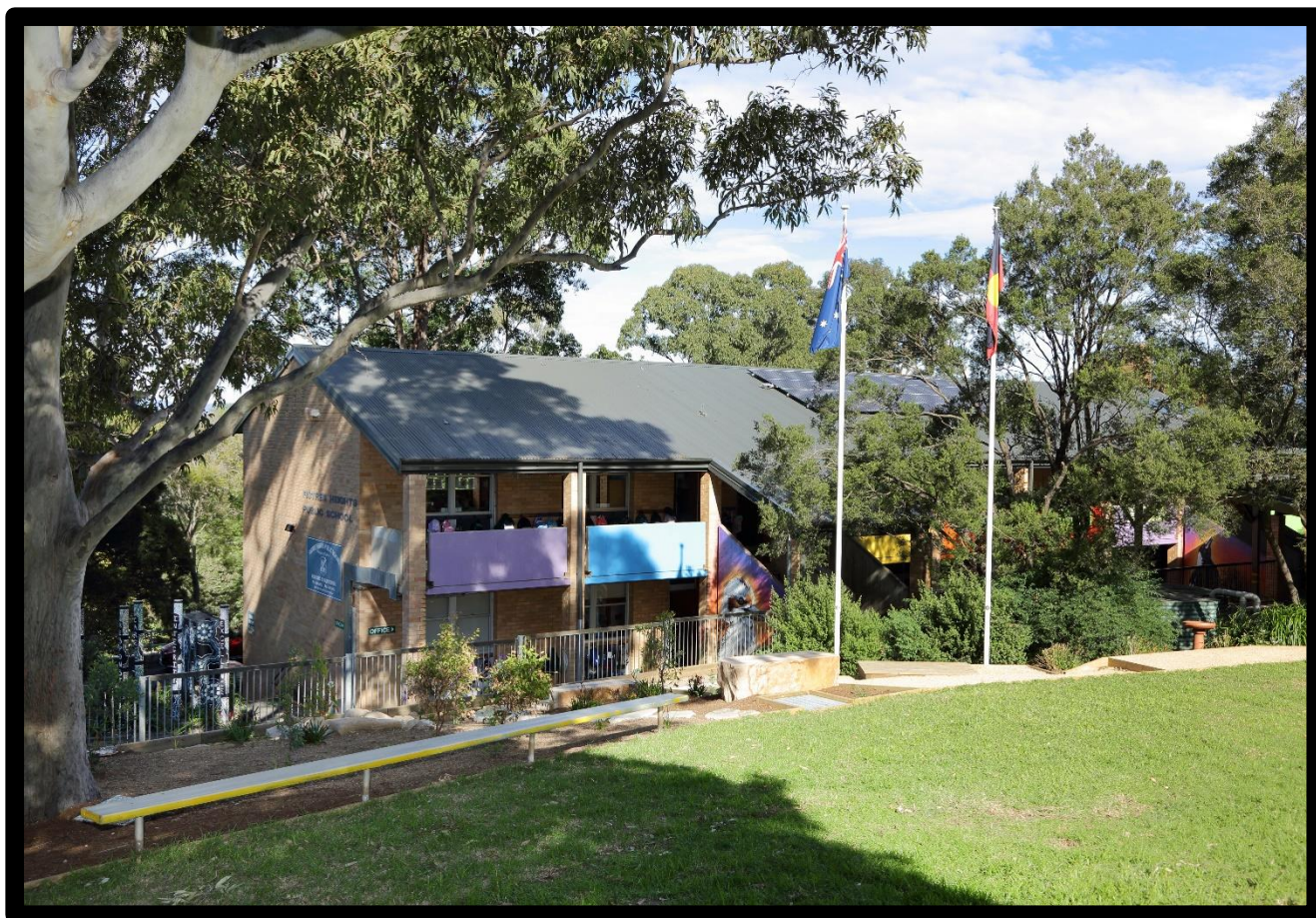




Figtree Heights Public School

The Heights of Excellence

Information Booklet



Phone: 4228 6555 or 4228 6770

Address: 14 St George Avenue, Figtree NSW 2525

Email: figtreehts-p.school@det.nsw.edu.au

Webpage: www.figtreehts-p.school.nsw.edu.au

Facebook: www.facebook.com/FigtreeHeightsPublicSchool

Office Hours: 8.30am – 3.15pm

Figtree Heights OoSH: (Out of School Hours Care Program)

Phone: 42 272515 (after 2.30pm)

Monday to Friday 6.30am – 8.30am

3.00pm - 6.00pm during the school term

7.00am to 6.00pm in school holidays



Principal's Welcome

Welcome to the community that makes up Figtree Heights Public School. We are 'not too big' and 'not too small' but a school that is 'exactly the right size'. This enables us to know our students, their strengths and their families well and we hope that you and your family will soon feel at home within our school community.

Whilst we strive for ongoing academic achievement, we also believe that there are many facets that make up a successful learner, productive citizen and resilient, well-adjusted individual. Our school motto, 'Heights of Excellence', exemplifies our aim for our students in all they strive for, during school and in life. We have beautified our school grounds over the recent years to include more gardens and landscaped spaces, providing natural play areas as we encourage our students to engage with their environment as well as each other.

Figtree Heights Public School offers a wide variety of extracurricular activities including school choir, sporting competitions, dance troupe, chess competitions, public speaking, debating, technology programs and enrichment opportunities. In addition, students have the opportunity to take part in excursions to support and enrich learning in the classroom.

Our staff, both teaching and office, are emotionally invested in the wellbeing of our students. Staff encourage and support students to ensure they are best able to achieve their potential in a secure environment where they enjoy a strong sense of belonging. Staff are also learners and attend on-going training and development thus keeping our practice current.

Our school has enjoyed a strong tradition of parent and community involvement and support as evident by the parental engagement at all school events and functions as well as the roles that parents assist to fill in our school. Parents support learning through volunteering in the classrooms and our active Parents & Citizens Association (P&C) run OoSH also support our school canteen. New parents are encouraged to become involved in any way they can within the school and P&C.

