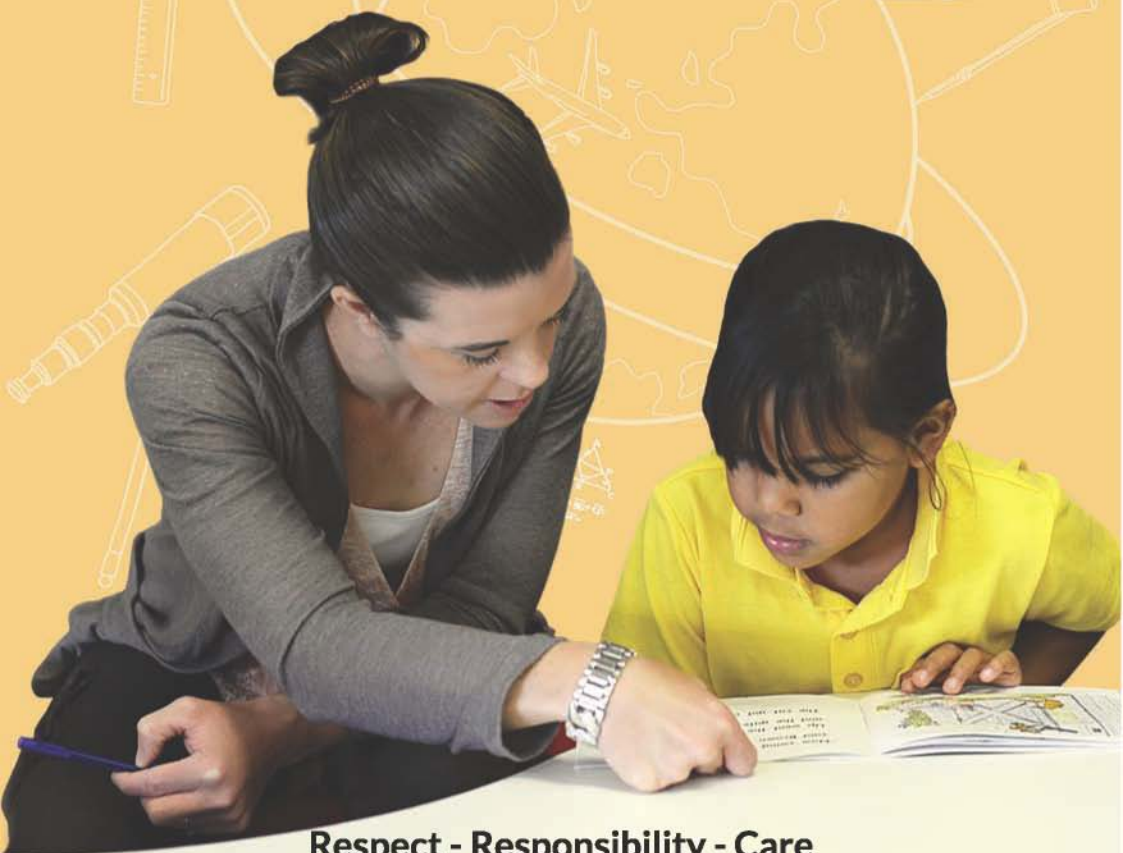




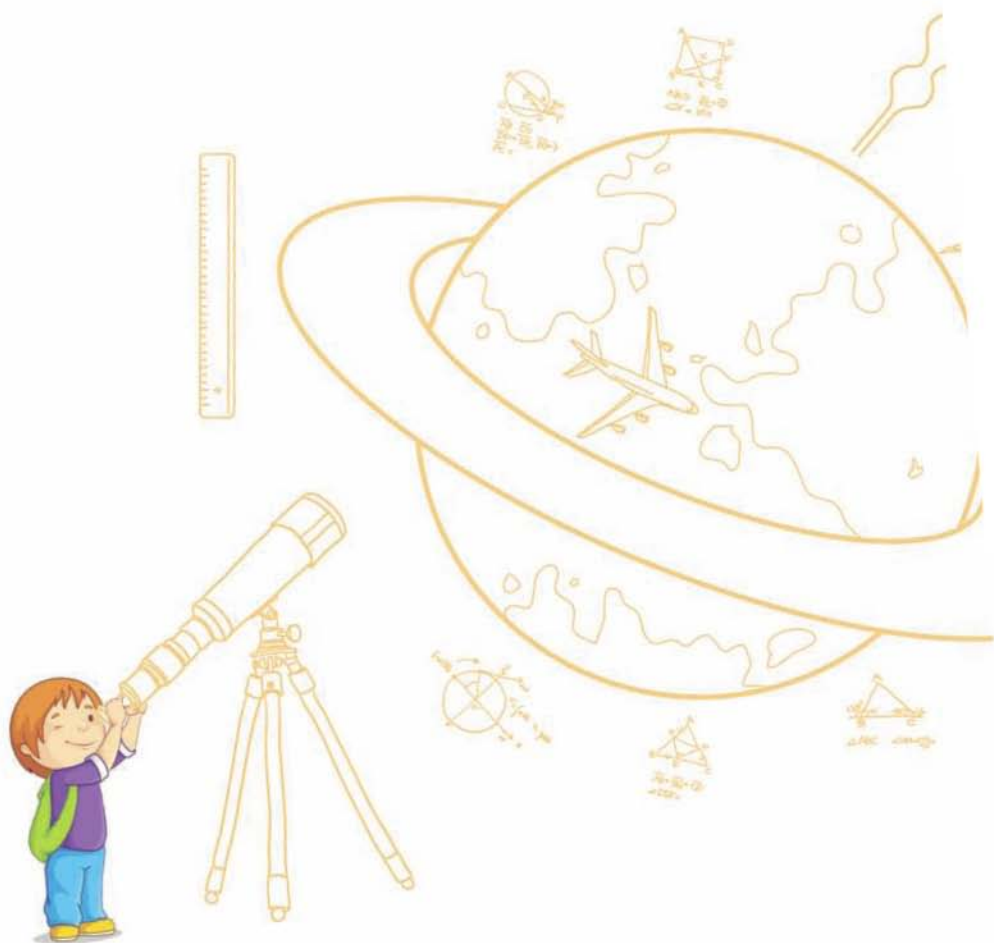
ALBURY WEST PUBLIC SCHOOL

# **Welcome to our school**

## **Information Booklet**



**Respect - Responsibility - Care**





## Introduction

This booklet has been produced to provide families – especially those enrolling for the first time - with information of our school organisation, facilities and activities relating to our school.

The success of our school is built around the people within it. The happiness and development of the students at Albury West Public School are a reflection of the partnership between parents, teachers and students. We encourage you to make every effort to meet your child's teacher to ensure a clear line of communication.

We extend a warm welcome to you to A.W.P.S. We hope that as you settle in to our school you will share our pride and satisfaction as we watch and celebrate the achievements of our students.



## Statement of School Purpose

At Albury West Public School, we develop the personal, social, emotional and academic aspects of all of our students.

We use a staged approach in all curriculum areas to ensure the steady progression of our students. Maximising achievement in literacy and numeracy is the major focus of our learning programs, whilst striking an appropriate balance for each individual between formal academic learning and personal development.

