



# NARRABEEN NORTH PUBLIC SCHOOL HANDBOOK 2021



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# PRINCIPAL'S WELCOME

Welcome to the community of Narrabeen North Public School.

At Narrabeen North Public School you will find happy and engaged students who enjoy being taught by teachers who demonstrate a high level of care and interest in children as individuals, with an emphasis on their academic, social, physical and emotional wellbeing.

Our students are curious and compassionate, articulate and responsible, and display a strong sense of community. The school's priority is to see every child reach their potential through a culture that promotes excellence, equality and high expectations.

The school is 'future focused' and we use critical thinking, problem-solving skills and technology to prepare students for a fast-changing evolving world.

Students have many opportunities to grow and develop through a range of teaching and learning experiences, including extra-curricular programs in sport, music, art, drama, dance and environmental studies.

The school recognises the need for sustained positive approaches that include an appreciation for social attitudes and value based education. The Positive Behaviour for Learning (PBL) is the basis for the policy with a strong focus on the four school values: achievement, respect, responsibility and acceptance.

We welcome parents as important partners in their child's learning. They provide a strong link between the school and home. As a school we value the close-knit collaborative approach that the teachers, parents and students have towards learning.

This handbook provides essential information for families of our school and is designed as a quick reference guide to many aspects of school life.

Ryan Shephard  
PRINCIPAL

# SCHOOL CULTURE

## VISION

Narrabeen North Public School will establish a culture that promotes excellence, equality and high expectations to enable students to reach their full potential as global citizens in a happy and caring learning environment.

## STRATEGIC DIRECTIONS (2018-2020)

- Innovative curriculum planning, delivery and assessment practices responsive in meeting student needs.
- Preparing students to be creative, critical and innovative thinkers by embedding modern learning fluencies.
- Enhanced wellbeing and positive relationships for the whole-school community.

## MOTTO

I ASPIRE, I ACHIEVE

The school's motto represents the commitment by the school community to the individual achievements of all students.

## NARRA VALUES

Our school promotes a Positive Behaviour Learning (PBL) approach with explicit values as described below.

### NNPS

Narrabeen North embodies:

#### Achievement

Give your personal best  
Be a good role model  
Be an active learner  
Celebrate success

#### Respect

Be polite and co-operative  
Be kind, truthful and fair  
Take pride in yourself and learning

#### Responsibility

Care for our school and the environment  
Make appropriate choices  
Play safe, be safe at all times  
Be prepared and in the right place at the right time  
Support others to learn

#### Acceptance

Celebrate differences  
Take ownership of your actions  
Be tolerant and bounce back  
Embrace challenges





# SCHOOL FEATURES

## DESCRIPTION OF THE SCHOOL

Narrabeen North Public School is situated on Sydney's beautiful Northern Beaches. The school fronts Namona Street and is located between Narrabeen Sports High School and Warriewood Square Shopping Centre. The school is conveniently located adjacent to the Northern Beaches Indoor Sports Centre (NBISC), Warriewood Valley Sports Ground and away from main road frontages making it a safe environment for your child. Parking is available in the NBISC car park making the drop off and pick up of your child convenient and safe.

The school started on the site in 1939 with one class of 42 students from K-2. It was established to cater for the growing community in the North Narrabeen area. It became a primary school in 1953 with the appointment of the first principal Mr Alan Robb. Since then the school has continued to grow and is now catering for the needs and growth in the Warriewood Valley.

As a NSW Government school we follow the policies and procedures of the Department of Education (DoE) and are committed to the principles of quality education for all. We accept all students from within our catchment area and are proud to be a part of a strong Public Education system.

Narrabeen North Public School is also a member of the Peninsula Community of Schools (PCS) which is a group of 15 schools who work collaboratively to provide unique learning opportunities for students K-12.

