

# Five Dock Public School

Respect, Participate, Belong, Achieve

## Information Handbook



# FIVE DOCK PUBLIC SCHOOL

*'RESPECT, PARTICIPATE, BELONG, ACHIEVE'*

**PRESCHOOL CENTRE:** Cnr West & Lancelot Streets, Five Dock

**SCHOOL:** 13-33 Henry Street, Five Dock

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**Principal:** Mrs Mandy Dawkins

**Deputy Principal:** Ms Nicole McGee

**Assistant Principals:** Mrs Joyce Smith

Mr Andrew Pearson

Ms Leanne Keen/Ms Kylie Edwards

Mr Tyler Broyles

## ***WELCOME TO OUR SCHOOL!***

*This booklet is intended as a guide to support you to get to know the routines and expectations regarding our school's organisation. A copy of the booklet is on our website. Go to <https://fivedock-p.schools.nsw.gov.au/about-our-school/enrolment.html>*

*Of course, if you cannot find the answer to your query in this booklet, please don't hesitate to ask one of our administration staff or your child's teacher.*

## **ACCIDENTS / ILLNESS AT SCHOOL**

Students who have an accident or suddenly become ill are brought to the office where they are assessed. First aid is given if necessary. If it's thought necessary, parents/ caregivers or emergency contacts are contacted to collect them and take them home or to the doctor.

Parents must inform the school immediately when there is a change in contact address or telephone number. It can be extremely distressing for children when we cannot contact family members and we can avoid this by always having up to date details.

Please do not send your child to school if they are unwell. It is distressing for children to be sick at school and spreads viruses amongst the other children and staff.

## **AFTER SCHOOL CARE (FIVE DOCK OUT OF SCHOOL HOURS CARE) See BEFORE AND AFTER SCHOOL CARE**

## **ALLERGIES**

Parents/caregivers of students with **SERIOUS ALLERGIC CONDITIONS** (requiring an EpiPen or other medication) are required to provide the school with an ASCIA (Australasian Society of Clinical Immunology and Allergy Inc.) action plan that has been prepared by their treating doctor. These plans need to be updated annually. EpiPens and other medication need to be provided to the school. Staff are trained in the use of EpiPens.

## **ANTI-RACISM POLICY**

Our school community is committed to eradicating all forms of racial discrimination within the learning and work environment. This includes direct and indirect racism, racial vilification and harassment within the school's organisation, culture and curriculum. The school aims to fulfil these obligations through educational programs, clear behavioural expectations and through a school-based Anti-Racism Contact Officer (ARCO) whose role is to deal with issues of racism.

## **ASSEMBLIES**

Assemblies are a time for our students to participate in community singing, present items, hear messages and receive acknowledgement for their efforts across a range of learning activities. Our School Captains and prefects run the whole school assemblies which we have every three weeks. In other weeks each class takes turns at leading the assembly. Parents are most welcome to attend our assemblies and will be informed when their child's class is presenting. An important part of all our assemblies is an acknowledgement of country and paying our respects to elders past and present and all Aboriginal members present. Five Dock Public School is on the land of the Gadigal and Wangal people of the Eora and Dharug Nations.

## **ASTHMA**

For students who suffer from ASTHMA, regardless of how mild, it is important that an asthma plan is provided to the school. Children are allowed to have their asthma medication with them at all times. All other medication must be brought to the office by an adult and kept there.

## **ATTENDANCE**

All children from the age of 6 are required by law to attend school each day. It is expected that children are here by 8.55am and collected at 3.00pm.

**ABSENCES:** When your child is absent from school, it is a legal requirement that a letter explaining the reason for their absence be sent to your child's teacher on the day of your son or daughter's return to school. If your child is going to be absent for more than three (3) days, please notify the school by phone. If planning to be away for extended periods of time, a letter to the Principal is required.

**LATE ARRIVAL:** If a student arrives late to school, they should report to the office to obtain a late pass. A record of the late arrival is noted on the student's record. Parents/caregivers must accompany their child to the office to explain the reason for lateness. They must then take their child to the classroom with the note that has been provided by the office staff for a formal handover of care.