We have a strong focus on the support of individual learning needs and student welfare, with ongoing programs designed to maintain a positive environment, ensuring our students enjoy a respectful, responsible and caring learning experience.

Our School Motto: "TO WIDER HORIZONS" encompasses everything we try to achieve at Albury West Public School.

# School Community Relationships

It is generally accepted that when parents express confidence in their child's school, and where they are actively involved with the school in some way the students are likely to be happier, more confident and perform better in all aspects of school life.

Through the sharing of common beliefs, attitudes and goals, students feel more secure and purposefully engaged. The staff at A.W.P.S. encourage parents to become involved in school activities and their child / ren's education.

Education is an important partnership.

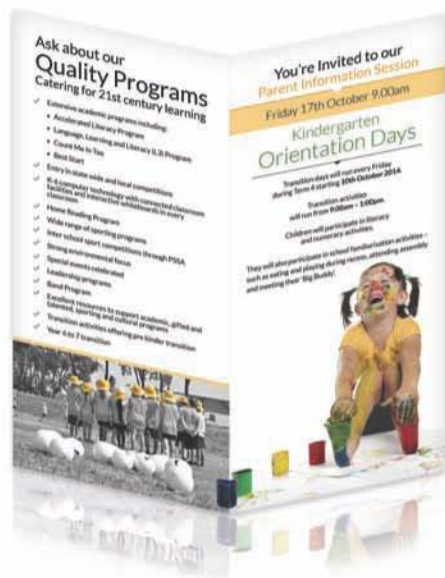
## Parental Classroom Support

Parental help and support in the classroom is actively encouraged and appreciated. When parents assist in the classroom their child feels that their parent is playing an active role in their school life. For parent helpers, this is a time not only to enjoy helping their own children learn, but also to assist the teacher to help other children in class. Teachers who seek parental assistance do so in the belief that the parent helper will help ensure that specific activities assigned will be completed effectively. Some teachers seek help at times for specific activities, these requests are usually conveyed home by special notes.

