

BOTANY PUBLIC SCHOOL



1076 Botany Road, Botany NSW 2019

Phone: 93168889 Fax: 02 9316 4086

botany-p.school@det.nsw.edu.au

www.botany-p.schools.nsw.edu.au

Botany Public School is a unique setting characterised by its community; its ability to provide a stimulating, engaging and challenging educational program for every student; and its provision for a safe and happy learning environment where every individual is valued and where student wellbeing is paramount.

Our aim is to not only see our students learn, but develop a love of learning, a passion that will stay with them for life. The Botany area was developed and built up on the blue collar values of hard work, integrity and personal best, and those same values are evident in every aspect of our educational and wellbeing programs.

We endeavour to continually strengthen our partnership between parents, teachers, students and members of the wider community through effective communication.

We hope you find this information booklet helpful.

Yours sincerely

*Kathryn Holmes
Principal*

***Education is not the filling of a pail,
but the lighting of a fire”***

W.B. Yeats

Absences

Should your child be absent from school, please ensure a note is sent with your child, to the class teacher on return to school, giving reason for absence.

If your child will be absent for 15 days or more please see the office to obtain an Application for Exemption form.

LATE IN THE MORNING or LEAVING EARLY: Inform the office in person and get a late note or early departure note and give to your teacher. Students are not permitted to leave the school grounds during school hours without permission.

The NSW Government requires parents or guardians to provide a written explanation for every absence from school on any day school is open (including carnivals and excursions). By law, parents have 7 days to provide a written explanation for the absence. If after 7 days we have not received a note, the absence is recorded as unexplained. Unexplained attendances will be brought to the attention of the Home School Liaison Officer (HSLO) whose job it is to provide the school and parents with support and encourage children to attend school.

Administration

Office hours: 8.30am – 3.00pm

Allergies

Should your child have any allergies or significant medical conditions, it is imperative the school is notified in writing.

Ambulance

The school contributes to the Ambulance fund. Should your child need to go to hospital, there will be no charge to the parent.

Assemblies

School Assembly is held every Monday in the school hall from 11.20am and the entire school is in attendance. Parents are always welcome to attend these assemblies. Other special school assemblies are held on a number of occasions during the year. Dates and times of special assemblies are published in the weekly newsletter.

Assessment and Reporting

Students are assessed throughout the year using formal tests and teacher observations. These assessments help the teacher provide a program that caters to the learner's needs. Parents are provided with 2 report cards during each year (term 2 and term 4).

Before and After School Care

The before and after school care centre is located on the school grounds and is run by the City of Botany Bay council. Children are brought to school from before care in the morning and collected from the classrooms after school. In the afternoon they are given afternoon tea, helped with homework and allowed to play on the school grounds. The centre is open from 7am – 8.30am and 3pm-6pm daily. For more information please contact the centre on: 9316 5828

Vacation Care

Vacation care is operated within Botany Public School during school holidays and is run by the City of Botany Bay council. A registration afternoon is held prior to the holidays for parents wishing to enrol students into vacation care.

Bell Times

Morning bell 8.30 am (Teacher on duty)

Class begins 8.55 am

Recess is 11.00 – 11.20 am

Lunch is 1.10 – 1.50 pm

School ends 3.00 pm

Best Start

Children come to school with different levels of literacy and numeracy. Some are familiar with books, can recognise some letters, even write their name or count, while others have not yet learned these skills.

All kindergarten students in public schools are assessed using Best Start, which has been developed by early learning experts in the Department of Education and Training. Best Start is giving our teachers, and those teaching Kindergarten across New South Wales, a common set of high quality assessment tools and professional training.

Your child and the Best Start Kindergarten assessment

It is very important to emphasise that Best Start Kindergarten Assessment is not a test. Its purpose is to help the teacher gather information to guide the teaching of your child. The Assessment will take place during the first few weeks of term 1.

The teacher will observe each child and use tasks, such as talking about a book that has been read, and record what their students know and can do. You'll be given feedback about what your child's teacher has learned about your child, which you are welcome to discuss, if you wish, in keeping with our usual practice.