**EARLY DEPARTURE:** If you wish to collect your child during school hours, for a medical appointment or emergency situation, you must report to the office and sign the Leaving Early book. Under no circumstances will a student be allowed to leave the school grounds early unaccompanied. Children will only be released to parents/ caregivers and people identified as emergency contacts. In the case of an early departure, if someone who is not identified as a parent/caregiver or emergency contact is collecting your child, please let the school know the name of the person and inform the person that they will need to show proof of identity to office staff.

### **BEFORE AND AFTER SCHOOL CARE and VACATION CARE (known as Five Dock Out of School Hours Care or OOSH)**

Before and After School Care is provided on site. The program is managed and administered by a sub-committee of the school's Parents & Citizens' Association.

<b>Before School Care:</b>	7.00 am - 9.00 am
<b>After School Care:</b>	3.00 pm - 6.00 pm
<b>Vacation Care:</b>	Easter, July, October and a period of time over the Christmas vacation

Full details can be obtained from the school or by phoning the Centre direct on **9712 3260**.

### **BEHAVIOUR MANAGEMENT**

At Five Dock Public School, we implement Positive Behaviour for Learning (PBL). PBL is an approach to behaviour management that provides children with clearly defined behavioural expectations within and external to the classroom environment. PBL is intended to support all students as well as staff. It focuses on supporting positive behaviours and having clear rules, expectations, rewards and consequences. Our four school rules are: **Respect Everyone, Participate Safely, Belong With Pride** and **Achieve Your Best**. A copy of our Student Wellbeing policy is available on the website.

**RESTORATIVE PRACTICES** - a framework for restoring a situation when things have gone wrong.

At Five Dock Public School, staff use restorative questions to assist students to accept responsibility for their behaviour. Put simply, the philosophy is based on the belief that everyone makes mistakes and that these mistakes can be "fixed up". Through a process whereby students are guided through a number of questions, students are given an opportunity to express their feelings and consider how to restore, or "fix up", the situation. They will often be asked, "*What do you need to do to make things right?*"

Parents are notified by letter if their child has been involved in inappropriate behaviour that warrants time off the playground. Students then attend a reflection time where a member of the School's Leadership Team works through the restorative practice process and assists them with recording their responses. This occurs at a lunch-time.

The questions they will be asked are as follows:

- *What happened?*
- *What were you thinking?*
- *What are you thinking now?*
- *Who has been affected by what you have done? In what way?*
- *What do you think you need to do to make things right?*

These questions are about challenge, story, reflection and reparation and are designed to build a strong basis upon which to foster healthier relationships. The structure of these questions focuses on the past (what happened?), present (reflection on who has been affected and in what way) and future (what needs to be done to make things right?). The questions emphasise the impact of harm and its impact on relationships.

Restorative practice forms the basis of our interaction and engagement, as we all support and enable each other to operate confidently as teachers, students and in your case, parents. Our hope is that you will join your child/children in becoming familiar with restorative practice and what it has to offer as we strive to build a stronger and more relational school, and ultimately, broader community.

## INAPPROPRIATE BEHAVIOUR

When incidents of inappropriate behaviour occur, they are recorded by teachers in the following ways:

**Behaviour folder**—where a record of inappropriate incidences is kept by the classroom teacher.

**Playground folder**—where inappropriate incidences that occur in the playground (recess, lunch or before school) are recorded.

**Behaviour Book**—where a record is kept of students that display significant inappropriate behaviours that result in a reflection session at lunchtime with a member of the School's Leadership Team. Parents are notified in writing on the day the incident occurs. The purpose of this is to communicate the event and we ask that the note is signed by the parents/caregivers and returned the next day.

Keeping a record of inappropriate behaviour enables staff to identify any triggers or patterns of behaviours that cause concern. Informed decisions can then be made regarding accessing appropriate support if needed. Classroom teachers or members of the School Leadership Team will contact parents by phone or in writing if there are ongoing classroom/playground issues and you will always be consulted on any additional support we are intending to provide for your child if needed.