## Communication

While there is no substitute for the personal contact between parents and the school, we ensure that information is provided on a regular basis. Fortnightly newsletters – sent out every second Thursday - provide up to date insights on school and class activities, whilst individual class notes provide more class specific information.

Where notes require responses Bring Back Blue. Please ensure that these are returned to the office as soon as possible.





# Parents and Citizens' Association



The P & C meets on the second Tuesday of each month in the staffroom. This active group assists with the efficient functioning of the school. The P&C enables the parents and community members to participate in the decision-making process relating to our children's educational needs and policy direction with the school.

The P&C Association holds many fundraising functions throughout the year to provide funds for school projects.

Information sessions are a regular feature of meetings and a great way to get to know about various aspects of school life. The President and members extend an invitation to you to join them and look forward to you assisting in the enhancement of your children's future within a caring and sharing community.

## Canteen

The aim of the canteen is to provide children with healthy, nutritious food. The canteen closely follows the recommendations of the New South Wales Health Commission and Department of Education and Communities guidelines.

Voluntary helpers, assisted by a canteen supervisor, enable the canteen to be open every day of the week for recess and lunchtime.

Lunch orders are placed in the 'box' on the counter before 9.00am and lunches are collected at the canteen counter at lunchtime.

Parents who are able to assist are always needed and are urged to put their name on the Canteen roster - a most rewarding experience. Parents who are able to assist are only required once a month between the hours of 11.00am and 2.00pm.

New parents are always rostered on with an experienced parent to assist them in learning the routines.

The Canteen Committee meets once a month, usually the first Tuesday of each month, at 2.00pm in the staffroom. Please feel free to attend these meetings, as you would be made most welcome.



## Student Banking

Children are encouraged to save with the school banking scheme. The Hume Building Society provide the student banking facility each Tuesday by collecting and processing students' transactions, returning deposit books to parents, on Tuesday afternoon.



## Book Packs

Albury West Public School has introduced Book Packs for each class. We are asking all families to support the school by purchasing a book pack for their child. Packs are reasonably priced. Each class pack is different and has been supplied with items relevant to your child's year. Payment can be made by cash, cheque or Eftpos.

## Changed Family Circumstances

Births, deaths, marriages, separations and changes to family units are part of life and, of course, are personal. However, these often cause changes in a child's behaviour pattern and affect learning. In these circumstances it is important that the class teacher be advised, in the interest of the child.

## Divorced or Separated Parents

In some cases it may be necessary for the Principal to sight court orders concerning children attending our school. Parents are requested to inform the Principal of any such order, or where a problem is likely to occur.

## Transfers to Another School

If a child is to transfer to another NSW government school a "Transfer Certificate" should be obtained from the front office. These are not required when moving interstate or to a non-government or private school.

## Change of address or contact details

Please notify the school immediately if there is a change of address, phone number, or if there is a change of the emergency contact persons.

These changes should be registered with the front office.

## Absentee Notes

Parents need to be aware of the legal requirement to explain absences of students from school.

Regular school attendance is most important if your child is to make good progress with his / her school work. If your child is absent, please write a note to the class teacher explaining the reason for the absence. This should be handed to the teacher on the day the child returns.

If you know in advance of any long absence (tonsils removed, family holidays etc.) a note informing us in advance would be appreciated. Written application for leave over 10 days must be made to the Principal.

When Absentee Notes are not forwarded by parents upon the return of a student, the school will follow this up with a formal request.

Any unsatisfactory attendance patterns of students will be referred to the attention of the Home School Liaison Officer.



## Late Arrivals

Students who arrive after school has begun, or leave early, must report to the office for a note. This note is then given to the classroom teacher.

## Consent Notes

A consent note is always required for excursions away from school. The note must be signed and dated by the parent/guardian.

