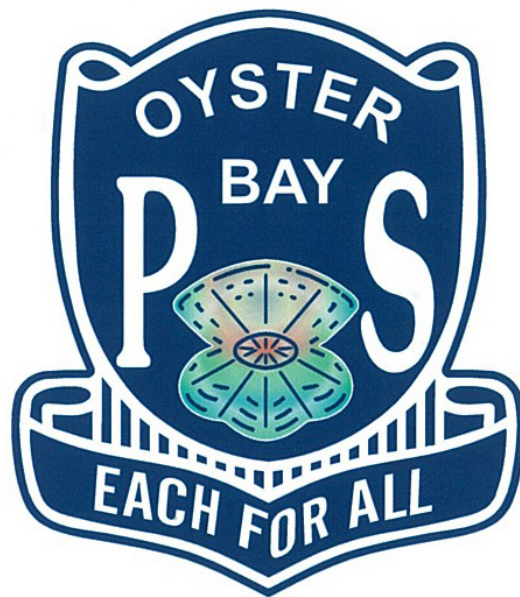


Parent Information Booklet



Oyster Bay Public School

Infants - 9528 8182

Primary - 9528 7525

www.oysterbayps.nsw.edu.au

Principals Welcome

Welcome to Oyster Bay Public School!

Our school has a fine tradition in the Sutherland Shire and is held in high esteem by the community. The school provides a balanced education for children, with due emphasis being given to the basic skills as well as the development of children, both socially and culturally. The school has a split site which provides significant opportunity. Acceptance, A Fair Go, Happiness, Loyalty, Respect, and Compassion (the school's core values) underpins our decision making.

This Information Book has been designed to assist you in learning about our school's organisation and activities. If you have any concerns or feel you would like to know more about any aspect of the school's operation please feel free to approach the administrative or the executive staff for assistance.

We hope your child becomes immersed in the activities that Oyster Bay Public School offers.

Kind regards

Mark Meacham
Principal

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Anti Bullying

Oyster Bay Public School is an inclusive environment. The school openly celebrates diversity and individual student differences are respected and valued.

Oyster Bay Public School actively seeks to ensure all students receive an education which caters to their individual student learning needs in a highly supportive and safe environment.

A cornerstone of the school's Anti Bullying Policy is its inclusiveness. The views, values and beliefs of teachers, parents, caregivers and students are reflected in this policy and therefore central to its success.

Art and Craft Festival

Each year the Oyster Bay Art & Craft Festival is held during the last weekend in May, commencing Friday night and finishing Sunday evening. The Festival reflects the community spirit of Oyster Bay Public School and is the major fundraiser for the year. Money raised from the Festival allows the school to purchase valuable equipment and resources to support educational programs in the classroom. Under the leadership of a Convener, the Festival is organised by a Committee which meets frequently during the year. Parents are most welcome to join the Committee.

Assemblies

Primary Assemblies are held on Fridays each week and Infants assemblies on Tuesdays. Student Parliamentary leaders and Year 1 students conduct the assemblies, which focus on the achievements of students at the school. K-6 assemblies are held once each term in the school assembly hall.

Assessment and Reporting to Parents

Assessment of student progress will be made by teachers each semester. A half yearly and yearly written student report will be forwarded home each year. Interviews are held with parents (students from Years 3-6 are included) in the first semester to discuss pupil progress based on the individual assessment of each child. Parental feedback is welcomed in the assessment and reporting procedures. Kindergarten is also involved in the Best Start Assessment. This assessment is mandatory for all Kindergarten children and completed in the days prior to enrolling at school. It identifies students' literacy and numeracy skills and understandings.

Attendance at School

Children are required by law to attend school each day that it is open. Should your child be absent for any reason, a written explanation signed by the parent or guardian must be furnished, upon the child's return, for school record purposes. If the note is not presented within 7 days of the child's return to school, an unexplained absence will be recorded in the teacher's class roll. In the case of absences of more than one day, or infectious diseases such as measles, a phone call is appreciated. Notes are required for partial absences as well. Alternatively, partial absence slips can be obtained from the front office for you to complete. Long term planned absences must have permission from the Principal. Parents may phone or email.