Please take your time to familiarise yourself with the following information. You may contact the school office should you require further information or clarification.

I look forward to getting to know your family and being a part of your child's educational experiences at Figtree Heights. Welcome to our school...your school!

Warm regards,

Rae Redfern
Principal



P&C Address

On behalf of the Figtree Heights Parents & Citizens Association I would like to warmly welcome all new families and children to our school. We are sure that this is an exciting time for your family, especially for your child as they begin 'Big School'.

Our school has a strong reputation built in part around its community spirit, which is something that many of us are very proud of. It is also something that only occurs because of the time so many people are prepared to sacrifice for the improvement of our school and to benefit our students, now and into the future.

The Parents' & Citizens' Association of Figtree Heights Public School is a vital element in the successful operation of our school. The primary purpose of the P&C is to promote the interests of the school by bringing parents, citizens, and teaching staff together, to support our school and our students. We also operate the Figtree Heights OOSH and Figgys' Fresh Canteen service for the school.

In recent years, funds raised by the P&C have supported the purchase of technology and teaching resources, provided financial assistance to students representing the school, funded the school app, wellbeing programs and enabled upgrades to our school grounds. This has included funding for our new First Nations Gardens in 2024 and two major upcoming projects— with a \$120,000 P&C contribution toward a COLA over our oval seating and a new full size multi-sports court (an additional grant of \$75,000 from the NSW Government), with work set to commence in early 2025 on both of these projects.

We extend an invitation to you to become an active member of your school P&C Association. More information and Figtree Heights Public School P&C Membership forms can be found on the Figtree Heights Public School website. Our meetings are Weeks 4 & 8 in Terms 1 & 4 and Week 6 in Terms 2 & 3 – everyone is welcome to attend.

Our current P&C Association Executive members and the current year group of their children are:

President - Stuart Wilkinson (Year 6)
Vice President - Shayne Lopeman (Year 3)
Treasurer - Paul Tierney (Year 1 and Year 3)
Secretary - Victoria James (Year 6)

On behalf of the executive team and myself, we wish you all the best as your child begins their formal education, and we look forward to meeting you soon.

Sincere regards,

Stuart Wilkinson
P&C President

School Staff

Principal:

Rae Redfern

Assistant Principals:

Mellanie Pirie (*Curriculum and Instruction*)
Anthony Hawker
Dayna Fincher

Teaching Staff:

| | |
|----------------|-------------------|
| Glenda Cameron | Laura Petkovska |
| Connie Darin | Christine Ruscica |
| Dayna Fincher | Kimberley Tier |
| Anthony Hawker | Tarra Weiberle |
| Teagan Hunter | Dayna Fincher |
| Zoe Chittick | Simon Irish |
| Talia Fry | |

SASS Staff:

| | |
|---------------------|---------------------------------|
| Deane Grogan | Administration Manager |
| Michelle Hutchinson | Administration Officer |
| Leah Cotton | School Learning Support Officer |
| Pam York | School Learning Support Officer |
| Steve Dillon | General Assistant |

School Psychologist:

Vivienne McGrath

School Dates for 2025

| | | |
|---------------|--|--|
| Term 1 | Staff Development Days Students Years K-6 Start Last day of Term One | Friday 31 January – Wednesday 5 February Thursday 6 February Friday 11 April |
| Term 2 | Staff Development Days Students Return Last day of Term Two | Monday 28 and Tuesday 29 April Wednesday 30 April Friday 4 July |
| Term 3 | Staff Development Day Students Return Last day of Term Three | Monday 21 July Tuesday 22 July Friday 26 September |
| Term 4 | Staff Development Day Students Return Students and Staff Last day of Term Four | Monday 13 October Tuesday 14 October Friday 19 December |

Primary Curriculum

The curriculum is structured around six Key Learning Areas (KLAs):

- **English**
- **Mathematics**
- **Science and Technology**
- **Personal Development, Health and Physical Education**
- **Creative Arts**
- **Human Society and Its Environment (History and Geography)**

School Support

School Learning and Support Teacher (LaST)

Part of our staff makeup includes a LaST, whose special role is to provide assistance with school initiatives to improve outcomes for students with additional learning and support needs as well as providing extension. The role of the Learning and Support Teacher, as a member of the School Learning and Support team, is to work collaboratively with the classroom teacher to support assessment for learning of their students, including planning, implementing, monitoring and evaluating teaching programs for identified students.



School Counsellor/Psychologist

The School Psychologist, Ms Vivenne McGrath, spends one and a half days per fortnight at our school to assist with elements relating to student progress, development and welfare. Ms McGrath is available for consultation with parents by prior appointment. Please see the classroom teacher for a referral to this service.

Student Assistance Scheme

A Student Assistance Scheme exists to allocate funds for school activities to families experiencing financial hardship. Please contact the school office or the Principal if you wish to access this support or for further details.

School Routine

School Hours

Teacher supervision begins at 8.30am until 3.00pm when students are dismissed or supervised onto buses. In extenuating circumstances, children who arrive at school before 8.30am (**definitely not before 8:15am**) need to sit on the old COLA seats until a teacher is on duty. **For the first few weeks of Term 1 our Kindergarten students will finish at 2.30pm. The class teacher will inform the parents when Kindergarten will finish at 3.00pm (usually Week 4).**

Bell Times

| | |
|---------|---|
| 8:30am | Commencement of morning supervision |
| 8:55am | Commencement of school/morning assembly |
| 10:50am | Eating time |
| 11:00am | First half of lunch |
| 11:25am | Second half of lunch |
| 11:50pm | End of lunch |
| 1:35pm | Recess |
| 2:00pm | End of recess |
| 3:00pm | End of school day |

Attendance, Late Arrivals and Early Departures

Students are expected to attend school each school day. Students should be at school ready to begin classes at 8.55am. If arriving late or leaving school early students must be signed in or out by a parent/caregiver at the office. Absences should be explained via School Bytes, email to the school address, phone call or note to the office when the student returns to school. In accordance with the Department of Education Policy, students who do not bring in a note within 7 days will have the absence marked 'unjustified'. If your child will be out of school for an extended period of time (5 or more days) please enquire at the office about an 'Extended Leave Application' before the intended leave date.




