



Edition 59: 7 February 2020

From the Principal

Term 1 Week 2

Welcome back everyone to the school year for 2020. Welcome to our new students and their families as well. May you have a long and happy educational journey with our wonderful school. Another exciting year lays head of us, full of exciting educational experiences and learning opportunities for all our students. Our new innovative changes to the way we do business here at Woy Woy Public School are in place and teachers and students alike are settling into a changed routine. A different way of covering the required curriculum is an innovation that we hope will improve student engagement at school and in turn improve student achievement.

Parent/Carer/teacher Information Sessions are coming up. You might like to lock in the dates. They have been included in the pages that follow. They are a wonderful opportunity to meet your child's teacher and find out what is being covered for their learning stage this year, and about events, excursions and special class happenings and routines. You could send other family members that are available if you have other commitments with work or such.

Swimming Carnival

Thank you to all the teachers and parents who helped make our recent swimming carnival on Tuesday 4th February such a successful event. Congratulations to all students who had a go and participated. Good on you! Congratulations to those students who will be moving through to participate at the zone carnival in a few weeks' time. Well done!

School structure for 2020 and important information

Attached for you is the school structure for 2020. There are a few staff changes. Mr Dan Betts will share the Principal role with me in 2020 and will be at the helm on Mondays and Fridays. As well as working as Principal for two days Mr Betts will become the Deputy Principal for our school for the other 3 days a week his role will be to support teachers with professional learning and development in order to strengthen classroom teaching and management, thereby enhancing educational outcomes for all our students. Congratulations to Mrs Michelle Williams who was the successful candidate for the Assistant Principal position that was run at the end of 2019. Mrs Williams will take up the position of Student Wellbeing Assistant Principal off class. She will be available to discuss student wellbeing and inappropriate behaviour concerns with parents and carer's as part of this role. A big welcome to Mrs Kelly Bissett - who is new to our school this year, co- teaching Year 2 with Mrs Mallarky. Welcome back to Mr Greg Curran teaching 3/4C and taking over the role of relieving Assistant Principal, managing and supervising Stage 2. Mrs Michelle Young and Mrs Kath Taylor have also joined the executive team this year in the capacity of 'Relieving' Assistant Principals. You will find an attached sheet setting out the 2020 structure for our school.

Please read carefully the following important information regarding procedures and expectations at our school.

What to do if you need information about your child

It is important for parents to be able to obtain information about their child regarding their academic progress and social interactions with others at school. The very first port of call should be your child's teacher. Your child's teacher knows your child well, they know where they are up to academically, they know how you can best support them at home, and they know if your child has come across the radar of the school's discipline code. Teachers cannot be accessed during times that they are engaged in face-to-face teaching. They have a duty of care not only to your child but to the many other children in their class. It is extremely important you do not expect them to talk to you at this time and extremely important that you do not walk into a classroom uninvited, hover in hallways or look through classroom windows during teaching times, as this distracts not only your child but the teacher and all of the other children in the class. Teaching time is very valuable learning time for your child. Making an appointment where you and your child's teacher can sit in a quiet place and discuss your child needs will produce a much better outcome.

Where to take your concerns

If you have a concern that needs to go higher than your child's teacher please make an appointment to see your Stage Assistant Principal. **Preschool** – Mrs Michelle Williams, **Early Stage 1** (Kindergarten) – Mrs Michelle Young, **Stage 1** (Year 1 & 2) – Mrs Michelle Williams, **Stage 2** (Year 3 & 4)– Mr Greg Curran, **Stage 3** (Year 5 & 6)– Mrs Louise Rayner and Mrs Kath Taylor, and **Disabilities Program** (Special Support) classes – Ms Leanne Wiliame

If there is a confidential matter or you feel you need further clarification on a concern that you may have then by all means make an appointment to discuss the concern with Mrs Buckley or Mr Betts. You know our door is always open and that as soon as possible we will be happy to meet with you or talk to you over the phone. Don't let things fester and please remember that second hand information may not always be true and that your child may not have all the facts. We all know how information can be stretched and things are not always as they seem. Makes for a better story but leads us astray from the real truth. There is a sheet of our school rules attached to this newsletter for you to help you talk to your child about the rules at school, and what sort of behaviour is expected from him/her.

