



Stage 3 General Information

A-Z of most things you will need to know to support your child during 2020.

Teachers:

Mrs Kris Fuchs
Ms Rebecca Harris
Mrs Simone Stewart
Mrs Bronwyn Meurer / Mrs Alexis Shepherd
Mrs Michelle Wineberg
Miss Kristy Harrison
Miss Hayley Doran

Stage Supervisor:

Ms Maria Kortekaas

A-Z of Stage 3

Absenteeism

A written note dated and signed by the parent/guardian stating the reason for absence is required on the day your child returns to school after absence. You may also submit an absent note via the school app.

If no explanation is received then a reminder is sent home where you have seven days to respond before an unexplained absence is recorded.

Children arriving late to school need to be signed into the office by a parent prior to arriving at their classroom. The student will receive a yellow slip to give to their teacher. Children leaving school early should be collected from their classroom by a parent or the office if during a break time. Students must be signed out in the book at the office prior to leaving the school. Children may not leave the school unless accompanied by a parent.

Under the new School Attendance Policy, holidays and travel outside of vacation periods will now be included as absences.

Appointments

We believe in working with parents to best meet the needs of our students. There are times when you may wish to discuss an issue occurring at school related to your child. Please seek contact with the class teacher as your first port of call and be mindful of privacy and decorum. To meet with your child's teacher please write a short note / email requesting a meeting and times suitable or contact our school office. The class teacher or office will then contact you to confirm a time. Mornings are particularly busy for teachers and we are rarely available for impromptu discussions. Staff meetings are held on Monday afternoons and Tuesday and Wednesday mornings and so these times are not available for interviews. We appreciate you working around times indicated by your class teacher.

Assemblies

Weekly messages assembly for Years 3 to 6: Monday after lunch (10 minutes)

Stage 3 assemblies: 3 times per term: led by student leaders

Hopefully at some point this year, a return to some whole school assemblies will be possible.

Canteen / Food

The canteen is open during recess and lunch. Lunch orders should all be made online through Flexischools. Orders must be placed before 9:00am.

Our school has numerous students with nut allergies. Therefore, we would appreciate your help in making our school a nut free zone by not sending your child to school with foods containing nuts.

Crunch & Sip

The Crunch & Sip Program as an easy way to help kids stay healthy and happy! Crunch & Sip is a set time to eat fruit or salad vegetables and drink water in the classroom. Students re-fuel with fruit or vegetables during the morning session, assisting physical and mental performance

and concentration in the classroom. This gives kids a chance to refuel, a bit like putting petrol in a car. Children are not expected to bring or allowed to eat junk food at this time.

The objectives of the Crunch & Sip break are to:

- increase awareness of the importance of eating fruit or vegetables and drinking water every day
- enable students, teachers and staff to eat fruit or vegetables during an allocated Crunch & Sip break in the classroom
- encourage students, teachers and staff to drink water throughout the day in the classroom, during break times and at sports, excursions and camps
- encourage parents to provide students with fruit or vegetables every day
- develop strategies to help students who don't have regular access to fruit and vegetables

Curriculum

English

English is treated in an integrated manner using the new English curriculum during a daily literacy session. Literacy sessions include spelling, quality literature studies, comprehension skills, writing, use of multimodal texts, handwriting and grammar. The Multicultural Speaking Competition will take place in Semester One and the Effective Communicators Competition will take place in Semester Two. Students are also encouraged to complete the Premier's Reading Challenge and participate in the Premier's Spelling Bee.

Mathematics

Teachers use a range of strategies to meet the needs of students in mathematics. Pre-assessments enable teachers to find out what students already know and where the misconceptions lie. Student skills drive our mathematics programs, not textbooks. Teaching and learning programs are differentiated so that each child experiences success and is also challenged appropriately. Problem solving is a whole school priority and the 'Problem Solved' book will be used for weekly mathematics homework, as well as assigned activities on Mathletics.

Dance

Yr 6 classes will attend a 30-minute dance lesson with our specialist dance teacher, Miss White, every week from Week 1 Term 2 to Week 6 Term 3.

Yr 5 classes will attend Dance Sport from Week 1 Term 2 for 15 weeks. We will have a concert during Term 3 showcasing our skills.

