

# LIVERPOOL WEST PUBLIC SCHOOL



## KINDERGARTEN 2024 INFORMATION BOOKLET

## INTRODUCTION

Liverpool West Public School is an outstanding educational provider actively contributing to an engaged, informed, and connected community. Liverpool West Public School is a P-6 school that prides itself on high expectations, opportunities, and successes. This encourages each student to reach their full potential in all aspects of school life.

We have a supportive school culture that promotes excellence and positive relationships across our entire school community. This has resulted in students, teachers and parents/carers highly valuing the collaborative approach used to meet their child's educational needs.

**SCHOOL ADDRESS:** Liverpool West Public School  
118 Flowerdale Road  
LIVERPOOL NSW 2170

**TELEPHONE NUMBER:** 02 8784 3500

**SCHOOL WEBSITE:** <http://www.liverpoolw-p.schools.nsw.edu.au>

**SCHOOL EMAIL:** [liverpoolw-p.school@det.nsw.edu.au](mailto:liverpoolw-p.school@det.nsw.edu.au)

**PRINCIPAL:** Mrs Lucy Martin

**DEPUTY PRINCIPALS:** Ms Maria Sotiropoulos  
Miss Tina Iervasi

**ASSISTANT PRINCIPAL:** Mrs Laura McCarron  
(Kindergarten)

Our teachers are committed to delivering quality teaching and learning programs that inspire and challenge students to achieve their personal best.

Liverpool West Public School is a vibrant and caring learning community that provides exceptional learning opportunities for all.



## ASSEMBLIES

Regular Assemblies (K-2, 3-6 and Whole School) are part of our school week and they provide opportunities for:

- Establishing school pride and spirit
- Recognition of special occasions and events
- Acknowledgment of achievement by individuals, groups, or classes
- Children to take special roles in social settings.

Each Monday, a whole school assembly is held at 9:10am to welcome students back to another successful week of learning, remind students of upcoming events and reinforce school expectations.

Parents are always welcome at School Assemblies, especially on those occasions where their child has a special part to play.

## ATTENDANCE

Attendance at school is compulsory. Students are required to be at school by 9:10am each day.

Students who arrive after 9:10am must obtain a late slip from the office and will be recorded as 'partially absent' on the official school register.



If your child must leave school before the normal finishing time of 3:10pm, they must be collected by an adult. If this person is not a parent or guardian, then they must present written notification that they are authorised by the parent to collect the child.

All absences should be explained by a note written and dated by the parent/carer. If your child is ill for more than two days, a medical certificate is required. Any parent requesting extended leave from school for their child for any period of time, for reasons other than illness, must seek approval from the principal.

## BEFORE & AFTER SCHOOL CARE



### SLOOSH Kids Care -

Cabramatta Ave, Sadleir NSW 2168 located at Michael Wenden Aquatic Leisure Centre.  
Contact: 9826 7824



### United OOSH Services

"Your child's home away from home"

### United OOSH -

50 Starling St, Green Valley NSW 2168  
located at Busby West Public School  
Contact: 9608 3841

## BEHAVIOUR CODE FOR STUDENTS

Click [here](#) to access the NSW Department of Education Behaviour Code for Students

## BREAKFAST LIBRARY CLUB

Our school operates a Breakfast Library Club every morning from 8:40am to 9:10am. Fruit, toast and juice is available for the students to eat while they can read a book. The National Literacy and Numeracy Foundation kindly donates the school food and books, so this a free service to all students at Liverpool West Public School. The Breakfast Library Club room is located near our school hall, it is operated by the Community Liaison Officers, School Learning Support Officers, and teachers.

## BUS SERVICE


**Transit Systems** - Children can catch the Transit Systems buses which pass the school.

- 2005 school bus follows the route of Hoxton Park Road; Gill Avenue; Right into Reilly Street; across the Hume Highway; Congressional Drive.
- 854 bus takes the route towards Liverpool Station.

### **Free Bus Travel – All Infants Children (Kindergarten to Year 2) Travel Free**

To be eligible for free bus travel, primary children must live more than 1.6km radius from the school. Should a parent consider that the 2.3km walking distance criteria applies, then the parent should apply in writing for a free bus pass <https://www.service.nsw.gov.au/transaction/apply-school-travel-pass>).

