

BRUNSWICK HEADS PUBLIC SCHOOL



2021 HANDBOOK



INCLUDING OUR WELLBEING FRAMEWORK

I LOVE MY **Brunswick Heads** Public School

brunswickh-p.school@det.nsw.edu.au | 6685 1204

Welcome to Brunswick Heads PS for 2021

Jingiwalla. Our school values the contributions and efforts of our school community in ensuring that our students have every opportunity to achieve to their full potential in an engaging, supportive and inclusive learning environment.

Brunswick Heads Public School's aim is to deliver dynamic and relevant education that empowers our students to control their lives and promote commitment to responsible action. Our school endeavours to empower students to take responsibility for their learning and to recognise that learning is a life-long process. Our school has a strong emphasis upon literacy and numeracy. Our school actively works towards ensuring that all students and their parents have a clear understanding of the student's stage of development in key learning areas. Equity programs ensure that needs of individual students are met in an environment which is safe, tolerant and supportive and a curriculum which is relevant, comprehensive and innovative.

We encourage families and parents to be involved in a genuine educational partnership with our school teachers and staff. Effective and regular communication allows for a team approach in supporting our students across all aspects of their learning. If you have a question, query or concern, we ask that you make contact with your child's teacher or our principal, Mrs Parker, as soon as possible.

In this handbook and wellbeing framework (from page 23) includes information about our school and how we operate.



A-Z

ATTENDANCE & ABSENCES*

If your child misses a day of school, then you are required to fill in an absentee note that is to be handed to the classroom teacher upon returning to school. You can download the form from the website or grab a booklet from the office.

* For more information about our school policy, refer to our wellbeing framework on page 23.

AFTER SCHOOL CARE

Brunswick Heads Public School is one of the venues for the Byron Shire Council-run Out of School Hours Care (M-F, 2:45 - 6pm). All enquiries and bookings can be made by contacting the administration coordinator at Byron Council (Monday and Tuesday 8.00am to 4.30pm, Wednesday 8.00am to 1.00pm) on 6626 7100.

The council also offers Vacation Care (8am - 6pm) for school aged children. Look out for their program and costs in the newsletter in the lead up to school holidays.

ASSEMBLY

Held every second Thursday afternoon in the hall from 2pm. The fortnightly newsletter & school stream app will inform you of their occurrence. We welcome all family and community members to attend.

Our assemblies are an opportunity to celebrate the successes of our students through PB4L, Merit, KLA (Key Learning Areas), Citizenship and sporting awards and for classes and student groups to share learning experiences.



Junbung class presenting assembly

BELL TIMES

Our **school day starts promptly at 8:55am**. Active supervision is provided for students from 8:30am. If your child arrives before 8:30am, they are asked to sit quietly on the stage in our covered outdoor learning area (COLA). Arriving prior to 8:55am allows time for your child to socialise and be prepared to begin their learning when the bell rings.

If your child arrives later than 8:55am, please accompany them to the office to be signed in, before going to their classroom.

Recess starts at 10:55am and runs until 11:20am. Students are provided with a designated time to eat, then enjoy a run, play and/or sports activities with their friends. **Lunch begins at 12:35pm** and finishes at 1:15pm.

During recess and lunch our students have the option of playing games, activities, sports or imaginative play games with their friends; or quiet reading in our library (lunch ONLY); or passive play (lunch ONLY) which involves quiet games on the stage.

Our school day finishes at 2:45pm. Once this bell rings, our students need to be in one of three areas:

- Seated in bus lines / after school care line
- Seated on the stage (walkers, riders, students waiting for parents)
- Waiting with their parent

This ensures that the likelihood of students missing their bus or pick up (due to playing on the playground or in another space) is minimised. It also gives our staff a clear line of vision to know where students are and where they should be. Once our buses have departed, we allow the walkers and riders to leave.

ANTI-BULLYING POLICY*

We define Bullying as intentional, **repeated behaviour** by an individual or group of individuals that causes distress, hurt or undue pressure.

Bullying involves the **abuse of power** in relationships. Bullying can involve all forms of harassment (including sex, race, disability, homosexuality or transgender), humiliation, domination and intimidation of others.

Bullying behaviour can be verbal, physical, social or psychological.

Cyber-bullying involves the use of technology, including internet, computers or phones, or through social media sites, like Instagram. This is unacceptable and is against the law.

Prevention: Students, teachers, parents and the community will be aware of the school's position on bullying which is **zero tolerance**.

The school will adopt a four-point plan to anti-bullying, which includes:

- Primary Prevention
- Early Intervention
- Intervention
- Post Intervention

The role of parents

If you suspect that your child is being bullied at school, report it to their class teacher, or an executive staff member ASAP. Your report will be followed up.

When in doubt, please contact your teacher to discuss.

* For more information about our school policy, refer to our wellbeing framework on page 23.

BUS TRANSPORT & PASSES

If you wish for your child to catch one of the buses to and from school, you can collect a bus Information form from our front office. The '2016/17 Rural and regional school travel' pamphlet will guide you with how to apply online. For more information about drop-offs and pick-ups from your home, please call Brunswick Valley Coaches on 0266801566.





Students at the canteen

CANTEEN

The BHPS Canteen is open on Mondays and Fridays. It is 100% managed by voluntary P&C members and assisted by parents, grandparents and school friends who give their time and effort generously.

The menu is healthy and meets all government food & safety guidelines.

We are always needing volunteers (between 9am and 1pm, but even an hour is a great help) on Monday and Friday, so even if you can pop in once a term, you're welcome! Come and say g'day and we'll show you the ropes.

We ask students to fill in a brown paper bag with their name, class and order on the front. They are to include the money securely inside. If they require a recess and lunch order, then they are to fill in two bags. Students are welcome to bring money to school to spend after eating time.

The 2021 canteen price list is on the following page (6).

CLASS P&C REPS

A class P&C rep will volunteer and assist with coordinating the a stall at the Fair during the year. This may only be arranged in the second half of the year. He/she is also a great resource for information, so get to know them!

The year 6 parent reps will also organise the year 6 farewell in December and liaise with the P&C for fundraising opportunities to assit with payment for the year 6 excursion.

CANTEEN PRICE LIST

OPEN MONDAYS AND FRIDAYS: Your canteen is 100% run by volunteers and all profits straight back into our school for our kids. Some ingredients are even sourced from our school garden! Unfortunately canteen staff cannot be held responsible for children with food allergies.

SNACKS

Carrot stick	0.05
Frozen or Fresh Fruit segment	0.20
Fresh Fruit Cup	0.50
Slinky apple	
Own apple	0.20
Apple supplied	1.00
Apple cake	1.00
Orange and Poppy cake	1.00
Popcorn	0.50
Pikelets	1.00
Chips	1.80

FROZEN SNACKS

Frozen Orange Segments	0.20
Frozen Yoghurt	2.00
Frozen Quelch Fruit Ice blocks	0.50

SANDWICHES

Vegemite	2.00
Salad (lettuce, tomato, carrot & beetroot)	4.00
Ham or chicken with Salad	4.50
Cheese	2.50
Egg	3.00
Egg & lettuce	3.50
Salad wrap	4.00
Baked beans	2.50
Ham, cheese	3.20
Ham, cheese & tomato	3.60

EXTRAS

Cheese	0.60
Salad (lettuce, tomato, carrot & beetroot)	0.80
Toasted	0.50
Rolls	1.00
Tomato sauce	0.30

SUSHI - when advertised: an order form will come home

Sushi - small.....2.00..... large3.00

HOT FOOD

Chicken strips (6)	2.80
Meat pie	4.00
Mini meat pie	2.50
Sausage roll	3.00
Lasagne	3.60
Chicken Burger with lettuce & mayo	4.00
Chicken Burger with the works	5.00
Pizza	2.80
Spaghetti bolognese	4.00
Spaghetti bolognese - with cheese	4.20
Wraps	
lettuce, chicken, mayo	3.00
lettuce, chicken, carrot, tomato, mayo	4.00
Chicken & gravy roll	3.60
Macaroni & cheese	3.80
Hot potato w butter & cheese	1.50
Hot potato w cheese & ham	2.00
Hot potato w baked beans	2.00
Pumpkin soup (Term 2 & 3 only)	3.00
Pumpkin soup & roll (Term 2 & 3 only)	3.50

MEALS

Salad plate	4.00
with chicken or ham	5.00
add a boiled egg or avocado for	0.80

DRINKS

Slushies	2.00
Fruit smoothies	1.60
Flavoured milk	2.00
Popper (apple or tropical)	2.00
Hot Chocolate (Term 2 & 3 only)	1.60
Water	1.00

HOW TO SUBMIT AN ORDER

Write your canteen order on a paper bag & include name, class, & recess or lunch pick up preference. **Write out two separate bags if ordering both recess & lunch!** Place money in the paper bag/s and hand to class teacher or drop into canteen in the morning (Mondays and Fridays).



School Website

COMMUNICATION

We pride ourselves on having excellent communication with parents and students.

Here's how we achieve it:

Newsletter – sent home fortnightly on a Wednesday & includes the award winners listed & news from the week and upcoming events.

Website – events, photo gallery, class pages, online payment options and all the school info you need! Google Brunswick Heads Public School.

School Stream App – BHPS subscribes to this alert and information service for your 'smart phone'. Read further on how to download it on page 17.

Facebook - facebook.com/BrunsPS is our

official school Facebook page, with posts of comings and goings on there several times a week.

Letters Home – The students participate in many events, and some require your permission and sometimes extra funds. Please look out for these note – we aim to have them only go out on a Wednesday.

Classroom Teacher – Our staff value the contributions of families in supporting the individual needs of each child. You can contact your child's teacher by email or contact the school to arrange a time to discuss your child's learning further. Teachers also email a class newsletter 2 or 3 times a term with current and relevant information and dates.

