

TAMWORTH PUBLIC SCHOOL

CARE COURTESY CONSIDERATION



INFORMATION BOOK

Napier Street, Tamworth 2340

Phone: 6766 2016

Fax: 6766 2438

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

www.tamworth-p.school@det.nsw.edu.au

2023



PRINCIPAL'S WELCOME

Tamworth Public School is a school steeped in history, grounded in its community but with a vision for the future. It is truly a school where history meets the future.

Tamworth Public School has a proud history as the first school in the City of Tamworth. It has maintained its position in the eyes of the community as a high performing school, excelling academically, culturally and on the sporting field. The school continues to be highly regarded across the community.

Tamworth Public School has had a period of enormous growth in student population from 618 students in 2010 to 919 students in 2019. In recognition and to address the increasing enrolment numbers, the Department of Education has recently completed a substantial capital works program which includes upgraded staff amenities, a two storey 7 classroom block and a new school hall. The build has also provided new and improved playground areas for students.

Even though we are a large school we pride ourselves on knowing each child individually and working in partnership with parents so that each student feels known, valued and cared for!

The first years of a child's education are the most important and with this in mind our kindergarten transition and orientation programs aim to set each child up for success and for our teachers to individualise your child's learning experience.

Our school has a strong commitment to open communication with parents with a dedicated school website, Facebook page and our highly popular Class Dojo communication app.

Our highly skilled teaching staff are engaged in professional learning on a regular basis to continually improve their teaching and to provide for our students the best possible opportunities for improved academic, social and sporting performance.

Our school offers a wide variety of extra curricular activities. Your child could play in a school sporting team, learn a musical instrument, debate, enter poetry writing competitions or be a member of the school equestrian team. The opportunities are there and so to are the friendships and experiences your child will develop as they journey through primary school.

Parents are encouraged to participate in the life of the school and to become involved in many of the events and activities organised by our wonderful P&C team. Our school regularly involves our students in community events and has a strong connection to all our local high schools.

From your very first contact with the front office, until your child graduates Year 6, I know that you will find Tamworth Public School is a warm and friendly environment that will nurture your child and challenge them to become successful, confident and creative global citizens.

Kevin Squires
Relieving Principal

SCHOOL LEADERSHIP

PRINCIPAL:	Mr Kevin Squires (Relieving)
DEPUTY PRINCIPAL:	Ms Bobbie Smyth (Relieving)
DEPUTY PRINCIPAL:	Mr Charles Jones
DEPUTY PRINCIPAL:	Mrs Catherine Abberfield (Relieving)
ASSISTANT PRINCIPALS:	
EARLY STAGE 1 (Kindergarten)	Mrs Monica Rodgers
STAGE 1 (Year 1 & 2)	Mrs Sharon Ward (Relieving)
STAGE 2 (Year 3 & 4)	Mr Scott Schmutter (Relieving)
STAGE 3 (Year 5 & 6)	Mrs Amanda Delohery
SUPPORT EDUCATION	Mrs Keira Duxbury
LEARNING SUPPORT	Mrs Jo Lee
SCHOOL ADMIN MANAGER	Mrs Melissa Ryan
SCHOOL ADMIN OFFICERS	Mrs Mary Seach Mrs Debbie McIntosh Ms Vicki Crook Mrs Leonie Simpson Mrs Belinda Martin
GENERAL ASSISTANT	Mr Gary Wall Mr Paul Brisco



SCHOOL HOURS

The school is open from 8.30am to 3.00pm. Lessons commence at 9.00am.

Recess is 11.00am to 11.25am.

Lunch is 12.55pm to 1.40pm.

School concludes at 3.00pm.

Office hours: 8.15am to 3.45pm.

SUPERVISION OF STUDENTS

Prior to 8.30am the school is closed and no teacher is on playground duty. Parents should make every endeavour to see that no child arrives at school before 8.30am. School sporting equipment is not available for issue before that time.

From 8.30am to 9.00am and during recess and lunch, children in the playground are under the direct supervision of teachers.