Respect for school staff

School staff have a legal right to be free of harassment, bullying, and intimidation under the criminal law act and Work Health and Safety guidelines. Please remember to always approach staff calmly and with respect. This is their work place and procedures are in place for you to follow if you have any concerns. This includes social media sites regarding school matters. Personal comments or derogatory remarks on public sites are easily traced. Procedures are in place if staff are intimidated or harassed under the guidelines of the Inclosed Lands Protection Act 1901. If you do have concerns about staff, students or parent conduct then please bring it to the attention of the appropriate school staff to be investigated and dealt with. You may have an opinion but by putting it up on social media you are displaying inappropriate conduct as well. It is not other parent's job to investigate school wellbeing issues or to approach other parents' children to sort out school discipline concerns. What happens at school comes under the school wellbeing umbrella and will be appropriately sorted. The school has developed a policy titled Code of Conduct for Parents, Carers and Visitors. This policy was developed through consultation with all school staff and has been ratified by the P&C. A copy of the policy is attached for you. We trust that by having this policy in place everyone will be mindful of the correct procedures that are required on and around our school site here at Woy Woy Public School. The Department of Education's new policy on Complaints handling and procedures is available at these web page address. <https://education.nsw.gov.au/policy-library/policies/complaints-handling-policy?refid=285851>

[https://education.nsw.gov.au/policy-library/associated-documents/School-complaint-procedure AC-1.pdf](https://education.nsw.gov.au/policy-library/associated-documents/School-complaint-procedure_AC-1.pdf)

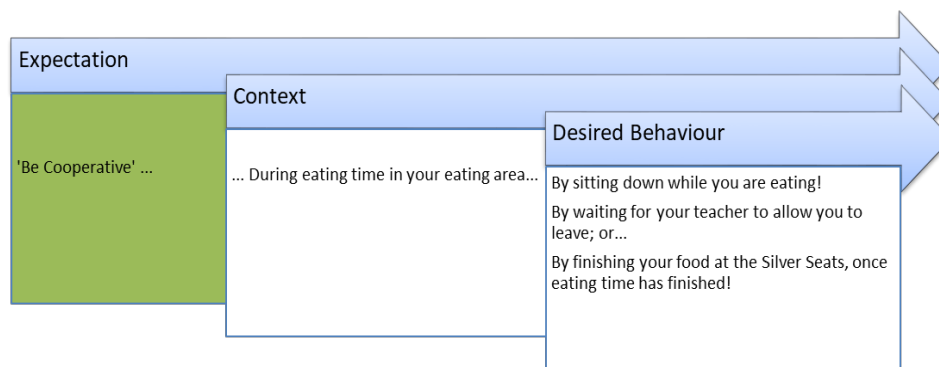
Medical Alerts re. Novel Coronavirus

You will no doubt have heard the news regarding Novel Coronavirus on the television, radio, internet or social media, and have hopefully had a chance to read the school's health alert updates related to the issue. From a school community perspective, it is important to understand and acknowledge the fact that it would be a mistake to assume people who have a Chinese or other Asian background are linked to the spread of the Novel Coronavirus. Indeed, what is most important is that we as a school work together to support those who have been in the impacted areas. If you have any concerns, please feel free to contact the school to discuss them. At the end of the day, the Department of Education has protocols in place to ensure the safety of all our students, but it's up to all of us to ensure that all members of the school community are accorded the respect that they deserve.

Ona Buckley

Dan Betts

Positive Behaviour for Learning (PBL) Week 3



Positive Behaviour for Learning (PBL) is a whole school approach to proactive, school-wide behaviour management. For the first two weeks of each new school year, it is expected that teachers explicitly teach three to four key school-wide expectations to their classes each week – rules that are important to establish from the 'get-go' for the smooth running of their own classrooms and to keep everybody safe and happy on the playground. These rules are as follows:

- Be Cooperative – in the classroom during class time – by putting up your hand and waiting and by using a quiet voice.
- Be Cooperative – when waiting for your teacher in your designated area at bell times – by being on time, by remaining seated and by keeping your hands and feet to yourself.
- Be Responsible – when going to the toilet during class time or at break times – by respecting other people's privacy, by respecting property in the toilet block, by staying with your buddy, by returning to class promptly.
- Be Safe – at break times in all playground areas – by staying in-bounds.
- Be Polite – When speaking to teachers – by using nice words, by using a respectful tone and by using good manners.
- Be Proud – before and after school and at break times – by wearing a Woy Woy Public School hat.