EVERY MINUTE COUNTS....

| When your child misses just... | that equals... | which is... | and therefore, from Kindy to Year 12, that is... |
|--------------------------------|---|---|--|
| 10 minutes a day | 50 minutes of learning each week | Nearly 1½ weeks per year | Nearly ½ a year of school |
| 20 minutes a day | 1 hour and 40 minutes of learning each week | Nearly 2½ weeks per year | Nearly a year of school |
| ½ hour a day | ½ a day of learning a week | 4 weeks a year | Nearly 1 ½ years of learning |
| 1 hour each day | 1 whole day of learning each week | 8 weeks per year or nearly a term a year. | Over 2 ½ years of learning |

Your child's best learning time is at the beginning of the day...

Check the time your school starts. DON'T BE LATE!



School Bytes App

School Bytes is our new App for payments for fees, excursions and events. The School Bytes parent portal enables you to view all your children in one portal and process payments for multiple siblings in one transaction.

The students Statement of Account and payment reminders will be sent directly to parents/caregivers via email.

All permission notes will be sent out via the App.

Other uses include sending out reminders and enables parents to quickly send the school an absence note when students are off sick.

Newsletter

Our Newsletter is a weekly form of communication, available on Mondays. Each week this is sent out via School Bytes. The Newsletter can also be found on our school website. Please regularly check the Newsletter for important dates and information.

The Library

The library provides an opportunity for students to participate in hands-on and research-based activities through inquiry learning and use of digital technologies.

All students have a library lesson each week and a portion of this time is scheduled to borrow books from the library. Kindergarten to Year 2 will need a library bag if they are borrowing. These bags can be purchased from the front office or brought from home. Each year students are encouraged to participate in the 'Premier's Reading Challenge' and 'Book Week' activities. These are wonderful opportunities to support positive reading habits.

The timetable for individual class visits will be determined at the start of each year.

Sport

Generally, our sport day is Friday and all students are expected to wear their sports uniforms on that day. Should a special 'visiting' sports program be running on a different day we will inform you prior to the start of that program.

All students are placed in a 'house' group for sport soon after enrolment. Our 'houses' are Kiera (Blue), Kembla (Green) and Nebo (Red). Every year students K-6 participate in the 'Premier's Sporting Challenge'. This challenge encourages students to become more active and helps the school receive much needed funding for sporting equipment.

Homework

The practice of regular and appropriate homework is seen as a desirable educational activity, for which students of all ages can benefit. It promotes school and home as a partnership which enhances quality learning and shared outcomes.

Home reading and sight words (tricky words) will be introduced during Kindergarten with more formal homework starting in Year 1. All activities at home or during play can assist children to develop a wide range of knowledge and skills including literacy, numeracy and problem solving. Language and number concepts can be introduced and consolidated in many activities including: shopping, food preparation, family outings and reading.

Please note, if you are taking your child out of class during the school term, extra homework will not be set by the class teacher. It is essential that children attend school every day to ensure they are provided with essential instruction in their learning activities.



Special Religious Instruction and Ethics

Scripture and Ethics classes are held each Wednesday. These classes are conducted by visiting clergy, lay scripture teachers and ethics teachers. The groups include Catholic, Anglican, Muslim and Ethics. All children are expected to attend one of these groups unless a note from a parent is received, exempting them from scripture and ethics. All classes, including Ethics, are dependent on instructors being available from the providers.

Assemblies

Daily announcements are held each morning at 8.55am. These announcements include sport reports, special achievements, coming events and changes in routine. Parents are more than welcome to stay and listen to these announcements.

On Monday mornings we hold a whole school assembly, at which time students receive their Figtree Heights Value Awards. Students' names are placed in the Newsletter on the Monday of the week prior to when they are to receive their Super Star Awards, to inform parents and loved ones so they can attend the next Monday morning assembly.

Whole school assemblies are currently held on specified Thursdays (not every Thursday), under our big COLA, as outlined on the calendar. Should this day change, parents will be notified through the Newsletter. These assemblies are to showcase what we have been doing at school, with parents and visitors invited and encouraged to attend when possible.

Special assemblies are held throughout the year. These can include scripture assemblies, ANZAC assembly and an annual Presentation Day celebration.



School Information

Emergency Information

Emergency information is kept for each student and is for the confidential use of school staff. **It is essential that this information is kept up to date.** Please inform the school as soon as possible should any changes occur. **Such changes may include:** address, student custody status, telephone numbers, medical conditions, emergency contacts, etc.

The school uses this information to contact you or people you have nominated as an emergency contact to obtain medical assistance, information in an emergency situation or something as simple as a forgotten lunch. Please support us in keeping these details up to date.

Injured or Sick Students

Injured or sick students are cared for in the sick bay. When students are sick enough to require them to leave school, a parent or (if they are unavailable) emergency contact, will be contacted. Therefore, please nominate a local person who your child is familiar with as your emergency contact. Please note, in the current climate, it is a requirement that all students exhibiting flu-like symptoms will be sent home.

In the event of a medical emergency the school will call for an ambulance and contact the parents. The school has current ambulance cover for all students.

Special Purchases

All families will be asked to pay for designated class textbooks or other required resources during each school year. We always strive to give parents ample notice, however, this is not always possible.

Performances and Excursions

Throughout the year visiting performances and excursions are organised. The children are encouraged to attend as they are considered an essential part of school life. A signed permission note from parents is required for these activities.

Permission Notes

All notes are sent home via School Bytes. This enables you to give permission quickly and easily. If no permission has been received via School Bytes then alternate arrangements for supervision will be arranged for the duration of the activity.



Labelling

Please clearly label all articles your child brings to school with their name. This includes their school bag, jumper/jacket, lunch box, raincoat, shoes, drink bottle and hats. This is extremely important as often expensive items of clothing are left unclaimed for want of a name.