When a visiting performance visits our school, a permission note is usually required.



# School Routines

**Before School:** At 8:45am, students are asked to take their belongings to their classroom in order to prepare for the school day.

The morning bell is rung at 9.00am. All students are encouraged to arrive punctually for the start of the school day. Students arriving after 9:00am, will be required to obtain a white late note from the front office, before continuing to class.

Repeated lateness will be followed up with parents.

**Fruit Break:** Each morning at 10.00am individual classes take time out for a 5 minute fruit break. Please provide a piece of fruit for your child.

Fruit break provides children with a much needed natural energy boost which aids learning and provides sustenance until the recess break.

**Recess:** Morning recess takes place between 11:00am – 11:25 am. Recess is not long and children should not be given too much to eat. A piece of fruit, a couple of biscuits or one sandwich is quite sufficient. (Remember to wrap them separately from lunch.)

**Daily Assembly:** Following recess the students assemble for a brief morning assembly.

**Lunch:** Students break for lunch between 1:00pm – 1:45 pm. Children must be seated between 1.00pm and 1.10pm in the lunch area to eat their lunch before moving onto the playground or sports fields for play, sports coaching or training. During the second half of the lunch break, students may go to the library for reading, games or to use the computers. At the end of the lunch break students line up at designated areas.

Children eat varying amounts of food at lunchtime. Let your child be the judge of the amount he/she can cope with. Ask some questions regularly to see whether you have given too much or too little or if there is a particular sandwich they do not like and adjust accordingly. It is upsetting to see children dispose of uneaten food in garbage bins at school.

**Drinks:** Many children bring cool drinks in a plastic bottle. Please see that the top is on correctly to prevent leakage.

On very hot days you may wish to send two drinks, as most children need a drink at recess or mid afternoon as well as lunchtime. Of course there is always water available from the bubblers at school.

All containers and drink bottles need to have the child's name on them so that the teachers can make sure any lost articles are returned to the owner. Children are asked not to bring glass bottles or soft drinks to school.

**End of Day:** At 3:00pm, students are dismissed from class, then line up to be walked to the gates, pedestrian crossing or the bikes.



# Pedestrian Safety

Children are to wait on the footpath until asked to cross the pedestrian crossing by either teacher or crossing supervisor. No student should cross a road unsupervised.

Children with bicycles are asked to walk their bikes along the footpath to their designated crossing, to cross with other pedestrians under supervision of the duty teacher or crossing supervisor.

Parents wishing students to cross the road outside crossing areas should collect and supervise the student/s from the gate.



## Student Welfare and Discipline

The following section has been written to give parents of A.W.P.S. an understanding of our Student Welfare and Discipline Policy. We recognise that the development of a systematic approach to school discipline is the product of a whole school community partnership and seek your support in establishing positive attitudes towards acceptable behaviour within the school environment.

Through the partnership of parents, students and teachers of A.W.P.S. our Student Welfare and Discipline Policy will ensure the safety of all children and will lead to a more effective learning environment.

### **This policy values:**

- Respect
- Responsibility
- Care

### **At Albury West Public School we believe in and value:**

- Belonging to and being accepted by a caring environment – both human and physical
- Achieving one's ability within recognised stages of development
- Respect and security from all who are empowered with the responsibility of nurturing students
- Striving for excellence in all pursuits

# Welfare of Students

Through its Student Welfare policy, A.W.P.S. provides access to a range of support personnel and groups, which will assist students who have special needs.

## Support and guidance may be sought from:

- Parents assisting their children through home learning programs and also providing special assistance within the classroom (reading, mathematics, etc.)
- Classroom teachers who provide support to all students in their care and develop programs of work that will cater for individual differences.
- Student Representative Council, consists of elected students from Years 3-6 who attend fortnightly meetings to represent the concerns of all members of their class.
- Principal and Assistant Principal oversee the welfare of all students and manage specific problems, which fall outside the boundaries of normal classroom and playground management.
- Student Counsellor is able to provide confidential counselling in such matters as academic progress, stress, anxiety or personal problems.
- Home School Liaison Officer whose job is to monitor student attendance and to provide assistance for students who are having problems attending school regularly.
- Reading Recovery provides specially trained teachers who can give specialised reading and writing programs to Year 1 students who are experiencing difficulty.
- Learning and Support Teacher provides specific assistance to students who may be experiencing difficulty in the areas of literacy and numeracy.
- School Learning Support Officers, Aboriginal Education Workers can provide support to specific students with diagnosed disabilities.
- Other outside agencies we also have access to services provided by external agencies. Parents will be advised where there are identified needs. These include Stewart House, The Dental Clinic, Special Education Support Centre and the Community Health Centre.