As you can see, each of the five school rules – Be Proud, Be Cooperative, Be Polite, Be Safe and Be Responsible – are covered, with specific reference to a particular context, and with expectations for desired positive behaviours clearly communicated. It is hoped that by establishing these important ground rules straight away at the beginning of the year, students will know exactly what is expected of them, and will behave accordingly. If students are able to demonstrate positive behaviour, they are rewarded with Win Bin tickets and stars on their Star Charts.

More information will be posted in each edition of the Namalata so that parents and carers are aware of weekly PBL focus areas and can discuss and reinforce the importance of the suggested positive behaviours with their children should they wish to do so. If you have any questions related to the school's PBL program or about student wellbeing policies and practices, please direct them to either myself, Ms Buckley or Mr Betts

Ms Michelle Williams
Assistant Principal (Student Wellbeing)

Information Session Times

Early Stage 1 - 10/2/2020 - 3.15 pm

Stage 1 - 18/2/2020 - 3.15pm

Stage 2 - 19/2/2020 - 3.15pm

Stage 3- 19/2/2020 - 3.15pm

The information sessions are opportunities for you to become familiar with what your child/ children will be doing throughout the year. If you would like to arrange a time to meet individually with your child's classroom teacher please leave a message with the office and your child's teacher will call you as soon as they can. We look forward to seeing you all over the next few weeks and answering any questions you may have about your child's new year of learning.

Michelle Williams
Assistant Principal Student Wellbeing

Anti-Bullying Information



Woy Woy Public School is committed to providing a safe, supportive and respectful teaching and learning community that promotes student wellbeing. Each year the school and P & C subsidise an anti-bullying show to strengthen our students understanding. This year all students from K- 6 had the opportunity to attend the performance titled 'The Human Race'.

As parents & carer's it is important to understand exactly what types of behaviours constitute bullying and which do not. **Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons.** Cyber bullying refers to bullying conducted by the use of information and communication technologies.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on sex, race, disability, homosexuality or transgender. Bullying of any form or for any reason can have long term effects on those involved including bystanders. 'The Human Race' performance reinforced positive relationships, and provided strategies to help reduce the incidence of bullying at school and online.

It is important to note that: **“Conflict or fights between equals, or single incidents/altercations are not defined as bullying.”** (‘Bullying: Preventing and Responding to Student Bullying in Schools Policy’, NSW Department of Education, 2011). Irrespective of this distinction, the school investigates and responds to any and all incidents of conflict that are brought to the attention of members of the school staff.

Please feel free to contact your child’s classroom teacher if you have any concerns or information about the mistreatment of Woy Woy Public School students, at the hands of other students. All students have the right to expect that they will spend each day in and out of the classroom free of bullying. Students therefore have the responsibility to behave in such a way that does not interfere with this right. The expectation at Woy Woy Public School is that students will not participate in violence, discrimination, harassment or intimidation.

Ms Michelle Williams
Assistant Principal (Student Wellbeing)

Guliyali Preschool



The Guliyali Preschool team have been busy meeting all of the new children in the Seahorse and Pelican Groups and creating beautiful learning spaces.

Apart from daily face to face communication, Storypark will be the main platform in which we will share information and more importantly your children's learning and development.

As much as you all love to see photos of the children, we too, love to read your comments and feedback. Storypark is an effective way for families to contribute to the Guliyali community and communicate with the educators in order to build strong connections, creating a beautiful sense of belonging for all.

We are looking forward to a year full of laughter, learning and love!

Miss Williams & Mrs Arnot
Preschool Educators

Preschool Parent/Teacher interviews were originally scheduled for March 4th and 5th however the dates have now been changed to the following week, dates Tuesday the 10th and Wednesday 11th March.

Stage 3 News

Welcome back to all of our Stage 3 students and families. After a very long, hot relaxing break we are all ready to dive in and begin the Stage 3 journey 2020. We have exciting new school structures, time schedules and curriculum delivery to implement this year.

STAGE CLASSES

Stage 3 students will be attending classes in K Block, situated near Bowden Road. There are four Stage 3 classes this year. Each teacher is responsible for a specialist Key Learning Area (KLA) and the students will rotate twice per week through each subject area.

5/6B Teacher - Mr Paul Betts	SPECIALIST AREA PD / H PE	5/6T Teacher - Mrs Kathleen Taylor	SPECIALIST AREA Science & Technology
5/6RC Teachers Mrs Louise Rayner (Stage 3 AP) Mrs Brigitte Cooper	Creative Arts	5/6 Teacher - Mrs Deidre Hauraki	Humanities- History / Geography

AVID (Advancement via Individual Determination).