## FEATURES AT A GLANCE

- 742 student enrolments in 2020.
- Range of opportunities for high potential and gifted students.
- Extensive technology facilities including interactive whiteboards in all classrooms, connected classroom video conferencing facilities and a fully wireless network. All classes have access to iPads and laptop computers.
- All classrooms air conditioned.
- Kindergarten Orientation program.
- Dance program for classes K-6.
- Environmental and sustainability concepts integrated into the curriculum.
- Extra-curricular opportunities including dance ensembles, band, choir, Chess, debating, gymnastics, environmental group, PSSA sport and gala days.
- Live Life Well School – including Crunch and Sip.
- Expansive playing fields and access to indoor sports centre.
- P & C operated Out of School Hours (OOSH) service on site.

## **LEARNING SPACES**

There are currently 30 classes with additional teaching/learning spaces for other school programs. Each classroom is equipped with computers with access to the school's computer network and the internet. All classrooms have access to wifi. Constant improvements to the teaching and learning environments are part of the school's financial priorities. In addition to classroom spaces, the school has a number of dedicated rooms for specialist programs.

## **LIBRARY**

Our school library is located on the ground floor of the two storey building at the front of the school and provides a comprehensive range of resources for both student borrowing and teaching programs. Every student has access to the school library through organised library lessons and at lunch times four days per week. All students should have a library bag which are available for purchase from the office.

## **GROUNDS**

The school is located on extensive grounds with open playing spaces, a covered outdoor learning area (COLA), a large outdoor amphitheatre and a large multipurpose indoor space. Many aspects of native bushland have been retained and are being maintained and rejuvenated through the school run 'Eco Warriors', a student environmental group.

Warriewood Valley Sports Ground is available exclusively to students from Narrabeen North Public School and Narrabeen Sports High School during school hours. Students have access to the sports grounds during break times and organised sporting lessons.

## **NORTHERN BEACHES INDOOR SPORTS CENTRE (NBISC)**

Opened in 2002 as a joint partnership between NSW DoE, Northern Beaches Council and local sporting groups, the NBISC provides a top class sporting facility to our students at no cost during school hours. The facility is currently accessed by students for dance, fitness and sporting lessons.

## **NARRABEEN NORTH OUT OF SCHOOL HOURS (OOSH)**

OOSH is located on the school grounds and is available from 7:00am until 8:30am and 3:00pm until 6:00pm, five days a week on both a casual and permanent basis during term time. Further information is available by contacting the OOSH team on 9913 2846. When dropping off or collecting your child from OOSH please use the NBISC carpark.

# STAFF

Narrabeen North Public School has a caring, talented team of teachers and administrative staff who work together to provide quality educational opportunities for the students. This provides the school with 30 class teachers as well as other specialist and administrative staff who support educational programs within the school.

## Teaching Staff

- Principal
- 2 Deputy Principals
- 4 Assistant Principals
- 26 Class Teachers
- RFF Teachers
- School Counsellor (2 days per week)
- Librarian (5 days per week)
- Learning and Support Teacher (3.5 days per week)
- English as a Second Language Teacher (2 days per week)
- K-3 Sport Teacher

## Administrative Staff

- School Administrative Manager
- 6 School Administrative Officers
- 4 School Learning Support Officers

## Other staff

- General Assistant
- School Cleaners



# GENERAL INFORMATION

## CONTACT DETAILS

Address:	6 Namona Street North Narrabeen NSW 2101
Telephone:	02 9913 7928 02 9913 7969
Email:	<a href="mailto:narranorth-p.school@det.nsw.edu.au">narranorth-p.school@det.nsw.edu.au</a>
Website:	<a href="https://narranorth-p.schools.nsw.gov.au">https://narranorth-p.schools.nsw.gov.au</a>

## GENERAL ENQUIRIES

Enquiries can be made by contacting the school by phone or email. Alternatively, enquiries can be made in person at the school office between 8.30am and 3.15pm.

## SPECIFIC ENQUIRIES

Specific enquiries regarding your child should be made by contacting their class teacher in the first instance. Teachers are happy to discuss your child's progress with you; however, please be mindful of other responsibilities teachers have and their time. Assemblies, playground duty and during class are not appropriate times to speak to teachers. An appointment or note is the most effective way to contact your child's teacher. Notice is greatly appreciated.

Assistant Principals, Deputy Principals and the Principal are also happy to discuss aspects of your child's progress, but it will be generally understood that the teacher has been contacted first. Appointments can be made through the office.