Buddies

The Kindergarten children have Year 6 buddies who support our kindergarten students with their transition into school. All Kindergarten and Year 6 children are 'buddied' for the year.

Buses

Applications for a bus pass are obtained from the school office. Kindergarten to Year 2 students travel free but must have an official pass. Completed forms are sent to State Transit who issue the official passes. Children in Years 3 to 6 are eligible only if they live 1.6km or more from the school.

Canteen

The school Canteen is open Monday to Friday. All lunch orders need to be placed before 9am that day. At recess the children are allowed to buy from the canteen. Our school canteen has a focus on fresh and healthy food. For a canteen list, see the school website.

Core Values

Botany Public School embeds core values in school policies, programs and practices. Students receive weekly values awards for exhibiting values.

Our core values are:

- *Excellence*
- *Fairness*
- *Respect*
- *Caring*
- *Responsibility*
- *Honesty*
- *Integrity*
- *Understanding*
- *Freedom*
- *Pride*

Creative Arts

The creative and performing arts have a highly visible profile at Botany. An art exhibition is held each year with all students exhibiting a piece of art work.

We have a very highly regarded choir. Our choir performs at a variety of concerts throughout the year. Drama is incorporated into teaching and learning programs.

There are also many whole school dance, music and drama performances throughout the year. Parents will be informed when these performances are occurring so they can support their children.

Change of Address / Details

Please ensure your contact details are updated regularly. It is essential for the welfare of your child that the school has correct information. Incorrect information wastes valuable time and causes much frustration in the event of illness or emergency.

Communication

Open lines of communication are crucial for effective management. The school expects that, should a parent have a concern or seek clarification on a particular issue, the first point of contact will be the class teacher. Most news is delivered through the weekly newsletter, morning assemblies, P & C meetings, the noticeboard and notes. The newsletter is placed on the school web page each week, can be emailed or received in paper form.

Counsellor

The school Counsellor works in the school every Monday. The counsellor provides guidance and counselling to children and parents. You may make an appointment to see the counsellor through the front office or your child's teacher.

Crunch & Sip

Crunch & Sip is a set break to eat fruit (or salad vegetables) and drink water in the classroom. Students 're-fuel' with fruit or vegetables during the morning, assisting physical and mental performance and concentration. This program also promotes healthy lifestyle.

Curriculum

The learning programs are divided into six key learning areas (KLAs): English, Mathematics, Science & Technology, Human Society and Its Environment (HSIE), Creative and Practical Arts (CAPA), Personal Development and Health and Physical Education (PDHPE). For each of these curriculum areas there are Departmental policies and guidelines which are available on the Board of Studies website – www.boardofstudies.nsw.edu.au. Parents may also access the Teaching and Learning site at www.tale.edu.au. Teaching and learning programs incorporate all 6 KLAs to ensure a balanced, engaging and challenging curriculum.

Custody orders

In a divorce or separated family situation and where custody is other than "joint custody", court orders must be sighted by the School Principal. A copy is kept on file. Please ensure you notify the school of any issues regarding collection of children.

Education Week

This is nominated by the NSW Department of Education and Communities each year to encourage awareness of the school's programs. During this week the community is invited to spend time in the school, celebrating learning.

Emergency Procedures

Regular updates of emergency procedures and practice drills are held to ensure the safety of all.

Excursions

Excursions take place as a basis for learning and to complement teaching and learning programs. A permission note containing all the necessary information is sent home and must be signed by the parent or guardian and returned to the front office. Excursion costs will be included in term invoices. Children are expected to attend excursions. If

there are problems associated with payment for an excursion, the Principal should be contacted directly.

Extra-curricular

The following programs run in the school before or after school hours:

- *LCF Fun Languages 0431 861 387*
- *Southern Cross Tae Kwon-Do 0418 400 669*
- *Unity Zumba 0411 400 211*
- *Play it Again Linedancing 0407 234 117*
- *Renee O’Sullivan Dance School 0409 816 950*

First Aid

Children needing first aid are treated by the nominated first aid officer. Parents/carers are contacted in the case of an emergency.

Gifted and Talented Students

All teaching and learning programs are designed to differentiate learning outcomes, ensuring every student is being challenged and working at an appropriate academic level.