Money Collection at School

When paying for school activities the following procedures are options:

- School Bytes. Payments are made via the School Bytes App.
- Payment to the front office – Money sent into school is to go to the front office in an envelope clearly marked with the student's name, class, activity and \$ amount enclosed. Sending all notes and money directly to the front office ensures money is safe and accounted for. It is essential that correct money is sent in as we do not have change on a regular basis.
- If paying by cheque please note that P&C and school activities will need separate cheques as we use different banks. Contact the office if you require clarification.
- Payment for an activity should be at least two to three days before the activity - this reduces the last-minute rush. PLEASE check all notes and deadlines as some events require payment a number of days in advance to confirm numbers. We would hate for students to miss out on activities or events because the cut-off date was missed.
- If a student doesn't have permission and payment for an activity, then alternate arrangements for supervision will be arranged.

Lost Property

Every endeavour is made to find owners for lost clothing, lunch boxes, etc. Unclaimed lost property with no names is re washed and donated back to the second hand uniform shop.

Bus Travel

All students in K-2 are entitled to free bus travel home from school. Year 3-6 students, who live beyond 2.3km, by the shortest possible walking route, are entitled to free bus travel. Applications are made online at apps.transport.nsw.gov.au/ssts

If your child is to travel by bus PLEASE STRESS HOW TO SAFELY ENTER, LEAVE AND BEHAVE ON THE BUS. Your co-operation and support of your children in this regard is appreciated. Students who travel on the buses are under an obligation to obey the instructions of the driver.

Bus Travel Requirements

Students must:

- At all times obey the driver
- Where possible, remain seated for the duration of the journey
- If required to stand, do so in a safe manner away from the step
- Display their bus pass to the driver on entry or pay the appropriate fare

Students must not:

- Eat or drink on the bus
- Permit any part of their body to protrude from the bus
- Mark or damage bus property
- Throw any article on or from the bus
- Alter, deface, misuse or fraudulently obtain a bus pass
- Give, loan or transfer their bus pass to another student
- Undertake offensive behaviour or cause discomfort to other passengers



Afternoon Pick-up Arrangements

Students should know how they are to go home each afternoon. If the arrangement is to be altered, it may help to send a note, so the teacher knows there is a change to normal routine. Contact with the school to inform us of altered arrangements should be made by the parent/caregiver only. Students should be collected promptly at 3:00pm. In the event of a delay the school must be notified.

Toys at School

Unless there is a specific reason, eg. class display or news, children are discouraged from bringing toys of any sort due to potential damage or loss. Some toys are not permitted at school because of the hazards they present, eg. guns (of any kind), bow and arrows, swords, any toy that fires a projectile, and pocket knives. Electronic toys are also not permitted at school. If children bring expensive toys to school they must take responsibility for their safety and condition. If your child brings insects, caterpillars, etc. for news, please send them in a plastic container or box - **not** glass (as glass jars can be dropped and broken).

Mobile Phones

Students are not encouraged to bring mobile phones to school but we understand some students need to have a phone for on the way to and from school. Students who bring phones are required to **turn them off when they arrive at school and hand them in to the front office**. They can collect them at the end of day. There are **NO** exceptions to this rule. At no stage should a child have a mobile device with them or in their bag during the day. Watches with this capability are discouraged. If worn they will need to have the internet connection and/or phone service disabled during the school day.



Hats

Hats are an integral part of our school uniform and must be worn in the playground. The school has a policy of "No hat, no play in the sun". We try to instil the importance of being responsible for skin care by encouraging children to wear school hats (not visors) and use sunscreen. Sunscreen can be applied at home and sent to school with students. However, due to possible skin reactions to different brands of sunscreen, students are not to share their sunscreen with others.

Jewellery and Accessories

Jewellery should be kept to a minimum. Studs and sleepers are permitted, however, no hoop earring large enough for a finger to get caught in. For safety reasons, jewellery of any type cannot be worn during sporting activities. Accessories including headbands and ribbons should be school colours only.



Student Behaviour and Support Management

Overview

Figtree Heights Public School is committed to explicitly teaching and modelling positive behaviour and to supporting all students to be engaged with their learning. Key programs prioritised and valued by the school community include the Figtree Heights Value Award System.

Positive Student Behaviour and School-wide Expectations

Figtree Heights Public School has the following school-wide values and expectations:

- **Excellence** - being proud of the way you have displayed admirable qualities in your actions at school.
- **Integrity** - displaying honesty and doing the right thing even when nobody is watching.
- **Care** - demonstrating care and responsibility in your actions.
- **Responsibility** - displaying trustworthiness in your actions, in the classroom and in the playground.
- **Fairness** - making fair and honest judgements.
- **Respect** - act in a way that shows you care and value teachers, your fellow students and our school.

Figtree Heights Public School uses the following strategies and systems to explicitly teach, recognise and reinforce positive student behaviour and behavioural expectations:

- Positive Behaviour Award System linked to our school values
- In class and whole school focus on a school value each fortnight

| | | |
|--|---|---|
|  <p>CONGRATULATIONS! You have continually exhibited our Figtree Heights Public School value of: Responsibility Awarded to: _____ Thank you for displaying trustworthiness in your actions, both in the classroom and outside in our playground. Teacher: _____ Date: _____</p> <ul style="list-style-type: none">• Be punctual• Wear the correct hat• Play safely in the correct areas• Report problems to teachers• Be a responsible cyber citizen• Use equipment appropriately |  <p>CONGRATULATIONS! You have continually exhibited our Figtree Heights Public School value of: Integrity Awarded to: _____ Thank you for displaying honesty and doing the right thing, even when nobody is watching. Teacher: _____ Date: _____</p> <ul style="list-style-type: none">• Do the right thing• Act ethically• Be accountable• Follow through with decisions |  <p>CONGRATULATIONS! You have continually exhibited our Figtree Heights Public School value of: Respect Awarded to: _____ Thank you for acting in a way that shows you care and value teachers, your fellow students and our school. Teacher: _____ Date: _____</p> <ul style="list-style-type: none">• Wear school uniform with pride• Listen to the teacher and peers• Take care of personal and school property |
|  <p>CONGRATULATIONS! You have continually exhibited our Figtree Heights Public School value of: Care Awarded to: _____ You should be proud of the way you have demonstrated care and responsibility in your actions at our school. Teacher: _____ Date: _____</p> <ul style="list-style-type: none">• Use kind words and actions• Speak politely and use manners• Help others• Care for school property |  <p>CONGRATULATIONS! You have continually exhibited our Figtree Heights Public School value of: Fairness Awarded to: _____ You should be proud of the way you have demonstrated the ability to make fair and honest judgements. Teacher: _____ Date: _____</p> <ul style="list-style-type: none">• Treat everyone the same• Give others a chance• Win and lose graciously |  <p>CONGRATULATIONS! You have continually exhibited our Figtree Heights Public School value of: Excellence Awarded to: _____ You should be proud of the way you have displayed admirable qualities in your actions at our school. Teacher: _____ Date: _____</p> <ul style="list-style-type: none">• Do your best• Participate• Be curious and ask questions• Take pride in your work• Collaborate with others• Challenge yourself |

