School Information Book

Mittagong Public School
21 Pioneer Street
MITTAGONG NSW 2575
Ph: 4871 1020
Fx: 4872 1460
Welcome to Mittagong Public School

At Mittagong Public School we are committed to providing outstanding opportunities for learning. We have a dedicated, experienced staff. Our school is one with proud traditions of serving the community since 1865.

The school strives to provide a happy and safe environment where your children can feel valued and cared for. At primary school your child will develop many of the social skills they will take with them into their adult life. We pride ourselves on promoting worthwhile attitudes and values and in developing tolerance and understanding of others. This will contribute to a better society in the future. We take great pride in our ability to cater for all ability levels and particularly for children with special needs.

In the early years we aim to develop your child to develop a strong foundation in reading, writing and mathematic. We also want your child to develop a love of learning. We aim for students to become life long learners and to develop flexibility and resilience enabling them to flourish in an ever-changing world. Technology is used as a learning tool to develop the skills today’s students need.

The school greatly values the role you, as parents and care-givers, play in the education of your children. We strive to keep parents well informed about individual progress, achievements and areas of emphasis. We encourage all parents to become involved in the life of the school and join the teaching staff and students in this shared partnership.

Welcome to our school. I look forward to getting to know you and your child personally.

Warm regards,
Garry Mansfield
Principal
Staff Directory

Principal: Mr Garry Mansfield

Assistant Principals: Mrs Julie Penn (Early Stage 1/ Stage 1 – K, 1 & 2)
Mrs Garrie Olsen (Stage 2 – Year 3 & 4)
Mr Gavin Murray (Stage 3 – Year 5 & 6)
Ms Annemarie Bowditch (Support)

Teachers: (2013) Mrs Lisa Cooper, Ms Jay Fawcett, Mrs Belinda Allen,
Ms Amanda Leggett, Mr Tony O’Brien, Mr Colin
Abbott, Mr Dan Downie, Mrs Michaele Fisher, Ms
Amanda Buchanan, Mr Peter McGuire, Mrs Barbara
Schymitzek, Ms Margaret Thompson, Mr Jim
Christodoulopoulos, Mrs Debbie Anderson, Mrs
Nicole Ottosson, Miss Rebecca Michael

Release Teacher: Mr Ken Young

Teacher Librarian: Mrs Sue Bell-Mackie

Support Teachers: Mrs Janelle Parks, Mrs Joan Ferguson

School Counsellor: Dr Mark Toner

Administration Manager: Mrs Lynne Luhr

Administration Officers: Mrs Leanne Blackburn
Miss Meagan Wilson

General Assistants: Mr Mark Farrell

Learning Support Officers: (Support Classes): Mrs Karen Cross,
Mrs Bronwen Westley & Mrs Claire Stafford
(Other Classes): Mrs Sot Constantinou, Mrs Gay
Manson, Mrs Carol Canning, Mrs Jacqui Dow & Mrs
Pauline Emerson
Arrival and Departure from School

School begins at 8:55 am. Morning assembly bell rings at 8:52 am. Your child should arrive sometime between 8:25am and 8:50am. Teachers commence playground duty at 8:25am. It is best that your child does NOT arrive before then. The time before class is an important one for re-establishing friendships each day.

We are welcome to wait in the playground during the morning assembly.

Children are dismissed from their rooms at 2:55pm.

A teacher takes the children who catch a bus to the bus lines and supervises them until the teacher on bus duty arrives, and other children are dismissed when the bell goes.

Parents are advised of the special short-term drop off and pick up zone outside the school’s main entrance in Pioneer Street for children arriving and leaving in cars.

Parent Organisations

Parents are encouraged to participate in decision making and fundraising by becoming members of the Parents and Citizens Association. The P&C meets on the first Tuesday each month at 6:30 pm in the school library or staff room. The P&C is responsible for the running of the school’s canteen.