Hats

Because of the high rate of skin cancer in Australia, we have a strict policy of “No Hat, No Play”. This means that unless children are wearing a hat in the playground, they must stay in the shade. The school has 2 types of hats, a broad brimmed hat and a cap.

Health/Medication

Good health is vital to school progress. The school staff does not administer Panadol, Cough Mixtures or over the counter medication. Medication cannot be given unless it has been prescribed by a doctor and is accompanied by a signed and dated permission note. Prescribed medication must be in the original container providing accurate information and clearly marked with the dosage. Please bring medication directly to the school office; do not send medication with your child.

Homework

Homework is designed to consolidate what your child is learning in the classroom. Each grade has different expectations of the type and quantity of homework completed each week. Class teachers will inform you of their expectations at the beginning of the school year.

What can parents/caregivers do to help?

- *Take an active interest in your child’s homework.*

- *Support your child in setting aside time each day for homework.*
- *Provide a dedicated place for homework and study if possible.*
- *Communicate with teachers any concerns about the nature of homework or your child's approach to homework.*
- *Encourage your children to read*
- *Alert the school to any domestic circumstances or extracurricular activities which may need to be taken into consideration when homework is being set or marked.*

Illness

Should your child become sick and be unable to attend school, on his/her return, please write a brief note to the class teacher, explaining the nature of the illness and the date away. If the illness is an infectious disease or particularly serious and the absence is expected to extend more than three days please phone the school. Infectious diseases include chicken pox, measles, German measles, mumps, whooping cough, conjunctivitis and impetigo.

Immunisation

The Public Health Act, 1993, requires parents/carers to provide documented evidence of a child's immunisation on enrolment at school. An "Immunisation Certificate" is required before a child is enrolled. If an immunisation certificate is not provided, the child will be excluded from school in the event of an outbreak of a vaccine preventable disease. You can obtain an Immunisation History Statement by contacting your Australian Childhood Immunisation Register on 1800 653 809 or your local Medicare Office.

Interviews

- *Meet the teacher night is held in Term I for all parents. At this session the teacher outlines the class program and organisation for the year.*
- *Parent teacher interviews: parent teacher interviews are held in June to discuss student's progress.*
- *Should you wish to discuss your child's progress at any other time, please make an appointment with your child's teacher.*

Kindergarten Enrolment

Enrolments for Kindergarten are taken the year before the child starts school. Ensure that you complete the Enrolment form. Kindergarten children must be five years old by the 31st July in order to be enrolled.

You will need to provide the following documentation prior to your child starting school.

- *Original Birth Certificate or Passport Complete*
- *Original Immunisation Certificate*

- *Original proof of residential address i.e. Council Rates Notice, Lease Agreement, Electricity Account or Statutory Declaration*

Priority is given to children who live within the school boundary and siblings. Out of area applications for enrolment are only offered if a vacancy exists.

Preparing for Kindergarten

At Botany teachers and parents work together to ensure the smooth transition to school from home or pre-school. Starting school is a major milestone in a child's life, but with support and encouragement from parents and teachers your child will begin school with comparative ease and confidence.

Below are a few ideas to help you prepare your child for school:

- *Encourage your child to be responsible for his/her own things and to pack away toys books etc.;*
- *Make visits to school and talk about school in a positive way;*
- *Label all clothes, school bag, lunch box and drink bottles;*
- *Practice writing your child's name in lower case e.g. John (not JOHN);*
- *Talk about the daily routine e.g.: it's just like preschool except you don't have a sleep;*
- *Practice having recess and lunch using their lunch box and explain how to open the box and what to eat for recess and what to eat for lunch;*
- *Watch the Botany Public School DVD with your child and talk about what is expected of them during their first day;*
- *If your child is a boy, show him how to use a urinal.*

Kindergarten Transition

Three Kindergarten transition days are held each year. This allows the new students to become familiar with the school prior to their first day of school. The new children are also linked with their Year 6 buddy for the following year. During transition sessions children take part in classroom activities while parents meet with the school executive to discuss things such as school priorities, curriculum, student welfare and school programs.