A Home-School Liaison Officer visits the school every term to check children's attendance and follows up unsatisfactory attendance with home visits.

Band

In Year 3 children audition to join the band in Year 4. Students are able to become members of our School's Training Band. Year 5 and 6 students form the nucleus of our Performing Band, displaying their musical talents on special occasions. Tutors visit the school to conduct small group tutorials for different instruments. Payment is required by parents each term for instrument hire, tutorials and band fees. Students require commitment and practice to achieve success as members of the school bands. Rehearsals are on Wednesdays, one hour per week with a talented coordinator.

Banking

A volunteer parent attends the school each Tuesday to provide an opportunity for the children in all grades to bank. Bank books are placed in class folders and forwarded to the office by 10.00am each Tuesday morning. After banking, the folders are returned to individual classrooms. All details on the deposit slip MUST be filled in.

Before-and-After School Care (BASC/OOSH)

A Before-and-After School Care Centre operates in purpose built premises on the K-2 Site. This service is for the convenience of the community. Being an independent organisation the centre is organised by an external committee and managed by a Director and supervised by staff members who can be contacted on 9528 5009 during operating times. The centre operates from 7.00am - 9.00am and from 3.00pm - 6.00pm on each week day.

Bicycles

Primary children (Years 3-6) only are allowed to ride bikes to school provided a parental note is submitted to the Assistant Principal (Primary). On reaching school, a child must dismount and walk to the bicycle rack located outside the basement of the double-storey building. No riding of bikes is permitted in the school grounds. The school holds no responsibility for the safety and security of the bicycle whilst at school. Pupils are to wear helmets whilst travelling to and from school on bikes. Scooters are not to be used.

Bus Passes

When enrolling children, or when the need arises, parents should apply to the school for a Conveyance Form.

- All Infants children (Years Kindergarten, 1 and 2) are entitled to a free bus pass.
- All Primary children (Years 3, 4, 5 and 6) who reside more than 1.6km from the school (as the crow flies) are entitled to a bus pass.

All enquiries regarding school bus travel or eligibility for a bus pass should be directed to the Department of Transport by telephoning 9549 3700.

Canteen

Canteens operate in the Primary and Infants Departments on Monday, Wednesday, Thursday and Friday each week. They are operated by a Canteen Supervisor and parent helpers on a roster basis. Price lists are forwarded home at regular intervals and are available on the school website. Pupils are required to place lunch orders into special baskets located in each classroom before 9.30am each morning. The lunch order should be clearly printed on a paper bag, together with the child's name and class. The money should be placed inside the lunch basket.

Charities

Charities supported each year include Stewart House. Other charities are selected by SRC Representatives on a needs basis. Several overseas children are sponsored by the K-6 children.

Child Protection

Educational programs are provided in Child Protection each year. All staff at Oyster Bay Public School has undertaken training in all aspects of child protection. CPR (Cardio-Pulmonary Resuscitation) and Emergency Care training are also updated regularly by all staff.

Choir

Oyster Bay Public School's Junior and Senior Choirs perform in the Sutherland Shire Schools Music Festival each year, as well as school and community events.

Collecting Children after School

Please be prompt. Children usually become distressed if parents do not arrive on time. It is also often very difficult for teachers to remain after school caring for children. If you are delayed please contact the school. Please do not park in the Bus Bay or contravene parking signs. K-1 students are to be collected from the lower asphalt playground.

Communicable Diseases (Immunisation)

Good health is vital to school progress. Immunisation is highly recommended and parents are required to submit a certificate of immunisation for their child on or prior to enrolment in Kindergarten. Children without an Immunisation Certificate may be excluded from school in some circumstances. Appendix A contains diseases common to children and the period of exclusion from school.

