

# ALEXANDRIA PARK COMMUNITY SCHOOL

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Dear Parents, Carers and Students of the Inclusive Education Unit,

## **Important information for students in Years K– 6 and their families for the 2024 school year**

Students return to school dates:

	<b>Tuesday 30/01/24</b>	<b>Wednesday 31/01/24</b>	<b>Thursday 01/02/24</b>	<b>Friday 2/02/24</b>	<b>Monday 5/02/24</b>
<b>Kindy 2024</b>	Staff Development Day 1 Staff Only <b>(No students attend school on this day)</b>	Staff Development Day 2 Staff Only <b>(No students attend school on this day)</b>			Best Start Assessments
<b>Years 1-6 2024</b>			Years 1 - 6 Start		

### **Current 2023 enrolments**

All students Years 1 to 6 in 2024 will begin school on Thursday 1st February at 9am.

### **New Kindergarten enrolments**

Best Start assessments will take place on Monday 5<sup>th</sup> February. Appointment times will be communicated via email.

2024 Kindergarten students start dates and times will also be communicated via email.

### **New 2024 Year 1 to 6 enrolments**

Student start dates and times will be communicated via email.

### **Before school procedures on your child's first day in 2024**

- When students in Years 1-6 arrive to school on their first day back for 2024, they should come to the gate of the Community Centre from 8.40am – 9.00am.
- In 2024, the K-6 school day commences at 9am. Parent pick up is from 2.40pm – 3.00pm. Please collect students from the gate to the Community Centre.
- No primary students should be on the school site and unsupervised before 8:40am. A teacher will be on duty from 8:40am. Any students arriving at school prior to 8:40am must attend Camp Australia.
- Students attending before school care should arrive with a parent/carer and proceed directly to Camp Australia.
- During Term 4 2023 classes were formed for 2024 with teachers and school executives taking into consideration the social and academic needs of each individual student, and how students may work together with others.

### **After school procedures**

- All students will be collected by their parents at the gate to the Community Centre from 2.40pm. The teacher on duty will advise your child's teacher when you arrive and the students will be transitioned from the classroom to meet you at this gate.
- Students traveling home via the Assisted School Transport Program will be transitioned to the vehicle when it arrives by the teacher on duty.
- Stage 2 students will be dismissed by their classroom teachers in the Burra Gorang.
- Camp Australia will meet Kindy students at their classrooms. If your child is in Years 1 – 6 and will be attending Camp Australia, please let your child's classroom teacher know so that we can prepare for their transition from school to Camp Australia.

### **School administration office - holiday opening hours**

The Bunin (school administration office), will be open from 9.30am – 2pm on **Monday 29th January 2024**. Office staff will be able to answer any administrative questions you have during this time. Our office staff will also be able to assist you with the purchase of uniforms and the payment of contributions and fees for students in Kindergarten to Year 12.



### **Before and after school care, run by Camp Australia**

Before and after school care is located near the Denzil in the multipurpose centre. If you would like information about after school care please visit the Camp Australia website [www.campaustralia.com.au](http://www.campaustralia.com.au)

### **Student equipment lists for 2024**

Please find the student equipment list for your child's grade included with this note. It would be greatly appreciated if all students could have the relevant equipment organised and ready to bring to school for the first day in Week 3 (Monday 12th February 2024).

### **Primary school uniform for Kindergarten to Year 6 students**

Students of Alexandria Park Community School are expected to wear full school uniform. The Parents and Citizens Association supports this policy. It is an important part of our school's "**Code of Behaviour**", which

was introduced after extensive consultation with students, parents, teachers and community groups.

***The wearing of a school uniform:***

- Advances strong community pride
- Promotes a positive school spirit
- Develops teamwork
- Is fair for all students
- Supports a safe and happy school
- Helps our community to recognise our students

All students are to wear full school uniform every school day. This presents a positive school image outside of the school and contributes to a shared school identity within.

**Sun Safety**

All students should wear an Alexandria Park Community School hat at all times when in the school playground or on excursions. Hats can be purchased from the school uniform shop. K-6 students are required to follow the rule of ‘No Hat, No Play’ (in sun). Students without a hat will be directed to play in a shaded space. All students should apply sunscreen each morning before school.

**The Uniform Shop**

Please go to the school office to purchase uniforms. It will be open on **Wednesday 24th January and Thursday 25th January 2023** from 9.30am-2.00pm. On school days it is also open from 8.30 – 10.30am.

 <p><b>APCS Primary School Uniform Kindy to Year 6</b></p>				
	<p><b>School Shirt</b></p>	<p><b>School Jumper</b></p>	<p><b>School Jacket</b></p>	<p><b>Navy Shorts</b></p>
				
<p><b>Navy pants</b></p>	<p><b>Navy skirt/skort</b></p>	<p><b>Navy socks</b></p>	<p><b>Black shoes</b></p>	<p><b>School hat</b></p>

***School uniform description***

- APCS Red with blue sleeve polo shirt
- Navy shorts or navy pants or navy skirt or navy skort – shorts and skirts are to be worn to a

modest and reasonable length for school attire.