## CANTEEN

 We have a Healthy Canteen providing freshly prepared lunches at a reasonable cost. The canteen operates **five days a week** from 8:40am, where students or parents can order lunch orders, until 2:10pm for fruit break. Lunch orders can be written on a paper bag with your **child's name and class** clearly printed. Money and orders should be handed into the canteen before school.

Alternatively, you can register for online ordering using <https://flexischools.com.au/>

## COMMUNITY LIAISON OFFICERS ( CLO)

The school employs Community Liaison Officers (CLOs) who provide support and information which strengthens the links between the community and the school. The CLOs assist the school in:

- Communicating information about education policies and practices to the community
- Promoting social interaction between the school and the community
- Promoting school activities to community members from culturally and linguistically diverse groups

Each week the CLOs conduct activities that support parent involvement and interest such as Toddler Time (Playgroup – for children under the age of 4), Adult Basic English Classes, Computing classes, fitness classes, cooking workshops and various other courses and social activities that are conducted for interested parents.

## CUSTODY

The principal should be fully informed in writing of any legal custody matters relating to your child.

## COMMUNICATING WITH SCHOOL

To keep parents informed of events happening within the school and on topics of educational thinking and interest, information is sent out on an App called ClassDojo. This can be downloaded for free by searching for 'ClassDojo' in the Apple store or Google store. Information and events are posted regularly through the class story and school story.

You can also access current information from the school website at: <http://www.liverpoolw-p.schools.nsw.edu.au/>



You may also communicate with your child's classroom teacher through the messenger feature on the app. Please be considerate with messaging staff after hours. For any urgent matters, please call the office. If you would like to organise a time to meet with your child's classroom teacher, please see them or contact the office.

A printed note will be sent home occasionally, please check your child's bag daily if there are any notes from school as children tend to forget them.

## COUNSELLOR

A School Counsellor is attached to the school every day to assist the teaching staff in assessing children's specific needs and/or in compiling special education programs for them. The School Counsellor's role includes liaising with parents.

The school counsellor plays a key role in the welfare of the children at the school. School counsellors work with students, parents/carers and teachers in a variety of ways. Their work includes: -

- Counselling students
- Assisting parents/carers to make informed decisions about their child's education.
- Assessing students' learning and behaviour
- Liaising with other agencies concerned with the well-being of students.

## CURRICULUM AREAS

Each child will have experiences in the following curriculum areas during their Kindergarten to Year 6 schooling.

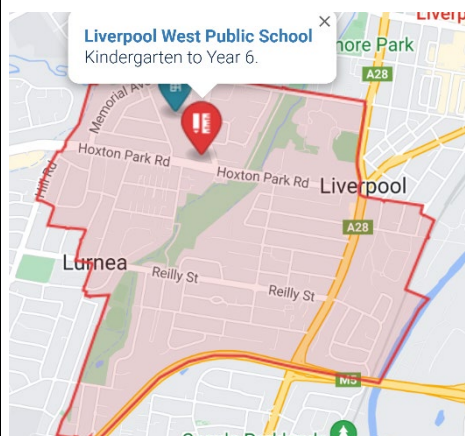
Experiences in each area contribute to our students' wellbeing and support their individual development. Many of the areas are integrated with one another. For example, History and Geography activities often include elements of English, Mathematics and Creative Arts.

The Six Key Learning Areas are:

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

Evidence-based programs and practices are implemented to develop Literacy and Numeracy skills across all curriculum areas.

## ENROLMENTS



Children can start Kindergarten in the year they turn 5 provided they turn 5 before 31 July (inclusive) in that year. Those eligible for school can all start together at the beginning of the year.

It is a Department of Education regulation that a Birth Certificate or Passport verifying a child's date of birth be shown at the office when Kindergarten enrolment takes place. Parents should also show proof of immunisation.

<https://schoolfinder.education.nsw.gov.au/>

## EXCURSIONS

Excursions are undertaken to complement learning programs provided for the students. They may include visits to outside venues and/or performances at the school.

The student's family meets the costs for these activities. However, should a family be experiencing financial difficulties, other arrangements may be made with the principal.

All excursions are approved by the principal. Details are given beforehand, and a Permission Note must be signed and returned before the excursion. At the beginning of each school term, parents will be informed of any major excursions planned and approximate costs.