Community Involvement (Parent Participation)

Parents are involved in many ways in the education of their children at the school.

These include:

- Involvement in Class Activities – assisting with Reading, Maths, PE Groups etc
- Excursions
- Grade Meetings
- Parent-teacher interviews
- Orientation Days – Kindergarten and Year 6 entry to High School
- Involvement on School Committees – Finance, Fund-raising, Curriculum
- School Canteen
- Meetings – P&C, Art & Craft Festival
- Sport – attending PSSA Sport or coaching teams
- Working Bees
- Vegetable Garden
- Chess

Composite Classes (Multi-age Classes)

At times composite classes need to be formed in some grades and have been accepted as an administrative necessity by parents and teachers. All classes, containing children of similar age and grade levels, are in reality composite classes, for teachers group children according to the specific needs and abilities of individual children. Thus, there could be within the one classroom 4 or 5 different groups of children.

When composite classes are formed children receive individual and group instruction similar to that in a class containing children of similar ages and abilities.

Computer Education

Each year, two staff members are appointed as computer coordinators to organise computer hardware and software throughout the school and to in-service the staff on the use of computers in the classroom. The students and staff have access to 2 computer rooms containing personal computers, printers and digital projectors. Both sites are fully networked to a central file-server and both sites have access to the Internet.

Core Values

All decisions at Oyster Bay Public School are underpinned by the School's Core Values. They were developed by students, community and staff in 2008:

Acceptance
Compassion
A Fair Go
Happiness
Loyalty
Respect

Counsellor

Assistance in relation to the assessment of pupils is provided by the School Counsellor. Therefore, if parents are unduly concerned about the performance and/or behaviour of their children they may request, through the Principal, that an interview with the school Counsellor be arranged. Teachers may request intervention of the Counsellor to assess children who present with a problem in the academic, social or emotional area. Parents' consent is sought prior to academic assessment. The School Counsellor visits our school 1½ days per week.

Curriculum

There are 6 Key Learning Areas (KLA's) in the Primary Curriculum which are taught at Oyster Bay Public School. They are:

- English
- Mathematics
- Science and Technology
- Human Society and its Environment (formerly Social Studies)
- The Creative Arts (Music, Visual Arts, Dance, Drama)
- Health, Physical Education and Personal Development.

Discipline

The School's Discipline Policy forms an integral part of the Oyster Bay Student Welfare Policy. Its main objectives are to maintain a school and classroom that is conducive to learning, to ensure a safe and secure environment where students are protected from harm and to encourage appropriate forms of behaviour. Clearly defined discipline procedures have been devised to provide clear expectations for students, teachers and parents and to provide consistency in dealing with breaches of rules. This is particularly important in a split-site school.

Merit Levels

K-1 Merit System

- * Colour Tokens
- * Teacher's Award
- * Merit Certificates
- * Principal's Awards
- * Various additional awards
- * Citizenship Award
- * Rainbow Book Awards

2-6 Merit System

- * Principal's Awards
- * Citizenship Awards
- * Assembly Awards
- * Citations
- * Book of the Week
- * House Points

The school uses restorative practices throughout both sites. The following policies are intricately involved with discipline at Oyster Bay Public School:

- Student Wellbeing Policy 2010
- Anti Bullying Policy 2010
- Cyber Bullying Policy 2010
- DET Suspension Policy

The school uses a Rainbow Book to record incidences and acknowledgements.

Enrichment Programs

Enrichment programs are offered to a selected number of students each term. These children work on special programs in small groups with the Learning Support Teacher. As well, children throughout their schooling are selected for special external programs as they arise. These programs might include visual arts, computer, drama, music and sporting programs. You will be advised if your child is chosen for one of these programs. Choir, band, chess, dance and many sporting programs can be accessed by any child in the Primary school.