The school day ends at 3.00pm and teachers are rostered on bus duty and Bourke Street duty only. Should any child miss the bus they are asked to report to the teachers on 'BUS DUTY'. They should not attempt to walk home. Students waiting to be collected by parents or caregivers are supervised by a teacher near the Bourke Street exit in the Infants Playground until 3.30pm each day. A teacher is on duty at the Bourke Street Infants gate until 3.30pm to supervise those children who are collected by parents. If children are not collected by 3.30pm they will be sent to the front office.

On certain afternoons, teachers and/or parents use the school playground and its facilities to coach sporting teams. It is the responsibility of parents to be aware of these arrangements and to ensure the safety of your child on his/her homeward journey. Supervision of students at such practices is the responsibility of coaches/managers. Parents are responsible for siblings not participating.

Parents must notify class teachers in writing of any change of afternoon routine eg. a different bus, going with a friend, different person to collect child.

For the first two weeks Kindergarten classes will cease formal lessons at 2.30pm. Students can be collected by parents from the Bourke Street entrance. Kindergarten children who catch a bus will be supervised until 3.00pm. After School Care employees will collect children from the classrooms for the first few weeks.

LATE ARRIVAL OF STUDENTS

School commences at 9.00am. Rolls are marked immediately when the students are settled into the classroom. Any student who has not arrived at school by this time is classified as being absent. Protocols for students who arrive late are as follows:

They will need to come through the Napier Street entrance and collect a late note from the office staff, which is then taken to their class teacher.

If a student has a regular appointment or external tutoring e.g. music, then the class teacher should be given a note informing them of this. However, the student will still be required to come through the Napier Street office to collect a late note.

Late students must either be accompanied by an adult or produce a note from their parent or guardian detailing the reason for their lateness.

All absences must be accounted for within 7 days or such absences will be deemed as unjustified.

SCHOOL UNIFORM

The summer and winter items of clothing listed below are the official school uniform. Uniforms are available at Lowes. Tamworth Public School uniform, including a school hat, must be worn by all students. By agreement with its community this is a full uniform school.

Pre-loved items are available from the P&C Uniform Pool, which is open every Wednesday from 2.30pm - 3.30pm.

BOYS SUMMER UNIFORM

Grey shorts
Blue short sleeved shirt
Grey socks with royal blue and gold stripes
Black shoes / boots (NOT multi-coloured footwear)

BOYS WINTER UNIFORM

Grey long trousers
Blue long sleeved shirt
Jumper - royal blue fleecy V-neck top
Or
Royal blue V-neck woollen pullover
Tie - same plaid as girls tunic
Grey socks with royal blue and gold stripes
Black shoes / boots

BOYS SPORT UNIFORM

Royal blue rugby knit shorts
School sports shirt (royal blue with gold trimming)
Royal blue fleecy track pants (not shiny) to match school jumper
White socks
Sports shoes, white or black - practical and plain rather than huge and trendy
Preferably non-marking soles for use on tennis court

GIRLS SCHOOL UNIFORM

The uniform is a blue / white check princess line tunic with a blue tab tie and white Peter Pan collar. Alternatively there is an option for girls to wear navy shorts and a shirt. The shirts are available through the Uniform Pool, the shorts at Lowes. It is worn with:

Short white socks
Black shoes, navy or black sandals

GIRLS WINTER UNIFORM

The uniform is a blue / gold plaid tunic. It is worn with:
White long sleeved blouse
Tie - same plaid as tunic
Navy blue stockings or long navy blue socks
Jumpers - royal blue fleecy V-neck top with school emblem.
Or
*Navy slacks optional. Not acceptable on formal occasions.

GIRLS SPORT UNIFORM

Royal blue skirt with two inverted pleats front and back OR Royal blue rugby knit shorts.

School sports shirt (royal blue with gold trimmings)

Short white socks

Royal fleecy track pants (not shiny) to match school jumper

Gym pants - blue or black

Sports shoes, white or black – practical and plain rather than huge and trendy

Preferably non-marking soles for use on tennis court

SCHOOL HATS - UNISEX

We have an ongoing campaign to ensure children wear a hat at all times in the playground.

The new bucket hat with emblem are available from LOWES.

There are wide brim hats available from the office.

“NO HAT, STAY IN THE DESIGNATED AREA” is the rule throughout the year

JACKETS - UNISEX

School Jackets are optional - royal blue / gold nylon zip front jacket, available at school front office– for both girls and boys. These jackets can be worn with all uniforms.