## HEAD LICE – PEDICULOSIS

Head lice does present in the school environment from time to time. Unfortunately, they are highly contagious and a fact of life in all schools. Parents should notify the school if they find head lice in their children's hair and treat their child's hair immediately. It is important that parents become familiar with what the eggs look like and that they check their children's hair regularly.

## HEALTH

Please do not send children to school when they are not well. If a child has been ill through the night or is unwell in the morning, then he/she is not able to cope with a full school day.

In case of an illness or accident, staff members will contact parents/carers. In serious cases, if neither parent/carer can be contacted, appropriate action will be taken (ambulance called). Office personnel are trained to administer first aid for minor playground accidents. The teachers are also trained in Emergency Care and CPR. All students are covered for ambulance under a state-wide scheme.

**Please ensure you update your contact details when changing address or changing a phone number.**

If you have not already completed an enrolment form giving emergency numbers of home, family and friends please do so immediately. **It is important that changes in phone number and/or address are reported immediately.**

## HOME READING

The school Home Reading Program is also a part of the student's homework routine. During the week, the students bring a book home from school. They are expected to read this book to their parents and then the parents sign the Home Reading Sheet and write a short comment. The students must then return their book to school the following day. As students' reading skills develop, the length and level of difficulty of the books being taken home will vary.

## IMMUNISATION

It is strongly advised that your child has had all the necessary vaccinations before starting school. It is a simple, effective, and readily obtainable method of protecting your child from catching the dangerous diseases of Diphtheria, Tetanus, Whooping Cough, Mumps, Measles, Rubella (German Measles) and Polio Myelitis.

Children not immunised who have come in contact with a sick child, will be requested to stay at home during an outbreak.



## LIBRARY

Each child will visit the library at least once a week. The library is located on level 1. We encourage all children to borrow books and participate in library activities throughout the year. All children must have a library bag to borrow. Students will be given a library bag as part of their Kindergarten Orientation pack. If you require an additional library bag they are available from the school office at a cost of \$5.



## LOST PROPERTY

Parents, please write your child's name **PERMANENTLY** and **CLEARLY** on **ALL** articles of clothing, bags, lunchboxes and especially jumpers, hats and rainwear.

## MONEY

It is requested that any money for school purposes be sent in a sealed envelope marked with the child's name, class and purpose. Money is to be given to your child's teacher for processing.

## POSITIVE BEHAVIOUR FOR LEARNING

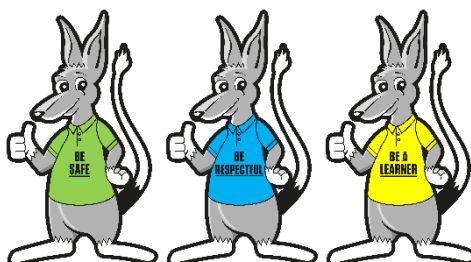
**Positive Behaviour for Learning** (PBL) is a whole school approach to proactive, schoolwide behaviour management. Built on research and evidence-based practices, it provides strategies for all students to increase academic performance, improve safety and decrease unsafe behaviour. PBL is a vehicle for establishing positive school culture.

Our Rules are:

**Be Safe**

**Be Respectful**

**Be a Learner**



## MEDICATION AT SCHOOL

Parents/carers of children who require prescribed medication to be administered at school must discuss this with the front office – please see the office staff with your child's medication as a form may need to be completed for the medication to be administered at school.

Students must not carry medication in their bags unless there has been an agreement between the school and the students' parents/carers.

- Medication should come in its original packaging and should be labelled with your child's name and dosage and handed to the school Office. A note must accompany the medication showing the child's name, dosage, and the time it is to be taken. You are required to sign an Indemnity Form when medication needs to be dispensed at school.
- Medicine is not to be kept in school bags.
- It is the child's responsibility to come to the Office and take the medicine at the correct time. Please tell your child and the child's teacher when they require the medicine.
- The child (or parent) is responsible for collecting the medication at the end of the day/ term.


## PARENTAL INVOLVEMENT

Children enjoy their parent's involvement in the many and varied school programs. This involvement will lead to an increased knowledge and understanding of what's happening in our school and why. Another benefit is the development of positive relationships with parents, staff, and children. All parent helpers must have their voluntary Working with Children's Check prior to starting any volunteer work. Please see the friendly office staff for parent helper opportunities.