## BULLYING

The school does not condone bullying and incidences of bullying will be treated as serious breaches of both the school rules and the values we teach. The definition of bullying used by the Department of Education and Communities is: *"Bullying can be defined as intentional, repeated behaviour of an individual or group of individuals that causes distress, hurt or undue pressure."*

Bullying can be:

Verbal:	Name calling, teasing, abuse, put downs, sarcasm, insults, threats
Physical:	Hitting, punching, kicking, scratching, tripping, spitting
Social:	Ignoring, excluding, ostracising, making inappropriate gestures
Psychological:	Spreading rumours, dirty looks, hiding or damaging possessions, malicious SMS and email messages, inappropriate use of camera phones.

One off instances of the above will be treated as breaches of the school rules rather than bullying. Teachers stress the importance of bystander behaviour with students. Students who witness incidents of bullying and are not directly involved but elect to watch what is happening, and not support their fellow students, will be deemed to be involved in the incident. Students have been told to report incidents to their teacher or the teacher on duty. It is not dobbing—it is demonstrating respect and responsibility and asking for help. We seek your support. As adults we know that growing up is a series of learning experiences. As parents and teachers we must allow our children to accept responsibility for their own behaviour and learn from the experience. Our anti-bullying policy is available on the school website. Go to “Our School” and then “School Policies”.

## **BAND**

Our band program is delivered by an outside provider, *Directions in Music*. Students in Years 3 to 6 are eligible to join the band. A band demonstration and information about joining the band is sent home during term four each year.

## **BOOK CLUB**

Students are offered the opportunity to purchase books through Book Club. Book Club is operated by a P&C representative and issued on at least 6 occasions throughout the year.

## **CANTEEN**

The canteen operates five days a week and is managed by an outside provider, Yummy Bears. The canteen follows the Healthy Canteen Strategy. Lunches may be ordered on any day and a price list is sent home attached to the school’s newsletter at the beginning of the year and as changes are made.

Lunch orders are to be written out on a paper bag. The student’s name and class needs to be written clearly on the bag with money placed inside. The order can then be left in the basket at the canteen or given to canteen staff. If a child represents the school at PSSA, it is important that on Fridays the bag is marked “PSSA”. Snacks and drinks may also be purchased before school, at morning tea and lunchtime.

## **CARNIVALS**

Carnivals for Years 3-6 students are held throughout the year to link with Zone/Regional/State carnivals. *Swimming is in Term 1, cross country in Term 2 and athletics in Term 2/3*. A separate athletics carnival is held for our K-2 students.

## **CHANGE OF ADDRESS**

It is vital the school is notified of changes of address, phone contact numbers (work/home) or emergency contact numbers. Please inform the school office immediately of any changes.

## NSW DEPARTMENT OF EDUCATION EXPECTATIONS

All students in NSW government schools are expected to:

- Attend every school day, unless they are legally excused and be in class on time and prepared to learn
- Maintain a neat appearance, including adhering to the requirements of the school's uniform or dress code policy
- Behave safely, considerately and responsibly, including when travelling to and from school
- Show respect at all times for teachers, other school staff and helpers, by following class rules, speaking courteously and cooperating with instructions and learning activities
- Treat one another with dignity and respect
- Care for property belonging to themselves, the school and others

Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated. At Five Dock Public School we expect a high standard of behaviour from all our students at all times.

### CORE VALUES

The NSW Government recognises the importance of the following core values to the community. The core values are:

Integrity, excellence, respect, responsibility, cooperation, participation, care, fairness and democracy.

### HOUSE GROUPINGS

Students are grouped in one of four houses — **Azzurro (Blue)**, **Rosso (Red)**, **Giallo (Yellow)** and **Verde (Green)**. You will be notified of your child's house in Term 1.

### CLOTHING AND BELONGINGS

Please mark your child's clothing and belongings clearly and permanently. For children in K-2, please provide an apron or an old shirt for him or her to wear to protect clothing when painting or pasting.

Younger students are encouraged to tell "News" at school — many students like to bring toys to show. However, many toys are lost or broken so children should not bring expensive toys, games or jewellery to school.

### COUNSELLOR

Our school counsellor is available one day per week to talk to you about any problems you may have regarding your child's schoolwork or behaviour. Please feel free to ring the office to make an appointment to see the counsellor. If a teacher feels there is a need for a student to see the counsellor the issue will be discussed with the parent first. Parental permission is needed for counsellor referrals.