COLLECTION OF STUDENTS DURING SCHOOL HOURS

All parents / caregivers wishing to collect a child from the school during school hours, must come via the Napier Street office.

ABSENCES

If your child doesn't attend school on a particular day due to illness or a family commitment, you must phone the school before 9.00am to let the office staff know the reason. This will be entered on the system for the class teacher to see, also you will not receive a text or phone call asking for an explanation.

It is also appreciated that if in the event of a long absence (overseas trip, illness, etc) the school administration staff are notified so the appropriate paperwork can be completed.

SCHOOL COUNSELLOR

School counsellors are responsible for providing specialist psychometric and diagnostic testing as well as advising teachers and parents on psychological, educational and behavioural difficulties encountered by children at school. Appointments can be made through the class teacher.

P&C

P&C meetings are held in the school staffroom on the 3rd Monday of each month during school terms. New members are warmly welcomed.

The P&C Executive:

President:	Kelly Clarke
Vice Presidents:	Kate Arndell & Michelle Godwin
Secretary:	Rebecca Essery
Treasurer:	Sharee Wilkinson
Canteen Supervisor:	Kelly Clarke

The P&C operates a healthy school lunch centre which is open from Mondays to Fridays.

The aims of TPS P&C are to:

- Promote the interest of the school by bringing citizens, parents, students and teaching staff into close cooperation.
- Raise funds to provide equipment for the school.
- Acquire information about the NSW Department of Education and the implications for our school.

The Annual General Meeting to elect the executive is held during the first half of Term 1 each year. P&C members must be financial to vote during all meetings.

CURRICULUM

The K-6 curriculum aims to develop in students:

- 1 Basic skills
- 2 Respect for learning
- 3 A positive attitude for lifelong learning

The skills include:

- 1 English literacy including Talking and Listening, Reading and Writing.
- 2 Mathematical skills including Number, Space, Measurement & Problem solving, Information Process and Computing
- 3 Scientific and Communication

The NSW curriculum includes six Key Learning Areas (K-6):

- 1 English
- 2 Mathematics
- 3 Science and Technology
- 4 Human Society & Its Environment
- 5 Creative & Practical Arts
- 6 Personal Development, Health & Physical Education





HOMWORK HINTS FOR PARENTS

Don't let homework sessions become a time of family disruption and tension. Work done under such conditions can develop a dislike for school and school work.

Encourage your child, praise freely and offer constructive feedback.

If possible, supply your child with a desk/table in a room away from the distractions of other people, TV etc.

If helping or supervising your child's homework, choose a time when you can give all your attention to the task, eg. don't try to hear reading over the kitchen stove. Where possible keep a regular set time for the homework to be done.

If any problems at all arise which you cannot resolve, make an appointment to see your child's teacher.



MOBILE PHONES AND ELECTRONIC DEVICES

Children are not permitted to use mobile phones, iPods, electronic games, etc while at school. Phone calls to family during the school day can be facilitated through the front office.

MERIT SYSTEM

These are rewards which recognise achievement and success in work, attitude or behaviour. Merit Awards are issued each week. Students who are awarded three Merit Awards gain a Special Award. Three Special Awards entitle a student to a Principal's Award. Special Awards and



MAGPIE AWARDS

Magpie awards are given by classroom teachers.

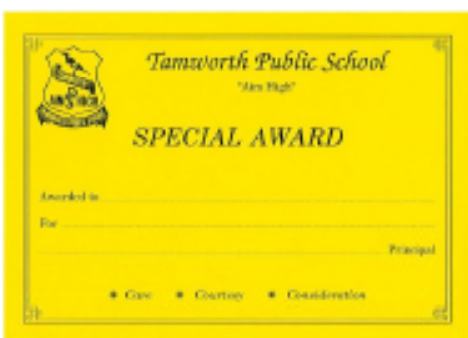
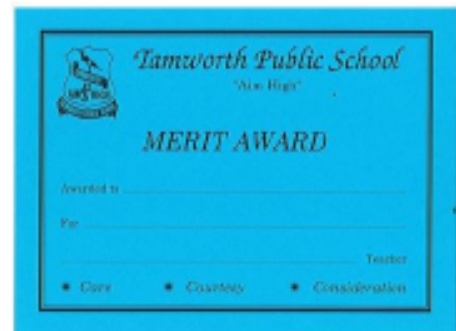
Once a student has received six magpie awards they can hand these to their classroom teacher to receive a Merit Award from their teacher at the next stage assembly.