- Black school shoes
- Navy socks or stockings
- Navy blue Jumper or jacket with school logo

### ***These items are NOT school uniform***

- Coloured or non-school hats and caps
- Hoodies
- Non APCS Jumpers, cardigans and pullovers
- Tights
- Jeans
- Non-navy pants or shorts
- Tops or pants with random logos

### **School contributions and fees**

Please pay your school contributions for 2024 at the beginning of the school year. Payments for school contributions and fees go directly back into purchasing resources for students to use in their classes such as textbooks, sports equipment, art supplies, technology etc. Please help to support our school and student learning by paying your school fees and contributions.

2024 yearly contributions and fees:

- Kindergarten to Year 6 \$50
- Technology Levy \$50
- P&C donation \$100
- K-4 Matific subscription \$15
- K-6 Soundwaves \$13

You can pay in person or online:

- In person at the administration office using: Cash, Cheque, Eftpos or Credit Card. Cheques are to be made payable to “*Alexandria Park Community School*”.
- To make online payments, please refer to School Bytes (payments will be made available in 2024)

### **Financial assistance**

If you are experiencing any financial difficulties please contact the Principal, Mrs Debra Lade to arrange for a confidential discussion.

### **Food breaks & healthy eating**

**Crunch N Sip** 10.00am (short break in the morning during Periods 1 & 2)

**Lunch** 11.00am – 11.50am (this includes supervised eating time inside classrooms from 11:00am – 11:10am)

**Afternoon Tea** 1.50pm – 2.15pm (this includes supervised eating time inside classrooms from 1:50pm – 1:55pm)

All students are encouraged to eat a healthy and nutritious lunch and afternoon tea snack. This includes plenty of fruit and vegetables. Students should bring a refillable drink bottle with them to school every day, which can be refilled at one of the many bubblers or drinking fountains in the playground. Please minimise packaged food, which contributes to waste problems and can be difficult for younger students to open.

To find out more information on nutritious food choices for children at school, visit the following website:  
<https://www.healthykids.nsw.gov.au/teachers-childcare/nutrition-high-school/high-schoolnutrition->

[guidelines.aspx](#)

### **Playground Spaces**

During lunch and afternoon tea breaks, students will continue to play in cohorts and will be supported in the Sensory Play Area or the quiet play area.

### **School canteen**

The school canteen operates 5 days per week. Primary School students must place their orders online before 9.30am or before school at the canteen. Please let your child's classroom teacher know via a communication book if you have ordered food from the school canteen so arrangements can be made to collect it. The canteen operates under the guidelines of the NSW Department of Education *Nutrition in Schools* policy which can be found by visiting the following link:

<https://education.nsw.gov.au/policy-library/policies/nutrition-in-schools-policy>

Parents can order in person at the canteen before school, or online by registering with Flexischools -

<https://flexischools.com.au/>

### **PBL (Positive Behaviour for Learning) at Alexandria Park Community School**

***Positive Behaviour for Learning, known as PBL is an evidence-based whole school systems approach that:***

- Addresses the diverse academic and social needs of every student to support them to be successful
- Supports students in early childhood settings through to senior years of schooling
- Enables schools to establish a continuum of supports that are intensified to meet the needs of every student
- Is team driven, using a problem solving approach (data, systems and practices) that engages students, parents and all school staff
- Establishes positive social expectations for all in the school community
- Provides a framework for the school and its community to collectively support the wellbeing of every student



#### ***At Alex Park:***

- Students respond positively as they have been taught what is expected of them
- Staff deliver consistent responses to student learning and behaviour
- Students feel safe and cared for at school. Their parents, family and community are more involved in their school
- Unproductive and challenging behaviour can be significantly reduced for most students

#### ***Reward Systems:***

- At Alex Park, we use a reward system where students are given 'Deadlies' for showing the PBL values of 'be a learner, be respectful and be safe'
- Deadlies are accumulated by individual students and students are able to participate in the annual PBL carnival
- Students may be given verbal praise, positive acknowledgement, merit awards or a PBL sticker to reinforce the PBL values



# Behaviour code for students

## NSW public schools

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

### In NSW public schools students are expected to:

- Respect other students, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- Not bully, harass, intimidate or discriminate against anyone in our schools

Schools take strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

### Behaviour Code for Students: Actions

Promoting the learning, wellbeing and safety of all students in NSW Public Schools is a high priority for the Department of Education.

We implement teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

### Respect

- Treat one another with dignity
- Speak and behave courteously
- Cooperate with others
- Develop positive and respectful relationships and think about the effect on relationships before acting
- Value the interests, ability and culture of others
- Dress appropriately by complying with the school uniform or dress code
- Take care with property

### Safety

- Model and follow departmental, school and/or class codes of behaviour and conduct
- Negotiate and resolve conflict with empathy
- Take personal responsibility for behaviour and actions
- Care for self and others
- Avoid dangerous behaviour and encourage others to avoid dangerous behaviour

### Engagement

- Attend school every day (unless legally excused)
- Arrive at school and class on time
- Be prepared for every lesson
- Actively participate in learning
- Aspire and strive to achieve the highest standards of learning

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments. The department provides a policy framework and resources such as Legal Issues Bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context the NSW Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.