## SCHOOL HOURS

Classes operate from 9.00am until 3.00pm each school day. Students should not arrive at school before 8.30am when supervision commences unless attending before school care. They should leave school immediately at 3.00pm unless attending after school care.



# CURRICULUM

The school provides learning programs in all the key learning areas (KLAs). Particular emphasis is given to teaching literacy and numeracy across the school. Specific programs to enhance students' skills in literacy and numeracy form an important part of the school programs. Timetabling priority is given to these programs.

Programs in other KLAs are addressed through specific units of work, through a concept based, integrated program. A number of our programs are designed to integrate students' learning across a range of areas and with a focus on environmental sustainability.

Programs in dance, gymnastics, drama, debating, computer education, music and sport are also offered as part of the total curriculum provided by the school. Additional activities such as excursions, camps and performances are also used to enhance students' access to the curriculum.

## HIGH POTENTIAL AND GIFTED EDUCATION (HPGE)

The priority for our school is that our classroom programs are established in such a way that enables all students to realise their potential. Where an identified need exists, arising from school assessment procedures, the school will explore programs or strategies to cater for these groups or individual students.

Students can be identified by classroom teachers, parents or school-based assessments. Students are referred through the Learning Support Team who will then identify appropriate strategies for support.

HPGE opportunities such as the school-based Enrichment Program, enrichment days, debating and maths camps, University of NSW (ICAS) competitions, external courses and competitions are made available to students.

## STUDENTS WITH ADDITIONAL LEARNING NEEDS

The school has the services of a Learning and Support Teacher (LaST), Literacy Support teacher and English as a Second Language (ESL) teacher to support students with additional learning needs. A volunteer program is coordinated to support students. All support teachers provide guidance and advice to classroom teachers. Students requiring additional support with social skills and behaviour are also referred to the Learning and Support Team.

## STUDENTS WITH DISABILITIES

Students with disabilities are supported through a range of strategies within the school. Funding provided through the DoE assists the school in employing School Learning Support Officers (SLSOs), providing ongoing staff training and regular meetings between teachers and parents.

# A -Z QUICK REFERENCE GUIDE

## **ABSENCES AND ATTENDANCE**

The NSW DoE Enrolment Policy requires students to attend school on each day the school is in operation. Any absence or lateness to school should be explained in writing no longer than seven (7) days after the absence. Students who either arrive late or are leaving school early are required to be signed in or out at the office by their parents, and any variation to afternoon routine should be notified in writing to the classroom teacher.

Parents who wish to take students out of school for vacation overseas of 5 school days or more or travel within Australia of 10 school days or more need to complete an 'Application for Extended Leave – Travel' form which is available from the office or the website. For other extended leave please contact the office for the correct procedures to follow. For leave under 100 days approval must be granted by the school principal prior to the planned leave period. When taking leave in excess of 100 days, approval is required by the School Director. It is generally expected that vacations are not taken during school time. Parents should make every effort to avoid disruption to their child's learning programs and minimise students' time away from school.

## **ANAPHYLAXIS**

Anaphylaxis is a severe and life threatening reaction to certain allergens. The school currently has children enrolled who have this condition. To minimise exposure, parents are encouraged to support the school by not using nut products in recess and lunch choices.

## **ASSEMBLIES**

Whole school assemblies are held each term. Dates are advised through the school newsletter. Whole school assemblies involve the giving of Narrabeen Banners and other awards for all aspects of commendable academic, sporting and social achievements.

## **BAND**

The band program is available for students in Years 3-6. The band is run by a band committee of parents. Parents wishing for their child to join the program should contact the band committee



## **BANKING**

School banking takes place each Tuesday at the school. Should you wish for your child to start banking at school, please contact the school office for more information.

## **BELL TIMES**

The school bell times from Monday to Friday are as follows:

9.00am	School Commences
11.00am	Recess
11.20am	Class
12.50pm	Eating Time
1.00pm	Lunch
1.50pm	Class
3.00pm	School Finishes

Students should arrive at school between 8:30am and 9.00am. Supervision is not provided prior to 8.30am. The only children who should be on site prior to 8.30am should be in attendance at OOSH.