Excursions

Excursions are a great learning experience and are an important part of the learning program. All students are required to attend planned excursions. Should there be any difficulty with finance please contact Mr Shephard and a payment plan may be organised. Unfortunately, if your child does not pay or return their permission notes they will not be able to attend.

Gymnastics

Year 5 and 6 students will participate in an eight-week gymnastics program at the Northern Beaches Gymnasium in Term 3 or Term 4.

Homework

Homework provides the opportunities for:

- students to consolidate learning concepts taught in class;
- parents to see what knowledge, skills and understanding is taught and how well their child can achieve this;
- supporting students to be responsible and accountable for their own learning;

We hope that by allowing students to complete homework over the weekend, this caters for students who have other commitments on weekdays. Homework is due fortnightly. Please see your class teacher if you need to clarify any homework procedures.

The Department of Education website provides parents/carers with practical help to get involved and support learning. <https://education.nsw.gov.au/public-schools/practical-help-for-parents-and-carers/learning-resources>

Leadership

We would hope that all Stage 3 students see themselves as leaders and role models. Within classrooms children are given leadership opportunities including being class monitors, SRC representatives and team captains. Our Year 5 students will also participate in a Leadership Program in Term 4. Year 6 students have already taken on various leadership positions and will be given additional opportunities to extend their skills throughout the year. Stage 3 classes have a buddy class and partake in activities regularly, such as reading, excursions, computers, writing, skipping etc.

Library

The library is always open for students to borrow quality literature and there has been a recent purchase of rich, age appropriate novels and information books for Stage 3. We encourage your child to make the most of this valuable resource available to them each day. To borrow, students must bring a library bag to ensure that borrowed books are well-protected and respectfully taken care of.

During Semester 2, Stage 3 classes will visit the library weekly with their class teacher for a library skills lesson. We would also appreciate you working with us to encourage your child to borrow, read and complete the Premier's Reading Challenge.

Money / Permission Notes

All permission notes should be returned to school and the teacher in charge of the activity. Most payments should be made via the school invoice or online. Should you misplace a permission note, please remember that notes are available on the school website: <http://www.narranorth-p.schools.nsw.edu.au/> and via the school app.

Premier's Reading Challenge

The PRC is an ongoing homework / assignment for Stage 3 students who are required to read a minimum of 20 books from the Premiers Reading Challenge list by August. Once students finish reading a book, please ensure on it is entered on the online reading record and verified by parents. We hope parents and students will complete the online form at home using their school user name and password.

WEBSITE: <https://online.det.nsw.edu.au/prc/home.html>

Reporting to Parents

Term 1: Parent information session and parent-teacher interviews

Term 2: Semester 1 student reports distributed at the end of term

Term 4: Semester 2 student reports distributed at the end of term.

Student-Led Conferences

Stage 3 will be holding student-led conferences at the end of Term 1 as an important feature of assessing and reporting to parents and caregivers. The purpose of student-led conferences is to provide the opportunity for a forum where parents and students can acknowledge the student's learning progress and achievement. During the student-led conference, each student will lead his/her parents in explaining learning achievements using samples of work done this year.

RFF – Release from Face to Face

Release time refers to a teacher's release from face to face teaching utilised for programming and planning. This year Miss Dickson, Mrs Hamilton, Mr Bowden and Ms Cantrill will teach history, geography and music learning programs.

School Counsellor

The school counsellor is Renee Eyre. Renee is based at our school and takes appointments 2 days per week Thursday and Friday. Should a class teacher seek counsellor support for your child, an application will be made via the school learning support team. You will be advised and permission requested to support counsellor assessments.

Scripture and Ethics Classes

Scripture classes are provided for all children whose parents nominate a religion. Ethics classes are also on offer should there be a teacher available. Classes are held on a Wednesday from 9.00am until 9.30am. A high standard of behaviour is expected of children – scripture/ethics teachers are volunteers. If your child misbehaves he/she will be withdrawn for an appropriate time and scripture/ethics teachers will adhere to our school welfare policy. Children attending non-scripture are supervised in a classroom, computer room or the dome.

Sport

Friday is sports day for Stage 3. All PSSA matches to the mornings in 2020. There will still be the same sports and competitions available to our students. The only change will be to the time of day these games are played, so that students are not out in the sun during the harshest part of the day, and in line with Sun Smart programs. Those children not involved in PSSA teams participate in the school-based skills program run by various providers. All children representing the school in PSSA are expected to sign and uphold the school's sport code of conduct. Parents are also asked to adhere to the parental code of conduct distributed at the beginning of the season. All students are expected to have a school hat and a full water bottle.