## PARENT CAFE

Every Wednesday afternoon during the school term, Parent Café is held in the Community Room near the library to keep parents informed and up to date with different aspects of the school. Parent Café topics include student learning and teaching programs, wellbeing initiatives, guest community speakers and other relevant topics. We invite parents and carers to attend these sessions to keep in touch with others and build connections with the school community. Light refreshments are provided.

## PROPOSED START DATES FOR KINDERGARTEN 2024

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Week 1</b>	<b>29th January</b>  HOLIDAYS	<b>30th January</b>  Staff Development Day  <i>No students at school</i>	<b>31st January</b>  Staff Development Day  <i>No students at school</i>	<b>1st February</b>  	<b>2nd February</b>
<b>Week 2</b>	<b>5th February</b>	<b>6th February</b>	<b>7th February</b>	<b>8th February</b>	<b>9th February</b>
<b>Week 3</b>	<b>12th February</b>  <i>Best Start assessment commencing</i>	<b>13th February</b>	<b>14th February</b>	<b>15th February</b>	<b>16th February</b>

Kindergarten students will commence school in **temporary classes**. This means that students may be moved to other classes or teachers change at the end of week 4. If your child will be moving to another class or a teacher change is to be made, you will be notified.

During week 1 & 2 (February 1<sup>st</sup> February 9<sup>th</sup>) students will engage in a range of activities to support their transition into kindergarten. During week 3, classroom and support teachers will complete the Best Start Assessment with each student. This allows the students to settle into their new environment and build a relationship with staff which will make them feel more comfortable when completing the assessment. Classes will be formed and finalised by the end of week 4, Term 1.



The Best Start Kindergarten Assessment is a **state-wide assessment that helps teachers identify the literacy and numeracy skills which your child brings with them at the beginning of kindergarten**. Click the link <https://bit.ly/3D0yJqY> or scan the QR code for more information.

## REPORTING PROGRAM

Kindergarten – Year 6

<b>Term 1</b>	Meet the Teacher Afternoon
<b>Term 2</b>	Semester 1 Reports
<b>Term 3</b>	Three-Way Conference
<b>Term 4</b>	Semester 2 Reports

## SCHOOL TERMS

	TERM BEGINS	TERM ENDS
<b>TERM 1</b>	Tuesday, 30 January 2024* <i>Students start Thursday 1 February</i>	Friday, 12 April 2024
<b>TERM 2</b>	Monday, 29 April 2024* <i>Students start Tuesday 30 April</i>	Friday 5 July 2024
<b>TERM 3</b>	Monday, 22 July 2024* <i>Students start Tuesday 23 Tuesday</i>	Friday, 27 September 2024
<b>TERM 4</b>	Monday, 14 October 2024*	Friday, 20 December 2024** <i>Students finish Wednesday 18 December</i>

\* The first days of Terms 1, 2 and 3 are Staff Development Day. **Students are not required to attend school on these dates.**

\*\* The final 2 days of Term 4 are Staff Development Day. **Students are not required to attend school on these dates.**

## SCHOOL HOURS & BREAK TIMES

**School Hours:** 9:10am – 3:10pm

**Office Hours:** 8:40am – 3:10pm

### Break Times

<b>Break 1 (Lunch)</b>	11:00 – 11:10am Eating time
	11:10 – 11:40am Play time
<b>Break 2 (Fruit Break)</b>	1:40 – 2:10pm

Teachers are in the supervised areas from 8:40am and parents are asked to leave these areas as soon as possible after the child's arrival at school. This aids supervision and encourages the child's independence. (Tears disappear quickly once parents leave.)

During lunch and fruit break, teachers supervise all children.

**After school dismissal:** Supervision is also provided at the Bus Stop for. All students are required to be collected at 3:10pm. Students that have not been collected will be sent to the 'Late Pick up' area near the office. Any child that has not been collected by 3:30pm will have their parents phoned.

All supervising teachers always wear a high vis vest so students can ask for any assistance and spot them on duty.

## SCRIPTURE

Special Religious Education teachers voluntarily visit the school every Thursday for half an hour of instruction. Instruction is available for Roman Catholic, Anglican and Islamic Scripture groups. It is expected that children will conduct themselves in the correct manner during religious instruction.