## **BOOK CLUB**

Order forms for Scholastic books are offered four times a year. Books are sent home with your child.

## **BUSES**

Free bus travel is currently available on application to all children who live more than 1.6kms from school and all K-2 children. Details of conditions for eligibility and the on-line application form are available online at. Eligible students will receive an OPAL card if they are approved.

The school expects students to exhibit pride in their school and conduct themselves accordingly when in public and travelling to and from school. The Principal has the authority to withdraw free bus passes from pupils whose conduct is considered unsatisfactory.

## **CANTEEN 'THE HEALTHY HUT'**

The school canteen is operated by the Parents & Citizens Association (P&C). The canteen closely follows the Healthy Canteen Strategy guidelines set out by the NSW Government regarding school canteens. The canteen motto is to provide a healthy alternative to a home packed lunch.

The canteen is staffed by volunteers and paid staff to look after such things as ordering, rostering and budgets. Volunteer support is vital for the running of the canteen and is a great way to meet other parents.

Lunches: The canteen supplies recess and lunches on Mondays to Fridays. Canteen menus and price lists are available on the FlexiSchools website [www.flexischools.com.au](http://www.flexischools.com.au)

There is one ordering procedure as follows:

1. On line at [www.flexischools.com.au](http://www.flexischools.com.au) - recess and lunches are delivered to the classroom before break times.
2. Healthy snack items are also on sale at recess and lunchtimes.

The school canteen is unable to provide credit to families. Students who arrive at school without lunch or money will be provided with a sandwich. Families experiencing financial difficulties can contact the Principal to discuss their circumstances.

## CHOIR

Students can participate in choral programs from Years 2-6. The Year 2 choir performs at the PCS Music festival each year. The Years 3-6 choir performs at the Opera House or Sydney Town Hall.

## COMPUTERS

The school is fully networked and each classroom has access to the wifi network. In addition, the school operates an ICT room to enable whole class lessons. The school is continually updating its technology resources to improve and enhance students' learning in this area.

Student access to the internet is through the Department's controlled and monitored intranet service. The school participates in the 'web services' program, providing email addresses to all enrolled students.





## **COUNSELLING**

A counsellor works at the school 2 days per week. The counsellor manages cases of pupils referred by teachers and tries to assist with problems associated with all aspects of school work and behaviour. The counsellor also assesses high potential and gifted students and provides support to teachers and parents. To support their child, parents often visit private psychologists and psychiatrists. To help assist their child further at school it is appreciated if parents could provide us with a copy of any specialist reports.

## **COVID-19**

For up-to-date information regarding Covid 19 and our school please visit the school's website.

## **CRUNCH AND SIP**

Our school is a registered Crunch and Sip school. Each day students bring fruit, salad or vegetables in a small container to eat in the classroom at a set time. Through the Crunch and Sip program our school demonstrates our commitment to nutrition education and helps students refuel for the day ahead.

## **CUSTODY**

The school should be advised in writing of any custody arrangements. Should custody arrangements change at any time it is essential that the Principal is advised. The school must operate within the limits of current court orders, a copy of which should be held at the school.

## **DANCE**

A specialist dance teacher is employed to lead the extensive dance program. Each class attends regular dance lessons as an essential part of the Creative Arts and PDHPE program. A fee is charged to parents for this program. Performance dance groups are also formed throughout the year to further skills. These groups take part in the Sydney North Dance Festival and PCS Music Festival.

## **DEBATING**

Students in Years 5-6 have the opportunity to join the debating teams. Students are taught the foundations of public speaking and debating, including manner, argument and rebuttal. Throughout the year the debating teams are given many opportunities. This includes the Premier's Debating Challenge that involves a series of interschool debates with local area schools. Students interested in debating also have the opportunity to attend the regional overnight debating camp and participate in a debating workshop at the school.

## **EDUCATION WEEK**

Each year Education Week is held in Term 3 throughout NSW. Our approach is to highlight our excellent programs to the whole community and invite visitors to see classrooms and students' work.