Figtree Heights Public School acknowledges and rewards student achievement and positive behaviour. As part of this policy, an award system has been implemented to support this. Students are responsible for collecting awards and returning them to the classroom teacher when target amounts have been achieved.

All staff are encouraged to use an in-class Value Awards monitoring system.

| | | |
|---|----------------------------------|--|
|  | Bronze Award Certificate | 5 Value Awards |
|  | Silver Award Certificate | 10 Value Awards |
|  | Gold Award Certificate | 15 Value Awards |
|  | Emerald Award Certificate | 3 Gold Award Certificates And Principal's Morning Tea (end of each term) |
|  | Figtree Heights Pennant | 2 Emerald Award Certificates |

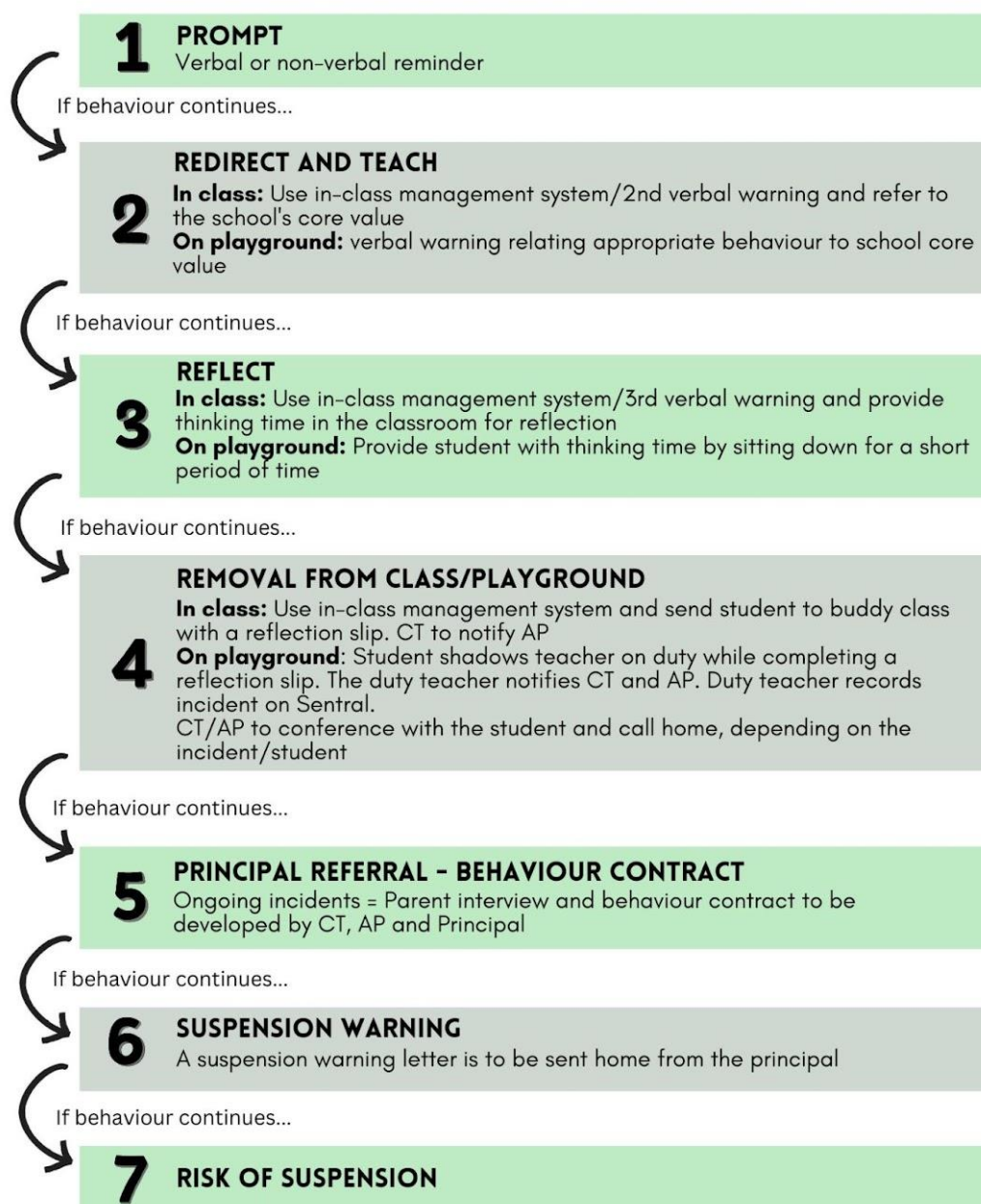
Reflection and Restorative Practices

It is essential that behaviour is managed appropriately to ensure the safety and wellbeing of all students and staff and provide an educational environment where all students can achieve and succeed. Restorative practices are put into place for students who do not respond positively to the school's standards and expectations. Applying a fair, reasonable, and proportionate action may be necessary following the FHPS Restorative Practices Chart.

Steps 1-3 are for repeated minor behaviours. A minor behaviour becomes a major behaviour if it escalates to Step 4. All major behaviours begin at Step 4.

When an incident on Step 4 has caused physical, emotional or social harm to another student, the parents of the victim are to be informed, and the Restorative Practice Apology must take place when the student involved is able.

