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A MESSAGE OF WELCOME

You and your child are very important to us. The children starting Kindergarten in 2016 are beginning a journey of learning that will last all their lives. You will be able to share in their adventure. It is our privilege to navigate the first part of this journey of learning.

We hope the children starting next year will spend seven years at Ramsgate and complete the foundation half of their schooling. They will learn to read and write, learn fundamental mathematics, learn about their society, about science and technology, and the application of computers to learning. The children will learn about the arts and how to keep themselves fit and healthy. They will also learn about leadership and how to be fair and tolerant. This learning will be built upon at secondary school and throughout their lives.

Achieving this vital learning is a challenge. The children will need the guidance, direction and support of their teachers. They will also need your strong encouragement and support. Learning at school works best when it is a partnership between home and school. From this partnership your child will learn better and they will enjoy their learning more.

Ever Onward is the motto of Ramsgate Public School. Our motto highlights the value of learning for the future. I believe the best way to prepare our students is to teach them well the essential knowledge and skills and basic values. The Schools core values are respect and responsibility supported by integrity, fairness, care, cooperation and excellence. I also hope they learn the reward of learning itself.

Ms Lorraine Simmiss-Taylor
Principal
2015
RAMSGATE PUBLIC SCHOOL
STATEMENT OF MISSION AND PURPOSE

At Ramsgate Public School we seek to achieve –
Effective and successful teaching and learning for all.
A positive, sustaining and enriching attitude to learning by all.
A productive and supportive partnership between home, school and the community that is founded on mutual respect.

Ever Onward

INFORMATION FOR KINDERGARTEN ENROLMENTS

Children start school between the ages of 4 and 9 months and 6 years. It is our aim to ensure the children find that their learning is enjoyable and stimulating so that school is a positive experience. To achieve this we aim to nurture partnerships between the family and the school that allow children to realise that learning itself is a life long experience and a joy. Children must feel positive about their learning; families and the school can achieve this together.

Kindergarten is a year of exploration - of learning routines at school and of spreading wings to become more of an individual within the school society.

Before the First Day of School

There are several important steps to completion of enrolment:

- Complete the enrolment form
- Provide proof of the child’s age (birth certificate)
- Provide proof of completion of immunisation
- A copy of the current School Report is available on request

There are also several steps that will help your child to prepare for school. You can make this process easier by teaching your child to:

- say his / her first name and family name;
- recognise their name on clothing, lunch box, etc;
• fasten clothing, including raincoat;
• have a clean handkerchief or packet of tissues every day;
• use a hankerchief or tissue by themselves;
• know the difference between their “recess” and “lunch”. These should be wrapped separately;
• flush the toilet (they need to be able to clean themselves after using the toilet).

Talk to your child about school - about meeting new friends, working in class, playing games, singing songs and making things with their class. Please label ALL your child’s possessions so that we can recognise them too.

Check these every so often as they may need renewing from time to time.

Ensure your child starts school with a correct school uniform. This will help make them feel more a part of their new class.

Practise “going to school” a couple times before school starts. Walk (or drive) to and from school, pack and unpack the child’s bag and let them eat recess and lunch (which you have prepared and wrapped beforehand) at the appropriate time (see times over the page).

Prepare them for separation from you. Ensure that your child has had experiences where they have been away from parents/carers for short periods so that they will accept separation from immediate family.

Give your child simple duties around the home. This will help to foster a sense of responsibility and self-confidence.
On the First Day of School

To ensure the safety of our children, cars are NOT allowed in the school grounds to drop-off or pick up children.

On the first day of school, Kindergarten students will be dropped off directly to their designated classrooms at an allocated time. This allows a pleasant settling time for children and parents alike, as well as an opportunity for your child’s first school photo. Students will continue to be dropped off at their classrooms for the remainder of the week at normal school time. In Week 2, students will line up in the South Playground at their designated lines.

To alleviate any stress of the first pick up, the first school day will finish at 2:45pm. Please meet your child in the covered area in the South playground. Kindergarten will line up at the eastern end. Your child will be eager to see you so it’s important to be on time. Please ensure you leave plenty of space for students to come out of the doors and line up.