# Positive Behaviour for Learning (PBL)

## School Values



The school staff, parents and students have worked together to devise school expectations which underpin all student activities at A.W.P.S.

Demonstrate actions that support the rights and feelings of others.

### Respect

Be accountable for your own actions.

### Responsibility

Care for self, others, learning and the environment.

### Care

## Class Expectations

Each class teacher is responsible for formulating a set of positive class rules in consultation with the students in the class. As you would understand, rules for Kindergarten will vary from those for Year 6. Whilst they do vary, each teacher bases the class rules on the following three values, with the fourth being a rule enforced throughout the whole school. Rules are displayed in each room.

1. Respect
2. Responsibility
3. Care
4. Violence and offensive language means automatic exit from the classroom.





# Strategies to Encourage Desired Behaviours

One of the key aspects of our positive based school Discipline Policy is the use of praise during school activities such as weekly assemblies.



This is exemplified by the following:

- Each teacher will acknowledge students in their particular class who deserves recognition through the awarding of Class Merit Certificates.
- Sports reports from PSSA and other school sports will also be given at assemblies.
- Special Awards such as Gotcha, ICAS Certificates are also given at assemblies.
- Having parents attend assemblies.
- Have class groups present items.
- Having musical groups perform.

## Free Bus Travel

All students in Years K, 1 and 2 may travel free on buses to and from school. Primary Children (Years 3, 4, 5 & 6) must live in excess of 1.6km from the school by the nearest practicable

walking route to be eligible for a free pass.

Other students in Years 3 - 6 must pay for bus travel. Applications for bus passes are obtainable from the school office.







## Playground Supervision

Teachers are rostered to perform supervision of the playground during all recess periods and at 3.00pm for children waiting for buses. Prior to 8.30am the playground is unsupervised. Wherever possible you should delay the arrival of students until after 8.30am.

Some children may arrive earlier on buses.

Children arriving early are required to go directly to the office and wait for the 8.30 a.m. bell.

## Leaving the School Grounds

Whilst at school students are the responsibility of the staff and are therefore not permitted to leave the grounds unless they have a covering note from you. Permission must then be obtained from the Principal or Assistant Principal before leaving the grounds.

## Lost Property

Please clearly label all items of clothing. If your child does lose something and you can't find it in the classroom or hatroom, try the 'Lost Property Box' - located at the office.

## Special Notes for Students K - 2

Food and drinks: For easy selection for your child, the food you send with him / her needs to be wrapped in two separate packs - for recess (a small amount) and lunch.

## Breakfast

All students should eat breakfast before coming to school. A drink of milk or juice, toast and/or cereal are a good start for the day. Children who skip breakfast become tired and lose interest at school. Even if your child does not appear to be hungry, please ensure that a light breakfast is eaten daily.

## Department of School Education Behaviour Policy

Department policy fully supports the school's Code of Conduct as well requiring specific action for the following behaviour:



- Schools must be absolutely free of drugs. Suspension is to occur immediately if a substance is being touted, held out or being passed off by a student.
- Any student intentionally causing serious injury or threatening serious violence against another student or a teacher is to be suspended immediately
- Any student in possession of a prohibited weapon, using or threatens to use, any item or instrument as a weapon, is to be suspended.
- Students, who, in their relationships with staff, are persistently disobedient, insolent or engage in verbal harassment and abuse, are to be suspended.
- If behaviour is criminal or there is evidence of a suspected crime, the Police Service will be notified by the school.
- The Principal may require students to repair any damage they have caused or to carry out specified duties on school grounds.

# Curriculum

Our school aims not only to develop the intellectual capacities of all children to the best of their ability, but also to enhance social, emotional, physical and moral growth, so that all children may respect and appreciate the value of honesty, courtesy and fair play.

The Curriculum is essentially “Child-Centered”; the school’s emphasis is to develop each student’s positive self-concept through the development of a broad curriculum to cater for each child’s needs and interests.

