DUBBO PUBLIC SCHOOL

Innovation, tradition and a caring community

181 Darling Street
Dubbo  NSW  2830

Phone:  6882 2399
Fax:      6884 3308
Email:  
dubbo-p.school@det.nsw.edu.au
Dubbo Public School is committed to promoting quality education in a caring and supportive environment. We provide the opportunity for every child to succeed.

The children at our school will continue to have the opportunity to develop as individuals to their fullest potential through effective teaching practices.

Staff expects children to work to the best of their ability, behave in a courteous and considerate manner and gain an understanding of current values in our changing society.

Parents and community members will continue to play an active role in our school fostering positive links within our school community.

Positive relationships between families, students and teachers based on mutual respect, open communication and shared responsibility create a friendly and welcoming school.

Our unique and vibrant blend of traditional values and innovative learning programs are delivered by highly qualified and dedicated teachers.

Our excellent classroom resources enhance student learning and encourage creative thinking.

Innovative socialisation programs including a buddy system, peer support and Student Representative Council help our students develop social skills, responsibility and leadership.

I sincerely hope that you enjoy your association with our school and that you and your children take advantage of all that we have to offer.

Greg Shortis
Principal
Dubbo Public School Staff

**Principal**
Greg Shortis

**Assistant Principals**
Heather Thompson
Sue Laws
Annette Kelly (Rlg)

**Administration Staff**
Cathi Davis
Terese Roffey
Karen Dyball

**Teaching Staff**
Vicki Babicci
Karla Bowling
Stacey Barlow
Debbie Duffy
Matt Hare
Monique Graham
Chris Knight
Ellen Lawler
Liz Lloyd
Alison Fuller
Judy Newton
Karen Parkinson
Maxine Power
Joanne Randell
Kyle Read
Rebecca Stewart
Rachael Smith
Emma Teuma
Graham Thompson
Abbie Webb
Kyle Webb
Nathan Williams
Felicity Willis

**School Learning Support Officers**
Leanne Attenborough
Annette Blair
Julie Deveigne
Melissa Gordon
Wendy Kremer
Sally Renneberg
Tina Williams
Joel Johnston

**Aboriginal Education Officer**
Valda Hampton

**School Counsellors**
Cath Fidock
Lisa Johnson

**Teacher Librarian**
Robyn Neville

**Cleaners**
Robyue Herft
Jeni Thompson

**Canteen**
Leonie Lesslie
Hazel Pratten

**General Assistant**
Jack Attenborough
SCHOOL HOURS

The office is open from 8.30am to 4pm daily

Classes commence 9.20am

Recess 11.20am – 11.45am

Lunch 1.20pm – 2.10pm

Classes conclude 3.25pm

Kindergarten classes conclude at 2.55pm for Term 1 only

Kindergarten children who catch buses are catered for with appropriate activities until they line up to catch their buses at 3.25pm.

Teachers commence duty at 8.55am. Parents are asked to ensure that their children do not arrive before, if possible.

No child may leave the grounds during school hours after they arrive unless they are signed out through the school office by a parent (or other adult with the parent’s permission).

Any change to your child’s end of day routine must be confirmed by a note or phone call otherwise the normal routine will be followed.

SAFETY – ARRIVAL AND DEPARTURE

Bus Gate – Wingewarra Street gate

Waiters Gate – double gate on Darling Street

Bike Gate – double gate on Darling Street

Bikes and scooters are not to be ridden within the school grounds

ATTENDANCE

All children enrolled at school are required to attend school on each day that instruction is provided. All schools record daily attendances. It is parents’ duty to ensure regular school attendance.

Parents should send a note to school explaining any absences on the day the child returns to school. As required by law, all absences must be explained by a note giving a clear reason for the absence. It is not sufficient to say “Please excuse John’s absence on Tuesday”. The reason must be stated clearly. If your child is absent due to illness, please state the nature of that illness; “sick” is not sufficient explanation. For example: “John was absent on Tuesday, 14th February because he had a headache.”

If your child is absent for more than three days, please contact the school by phone or by providing a note prior to a planned absence (eg. Family holiday).