Enrolment

▪ ***Kindergarten***

All children who attain the age of 5 years on or before July 31 may be enrolled at the beginning of the school year. Prior to enrolment the original birth certificate, proof of residential address and an immunisation certificate must be produced. Photocopies are not accepted.

▪ ***Children transferring to Oyster Bay***

Parents who wish to transfer their children from another school will be required to complete an enrolment form only. The school will then contact the previous school and complete details of the transfer.

▪ ***Children transferring from Oyster Bay***

Parents of children moving from this school to another, should contact the Principal with a view to obtaining a Pupil Transfer Certificate which is to be handed to the Principal of the school to which they are transferring.

Excursions

During the year it is usual for each class to participate in excursions or activities related to work in English, Human Society and Its Environment, Science or other aspects of the school curriculum or class programs. You will be informed by letter, giving details of cost, method of transport and other details and be requested to return a signed permission note as an acknowledgement that you have received the letter and wish your child to attend. It is essential that this permission note is returned for any activity where children will be required to leave the school grounds. A general permission note signed by parents will be required for short spontaneous excursions around the school's local area including visits to Oyster Bay Oval.

Fees (Voluntary School Contribution)

An annual Voluntary Contribution per student is charged each year. The charge will be communicated to parents at the beginning of each year. Payment can be made through the school office in Terms 1 and 2. Finance raised assists the school in meeting student's needs in basic classroom resources as well as photo-copying paper for lessons, newsletters, notes and other vital information.

First Aid

When a child is injured in the playground, he/she reports to the teacher on duty. If the injury requires medical attention, the child is accompanied to the Office where the School Assistant who has a first aid certificate will treat the child and inform the parents if necessary.

Hats

For the safety and well-being of all students, Oyster Bay Public School requires students to wear a school hat whilst in the playground.

Health Services

Students may be referred by the school to the Community Health Centre. The different health services provided by the centre are Occupational Therapy, Speech Therapy, Hearing and Dental services. Consultation with parents and permission from parents is obtained before a referral is sent.

Homework

The concept of homework for all students at all ages is supported by the Department of Education and Training.

In early years of schooling, this will tend to be done by promoting informal, optional experiences. Children will always engage in activities in the home which are valuable learning experiences and which relate to school work. Within that context, some deliberately structured activities set by the teacher will be designed to complement school work (eg reading books, collecting items etc).

However, as schooling becomes more structured in organisation and as the specific needs of individual children are more clearly identified, the teacher, working within the school's homework policy, will establish with the individual child or group of children, more formal homework programs appropriate to need.

Homework is a means by which aspects of the school's program are introduced into the home setting. It can often reinforce the teaching and learning fostered by the school and in meeting the needs of the child.

Internet

Students from K-6 have access to the Internet. It is used in line with the school's Internet Policy to enhance student's learning opportunities in key learning areas. Written permission from a parent/caregiver is required. To ensure student privacy and safety when using the Internet an appropriate level of supervision is provided. Students are required to follow the code of behaviour rules outlined in the Internet Policy.

Interviews

Parents can arrange interviews with teachers or the Principal to discuss pupil progress or behaviour by phoning the school to make an appointment. Structured parent teacher interviews for all Grades are organised at least once per year.

Learning Support Team

The aim of the Learning Support Team (LST) here at Oyster Bay Public School is to address the needs of students and to support their colleagues in relation to students with disabilities and learning needs. The LST is made up of school staff and meets regularly throughout the year to support students who have been referred, then to develop, implement and monitor educational programs designed to ensure that the needs of these students in the school are being met.

Library

The Library is open to all staff, pupils and parents every weekday. However, the teacher-librarian is only available four days per week (Monday, Tuesday, Wednesday and Thursday). As books constitute a very heavy investment of school funds, parents are asked to take special care to protect these resources and to encourage children to return all library books promptly. Children need to have a cloth library bag or plastic bag to protect borrowed books. K-1 borrowing is on Thursday.