Kindergarten – The First Day

Your child will need:

- *a school bag which he/she can easily open*
- *a piece of fruit for 'Crunch and Sip'*
- *a snack for 'little lunch' (recess) a sandwich and drink for 'big lunch'*
- *an old shirt to protect your child's uniform for art*
- *a library bag*

Please label all your child's belongings clearly. It is preferred you use iron-on labels or fabric/puffer paint.

Times

Students arrive at school between 8.30-9am. There are toilets in both Kindergarten classrooms and children can go to the toilet at any time throughout the day.

Lunch and Recess is eaten in the classroom (all year). Teachers supervise the children eating.

Home time is at 3pm. It is vital that parents are not late collecting their children, particularly in the first few weeks as it can be extremely upsetting for the child.

Library

There is a library at the school and students have one library session per week. They are encouraged to borrow a wide variety of books during library sessions. Students can also choose to visit the library twice a week during lunchtime on Wednesday and Thursday.

Library bags are available from the office. Our school library serves all students and teachers from K-6.

Library -borrowing

The children are expected to borrow books and we ask that these books are well cared for and returned promptly. Children must have a library bag before they can borrow books. Library bags are for books only. Please make sure your child does not put food, drink, pens or pencils in the bag.

Lost Property

Please label all your belongings clearly. It is suggested that you use iron-on name labels or brightly coloured clothing paint on the inside of all hats, bags and clothing so it easy to read. Lost property is located near the front office.

National Literacy & Numeracy Testing (NAPLAN)

Tests are held in Year 3 and Year 5 to test students' basic skills in Literacy and Numeracy. These are usually held in May. Parents receive an individual report on their child's results.

Newsletter

The Botany Newsletter is distributed to families via email on Monday (a paper copy can be provided at your request). It is the main channel of communication between the school and parent community. The newsletter provides news, views and updates on happenings in and around the school. It is also posted on the school website each week. To subscribe to the newsletter follow the links on the Botany Public School website.

Parent Involvement

We encourage parents to be involved in their children's activities and progress. The ways you can be involved are:

- Attend P & C meetings
- Assist with reading, maths, art/craft groups
- Attend sporting carnivals
- Parent workshops

Payments

Payments for excursions and fees are placed into the deposit box located near the school office. We are currently able to accept cash, cheques, credit cards and eftpos.

Photographs

The school organises class and individual photographs once a year.

Playground Supervision

The school playground opens at 8.30am and there is no supervision before this time. There is no teacher supervision after 3pm. Teachers provide playground supervision during recess and lunchtime.

P & C (Parents and Citizen's Association)

The P & C is the Central Forum for the School Community. The P & C co-ordinate all fund raising and assist with purchase of resources to enhance educational programs. The meetings are held on a Tuesday evening at 7pm in weeks 3 and 8 of each term.

Reading

Focus on Reading

Reading at home is vital to children's reading development; children K-6 participate in our Take Home Reading program. Students borrow a book that is levelled at their reading ability and are asked to read it at home. Home readers are changed regularly. Comprehension of texts involves responding to interpreting, analysing and evaluating texts. Children are taught to use a variety of comprehension strategies simultaneously and how to deliberately apply specific strategies to aid their understanding of texts.






Reading Recovery

Reading recovery is available for some students in Year 1 who are not reading at the age appropriate levels. Reading Recovery is supplementary to classroom literacy programs. It aims to accelerate student progress as quickly as possible so that students may obtain maximum benefit from classroom instructions.

Restorative Practices

Restoring a child's wellbeing, allowing children to be heard and listen to another point of view is the basis of Restorative Practices. Restorative questions used are:

- ✚ What happened?

-  What were you thinking of at the time?
-  What have you thought about since?
-  Who has been affected by what you have done?
-  In what way?
-  What do you think you need to do to make things right?

School History

Botany Public School has the honour of not only being the first public school in Sydney, but is also the oldest existing public school in New South Wales.

Originally the school was located on the eastern side of Botany Road and was called the Botany Bay School. It became known as Botany Public School in and around 1862.

