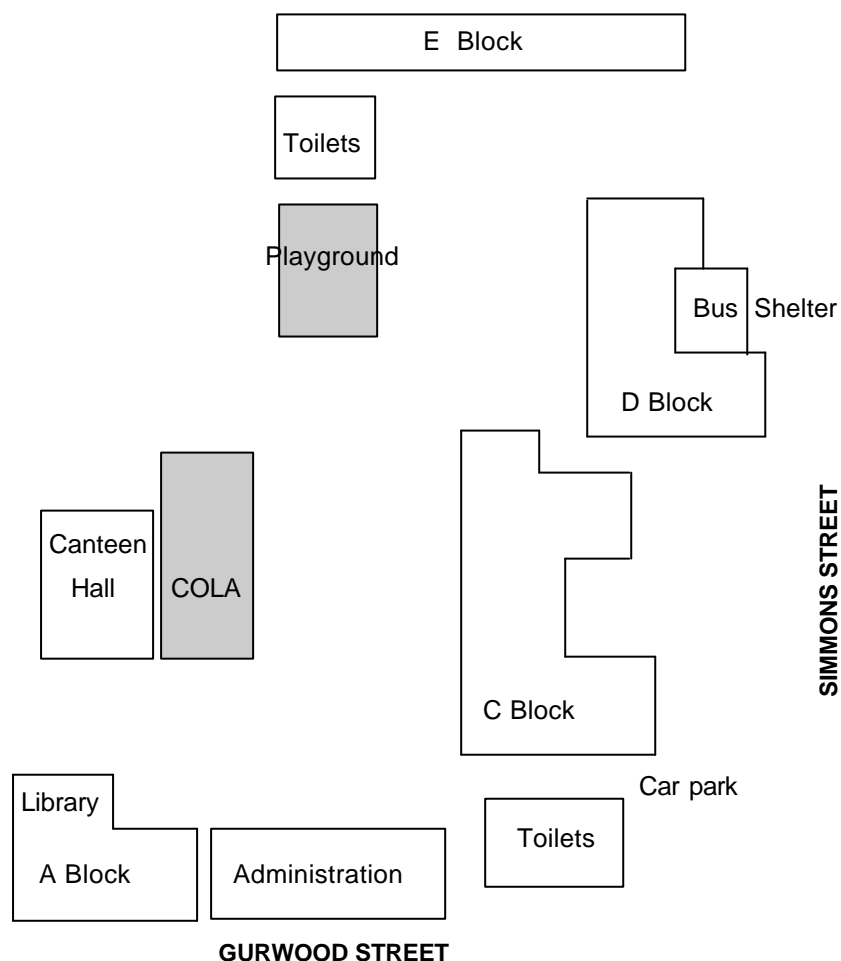


School Map



INTRODUCTION

Wagga Wagga Public School is the oldest school in Wagga Wagga and is situated in the heritage area of Wagga Wagga.

The school provides a wide range of opportunities and programmes for individual student development.

The School enrolment is approximately 340 students.

The school has an experienced staff with comparative stability in staff turnover. This staff has as its main priority, the development of each child to his/her fullest potential. We do this in partnership with parents and we look forward to working as a team with parents to achieve this.

Parents are always welcome at the school to assist and be involved in the educational experiences of the children.

Staff are always happy to discuss any concerns that parents may have about their child's progress or welfare and all that is required is a call to make an appointment.

We look forward to sharing the process of educating your child with you.

Jim Roworth
PRINCIPAL

Administration Block has the Office, Principal's office, Staffroom, Counsellor's office, sick bay and the Lost Property box.
A Block houses the library and a primary class.
C Block is a two storey building that houses the Primary classes. Stage Two (Yrs 3 and 4) children are upstairs and Stage Three students are downstairs (Yrs 5 and 6).
D Block houses the Infants classes (Kindergarten, Yr 1 and Yr 2)
E Block houses Before and After School Care.
Hall area consists of the hall and the canteen building.