Lost Property

When an item of clothing or a belonging is lost by a child, parents are invited to inspect the large number of cardigans, jumpers, track suit tops and bottoms etc. that are held in the Lost Property Collection in both the Infants and Primary Departments. At the end of each term any unclaimed property will be donated to Stewart House.

***NB:** Please sew Identification Labels or mark the child's name clearly on all garments so that items of clothing that are left lying around the School can be immediately returned to their rightful owners. Uniforms recycled from the uniform pool should have updated names attached.*

Medicines at School

The Department of Education and Communities has set Guidelines and Oyster Bay School has a Policy regarding the administration of medicine in our school. The taking of ALL medicines is monitored by a staff member and NO medication may be carried in a child's bag; special provisions are made for Asthma medications.

More and more children are requiring medication at school. This will only be administered if complete instructions and necessary medical forms have been received by the Principal. Irregular medications also require a note outlining the need for such and instructions to administer the medication. *No ear, eye or nose drops will be administered.* All medication must be correctly labelled (chemist label) and in an appropriate container and must be taken to the school office for security reasons. Asthma medication may (and should) be carried by any child who can safely self-administer. Permission forms and an Asthma Management Plan are required by the school for all children carrying their own medication. If you have any queries please do not hesitate to contact us.

Money

You are requested to ensure that all money sent to school for excursions, visiting performances, textbooks, club etc is enclosed in a sealed envelope clearly marked with the child's name and class and the activity by the specified due date. All envelopes containing money must be deposited with the class teacher in the Primary Department and in the "Money Mouth" located near the Infants office before 10.00am each morning. Wherever possible each child's money should be sent separately rather than on a family basis and should be forwarded in a separate envelope clearly marked for each activity.

Newsletters

Regular communication between the school and home is vital in school organisation. OBPServations is a weekly newsletter distributed to each family. OBPServations is also placed on the school website and emailed to any parents who would prefer it delivered this way. Featured in each newsletter are past, present and future class activities, individual and school achievements, Grade reports and sporting news. Reports from the P&C and Art and Craft Festival Committees keep the community informed on educational and other issues concerning the school.

No Smoking

All school buildings and playgrounds are "Smoke Free" zones. We ask you to observe these rules please.

Orientation Day

Orientation Days for Kindergarten, Year 1 transition to Year 2 and Year 6 children are held each year.

A special Parent Kindergarten Information morning, in which parents of pre-school children are invited to attend the school, is held in the middle of the year. Kindergarten Orientation Day is held in early November for the following year's intake of Kindergarten children. The school executive, parent body and community representatives will outline briefly how the school is organised and what will be required of Kindergarten pupils and parents during the year. The new intake of children is then shown around the school. Kindergarten Transition afternoons are held in late November and early December. On these days the prospective Kindergarten children will be working with the current Kindergarten teachers and at the same time the parents/carers are invited to attend two informative workshops.

Year 1 to Year 2 Orientation Day is held in late November or early December and enables a smooth transition to occur for Year 2 pupils between sites.

Year 6 students proceeding to High School the following year will be invited by the local High School and surrounding High Schools to an Orientation Day organised towards the end of the year.

Parent Groups

Oyster Bay Public School is very fortunate to have very supportive parent organisations:

- The Parents and Citizens Association (P&C) holds meetings every second Wednesday evening of the month.
- The Art and Craft Festival committee holds evening meetings every month from October to May.
- Sub-committees operating within the school include:
 - The Canteen Committee
 - The Uniform Committee
 - The Finance Committee
 - The Environmental Committee

Parents are encouraged to attend meetings and become involved in all facets of school life.

Parents need to sign-in at either school office and collect a Volunteer Badge when helping at the school.