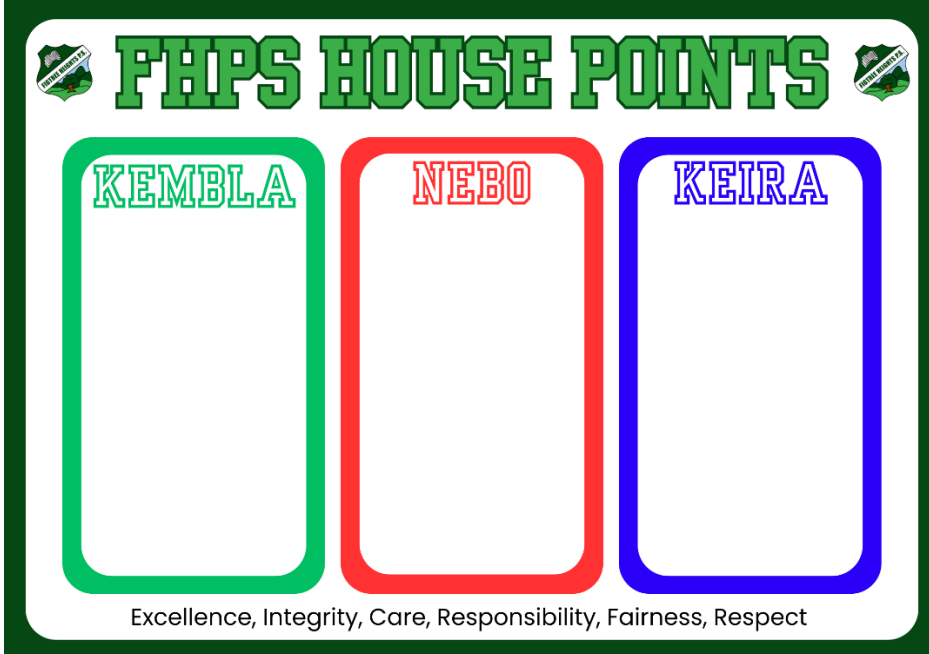
FIGTREE HEIGHTS PS RESTORATIVE PRACTICES CHART



House Points

When a student receives a Value Award, they will also receive one house point towards their house: NEBO, KEMBLA, KEIRA.

House points will be tallied in each classroom using the chart below and collected by house captains at the end of each fortnight's focus on a school core value. The house points earned from each house will be announced during Monday morning assemblies and added to the house point board.

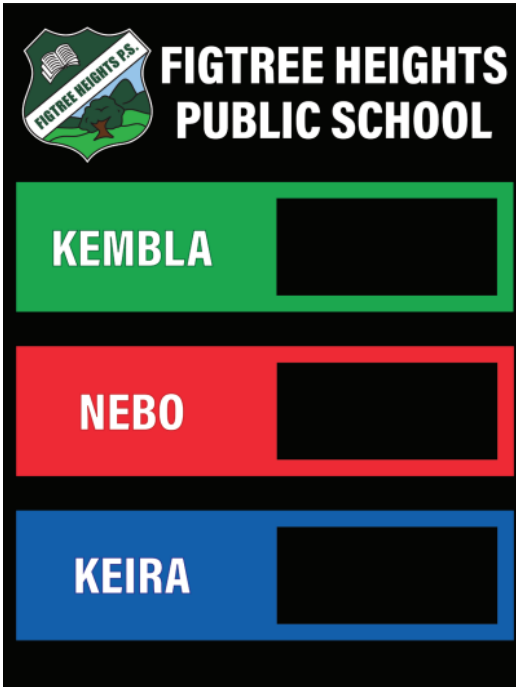


The chart is titled "FHPS HOUSE POINTS" in large green letters. It features three columns for the houses: KEMBLA (green border), NEBO (red border), and KEIRA (blue border). Each column has a large empty box for recording points. At the bottom, the school's core values are listed: Excellence, Integrity, Care, Responsibility, Fairness, Respect. Small school crests are visible on the top left and right.

| KEMBLA | NEBO | KEIRA |
|--------|------|-------|
| | | |

Excellence, Integrity, Care, Responsibility, Fairness, Respect

House points will also be awarded during school carnivals: swimming, cross-country and athletics.



The board is titled "FIGTREE HEIGHTS PUBLIC SCHOOL" in white text on a black background. It features three rows for the houses: KEMBLA (green background), NEBO (red background), and KEIRA (blue background). Each row has a large empty box for recording points. A small school crest is visible on the top left.

| KEMBLA |
|--------|
| NEBO |
| KEIRA |
| |
| |
| |

The winning house will be announced and awarded a house cup during the end-of-year presentation day assembly.

Bullying

Bullying behaviour has three key features. It involves the intentional misuse of power in a relationship. It is ongoing and repeated, and it involves behaviours that can cause harm. The NSW Department of Education requires all NSW public schools to have an Anti-bullying Plan which details the strategies implemented to reduce student bullying behaviours. The NSW anti-bullying website provides evidence-based resources and information for schools, parents and carers, and students (see: <https://antibullying.nsw.gov.au/>)