AIMS OF EDUCATION

This school pursues the central aim of education which is to guide individual development in the context of society, through recognizable stages of development towards perceptive understanding, mature judgement, responsible self-direction and moral autonomy.

SCHOOL TIMES

The following are the school times each day.

8.50am	Playground supervision
9.15am	Morning Assembly
9.20am to 11.15am	Children in class
11.15am to 11.40am	Recess (supervised)
11.40am to 1.10pm	Children in class
1.10pm to 2.00pm	Lunch (supervised)
2.00pm to 3.15pm	Children in class
3.15pm	Classes dismissed. Bus children to infants Cola.



TERM DATES 2007

Monday 29 January to Thursday 5 April
Monday 23 April to Friday 29 June
Monday 16 July to Friday 28 September
Monday 15 October to Friday 21 December

TERM DATES 2008

Tuesday 29 January to Friday 11 April
Monday 28 April to Friday 4 July
Monday 21 July to Friday 26 September
Monday 13 October to Friday 19 December

SCHOOL UNIFORMS



- Girls - Summer (Terms 1 & 4)**
 - WWPS blue Checked dress or
 - Navy shorts with WWPS (or plain sky blue) polo shirt
 - Black Shoes of joggers with navy socks, or brown sandals
 - WWPS (or plain navy) hat
- Boys - Summer (Terms 1 & 4)**
 - Navy shorts with WWPS (or plain sky blue) polo shirt
 - Black shoes or joggers with short navy socks, or brown sandals
 - WWP S (or plain navy) hat
- Girls - Winter (Terms 2 & 3)**
 - WWPS blue/grey check tunic with sky blue skivvy or shirt, with navy tights or
 - Navy pants with WWPS (or plain sky blue) polo/skivvy
 - Black shoes or joggers with navy socks
 - WWPS (or plain navy) jumper or sloppy joe
- Boys - Winter (Terms 2 & 3)**
 - Navy pants with WWPS (or plain sky blue) polo shirt/ skivvy
 - Black shoes or joggers with navy socks
 - WWPS (or plain navy) jumper or sloppy joe
- Girls - Sports Uniform (not required for kinder classes)**
 - Navy pleated wrap-around skirt or navy shorts with WWPS (or plain sky blue) polo shirt
- Boys - Sports uniform (not required for Kinder classes)**
 - Navy shorts with WWPS (or plain sky blue) polo shirt
 - Navy or white socks with joggers

Unisex WWPS Windcheater/Spray jacket available from Joga Sportswear

Uniforms available from Lowes and Riverina Uniforms.

Screen printing of polo shirts and sloppy joe's available from Joga Sportswear

SCHOOL DEVELOPMENT DAYS

Three of these are held each year. They are pupil free days. Teachers (and sometimes parents also), meet together to discuss different aspects of the school curriculum and develop school policies. These days will be on day 1 of Terms 1, 2 and 3.

STEWART HOUSE

This school for selected children at Curl Curl beach in Sydney is entirely supported by donations from NSW teachers and children. Whilst there, children are given medical and dental checks, attend school classes and go on excursions in and around Sydney. Each year the school is offered a limited number places.

SUN SAFETY



During Terms 1 and 4 particularly, the school enforces a “no hat, no play in the sun” policy for the protection of children. It is also strongly recommended that children bring and use sunscreen during these periods.

TOYS

Students are not encouraged to bring toys to school, and do so at their own risk. Skateboards and weapon like toys are not permitted.

REGULAR WEEKLY ACTIVITIES

(A) Assemblies

Separate assemblies are held for K – 2 and Years 3 – 6 groups. Please check with the class teachers for assembly times.

Parents are most welcome to attend these assemblies.

(B) Religious Education

Lessons are given once a week by a visiting teacher. The majority of classes are Multi Denominational using take home lesson Leaflets.

Catholic Scripture is held separately. Exemption from attendance is available, but a written request is needed.

(C) Library Lessons

Library lessons are given to each class once a week by the Teacher librarian. Children need a library bag for borrowing. These may be purchased at the office.