Parliament

Student Parliament consists of elected positions voted by Years 2-6 students and all staff:

	Prime Minister
	Deputy Prime Minister
	Speaker
	Ministers
Year 6 vote:	Usher of the Black Rod
Each class votes each semester:	Caucus Representative (SRC)

Parliament meets every three weeks. Each Year 3 to 6 class has a motion box and regular class meetings. Caucus meets prior to Parliament. Ministers have clear portfolios and report back at each Parliament meeting. Motions passed through Caucus are debated at Parliament. If successful, motions are directed to an appropriate body.

Playground Supervision

The school is open for educational instruction from 9.00am to 3.25pm Monday - Thursday and 8.30am to 2.55pm Friday. There will not be any supervision available to children who happen to be in the school grounds outside these hours. Physical supervision of the playground is provided by teachers before school, at recess and lunch.

Presentation Night

This final assembly for the year for Years 3 to 6 is held at night towards the end of Term 4 each year. School academic, sporting and cultural achievements are recognized. All parents (K-6) are invited to attend this important function.

Repetition

All decisions relating to the repetition of students at this school will be made as a result of discussion between the class teacher, Principal, parents and the School Counsellor. Such discussions will revolve around the maturity, attitude, academic performance, potential and age of the child concerned. The final decision regarding repetition should be one which is acceptable to both parents and the school.

Road Safety

Parents are requested to be most particular about observing the parking regulations that operate. You are requested not to double park and to follow the directions of the signs outside our school, which are there for the safety of your children. Please note that restrictions apply to motorists parking near the Infants Department crossing and the Bus Bay and adjacent to the crossings in Phillip Street and Sage Avenue near the Primary site. This is to ensure good vision for both parents and children using the crossing. Police patrol these areas regularly.

Road safety issues around schools



Information for parents

Parking unsafely can put children's lives at risk. Increased fines and loss of demerit points apply when certain offences are committed in an operating school zone.

Parking or stopping on or near a pedestrian crossing

The minimum penalty of a \$308 fine and the loss of 2 demerit points applies for stopping or parking a vehicle on or near:

- A pedestrian crossing.
- A children's crossing.
- Any marked foot crossing.

The following behaviours put children at risk outside the school

- Calling children across the road.
- Dropping children on the wrong side of the road.
- Leaving children in a vehicle without adult supervision.
- Double parking.
- Parking in a bus zone or driveway.
- Making an illegal U-turn.

Double parking

The minimum fine for double parking is \$231 and the loss of 2 demerit points.

Making an illegal U-turn

The minimum penalty for making an illegal U-turn is a \$231 fine and the loss of 3 demerit points.

Parking on the footpath

The minimum penalty for parking on a footpath or across a driveway is \$128 and the loss of 2 demerit points.



The minimum fine for parking here is \$77.



The minimum fine for parking here is \$128 and the loss of 2 demerit points.



The minimum fine for parking here is \$128 and the loss of 2 demerit points.



The minimum fine for parking here is \$231 and the loss of 2 demerit points.



The minimum fine for parking here is \$231 and the loss of 2 demerit points.

Rules

School rules are enforced for the safety and well-being of all students and teachers. Parents are encouraged to support their children's compliance with the school rules. General rules are applied throughout the school and specific classroom rules are implemented by each teacher. General rules include:

- Children are to remain seated before 9.00am Monday to Thursday and before 8.30am Fridays.
- Children should know what the school bells mean and act upon them promptly.
- Children must seek permission before leaving school grounds.
- All playground accidents to be reported immediately to the teacher on duty.
- Children should not play in the toilet or wash areas.
- Neither children nor parents are allowed in the classroom unless a teacher is in attendance.
- All movement through the school should be orderly.
- Children should not play in a manner dangerous to him/herself or other children.
- Children should play in areas designated by teachers – not on verandahs or between/behind buildings.
- Children should not bring bubble gum, pen knives or implements to school which are considered dangerous.
- Children should line up at the canteen in orderly lines.
- Children should remain seated whilst having lunch.
- Children should at all times display excellent manners to school staff, casual teachers, scripture teachers and all voluntary helpers at our school.
- Children who travel by bicycle should walk their bikes to the school gate and depart in an orderly manner.
- Children who travel by bus should proceed straight to the designated area and wait for the bus duty teacher.
- Children must enter and leave the school by pedestrian gates (not driveway gates)

School Photographs

Children are photographed in their class groups and individually each school year by professional photographers. Special group photos are taken of the school's choir, Library Monitors, sporting groups, band groups and Parliamentarians. Family photos only include family members currently attending the school.