Principal – please contact the office to arrange a time to meet with our principal, or make contact by sending an email to trisha.parker2@det.nsw.edu.au. Mrs Parker is also happy for parents to stop by the office and see if she is available for a quick chat.

The school office email address is:
brunswickh-p.school@det.nsw.edu.au

The school office phone: 6685 1204



Official school Facebook page

CRUNCH&SIP®



Crunch&Sip

Crunch&Sip® is a set time in primary schools for students to 'refuel' on vegetables and fruit, like carrot, apple or celery and 'rehydrate' with water. Studies have shown that many students are not eating enough vegetables and fruit or keeping sufficiently hydrated. Students who are not hungry and are well hydrated perform better in the classroom, show increased concentration, and are less likely to be irritable and disruptive.

Please ensure you child has some Crunch&Sip® in their lunch box every day!



Day Of Celebration - Water Play!

DAY OF CELEBRATION

Once a term, we celebrate the efforts in behaviour of students through days of celebration. These are special events that the majority of students enjoy and can include such things as water play, movie session, technology session, sports activities, or creative arts session, as a reward for students who have demonstrated appropriate behaviours in line with our PB4L three core values – Respect / Participate / Be Safe, and have not received three red cards or more, during the five weeks prior to the event.

ETHICS & RELIGIOUS INSTRUCTION

Primary Ethics was founded in late 2010, after the NSW government approved the teaching of philosophical ethics to children as an option for those who didn't attend the available scripture classes at their public schools. Education is managed in Australia by each state government and is governed by state laws and policies. BHPS offers limited places in Ethics classes and students are expected to display a high level of behaviour with these volunteers. If there are repeated incidences of negative behaviour, the student will be referred to the school staff and possible change to non-scripture.

A special religious education program is available at the school and is run by authorised volunteers of approved religious persuasions.

Students continue in the same arrangement each year, unless a parent/caregiver has requested a change in writing. At any time, you have the right to change your Special Religious Education nomination or to withdraw your child from the nominated lessons. A note to the Principal will affect this change.

EXTRA CURRICULAR ACTIVITIES

Students have a range of opportunities to participate in extra activities during the school day. We have Eco Club (K-6) and Tech Team (year 5s). On the passive play stage we have arts, crafts & construction, and marbles and chess. We have a whole school choir (8am Wednesdays) and selective senior choir (5-6). We offer boys hip hop and selective y1-3, and y4-6 dance groups. During the 2019 sporting season we offer these team sports: softball, soccer, netball & rugby league. Students also have opportunities to trial for district teams in 15 different sports. The school can also arrange in-school-time keyboard lessons.

FEEDBACK

Our school is committed to the pursuit of excellence and the provision of high quality educational opportunities for each and every child.

If you would like to provide positive or constructive feedback about our school, we'd love to hear it. You can do this by:

- sending an email to – brunswickh-p.school@det.nsw.edu.au
- arrange a time to meet with our principal, Mrs Parker
- share feedback with your child's classroom teacher
- fill in a feedback form located in our school office and hand it in to our office



Fairtastic

FUNDRAISING

It's important for schools to fundraise so they have the resources they need to support their students. Through the efforts of the fabulous volunteers here at BHPS, the school has been able to purchase smart TVs, air conditioning, laptops, iPads and home readers. They are able to provide subsidies to student events, music programs, an amazing school garden, the pirate ship playground and so much more. The fundraising events are co-ordinated by the P&C, but require all parents (& other family & community members) to be involved.

The pre-COVID main fundraisers for the year include (and not limited to):

- Welcome Back BBQ / Meet the Staff
- Trivia Night
- School Fun-Run (Same day as the Cross-Country Fun Run)
- Old n Gold - we organise the school stall bookings & sell curries in the canteen
- Fairtastic
- Movie Nights (Usually in term 3)
- Pub Raffles (2-10 a year)

GARDEN

Our students tend to our school garden weekly with our resident garden guru Tiffany. Integrated programs such as Paddock To Plate see students linking what's out their classroom window to what's in their canteen. Staff and students enjoy egg sandwiches, salad wraps and pumpkin soup - majority of ingredients from our school garden.

There is a dedicated team of P&C members who assist Tiffany and our general assistant, Steve to weed, plant, feed and tend to the garden and it's resident chooks. We are always looking for more assistance. Just pop on in anytime you see someone in the garden. Come and say g'day! The school garden and plans for the Green Room are funded by both the school and the P&C.



Stage 1 students harvesting in the garden

HOMEWORK POLICY

Rationale: Teachers at Brunswick Heads Public School value and encourage our students to read (to their families if they are in Kindergarten to Year 2 or to themselves if they are in Years 3 to 6 or have reached an independent reading age) every night, or as much as possible.

Feedback from our parents in late 2016 was not definitive as to 'keep or cancel' homework for our students. As a result, we will continue to provide homework for students, that is relevant to their learning within the classroom. However, as always, homework is NOT mandatory.

Professor John Hattie, of the Melbourne Graduate School of Education, has calculated the effect-size of over 100 education innovations. He is reported to have told the BBC that homework in primary school has an effect-size of around zero 'which is why we need to get it right, not get rid of it...' (Accessed on 9th January 2017, from: <https://www.teachermagazine.com.au/article/does-homework-contribute-to-student-success>)

Policy statement - Homework provides an opportunity for parents to connect with their child's learning. It is not compulsory, however, home reading is encouraged every night.

Implementation

Kindergarten: Students are provided with 'sight words' to learn and revise each night and are also provided with a home reader to practice their fluency and expression.

Years 1 and 2: Students are provided with spelling homework and an optional Homework Matrix that includes activities related to what is being studied in class.

Years 3 and 4: Students are provided with spelling homework and an optional Homework Matrix that includes activities related to what is being studied in class.

Years 5 and 6: Homework completed in Years 5 and 6 prepares students for their transition to High School, where they undertake homework and assessments (or assignments) for a range of different subjects. Students are provided with spelling homework and an optional Homework Matrix that includes activities related to what is being studied in class.

Monitoring, evaluation and review: Brunswick Heads Public School's Homework Policy and Procedures will be monitored by teaching staff on an ongoing basis and discussed during staff meetings throughout the year. It will be evaluated and reviewed every 3 years, with the next evaluation and review to occur in 2019.



Cross Country Fun Run

HOUSE GROUPS

Our students are split into three sports house groups – **Minyon** (Yellow), **Booyun** (Blue) and **Targarah** (Red). Students compete within their sporting house group at three major carnivals during the year – Swimming, Athletics and Cross Country.

At these special events we encourage students to come dressed in their house colours and to join their team mates in singing their team's song (war cry) and cheering on all other competitors. We also love for parents to come along, get involved and enjoy the sporting events and achievements of our students.

KLA (KEY LEARNING AREAS)

The NSW Education Standards Authority (NESA) is responsible for the curriculum, Kindergarten to Year 12, for all NSW schools.

For the primary years, NESA develops syllabuses for all subjects in 6 key learning areas:

- Creative arts
- English
- Human society and its environment (HSIE)
- Mathematics
- Personal development, health and physical education (PDHPE)
- Science and technology

Like all NSW schools, we have developed teaching and learning programs to suit our local context and the needs of our students.

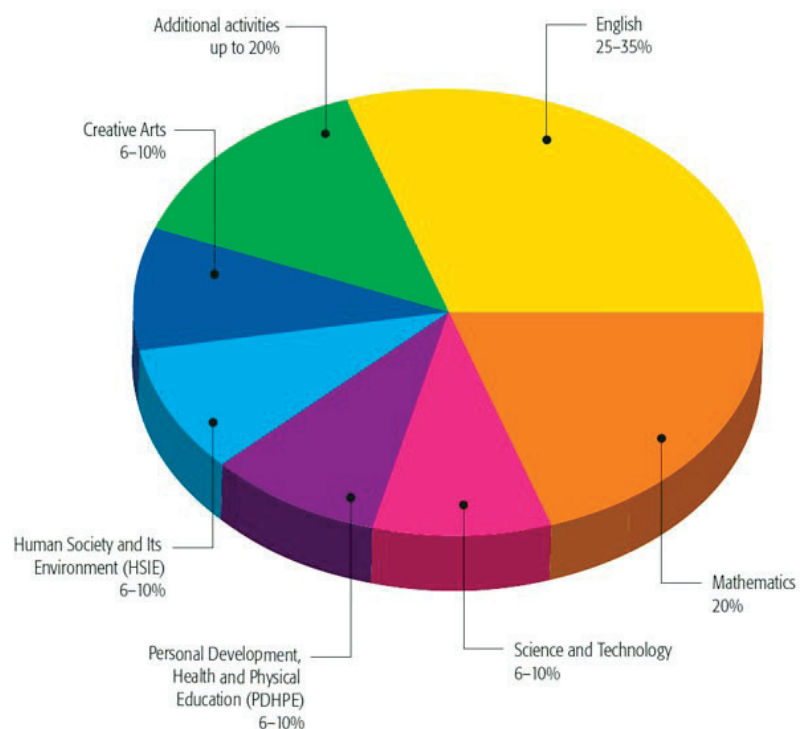
To learn more about curriculum in NSW, visit our school website and head to learning at our school.

The 'additional activities' might include scripture, languages, library, garden, school sport or debating. You may also use this time to expand on work being done with the core curriculum. As a guide, 6%-10% is approximately 1.5 to 2.5 hours in a typical teaching week.

Teachers have flexibility to use these guidelines in accordance with the policies of their school system or authority.

Stages of learning

There are 6 stages of learning from Kindergarten to Year 12. Primary school covers Early Stage 1, or Kindergarten, to the end of Stage 3. Stage 1 includes Kindergarten to Year 2 (Kindergarten is referred to as Early Stage 1). Stage 2 includes Years 3 and 4. Stage 3 includes Years 5 and 6.