The School Council consists of parent, staff and community representatives who work with the principal to advise in matters of general school policy, financial management and sound governance of the school. This group meets at 5:30 pm prior to most P&C meetings. Parents may contact School Council representatives to raise any issues at School council meetings.
School Contributions

Voluntary School Contributions are used to assist and provide equipment for your child i.e. books, pencils, glue etc. Payment enhances considerably the educational resources that we are able to provide for children at the school. It is often the difference between being able to provide resources for classrooms (like reading materials) or not.

Payments can be made at the Front Office during Kindy Start or at the beginning of Term 1.

This year, the School Contribution is:-

$35.00 per student
$60.00 per family

This amount is reviewed on a yearly basis and is subject to change.

Class Resources & School Based Performances

Each year parents are asked to pay a one off fee of $60 per student from Kindy to year 6. This covers textbooks, worksheets, booklets, newsletters and four essential in-school performances that strongly support the school’s curriculum (Science & Technology, Creative Arts, Anti-bullying & NAIDOC). This amount is reviewed on a yearly basis and is subject to change.

Other excursions throughout the year are priced separately.

Payments are accepted at the front office from the start of the school year. If you have any difficulty paying the School Contribution, you can discuss this with the Principal and arrangements can be made to assist you. Costs are kept within guidelines for public schools set by the NSW Department of Education & Communities.

Contribution Summary 2013:

<table>
<thead>
<tr>
<th>Contribution</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Voluntary School Contribution</td>
<td>$35.00</td>
</tr>
<tr>
<td>Book Pack &amp; Performances</td>
<td>$60.00</td>
</tr>
<tr>
<td>Total (for one child)</td>
<td>$95.00</td>
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Special Programs at Mittagong Public School

**Technology Program**
Mittagong Primary School has a computer lab as well as computers in the library and classrooms. Students are able to access many programs which relate to their work as well as access information from the Internet. All classrooms are being progressively linked to the school network by data cabling.

**Learning Support Program – Learning Together**
Children with special needs, (intellectual, physical, emotional), may be placed on the school’s caseload for funding support. An individual learning program is developed for each one of these students to assist them to learn.

**Sporting Program**
As well as access to School Sport and PE and Health, there are a number of teachers who take school teams and train them for various sporting competitions. Teams are entered in Touch, Cricket, Football (Soccer), Rugby League and Hockey. There are Carnivals in Athletics, Swimming and Cross Country as well as Interschool Gala Days.

**School Learning Support Teacher**
Students with learning difficulties are placed in a specific program with the support teacher, who assists targeted children with reading and numeracy. The STLA teacher also assists children with individualised programs and home reading programs.

**Parent Helpers**
Parents are often asked to assist the school with various programs. It is a great opportunity to become involved in what classes are doing and assist in areas of your expertise. The training that parents receive is often important in helping their own children learn. Parents can help with reading, craft, group activities, library and much more. Please contact your child’s teacher if you would like to be involved.
Talented and Gifted Program
The needs of able students are met in mainstream classes through differentiating the curriculum. Maths classes have students working in ability groupings. Each stage runs special groups for talented students such as Maths Olympiad, debating, Chess, Loopline Masterminds, Public Speaking, Premiers Spelling and Creative Arts groups etc.

Students are able to enter the UNSW Maths, English, Spelling, Writing, Science and Computer Competitions and attend talented and gifted programs offered outside the school.

School Counsellor
The School Counsellor is available for 2.5 days per week. His role is to assess students with behavioural, learning or emotional difficulties and recommend specific programs for them. He also assists children who need counselling after traumatic events.

Reading Recovery
A number of Mittagong teachers are trained in Reading Recovery which is a very intensive early intervention reading program to assist children in Year 1 with reading. Approximately 5-8 children are targeted each year.

Social Skills/ Anti-Bullying Program
Teachers target a number of important social skills programs in the curriculum each year because it is important that students have the skills to get on well with one another especially at play and because we want Mittagong Public School to be a safe environment free of bullying.