The school provides:

- A commitment to excellence.
- A broad academic, cultural and sporting program.



- A comprehensive student/personal development program.
- Participation in many annual community, regional and statewide competitions and events.

## Key Learning Areas

The KLA's are:

- English
- Mathematics
- Human Society and It's Environment
- Science and Technology
- Personal Development, Health & Physical Education,
- Creative Arts





## HOME LEARNING

We believe that home learning should be a purposeful learning experience that consolidates, extends and enriches the school's program.

Essentially home learning should be viewed as an educational activity which arises from an interesting, stimulating and appropriate school experience and which is seen by the child as deserving attention out of school hours.

Activities could include reading, spelling, mathematics, seeking information, completing illustrations, asking questions, writing, learning tables, etc.

Parents can assist children at home by:

- Supporting them in the completion of their home learning,
- Providing a quiet place for them to complete written work,
- Setting a good example by sharing an interest in whatever their child is doing and encouraging them to follow routines.
- Remaining calm! Becoming anxious may lead to a stressful situation. This can only be harmful to both parent and child.
- Communicating with teachers regarding any concerns with the homework set or your child's approach to home learning.



## Kindergarten

In general Kindergarten students are not expected to complete formal home learning.

Kindergarten students are given books to read at home, as appropriate to their reading ability.

For students in Years 1-6, home learning will be set on a weekly basis. Different teachers have different procedures for home learning. These are explained by the teacher at the beginning of the school year.

**Years 1 and 2** Home learning will consist mainly of reading. Some formal home learning reflecting the student's age and ability will be provided (e.g. read a book, complete mathematical activities).

**Year 3 - 6** Home learning may be varied and students may be expected to work more independently.

All students from Years 3 to 6 will be encouraged to read and practice mathematical concepts learnt at school.

Other home learning may be set across areas of the curriculum providing flexibility and options to allow for differing student circumstances.

## Home Reading Scheme

Students are encouraged to borrow class readers to take home and read to family and friends. Families are responsible for the safe keeping of these readers.

## Assessment and Reporting

Our school's reporting system relies upon information being conveyed through parent / teacher discussions. You are encouraged to keep in regular contact with the class teacher and discuss progress whenever you feel it is necessary. Each child is judged by what he or she is capable of achieving rather than by what others may be doing. The development of good habits and attitudes, happy participation in school activities and the acquisition of knowledge and skills are all important in a child's education.

In Terms 1 and 3, parents are encouraged to attend meetings with the classroom teacher in order to write Personal Learning Plans. Every student has a Personal Learning Plan.

The Formal Reporting Program:

**Term 2** - Formal written report and parent / teacher / student conference.

**Term 4** - Formal written report.

Parent / teacher / student conferences are only conducted if requested by the teacher or parent.

# Special Programs



## The Library

The Library is currently staffed by our Librarian 3 days per week. All classes attend the library for a specific lesson each week to develop knowledge and skills. Class roster times are set at the start of each year.

Apart from lesson times the children may use the library to borrow and use the computers during second half of lunch.

In addition, all classes attend the Information Technology Centre with their teacher to utilise facilities for the development for research skills.

Each child requires a Library Bag before books may be borrowed. Borrowed books are the responsibility of the student. Sometimes borrowed books are lost or damaged. In such cases the replacement value is requested from home.

We encourage children to make full use of the Library and to borrow regularly.



## Scripture

Weekly scripture lessons are taken by visiting religious instructors using material produced by the Joint Board of Christian Education. This material is the basis of each lesson and because of its ecumenical nature does not affiliate with any Church but presents a general Christian education.

An additional separate scripture lesson is available for Catholic students upon request.

Parents who elect for their children not to participate in scripture lessons must inform the school in writing.

## School Captains and Vice Captains

Each year students nominate their school leaders. Two Captains and two Vice Captains are elected from the senior students. The elected student's tasks include; representing the school at community functions, caring for visitors, representing the student body as a member of the Student Representative Council, leading assemblies, assisting with student policy development and other school events.

## Student Representative Council

The Student Representative Council comprises of elected boys or girls in Years 3- 6, plus the School Captains and Vice Captains. The Council meets once a fortnight under the leadership of a staff coordinator to discuss student initiatives or concerns and to assist staff in many organisational matters.