If you do not wish for your child to attend Scripture classes, please send the class teacher a note stating this and asking that they attend non-Scripture.

## SPORT

### Houses and their Colours

Dingos	Red
Cockatoos	Yellow
Lorikeets	Green
Blue Tongue Lizards	Blue

Children take part in sport to develop games skills, fitness, and gross motor skills. As well as this special session, all children take part in dance, fitness, and games skills activities at other times during the year. An annual Infants Athletics Carnival is held where the emphasis is on participation and enjoyment.

## STUDENT WELLBEING POLICY

At Liverpool West Public School, it was decided to supplement our incidental approach to Personal Development with programs focused specifically on increasing the students' self-esteem, social skills, and their ability to make decisions and sound judgments.

The aim of Personal Development is to encourage in students:

- A sense of dignity and worth
- A sense of responsibility for their own actions and decisions
- A caring attitude towards others
- An ability to communicate and form lasting, satisfying relationships.

Other Student Wellbeing Programs are the Sun Safe Policy, Social Skills, Road Safety, Peer Program, Child Protection and Transition Programs.

At Liverpool West Public School, we are safe, respectful learners.

## SUN SAFETY

With problems associated with the effects of the sun, all children are required to wear a Liverpool West Public School hat for **all outdoor activities**. Hats can be purchased from the school office for \$15.00 each.

Children **who do not wear a hat will need to remain in designated covered areas**.

## UNIFORMS

A school uniform helps to promote school pride and unity and encourages respectful learners. Students from Kindergarten to Year 6 are encouraged to wear their full school uniform daily. Uniforms give the children a sense of belonging and honour in their school. Uniforms can be purchased from the school office.

There are different uniforms for summer and winter. As children leave our school, many donate their old uniforms to us so that we can have a second-hand uniform system to help students and families when required.

Two students each week are rewarded with 'Uniform Awards' during our fortnightly K-2 Assembly. This consists of a certificate and a \$3 voucher that students can spend at our school canteen.



### Girls Summer Uniform

- Aqua/white dress
- Polo school shirt
- Black skirt
- White socks
- Black shoes

### Boys Summer Uniform

- Polo shirt
- Black shorts
- Black/grey socks
- Black shoes



### Winter Uniform

- Black tracksuit pants
- Long Sleeve polo school shirt
- School jumper or school jacket
- White or grey socks
- Black shoes

**UNIFORM PRICE LIST including GST****EFFECTIVE TERM 4, 2023**

<b>UNIFORM</b>	<b>SIZES</b>						
	<b>4 / 5</b>	<b>6</b>	<b>8</b>	<b>10</b>	<b>12</b>	<b>14</b>	<b>16</b>
Summer Dress	\$43.00	\$43.00	\$43.00	\$44.00	\$44.00	\$44.00	\$44.00
Girls Black Skort	\$20.00 each in Size 4 to Size 16						
Polo Shirt (with Embroidery)	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Preschool Polo	\$24.00	\$24.00					
Long Sleeve Polo (with Embroidery)	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00
Black School Shorts	\$20.00 each in Size 4 to Size 16 \$24.00 Small / Medium / Large / Extra Large						
Fleecy Jacket (with Embroidery)		\$33.00	\$33.00	\$35.00	\$35.00	\$35.00	\$35.00
Fleecy Sloppy-Joe (with Embroidery)		\$27.00	\$27.00	\$28.00	\$28.00	\$28.00	\$28.00
Fleecy Track Pant	\$23.00	\$23.00	\$23.00	\$24.00	\$24.00	\$24.00	\$24.00
Fleecy Track Suit		\$47.00	\$47.00	\$49.00	\$49.00	\$49.00	\$49.00
Wide Brimmed Hat	\$15.00 each						
Bucket Hat	\$15.00 each						
Library Bag	\$5.00 each						
Mouth Guard	\$5.00each						
Soccer Socks	\$8.00 each						

**LARGER SIZES FOR POLO SHIRTS AND JACKETS**

<b>SHORT SLEEVE</b>		<b>LONG SLEEVE</b>		<b>JACKETS</b>	
SMALL	\$25.00	SMALL	\$27.00	SMALL	\$40.00
MEDIUM	\$25.00	MEDIUM	\$27.00	MEDIUM	\$40.00
LARGE	\$25.00	LARGE	\$27.00	LARGE	\$40.00