### COMMUNITY LANGUAGE

An Italian Language program has been operating successfully at this school since 1981. The Community Language program offers:

A better understanding of our multicultural society; students from an Italian background the opportunity to develop and strengthen their skills in their Italian language; and students from non-Italian backgrounds the opportunity to experience a language other than their own.

## CURRICULUM

Great emphasis is placed on language development and the acquisition of the basic skills of Literacy and Numeracy. There are six key learning areas in the primary curriculum (Early Stage 1 to Stage 3):

<p><b>ENGLISH</b> Reading Writing Speaking and Listening Handwriting</p>	<p><b>MATHEMATICS</b> Working Mathematically Number Pattern &amp; Algebra Data Measurement Space &amp; Geometry</p>	<p><b>SCIENCE AND TECHNOLOGY</b> Investigating</p> <p><u>Skills:</u> Working scientifically Working technologically</p> <p><u>Knowledge &amp; Understanding:</u> Natural Environment Made Environment</p>
<p><b>HUMAN SOCIETY &amp; ITS ENVIRONMENT</b> Social Studies Languages other than English – Italian</p>	<p><b>CREATIVE &amp; PRACTICAL ARTS</b> Music Visual Arts Dance Drama</p>	<p><b>HEALTH, PHYSICAL EDUCATION &amp; PERSONAL DEVELOPMENT</b> Protective behaviours (child protection, sun, safety, healthy eating, drug ed.) Physical education Social skills</p>
<p><b>HISTORY</b></p>		

## DISABLED PARKING

We have one space available in the Henry Street and West Street car parks. The bus which transports students with special needs has priority in the Henry Street space.

## ENGLISH AS AN ADDITIONAL LANGUAGE DIALECT

Our Support Teacher EALD works with students who need special assistance to develop and improve their English language skills.

## EXCURSIONS AND ENTERTAINMENT

During the year, excursions and visits from educational programs may take place. All students should attend these arranged activities, as they are part of our educational program.

Parents are often asked to assist on excursions. As student safety is the highest priority, parent helpers are not permitted to bring toddlers or other children with them on excursions.

## GIFTED AND TALENTED STUDENTS

Class programs provide enrichment activities for gifted and talented students. Students are identified by teachers and the school counsellor. School programs in band, sport and debating also cater for gifted and talented students.

## HATS

At our school we have a “No hat, stay on the silver seat” policy. Students are required to wear their school hat whenever they are in the playground. This rule applies all year, before school and after school. School hats are available for purchase through the uniform shop.

## HEALTH

**Asthma:** Please advise the school if your child is asthmatic. Refer to the section on **asthma** for more details regarding asthma management.

**Allergies:** Please advise the school if your child has any allergies (eg. nuts). Refer to the section on **allergies** in this handbook for more details regarding what the school needs to support children with allergies.

**Child Health Service:** If parents have concerns regarding any aspect of their child’s vision, hearing and speech development, support can be accessed through Croydon Health. Please phone 9378 1100.

**Emergency Information:** We ask that emergency information be provided when you enrol your child so that we can contact you if your child has an accident or becomes sick at school. It is important that any allergies or physical problems are recorded on the enrolment form. **Please notify us in writing if any personal information changes (address, telephone number, work contact telephone number/s, emergency contact).**

**Head Lice:** Head lice are a recurring problem in all schools. A few simple checks will help: Check hair daily in summer/weekly in cooler months  
If lice are found, obtain the correct treatment from a chemist and follow the directions carefully.  
Emphasise the importance of NOT sharing hats or hair brushes/combs.  
Longer hair should be tied back.

**Immunisation:** All students should be immunised before starting school/preschool. Immunisation is necessary against diphtheria, polio, measles, mumps, rubella and whooping cough. See the school for details or ask your family doctor.

**Infectious Diseases:** Common illnesses and conditions spread rapidly among students. It is necessary to exclude students from school from time to time, to avoid the spread of conditions to other children and indeed staff. If an outbreak of a common illness occurs, any children who have not been immunised must be kept at home. The following table is a guide to the length of time children are required to be kept away from school for common childhood health complaints.