* All Stage 3 teachers have been trained in AVID. WE are currently setting up resources and have distributed the stationery packs to students who have paid \$15. The pencil cases are personalised with the student's name. They will be responsible for their stationery supplies, which will be regularly checked and monitored by the classroom teachers. Thanks to all of the families who have forwarded funds for the 'AVID shop'.

* Avid activities this term will focus on Note-taking; Costas' Questioning and Goal Setting.

ASSESSMENT

All students have completed preliminary testing across the stage in such as spelling; writing, reading and mathematics. Individual teachers are busily grouping their students and analysing individual student's strengths and weaknesses to create explicit, meaningful learning programs in English and Mathematics.

GROUPS

* Maths groups started this week (week 2) and will continue throughout the year at 10:00am Monday to Friday. We will continually assess and monitor student achievement in Maths and would like the groupings to be flexible to cater for individual learning needs.

YEAR 6 SHIRTS

Mr Betts has organised the Year 6 Shirts for 2020. All orders and money need to be paid by Monday 10th February.

PARENT INFORMATION SESSIONS

Stage 3 would like to invite Parents / Carers to Mrs Rayner's room on Wednesday 19th February. It would be great to see you all there!

Mrs Rayner and the Stage 3 team

Swimming Carnival



On the 4th of February we had our annual Swimming Carnival for 2020. Our students displayed great sportsmanship and excellent behaviour.

We have had some great results with some of our students being selected for Sydney North Swimming Championships in the upcoming weeks.

Stage 2 teachers would like to thank the students, for their outstanding behaviour and our parents for coming and supporting our students.



Congratulations to our House Captains for representing their houses with pride.

Our overall house winner for 2020 was Webb.

Thank you again for a fantastic day of Swimming.

Corrie Barrett - Sports Convenor

Library News



Welcome to 2020 at Woy Woy Public School! Our library participates in various events throughout the year. Below is some information about the NSW Premier's Reading Challenge, Book Club and general library information. Please don't hesitate to contact the Teacher Librarian, Mrs Walker (Monday-Thursday) or Mrs Cooper (Friday) with any queries.

NSW Premier's Reading Challenge 2020

Rules

1. The Challenge opens on Monday, March 2 2020. **You must complete your online Student Reading Record by Friday 28 August 2019 (11:59 pm) to complete the Challenge.**
2. You must read a certain number of books to complete the Challenge:

Year	Total number of books that must be read.	Minimum number of PRC books that must be read.	Personal choice limit
K-2	30	25	5
3-6	20	15	5

3. Books you read after the Challenge closes can count towards the next year's Challenge.

4a. K-2 students, you can read the books on your own, read them with someone, or someone can read them to you.

4b. 3-6 students, you must read the books on your own, but someone can help you choose them.

5. In a series on the PRC booklist, you can read any two books as PRC books. You can read up to five other books from the same series as Personal Choice books.

6a. K-2 students, you can read books or have them read to you in your home language.

6b. 3-6 students, you must read all PRC books in English. You may read Personal Choice books in your home language.

7. If you complete your online Student Reading Record by 28 August 2020 and it is validated by your school by 11 September (11:59 pm), you will be eligible for a PRC certificate in Term 4.

8. The certificates you can receive for completing the Challenge are:

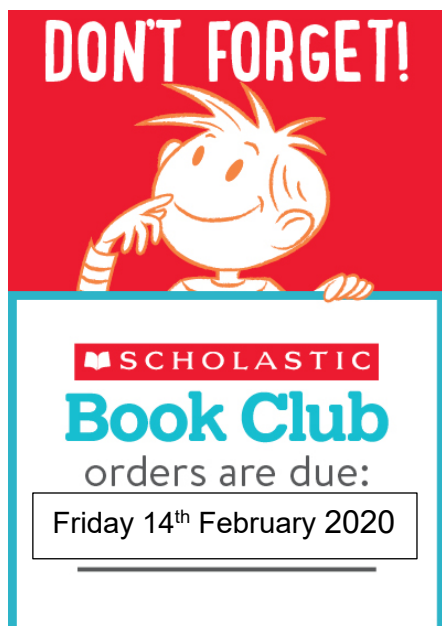
Year of completing PRC	Award received
First year	Challenge completion certificate
Second year	Challenge completion certificate
Third year	Challenge completion certificate
Fifth year	Challenge completion certificate
Sixth year	Challenge completion certificate
Eighth year	Challenge completion certificate
Ninth year	Challenge completion certificate
Tenth year	Challenge completion certificate
Fourth year (not consecutive)	Gold certificate
Seventh year (not consecutive)	Platinum certificate
Every year from Year 3 to Year 9 (inclusive). Therefore only Year 9 students are eligible.	Medal

9. You can only receive one certificate each year.

10. PRC sends Gold and Platinum certificates to your school in Term 4 with students' names printed. Your school is responsible for downloading and printing your Challenge Completion Certificate from the PRC website.