Sick Children

In the event of a child becoming ill at school, the Parent or Guardian will be informed by telephone as soon as possible. If a parent cannot be contacted, the emergency contact person, listed by the parent on school records, will be contacted. The decision for further action will then rest with the person contacted. If however, neither is available, and the pupil's condition appears to warrant medical attention, arrangements will be made by the School for the child to be taken to a local doctor or the Casualty section of a hospital. Please notify us immediately of any changes to your address, telephone number and emergency contact person to keep office records up-to-date.

School Creed

This is our School
Let peace dwell here
Let the rooms and the playground
be full of contentment and joy.
Let love abide here
Love of one another
Love of life itself
and love of God.
Let us remember
As many hands build a house
So many hearts make a school
Each for all.

School Song

Lord, think on us
And we'll think on you.
Let us always get together
In everything we do.
Lord, give us light
And so let us see;
Help us in our daily lives
To shape our destiny
Through all our days
And all our lives
By work and play we learn
To live in peace and harmony
Which gives the best return.
Lord, be our guide
And walk by our side
Each for all
For all to see,
A credit to our school and Thee
In everything
We strive to be.

Scripture

Religious instruction is conducted by a group of volunteers from the Protestant and Catholic churches every Tuesday in the Primary Department and Wednesday in the Infants Department.

Split Site

Although the school is K-6, the school is located on separate sites, 200 metres apart. The Phillip Street site has classes Kindergarten to Year 1 whilst the Short Street site has Years 2 to 6 primarily. This creates some difficulties in terms of administration and organisation but opportunities are provided whenever possible to combine Primary and Infants children for special activities such as sports afternoons, special assemblies, visiting performers. A successful buddy system also operates between sites. A special transition program for Year 2 operates in Term 4 each year to enable a smooth transition to the Primary site. Staff Meetings for school planning and policy-making are held each week K-6. Phillip Street Site telephone number is 9528-8182. Short Street Site telephone number is 9528-7525.

Sport

Children in classes K-2 have class lessons in Physical Education, Fundamental Movement, dance and gymnastics. All children are allocated to a Sporting House – Cook (green), Flinders (blue), Phillip (yellow), or Sturt (red). On Friday many Primary children participate in Inter-School sporting activities which are organised by the District Primary Sports Association (PSSA). The School Sports Coordinator, after consultation with team coaches, nominates teams and organises transport to venues. All children are expected to wear the uniforms organised for the sport that they are playing. Cross Country, School Swimming and Athletics Carnivals are conducted each year with the best swimmers and athletes representing the school in District, Regional and State Carnivals. All children in Years 3-6 participate in sporting activities at the school level each Friday afternoon. In the area of sport, Oyster Bay Public School has a proud record of achievement and competes with considerable success at District, Regional and State levels. Sportsmanship and fair play underpins all student participation in school sport. Year 2 have a swimming scheme in Term 1.

Student Representative Council (SRC)

Each class elects a representative and together with School Parliamentarians these form our SRC. Functions include discussion of class suggestions, organising mufti days to raise funds for charity. School playground cleanliness and uniform are encouraged by awards. Every third week motions are voted on in class, which then are taken to a caucus meeting. The accepted motions are debated and voted on in Parliament by the students. Decisions are passed on to appropriate people.

Student Welfare

Parents and families share the responsibility for their children's welfare with the general community, but they place particular trust in the school and regard education as basic to the welfare of their children. At Oyster Bay Public School we are committed to the provision of a caring school community concerned for each child's welfare.