DISEASE	EXCLUDE FOR	CONTACTS (Others in family)
Chicken Pox	7 days after first spots	Not excluded
German Measles	5 days after rash appears	Not excluded
Hepatitis	Medical certificate	Not excluded
Measles	5 days after rash appears	Not excluded
Mumps	10 days after symptoms appear	Not excluded
Scarlet Fever	7 days after symptoms	Not excluded
Whooping Cough	3 weeks or medical certificate	Not excluded
Scabies	Until signs disappear	Not excluded but inspected
Ringworm	Until treatment has begun/medical certificate	Not excluded but inspected
Conjunctivitis	Until discharge stops	Not excluded but inspected
Impetigo	Only if exposed (sores)	Not excluded but inspected

If your child is too sick to attend school, please do not send him/her to school in fairness to your child, the other students and your child's teacher. The school does not have a nurse or adequate facilities for looking after sick students.

**Medication:** If your child needs to have medication at school, you must ensure that the daily dosage is **delivered to the office** clearly labelled with the child's name, class, dosage and time, together with a signed note, available from the office, requesting the dosage to be given. These details will be entered in the school Medication Schedule.

## HIGH SCHOOL ENROLMENT

Each year, Year 6 students are issued a Starting High School parent information brochure and a High School Enrolment Application form for enrolment in Year 7 the following year, in March of the year they commence Year 7.

## HOMEWORK

Our homework policy is available on our website:

<http://www.fivedock-p.schools.nsw.edu.au/documents/13531367/13541466/Homework%20-%202012.pdf>

## INFORMATION AND COMMUNICATION

The School Newsletter (Five Dock Flyer) is placed on our website fortnightly on Wednesdays. This is the major form of communication between you and the school. It contains important and essential information. Please read it carefully. You can subscribe to receive the newsletter by email directly through the school's website. A school App can also be downloaded to receive push alerts and easily access all notes, newsletters, notices, reminders and events. In order to save paper we strongly encourage all parents/caregivers to receive their newsletter electronically. All notes and messages are also archived on the website and can be viewed at any time.

Notes regarding permission to participate in school activities, requests for payment of school contributions and other activities are sent home as the need arises. A quick response for permission or payment is appreciated and ensures your child's participation.

## **INFORMATION CENTRE**

Students from Kindergarten to Year 6 have lessons in the Information Centre (Library) each week conducted by our Teacher/Librarian. Students may also borrow books. Your child will need a library bag to protect these books. School library bags are available for purchase from the Uniform Shop and the Teacher/Librarian. A parent library also operates and parents may borrow under their child's name.

## **LEARNING AND SUPPORT**

Children who are experiencing difficulties with any aspect of their learning are referred to the School Learning and Support Team. This team meets once a fortnight and makes decisions regarding the best way to provide support for children.

A support teacher works with students experiencing difficulties mainly in the areas of literacy and numeracy. We also implement Reading Recovery for those children in Year 1 who are identified as in need of a more intensive program. Parents/caregivers are informed if their children are involved in these programs.

## **LIBRARY FUND**

The Library Fund is used to purchase additional resources for the school library including books, hardware, software and furniture. A fully tax-deductible donation of \$80.00 or more per family is requested each year.

## **LOST PROPERTY**

Lost property is kept in a tub at the end of the main building, near the stairs. Please clearly label all of your child's belongings so they are easily returned to their owner.

## **LUNCHES**

We encourage children to bring healthy food to school for lunch and recess. Lollies, chewing gum, bubble gum and soft drinks in glass bottles or cans are not permitted at school.

## **MOBILE PHONES**

Mobile phones are a way for parents/caregivers to communicate with their child before and after school. If your child has a mobile phone, we expect that they turn it off when they get to school and leave it in their bag. Students are not to be using their mobile phones at school.

## **MONEY**

**Expenses:** Apart from the parent contribution (see separate note below), we endeavour to let parents know well in advance the costs involved each term, for example special programs, excursions, visiting performers and sport.

**Parent Contributions:** There is a voluntary contribution of \$25.00 per child per term. This can be paid at the start of the year or each term. The school also requests a contribution from all families to assist us in paying for paper and printing.

**Payments:** A note outlining the term's fees will be issued to students. However, when sending payment for excursions please place money in an **envelope** with your **child's name, class, the activity you are paying for and the amount enclosed** clearly written on the front.

