
- ❖ responsible for returning the card to the relevant welfare coordinator the following day.

A behaviour monitoring card indicates that there is a serious problem with the student's behaviour. It provides a means of daily communication between school and home. Parents are encouraged to discuss the teacher comments with their child.

A student will stay on the behaviour monitoring card until they have returned 10 cards. These cards must contain positive teacher comments which reflect a change in the student's behaviour.

## Uniforms

Students are expected to wear full school uniform every day.

Girls Summer:	Blue check uniform Black shoes and white socks Royal blue or white hair ribbons Royal blue jacket/sloppy joe				
Girls Winter:	Royal blue tracksuit with a white polo shirt or skivvy and white socks with black shoes Royal blue check pinafore with white blouse or skivvy and navy stocking with black shoes Royal blue or white hair ribbons Royal blue all weather jacket / sloppy joe				
Boys Summer:	Grey shorts Sky blue polo shirt Black shoes and grey socks Royal blue jacket / sloppy joe				
Boys Winter:	Grey trousers Royal blue tracksuit Sky blue polo shirt or skivvy Black shoes and grey socks Royal blue jacket / sloppy joe				
Sports uniform	<table><tr><td>Boys</td><td>Sport polo shirt Royal blue shorts or royal blue tracksuit Sport shoes with white socks</td></tr><tr><td>Girls</td><td>Sport polo shirt Royal blue shorts / skorts or royal blue tracksuit Sport shoes with white socks</td></tr></table>	Boys	Sport polo shirt Royal blue shorts or royal blue tracksuit Sport shoes with white socks	Girls	Sport polo shirt Royal blue shorts / skorts or royal blue tracksuit Sport shoes with white socks
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Girls	Sport polo shirt Royal blue shorts / skorts or royal blue tracksuit Sport shoes with white socks				

A **school hat** is considered a **compulsory** part of school uniform all year and a “No hat-No play” policy operates in Terms 1 to 4. Hats are available at the school or Lowes Rockdale.

All uniform requirements are available from Lowes Rockdale.

On selected occasions throughout the year the P&C runs a second-hand uniform sale.

## Helpful Hints

**For children coming to a new school it is important that you try to help your child:**

- ❖ Feel good about coming to school
- ❖ Play with school friends
- ❖ Speak in both their cultural language and English
- ❖ Bring all the equipment that they will need each day
- ❖ Know who at school can help them if they have a problem
- ❖ Take an interest in books (Read to them whenever you can)
- ❖ Get a good night's sleep and not stay up late
- ❖ Have a proper breakfast
- ❖ Complete homework given each night Monday to Thursday

**Show an interest in your child's education:**

- ❖ Talk with them about what they do at school
- ❖ Look at, praise and display work that they bring home
- ❖ Make sure that they arrive and leave school at the correct times
- ❖ Collect notes, newsletters and information sent home
- ❖ Appreciate that your child is an individual

### **Arncliffe Public School Website**

Visit our website regularly to become familiar with our school programs, find out about upcoming events, find out about becoming involved and view current school policies.

<http://www.arncliffe-p.schools.nsw.edu.au/>

### **Arncliffe Public School Parent App**

Stay informed with the Arncliffe Public School app and get access to school information, newsletters, events and special notifications.

Download our mobile app from this page which has links to Google Play or Apple App Store:

<https://cms.nashapps.io/promo/arncliff>

## **ARNCLIFFE SCHOOL SONG**

Along the highway  
Southwards from the city  
Is Arncliffe School, it is our school.

And there we have a  
gathering of children  
From Arncliffe School.  
It is our school.

We are children of so many nations  
Across the sea. Across the sea.  
“Loyalty and Truth”, it is our motto  
True friends we’ll be.  
True friends we’ll be.

“Arncliffe, Arncliffe”  
Let the chorus ring  
Arncliffe, Arncliffe, everybody sing  
We work for truth and for the right  
To wear our colours blue and white  
Play the game and always aim to  
Try with all our might (Repeat)