Key Learning Area Pie Graph showing time to be spent on each KLA



LOTE (LANGUAGES OTHER THAN ENGLISH)

We teach Indonesian and Bundjalung language and culture from Kinder to year 6. It is integrated across the KLAs and also as stand alone lessons during the week. Students participate in song, dance, bush tucker (Bundjalung), traditional Indonesian cooking and language.

PARENTS & CITIZENS (P&C)

The BHPS P&C holds meetings every 2nd Wednesday of the month (unless it's in school holidays). They are held in the school staff room & we offer complimentary child minding for pre-school aged children and above, plus nibbles and drinks. Meetings run from 6:30am until about 8pm.

We have two forms of membership. It is payable on the night of your first meeting, and generally we encourage members to kick start off at the March 8th meeting which is also the AGM (Annual General Meeting).

New and returning members always welcome!

Full Member \$5

(entitles you to: have a vote in all decision making; run for a position; suggest agenda items for discussion and you'll be required to attend monthly meetings or send apologies for not attending).



P&C Community Trivia Night



P&C end of year dinner

P&C FINANCIAL PLAN

The BHPS P&C work with the school and budget for the following year at the November meeting. See page 14 for the allocated spending, based on foretasted fundraising revenue. The P&C also plan for the following two years. This is a working document and can change throughout the year as different needs arise.

PAYMENT DETAILS

When required, there are several ways to make a payment to the school - these will be listed on each note. eg.

- Cash
- Cheque (payable to Brunswick Heads Public School)
- Head into the office and pay by EFTPOS
- Return note and phone the office 6685 1204 & authorise credit card payment by phone
- Via the school Website - Make A Payment

The P&C has a different bank account and therefore a separate payment system for uniforms, canteen and events.

PB4L*

Our Positive Behaviour for Learning Program (PB4L) is entrenched in the classroom. This opportunity for students will see the core school values of: Be Safe, Participate and Be Respectful expand into explicit learning strategies for students to successfully engage in learning. Students receive PB4L stickers as a reward for their positive behaviour. Students can fill in 4 books over the course of the year – achieving Bronze, Silver, Gold and finally Platinum status. These levels are celebrated at our assemblies and Gold and Platinum students celebrate at the end of the year with special events.



* For more information about our school policy, refer to our wellbeing framework on page 23.

P&C FINANCIAL PLAN 2019-2021

STRATEGIC INITIATIVE COMMITMENTS LIST	2019 Budget	2019 Actual	2020	2021
LARGE INITIATIVES (> \$2,000)				
The Green Room (\$20,000 saved)	\$6,000	\$6,000		
Teaching Garden	\$6,000	\$0	\$6,000	\$6,000
Smart TV	\$7,000	\$0	\$7,000	\$7,000
Music Program	\$1,000	\$0	\$1,000	\$1,000
Guided Classroom Readers	\$4,500	\$0	\$4,500	\$4,500
IPADS / Laptops (10)	\$5,000	\$0	\$3,640	\$0
MEDIUM INITIATIVES (\$500 - 2,000)				
Sports Uniform	\$1,000	\$0	\$1,000	\$1,000
Dance Outfits	\$1,000	\$0	\$1,000	\$1,000
School Swimming Subsidy t.b.a	\$750	\$0	\$750	\$750
SMALL INITIATIVES (< \$500)				
Kinder Orientation Program	\$500	\$500	\$500	\$500
Mullumbimby Network Combined Meeting	\$400	\$0	\$400	\$400
Year 6 pavers (50% contribution)	\$450	\$0	\$450	\$450
School Stream (50% contribution)	\$300	\$414	\$450	\$450
Future Faces Art Comp	\$120	\$0	\$120	\$120
Simple Pleasures Photo Comp	\$120	\$0	\$120	\$120
Year 6 Farewell - 2 guests	\$40	\$0	\$40	\$40
Contingency Items (up to \$2000)	\$2,000		\$2,000	\$2,000
Canteen		\$2,600		
P&C ONGOING COSTS				
Student & P&C Insurance	\$1,500	\$950	\$1,500	\$1,500
Teaching Garden	\$7,500	\$0	\$7,500	\$7,500
Printing & Consumerables	\$700	\$0	\$620	\$620
P&C Meetings	\$800	\$65	\$800	\$800
Gifts	\$150	\$0	\$150	\$150
Contributions (State Comps ect)	\$200	\$0	\$200	\$200
TOTAL COMMITMENTS	\$47,030	\$10,529	\$39,740	\$36,100
P&C INCOMINGS	2019	2019 Actual	2020	2021
P&C Membership	\$175	\$0	\$175	\$175
Interest		\$39		
Uniform Shop	\$200	\$4,720	\$200	\$200
Donations/Grants	\$0	\$0	\$0	\$0
Canteen	\$5,000	\$446	\$5,000	\$5,000
FUNDRAISING	\$25,000	\$7,675	\$25,000	\$25,000
TOTAL INCOME	\$30,375	\$12,880	\$30,375	\$30,375
CARRY FORWARD BALANCE	\$32,452	\$46,697	\$15,797	\$6,432
TOTAL EXPENDITURE & COMMITMENTS	-\$47,030	-\$10,529	-\$39,740	-\$36,100
END OF CALENDAR YEAR PREDICTION	\$15,797	\$49,048	\$6,432	\$707

P&C FINANCIAL SUMMARY CURRENT	2018		2019	2020
TOTAL INCOME	\$30,375		\$30,375	\$30,375
CARRY FORWARD BALANCE	\$32,452		\$15,797	\$6,432
TOTAL EXPENDITURE & COMMITMENTS	-\$47,030		-\$39,740	-\$36,100
END OF CALENDAR YEAR PREDICTION	\$15,797		\$6,432	\$707

PICK UP / DROP OFF

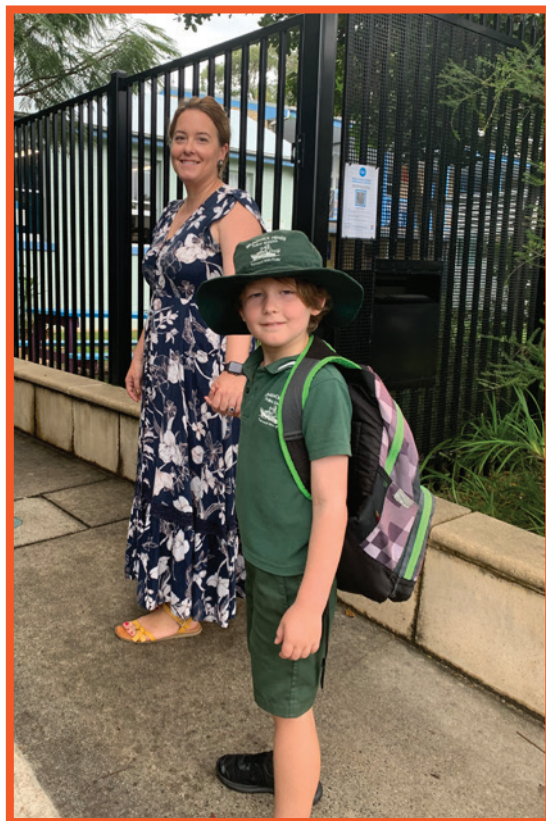
Parking is available in front of our school on Fingal Street and at the back of the school in the small car parking lot in front of the CWA building.

To keep our students safe, we encourage families to walk their children into and out of the school grounds, especially when using the back car park, which can become quite busy.

Students waiting to be picked up of an afternoon must wait on the stage in the COLA, until their parent / family member arrives to collect them.

If you are running late to pick up your child, please contact our front office. Students remaining at school after 3pm will be seated and supervised in the foyer of our front office.

We ask families not to park in the indicated bus zone areas on Park Street as this forces our buses to park further out on the road making it unsafe for our students to get on and off the bus. Parking inspectors regularly patrol this area and hand out large fines.



End of day bus lines



2021 School Captains

SCHOOL CAPTAINS

Our elected captains for 2021 are:

Captains: Jack and Franky

Vice: Jackson and Aquilla

Our School Captains and Vice Captains lead our Student Representative Council / SRC Parliament and work with our staff to explore fundraising opportunities and make our school a wonderful learning environment for all students.

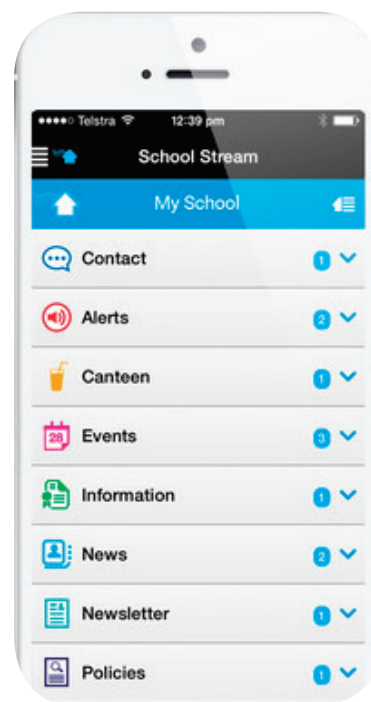
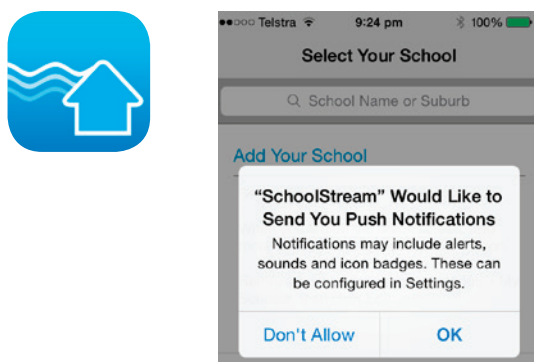
SCHOOL STREAM APP

Brunswick Heads Public School now subscribes to this alert and information service for your 'smart phone'. If you download this free app, it will change your life. This service is fully funded by the P&C. On the opposite page is the information on how to download it and set it to follow Brunswick Heads Public School.

