

# St Georges Basin Public School

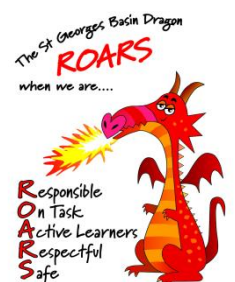
15 Tallyan Point Road, BASIN VIEW 2540



## *Information Booklet*

### ***Mission Statement***

“St Georges Basin Public School fosters a safe and caring environment where all students aspire to reach their highest potential. We strive to create opportunities for our students to become valued, responsible life-long learners who care for and respect themselves and the community.”





## Staff 2022

### Principal

Kathy Rembisz

### Assistant Principal Early Stage 1/Stage 1

Mary Dunnett

(Also APCtl Literacy & Numeracy)

### Assistant Principal Stage 2

Jodi Franchi

### Relieving Assistant Principal Stage 3

Julie Dell

### Assistant Principal Student Wellbeing

Shannon Chessher

### Assistant Principal Special Education

Kim Matheson

### Assistant Principal & COVID ILSP Coordinator

Lisa Bennett

## Classroom Teachers

### Early Stage 1

Natalie Heywood

Kylie Wilson

Stephanie Peppin

### Stage 1

Rebecca Jarvis

Stephanie Peppin

Lauren English

Rebecca McFarlane

Greg Morrison

### MC

Kerri Pryor, Jan Loudon

Kim Matheson

### Teacher Librarian

### Learning Support (LaST)

### School Counsellor

### Relieving Administration Manager

### Administration Officers

### School Learning Support Officers

### COVID ILSP Tutors

### Defence School Transition Aide

### Library Administration Officer

### General Assistant

### Community Engagement

### P & C Association President

### P & C Association Vice President

### P & C Association Secretary

### P & C Association Treasurer

### Stage 2

Nina Santangelo

Jessica Frater

Anna Cochrane

Jodi Franchi

Kyah Thomas

### Stage 3

Laura Burns

Shannon Matthews

Julie Dell

Andi Sewell

Melissa Walker

Emily Williams

Laura Mullins, Jessie Geaney

Sally Willmott

Cass Timms

Mary Forrest, Julie Gibson & Rebecca Kingma

Renee Pudney, Bronwyn Hedger, Jenny Deeth, Karen Doyle,

Melanie Waldron, Rachael Webb, Rebecca Baker, Gaye Wilson, Julie Beehag, Jordan Pidgeon

Ashleigh Miller, Melissa Williams, Lorraine Jenkinson

Juliana Mathews

Mary Forrest

Terry Simpson

Julie Gibson

Nikki Knieriem

Donna Walker & Lisa Bennett

Brooke Kelly

Shelley Morley

## School Hours

### Office Hours

8:30am – 3:30pm

### Bell Times

|         |   |
|---------|---|
| 8:40am  | Morning play bell<br><i>Students should not arrive at school before 8.40am as no supervision is available</i> |
| 9:00am  | Morning bell  |
| 11:00am | Recess eating time, children eat in rooms/covered area with teacher supervision                               |
| 11:05am | Play time   |
| 11:25am | Recess ends   |
| 12:50pm | Lunch eating time, children eat in rooms/covered area with teacher supervision                                |
| 1:00pm  | Play time   |
| 1:20pm  | ½ time for lunch  |
| 1:40pm  | Lunch ends  |
| 3:00pm  | Home  |

### Crunch&Sip®

Crunch&Sip® break is a set break for students to eat fruit or salad vegetables and drink water in the classroom. *St Georges Basin Public School* has introduced Crunch&Sip® to support students to establish healthy eating habits whilst at school.

### Before and After School

We welcome parents into our grounds in the morning from 8:40am when there is a teacher on duty and in the afternoons from 2:50pm. Please collect your child from the top COLA or back gate. Please do not wait at your child's classroom as this can distract from learning.

### Arriving Late or Leaving Early

Arriving late – Please attend the front office with your child to sign in or send them in with a note.