We will have noted at enrolment who will pick up your child. If this is to be altered please let us know (by note or call the school) as we do not release children to “other” people without notice. This is for your child’s safety.

Lunch (55 minutes)

Students eat in the classroom or assigned eating area in the playground and remain seated until the teacher dismisses them. They are then free to play (45 minutes). Lunch needs to be packed in a box clearly labeled with the student’s name and class. Sandwiches, fruit and a drink is a suitable lunch.

Recess (25 minutes)

Recess is of short duration. It is a time for students to visit the toilet, have a drink and have some food and fresh air. Their food and drink for “recess” should be in a separate container to their lunch.
What Parents/Caregivers Can Do To Help

- Send your child to school on time each and every day.
- Encourage your child by admiring work when it is brought home.
- Give the paintings and handwork a place of honour for a few days.
- Give your child time at home to talk about school, what they like, what they don’t like.
- Don’t be afraid to talk to the teacher about any questions or problems that may arise.
- Become a classroom volunteer. Ask your teacher for more details.
School Hours

NOTE: Students should NOT be at school before 8:30am as there is no supervision for them.

8.30am Teacher supervision commences in the playground.

9.00 am Bell rings - students line up to commence classes.

11.00 am Eating time in class.

11.10 am Lunch.

11.55am Bell to return to class – end of lunch.

1:35 pm Recess.

1.55 pm Bell to return to class – end of recess.

3.00 pm End of the school day - home bell. There is no formal supervision after this time. The OOSH is available for after school care.

OOSH - BEFORE AND AFTER SCHOOL CARE

Children can also be registered with OOSH, allowing parents the flexibility of their child attending before and/or after school if unforeseen circumstances occur during the year. This centre is in full operation within the school grounds. The centre also provides vacation care. Phone 9529 6950. *Registration is free
SPECIAL PROGRAMS.

Technology

A highly successful computer education program operates throughout the school. Computer awareness begins in Kindergarten and all students are expected to be computer literate by the end of Year 6.

The school has a computer laboratory with more than 30 networked computers and associated hardware. The students use this facility from Kindergarten to Year 6.

All classes have computers available for learning in their rooms (connected to the internet) and there are several computers in the library. We also have interactive whiteboards in every classroom.

Count Me In Too (Early Mathematics)

This is an early numeracy program designed to observe, assess and constructively guide and develop a student's thinking and problem solving ability. Kindergarten, Year 1, and Year 2, students take part in the program which focuses on the numeracy strand of mathematics. Students are encouraged to develop a positive, enthusiastic attitude towards mathematics learning.

Language, Learning and Literacy (L3)

All students in Kindergarten participate in a research based literacy program, which provides rich literacy experiences to support all students to become successful Readers and Writers. Students engage in short, sharp explicit lessons in small groups on a daily basis. The program responds to the learning needs of students as they progress in the acquisition of literacy skills through consistent monitoring and analysis of student assessment, work samples and observations.

E.S.L. Classes (English as a Second Language)

The school has specially trained teachers to assist students who have a non-English speaking background to become competent in the use of the English Language.
The ESL teachers work with small groups withdrawn from each class, tutor individuals with specific problems and collaboratively plan for in class teaching situations.

**Learning Difficulties and Reading Recovery**

The school also has a specially trained teacher to assist students with learning difficulties. A Reading Recovery teacher works with Year 1 students who are experiencing difficulty with their reading progress. When difficulties are identified, the specialist teacher may withdraw students and work with them individually or in small groups.

**Library**

All students from Kindergarten to Year 6 attend the Library each week for an organised lesson. In addition there are times when the Library is available for class research work. Students are encouraged to borrow books from the Library. Every student should be borrowing weekly. To protect the library books, each student should have a material library bag (approx. 40cm x 35cm) before being permitted to borrow books. You can purchase these from our School Library or the School Canteen for $5.

**Music**

Music is a feature of Ramsgate School. All students are encouraged to participate in choir. Many students perform in the Hurstville Zone Music Festival.