MERIT AWARDS

Merit awards are given by the classroom teacher at the stage assemblies.

Once a student has received three Merit Awards they can hand them to the office to receive a Special Award at the next whole school assembly.

Blue sporting awards are the same value as a merit award.



SPECIAL AWARDS

Special Awards are redeemed at whole school assemblies.

Once a student has received three Special Awards they can hand them to the office to receive a Principals Award at the next whole school assembly.

PRINCIPALS' AWARDS

Principal Awards are redeemed at whole school assemblies.

Once a student has received three Principal Awards they can hand them to the office to receive a Principals Award of Excellence at the next whole school assembly.



Only one award can be received at any time so students are encouraged to hand them in as they reach the next level rather than accumulate them.

SCHOOL DEVELOPMENT DAYS

These days will occur on the FIRST DAY OF SCHOOL. TERMS 1, 2 AND 3 and the final 2 days of Term 4.

Students do not attend school on these days.

BUS PASSES

Application for bus passes is done online through Transport NSW. To apply complete the online application form at transportnsw.info/school-students. Infants travel free on the bus, it depends how far you live from the school if your primary student gets free travel. It is usually seven to ten days before the bus pass is processed. These will be posted to you by the bus company. If a bus pass is lost or misplaced the bus company is to be contacted by the parent to obtain a replacement. There is a fee to replace the pass. To enquire about bus routes or timetable details contact:

Tamworth Buslines Co, Hume Street Tel: 6762 3999
Hannafords Bus Co, Gunnedah Road Tel: 6765 1900
McPhersons Bus Co, Gunnedah Road Tel: 6760 7190

BUS TRAVEL

Children will line up for buses under the NOLA. All children are expected to remain seated in their bus line until their bus is called. They will be called as their bus arrives.

HYGIENE

Please encourage your child to carry a handkerchief in his or her pocket for personal needs. Regular checking of hair for head lice is necessary. Please inform the school if an outbreak occurs. Parents are also asked to inform the school if a child has an infectious illness or disease. Please keep fingernails trimmed to prevent accidentally scratching others or oneself.

PAYMENTS

Payments can be made at the school office by cash, eftpos or cheque. Alternatively you can pay through our Parent Online Payment option on our school website.

SCHOOL PHOTOS

Each year a specialist photographer visits the school to take class, sport and individual photos which may be purchased as a personal record of school days.



LIBRARY

Each class visits the library for lessons. All children are required to have a library bag, this is a drawstring fabric bag approximately 40cm x 45cm to carry our largest books. This is needed to protect the library books borrowed from the school. Your child's name needs to be clearly visible. For further enquires you are welcome to contact your child's teacher.



PAINTING SHIRT

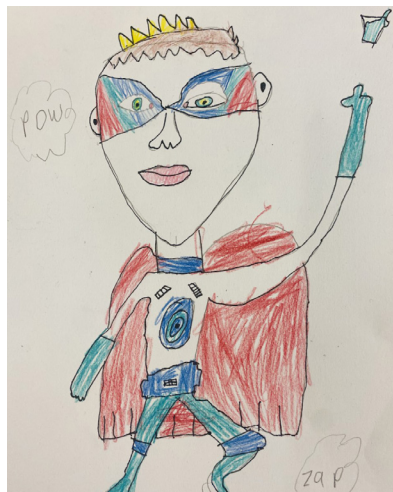
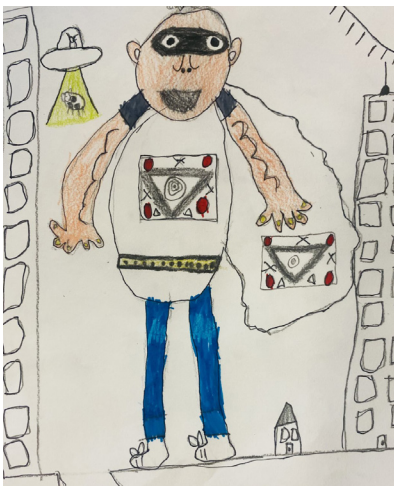
This is to be worn over the child's uniform to prevent paint and glue from staining the uniform. It is a protective garment only and not compulsory. An adult size T-Shirt or button through long sleeved shirt is ideal.