11. Your school needs to make sure your parent or carer knows that by entering the Challenge, you may receive a PRC certificate with your name and school printed. The Premier's Reading Challenge no longer lists student names on an Honour Roll, however there may be opportunities for students to be recognised through media publications or through the school's own newsletters and communications. No student names and/or details will be published publicly without prior consent from parents/ carers.

Book Club



Book club catalogues will be sent home twice a term. Online orders using the **LOOP platform** are encouraged, as your order is delivered to the school for easy distribution, although we do accept cash. Please hand any cash to the front office with your order. Please make any cheques payable to Scholastic Australia and return to the front office with completed order form. Please order by the due date, as late orders cannot be accepted. All orders placed assist the library to provide suitable resources to the school, as we get a percentage of the total order to spend with scholastic.

General

Classes will begin visits to the library in week 2 of term 1. Borrowing will begin week 2. A library bag is encouraged so books will be protected and easy to find when they are due back. Preschool, Kindergarten and year 1 can borrow 1 book every week and the book will be due the following week. There is a green tub at the library door for return items. Year 2 can borrow 2 books, 3 books for year 3 students, 4 books for year 4, 5 books for year 5 and 6 books for year 6. 3-6 students have 2 weeks before the item is due. Overdue reminders are sent home once a term. Preschool – year 2 are encourage to borrow from the junior fiction section which has picture books and shorter chapter books. Longer novels in the senior fiction section are encouraged for borrowing by the students in years 3-6. Please see Mrs Walker if there are any issues with borrowing.

Mrs Walker
Teacher Librarian

Messages from the Office

Important Parking Message

The staff parking area inside the school gates on both Park Road and Bowden Road is for **Staff Use Only**. Parents dropping off and collecting their children from school, Music Bus or Cubbyhouse BASC are asked to park outside the school grounds and walk their children to and from their car. This is a Department of Education directive.

Office Hours

School phones are manned from 8.30am until 3.15pm. The office window is opened at 8.30am and closed at 3.00pm however office staff are available until 3.15pm. There is a teacher on duty at the bus lines until 3.20pm.

Changes to Going Home Arrangements

Could you please ensure that your child is aware of how they will be going home in the afternoon. If these arrangements change during the day it would be appreciated if you could contact the office prior to 2.00pm to ensure that the message is passed on to your child.

Skoolbag APP and Website

You can download the WWPS Skoolbag APP to both iPhone and Android devices. Event updates and important information will be sent out via our Skoolbag APP and you can record your child's absence from school here as well. You will also find our School website at <http://www.woywoy-p.schools.nsw.edu.au/> which is regularly updated with events happening in our school. The School email address for correspondence is woywoy-p.school@det.nsw.edu.au.

Student Mobile Phones

Students who bring their mobile phone to school are asked to leave them at the office on their arrival and collect it at the end of the school day. Students are not permitted to have their phone with them during the day. It is also helpful if their name is on their phone.

Late Arrival / Early Departure

If your child is late arriving to school or needs to leave early for an appointment, a partial absence slip is to be collected from the school office prior to going to your child's classroom. This slip is given to the classroom teacher.

Payment of Money to the School

School fees and activity costs can be paid by credit card via the Woy Woy Public School website (<http://www.woywoy-p.schools.nsw.edu.au/>) using the 'Make a Payment' tab.

If you are making a cash payment please place the money in an envelope with the child's name, class and the reason clearly noted. We have cash collection envelopes at the school office for your use. All money is to be given to your child's teacher. When making payments for multiple children, separate money and envelopes for each child is appreciated, as it is very time-consuming to sort out at the time of receipting.

Annual Permissions

Please keep a look out for permission booklets going home with all students next week. Booklets will contain all general permissions to be signed and returned to the school.