1869

The original building, opened in January 1869, with attached teacher's residence at right. The roof still has the original timber shingles and gabled roof vents. Four of these vents can be seen projecting from the side of the roof. The three lancet windows in the building's main facade are typical of Gothic architecture. In the early 1870s 17 Moreton Bay Figs and 11 Norfolk Island Pines were planted in the school grounds.

The original building on the present school grounds was completed in 1869 and is heritage listed. 5 Moreton Bay figs adorn the entrance. They are 140 years old.

In 1903 the primary building was completed to house the 545 students enrolled. There were only ten teachers and only six classrooms.

Many of our local Botany streets such as Swinbourne and Chegwyn Streets were later named after some of the families that attended the school. Many of our students came from families whose parents were fishermen, tanners, market gardeners and wool scourers as the Botany community was once very different.

The school used to be next to a tannery that once caused a fire that spread into the school on the 18th of October 1926. During this disaster the fire chief lost his life trying to put out the flames. Several buildings were also lost.

Cattle used to wander into the playground. Much of the playground was useless for playing on because it was very smelly with lots of mosquitoes. 40 men spent six months putting dirt in the grounds to raise the level of the playground over a metre so that it could be used. The weather shed which is now there used to be where our library now stands.

In recent times the school has gone through many further changes including the removal of dangerous 80 year old coral trees, the erection of a new assembly hall and the inclusion of latest technology in class rooms.

Through all these changes, we recognise those students, parents, teachers and community members who have contributed to our school's rich history and our exciting future

The Historic Pathway

The Historic Pathway was officially opened in May 2010. Past and present students and families purchased pavers engraved with their name and years of attendance. These pavers border the garden path leading to the Kindergarten classrooms.

Scripture

We have volunteers from local religious groups who carry out scripture lessons. Scripture operates on Wednesday morning. Primary 9.00am – 9.30am and Infants 9.30 – 10.00am.

Sport

K-2 students participate in weekly physical activity programs which include fundamental motor skills, fitness, awareness in co-ordination of the body and the adoption of a healthy and active lifestyle.

3-6 students take part in PSSA or a school sport skills program each Friday. Primary sport is held on Fridays from 9.30am – 11.30am in terms 1 and 4 and from 12.30pm – 3pm in terms 2 and 3.

Our school has three carnivals for swimming (8-12 years old), Cross country (8-12 years old) and Athletics (K-6). Selected students represent the school in the Eastern Suburbs PSSA carnivals (Zone level). Students also have the chance if successful to compete at the Sydney East Carnivals (region) or NSW carnivals (state).

Stewart House

Stewart House is a holiday home at Manly for children identified as needing respite. It is fully maintained by donations from State school children of NSW. We support this charity by collecting old clothes throughout the year. We also support other registered charities each year.

Technology

Botany Public School prides itself on providing quality education using a variety of technologies. Kindergarten students will have access to 4 classroom computers, interactive white boards, data projectors and weekly access to the library's computer lab. Each child is issued with their own Department logon and password.

All children, Kindergarten to Year 6 have access to computers. The library and classrooms are resourced with the latest computers for group instruction and research.

Uniforms

Uniforms can be purchased through our online supplier. Visit the website below for further details.

www.youruniformshop.com.au

Visitors

Visitors, including parents, if assisting with classroom activities, must report to the Administration office and sign in the visitor's book.

Website

The web address of the school is www.botany-p.schools.nsw.edu.au The website includes updated information, calendar dates and weekly newsletter.

Wet weather

During wet weather students stay in the classroom. If it is raining all students go straight to the canteen hall when they arrive at school. The school encourages raincoats and hats rather than umbrellas.

Advance Australia Fair

Australians all let us rejoice,

For we are young and free

We've golden soil and wealth for toil,

Our home is girt by sea

Our land abounds in nature's gifts,

Of beauty rich and rare

In history's page let every stage, Advance Australia fair.

In joyful strains then let us sing

Advance Australia fair

Beneath our radiant Southern Cross

We'll toil with heart and hands

To make this Commonwealth of ours

Renowned of all the lands

For those who've come across the sea,

We've boundless plains to share

With courage let us all combine

To advance Australia fair

In joyful strains then let us sing

Advance Australia fair