Student Welfare

All students are expected to uphold the school PBEL values, and our students are recognised for this. Students will also receive awards in recognition of academic & sporting achievement.

In accordance with the PBEL values - **N**arrabeen North embodies:

Achievement

Respect

Responsibility

Acceptance

Teachers explicitly teach the NARRA values and their importance in supporting a successful learning community. Students are taught to be responsible for their own behavior and to understand that there are clear consequences when behavior negatively impacts others. Students who do not uphold the school values will be subject to the consequences listed in the school welfare policy.

The Consequences

After being given opportunities to display appropriate behaviours by teaching rules and giving rule reminders, it may be appropriate to apply a consequence for students who 'break the rule'. Consequences are most effective when applied immediately. Consequences should also be applied by the teacher involved where possible.

WARNING

A WARNING may be issued when a student has broken a NARRA value. This serves as a reminder of appropriate behaviour. A record of students receiving warnings is kept on the school Sentral system and reviewed by class teachers. Should a pattern of repeated behaviours emerge, a think slip may be issued.

THINK SLIPS

A THINK SLIP is issued when a student's behaviour is a major cause of concern. THINK SLIPS can be issued when the first and second approach has not had the desired effect. THINK SLIPS can also be issued directly for more serious behaviours.

Should your child receive a think slip, you will receive a phone call from the issuing teacher to explain why it has been given and your child will need to attend the reflection room. The deputy principal (3-6), Ms Kortekaas, keeps a record of students receiving think slips.

Levels

Should a student continue to receive numerous Think Slips or their behaviour is extremely disruptive, it may result in them being placed on school monitoring. School monitoring is also referred to as Level One. Level One may involve the following:

- Referral to the Principal
- Parent interview
- Implementation of behavior support plan developed by classroom teacher/executive in partnership with parents and child
- Daily report to the Principal or deputy
- Removal from the playground (where behaviour is safety related)
- Removal from school activities e.g. PSSA, excursions

Uniform

All students are expected to take pride in their appearance and the school uniform. School hats must be worn in the playground at all times and during PSSA/sport sessions. Without a hat students are requested to remain under the COLA (no backfield). Black or white runners and correct sports uniform should only be worn on sport or physical fitness days. On other days students are expected to be in full school uniform including black leather shoes. Girls are encouraged to tie long hair back. The only jewellery to be worn should be sleepers/ studs and a watch.

Valuables

We recommend that students leave all valuable items at home. Smart phones, iPods and iPads etc should not be brought to school. It assists us in keeping our students safe whilst at school from any cyber bullying opportunities and reduces the risk of theft and breakage. If it is necessary for your child to bring such an item to school it should be signed in at the office on arrival and signed out at the end of the day. Should you need to contact your child between 8.30am and 3.00pm please ring our school office. We also ask parents to ensure students do not bring large sums of money to school. The Year 6 memento yellow polo shirt may be worn for sport but not to zone carnivals.

Waste Free Wednesday

Assist your child to bring a waste free lunch every Wednesday! 😊

Our Waste Free Wednesday program is a process of educating students about where our waste ends up and how we as individuals, can reduce the amount of waste we generate and send to landfill. Waste free lunches encourage the first step in the waste hierarchy - **AVOIDING** waste. Choosing products that have less packaging results in less waste that you have to dispose of. Waste free Wednesday favours the use of reusable food and drink containers, utensils and organic waste. They discourage the use of disposable packaging such as pre-packaged/individual servings of food, plastic bags, disposable utensils, plastic straws, food wrapped in cling wrap and foil and other single-use items. Why not be WASTE FREE EVERY DAY? Please!!!