LOST PROPERTY

Students may collect their lost property from the lost property box in the hallway of office or near the library. All clothing, including shoes, must be clearly marked with your child's name. This makes returning lost articles much easier. Each year many items of clothing remain unclaimed. Any unclaimed and unmarked clothing is sent to charity at the end of each term.

JEWELLERY

Children are not to wear jewellery to school. Children with pierced ears may wear studs only. This helps prevent accidents such as torn ears. The school is not responsible for any lost or misplaced jewellery.



SCHOOL SPORT

Children are allocated to Sport Houses at the time of enrolment. We will endeavour to place children from the same family in the same house.

Sport Houses and Colours:

Moonbi	Yellow
Cockburn	Blue
Oxley	Green
Peel	Red

Kindergarten sport is held on Thursday.

Years 1&2 have sport on Friday.

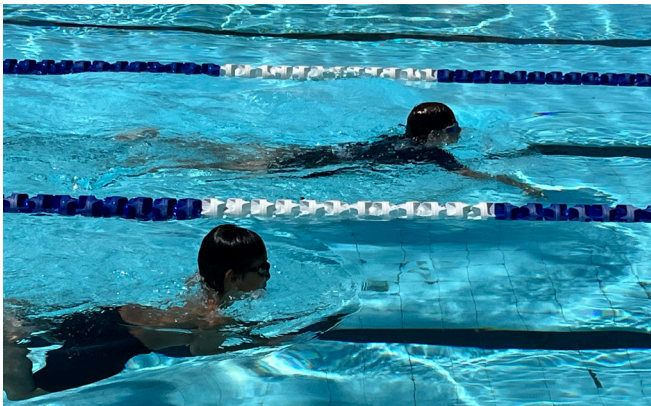
Years 3&4 have sport on Thursday.

Years 5&6 have sport on Friday.

For some sports it is necessary for children to travel away from the school (tennis, swimming etc). The school will arrange for the transport of children to and from the outside venues and on these occasions sport time may have to be increased to allow for travel time. There will be a charge for bus travel.

PSSA OPPORTUNITIES

Extensive opportunities exist for pupils with sporting ability organised under the auspices of the Primary Schools Sports Association to participate in Zone, Regional and State levels in certain sports at an Open Primary level. Children who represent at Regional level or higher receive a Sports Blue Award.



ADMINISTRATION OF PRESCRIBED MEDICATION

Following Departmental Guidelines an Indemnity Form must be completed to allow staff to administer medication. If medication is to be administered, it must be in writing. Information must include details of drug (s) to be administered, the level of dosage, frequency of dosage. There may be instances where school staff are unable to meet the particular needs of the students in the normal school situation.

INFECTIOUS DISEASES

For information concerning exclusion from school, contact the school office. Parents are required to provide documented evidence of the immunisation status of all children enrolling in Kindergarten.

SICK STUDENTS

Children who are sick should be kept at home. If your child becomes ill at school you will be telephoned and asked to collect your child.

ACCIDENTS TO STUDENTS

Despite careful supervision accidents may occur during school times between 8.30am and the end of bus duty. The Department of Education does not carry insurance to cover the costs when an accident occurs during school time. There are a number of quite reasonable insurance covers which include accidents 24 hours a day seven days a week. Parents might like to consider purchasing a suitable policy.

THE 'MAGPIE' NEWSLETTER

The 'Magpie' is the school newsletter published each Thursday. Our newsletter is available online - go to the Tamworth Public School website – click on Newsletters and enter details as indicated under email subscriber. The newsletter is also available on School Enews, Iphone and Ipad app. Go to your devices app store search for School Enews and follow the prompts. To keep our newsletter confidential it will be password protected. Please phone the office for more information.