**Spending Money:** Children should not bring money to school except to spend at the canteen. All money must be in a purse or wallet with the child's name on it. Parents should train their children never to leave money or other valuables in their bags.

### **OPPORTUNITY CLASS (OC) PLACEMENT**

OC placement is aimed to cater for gifted and talented students in Years 5 and 6. Each year, information regarding the application process is provided to parents/ caregivers of children in Year 4. Students who have applied will be required to sit for the OC placement test at a designated high school.

### **OFFICE HOURS**

The school office is open Monday to Friday between 8.30am and 3.15pm. **Please note that EFPTOS payments are not accepted after 3pm.** There is a mail box situated in the office area to deposit payments and notes. This can be used at any time during office hours.

### **PARENT HELPERS**

The school values parent helpers. Helpers are required to complete a **"Prohibited Employment Declaration"** as part of our child protection responsibilities. All helpers need to sign the Visitors Book which is in the office, take the top copy, place it in one of the name card holders which are with the visitor's book and wear this while they are on the school grounds. Prior to leaving the school the name card must be returned to the office and the time of departure recorded in the visitor's book.

### **PARENT/CAREGIVER CONCERNS**

From time to time, parents/caregivers have concerns about some aspect of their child's academic, social or emotional development. Your first point of contact to discuss any concerns is your child's classroom teacher. Please make an appointment to meet with them. If necessary, your child's teacher may feel it appropriate to refer your concerns on to one of the Assistant Principals or the School Learning Support Team.

### **PARENTS AND CITIZENS' ASSOCIATION**

The Five Dock Public School Parents and Citizens' Association is the oldest in Australia. They meet on the second Wednesday of each month at 7:30pm with an additional meeting on the following Friday morning for those parents/caregivers who find it difficult to attend an evening meeting. Details regarding dates for the year are sent home at the beginning of the year and all parents/caregivers are welcome to join the P and C and get involved.

### **PERMISSION TO PUBLISH**

At Five Dock Public School we promote the positive and interactive learning environment of our school and its community through a range of means. To be able to achieve this, we publish a variety of student work samples and other promotional materials, including photographs of students on the school website and other media outlets, such as the local newspapers. At the beginning of each year, a note is sent home seeking permission to publish your child's work for that year. If you do not wish your child's work to be published within the school community, you may say so on the permission slip.

## **PHYSICAL EDUCATION**

Each term at Five Dock Public School, students participate in sport and fitness programs. These programs are delivered by outside providers. There is a cost involved. In addition to this, students participate in class based sports and fitness activities. Children in years 3 to 6 have the opportunity to compete in the local zone Primary School Sporting Association (PSSA) competition. Those children who are not a member of a PSSA team participate in sport activities back at school.

## **RELIGIOUS EDUCATION**

Visiting special religious educators take lessons (Kindergarten to Year 6) each week. Students have the option of attending a half hour scripture lesson according to your request on the enrolment form. Special religious classes available are Anglican, Uniting Church and Catholic. An ethics program also runs for students who do not access scripture.

## **REPORTING TO PARENTS**

The teachers are always pleased to answer any questions you may have regarding the school curriculum. Formal reporting to parents takes place at the end of term 1 with a parent/teacher interview and at the end of term 2 and term 4 with a written report.

In Term 1 a “Meet the Teacher Evening” is held. This is an opportunity for parents/caregivers to meet teaching staff, hear about classroom expectations and routines/procedures as well as programs already planned for the year.