Responsibilities

Children

- Be responsible for own actions and belongings.
- Wear the correct school uniform and school hat.
- Follow school PBEL values.
- Aspire and Achieve – make a concerted effort in regards to class work and homework.
- On arrival at school, take bags to classroom and proceed to middle playground.
- Wear your helmet if riding your bike or scooter to school and ensure you have signed the bike agreement. Walk your bike through school grounds and don't linger at bike rack.
- Skateboards are not permitted within the school grounds.
- Be in the right place at the right time. You should only be in classrooms during break times under supervision of a teacher for an organised school activity or for a class time-out due to inappropriate use of class time or disruptive behaviour.
- If you are not collected by 3:10pm go straight to the administration office and wait there.
- If catching the bus home, go directly to the bus stop and wait on the seats. Have your bus pass available or money to pay for your fare. In case of rain students are to meet outside the RFF room with a teacher on duty.
- Return notes and money to the box in office (not to your teacher) – no note, no go.
- **Sign in any smart devices or phones to the office on arrival at school.**
- Report issues that involve safety or bullying to the teacher on duty, your class teacher or the principal.
- Leave school via the correct venues – not through the staff car park.
- Use the correct bins for rubbish.

Parents

- Encourage independence.
- Support teachers – uniforms, homework, library borrowing. We are all in this together and have your child's best interests at heart – Please trust our professional judgment.
- Monitor what your child brings to school – No valuables, nuts or large amounts of money etc. **Mobile phones are for use outside school hours and should be signed in at the office each morning.**
- Make appointments for interviews and do come and see us first before a problem develops or escalates. Refrain from discussing issues in public being mindful of privacy and decorum.
- Please keep children home if they are sick to avoid the spreading of illness.
- Only send children to school before 8.30am if they are attending a supervised school activity (e.g. Sport practice, Band & Before School Care – which is now available). Teacher supervision of playground begins at 8.30am.
- Enter and leave the school via the correct gates, for your children's safety. The School Car Park is for staff only. No pedestrian access through school driveway gate.
- Please remember that dogs are not permitted on school grounds.
- Assist your child to pack a WASTE FREE lunch every Wednesday.

NAPLAN

National Assessment Program Literacy and Numeracy

All students at Years 3, 5, 7 and 9 in schools across Australia undertake the same tests on the same days. Students have their skills assessed in numeracy, reading, writing, spelling, punctuation and grammar.

Naplan will be held 11th - 21st May 2021.

Teachers will provide students with learning opportunities that familiarise them with the Naplan test format and the type of questions.

National tests provide information on how students are progressing and support improvements in teaching and learning.

Parents and carers can best assist students by making them feel comfortable about the nature and purpose of the tests. Their children can be assured that the assessments will give them an opportunity to show what they have learned in class.

<http://www.naplan.edu.au/>

Selective High School Test

Year 7 applications for 2022 placement opened in October 2020 and closed in November 2020. Late applications are not accepted.

The selective high school placement test will be held on **Thursday 11 March 2021**. Test authority letters will be sent on 25 February 2021. Information about the test and the test centre to attend will be included.

If students cannot sit the test, parents may wish to use the illness/misadventure process. If parents believe there were factors preventing their child from doing his/her best either in the test or at school last year, they can submit a request for consideration of illness/misadventure. Illness/misadventure forms must be submitted within two weeks after the test. Please see the website below for practice tests – advisable to review at home prior to the test.

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7/the-test>

PCS Extension Test

On Thursday 18 March 2021 the Peninsula Community of Schools has arranged a General Achievement Test to select students for placement in Extension Classes in 2022 at Barrenjoey HS, Pittwater HS and Narrabeen Sports HS. Students are eligible for placement in the Academic Extension Class only at their local designated secondary school. Please go to <https://schoolfinder.education.nsw.gov.au/> to confirm your child's local school.

Examination Procedures

Due to increased demand for the test, it will be held in three locations.

- ♣ Barrenjoey High School will host students from Avalon, Bilgola Plateau and Newport Primary Schools.
- ♣ NBSC Cromer Campus will host students from Cromer, Wheeler Heights and Collaroy Plateau Primary Schools.
- ♣ Narrabeen Sport High School will host students from all other PCS primary schools.

This is a two hour externally sourced test with a focus on English, Mathematics and Science. The test format is:

- Reading and Language (40 minutes) – 40 multiple choice questions from various stimulus material
- Mathematics (40 minutes) – 40 multiple choice questions
- Writing task (30 minutes) – 1 writing task

The test is externally marked. There will be a cost recovery charge to sit the test of \$45 - this will cover the cost of test materials, administration, external marking and test supervision.

Thank you for your ongoing support! The Stage 3 Team look forward to a productive year working in partnership with you!