Thank you

Linda Goldsmith – School Administrative Manager

Upcoming Events

TERM 1 2020			
Week 4	Feb	21	Roosters Community Visit 3-6
Week 5	Feb	25	Avid Training P-6



Snack Shack News

<i>Monday</i>	<i>10th Feb</i>	<i>Deb</i>
<i>Tuesday</i>	<i>11th Feb</i>	<i>Pat</i>
<i>Wednesday</i>	<i>12th Feb</i>	<i>Vicki</i>
<i>Thursday</i>	<i>13th Feb</i>	<i>Kay</i>
<i>Friday</i>	<i>14th Feb</i>	<i>Rita</i>
<i>Monday</i>	<i>17th Feb</i>	<i>Pat</i>
<i>Tuesday</i>	<i>18th Feb</i>	<i>Helper needed</i>
<i>Wednesday</i>	<i>19th Feb</i>	<i>Helper needed</i>
<i>Thursday</i>	<i>20th Feb</i>	<i>Helper needed</i>
<i>Friday</i>	<i>21st Feb</i>	<i>Helper needed</i>

Hats are available in the canteen for sale for your convenience.

\$13.00



The canteen runs on the help of volunteers. If you are wanting to help in the canteen, please come talk to Anne in the canteen.

Fortnightly, monthly or once a term. Hours are between 8:45am – 11:15am.

Volunteer help is greatly appreciated.

Thank you

*Anne
Canteen Supervisor*

Welcome back everyone!

I hope you have all had a fun start to the new school year.

The P&C would like to thank the volunteers who helped out in the uniform shop last week. It will be open every Friday morning 8:35 – 9:00 of Term 1 in the CA room over next to the canteen. You can also email your order to wwpsuniforms@outlook.com and get it delivered to class.

There are a few things planned already and the first one is a Day disco later in term 1! Keep an eye out for more details over the coming weeks.

We also have our AGM in March. I strongly encourage anyone who is interested in joining to come along to our next meeting and see what it's all about and learn how you can become involved in the school community. The next general meeting is next Wednesday in the staff room at 7pm. More information about the AGM and the positions available, will be coming home in the next week or 2. Many of our long serving executives will be taking a step back in 2020 and we are looking for people who would like the opportunity to step forward and get involved.

Fundraising Activities

Thank you to the Fundraising team who are working hard to get the P&C activities underway for 2020.

Keep on the look out for details around the Day disco planned for Term 1.

The current team are already working hard to make sure the 2020 P&C Committee are ready for Mother's Day.

Uniform Shop

Email and cash orders delivered every Friday to your child's classroom. You can download an order form anytime from this newsletter, the school website under the Our P&C tab or printed copies are available from the front office.

******* Term 1, 2020 Uniform Shop Open*******
Every Friday | 8.35-9.00 | CA room

We will notify the community of any changes via the Namalata, apps and FB updates.

School Banking

Join the Dollarmites on a savings adventure with School Banking!

Every year the School Banking program launches a new savings adventure and eight new exclusive School Banking reward items.

In 2020, School Banking is taking children on a Treetop Savers adventure to the enchanted Treehouse of Savings.

There are 8 new reward items for 2020 from the Treetop Savers range:

- Terry Denton's Activity Book
- Mini Soccer Ball (size 2)
- Treetop Stationary Set
- Treetop Handball
- Tomato Seed Kit
- Magic Mist Drink Bottle
- Emoji Wallet
- Snakes & Ladders Game



School Banking is also a great fundraiser for our school. Our school receives a Regular Savers Contribution of \$5 for every 10 deposits processed per student as well as an Annual Contribution which is based on the number of students who made at least one School Banking deposit in the prior year.

School Banking day is Thursday.

Each week you need to hand your bank book to your teacher for collection.

If you would like to know more about the School Banking program or contact Woy Woy school banking team via the P&C email wwpspandc@live.com.au or via the parents of wwps facebook group. Please visit www.commbank.com.au/schoolbanking

Information packs will be sent home shortly

First P&C Meeting of 2020

The next general meeting will be held **7-8:30pm, Wednesday 12 February, Staff Room, Woy Woy Public School**. We look forward to seeing familiar faces return and welcoming new families to our community. All are welcome to attend.

Membership

The annual P&C membership fee is \$2.00 and this entitles you to participate in the democratic decision making process of the Association. If you are interested, P&C Membership forms for 2020/21 are available from the school or by emailing wwpspandc@live.com.au

Completed forms and membership fee can be placed in a sealed envelope and put in the P&C blue box in the school office or better still attend a meeting and find out firsthand what is happening within the school. Members do not have to attend every meeting, however your child gets a buzz out of you being involved with the school. Your input and ideas are valued.