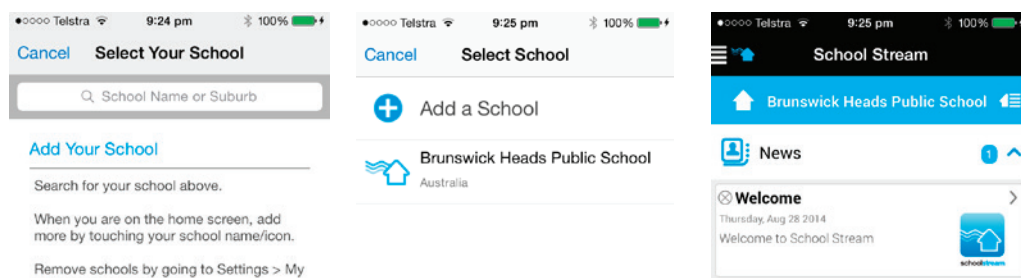
STEP 1 - search & download the app on your smart phone



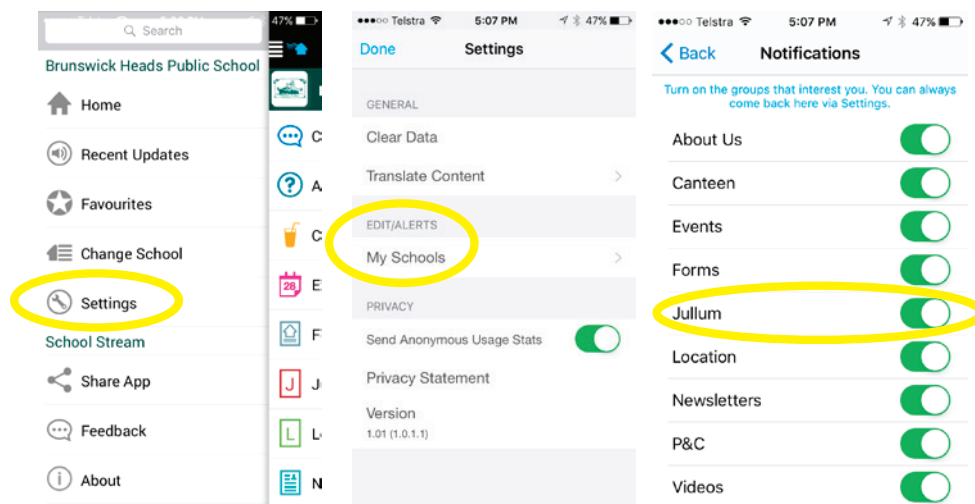
STEP 2 - open the app and OK Push Notifications



STEP 3 - Search for our school (type in Brunswick Heads PS) & select it



STEP 4 - Customise it under settings > My Schools



Switch on or off the info you want, for example, turn off all the classes that your child/ren are NOT in. Enjoy, and watch how it will make your day to day organisation so much easier.

There is a Feedback button, so any problems, let the developer know.



Before school softball batting practise

SPORT

Our students benefit from an extensive range of sports including golf, lawn bowls, fishing, surfing, skating, frisbee along with more traditional sports and the opportunity to be involved in a range of sporting activities and experiences. Whether it be through sporting teams in the Primary School Sports Association (PSSA) competitions, like touch, softball, rugby, tennis or through our Friday whole school sports program, our students are able to develop new skills and display their sporting abilities in a supportive and inclusive environment.

Throughout the year, during Friday sports, students are broken into Infants (Kindergarten – Year 2) and Primary (Years 3 – 6) which are all aligned to our Fundamental Movement Skills program which develops skills to be used across all sports and activities, such as sprint run, leap, dodge, skip, overarm throw, catch and more.

STAFF

At times, when our staff are involved in professional learning, developing new units of work or are unable to teach due to illness, casual staff will teach that particular class. To maintain consistency and minimize disruption, we attempt to have the same casual staff on specific classes.

Principal:

Trisha Parker

Assistant Principals:

Paul Cecil, Mel Currie and Jodi Ridgway

Jullum: Kindergarten - Nicole Oxley

Yugoori: Kindergarten – Allira Wiblen

Booning: Year 1/2 - Emma Stewart

Wajung: Year 1/2 - Verity Bee

Gooyarnj: Year 1/2 - Jodi Ridgway & Chantelle Ponweiser

Junbung: Year 3/4 - Abelia Hissink

Booribi: Year 3/4 - Paul Cecil

Gargoan: Year 4/5 - Laura Cromptvoets

Miwin: Year 5/6 - Ellena Hall

Binging: Year 5/6 - Mel Currie

Library: Emma Rowley

Indonesian - Anthony Fine

3-6 Maths, PB4L and Learning & Support:
Ms Jennifer Clowes

School Counsellor: Genevieve Schnierer

Student Wellbeing Teacher: Alycia O'Callaghan

Wellbeing Dog: Basil

Administration: Jordan Evans & Diane Hudson

School Learning Support Officers: Matt Hall, Chris Booth, Aleisha Lawrence, Matt Rowland, Thomas Bertrand, Nichole Sandford, Grace Enright Burns

Broader Bundjalung Language Tutor: Jennah Browning

General Assistant: Steve Foreman

Garden: Tiffany Bollhorn

Our school also benefits from wonderful volunteers, like Lyn and Margaret in our canteen, Russell in the school grounds, Doug & Kate in the P&C and many more people across the school. If you are a parent and are interested in helping in your child's classroom, please make contact with your child/ren's teacher to see how you can become involved.



K-2 staff with Basil

STUDENT EXPECTATIONS

Our school is committed to providing a safe, supportive and responsive learning environment for all. We teach and model the behaviours that we value in our students.

We implement the NSW Department of Education's Behaviour Code for students and take strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

Our students are expected to:

- Respect others, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our school
- Not bully, harass, intimidate or discriminate against anyone in our school.

STUDENT INSURANCE

Insurance is organised through the P&C which covers your child whilst at school and on authorised school excursions and activities. There is also limited cover provided for outside school hours, all for the cost of \$6 per child. If you wish to insure your child/children privately it will cost in excess of \$25.00 per child. We highly recommend you paying this insurance to have peace of mind.

STUDENT LEADERSHIP & THE STUDENT REPRESENTATIVE COUNCIL

Our school provides students with a range of leadership opportunities from Kindergarten to Year 6. These include running our school assembly, being a part of the Students Eco Club, jobs within each class and our Student Representative Council (SRC) Parliament. Students are elected into their position from our Year 1 to 6 classes through a blind preferential voting system. Two students are voted per group and meet regularly to explore fundraising ventures and opportunities to make our school an even better learning environment for all. Each year our school is led by two different student SRC groups in Semester 1 (Terms 1 and 2) and Semester 2 (Terms 3 and 4).

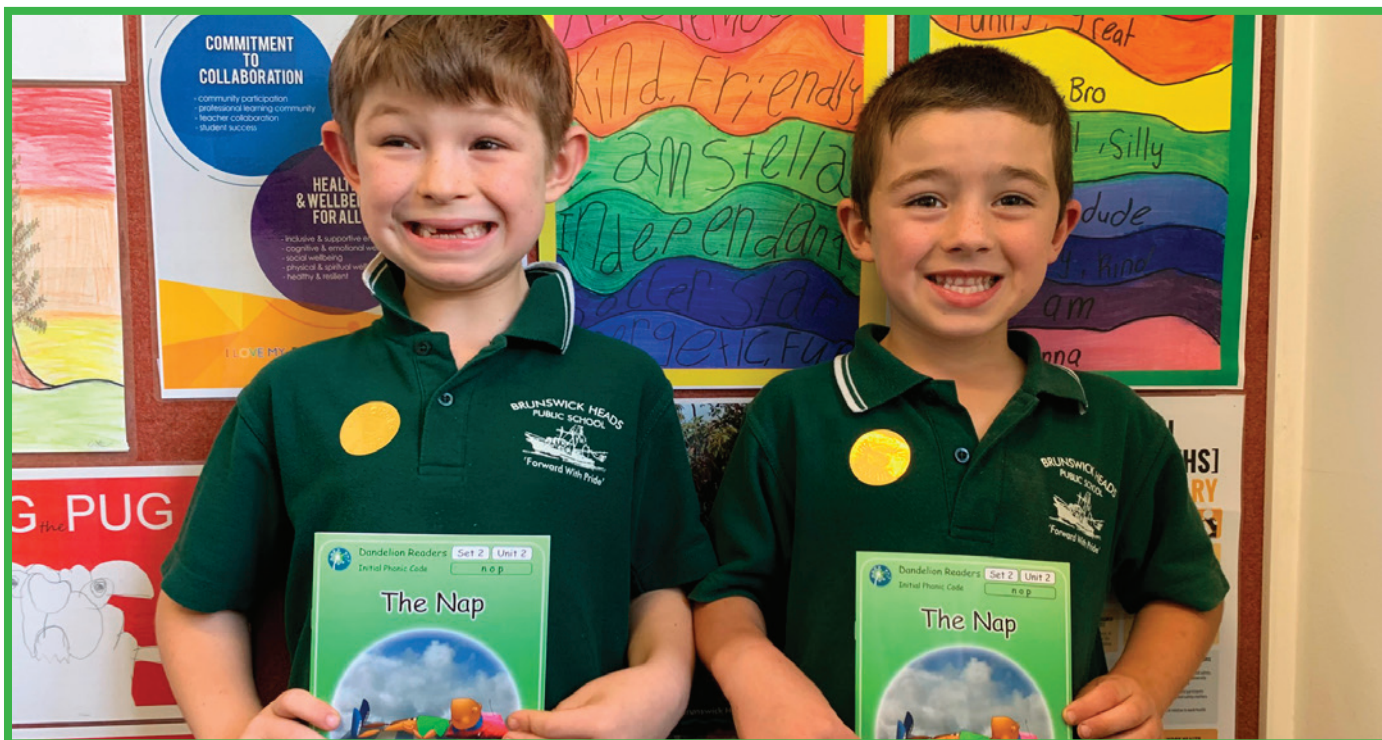
SRC students also have the privilege of handing out the Citizenship awards during our fortnightly assembly.