ADDING WEBSITE TO MOBILE DEVICES

- Search Tamworth Public School or Website address
- Type this into your web address
- www.tamworth-p.school.nsw.edu.au
- Press upload button
- Scroll across
- Add to Home Screen
- Add

PARENT COMPLIMENTS, SUGGESTIONS AND COMPLAINTS

If you have a compliment, suggestion, or complaint about any aspect of our school services we would like to hear from you.

You can contact us in person, by email, by telephone or on our school website.

CHANGE OF ROUTINE

If there is a change in the way your child is to go home, please write a note to the class teacher informing him / her of that change. Otherwise, your child will be expected to go home the usual way. You may also phone the school office and a message can be passed on but please to do this before 2.30pm.

WET WEATHER

Parents are asked to supply their children with adequate wet weather clothing, properly labelled. Yellow rainwear provides the greatest safety factor for children crossing roads on wet days.

In the event of wet weather the following changes to playground supervision will occur:

Years K - 2 Before 9.00am all children are to wait under the COLA where they will be collected at 8.30am by the teacher on duty. Children will be taken to the classroom or other designated area as directed by teacher on duty.

Children in Crawford Building will go to Rooms 8 and 9, escorted by the Duty Teacher. In the afternoon parents are to collect children from the verandahs and escort to cars.

Years 3 - 6 All children are to report to their designated areas (usually the COLA or HALL) where they will be supervised. The Library will be available for use during lunchtime.

ANIMALS IN SCHOOL

The Department of Education (DOE) has an Animals in Schools policy that is applied to all schools. It's aim is to ensure the welfare of animals in schools and of those who come in contact with the animals. Every school Principal is the appointed Animal Welfare Liaison Officer. At Tamworth Public School we have a simple request that any student or family who wishes to bring an animal into the school must run it by the Principal first.

DOGS IN SCHOOL

Please be mindful not to bring dogs onto the school grounds, other than for approved activities. Your dog, even on a lead, could cause an issue for a child or for several children. Encouraging students to pat dogs might seem ok, but even the best trained or socialised dog could react adversely in a strange situation.

LUNCH CENTRE

Operates daily from 8.30am. Price lists are available on the website. Children wishing to buy lunch must order before 9.00am. You may prefer to write the order on an envelope with money enclosed. There is a selection of food available for recess. You can also order students' lunch through flexischools – go to our website and follow the links.

When ordering online please ensure you put the correct class against your child's name.



SCRIPTURE

Scripture teachers from various denominations visit the school on Friday mornings and conduct classes. Arrangements will vary according to the number of scripture teachers available. Children who are exempt from attending scripture (in receipt of written permission from parents) are supervised separately. Kindergarten parents must indicate religion on their enrolment forms.

BIKES

K - 3 students are not to ride bikes to school as they do not have the physical maturity and knowledge of road rules to ensure their safety. Years 4 - 6 students who choose to ride to school must wear an approved safety helmet, wheel their bikes within the school grounds and store them in the bike rack area near the canteen.

MUSICAL INSTRUMENT HIRE - Yrs 3 - 6 only

The school has clarinets, flutes, trumpets, trombones, cornets, drums, violins and guitars for hire at reasonable rates. Piano and ukulele lessons are also offered. Twenty minute lessons are available on Wednesdays and are taught by experienced music teachers.

Experienced students can audition for the school orchestra. There is also a junior choir for years 1&2 and a senior choir years 3 to 6. Further information is available on request.

Payment for music lessons is to be made by cash or cheque to the music tutor, this can be handed to the top office for Mrs Avelina De Moray to record and receipt.

Kindergarten students enjoying time with their Buddies!



Tamworth Public School School Song

Words and Music by Mr G. Falkenmire

This can be a sunburnt country,
Or a green paradise in the spring.

From the deep purple hills
'cross the wide spreading plain
To the Peel and the school of which we sing.

“Tamworth Public, Tamworth!”

Let that be our cry.

We'll treasure our proud heritage

And Aim, Aim, High!

We follow our banner proudly,

We work and play with a will.

And when school days are over

Tamworth Public we'll honour still.

“Tamworth Public, Tamworth!”

Let that be our cry.

We'll treasure our proud heritage

And Aim, Aim, High!