## **EMERGENCY PROCEDURES**

Emergency procedures for the orderly evacuation of classrooms and all school buildings have been devised in accordance with the WHS Act and DoE Policy. All staff and pupils are made aware of the procedures. Drills are conducted to practise evacuation procedures.

## **EXCURSIONS**

Excursions provide a valuable part of students' learning and are considered an integral part of teaching and learning programs. The full participation of students is encouraged. The Department of Education has an excursion policy which guides the conduct of excursions. This includes notifying parents well in advance. Children are not permitted to attend excursions without a signed permission note by a suitable parent/caregiver. Every effort is made to keep excursion costs to a minimum. In the event of an excursion presenting financial difficulties or hardship, you are invited to discuss this matter, in the strictest confidence, with the Principal.

## **EXECUTIVE STAFF**

Executive staff hold responsibility as a team for the effective educational and administrative functioning of the school. The executive staff at Narrabeen North Public School consists of:

- Principal
- 2 Deputy Principals
- 4 Assistant Principals

## **FIRST AID**

Basic first aid is administered for injuries suffered at school. Parents will be contacted when it is deemed that injuries may require further medical attention. It is essential that parents advise of any changes to their contact details, in particular, work and/or mobile telephone numbers and emergency details so arrangements can be made quickly in cases of sickness or accidents. Where there is a serious accident an ambulance is called immediately and a member of staff will accompany the student to hospital if a parent is not available.

## **FEES/TERM INVOICING**

As a NSW Government School there are no compulsory fees to attend Narrabeen North Public School. The school does request a voluntary contribution from parents to supplement school resources. Voluntary contributions are requested from all families attending the school and they provide a significant boost to the school's financial operations.

Parents will be asked to pay for excursions, performances and other activities within the school on a term-by-term basis. This will also include items such as subject fees for art, gymnastics, sport and dance programs offered by the school. Information about term-by-term contributions and fees are sent to parents at the beginning of each term via email.

Preferred payment method is using credit card via the school's website [www.narranorth-p.schools.nsw.gov.au](http://www.narranorth-p.schools.nsw.gov.au) using the tab or online via the emailed family statement of account.

Where extra-curricular activities are offered and a fee is involved, the places will be offered on the proviso that the term invoice has been paid.

If you are experiencing financial difficulties or hardship, you are invited to discuss this matter to work out a payment plan, in the strictest confidence, with the Deputy Principal responsible for your child's year group.

## **HOME READERS**

To support literacy programs in the school, levelled reading books are sent home using the home reader bag. This bag is provided to each Kindergarten student at orientation. The cost is covered in the Term 1 Invoice. Replacement bags are available for purchase from the office.

## **HOMEWORK**

The school follows the homework guidelines and policy of the DoE. Expectations for Kindergarten homework are discussed at the class information session conducted in February. All other year levels provide notes explaining homework expectations.

## **LIBRARY**

The library is open for formal lessons five days per week and from 1.25pm-1.50pm for students four days per week. Borrowing is encouraged and your support in protecting these valuable assets whilst at home is appreciated. A library bag is required for borrowing and is available for purchase from the office.



## **LOST PROPERTY**

Lost property is collected regularly and is kept in the foyer of K Block (Red Brick Building). Please ensure that you label all items including clothing, drink bottles and lunch boxes.

## **MEDICATION PROCEDURES**

Parents are required to complete a form if their child requires medication at school. Students with more specific medical/health care needs that require ongoing medication will require a Health Care Plan to be developed with the school, parents and any relevant health care professionals.

## **MOBILE PHONES**

The school procedure will be outlined at the start of 2021 following a policy review and update.

## **NEWSLETTER**

The school publishes a newsletter, called Chalkboard, to keep parents fully informed of the school's programs and activities. This is sent home via email and the school app.

## **POLICIES AND PROCEDURES**

As a NSW Government School we fully implement policies and procedures of the DoE. In addition, school guidelines are developed to provide guidance to the community on specific aspects of both teaching and learning and school organisation. Most policies are available on the Department's website: <https://education.nsw.gov.au/>

School policies/guidelines are regularly updated and altered to encompass changes.