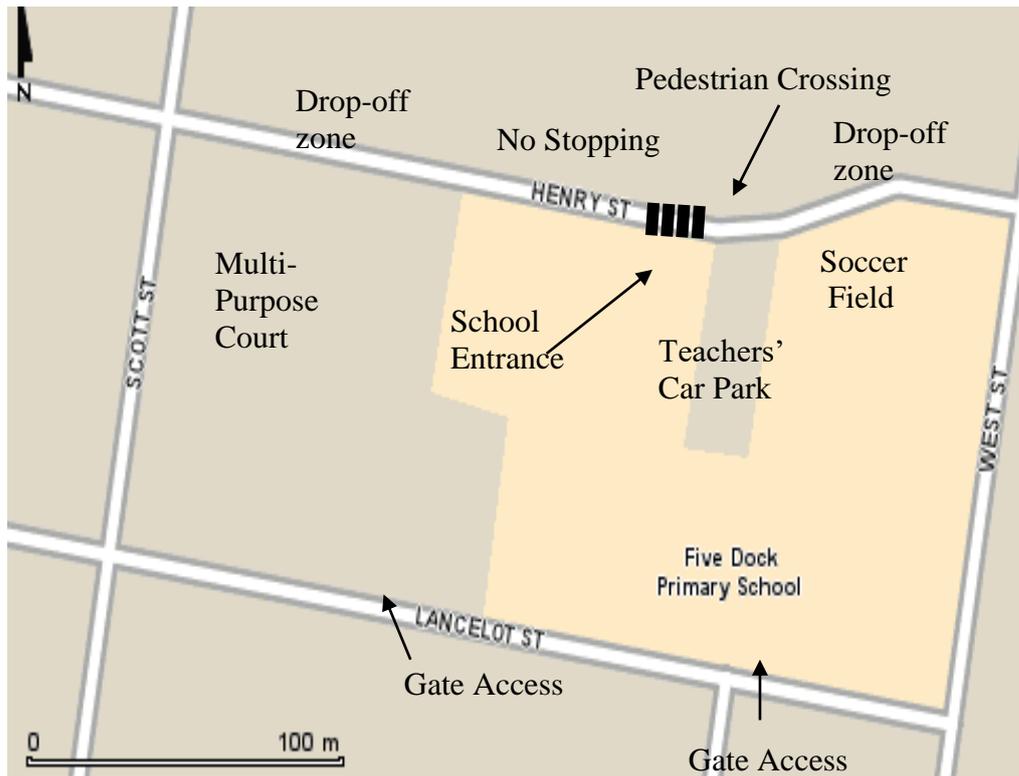
## **SUPPORT STAFF**

Support staff are allocated to schools on the basis of need. Support programs are available at schools for English as an additional language dialect, hearing impaired, vision impaired, learning difficulties and the integration of students with other special needs.

## **SAFETY**

There are several access points into the school. Entry gates are located on Lancelot Street (situated near the Preschool or lower playground) or on Henry Street (next to the car park or near the multi-purpose court).

Parents are not permitted to drive into the school grounds. These areas are for staff parking only and disabled access. Where possible, you should use the pathways when entering the school. Please respect our neighbours and do not park in their driveways or contrary to road notices. We need to be aware of this and put as many measures in place to keep everyone safe. The Council parking rangers and police do come around the school regularly and book drivers who are doing the wrong thing. Please note the 40 km speed limit in school zones.



## SCHOOL SONG

*Within these old walls there's a new way of learning,  
A new generation connecting as one.  
Under these strong trees there's a new way of thinking,  
We listen, we learn together.*

*Behind busy streets hear the children laughing,  
In the wind there's a welcome that shines like the sun.  
Raise our voice to the sound of friendship,  
We open our hearts together.*

*We are proud, a five star school.  
Learning for living, speak to this world.  
Five Dock Public is a five star school,  
Learning for living in all we do.*

*On Gadigal soil our branches grow,  
Believe in the future, respecting the past.  
Understand and accept one another,  
Discover this life together.*

*Beside the bay our community shines,  
Life is a festival for all to enjoy.  
Looking back as the years go by,  
We build our dreams together.*

## SELECTIVE HIGH SCHOOL

Selective and Agricultural High Schools cater for high achieving, academically talented students. Agricultural High Schools emphasise the study of agriculture. Application packages are issued to interested parents/caregivers of Year 5 students for consideration of placement in Year 7 at the end of Year 5. Students who have applied will be required to sit for the Selective High Schools Test (usually held at Concord High School).

## STUDENT LEADERSHIP

Students in Year 6 are elected to leadership positions. There are 6 positions of leadership consisting of 2 School Captains and 4 Prefects. There are also 8 House Captains. Our Student Representative Council (SRC) is comprised of 2 students from each class. These representatives are voted for by their class peers early in the year for Semester 1 with the exception of Kindergarten, and then mid-year for Semester 2 when Kindergarten children participate. The SRC meets regularly to discuss matters which have arisen in class meetings. The holding of special charity fundraising projects is also a feature of the activities of the SRC. The Year 6 Student Leaders are automatically members of the SRC.