Every teacher has a responsibility for student welfare. The Principal and the school executive have specific leadership roles in planning, coordinating, monitoring and evaluating the student welfare program. The School Counsellor, Support Teacher and other teachers with special expertise support children, teachers and parents.

Students receive special awards to reinforce and encourage positive attitudes and behaviour. Students receive recognition in the form of stickers, certificates or ribbons, mainly at weekly assemblies. An integral part of Student Welfare includes liaison with parents, School Counsellor, the Principal and Executive so that an appropriate plan or program can be undertaken.

Support Teacher Learning

There are specialist teachers who support learning 3 days each week to give additional assistance to individuals or groups of children who are experiencing difficulties with some aspect of academic learning.

The support offered by the Support Teacher may be through direct contact with students on an individual basis or through placement in a Parent Reading Program. As well, the Support Teacher assists the classroom teacher in planning an individual education plan for children with special needs. All children are placed on an individual program in strict priority according to the child's level need, with greater priority being given to younger children i.e. Kindergarten to Year 3. Parents are able to arrange an interview with the Support Teacher through initial discussion and arrangement with the classroom teacher.

Telephone Numbers (Contacting the School) and Email Address

Phillip St Site (K-2)	9528 8182	Fax	9528 3624
Short St Site (3-6)	9528 7525	Fax	9528 3346
Email	oysterbay-p.school@det.nsw.edu.au		
School Webpage	http://oysterbay-p.schools.nsw.edu.au		

Textbooks

Requests for texts and workbooks are kept to a minimum, but if books are required, a note will be sent home. Textbooks are selected on the basis of giving support to both class and grade programs.

Uniforms

All children are expected to wear the school uniform. It looks attractive, eliminates competition and helps to develop a good school tone and sense of belonging. All items of uniform should be clearly marked or labelled with your child's name and class. A Uniform Committee organises the sale of clothing. A person from this Committee attends the school on the 2nd Monday & 4th Thursday of the month from 9.00 - 9.30am throughout the year in the Uniform Shop in the School Hall.

Orders for any uniform items can be placed with the School in an envelope clearly marked with your child's name, class and item, with the amount of money required and forwarded to the school. When available, the item will be delivered to your child's classroom. School and Sports hats are available from both Infants and Primary offices. Alternatively, uniforms are available from Claudine Clothing, 23 President Avenue, Caringbah (next to Centrelink).

Summer Uniform

Boys

Grey Shorts
School blue shirt
Grey socks
Black shoes
Navy blue track top (school emblem)
Navy blue school hat (cap for Friday sport)

Girls

Blue, white and yellow check uniform, half belt and cap sleeves or white shirt & blue shorts.
White socks
Black shoes
Navy blue track top (emblem)
Navy blue school hat (cap for Friday sport)

Winter Uniform

Boys

Long grey trousers
Navy blue track top (school emblem)
Navy blue track pants
Blue shirt or blue/white skivvy
Grey socks
Black shoes
Navy blue school hat (cap for Friday sport)

Girls

Blue tartan tunic with belt
Navy blue track top (school emblem)
Navy blue track pants
White blouse or skivvy
White socks
Black shoes
Navy blue school hat (cap for Friday sport)

Sports Uniform

Boys

Navy shorts or track suit pants
Yellow Polo shirt with school emblem
School hat or sport cap
White socks or Sport socks with navy and gold tops for PSSA
Joggers

Girls

Navy pleated skirt, shorts or track pants
Yellow Polo shirt with school emblem
School hat or sport cap
White socks or Sport socks with navy and gold tops for PSSA
Joggers

Website

Oyster Bay Public School has its own website: www.oysterbayps.nsw.edu.au where information is updated weekly. Some notes such as the Canteen Price List, Uniform Price List and our OBPServations newsletter are all available online. It is also used to update parents on such things as carnivals and upcoming events.