SCHOOL RULES

1. Be polite and well mannered

2. Consider the rights of others

3. Show respect for yourself
AWARDS SCHEME

Students are rewarded for conduct, subject achievement, project work, honesty, citizenship, sports achievement, book work, general effort and other positive behaviour.

Step One  Achievement Awards – small blue cards – earn 5 awards and receive
Step Two  Bronze Award – bronze cards – earn 3 bronze awards and receive
Step Three Silver Award – Large silver cards – earn 3 silver awards and receive
Step Four Gold Award – Large gold card – earn 3 gold awards and receive
Step Five  SCHOOL MEDAL

Please note:  1 student of the week ribbon equals one blue achievement award
1 Principal’s award equals one blue achievement award

SPORT

We have four sporting houses:

Darling  Yellow
Bogan    Red
Castlereagh  Blue
Macquarie Green

Sport is conducted on Fridays (Term 1 and 4 in the morning, Term 2 in middle session and Term 3 in the afternoon.)

Sport is a compulsory component of the school curriculum. Physical activity contributes to the development of the whole student. It also provides opportunities for students to gain confidence and to develop a variety of skills for participating lifelong recreation.

Kinder and Stage 1 conduct skill based tabloid activities to develop catching, throwing, kicking, skipping, balancing and many more activities in preparation for PSSA in stages 2 and 3.

Students in Stages 2 and 3 have the opportunity to participate in PSSA interschool sport during Term 2 and 4. They may also represent the school in knockout competitions for sports such as netball, cricket, hockey, soccer, touch football, basketball and league.

During Term 3 students participate in leisure sports where they rotate through a variety of activities such as power walking, mini golf, circus, basketball, etc.

The school conducts annual carnivals for swimming in Term 1, cross country in Term 2 and athletics in Term 3.

A ten day intensive swimming scheme is conducted for Year 2 students during Term 4 every year.

Costs for sport are kept to a minimum and may include bus fare, entry to sporting facilities, referee & turf fees.
GIFTED AND TALENTED PROGRAM

The school provides opportunities for children who display talent to participate in a variety of workshops, camps and competitions to extend their ability. Examples include band, art, computer skills, debating, and the University of NSW written competitions.

Classroom teachers ensure that students with above average ability are extended within classroom lessons. Special programs are implemented for outstanding students and accelerated progression in a subject or whole school years are possibilities.

SPECIAL RELIGIOUS EDUCATION

On Wednesday mornings recognised representatives including lay preachers and ordained ministers of religious persuasions provide instruction to students in non-denominational lessons within classes following a program approved by the Department of Education & Training.

SCHOOL DEVELOPMENT DAYS

School development days (also called pupil free days) allow school staff and, where appropriate, parents to participate in a range of activities aimed at the overall development of the school. These could include the school’s management plan, setting goals and objectives, curriculum changes, student welfare programs, leadership training, etc.

LIBRARY

The school has a well resourced library. All students visit the library weekly for borrowing and library lessons. To enable borrowing of books, students need a library bag.

In addition, our teacher librarian Mrs Robyn Neville co-ordinates the Premier’s Reading Challenge and the Scholastic Book Club giving students the opportunity to expand their enjoyment of reading.

COMPUTER EDUCATION

All students attend a weekly computer education lesson with our IT co-ordinator Ms Annette Kelly, in our specialist computer lab equipped with Mac computers. Students also have the use of Mac and Windows computers in or near their classrooms for research and classwork. They are able to access the internet through the Department student portal which provides protection against inappropriate websites and content. If parents have any concerns about their child accessing the internet they should consult the school.

Every classroom is fitted with an interactive whiteboard and all staff are trained in the implementation of technology in the curriculum.
HOMEWORK

Homework provides students with an opportunity to consolidate their classroom learning. It is also a means for parents to follow the experiences and progress of their child at school. We encourage a positive attitude to homework so that good study habits become a natural part of the student’s life. These habits are an important part of preparation for secondary education.

HOME READING

Each stage has its own program name, card and colour. Parents are asked to sign the card each night for Kinder, Stage 1 and Stage 2 and weekly for Stage 3. Incentives are provided to encourage student participation in home reading. Stickers or stamps are given when cards are returned. An achievement award is given for each 5 weeks of home reading. One prize per stage per term is drawn at assembly.