Another outstanding musical feature is our School Band. Years 3 to 6 students are encouraged to join the band, which performs at many school and community functions.

**School Sport**

Students in years 3-6 belong to one of four houses for the purpose of our in-school sporting activities:

- **Hinkler** Blue
- **Hillary** Red
- **Scott** Yellow
- **Piccard** Green
Brothers and sisters, when possible, are placed in the same house. All primary students participate in Friday morning sport, either as a member of a school representative team or in house sport.

The school representative teams play in competitions organised for the local schools in the Botany Bay PSSA zone.

As part of team membership students must sign a "Sports Code of Behaviour" and their parents a “Code of Conduct for Parents”.

**Summer sports are:**
- Cricket - boys (2 teams)
- Softball - girls (4 teams)
  boys (2 teams)

**Winter sports are:**
- Oztag - mixed (4 teams)
- Netball - girls (at least 6 teams)
- Soccer - boys (2 teams) girls (2 teams)

The school swimming carnival is for all Years 3 - 6 students while the school athletics carnival is for Kinder to Year 6. There is also a cross country carnival for Years 3 – 6. These events are held annually. Selected students proceed then to the Botany Bay District Schools' Swimming, Cross Country and Athletics Championships.

K-2 students participate in a Sports Program on Friday mornings 2. This program is devised to teach students basic skills needed for the team sports they will learn in the 3-6 sports program. Further development of the fundamental movement skills occur in years 3 – 6. There is also an opportunity for years 3 – 6 to participate in Lawn Bowls and Beach Fitness.

**School Counsellor Service**

The School has the services of a trained counsellor 2 days a week. The counsellor advises parents on children's problems and counsels children who are feeling the need of it. No child is referred to the counsellor without parent consent.

**Scripture**

Scripture classes are conducted by visiting clergy and teachers each Tuesday. **Years 3 – 6 - 12:10 – 12:40  Kinder – Year 2 - 12:50 – 1:10**
**Talented / Advanced Students**

Advanced students are catered for both through in-class extension and through participation in across-grade activities. Teachers use class-based resources for implementing programs for gifted and talented students as well as working with other classes where they feel alternate programs may be beneficial.

The school often runs other programs throughout the year catering for activities such as dance, music and skipping.
OTHER GENERAL INFORMATION

Attendance at School

During the school year you are requested to send a note of explanation to the teacher when your child is absent. Also, please notify the school, in writing, if your child is going to be away for more than two days.

Students should be at school for the 9:00 bell. If students arrive after 9:05, they are considered late and must go directly to class to receive a late slip from their class teacher.

Please note the following points of school policy as they are essential to the safety of students.

- No student is allowed out of the school grounds once he / she has entered them.
- Students should come directly to school and return directly home.

If your child needs to leave early on any occasion, please go to the school office for a release slip and the class teacher will be notified and send your child to the office.

If your child will be away for 15 days or more parents need to complete an “Application for exemption” form available from the office or from our School Website.

Bicycles and Riding to School

Students not living close to school and are 10 years old and over may ride bikes to school, only after presenting written permission from parents to the Deputy Principal. The students must wear a helmet and must lock their bikes in the racks during the day. Students must dismount before entering the school grounds through the back gate. There is a bike "Code of Behaviour" that must be signed.

Canteen

The Canteen is conducted by the P&C to support a wide range of school needs. The menu offers a wide range of healthy food items. It is dependent upon the voluntary support of parents for its survival. Many parents enjoy visiting the school and working at the canteen with other parents. Profit from the canteen helps to equip our school.
If you would like to help, please let us know at the school office - call, phone or send a note.

A canteen committee member will then contact you. Students' lunches may be ordered each day. The canteen is open during recess for primary and lunchtime for all children.

**Class Organisation**

Class organisation varies each year. Structures include parallel, multi-aged and levelled ability groups. There are also some across stage groupings.

**Classrooms**

Students may not enter classrooms before school, at recess or at lunchtime unless given permission by the teacher. This ensures adequate supervision for the students and also helps protect property within the rooms.