(D) Sport

K – 2 children have sport which includes dancing, gymnastics, skill development, games and relays.

K-2 participate in PEP activities on two days of the week. This commences in the middle of Term 1.
Years 3 – 6 sport consists of individual class PE activities 3 mornings a week for approximately 20 minutes each and then Stages 2 and 3 have sport for 50 minutes once a week.

Children also have the opportunity to play in school team sports on Saturdays and to compete in the various selection trials for PSSA district, regional and state teams.

(e) Release from face to face

Each week, class teachers are entitled to 2 hours Release from Face to Face. Your child's class will be taken by another teacher during that time for lessons negotiated between the class teacher and the Release from Face to Face teacher.

WEEKLY NEWSLETTER

Each Tuesday, the eldest child in each family will bring home the school's weekly newsletter. This is the means by which all coming events and happenings in the school are communicated to parents.

EXTRA CURRICULAR ACTIVITIES

- (a) Children have the opportunity of participating in combined schools activities such as the District Music Festival, Eisteddfods, Wagga Show entries, national poetry and environmental competitions.
- (b) Music lessons available include:
 - * Keyboard
 - * Guitar
 - * Pre-instrumental
- (c) Activities:
Photography, Computers, Juggling, Pottery, Table tennis, Choir, Band, Chess

SCHOOL CARNIVALS



*** Swimming**

Year 3 – 6 participate at OASIS Swimming Centre early in term 1.

K – 2 celebrate with a WATER day. 8 years olds in Year 2 are eligible to compete in the races at the Swimming and Athletics Carnivals.

Intensive Swimming Programme for Years 2 & 3 (and other poor swimmers 4 to 6) will be held at the end of each year.

*** Athletics**

This is held at Jubilee Park for all pupils K – 6 towards the end of Term 1.



*** Cross Country**

Children in Years 3 – 6 (and 8 year old children in Year 2) participate in a cross country run, usually in the Wiradjuri Reserve in Term 2.



K – 2 children conduct their “run” during their school sport program.

SAFETY (ON THE STREET)

Be sure your child knows the safety rules for our busy streets.

SHOW YOUR CHILD how to safely cross the street. Below are the safety rules your child should know.

- * Look both ways before you cross the street.
- * If there are yellow lines, cross between them.
- * Walk quickly across the street. **DO NOT RUN.**
- * Take special care when you get off a bus.
- * Take care stepping out from behind parked cars and buses.
- * Play your games in a safe place away from the street.
- * Ride your bike safely. Obey all signs and signals.

- * Where there is no footpath, walk on the right hand side of the road facing the traffic. Always wear or carry something white at night.

WARN YOUR CHILD against loitering on the way home, visiting friends without permission or going anywhere with strangers.

SCHOOL RULES - Based on the NSW Government Schools Core Rules.

At Wagga Wagga Public School, the following classroom rules apply:

WE RESPECT OUR OWN, AND OTHERS, RIGHT TO LEARN

- **COMMUNICATING**
 - ⇒ Put our hand up and take our turn to speak and listen carefully to each other.
 - ⇒ Use quiet voices and speak politely to others.
- **LEARNING**
 - ⇒ Organise and look after our own equipment.
 - ⇒ Finish our work on time.
 - ⇒ Always do our best.
- **MOVING**
 - ⇒ Sit still and keep our hands, feet and other objects to ourselves.
 - ⇒ Move sensibly and quietly around the classroom.
- **RELATING TO OTHERS**
 - ⇒ Ask permission to use, and look after, other people's belongings.
- **BEING SAFE**
 - ⇒ Sit on our chair properly—four on the floor.
 - ⇒ Use equipment in the correct and safest way.

REMEMBER, THERE'S NO SUCH THING AS MUCKING AROUND

The school community has developed an emphasis on self-discipline as an ideal to be attained.