Leaving early – Please send your child to school with a note or contact the office on 4443 4251 advising what time you wish to collect them and why & we will ensure your child will be waiting in the office for your collection.

*Please try to arrange this pickup outside the hours of: 11.05am-11.25am (recess) and 12.50pm-1.40pm (lunch) as this is the time they are in the playground and sourcing their location over 4 play areas can be a challenge for our office staff.*

### Bus Travel

Children in Kindergarten to Year 2 are entitled to free bus travel to and from school. Children in Year 3 to 6 are entitled to free travel if they live outside the exclusion zone. Application for bus travel is done online at [transportnsw.info/school-students](http://transportnsw.info/school-students). Nowra Coaches is the carrier for most of our children and they can be contacted on 4423 5244, children from Wandandian are carried on Shoalbus who can be contacted on 4423 2122.

### Bike Rack

For children wishing to ride their bike to school there is a bike rack located adjacent to the administration building. Please ensure that your child wears a helmet and has a secure bike lock.

## Parking

Where possible utilise the bus service and parking in Reserve Road. It is important however that council signs and school rules are adhered to for the safety of all at St Georges Basin Public School. The school bus zone should not be used to drop-off or pick-up students. Please do not park in surrounding business owner's carparks.

## Afternoon Bell Routine

Bus travellers are supervised by the duty teacher and escorted to the bus stop on arrival of the bus. Car travellers are supervised at the exit gate and pedestrian crossing by the duty teacher. Bike travellers must walk their bikes to the exit gate before commencing riding. All Kindergarten students are escorted to the COLA to meet their parents/caregivers.

## Change of Details

If you change any details from your original enrolment form please use this form from our website [Emergency contact information 2022 .pdf](#), email [stgeorgesb-p.school@det.nsw.edu.au](mailto:stgeorgesb-p.school@det.nsw.edu.au) requesting an 'Updated Details' form or visit our office.

## Illness and Medication

If a child becomes ill at school, parents will be contacted if the child needs on-going care.

If a child requires **short term** prescription medication at school, the parent/guardian must come to the front office to complete and sign a 'Short term medication to be administered at school' form, along with the medication to be administered which is clearly labelled with the prescribed child's name, name of medication and dosage. The medication must be in the original packaging with the child's name on the label.

If a child requires **long term** prescription medication at school, the parent/guardian must come to the front office, complete and sign a long term 'Request for administering prescribed medication to student' form along with the medication to be administered which is clearly labelled with the prescribed child's name, name of medication and dosage. The medication must be in the original packaging with the child's name on the label. Certain long term medications also require an accompanying letter from the prescribing Doctor confirming the dose. Please ask the office for assistance regarding this.

## Asthma

Children who suffer with asthma should be identified and a student asthma plan provided by the student's doctor needs to be forwarded to the school.

## Anaphylaxis

Children identified with anaphylaxis MUST develop an action plan in consultation with the Principal, Administration Manager and class Teacher.

## Assemblies

Primary and Infants Assemblies are held on alternate Thursdays at 2:20pm as advised each fortnight in our Newsletter, SkoolBag or website. Classes will present classroom work and items. Parents are invited to attend (unless health restrictions are in place).

## Reports and Interviews

Formal written reporting to parents occurs twice a year. In addition, parent/teacher interviews are organised for the second half of Term 2, shortly after mid-year reports have gone home and in Term 3. As well as the formal reporting times, parents are welcome to come to the school to discuss their child's progress. It always helps to contact the school to arrange a suitable time, for example during RFF (release from teaching) time.

## Religious Instruction

Scripture classes are provided for Catholic and Combined denominations. It is expected that students will attend unless a note is received seeking exemption. [SRE](#) (Special Religious Education) & SEE (Special Education in Ethics) participation forms are completed upon enrolment. A parent/carer may at any time notify the school in writing if they wish to change their decision.

## Counsellor

The School Counsellor visits the school every Tuesday and Friday. All contact with the School Counsellor must be through the Learning Support Team. Parents will be informed and permission asked before School Counsellor contact is made.