## STUDENTS WITH DISABILITIES

Students with disabilities are integrated into mainstream classes. Funding applications and reviews are made annually according to DEC criteria. The school also has a support unit for students with autism, moderate intellectual disabilities or multiple disabilities. The classes consist of reduced numbers of students. They have full time special education teachers and school learning support officers. Placement for this class is made through a regional selection panel. Please contact the school if your child has a disability.

## TEACHER RELEASE FROM FACE TO FACE PROGRAM (RFF)

All full time teachers are entitled to 2 hours of release from face to face teaching each week. This time is used for preparation, planning, marking and working on whole school programs.

## TIMES – START AND FINISH

School commences	9.00 am
Recess	11.00am – 11.25am
Lunch	12.55pm – 1.45pm (10 minutes supervised eating time)
School finishes	3.00 pm

**N.B.** The playground is **NOT** supervised before 8.30am or after 3.00pm. No child should be in the school grounds before 8.30am or after 3.00pm without parent/adult supervision.

Students are not to play with big balls (tennis balls are fine) before or after school due to the number of adults and toddlers in the playground at this time.

## TECHNOLOGY EDUCATION

Our school has a network of computers, with computers in all classrooms as well as an IT room. It is therefore possible for whole class lessons. All computers have access to the Internet and school intranet.

## TRANSFER TO ANOTHER SCHOOL

Transfer to another public school can be made by obtaining a transfer slip from the school office and applying for enrolment at the new school.

## **UNIFORMS**

The school P and C Association runs a Uniform Shop at our school. The shop is open on Thursday afternoons from 3.00pm and is staffed by volunteers. Alternatively, uniform shop orders may be left in the office at other times. Order forms are available at the office. An information sheet outlining the uniform requirements is printed at the back of this handbook.

## **VALUABLES AT SCHOOL**

Students should not bring valuables to school as their security cannot be guaranteed. The school is unable to take responsibility if students bring personal belongings to school.

## **VISITORS TO THE SCHOOL**

If you are visiting your child for some reason, please first report to the office for a visitor's pass so teachers and students know that you are a verified visitor. This is a security requirement, as not all staff know all parents. Visitor badges are available from the office for anyone in the school between 9.30am and 2.30pm.

## **WET WEATHER**

It is advisable to have a raincoat packed in your child's bag each day. This then makes it easier if we have a sudden downpour at home time. Before school, if the rain is light and the COLA area is dry, the children can wait under the walkways and COLA for the bell. In times of very heavy rain, the children need to be taken straight to their classrooms.

## **UNIFORM INFORMATION**

Five Dock Public School has a compulsory uniform policy which requires students to wear standard uniform elements for winter and summer terms. The school colours are navy and light blue and the uniform is designed to be comfortable and practical in Summer and Winter.

Students are asked to conform to the uniform style so that they are clearly recognisable both in the school grounds and out in the community. We believe that by being in school uniform, students develop a sense of belonging and pride in themselves and their school. Added to this it gives them a sense of being ready to learn, just the same as many professions have a uniform or a dress standard; a school uniform indicates children are ready for their job of learning.

Volunteers from the school P&C Association run the uniform shop, situated in the canteen, which supplies essential elements of the school uniform.

**SCHOOL UNIFORM**

Summer Uniform	Short Sleeve Polo Shirt
	Gabardine Shorts (boys or girls)
	Gabardine Skort (girls)
	Summer Dress
Winter Uniform	Long Sleeve Polo Shirt
	Long Pants (boys)
	Long Pants (girls)
	Baseball Jacket
	Sloppy Joe
	Girls Winter Tunic
	Girls Tights
Sports Uniform (optional)	Sports Polo
	Sports Shorts
	Tracksuit Pants (optional in winter)
	Tracksuit Jacket (optional in winter)
	FDPS Swimming Cap
Bags and Hats	Back Packs
	Library Bag
	School Hat - One style sunsafe navy broad-brimmed bucket hat
Shoes & Socks	White or navy socks with black school shoes or black joggers. Girls can wear navy tights with the tunic in winter if they prefer.