Year 6 Privileges

Once Year 6 students have completed the silver level in their Positive Behaviour For Learning (PB4L) book, and are working towards their gold, they have access to our BHPS Privileges program. Year 6 students then elect a representative that liaises with the Principal to negotiate privileges, for example, take-away lunches or sitting on telly-tubby hill for recess. Privileges will only be added when positive feedback is received from all staff.



2021 Semester 1 Year 1 and Year 2 SRC



Students receive a Principal sticker for their fabulous reading

UNIFORM

We encourage students to wear the school uniform, although bottle green alternatives from other shops are acceptable. On the feet, please wear black school shoes or runners. All pants and leggings & stockings must be in bottle green, NOT black. All students must wear the school hat everyday.

The uniform shop is a P&C run service is open on Mondays & Fridays 8:45 - 10am. It is located in the canteen demountable building (next to the school hall). We have a great range of second hand uniforms for only a gold coin donation. Please send any uniforms that no longer fit to us also. (Decent quality and washed is appreciated!)

Alternatively, fill in the order form available from the school website or at the office and return it to the class teacher or office with your payment of cash, cheque or direct deposit. We don't have eftpos facilities - the uniforms are run by the P&C, not through the school office. We have tape measures under the P&C shelves in the office & the uniform shop to ensure a proper fit. Size measurements are available on the school website.

P&C Direct Deposit Details:

BSB: 062665 Account details: 10043498
Reference: UNIFORM_FAMILY NAME

SUMMER GIRLS:

- Checked green & white dress
- Logo polo top & skirt or shorts

SUMMER BOYS:

- Logo polo top & shorts

WINTER GIRLS:

- Logo rugby jumper and or sports jacket
- Checked green & white dress & green tights
- Logo polo top & skirt & green tights
- Logo polo top & green sports track pants

WINTER BOYS:

- Logo rugby jumper and or sports jacket
- Logo polo top & green sports track pants

To Fit	SIZE:	4	6	8	10	12	14Y	16Y
Height (cm)		108	120	130	140	150	160	170
Chest (cm)		60	64	68	72	76	80	86
Waist (cm)		56	58	60	64	68	72	76



BHPS UNIFORM RANGE

Printed logo white polo



\$17

Printed logo green polo



\$17

Second hand items = gold coin donation

Logo School Hat

To Fit Head (cm)				
XS-S	S-M	M-L	L-XL	
53-55	55-57	57-59	59-61	



\$12

Girls Tights



\$7

4-6
7-10
11-14

Comfort waist
Perfect fit with neat heel and toe turns
Cotton rich - breathable
Soft touch fabric for all day comfort



Sunglasses

\$16

Wrap-around style to block maximum ultraviolet rays
Lenses are constructed of the highest quality polycarbonate, ensuring that glasses are light and comfortable but are also shatterproof
Polycarbonate lenses block 99% of ultraviolet rays.
A name-plate is available on the inside of each pair for student identification.

S M L XL

Dress



\$18

Bottle Green & White Check with Zip Pocket;
Polyester & cotton blend
Top Stitched Darts
Button Front Placket
Sleeve Cuff

Girls Sports Skort



Lee A-line Sport Skort with Short Combed Cotton

\$13

Girls Skort



\$16

Girls gaberdine skort (built in shorts under shirt)
Polyester and Viscose with Teflon Treatment
Crease Resistant
Two Side Pockets
Right Pocket with Zip

Polar Fleece Vest



\$17

Provides excellent core warmth without restricting your arms
High collar keeps you warm right to the chin
Two slash pockets with zips
Made from anti pill polar fleece with soft feel finish

Micro Mesh Shorts with Reverse Panels



\$12

Polyester Mesh Body
All Seams Safety Stitched
Lined with Plain Polyester
Single Stitched Hem
Elastic Waist
Inside Draw Cord
Side Splits



Calico Library bag

\$5

Boys Gaberdine Shorts



\$16

Elastic Waist with Draw Cord
Two Side Pockets
Zip Fob Pocket
One Back Pocket
Name Tag
Soft Finish

Special orders - Note: different measurements.

Visit the uniform shop to see if we have it in stock. We will make these orders once a term.

Embroidered Rugby Jumper



\$35

280gsm 100% combed cotton
White school logo embroidered on left chest
Kit Rugby Jersey with white cotton drill collar
Rubber buttons
Green contrast rib cuffs
White shoulder and side panels with contrasting piping

Track Top



\$35

Outer: 100% Micro Fibre Jacquard Ripstop with Micro Fibre panels
Body inner: Single jersey lining
Sleeve inner: 100% Polyester Taffeta lining
Raglan sleeve top with flash splice and twin stripe detail
Zip front with two zippered pockets
Elasticated sleeve cuffs with adjustable velcro flap



\$25

Track Pants

Outer: 100% Micro Fibre Jacquard Ripstop with Micro Fibre panels and piping detail
Upper leg - inner: Single jersey lining
Lower leg inner: 100% Polyester Taffeta lining
Elasticised waist with drawstring
2 Open side pockets and back zipper pocket
Bottom leg zipper to approximate knee height to allow pants to be pulled over bootstrainers

To Fit	SIZE:	6	8	10	12	14	16	XS	S	M	L
Half Chest (cm)		36	38	40	42	45	47	49	52	55	58

(cm) measure front half of chest, arm pit to arm pit

To Fit	SIZE:	6	8	10	12	14	XS	S	M	L
Half Chest (cm)		45	48	51	54	57	58	60	62	64

(cm) measure front half of chest, arm pit to arm pit

To Fit	SIZE:	6	8	10	12	14	L	XL	2XL
Waist (cm)		40	43	46	49	52	54	56	60

VOLUNTEERING

Whether it's coordinating an event or being a position holder in the P&C. If it's doing a shift in the canteen or covering library books. The school needs you! Ensure you provide your contact details and the class rep, teacher & P&C can keep you informed of how you can assist our incredible community-loved school! Look out for opportunities to volunteer in the newsletter & via the school stream app.

All volunteers on school grounds need to sign in at the admin office and provide their Working With Children Check details to the office.

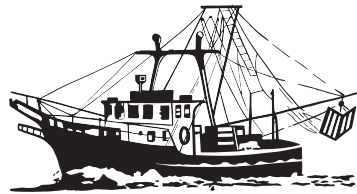
VOLUNTARY CONTRIBUTION

Voluntary contribution greatly benefits your child with the resources, which we can supply for different programs and activities within the school. It is used across all classes supporting your child's learning. We ask for it to be paid by March, and welcome any other voluntary contributions throughout the year. We have community and family members donate funds to the school, and the P&C also have a tax deductible Building Fund in place. If you are having financial difficulty paying for items such as handwriting books or student insurance, please contact the office. We are here to help.

YOUR CONTACT DETAILS

When you provide us with your contact details these will be used to update school administration, and also your email and phone number will be provided to the class teacher.





Brunswick Heads Public School

WELLBEING FRAMEWORK



Inside this Wellbeing Framework document, you will find information pertaining to:

Attendance and absences.....	24
Anti-Bullying Procedures.....	25
Behaviour and Discipline Policy	30
Excursion Policy	34
Merit Scheme	37
Mindfulness	38
Rights and Responsibilities.....	38
Student Supervision Plan	40



Stage 2 students at Friday sport

ATTENDANCE AND ABSENCES

Students must attend school regularly so they can achieve their educational best and increase their career and life options.

In NSW, all children from the age of 6 are legally required to attend school or be registered for home schooling through the NSW Education Standards Authority (NESA). All students must complete Year 10, or its equivalent.

Brunswick Heads Public School encourages and recognises the importance of regular school attendance and the impact that this has on achieving student learning outcomes. Information is provided to families at our Welcome Back BBQ, through our school newsletter and school website.

Non-Attendance at Brunswick Heads PS is monitored by teachers and overseen by the Executive and School Principal. Teachers utilise Sentral for roll marking. Teachers make contact with families, when students have been absent from school for 2 days and there has been no contact with the family.

Families are encouraged to notify the school if their child has been or will be absent from school.

Attendance letters are sent home to families in relation to unexplained absences from school. These letters are reviewed by the Principal and classroom teacher before they are sent home. The school executive team also review student attendance and absences, with formal follow-up through our Learning and Support Team of chronic absences or attendance concerns.

Action Plans are developed to support students and their families, as necessary. For habitual absence concerns, referral to the Home School Liaison Program is undertaken.

Families who are facing difficulties with regards to student attendance are encouraged to contact their child's teacher or our principal for support, as soon as possible.

OUR SCHOOL ANTI-BULLYING PLAN

This plan outlines the processes for preventing and responding to student bullying in our school and reflects the Bullying: Preventing and Responding to Student Bullying in Schools Policy of the New South Wales Department of Education.

Students, staff, parents and the community have an established Positive Behaviour for Learning Framework with the core values of Respect, Participate and Be Safe to support the positive behaviours of all students in our quality learning environment.