Figtree Heights P.S Commitment

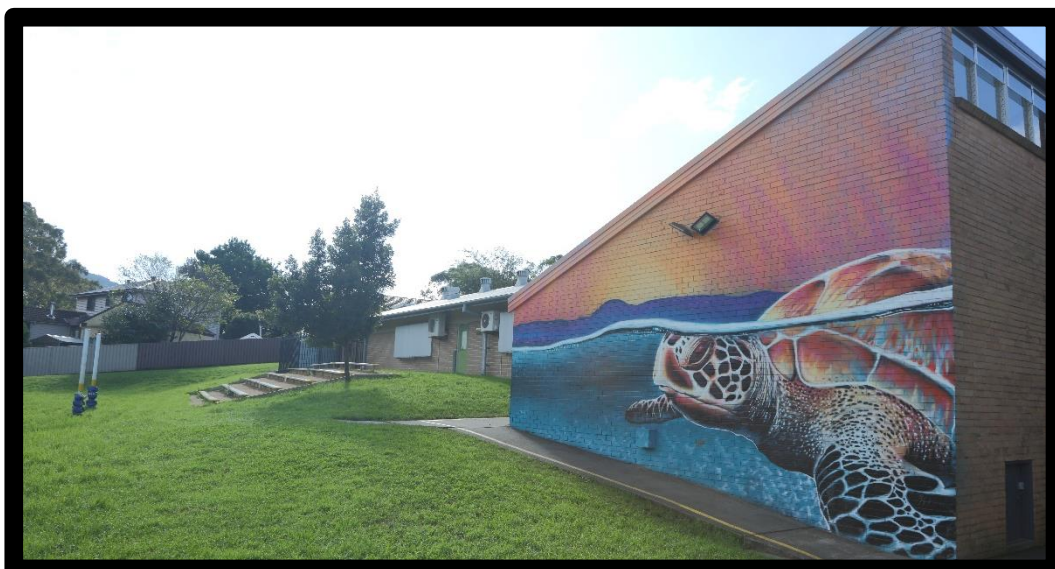
Our school rejects all forms of bullying behaviours, including online (or cyber) bullying by maintaining a commitment to providing a safe, inclusive and respectful learning community that promotes student wellbeing. Executive staff are committed to establishing evidence-based approaches and strategies that promote a positive climate where bullying is less likely to occur.

School Culture and Inclusion

All members of the school community are active participants in building a welcoming school culture that values diversity and fosters positive relationships. A key component of a supportive school culture is building respectful relationships and an ethos that bullying is not accepted, in both online and offline environments. School staff will actively respond to student bullying behaviour.

Our school engages in the following practices to promote a positive school culture.

- Promoting our school Values through having a weekly value and behaviour focus identified through common minor and major behaviours around the school.
- Mentioning the behaviour focus and school values in the Newsletter so parents are also aware of the school values
- Referring back to our values and expected behaviour, reiterated through the use of our Value Awards. Presentation of Bronze, Silver, Gold and Emerald awards at Monday morning assembly
- Principal morning tea at the end of each term for Emerald Award recipients
- School Pennant presentation at the end of each semester for students with 2 Emerald awards



Extracurricular Activities

Choir

Our choir is comprised of interested students Years 2-6. Students enjoy weekly rehearsals each **Wednesday** from 10.50am-11.25am. Performances are at various assemblies and the Southern Illawarra Music Festival in Semester Two.

Debating Team

Students may express interest in being a part of the debating team. Successful students will participate in the Premier's Debating Challenge. Workshops will occur for the students in preparation for this event.

Book Club

In order to promote good literature in the school community we use the Scholastic Book Club to promote a selection of books at reasonable prices. This is an optional activity and parents are under no obligation to purchase from the book club. Order forms are distributed to all children. Each class receives a bonus for the number of books sold and we use this to build up our library. All Book club purchases are done online using the Scholastic Loop Payment Portal.

Muffi Days and Special Events

Throughout the year, students and staff have various events raising funds to support the school's designated charities or activities. On these days children may wear sensible 'out of uniform' clothes and make a small financial contribution which goes to the designated charity or activity. Please remember sensible footwear and sun-safe clothing are always necessary. Therefore, no thongs or singlet tops are to be worn.



Parents and Citizens Association – P&C

All parents are encouraged to join the P&C Association. Meetings are held on a Wednesday evening at 6:30pm, once or twice a term. Dates are advertised in the Newsletter (usually Weeks 4 and 8 in Terms 1 and 4, Week 6 in Terms 2 and 3). Educational issues, school happenings and fundraising activities are discussed. Your attendance is encouraged and most welcome.

Canteen

Our canteen is run by 'Figgy's Fresh' canteen. The canteen is open at lunch on Wednesday, Thursday and Friday. Lunch orders can be placed using the Flexischool App. Further information on Flexischools can be found on the FHPS website or in the Newsletter.

Figtree Heights Out of School Hours Care Program (OoSH)

This program is independent from Figtree Heights Public School and is run by Figtree Heights P&C Association. OoSH operates from our school hall, offering affordable school holiday and before/after-school care for children in the Figtree area. Activities include games, puzzles and excursions (in the school holidays).

OoSH operates Monday to Friday 6.30am-8:30am and 3.00pm-6.00pm during the school term, and 7.00am-6.00pm in school holidays. Their contact phone number is 0412 012 061 (after 2.30pm).

If you go to the OoSH website there is an orientation video with more information.



You and the Teacher

Contact between parents and the school is of utmost importance. "Meet the Teacher" meetings are held during Term 1. Parent/Teacher interviews are held in Term 2.

Should you have any concerns please don't hesitate to contact the school to make an appointment with your child's teacher to discuss these matters. It is very important to contact the class teacher before the school principal, as on most occasions the teacher will have the essential information you seek.



Helping Your Child

Focus on Reading

The development of regular reading practice is strongly encouraged and fostered throughout the school.

During your child's schooling they will be exposed to various home school reading schemes.

- Reading Contracts (students may be required to complete related reading activities)
- Home Reading books may be supplied by the school and changed at regular intervals at school (reading folders may be kept and these provide an on-going record of a child's reading habits)
- Students may be required to provide their own reading material and, therefore regular borrowing, either from the school library or local community library is necessary.

Further reading practice is often embodied in homework tasks in activities such as book reviews and research assignments. Students are continually encouraged to read and to enjoy the world of literature.