## **PRESENTATION DAY**

During the last weeks of the school year, Years K-6 have their annual presentation assemblies when academic, citizenship and sporting efforts of pupils are recognised.

## **PUBLIC SPEAKING**

Students have a wealth of opportunities to develop their public speaking skills. These opportunities include debating, school-based programs, Effective Communicators Program and Multicultural Public Speaking Competition. We aspire to develop the confidence and oral presentation abilities of all students and our programs also foster improved communication and listening skills.

## **RELIGIOUS INSTRUCTION/ETHICS**

On Wednesday mornings scripture and ethics lessons are held. All groups have 30 minute lessons. Where students or parents may wish to change the child's religious instruction, the school requires notification in writing. Changes are requested to be made at the beginning of term. Students who do not participate in religious instruction are supervised separately. Limited ethics classes are available for children not receiving religious instruction.

## **SCHOOL ENTRANCE**

The main entrance to the school is on Namona Street. The community has alternative access to the school via the NBISC. Parents and children should enter and leave the school grounds via the pedestrian gates ONLY. The driveway entrance to the school is for delivery and staff vehicles only. It is not a pedestrian entrance and there is no parent parking within the school. Your support in modelling safe practices to all children is appreciated.

## **SCHOOL HOUSES AND GENERAL ORGANISATION**

All pupils are allocated to houses for sport and general within-school competition. This provides the students with opportunities to become contributors to shared endeavours and successes of their team. The children make a contribution in a points award system by their efforts in class work, sport, civic awareness, helpfulness to others and leadership. The houses are named after previous Principals and P&C Presidents.

Our houses and their colours are:

<u>Linton</u>	<u>Maver</u>	<u>Robb</u>	<u>Vaughan</u>
Green	Red	Blue	Yellow

Parents are welcome at all carnivals and matches and some assist with supervision and transport.



## SCHOOL WEBSITE

The website is: <https://narranorth-p.schools.nsw.gov.au/>

The school maintains an up-to-date website. It is advised that parents check the website regularly to confirm or see changes to daily activities. Copies of the information and permission notes sent home are also uploaded on the website under the 'Our School' tab.

## SMART PHONE APPLICATION

The school has a mobile app. It can be downloaded by going to either the Apple App Store or Google Play and searching for NNPS.

## STUDENT LEADERSHIP

Student leadership builds the necessary skills, confidence and motivation for young people to engage directly in the wider improvement of the school. It enables students to become advocates for their own needs and the needs of others.

At Narrabeen North Public School we implement an extensive leadership program for students. The school's student leadership system provides students from Year 5 with leadership training and skill development, so that when reaching Year 6 they can embrace the many opportunities to experience positions of responsibility as a member of the Prefect Body or Student Representative Council (SRC). Students may also take on a leadership role as a House Captain, Environmental Leader, Librarian or Monitor.



## SUN PROTECTION

Children are directed to sit in shaded areas to eat their lunch. The school implements a **'No Hat, Play in the Shade'** policy and students without hats will need to remain in shaded areas such as the Covered Outdoor Learning Area (COLA) during outside activities. To support the school's promotion of wearing school uniform, the hat worn must be a school hat.



## TRANSFERS

If you are moving from the area, please call in at the office to obtain further instruction and information.

## TRANSPORT AND PARKING

### **Driving your child to school:**

The NBISC car park is the safest place to drop and collect your child and is accessible via Jacksons Road. There is no parking for parents within the school grounds. The school's main entrance on Namona Street is a No Standing Zone and is very busy with buses and high school students.

Please help us keep our school safe by using the NBISC access to the school if dropping or collecting your child by car.

### **Walking to and from school:**

Children walking to and from school should use the shortest, safest route possible and aim to travel with family, friends and neighbours.

### **Bikes, Scooters and Skateboards:**

A bike rack is provided for students who ride a bike to school. The school has bike and scooter guidelines which includes the expectation that all students riding a bike or scooter will wear a safety helmet. Students and parents are required to sign the bike/scooter contract. Skateboards are not permitted at any time at school.