We aim to regularly take part in developing, implementing, evaluating and reviewing this plan through P&C meetings, formal and informal discussions and other school based meetings.

Statement of purpose

- Brunswick Heads Public School is an inclusive environment, where diversity is affirmed and individual differences are respected.
- Quality education is provided for students to meet their individual learning needs in a secure, ordered and supportive school environment.
- The focus of quality education is for students to learn and grow with confidence. Students develop best in schools where teaching and learning occur in a context of student welfare.
- The wellbeing, safety and health of students are the cornerstone of all school policies, programs and practices.
- Partnership with parents and the wider community is considered central to the success of addressing bullying when it occurs in our community.

Protection

- Bullying must be taken seriously and is not acceptable in any form.
- Students and teachers have the right to expect that they will spend the school day free from the fear of bullying, harassment and intimidation.

We define bullying as:

- Bullying can be defined as intentional, **repeated behaviour** by an individual or group of individuals that causes distress, hurt or undue pressure.
- Bullying involves the **abuse of power in relationships**. Bullying can involve all forms of **harassment** (including sex, race, disability, homosexuality or transgender), humiliation, domination and intimidation of others.
- Bullying behaviour can be verbal, physical, social or psychological.
- **Cyber-bullying** involves the use of technology, including internet, computers, online gaming or phones, or through social media sites, like Instagram. This is unacceptable and is against the law.

Bullying

- Devalues, isolates and frightens.
- Affects an individual's ability to achieve.
- Has long-term effects on those engaging in bullying behaviour, those who are the subjects of bullying behaviour and the onlookers or bystanders.
- Teachers, students, parents, caregivers and members of the wider school community have a responsibility to work together to address bullying. Teachers, parents and other adult members of our school community have a responsibility to model positive behaviour for their children and other students in our school community. Such modelling involves positive interaction on a daily basis but also appropriate reactions when bullying occurs.
- Any inappropriate behaviour that gets in the way of teaching and learning at the school and interferes with the wellbeing of students cannot be accepted.

Prevention

Students, teachers, parents and the community will be aware of the school's position on bullying which is **zero tolerance.**

The school adopts a four-point plan to anti-bullying, which includes:

- Primary Prevention
- Early Intervention
- Intervention
- Post Intervention



Stage 3 students

Primary Prevention

- Maintenance of a positive school climate that acknowledges that bullying does occasionally happen, however will not be tolerated within the school community. A focus will be maintained with:
 - * classroom posters that identify what bullying is, the different types of bullying and strategies for dealing with bullying when it occurs.
 - * Social skills lessons and posters to be displayed in classrooms.
 - * Lessons that focus on bullying conducted at the beginning of each term to reinforce forms of bullying and how to deal with issues that arise.
- Professional development for staff related to bullying and the strategies to counteract it.
- Community awareness and input relating to anti-bullying, its characteristics and the schools' programs and response (e.g. fortnightly newsletter, parent forums, learning community program).
- Provide programs that promote resilience, life skills and social skills, assertiveness, conflict resolution and communication skills, e.g. School Social Skills Program/Values Education Program, Mindfulness, 'Naming It' strategy bystanders, positive Peer Support – Buddy Program, Child Protection and Drug Education and the Brunswick Heads Public School Parliament all year (Years 1-6).
- Staff supervision of set area in playground.
- Ensure students know and understand what behaviour is acceptable in the school. (i.e. consistent classroom/school rules displayed in the school).
- Bullying Surveys conducted by the SRC – Terms 1 and 3 in Week 9. This survey identifies bullies and the types of behaviour being experienced.
- Staff commitment to acknowledge victims of bullying and deal with bullying incidents.

Early Intervention

- Students explicitly taught the definition of bullying
- Students are to be encouraged to report bullying incidents involving themselves or others, and to be positive bystanders.
- Students readily apply the 'Name It' strategy when dealing with problems in the classroom and playground.
- Teachers to regularly remind students to report incidents. Reporting is not dobbing.
- Parents are encouraged to contact the school if they become aware of a problem.
- Students are recognised for positive behaviours.
- Teachers use a class and playground management plan if an incident of bullying occurs.
- Executive are alerted to incidents of bullying.
- Explicit teaching of weekly Positive Behaviour for Learning focus.
- Bullying surveys conducted on a class or stage basis as the need arises.

Intervention

- Once identified, the bully, victim and witnesses are spoken with, all incidents or allegations of bullying will be fully investigated.
- Consideration as to why the bullying occurred will be investigated (e.g. The bigger picture or contributing factors).
- Both bully and victim are to be offered basic assistance and support (i.e. outside school resources through counselling may be utilised if deemed necessary).
- A meeting of relevant persons are to be convened following identification of on-going bullying behaviour (Principal, class teacher, parents, students, Learning Support Team, School Counsellor). All issues relevant to the behaviour of the student are considered.

Post Intervention

Incidents of bullying will be noted in teacher's journals. When an incident involves bullying the word 'bullying' should be used. Details of bullying incidents will be communicated to parents when behaviour letters are sent home. Additionally, all incidents will be recorded on Sentral.

Possible consequences may involve:

- Warning
- Removal to the class supervisor or principal
- Parental contact
- Negotiated contract
- Ongoing monitoring
- Timeout from the class/ playground
- Community service
- Mediation sessions with the victim to reconcile differences
- Development of an Individual Behaviour Program
- Referral to external agencies
- Class/group changes
- Behaviour guidance programs (e.g. anger management, social skills)
- Detention
- Suspension

Advice...

...to be given to students who are being bullied

The student should be encouraged to –

- Tell the bully to stop using the 'Naming it' strategy. State quite clearly that the behaviour is unwelcome and offensive.
- Seek help. Talk about the experience to someone who is trustworthy (class teacher, Principal, parent, peer, school counsellor).
- Report the bullying to a member of staff and feel confident that any incident can be resolved satisfactorily.
- Other 'self protective' strategies that might be suggested include:
- Staying away from the bully, or places where bullying occurs.
- Be with friendly, supportive friends.
- Positive Bystanders are encouraged to assist their peers in difficult situations.

...to be given to students who know someone else is being bullied

Students should be made aware that witnesses to bullying have a very powerful role to play. These students are known as 'Positive Bystanders'.

Early intervention can defuse conflict situations before bullying sets in or gets out of hand.

Therefore, the following suggestions should be made:

- If possible, intervene as the bullying occurs by telling the bully to stop. This is very useful if the onlooking student has influence with the bully.
- Refuse to join in with the bullying.
- Support students who are being bullied – just standing by them can be enough.
- Tell an adult about the bullying.
- It is every student's right and responsibility to report bullying whether it happens to them or to someone else.

Response

Students, friends, parents or other community members are encouraged to report any bullying behaviour to a teacher or the Principal as soon as possible. This will ensure that the matter is dealt with promptly and supports the person who is being bullied.

When a bullying incident is reported to the school, the Principal or an executive staff member will follow up on the incident by interviewing the students involved and any bystanders. Following this a decision will be made regarding consequences for the bullying behaviours and parents or caregivers will be notified accordingly. This will take place as soon as possible after the incident has taken place.

Information will be provided to the P&C regarding bullying incidents at the school.

When a bullying incident has involved assault, threats, intimidation or harassment the Principal will contact the police.

In the event of an incident where a child suffers a physical or psychological injury and is deemed by the principal to be at risk of significant harm, the Child Wellbeing Unit and or Community Services will be contacted, as necessary.

This Anti-bullying Plan will be made available to all families of our school in Term 1, 2019 and provided to new and Kindergarten students on a needs basis. This plan will also be posted on our school website.

Brunswick Heads Public School will use surveys, formal and informal discussions and targeted action meetings, involving students, staff, P&C and wider school community to review this plan every 3 years or when required to suit the needs of all students. This plan will be due for review in September 2019 or prior to this time, if required. The Principal will annually report on the progress of this plan through the Annual School Report and to parents through P&C meetings and Parent-Teacher events.



The role of parents

Act

- **If you suspect that your child is being bullied at school, report it to their class teacher, or an executive staff member ASAP. Your report will be followed up.**
- **When in doubt, please contact your teacher to discuss.**
- Take an active interest
 - in your child's social life
 - in what is happening at school
- Encourage your child
 - to accept and tolerate differences in others
 - to bring friends home
- Build your child's self-confidence
 - by recognising and affirming his/her positive qualities
 - by valuing him/her for who he/she is.
- Discuss with your child
 - the school's expectations about behaviour
 - ways to respond if their rights are infringed
- Encourage constructive responses
 - physical bullying or persistent teasing should be reported
 - hitting back or retaliating with name -calling won't solve the problem
- Set an example
 - be firm, but not aggressive in setting behaviour limits
 - be positive in things you say and do
 - be positive in responding to bullying – don't overreact
- Be alert for signs of distress
 - unwillingness to attend school
 - dropping off in academic performance
 - damaged clothing and frequent loss of personal property
 - loss of confidence and uncharacteristic mood changes
 - withdrawal from social activities

Additional Information

- * Kids Helpline - 1800 55 1800
- * Parent Line NSW - 13 20 55
- * Police Youth Liaison Officer – Tweed Heads 07 5506 9499

BEHAVIOUR AND DISCIPLINE POLICY

Brunswick Heads Public School is committed to providing a safe, supportive and responsive learning environment for all students, just like all NSW Public Schools. We teach and model the behaviours that we value in our students.

Our school is an inclusive school which uses a Positive Behaviour for Learning framework, focusing on the three core values of Respect, Participate and Be Safe.

Strategies and practices to promote positive student behaviour

Collaboration between staff, students and parents/carers is fundamental to maintaining positive student behaviour and effective discipline in public schools. Our school is committed to open and honest communication and to developing positive and strong partnerships with parents/carers to ensure our students have every opportunity to connect, succeed and thrive.