Home Reading Programs are:

Kinder: STAR (Start To Appreciate Reading) – Yellow record card
Stage 1: RATS (Read Aloud To Someone) - Purple record card
Stage 2: Books Rock, OK! - Green record card
Stage 3: RED (Read Every Day) - Red record card

SCHOOL SUPPLIES & SCHOOL CONTRIBUTIONS

All books are supplied by the school unless otherwise advised. Coloured school book covers can be purchased from the school. The use of clear plastic or contact is also advisable. Class teachers will advise their class of other requisites where appropriate.

The school has instigated a stage levy; a one off yearly payment which assists us in meeting the cost of maths textbooks, scripture books, PSSA fees, etc. In 2010 the stage levy was set at $25 per student but this amount is reviewed at the start of the school year.

In addition parents are invited to pay a voluntary school contribution which is used to enhance the school’s educational programs and the school environment. In 2010 the voluntary contribution was $30 per student and has helped us to fund the new cricket nets, the upgrade of the school grounds and upgrade of technology across the school.

School contributions are not compulsory and payment is a matter for decision by parents.
TRANSPORT

Under the School Student Transport Scheme, free bus travel is available for all students in Kinder, Year 1 and Year 2 and those in Years 3 to 6 who live outside a 1.6 kilometre radius of the school. Application forms are obtainable from the school office. Bus passes are issued by the transport contractors and must be shown by students every time they travel. Students who are not eligible for free travel may still use the school buses and pay the fare.

Parents conveying students more than 1.6 kilometres from their home to the nearest bus stop are entitled to private vehicle conveyance subsidy. This form is also available from the school office. The subsidy is paid twice yearly by the Department of Transport directly to parents.

NEWSLETTERS & NOTES

A school newsletter is sent home each Thursday afternoon with the youngest child in each family. This newsletter contains information to keep you up to date with activities at the school and opportunities for you become involved with your child’s education. The newsletter is also posted on the school’s website www.dubbo-p.schools.nsw.edu.au.

A school calendar is given out at the beginning of each term. Permission notes, flyers and the canteen menu are also sent out with the school newsletter.

Prompt return of permission notes, orders and payments will assist us in organising activities. Please put money and permission notes in an envelope marked clearly with your child’s name, class, the name of the activity and the amount enclosed. Unless otherwise stated, payment and notes should be returned directly to your child’s teacher.

LOST PROPERTY

Parents are strongly urged to mark all items of clothing permanently and clearly. Named items are returned to the owners. Unclaimed lost property is laundered and sent to the clothing pool or charity at the end of each term.

PARENT PARTICIPATION

Children learn best when parents and teachers work together in partnership, and when parents and teachers share the responsibility for this partnership.

Parents are welcome to participate in school activities such as home reading, providing transport for teams, helping with sport, assisting at carnivals, fetes, etc. The P & C and canteen are also ideal forums for parents to become involved in discussion and decision making in the school. The P & C meets on the second Tuesday of each month. Watch the school newsletter for opportunities to visit the school and share in your child’s education.
SCHOOL CANTEEN

The school has a fully equipped canteen which is open every day for recess and lunch. The canteen provides an excellent range of healthy snacks and nutritious lunches in line with the Department of Education & Training's healthy canteen initiative. Special treats are available occasionally. The canteen menu is available from the school office or the canteen.

All lunch orders must be written on a paper bag with the child’s name, class and order and placed with the canteen before classes commence at 9.25am. Our canteen managers are Leonie Lesslie and Hazel Pratten. If you would like to assist as a canteen volunteer and can commit on a regular basis, please leave your name and phone number at the school office.

VISITING OUR SCHOOL

The school is continually open for parents and friends to visit. Parents seeking interviews with teachers or executive staff should ring or enquire at the office. The Principal and staff are always willing to meet with parents and caregivers.

Remember that the class teacher does not have time to have lengthy discussions with you at the classroom door or while on playground duty. If you wish to speak to a teacher at length, please make an appointment either by phoning the school office or sending a note with your child. It would be beneficial to state clearly the reason for the interview so that the teacher can have the necessary information available for your interview.