**Confidential Pupil Information Sheets**

Each year parents are asked to update family information. All information is strictly confidential and is essential in cases of sickness and emergency. Your cooperation is appreciated. If, during the year, you change address or phone numbers, it is essential that you let the school know so the information can be further updated.

**Electronic Equipment / Mobile Phones**

Students should not bring to school electronic equipment such as games or mobile phones. They are easily damaged or stolen. If it is necessary for your child to bring a phone it must be turned off at all times and kept in their pocket.

**Excursions**

Planned excursions, including special sporting and cultural events, are an important part of a child's development. Excursions may vary from short walks around the local area, full and half day trips and for senior classes excursions involving overnight accommodation. Parents are always given prior notice well in advance of a planned excursion.
Health Issues

Good health is vital to school progress. Immunisation is a safeguard to health and we recommend that you contact your doctor concerning protection against measles, diphtheria, whooping cough, meningococcal poliomyelitis and tetanus. It is probable that at some time during your child's school career he / she will contract one or more of the common diseases of childhood. Please keep your immunisation book for reference.

Note: Unimmunised children who have been in contact with sick children must stay home during any outbreak of disease for which they are not immunised.

Medications at School

It is important to have safety with medicines at school. Medication that is necessary for children should be brought to school in a clearly labelled container showing the child's name and clear instructions for use. The container should be brought directly to the school office where it will be kept for safekeeping. You will then be given an Indemnity Form to sign, which then allows the staff to administer the medication.

Out-of-Bounds Areas

- Behind buildings along southern fence.
- Verandas of buildings except during lesson times.
- Behind the canteen.
- Along the front of school buildings.
- Behind demountable buildings.

Parents / Caregivers in the Playground.

Children adjust, make friends and settle into a large school community much more quickly if allowed to play with others before school. Those whose parents or caregivers stand beside them every morning find the sudden good-byes at bell time very upsetting. For the child's sake, we ask you to encourage your child to play with others. You are most welcome to listen quietly to morning assembly.
Parent and Community Partnership

For a school to function successfully it must have parent and community understanding, support and cooperation. When staff, students, parents and the community work together learning most effectively takes place for the students. It is important for carers to be informed and to contribute to the life of the school. This can be done in a variety of ways - such as:

- attending monthly meetings of the Parent and Citizens Association;
- attending school functions (in and out of school hours);
- participating in the Parent / Teacher interview days;
- reading information sent home from school;
- involvement in the School Council;
- joining the volunteers on the canteen committee;
- volunteering for reading support or helping in classrooms;
- reading the fortnightly Newsletter.

Parents and Citizens Association (P&C)

All parents, caregivers and citizens are invited to join this Association which meets monthly through the year. Please watch the fortnightly Newsletter for times and details of coming meetings. At these meetings you will get to know matters relating to the school, your child’s education and other parents. School policy is outlined and reports on school activities are given. We invite your support for all P & C activities. All funds raised by the P & C are used to add to the educational facilities of the school.

Parent Teacher Meetings

During the year special days are set aside for the arrangement of an informal “Meet the Teacher” night. Towards the end of Term 1, formal Parent/Teacher interview sessions are organised to discuss student progress.
Playground Supervision of Students
Teacher supervision of the playground commences at 8.30am. **Students should not arrive at school before this time.** Students should move directly home on being dismissed in the afternoon except when students are involved in a teacher-organised sporting team practice session. Students who need to arrive before 8.30am are to wait in the area designated at the commencement of each year. There is no programmed supervision after school. OOSH is available for registered children when collecting parents are delayed.

*REGISTRATION IS FREE*

Ramsgate School Newsletter
The School Newsletter is emailed once a month. The purpose of the Newsletter is to keep parents informed of the whole range of activities of the school. It is also on our school website which you can access by visiting our school website:


School Functions
Parents, caregivers and friends are invited to join us at various special functions and activities during the year. These include the ANZAC Day Service, Book Week and Education Week activities, Annual Swimming and Athletics Carnivals, Presentation Assemblies and other special occasions, such as Picnic under the Stars.