Stage 1 students learning multiplication

In NSW public schools students are expected to:

- Respect and show courtesy to other students, their teachers and school staff and community members;
- Follow school and class rules and follow the directions of their teachers;
- Strive for the highest standards in learning;
- Resolve conflict respectfully, calmly and fairly;
- Comply with the school's uniform policy or dress code;
- Attend school every day (unless legally excused);
- Respect all property;
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools;
- Not bully, harass, intimidate or discriminate against anyone in our schools.

Our school takes strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

Promoting the learning, wellbeing and safety of all students in all NSW Public Schools and is a high priority in the Department of Education. Our school implements teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour, which aligns to our Positive Behaviour for Learning framework.

Please see the following table for more details.

Department of Education	Actions	Brunswick Heads Public School
Respect	<ul style="list-style-type: none"> • Treat one another with dignity • Speak and behave courteously • Cooperate with others • Develop positive and respectful relationships and think about the effect on relationships before acting • Value the interests, ability and culture of others • Dress appropriately by complying with the school uniform or dress code • Take care with property 	Respect
Safety	<ul style="list-style-type: none"> • Model and follow departmental, school and/or class codes of behaviour and conduct • Negotiate and resolve conflict with empathy • Take personal responsibility for behaviour and actions • Care for self and others • Avoid dangerous behaviour and encourage others to avoid dangerous behaviour 	Be Safe
Engagement	<ul style="list-style-type: none"> • Attend school every day (unless legally excused) • Arrive at school and class on time • Be prepared for every lesson • Actively participate in learning • Aspire and strive to achieve the highest standards of learning 	Participate

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments. The department provides a policy framework and resources such as Legal Issues Bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context the NSW Government and the Department of Education will back the authority and judgment of principals and school staff at the local level.

Our staff use behaviour and learning data to identify specific behaviours that are explicitly taught. Teachers provide lessons and experiences for students to practice positive behaviours both in the classroom and across other learning environments, like the playground, travelling to and from school, on excursions, at the canteen or in assembly.



Eco Club Waste Warriors

Red Card Behaviour Plans

Teachers utilise a consistent process at our school in relation to behaviour.

If students are choosing inappropriate behaviours they are given a verbal reminder. If they continue to choose that behaviour they are given a second reminder and their name is recorded on the board. If a student continues, the student will be sent to a buddy class. At any point during this time the teacher will ask the student the following questions:

- What are you doing?
- What should you be doing?
- What rule are you breaking?

Teachers will also use their professional judgement to give a red card to students who are acting aggressively towards others, swearing or choosing behaviours that are completely unacceptable.

Students who receive a red card, will work in the PBL Planning room with an executive staff member to develop a Positive Behaviour Plan. The Positive Behaviour Plan provides students with an opportunity to reflect on their behaviours and develop an action plan for more positive behaviours. This is completed during lunch playtime and is then taken home for parents to sign off. It is then returned to school, so that students can return to the playground. We value the input of parents and families to support their children in making positive behaviour choices.

Teachers will also use other strategies to redirect students to more positive behaviour choices. These may include, but are not limited to:

- Verbal redirection to an appropriate behaviour or cueing the student to class rules.
- Use of visual 'Traffic Lights' system – green, amber, red.
- Timeout within the classroom.
- Timeout in a buddy class or other identified 'safe' place in the school.
- Sent to the Principal to discuss ongoing behaviour.
- Moved to another seat/area within the classroom.

Behaviour Management Plans

Our strong Learning and Support focus at Brunswick Heads Public School is driven by a whole of team approach to identifying students and specific supports to ensure that all students can achieve success in all aspects of school life. The following strategies will be put into place to manage a student's inappropriate behaviour in the long term. This will be done through consultation with the Classroom Teacher, Learning and Support Team, Parents and Principal.

Evaluate the student's individual learning and support needs and modify tasks to match these needs.

Individual Behaviour Plans and Personalised Learning Plans developed by the Classroom Teacher.

Behaviour 'I can' cards which are monitored by the Principal and parents on a daily basis.

Referral to the Learning Support Team for consideration for further action, for example, inclusion in specific behaviour/welfare programs, such as Rock & Water, Social Skills, Circle of Friends, application for learning support, school counsellor intervention, or referral to external agencies.





Respect



Participate



Be Safe

PB4L@ Brunswick Heads Public School



Suspension and Expulsion

Suspension allows children the time to reflect on their behaviour, to acknowledge and accept responsibility for the behaviour that led to the suspension, and to act positively to change their behaviour in order to meet the school's expectations in the future.

The procedures apply to the behaviour of students at school, on the way to and from school and while away from the school site on school endorsed activities e.g. excursions and sporting activities.

It is the principal's responsibility to exercise judgement based on the student's record, the degree & length of support given to the student, the response of the student & the circumstances of the misbehaviour.

A process of procedural fairness will ensure:

- the student's right to know about the allegations and actions, and the right to respond to them,
- the student's right to an unbiased decision.

Suspension may be 'short' (up to & including 4 school days) or 'long' (up to & including 20 school days).

A **'short' suspension** may be imposed for:

- Continued disobedience including defiance, disruption to other students, minor criminal behaviour, use of alcohol or the persistent use of tobacco
- Aggressive behaviour including, but not limited to, hostile behaviour directed at any member of the school community such as verbal abuse or sending abusive electronic messages.

A **'long' suspension** will be imposed immediately and consistently for:

Physical violence;

- Being in possession of a firearm, prohibited weapon or knife without reasonable cause;
- Use or possession of an illegal substance (not alcohol or tobacco) or supplying a restricted substance;
- Persistent misbehaviour;
- Use of an implement as a weapon or threatening to use a weapon;
- Serious criminal behaviour relating to the school.



Stage 3 Ride To School Excursion

EXCURSION POLICY

School excursions are structured learning experiences provided by, or under the auspices of, the school which are conducted external to the school site.

Students participate in excursions from time to time to extend their knowledge of a unit of work or whenever teaching and learning is best achieved outside the classroom. This is organised in a coordinated way to ensure that all year groups are considered and that students are accessing relevant excursions to the learning that is occurring within their class. This is particularly important, as we have multi-age and composite classes at Brunswick Heads Public School.

Recent Excursions have included:

Kinder/Year 1 - Brisbane Museum, Recycling Centre and Dolphin Dreaming

Year 2 - Overnight Sleepover at school, Currumbin Wildlife Centre

Year 3/4- Brisbane and Sunshine Coast (2 days, 1 night), Lismore Recycling Centre, Commonwealth Games

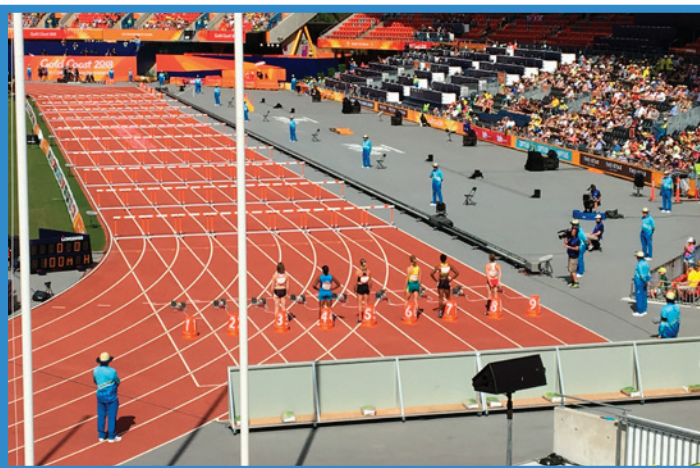
Year 5 - Camp Goodenough (4 days, 3 nights) and Commonwealth Games

Year 6 - Sydney (6 days, 6 nights) and Commonwealth Games

All local walking excursions are covered by the general permission note that is signed at the beginning of each term.

A permission note for all other excursions is sent home to parents which details travel, departure and return times, cost and any other necessary items. The information regarding activities and events are also outlined in the newsletter with reminders to return permission forms sent via School Stream.

The tear off section and associated cost on the permission note is to be returned to the class teacher. School uniform is to be worn unless otherwise indicated. Without the return of a permission note and payment, a child cannot attend.



Top Left: Recycling Incursion; Top Right: 2018 Commonwealth Games; Bottom: End of Year to Murwillumbah Pool

Inclusive Excursions and Fundraising

Excursions are inclusive, and all students in the specific learning group, including those with disabilities, are to be given the opportunity to participate. However, in some cases students who have demonstrated unsatisfactory behaviour may be prevented from attending an excursion as a consequence of the Brunswick Heads Public School Student Welfare & Wellbeing Policy.

Our teachers who plan excursions always adopt a risk management approach to emergency response planning, including medical procedures, and they check relevant forecasts or other safety warnings. In consultation with relevant authorities, our school is prepared to alter or cancel excursions due to emerging safety concerns. These decisions are then communicated to students and parents as soon as possible, via phone, our school website or via our School Stream app.

The school, in conjunction with the P&C, offer fundraising opportunities to supplement major excursion costs. Examples include the selling of raffle tickets, BBQs and pub raffles. Information is provided via the newsletter and School Stream and on occasion, a note home via the class representative.

Virtual Excursions

With the enhancement of information and communications technology, our school has access to a greater variety of 'virtual excursions' to value-add to our teaching and learning programs. Using video conferencing and the associated technologies, our classes can visit locations across the globe and interacting in real time with other students, teachers and content specialists.

Medication

In general, schools do not administer medication which has not been specifically requested by a medical practitioner for an individual student for a specific condition. In some cases the medical practitioner may not write 'a prescription' for such medication because it may be available 'over the counter'. NSW Health advises that this does not mean that the medication is not potentially harmful and that schools should follow the same procedures for such medications as for 'prescribed medications'.