## House Captains

Upon enrolment to AWPS all students are placed in House Groups – they are called Boronia, Wattle and Banksia. House Captains are nominated and elected by the student house members. The major role of House Captains falls during the major carnivals of the year – swimming and athletics – where they are required to assist in the formation of relay teams and the enthusing of team spirit.

## Kinder Buddy Program

Albury West Public School operates a very successful buddy program designed to assist your child in the early weeks of their transition into primary school life.

At the end of each year the students moving from Year 5 to Year 6 undergo buddy training in order to develop the necessary skills to support their kindergarten buddy during the first weeks of Term 1.

The training includes how to assist the children in making friendships amongst their peers, learning routines and familiarisation with the school grounds, following rules, accessing the canteen, eating recess and lunches and having fun in the playground.

This buddy program begins with the orientation visits late in the year and continues well into the following. Some friendships continue until late in teens.

## Excursions

Excursions provide valuable educational enrichment to classroom study. These may be close to the school or they may extend over a number of days for the senior students.

In all instances, parental consent for the excursion must be obtained, and if this is not received a student is unable to participate.

Notices detailing the date, place and purpose of the excursion, along with a Specific Consent Form, are forwarded well in advance of the activity.

## Painting Smocks

An old adult shirt or similar garment to cover clothing is required for art/craft lessons. This saves the student's clothing from paint stains.

# Physical Education / Sporting Activities

As well as developing self esteem, self discipline, independence, tolerance towards others and essential sportsmanship and team spirit, physical education is seen as essential for a child's well being.

All students participate in:

- Daily physical education activities,
- Weekly skills lessons,
- Classes K-2 in Tabloid sport,
- Classes 3-6 in PSSA Sport (Friday) or school based sport,
- Lunch time activities, after school team games and training sessions,
- Annual athletics and swimming carnivals and cross country runs

In Terms 1 and 4 a sport period is held each Friday morning before 11.00 a.m. for primary children in Years 3 to 6.

In Terms 2 and 3 the sport period is held each Friday afternoon between 2.00pm - 3.00 pm. Some children are selected to represent the school in the Primary Schools Sports Association inter-school competition and these teams leave the school at approximately 1.00 pm.

In Term 4 students leave at 9.10am and return by 11.00am.

A general consent note is used to cover each season's activities. Children participating in PSSA sport are required to pay a bus fare each week to get to the sporting venues.

All students (Infants and primary) are required to wear their sport uniform on Friday's only. Students not wearing the school sports uniform will not be permitted to travel outside the school to represent PSSA teams.

Senior students are provided with opportunities to extend their sporting abilities by competing for selection in the district and regional sporting teams, athletics, swimming and cross country carnivals, state knockout teams, Super 8's and the Paul Kelly Cup.



## Sun Smart Policy

A Sun Smart policy is an essential part of Student Welfare. The "No Hat, Play In The Shade" policy aims to make children aware of the severe dangers of ultra violet rays. We seek parental support in encouraging children to Slip, Slop, Slap every day. A school hat is available for purchase from the clothing Uniform Shop and is an essential part of the school uniform.

During Terms 1 and 4 all students are required to wear a hat when outside the school buildings. Hats should be full brim. Baseball caps are not recommended.

School sport, swimming, athletics and cross country carnivals are reprogrammed in summer months to occur during the cooler times of the day.



## Personal Belongings, Mobile Phones and Valuables

Students should not bring valuable pens, watches, sporting equipment, computer games, etc. to school. Sadly, these items are often misplaced and considerable time is spent trying to retrieve them.

Mobile phones, where necessary for before or after school security etc, should be deposited at the front office first thing of a morning and collected that afternoon. Mobile phones must not be taken into classrooms.

*Please ensure that all children's clothes and belongings are clearly named with a special marking pen, or labels.*

# School Uniforms

At Albury West Public School, the wearing of school uniform is strongly encouraged. We are proud of our school and its achievements and we believe that wearing our uniform encourages pride in the school.

## ***School Uniform Shop:***

The P&C Association's Uniform Committee operates a Uniform Shop each Tuesday morning from 8.30am - 9.00am. New and used uniform clothing is available for sale. Parents who have uniforms in good condition that their children have outgrown are encouraged to donate these to the shop, as all proceeds go to P&C funds. Parents having difficulty in affording a school uniform for their children may see the Principal for financial assistance.