Student Learning Progress and Reports to Parents/Carers
Student progress is reported on regularly by parent interviews and written reports twice a year. Parents are welcome to arrange an interview with the class teacher at any time throughout the year.
SCHOOL UNIFORMS

Summer Uniform
Girls:
- Green Dobie check, A-line style with white Peter Pan collar, black zip and front button accent
- Black shoes with white socks
- Jackets and hats etc as listed below when necessary.

Boys:
- Grey shorts (standard school type)
- Bottle green polo shirt with gold school logo (purchased from school)
- Black shoes and grey socks
- Jackets and hats etc as listed below when necessary

Winter Uniform- Formal
Girls:
- Bottle green tunic or tailored bottle green pants
- White skivvy
- Black shoes with white socks
- Jackets and hats etc as listed below

Boys:
- Long grey trousers
- Bottle green polo shirt or bottle green skivvy
- Black shoes with grey socks
- Jackets and hats etc as listed below

Winter Uniform - Informal
Girls and Boys:
- Bottle green tracksuit pants may be worn with the jackets listed below instead of trousers or tunic.
- Skivvies, shoes and socks remain as listed for formal uniform

Sports Uniform
Girls:
- Bottle green pleated netball skirt
- Gold polo shirt with bottle green logo (purchased from school)
- Black or green scungies
Sports shoes and white socks

**Sports Uniform**

**Boys:**
- Bottle green shorts
- Gold polo shirt with bottle green logo (purchased from school)
- Sports shoes and white socks
(Students in some interschool sports teams will be issued with items of clothing specific to those sports as needed.)

**Jackets - Girls and Boys**
- Bottle green sweatshirt with school logo
- Bottle green and yellow parasail Jackets with school logo
- Bottle green zip up brushed cotton jacket with school logo

**Hats**

School Hats are compulsory in the playground for sun safety.
Rainwear
Raincoats and hats for safety in wet weather. Children **should not** bring umbrellas to school for safety reasons.

Buying Uniforms
Claudine Clothing, Caringbah
Lowes - Rockdale Plaza
Note: you can purchase school hats and bags at the canteen.

- **Please ensure that all items of clothing are labelled with your child's name.** Lost property is kept near the School Assembly Hall and in the Admin Block outside the Music Room.
SAFETY ON THE STREETS

Be sure your child knows the safety rules for our busy streets.

Teach your child:

• How to cross where there are no traffic lights;
• To look right, left, then right again before attempting to cross a road;
• Do not cross if traffic is near;
• To use a marked crossing if there is one nearby;
• To walk quickly across the road, but not to run;
• To take special care when getting off a bus;
• Not to step out from behind parked cars or buses;

and

• To play games in a safe place, away from the street.

Warn your child against loitering on the way home.
PARENTS - Parking Code of Conduct

Children need, for their own safety, to learn and follow the road rules. Likewise, parents need to ensure that they follow the rules for correct road use and parking.

If you bring your child to school by car or collect them in the afternoon, please make sure you follow all the parking signs and restrictions that are in place around the school. These parking rules are there for the safety of the school children.

The Staff here at Ramsgate Public School look forward to establishing a learning environment where your child will learn, develop, grow and make friends.

You are sure to find everything you are looking for here at RAMSGATE PUBLIC SCHOOL
<table>
<thead>
<tr>
<th>Rule</th>
<th>Classroom</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enter, exit and move around the classroom safely. Maintain personal space. Keep hands and feet to yourself. Use equipment appropriately.</td>
<td><strong>Safe</strong></td>
</tr>
<tr>
<td>Follow instructions. Raise your hand and wait. Treat others like you would like to be treated. Look after school property and equipment. Knock, open and wait when on a message. Remove hats.</td>
<td><strong>Respectful</strong></td>
</tr>
<tr>
<td>Go to the toilet at recess and lunch. Listen attentively to what is being presented. Be prepared. Work to the best of your ability. Stay on task.</td>
<td><strong>Active Learner</strong></td>
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