Key points to remember:

Parents must complete the permission note or a written request for the administration of the medication.

Students must not self-administer or carry medications unless there is a written agreement between the school and the student's parents.

It is the parent's responsibility to provide the medication to the school in a timely manner. If the principal agrees, this responsibility may be fulfilled by the student but this will be dependent upon the maturity of the student, parental consent and any other issues that could affect the safety of the individual student or others in the school environment.

Schools will not supply medications for administration to students.



Stage 1 class at Brunswick River

Student Behaviour

Students must behave appropriately at all times on excursions, following our school's three core PBL Values - Respect, Participate and Be Safe.

Students on excursions interact with the public and are representatives of their school and community.

Prior to excursions, they should be reminded of expected standards of behaviour and the application of the school's discipline code.

The school discipline policy applies outside of school hours and off school premises because there is a 'clear and close connection' between the school, the students and the activity in which they are engaged.

If a student is displaying negative or unsafe behaviours whilst on an excursion, they will be asked to leave the excursion. This will be at the parents expense. The safety and engagement of all students at school and during excursions is our highest priority. If students compromise this through negative behaviour choices they may be not be allowed to attend the excursion, as part of risk management planning.

Swimming and Water Activities

Parents must be asked to indicate the swimming ability of their children when giving consent for students to participate in excursions involving water activities.

If parents indicate students are poor or non-swimmers and no flotation devices are available for use by the students, principals will need to assess whether such students should participate in the swimming or water activities of the excursion. This assessment must take place irrespective of parental or caregiver permission for the students to participate in the swimming or water activities.

Principals and teachers organising excursions involving swimming and water activities should particularly consult the Swimming and Water Safety section of Guidelines for the Safe Conduct of Sport and Physical Activity in Schools (99/490).

MERIT SCHEME

PB4L Stickers

Students are recognised for their positive behaviours by receiving a PBL sticker.

These stickers are the child's responsibility to put on their chart that are kept in their classrooms. Students can achieve Bronze, Silver, Gold or Platinum status and achievement of these levels are celebrated at our assemblies and with specific events. Students generally receive one sticker per day from their classroom teacher, but can also receive other stickers during library, maths groups or Indonesian.

Students who achieve their Bronze award receive a sticker; Silver award receive a special silver ribbon; those students who achieve the Gold award receive a medal and are involved in a special celebration day with teachers, which has previously been a lunch and afternoon of barefoot bowls at Brunswick Heads Bowling Club. Students who achieve Platinum receive a special platinum PBL badge and are eligible for a special lunch with the Principal at the end of the year.

Students who receive three red cards or are suspended in the five weeks prior are not eligible to attend our Day of Celebration.

Day Of Celebration

Each term, our staff host two 'Days of Celebration' where students are recognised for their positive behaviours at school. These celebrations include things like: Water play; Creative Clubs - origami, dance, sport, art & craft; Movie session; Teddy Bears Picnic. These are held halfway through and towards the end of the term.

Student Awards

- Students at Brunswick Heads Public School are encouraged to participate in their learning every day. This allows them to achieve success towards personal and teacher-identified learning goals. A quality learning environment, rich and engaging learning tasks allow for students to achieve to their highest potential.
- Students are eligible to receive awards at fortnightly whole school assemblies. These include:
 - Merit awards
 - Improvement awards
 - Citizenship awards
 - Key Learning Area awards
- PB4L stickers which accrue towards the achievement of awards – Bronze, Silver, Gold or Platinum status.
- Students displaying excellent positive behaviours in the school playground also receive raffle tickets, in the fortnightly Playground Raffle.
- Special awards for achievements when representing the school, contributions to the community, Deadly awards, outstanding citizenship and other special events.
- Acknowledgement of student achievement in the school newsletter.
- Recognition in the classroom and playground through positive feedback, class based recognition such as stickers, stamps, showing work to other classes and teacher and special visits to the principal for a principal's sticker.



MINDFULNESS

The school as a pivotal role in providing learning experiences and opportunities that develop and shape the character and well being of students, families and staff. Our programs aim to develop the cognitive, emotional, social, physical and spiritual wellbeing of all, resulting in happy, healthy and resilient students and staff. In 2018, all staff trained in Mindfulness and in 2019, it is taught in all classrooms and practiced by all teaching staff.

RESPONSIBILITIES OF TEACHERS, STUDENTS AND PARENTS

Parents / Caregivers

Parents have the right to feel welcome and to know that their children work, play and learn in a friendly, safe and helpful school. They, along with teachers share a commitment to provide opportunities for students to take responsibility for their actions. It is the shared responsibility of parents and students in partnership with teachers to develop socially acceptable behaviour.

Parents / caregivers are expected to:

- ensure their children attend school;
- have their students arrive to school on time;
- support the school discipline policy;
- model and shape their children's understanding and attitude about acceptable behaviour in school, on excursions and while travelling to and from school;
- support special programs to address the needs of those with behaviour problems' and
- take responsibility for modelling respect for others and their property.

The principal has the right to:

- lead in the establishment of an effective learning environment at Brunswick Heads Public School, supported and respected by the school staff, students and school community.

The principal is responsible for:

- ensuring a safe, secure and harmonious work environment for students and staff and is accountable through the school education director;
- the development, implementation and monitoring of the school's discipline policy;
- ensuring that the school's policy is evaluated and reviewed by the school community at least every three years;
- ensuring students, staff, parent(s) and carer(s) are provided with opportunities to contribute to the development of the policy;
- providing staff with training and development opportunities in behaviour management;
- providing a copy of the School Discipline Policy to the school education director;
- providing a copy of the School Discipline Policy to the families of children enrolled in the school;

The principal has the authority to:

- suspend, or exclude or recommend expulsion as well as the authority to determine the conditions for a student's continued enrolment.

Teachers have the right to:

- teach in a friendly, safe and satisfying school, which is supported by the school community;



Positive partnerships with parents

- be treated fairly and with dignity in an environment free from disruption, intimidation, harassment and discrimination, and have the right to act in accordance with the discipline policy.

Teachers are expected to:

- provide an effective learning program to cater for the needs of all children;
- treat all children with dignity and respect in a positive classroom climate;
- participate in the development of the school discipline policy and to support its effective implementation.

Students have the right to:

- work, play and learn in a friendly, safe and helpful school;
- be treated fairly and with dignity, in an environment free from disruption, intimidation, harassment and discrimination.

Students are expected to:

- follow the discipline code and school rules and to comply with staff directions regarding discipline and appropriate behaviour;
- be responsible for their own behaviour and the consequences of that behaviour;
- show respect for teachers, fellow students, other staff and school visitors;
- not engage in any form of harassment, intimidation, teasing or bullying.



Stage 3 students celebrating NAIDOC

STUDENT SUPERVISION PLAN

Brunswick Heads Public School recognises and is committed to our duty of care to all students. Active supervision begins at 8:30am each day we are open for instruction and until students depart the school grounds by 3pm after classes finish.

Before school (8:00-8:30am)

Students arriving before 8:30am are required to sit quietly on the stage area in front of our Reading Recovery room in the COLA.

Morning play (8:30-8:55am)

Students are encouraged to hang their bags in their designated area, put on their hats and play safely with their friends during morning play. Students are to remain in the playground where teacher supervision is provided. This includes on the sports courts, in the COLA or undercover Kinder-Year 2 area, on the playground – ship, monkey bars, sandpit. All other playground areas are out of bounds before school as they are not supervised, which is visibly marked by the painted blue lines on the concrete walkways. Students are not to be in the school grounds before 8:00am. A bell at 8:55am signifies all students are to move to their designated meeting place for their class, unless they are participating in a supervised extra-curricular activity.

Session Breaks

Recess (10:55-11:20)

Lunch eating time (12:35-12:50pm)

Lunch play time (12:50-1:15pm) when a bell will signal the start of play time.

Students will eat their lunch from 12:35-12:50pm in their designated area. In the event of wet weather, students will be directed to eat in the COLA or in a classroom.


Playing Safely during Breaks

- Only handball games are allowed in the morning play session. No large ball games or kicking of any balls are allowed.

- Passive Play on the stage area is for quiet games and activities only. These include things such as cars, reading books on bean bags, marbles or Lego.
- Students in Years 3 to 6 can play soccer on the soccer field. Students in K-2 are able to play soccer behind Jullum class.
- The Fairy tree and southern playground behind the hall is designated for imaginative play activities and is kept free of sporting equipment.
- The Sandpit is a designated passive play area.
- Safety on the Ship is very important and students are required to move safely whilst using this space – i.e. no running on the ship.
- Climbing wall is for scaling across using a range of different colours for different runs. Students are asked not to climb over the top of the climbing wall for safety reasons.
- Turbo bars are to be used by one student at a time. Students are asked to line up at the northern platform and to dismount off the southern end.
- The COLA area is designated for passive play so no ball games, use the oval.
- The Monkey bars are for swinging and developing upper body strength. Students are asked to line up at the eastern end and to dismount off the western platform. Jumping from the platform to a middle bar is not permitted as it may lead to head injuries on the alternate platform.

After School (2:45pm)

- Our final bell rings at 2:45pm to conclude our school day. Students are required to be in one of four places:
1. Seated in bus lines in the undercover area in front of the school hall;
 2. Waiting quietly next to their parent (not on the playground); or
 3. Sitting quietly on the stage in front of the Reading Recovery room – this includes walkers, riders, students waiting for pick up;
 4. After School Care students wait on the purple seat in front of the After School Care Coordinators and staff.

Students who have not been picked up by 3:00pm will be directed to the Office where arrangements will be made to contact their parents. Parents are advised to phone the office if they are inadvertently delayed in picking up their children. These students will wait at the office to be picked up by their parents or carers. 

I LOVE MY **Brunswick Heads** Public School