## ***The Uniform Shop stocks:***

**School bags:** Small and large

**Polo shirts with crest:** Short and long sleeved - grey and gold

**Shorts:** Black unisex with or without pockets

**Trackpants:** Double knee / with zip pockets

**Windcheaters with crest:** Grey and gold

**Winter Jacket**

**Hats:** Slouch

It would be greatly appreciated if parents can assist by ensuring that children wear their uniform regularly, and also by checking this uniform description, at the time of purchasing school clothes, to see that variations in the uniform do not occur.

## Years K – 6 Summer Uniform



Girls

Blue / White / Yellow check dress with white buttons and peak shoulder sleeves or black rugby knit shorts and grey or gold short sleeved polo shirt with school crest.

White socks, black shoes (laceup or boots).



Boys

Grey or black shorts, grey or gold short sleeved polo shirt with school crest, grey socks, black laceup shoes or boots or brown sandals with enclosed heel and toes.

## Years K – 6 Winter Uniform



Girls

Grey and black plaid pinafore or trousers or black track pants. Grey or gold long sleeved polo shirt with school crest. Grey or gold windcheaters with school crest. White or grey socks or grey tights, black shoes (laceup or boots).

A winter waterproof jacket, black and gold in colour, can be worn for additional warmth.



Boys

Grey long trousers or black track pants, grey or gold long sleeved polo shirt with school crest, grey or gold windcheater with school crest.

Grey socks, black shoes (laceups or boots).

A winter waterproof jacket, black and gold in colour, can be worn for additional warmth.

## Sports Uniform for Years 3 - 6



Girls

Black, wrap around pleated netball skirt or black rugby knit shorts, gold short sleeved polo shirt with school crest.

During winter black track pants and gold windcheater with school crest may be worn over sports uniform.

Appropriate sport shoes are to be worn.



Boys

Black rugby knit shorts, gold polo shirt with school crest.

During winter black track pants and gold windcheater with school crest may be worn over the sports uniform.

Appropriate sport shoes are to be worn.



In first and fourth term we have a Sun Smart Policy of "no hat or incorrect hat, play in the shade".

Hats are available at the Uniform Shop - yellow wide brimmed, legionnaire yellow with school crest.



# Medical

## Illness

When a child is not feeling well, they are sent to the front office by the teacher and then held in Sick Bay until the Principal or Assistant Principal has been advised.

If deemed necessary parents are contacted. Where you cannot be contacted, and in the case of accidents, we take whatever action we consider necessary for the safety and wellbeing of the child (usually the ambulance and then Outpatients at the Base Hospital if required).

Please inform the school of any medical problems or allergies.

Proof of immunisation by a certificate or booklet is required for all students entering Kindergarten. This may be acquired from your family doctor or the Albury City Council (if your child has been through their immunisation program).

If a child has one of the childhood diseases, then he / she will have to stay home until well. Unimmunised children who have been in contact with the sick child may have to stay at home during the outbreak.

## Infectious Diseases (Keep this information handy)

### **Chicken Pox:**

Exclude until fully recovered.

Minimum exclusion is five days after the first spots appear. Contacts are not excluded.

### **German Measles:**

Exclude until fully recovered and for a minimum of four days after the rash appears. Contacts are not excluded.

### **Measles:**

Exclude for a minimum of four days from the appearance of the rash. Unimmunised contacts are excluded. It is recommended that all children be immunised. If your child has not been immunised please inquire at the Albury City Council's Health Department, which holds immunisation clinics from time to time.



# Information

## **Mumps:**

Exclude until fully recovered with a minimum of nine days after the appearance of the swelling. Contacts are not excluded.

## **Conjunctivitis:**

Exclude until discharge from the eyes has eased.

## **Impetigo (Septic Sores):**

May attend only if all sores can be covered.

## **Head Lice:**

Exclude until an effective treatment of the hair has been carried out. Children must report to the Principal before returning to class.

## Medical Appointments

Whenever possible, it would be appreciated if non urgent medical, dental etc. appointments are made outside school hours, so that your child's lessons are not interrupted.



## This image shows a full page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, typical of notebook paper. There are no margins, text, or other markings on the page.





**ALBURY WEST PUBLIC SCHOOL**

511 Mott Street ALBURY NSW 2640

Postal Address:

PO Box 3245 ALBURY NSW 2640



**School Hours**

9.00am - 3.00pm



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