## SkoolBag App & Facebook

The school uses SkoolBag to send short messages & emails relating to current events at the school, for example sporting and event cancellations. You can download the SkoolBag App for free from the App store. Keep an eye on our Facebook page <https://www.facebook.com/stgeorgesbasinps> and our website <https://stgeorgesb-p.schools.nsw.gov.au/> for information also.

## Newsletter

The Newsletter goes home fortnightly via email & SkoolBag. You can view our Newsletter via our website <https://stgeorgesb-p.schools.nsw.gov.au/newsletter.html>. If you wish to unsubscribe from Newsletters, please do so by pressing on the 'update my email subscription preferences' link at the bottom of your last email received.

## P&C Association

This very important organisation meets once a term as advertised in the School Newsletter. It is an opportunity for parents to help with school planning, implementation of school programs and fundraising. The AGM is held in November for those wishing to be part of our P&C executive. Visit their Facebook page <https://www.facebook.com/StGeorgesBasinPublicSchoolPandC> or email [stgbps@gmail.com](mailto:stgbps@gmail.com).

## Canteen

The canteen is open Thursday and Friday. The canteen uses an online ordering system (no cash) [www.myschoolconnect.com.au](http://www.myschoolconnect.com.au). Visit the P&C section of our website to see how to register. **Children still need to place lunch order bags in class baskets when they first enter the classroom for their orders to be placed in.** A price list is also available on the school website under the P&C section or at the front office. Please email Nikki Knieriem (P&C President) at [stgbps@gmail.com](mailto:stgbps@gmail.com) or visit [www.myschoolconnect.com.au](http://www.myschoolconnect.com.au) to volunteer your help.

## School Uniforms

School uniforms can be purchased from our online service [www.myschoolconnect.com.au](http://www.myschoolconnect.com.au). All information regarding ordering, payment and delivery of uniforms is on this link. A price list is also available on the school website under the P&C section or at the school office.

The uniform shop in the old annex building at the front of the school may open between various times during the start and end of each term. Please keep an eye on the [P&C facebook page](#) for opening times and updated information or email the P&C at [stgbps@gmail.com](mailto:stgbps@gmail.com)

Second hand items are available for a gold coin and can be found in the administration block.

## Home Learning Policy

Home learning helps to bridge the gap between home and school. It should be seen by parents as a vital part of the home/school partnership which supports students while they learn. For further information see your class teacher about home learning or our Home Learning Policy.

## Strategies for Positive Reinforcement of Students' Achievements

Our school is a PBS (Positive Behaviour for Success) school. Our school values are taught to students through lessons following our Matrix. Our PBS school values are ROARS (**R**esponsible, **O**n task, **A**ctive learners, **R**esponsible, **S**afe).

St Georges Basin Public School has chosen to operate its Student Welfare Program using positive reinforcement by means of a Merit Level System. Students earn the right to move through the level system after displaying appropriate behaviour both in the classroom and in the playground. Students are encouraged to take responsibility for their own actions and follow our values.

For further information see St Georges Basin Public School Positive Behaviour Policy.

## Bullying: Information for Parents

Bullying occurs from time to time in all sections of the community. Because the St Georges Basin School Community wants all students to feel safe and secure, the following strategies have been implemented:-

- The school has developed a Student Welfare Policy that rewards students for good behaviour and sanctions inappropriate behaviour. As part of normal welfare procedures, any student who is bullied in the playground should report the incident to the teacher on playground duty.
- Any incidents of bullying in the classroom should be referred to the class teacher. (Refer to St Georges Basin Public School Student Welfare Policy) as is normal practice, staff will investigate and document incidents as needed and appropriate action will be taken.

## What is Bullying?

### Bullying is repeated incidents involving:

- bigger, stronger or a more powerful child on a smaller or weaker child, or
- a group of children on a single child.

### These incidents might be:

- Verbal: the child is called names, put down, threatened.
- Physical: the child is hit, tripped, poked, kicked, or belongings are stolen or damaged.
- Social: the child is left out, ignored, or rumours are spread.
- Psychological: the child is stalked or given dirty looks.