### **VISITOR POLICY**

The school has a visitor policy as part of our school safety procedures. A safety briefing brochure outlining our emergency procedures is available at the sign in table. All visitors must sign in and wear a visitor's badge at all times. All volunteers need to complete a Working with Children Check.

### **VOLUNTEER READING**

A volunteer reading program is conducted every day for students who are experiencing difficulties with reading. This is a highly successful school program and we welcome any new volunteers to assist with the program. Please contact the school if you know someone who would like to volunteer or if you would like to volunteer yourself.

### **WASTE FREE WEDNESDAY**

Our school prides itself on our sustainability programs. Every Wednesday is waste free. Students bring their lunch in reusable containers. Waste Free lunches benefit the environment by reducing the packaging waste, reducing litter and encouraging healthy eating.

### **WORKBOOKS**

A selection of workbooks is generally used to supplement classroom programs. Workbooks will be available for purchase online and will be ready for use at the beginning of Term 1.

### **WORKING WITH CHILDREN CHECK**

The government requires that all who work with children in any capacity MUST complete a WORKING WITH CHILDREN CHECK and provide verified ID to the value of 100 points. These forms and the accompanying identification must be securely held at school for at least five years. If you are intending to volunteer at the school in any capacity please bring the appropriate paperwork to the office before commencing. Forms are available from the office or on the school website under the 'Our School' tab.

# DoE ACRONYMS

As an organisation, the DoE uses a number of acronyms. Here are some common ones that you might come across at school:

AP	Assistant Principal
ASR	Annual School Report
COLA	Covered Outdoor Learning Area
DoE	Department of Education
DP	Deputy Principal
EAL/D	English as an additional language or dialect
GA	General Assistant
HPGE	High Potential and Gifted Education
HSLO	Home School Liaison Officer
ICT	Information and communication technology
KLA	Key learning area
LaST	Learning and Support teacher
LBOTE	Language background other than english
LST	Learning Support team
NAIDOC	National Aborigines and Islanders Day Observance Committee
NAPLAN	National assessment program literacy and numeracy
NNPS	Narrabeen North Public School
OOSH	Out of school hours
OC	Opportunity class for gifted and talented students
PBL	Positive behaviour for learning
P&C	Parent and Citizens Association
PCS	Peninsula Community of Schools
PDHPE	Personal Development/Health/Physical Education
PDP	Performance Development Plan
PL	Professional Learning
POP	Parent Online Payment
PSSA	Primary schools sports association
RFF	Relief from face to face teaching
SAM	School Administrative Manager
SAO	School Administrative Officer
SASS	School Administrative and Support Staff

SDD  
SLSO  
SRC  
Stages

- Early Stage 1 (ES1)
- Stage 1 (S1)
- Stage 2 (S2)
- Stage 3 (S3)

T4L  
TPL  
WHS

Staff development day  
School Learning Support Officer  
Student Representative Council

Kindergarten  
Years 1 and 2  
Years 3 and 4  
Years 5 and 6

Technology for learning program  
Teacher professional learning  
Work Health and Safety





# A MESSAGE FROM THE P & C

The Narrabeen North Public School P & C is a not-for-profit group run by volunteers from our school community who are committed to enhancing the experience of our students and supporting the school's staff. The P & C is made up of committees that run activities which provide our families with important services that help enrich the primary school years.

The NNPS P & C are responsible for managing the canteen, before and after school care services, the bands, the second-hand clothing shop and events. As a member of the P & C Federation the NNPS P & C's aim is to "promote the interests of the school by bringing parents, citizens, students and teaching staff into close co-operation". We assist in providing funds or equipment for the school as required by working closely with the Principal to identify what is needed to make our school the best environment for its students.

By becoming a member of our P & C you will receive regular correspondence whether you attend meetings or not and will gain the right to vote on anything being presented. Joining is a great way to learn about our school's policies and programs.

The NNPS P & C meets on the last Wednesday of each month during the school term in the OOSH dome on the school grounds. These meetings are a chance to hear detailed reports from our committees as well as the school Principal and to have the opportunity to ask questions or express views that are of interest to you.