Infectious and Common Diseases

The following is the **minimum** time that a child must be away from school if they contract the following diseases. A doctor's certificate should be presented stating the child is no longer infectious.

| ILLNESS/CONDITION & COVID | CHILDREN WHO HAVE THE ILLNESS/CONDITION | THOSE IN CONTACT |
|------------------------------|--|--|
| Covid-19 | Excluded from school while any flu-like symptoms remain | Test using a RAT to check. If negative, not excluded |
| Chicken Pox | Exclude from school for 5 days from the onset of the rash and the blisters have dried | Not excluded |
| German Measles (Rubella) | Exclude from school for a least 4 days after rash appears | Not excluded |
| Measles | Exclude from school for a least 4 days after rash appears | Not excluded |
| Mumps | Exclude from school for 9 days after onset of swelling | Not excluded |
| Whooping Cough | Exclude from school until the first 5 days of a special antibiotic has been taken | Not excluded |
| Conjunctivitis | Excluded from school until all discharge from the eyes has stopped | Not excluded |
| Head Lice | Hair to be treated with a medicated shampoo/lotion | All contacts should be inspected and treatment given |
| Ringworm/Scabies | Exclude from school until the day after treatment has commenced | Not excluded but regularly checked |
| Impetigo | Exclude from school until treatment commences. Sores should be covered with watertight dressings | Not excluded but regularly checked |

Immunisation is available from your family doctor, from many council clinics, from some community health centres and, in Sydney, the two children's hospitals. Dates and times of clinics may be obtained from the local council. Further information is available from the Illawarra Public Health Unit: 02 4221 6700.

Preventing and Treating Head Lice

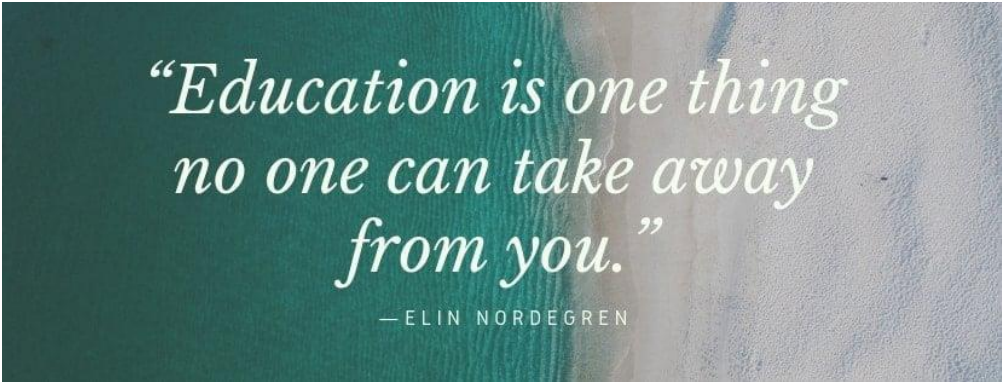
Parents of school aged children should be aware that head lice have become an increasing problem in Australia. Despite close attention by parents to their children's hair hygiene, outbreaks of head lice at school is unavoidable, so please check your children's hair regularly.

Parents should understand that head lice are not a result of uncleanliness. Lice feed on blood, not filth and a clean scalp is neither a deterrent nor a dirty scalp an attraction.

If your child complains of an itchy head or is often scratching, examine the child's head, particularly around the nape of the neck. If your child has lice, keep them at home until treatment is given.

Here are some hints to assist you:

- Look for small whitish specks stuck to the hair, especially behind the ears and on the back of the neck. These are nits (eggs).
- Search extra hard if your children are blonde, as this makes nits difficult to find.
- Lice are seldom seen, except when combing. Lice are smaller than fleas – smaller than a pinhead. The nit or egg is glued to the hair.
- If you see or find nits, consult your local chemist for an appropriate treatment. These are available over the counter without a prescription. Also buy a fine-tooth comb.
- Follow the instructions carefully then, while the hair is still damp, comb hair upwards from the scalp with a fine-tooth comb until nits are removed. The nits may come out more easily if the comb is dipped in vinegar.
- Wash the whole family's hairbrushes and combs and dry in the sun.
- Change and wash all pillowcases, sheets and towels.
- Brush or comb hair daily and wash it often. If hair is very long, keep it tied or plaited. Check the child's hair weekly.
- Where people work and play together head lice can be easily passed on.

The quote is displayed on a rectangular background with a vertical split. The left side is a dark teal color, and the right side is a light grey-blue color with a subtle, mottled texture. The text is centered across the split.

*“Education is one thing
no one can take away
from you.”*

— ELIN NORDEGREN

School Uniform

Figtree Heights Public School is intended to be a full uniform school. This policy is encouraged by the Department of Education and supported by the school P&C.

Student uniforms are available for purchase at Figtree LOWES in store or online. School bucket hats are sold from our office.

Our clothing pool uniform shop is located in our front office. Used, good quality uniforms are available for purchase for \$5 per item. The clothing pool also accepts the donation of good quality unwanted uniforms for re-sale.

| Girls: | Boys: |
|---|---|
| *Summer and winter uniform is for Monday - Thursday. Generally summer uniform is worn Terms 1 and 4, with winter uniform being Terms 2 and 3, however, can be interchanged due to weather. | |
| Summer Uniform: <ul style="list-style-type: none"> Green & white checked dress with white tab tie OR skort and short sleeved shirt/polo with logo. White ankle socks and black leather shoes. | Summer Uniform: <ul style="list-style-type: none"> Light green short sleeved shirt/polo with logo and grey shorts. Grey socks and black leather shoes. |
| Winter Uniform: <ul style="list-style-type: none"> Bottle green checked tunic with light green long sleeved shirt/polo and school tie OR long green trousers and long sleeve shirt/polo with logo and checked tab tie. Bottle green knee-high socks or stockings (with dress) or white ankle socks (with trousers) and black leather shoes. | Winter Uniform: <ul style="list-style-type: none"> Long grey trousers with light green long sleeved shirt/polo with logo and school tie. Grey socks and black leather shoes. |
| Unisex items: <ul style="list-style-type: none"> Sports Uniform (worn on Fridays) - green & white sports shirt and green & white sports shorts, both with school logo, along with white socks and sports shoes. Microfibre jacket, fleecy jacket or jumper with school logo is worn by boys and girls. School hats with logo – available from the office. Coming Soon: <ul style="list-style-type: none"> We are in the process of adding both a short and long sleeve polo to be worn as part of our Summer and Winter uniforms. Optional Extras: <ul style="list-style-type: none"> Head band & scrunchie in school colours only. | |

REMINDER: Figtree Heights school uniform can be purchased from LOWES in Figtree. Please note, LOWES also has an online service.