### What are the signs:

Bullying may be very hard to observe. Victims may already be having trouble getting on with other children or with teachers. They are often picked on by bullies for this reason. Bullying happens out of sight, away from teachers or other adults. The people who are most likely to know what is going on are other children. Children who are being bullied often don't like to tell anyone because they feel weak or ashamed, or are frightened that it will only make things worse. They also feel it is wrong to "dob in" or tell tales on other children. If they tell anyone, it is most likely they will tell their parents - usually their mother - or their friends before they will tell a teacher.

## What can you do?

By the time children tell their parents they are being bullied, they may have tried everything they can to deal with it on their own. Telling parents is often a very hard step to take.

### Children need to:

- feel believed and listened to
- develop trust in how parents will handle it
- talk more openly about what has happened
- gain some control over what is happening
- learn things they can do to protect themselves
- regain self confidence

### It helps if parents:

- involve the children in making decisions about what to do
- listen to what children say
- tell them they understand

### It does not help if parents:

- get angry or upset
- feel guilty or ashamed
- make children think it is not important
- blame the children
- blame the school
- accuse people without knowing the facts
- look for scapegoats
- demand to know all the details at once
- look for easy solutions

The issue of harassment or bullying is addressed as part of the school's ongoing Child Protection Program. Students who feel threatened or harassed should:

**Step 1:** Inform the person who is harassing them that they don't like what they are doing and tell them to stop. They need to tell them exactly the type of behaviour that is annoying them. Move away and play/work in a different area.

**Step 2:** If the behaviour continues, they need to tell them to stop again and do this in an assertive manner. Remind them that they have already been told once.

**Step 3:** On the third occasion, they need to tell the person that is harassing, annoying or bullying them, they will be finding the closest teacher and informing them of the problem.

**Step 4:** That teacher will investigate the problem and disciplinary measures (in line with the school DEC policy) will be taken. If needed, parents will be contacted.

## In Conclusion

Harassment and bullying has no place at our school. Encourage your child to talk about these issues if he/she feels threatened or victimised.



**At St Georges Basin Public School** we aim to prepare our students to be able to:

- Develop co-operative behaviour
- Read for general knowledge and enjoyment
- Write in a variety of styles and genres
- Use mathematics for real life purposes
- Use technology in all Key Learning Areas
- Make oral presentations confidently to small and large groups
- Research effectively
- Manage their time appropriately
- Appreciate literature
- Become independent learners
- Take pride in the presentation of their work
- Develop high self esteem
- Participate in a variety of sporting and recreational activities
- Value and respect their own bodies
- Have a good knowledge and understanding of the world around them
- Present music, dance and drama to a variety of audiences

**We expect our students to:**

- Take care of their own belongings
- Take pride in their appearance and feel good about themselves
- Know and follow the school rules
- Be on time for school, assemblies and lessons
- Take pride in their work
- Make the most of their opportunities
- Be courteous, co-operative, considerate and polite
- Always avoid using physical violence
- Respect other people and their belongings
- Solve problems with others without arguing and fighting
- Take pride in your school's appearance
- Respect and look after school property
- Report any acts of vandalism witnessed to teachers, parents or authorities
- Don't be in the school grounds outside the hours of supervision
- Wear their school/sports uniform and red school hat with pride
- Show a positive attitude towards school especially when representing at special events

# St Georges Basin Public School

## School Moto

I Aspire, I Achieve

## School Pledge

This is our school,  
Let peace dwell here.  
Let the rooms be full of contentment,  
Let love abide here,  
Love of one another,  
Love of humanity  
And love of life itself.  
Let us remember that as many hands build a home,  
So, many hearts make a school.

## School Song

St. Georges Basin Public School  
With pride we say the name  
We work so hard to do our best  
To gain it honour and fame.

### *CHORUS:*

To aspire and to achieve  
Come on, let us stand tall  
St. Georges Basin Public School  
Our motto says it all.