EXPECTATIONS

It is expected that the children will:

- (1) Use their best manners.
- (2) Wear their school uniform with pride and honour.
- (3) Keep the school grounds and rooms tidy.
- (4) Look after their own property.
- (5) Be at school before 9.15 a.m. but not before 8.50 a.m. unless with special permission.
- (6) Conduct themselves safely courteously at all times on buses and on excursions.

The following activities are not permitted at school:

- (a) Being on the school grounds before 8.30am unless with special permission, eg. early bus children. There will be no supervision until 8.50am.
- (b) Being in the school grounds on weekends.
- (c) Playing in or around classrooms, in hallways, toilets and out-of-bounds areas.
- (d) Running in hallways.
- (e) Taking food into toilets.
- (f) Dangerous or rough play, stone throwing or climbing trees.
- (g) Riding bicycles in the school grounds.
- (h) Interfering with or borrowing bicycles without permission
- (i) Leaving school grounds without permission
- (j) Playing on fixed equipment unless a teacher is present.
- (k) Bringing chewing gum to school.
- (l) Wearing thongs to school.

PLAYGROUND SUPERVISION

Children should not be at school before 8.50am except in special circumstances. Teacher supervision of the playground commences at 8.50am. The playground is also supervised at Recess and Lunch time.

SCHOOL CAPTAINS & LEADERS

Eight students (boys and girls) are elected from Year 6 to act as School Captains, Vice Captains and School Leaders each year.

REPORTING TO PARENTS

At the beginning of the year, class parent/teacher nights are held to inform parents of the organisation and plans for the year.

At the end of Term 1, interviews are held to discuss student progress. A similar conference is held early in Term 4.

Written reports are provided in Terms 2 and 4. Portfolios may also be used as a reporting tool.

Parents may request an interview at any other time by appointment.

PARENTAL ASSISTANCE

Parents can best assist by:

- * Talking to your child about school, current events and any items of interest.
- * Insisting at all times on courteous speech.
- * Encouraging your child to read as widely as possible.
- * Labelling all possessions clearly.
- * Encouraging your child by commenting on the good and improving features of work and conduct.
- * Selecting suitable books and television material for him/her.
- * Supporting the teacher and school by insisting that work be done well.
- * Encouraging appropriate bed time on week nights.

PARENT HELPERS

Parents are often requested for assistance in classes with reading, story writing, craft, singing, drama etc.

Class teachers will contact parents when needed, usually through the school newsletter or a class teacher.

To protect your children, it is policy that all adults assisting in school activities of any sort, and coming in contact with children, undertake a police check to determine if they have a history of sexual offences. If this is identified that person will be unable to assist the school as a parent helper.

GENERAL INFORMATION ABSENCES/ ATTENDANCE

If your child is absent from school for any reason, the correct procedure is to write a note to the teacher letting her/him know the reason for the absence as soon as the child returns to school. A phone call is acceptable if necessary. Arrival at school after 10am requires explanation. This should be done within 7 days. The law in NSW states that all children between the ages of six and fifteen years of age are required to attend school regularly. (Education Reform Act 1990)

It is the responsibility of parents or caregivers to make sure that their children attend school every day.

ACCIDENTS

If there is an accident at school, the parent is contacted. It is therefore essential that telephone numbers are kept up to date. If necessary the child will be taken to Wagga Base Hospital by ambulance. The school belongs to the Ambulance Scheme.

BANKING

Pupils are invited to use the Commonwealth Bank school banking service each Monday morning. Books should be handed to the office on Monday before recess.

BEFORE AND AFTER SCHOOL CARE & VACATION CARE

Before and After School Care programmes are run by the Wagga Wagga Public School P & C. Details can be obtained from the school.

BICYCLES

Bike racks are provided for those children who wish to ride their bikes to school. However the school cannot accept responsibility for the security of bikes while they are left at school. A lock up system is recommended.

BOOKS

Copyright restrictions make it necessary to use some printed books at times. A letter is sent home asking parents to pay for them as necessary. For classes not using printed text books, we ask that a paper levy be paid. Exercise books are supplied by the school, though teachers may occasionally require specific larger books to be purchased by parents.