Volunteering

You can make a difference! We are always looking for volunteers to assist with services provided by the P&C such as fundraising, school banking and the uniform shop. This is a great way to connect with the school and find out what is happening first hand. If you are interested in contributing in a small way and can spare some time, please contact wwpspandc@live.com.au – as little as half an hour can ease the workload of our dedicated volunteers and your child enjoys you being involved in school activities.

Did you know that while we love to welcome new members to the P&C, you do not need to be a member of the P&C to volunteer at one of our organised events?

Laura Morrison
President
WWPS P&C



Purchasing from the Woy Woy Public School Uniform Shop

Option 1 Email the order direct (preferred method for faster delivery)

1. Email wwpsuniforms@outlook.com Request item, size and quantity Plus child's name and class
 2. Invoice is emailed to you with payment options of Credit card or Direct Deposit
 3. Once money cleared delivery of stock to the classroom
- Delivery EVERY FRIDAY

Option 2 Fill in an order form and leave at the office

1. Invoice is emailed to you with payment options of Credit card or Direct Deposit
 2. If paying cash, it must be CORRECT cash (*this method may take an extra week*)
 3. Once money cleared delivery of stock to the classroom
- Delivery EVERY FRIDAY

Option 3 Buy direct from the shop

1. 3rd Thursday morning of the month 8.30-9.00am CA Room (during school term)
2. Eftpos and correct cash accepted
3. Email orders and returns/exchanges from email orders are NOT processed on open days and will not be available for pickup.

FAQ

What if I order the wrong size?

That's fine just email wwpsuniforms@outlook.com advising the issue and return the item to the office within 14 days WITH TAGS ON and NOT WORN and the replacement will be delivered next delivery day.

I only have cash how can I order?

Please note this process may take an extra week to process. Correct money with the order in a sealed envelope can be left at the office.

Will I be reminded about the shop opening times?

Yes, there will be reminders in the newsletter, on the SkoolBag App, School Official FB page and "Parents of Woy Woy School" FB page

Why can't I order via a website?

You will be able to soon!

Refund, Exchange & Returns Policy

The Uniform Shop will accept returns and provide customers with an exchange, refund or repair where the customer can provide adequate proof of purchase by way of receipt and the following terms and conditions are followed:

- Exchanges can only be made within 14 days of purchase.
- No refund will be given for an incorrect size choice only an exchange and the item must have original tag and have not been washed and is in an "as new" condition.
- All faulty items need to be reviewed by the manufacturer before a decision is made regarding refund, repair or exchange.
- Any item to be reviewed by the manufacturer needs to be returned in a clean and freshly laundered condition.
- The Uniform Shop will not hand out replacement items until the manufacturer has decided on repair, refund or exchange. This process may take several weeks.
- All decisions will be notified to the customer.
- The Uniform Shop reserves the right not to offer an exchange, refund or repair on items where the item fault is the result of misuse, neglect or incorrect washing instructions of the item.
- The Uniform Shop reserves the right to assess the condition and age of returned goods prior to providing a repair, refund or exchange. This may result in repair, refund or exchange being refused.
- If a refund is granted, the refund will be issued using the original payment method.

Second Hand Items

There will be NO exchanges or refunds on any items purchased second hand at the Woy Woy Public School P&C Uniform Shop.