Meeting agendas can be obtained or added to by contacting our Secretary on [nnpspandc.secretary@gmail.com](mailto:nnpspandc.secretary@gmail.com)

The AGM is held at the beginning of Term 1, which is when volunteers are invited to take on roles in the areas that interest them

The committees that we are currently operating with volunteers are

- The Executive Team
- Before and After School Care service
- Canteen
- Band
- Uniform Shop

We also need volunteers to take on the roles of:

- Working bee co-ordinator
- Lost property co-ordinator
- Mothers/Fathers Day stall volunteers
- Event planning and organisation

The Executive committee can be contacted on the following email addresses:

President - nnpspandc.president@gmail.com

Secretary - nnpspandc.secretary@gmail.com

Treasurer - nnpspandc.treasurer@gmail.com

Vice President - nnpspandc.vicepresident@gmail.com

Vice President - nnpspandc.vp@gmail.com

## **PARENT PARTICIPATION**

There are many opportunities for involvement in the school activities and the school welcomes parents as partners in the education of their children. Throughout your time at the school you will be invited to participate in many aspects of your child's education and the life of the school.

A few ways to do this include:

- Actively participating in the P & C
- Membership on committees
- Reading volunteers
- P & C class representative
- Providing your professional services to the school
- Helping in the classroom
- Helping out at the working bees
- Assisting to coach sport teams and volunteering for sport days
- Assisting with dance costumes

The above list is by no means exhaustive. Your suggestions are always welcome and our Principal is happy to discuss new opportunities for involvement with parents.

## **FUNDRAISING**

Fundraising is an important aspect of parental involvement in the school and greatly assists with the provision of up-to-date resources and facilities in the school. The P & C Association coordinates the fundraising activities of the school and greatly appreciates new ideas. Any suggestion is greatly welcomed and your support in these events ensures the ongoing success of our efforts

## UNIFORM

The community promotes the wearing of full school uniform by students at all times and is a reflection of the school values. To prevent loss of items of clothing all uniforms should be labelled with your child's first initial and surname.

Summer uniform is worn in Terms 1 and 4 and winter uniform during Terms 2 and 3. To ensure protection from the sun, the school has a 'No Hat, Play in the Shade' policy.

Uniforms can be purchased from Lowes situated in Warriewood Square Shopping Centre, Jacksons Road. <https://www.lowes.com.au/schools-online/narrabeen-north-public-school>

The P & C will open periodically to sell second hand uniforms. Opening times will be advised in the school newsletter.

The only new uniform item sold directly by the P & C is our school hat. This can be ordered via [www.flexischools.com.au](http://www.flexischools.com.au) and our volunteers will deliver them to school.

New students who do not have their class allocation can be set up on Flexischools using the "new student" classification and the hat can be collected at school during orientation or the first day.



## **GIRLS**

### **Summer Uniform**

Green check tunic with piping  
White ankle style socks  
Black shoes

**or**

Green school polo shirt (short sleeve) with crest  
Grey box-pleated shorts  
White ankle style socks  
Black shoes

### **Winter Uniform**

Navy/bottle tartan tunic  
White peter pan collared blouse  
Black tights/white socks  
Black Shoes

**or**

Green school polo with crest (long/short sleeve)  
Girls grey shorts / Grey long pants  
White ankle style socks  
Black shoes

### **Sports Uniform**

Black skort/shorts  
Gold school polo shirt with crest  
White socks  
White runners

Black track pants and black and yellow fleece may be worn over sports uniform.  
Broad brimmed school sun hat

## **BOYS**

### **Summer Uniform**

Green school polo shirt (short sleeve) with crest  
Grey shorts  
Grey socks  
Black shoes

### **Winter Uniform**

Green school polo shirt (long/shirt sleeve) with crest  
Grey shorts / grey long pants  
Grey socks  
Black shoes

### **Unisex Uniform**

Green polar fleece jacket  
Green polar fleece zip vest  
Broad brimmed school sun hat

### **Sports Uniform**

Black shorts  
Gold school polo shirt with crest  
White socks  
White runners



<https://narranorth-p.schools.nsw.gov.au>

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