BUSES

All infants children are eligible to free bus travel. Primary children must currently live more than 2.0 kilometres from the school to be eligible for free travel.

Application forms for bus passes are available from the office.

Bus passes should be used by regular travellers only – bus fares should be paid to the driver for those travelling occasionally.

Replacement bus passes must be paid for. Applications for these are made through the bus company.

Children leaving school on buses are supervised by teachers until the last bus has left.

CANTEEN

The canteen operates daily. It is open at both recess and lunch for purchases. Lunches can be ordered by writing the child's name, class and order on a paper bag, enclosing the money and depositing the order at the canteen or alternatively ordered by the child direct at the canteen.

Price lists are sent home regularly. The canteen is managed by Mrs Mullins and Mrs Maloney and assisted by parent volunteers, who are called for through the school newsletter. Please assist where you can.

CHANGE OF ADDRESS

Please let the teacher and the Office know if there is a change of address or telephone number.

CHANGE OF ROUTINE

Please let the teacher know if there is to be any change to the child's normal daily routine. For a Kindergarten child, this is best done in writing so that there is no confusion.

MONEY COLLECTIONS

Children bringing money to school should have it in a sealed envelope clearly marked with name, class, amount and purpose. This is then handed to the class teacher at the beginning of the school day.

Payment for excursions/visiting shows must be in the day before the activity is held.

NON-SMOKING ZONE

Smoking is **TOTALLY PROHIBITED** in all New South Wales Department of School Education premises. This includes all buildings and the playground.

PARENT CONCERNS

Should you have any concerns regarding your child and the school, firstly discuss them with the class teacher. If you feel the matter is of a more serious nature or has not been dealt with appropriately, you should request an interview with a member of the school executive.

Please do not approach students about a problem. Direct all enquiries through the class teacher.

PARENT GROUP

The **P & C** meets on the 3rd Wednesday of the month in the Staff room at 7.30pm.

You will be asked by the P & C to assist the school by making a contribution to school funds through the parents Voluntary Contribution Scheme. As all children benefit from these funds, it is only equitable that all parents contribute if they are able, but the contribution is voluntary. The fund is administered through the school office so that privacy is assured.

LIBRARY



- * The library is open for borrowing:
8.50 – 9.15 a.m. Mon/Tues/ Wed.
1.30 – 2.00 p.m. Mon/Tues/Wed. - closed Thursday.
Each class has a weekly library lesson. Library bags are needed for borrowing.
- * The Ashton Book Club operates in the school. Orders are processed through the school.
- * The Ashton's Book Fair is conducted once a year, usually during Book Week.

LOST PROPERTY

Look for lost property inside and outside classrooms, in hallways and in the lost property box in the office area. Lost property is held until the end of each term and then displayed for children to collect.

Unclaimed property goes to a charity organisation.

MEDICATION

Medication is not to be kept in school bags. Actual dosage to be given should be placed in a small container, labelled with name and time required and taken to the office on arrival at school.

All children require an indemnity form available from the Office. This medication can be stored in a locked cupboard at school.

Children who are **sick** at school will be sent home as soon as parents, or those people nominated by them, can be contacted.

Asthma education usually says to keep “puffer” with the child at all times. It is important that:

- * We have signed permission to administer any medication.
- * Actual dosage to be used is written down on the form available in the Office.

CHANGE OF SCHOOLS

If your child will be moving to another school, please inform the teachers and the office.

CHILD PROTECTION

The Child Protection Program is conducted by the school each year. Your child's participation requires parental consent and the curriculum is available for parents to read. If you have any concerns, please feel free to discuss these with your child's teacher. The program takes place in Terms 2 and 3.

CLOTHING

Each year we amass large amounts of “unclaimed” school clothing, in particular tops and jackets. Clear labelling with the child's name helps us to track down the owners.