School Choir and Band
Students are able to audition to become members of the junior and senior school choirs that perform at special school events, community events and eisteddfods. For information please contact Mrs Cooper.

The school has a beginner’s band, The Lion Cub band and an advanced band, The Iron Lion Band, a Strings Group and Recorder Group. Like the choir the band performs at school events and participates in eisteddfods and community band events. Please contact Mr McGuire for further information.

School Excursions and Performances
Children have the opportunity to be involved in a number of excursions throughout the year as well as view a number of performances.

Money for these activities should be sent to the school in an envelope with a permission note attached to the outside of the envelope and final payment needs to be made at least two days prior to the event, so that bookings and organisation can take place. Special arrangements can be made with the Principal if assistance is required. These arrangements are dealt with in a confidential manner.
School Communication

A weekly newsletter is sent home each Thursday. Please contact the front office if you do not receive a copy. The newsletter is posted on the school website each week. Please feel free to speak with your child’s teacher if you have any questions or concerns. Interviews with the principal can be arranged by contacting the front office.

Immunisation

When enrolling your child, it is important to have your child’s immunisation certificate with you if you have not previously enrolled at a NSW Public School. The school then knows which children it has to notify about any serious infectious disease breakout. The NSW Department of Education & Training’s Policy is that parents of children who have not been immunised will be notified of any infectious diseases and their child will be asked to remain at home until the dangerous period passes so they will not contact the disease.

Food

Sometimes children find it difficult to allocate food into a portion for recess and a portion for lunch. Parents can assist by packing a recess snack into a separate container and lunch into another. Monitor your child’s food needs. Sometimes children don’t eat a lot at school. This is not something to worry about. However if you have concerns discuss this with your child’s teacher.

Please try to provide healthy food your child enjoys. Please ensure all food containers and drink bottles are labelled.

The school’s P&C Association runs a daily canteen that sells nutritious, value for money, food at recess and lunch. The canteen menu complies with the current NSW Guidelines. Price lists are published each term in the newsletter and on the school website.

Munch and Crunch Students in K to year 2 have an early morning healthy snack (fruit or vegetables) at approx. 10am each morning. Parents are asked to supply the snack pre cut and ready to eat.
School Uniform
Uniform items are available locally from Mimosa (30 Orient Street Willow Vale, phone: 4871 2764), Whytes (106 Old Hume Hwy Mittagong, phone: 4871 2636) and NSW Uniforms (Clarence Street, Moss Vale, phone: 0400 805 597 www.nswuniforms.com.au).
Please make sure all your items are labelled as only those with names can be returned if lost.

Girls:
- Summer
  - Gold short-sleeved polo shirt
  - Bottle green skirt (8 pleat) or bottle green shorts
  - Bottle green tracksuit
  - Bottle green and gold rugby top with school emblem
  - White socks, black shoes
  - Bottle green hat (wide-brim or legionnaire)

- Winter
  - Gold long-sleeved polo shirt
  - Bottle green tracksuit
  - Bottle green skirt (8 pleat)
  - Bottle green and gold rugby top with school emblem
  - Bottle green and gold jacket
  - Bottle green tights or white socks, black shoes
  - Optional: bottle green beanie.

- Sports
  - Children are to wear appropriate items from the core uniform and sports shoes.

Boys:
- Summer
  - Gold short-sleeved polo shirt
  - Bottle green shorts
  - Bottle green tracksuit top
  - Bottle green and gold Rugby top with emblem
  - Grey socks, black shoes
  - Bottle green hat (wide brim or legionnaire)

- Winter
  - Gold long-sleeved polo shirt
  - Bottle green tracksuit
  - Bottle green trousers
  - Bottle green and gold rugby top with school emblem
  - Bottle green and gold jacket with emblem
  - Grey socks, black shoes
  - Optional: bottle green beanie.

- Sports
  - Children are to wear appropriate items from the core uniform as well as sports shoes.