All visitors to the school should sign in through the school office. This will assist us in getting to know you and ensure your safety in the event of an emergency.

The school holds various functions during the year which enable parents to meet teachers and school staff. Please avail yourself of these opportunities. You will be made most welcome. Your interest is vital to your child’s positive attitude to school.

MEDICATION & SICK CHILDREN

Parents of students with conditions which require regular medication should ensure the school is aware of the child’s condition. A meeting should be arranged with the Principal to negotiate the administration of medication during school hours. Medication is administered in the school office by the school’s support staff on a voluntary basis.

Please do not send sick children to school. If your child becomes ill or is injured during school hours, they will be cared for in the school’s sick bay until they are well enough to return to class or are collected by parents. **It is vital that the school has up to date phone numbers for each child so that parents can be contacted in the event of illness or an emergency.**
SCHOOL UNIFORM

The parents in this community support the concept of a school uniform. Uniforms are available from Orana School Uniforms and Lowes Menswear. We believe that a uniform promotes pride, safety and unity in our school, enhances our public image, reduces peer pressure and encourages appropriate clothing for school activities.

Parents are strongly requested to make sure all items of clothing are marked clearly with the child’s family name at least, so that they can be returned if mislaid.

The school uniform is as follows:

**GIRLS WINTER**
- Blue and red tartan dress
- or tartan slacks
- White blouse or skivvy
- White socks or navy stockings
- Black shoes
- Red Sloppy Joe with school emblem
- School jacket

**GIRLS SUMMER**
- Blue & red cotton tartan dress
- White socks
- Black shoes or sandals
- Blue hat - preferably wide brim
- Tartan shorts - summer uniform material & blue shirt

**BOYS WINTER**
- Grey shorts or trousers
- Blue shirt
- School tie (Optional)
- Red sloppy joe with school emblem
- Grey socks
- Black shoes
- School jacket

**BOYS SUMMER**
- Grey shorts
- Blue shirt
- Grey socks
- Black shoes or sandals
- Blue hat - preferably wide brim

**SPORTS UNIFORM**

**BOYS**
- Blue shorts with red stripe
- Red polo shirt with school badge
- Red and blue football socks
- Suitable footwear
- Blue track pants with red school jumper

**GIRLS**
- Blue wrap around pleated skirt
- or
- Blue cotton shorts (not basketball)
- Red polo shirt with school logo
- White socks or
- Red and blue football socks
- Suitable footwear
- Blue track pants with red school jumper

**HATS:** The school has a “no hat play in the shade” policy. Royal blue floppy wide brimmed hats or bucket hats are preferred because they offer the best protection.

**SCHOOL COLOURS:** Red and Blue

**SCHOOL MOTTO:** Labor Omnia Vincit  
Work Conquers Everything

**SCHOOL BADGE:** The tree depicted on our badge is a Cherry Tree. This is a symbolic gesture in recognition of Jean Emile Serisier, our school’s founding father, who had a cherry tree as his family’s emblem. Badges can be printed on jumpers or shirts at KC Print for an extra cost of $8.80.
CLOTHING POOL

The school has a supply of second hand uniform items for sale through the school office. Cost is determined by the condition of the item and parent’s ability to pay.

We also have new school hats and caps for sale at the cost of $10.

Donations of uniforms in good condition that your children have outgrown are always welcome.

SCHOOL TERMS & HOLIDAYS 2011

Term 1
Monday, 31 January 2011 to Friday, 8 April 2011

  Autumn Vacation  Monday, 11 April to Tuesday, 26 April 2011

Term 2
Wednesday, 27 April 2011 to Friday, 1 July 2011

  Winter Vacation Monday, 4 July to Friday, 15 July 2011

Term 3
Monday, 18 July 2011 to Friday, 23 September 2011

  Spring Vacation Monday, 26 September to Friday, 7 October 2011

Term 4
Monday, 10 October 2011 to Tuesday, 20 December 2011

  Summer Vacation Wednesday, 21 December 2011 to Thursday, 26 January, 2012