CLOTHING POOL

A clothing pool is in existence at the school. Contributions for both boys and girls summer and winter uniforms may be left at the office. These are sold at very reasonable prices with funds going to school resources or to the parents leaving the clothing for sale if they wish.

COLLECTING CHILDREN EARLY FROM SCHOOL / ARRIVING LATE

If you wish to take your child out of school for an appointment etc. before 3.15 pm please send a note in to school with your child to the teacher to advise that you will be doing so. Sometimes your child's class may be out of the room at library or some other activity at the time you wish to collect your child which can cause delays.

If the need to take your child out of school early arises unexpectedly, not allowing for a note to be sent, please call at the office first.

Children arriving after the morning assembly but arriving before 10am, go directly to class. After 10am a note is required from the office.

COLLECTING CHILDREN AFTER SCHOOL

Parents are advised to wait inside the school grounds if collecting children. The flagged crossings are supervised each afternoon and we urge you to use them. It can be very dangerous to cross or call children across the road in other areas.

COMMUNICATION TO PARENTS

Contact between the school and parents is of utmost importance.

Functions which enable parents to meet the teachers and one another occur throughout the year.

The Weekly Newsletter is sent home each Tuesday with the eldest child in the family. Other notes and information for parents are sent home from time to time. Please ensure that you regularly check your child's bag for such information.

COMMUNITY USE OF SCHOOL FACILITIES

School facilities hire policy enables the community to hire the school's hall in particular and some other facilities where appropriate. Contact the office for details.

COMPUTERS

The school currently has computers available for all classrooms, these are linked to the Internet and Intranet. We also have a computer Lab. which has enough computers for each child.

DENTAL SERVICE - There is a free dental clinic for children attached to the Wagga Wagga Base Hospital. Enquiries and arrangements for this service for your child should be directed to the clinic. An annual screening is conducted in Years K, 2, 4, & 6 with parental permission.

DROPPING OFF/COLLECTING CHILDREN AT SCHOOL

The area around the school is one of busy traffic and crossings requiring caution.

Please ensure that you park in accordance with the parking signs and that you and your children use the marked and flagged crossings.

HOUSES FOR SPORT

All students are divided into three " Houses " for sport competition, and these are named as follows:

Attunga	Red	(Meaning High Place)
Araluen	Green	(Meaning Running Waters)
Mirrabooka	Blue	(Meaning southern Cross)

These houses may also be used for other competitive or whole school activities.

No sports uniform is necessary, however House colours (T shirts) maybe worn on inter house competition days.

INTERVIEWS - Parents wishing to see teachers can assist by booking a mutually satisfactory time via the office. This allows minimum disruption to class time.

LABELLING PROPERTY - All clothing must be labeled.

As well as labeling clothing, it is a good idea to label all childrens' belongings (eg. bags, lunch boxes and lids, pencils, rulers etc) clearly and to check regularly that the name hasn't faded.

Such a practice will help to avoid those mislaid items, often costly, which cause a nuisance and expense to constantly replace.

HOMWORK POLICY

* Homework should reinforce and complement school-based learning and should consist of either:

(a) Revision and consolidation or work done at school.

OR

(b) Extension and / or enrichment

(c) Preparation for future lessons.

* Homework should foster the development of good learning practices by developing regular habits of study and the encouragement of personal responsibility for learning. While it is the parents responsibility to encourage and support the child in these areas, the parent is not responsible for their child's homework.

Homework should not have an adverse effect of the student's motivation or learning. It should not be related to discipline or punishment.

* Homework demonstrates the educational partnership between parents and teachers. It is the responsibility of the teacher to set appropriate homework, to monitor the outcomes of this homework, and to support and advise parents about the result of home work. Parents who believe that the homework set is not having a beneficial effect on their child or family should discuss this with the class teacher.

* Homework will be mainly informal in the Infant's years and become more formal as the child progresses through school. However the amount and regularity will vary from time to time in keeping with the particular needs and requirements of students as determined by the class teacher.

Individual teachers have different expectations about homework for their class. These expectations will be clearly communicated to parents. The following is the maximum amount of homework that can be expected.

Year 5 & 6	Up to 45 minutes, 4 times a week.
Year 3 & 4	Up to 30 minutes, 4 times a week.
Year 1 & 2	Up to 15 minutes, 3 times a week.
Kindergarten	Small amounts of informal activities.

and your children use the marked and flagged crossings.

For their safety, children should never be called across the street by parents to waiting cars. A pick up zone is designed at the front of the school in Gurwood Street.

ENROLMENT

Upon enrolment, you will be asked to complete an enrolment form. It is particularly important that you complete the emergency contact details, in case of emergency, and also later advise us of any change in the emergency contact if that occurs. Overseas visitors please provide Visa details.

EXCURSIONS

Each class usually holds at least one excursion during the year. These vary from short local visits to whole day or overnight stays in older classes and are connected with class work.

Regular visits also make for cultural experiences e.g. to the Art Gallery and Town Library.

We also offer children the opportunity of seeing visiting performances in our own school hall, usually one per term.

FAR WEST HOME

The Royal Far West Children's Home at Manly provides medical and dental treatment for needy country children. The school may recommend children if the need arises.

FINANCIAL ASSISTANCE

The school has monies which can be used to assist students whose parents are unable to meet the full cost of school activities. Parents who need assistance should make an appointment with the Principal.

HANDWRITING

The style used is called the NSW Foundation Style. The basic movements are a sloped ellipse and a sloped downstroke. The same letter shapes re: used to form manuscript handwriting (unjoined letters) and cursive writing (joined letters).

HATS

The school has a “no hat, play in the shade” policy which is enforced in terms 1 and 4. The P&C sell school hats.

HEALTH

Good health is vital to school progress. It is becoming increasingly obvious that correct diet is highly important to the welfare of children.

Immunisation is a wonderful safeguard to health and we suggest that you consult your doctor concerning protection against measles, diphtheria, whooping cough, poliomyelitis and tetanus. Children should have booster shots before starting school. If your child is not immunised, he/she must be withdrawn from school during all outbreaks. The Community Health Sister is available to visit the school and provide Surveillance Screening to students who are referred by teachers or parents . It is possible that at some time during your child’s school career, he/she will contact one or more of the common diseases of childhood as listed:

Measles: Patient is excluded from school for at least five days from appearance of the rash or until a medical certificate of recovery is obtained.

German Measles: Patient is excluded for at least 7 days from appearance of the rash or until a medical certificate of recovery is produced.

Mumps: Patient is excluded for 10 days from the onset of swelling.

Chicken Pox: Patient is excluded for 7 days after the first spots or until each spot has “ crusted “.

Pediculosis (Head Lice)

Your child must be treated immediately. Treatment can be carried out at night and the child can return to school the next day. You can buy an appropriate solution from your pharmacist – you don’t need a prescription. Everyone living in the same house should be treated at the same time you are treating the affected person. Notify the school.

Preventing and Treating Head Lice

If your child complains of an itchy head or is often scratching, examine the child’s head, particularly around the nape of the neck. Your child may have head lice.

Look for small whitish specks stuck to the hair behind the ear and on the back of the neck. These are the eggs. Search extra hard if your children are blonde, as this makes eggs difficult to find. The brushing of the hair up and over from the neck – in the sunshine – is a good preventative hint.

Also rinse or comb through the hair with lemon juice or Vinegar. This discourages the lice and also makes the eggs easier to comb out.

If you see lice or find eggs, buy from a chemist either A-200 liquid or KP24 liquid shampoo or any other similar brand. Also buy a fine tooth comb.

Inspect the hair of everyone in the family and dry hair in the sun.

Change and wash all pillow cases and sheets.

Children may return to school next day.

Check children’s hair weekly.

Anyone can catch head lice where many people work and play together. It’s certainly no disgrace and is not an indication that a child is dirty and not well-looked after.

Ringworm or Impetigo (“School Sores “)

Consult the Principal about these cases.