WOY WOY PUBLIC SCHOOL P&C UNIFORM ORDER FORM

wwpsuniforms@outlook.com

PLEASE DO NOT PAY VIA THE ONLINE SCHOOL PAYMENT SYSTEM

ITEM	AVAILABLE SIZES	PRICE	SIZE	QTY	TOTAL
WWPS Short Sleeve Polo - Sky Blue	6 / 8 / 10 / 12 / 14 / 16 xs	\$ 26.00			
<i>Special Order (Adult sizing)</i>	S / M / L (Adult sizing)	\$ 27.00			
Skorts	6 / 8 / 10 / 12 / 14 / 16 xs	\$ 21.00			
Cargo Shorts	4 / 6 / 8 / 10 / 12 / 14 / 16 xs	\$ 21.00			
WWPS Fleecy Jacket	4 / 6 / 8 / 10 / 12 / 14 / 16 xs	\$ 25.00			
WWPS Fleecy Jumper	4 / 6 / 8 / 10 / 12 / 14 / 16 xs	\$ 25.00			
Cargo Pants	4 / 6 / 8 / 10 / 12 / 14 / 16 xs	\$ 24.00			
SPORTS UNIFORM					
YELLOW "DAVIS" (A-F) - WWPS Sports Short Sleeve Polo Shirt	6 / 8 / 10 / 12 / 14 / 16 xs	\$ 26.00			
<i>Special Order (Adult sizing)</i>	S / M / L (Adult sizing)	\$ 27.00			
RED "SCOTT" (G M) - WWPS Sports Short Sleeve Polo Shirt	6 / 8 / 10 / 12 / 14 / 16 xs	\$ 26.00			
<i>Special Order (Adult sizing)</i>	S / M / L (Adult sizing)	\$ 27.00			
GREEN "WEBB" (N-Z) - WWPS Sports Short Sleeve Polo Shirt	6 / 8 / 10 / 12 / 14 / 16 xs	\$ 26.00			
<i>Special Order (Adult sizing)</i>	S / M / L (Adult sizing)	\$ 27.00			
WWPS Unisex Sports Shorts	4 / 6 / 8 / 10 / 12 / 14 / 16 xs	\$ 19.00			
<i>Special Order</i>	S / M / L (Adult sizing)	\$ 21.00			
WWPS Sports Jacket	6 / 8 / 10 / 12 / 14 / 16 xs	\$ 42.00			
<i>Special Order</i>	S / M / L (Adult sizing)	\$ 45.00			
ACCESSORIES					
WWPS Bucket Hats	XS / S / M / L	\$ 13.00			
Swim/Sports Eco Bag	One Size	\$ 13.00			
WWPS Mighty Tuff Backpack	24 L (Lifetime Warranty)	\$ 50.00			
Subject to Availability (Minimum Order Required 6-12 weeks delivery)					
SPECIAL ORDER					
Summer Tunic	4 / 6 / 8 / 10 / 12 / 14 / 16 xs	\$ 45.00			
Winter Tunic	4 / 6 / 8 / 10 / 12 / 14 / 16 xs	\$ 45.00			
Prices are subject to change without notice					TOTAL

Child's Name: _____

Class: _____

Parent/Guardian Name: _____

Phone: _____

Email Address for Invoice: _____

PAYMENT OPTIONS

PLEASE DO NOT PAY VIA THE SCHOOL ONLINE PAYMENT SYSTEM

Payment is accepted via direct deposit, credit card, EFTPOS or cash.
Please refer to the back of this form for ordering and payment options

DIRECT DEPOSIT Direct Deposit payments can be made using the following banking details:

Account Name: WWPS P&C Uniform Shop
BSB: 032-527
Account Number: 190689
Reference: Invoice Number

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Woy Woy Public School

We challenge and support all students to achieve their personal best.

Woy Woy Public School

CODE OF CONDUCT FOR PARENTS, CARERS and VISITORS

Endorsed by Staff and P&C on 06 / 12 / 2017

Next Review: 05 / 12 / 2018

RATIONALE

The staff of Woy Woy Public School is committed to providing a safe learning environment that enhances the physical, educational and social development of our students. We are a diverse school encompassing a Preschool, Disabilities Programs classes, seventeen mainstream classes and a Schools as Community Centre. The contribution of visiting members of the school community is an integral part of our school and is highly encouraged and valued.

The Code of Conduct for Parents, Carers and Visitors has been developed in accordance with the NSW Department of Education guidelines. It is designed to ensure that everyone who visits the school site is able to do so in a safe and harmonious manner and that students, staff, parents, carers and other visitors are not subjected to aggressive, hostile or violent behaviours.

GENERAL PRINCIPLES

It is expected that parents/carers and visitors may need to approach the school in order to:

- discuss the progress, engagement or wellbeing of their child
- express concern about actions of other students
- enquire about school policy and practice
- engage with classroom activities e.g. assisting with changing home readers, reading with students, helping in the kitchen or garden etc, following an invitation or request for assistance from staff
- convey information about change of address, custody details, health issues etc

The purpose of this Code of Conduct is to set out the standards of behaviour expected of those who visit the school and to detail the necessary procedures that will help solve issues as soon as possible so that a safe and harmonious school environment is maintained.



Code of Conduct for Parents,
Carers and Visitors

CODE OF CONDUCT FOR PARENTS, CARERS AND VISITORS

All parents, carers and visitors are expected to:

- treat all persons associated with the school with respect and courtesy
- ensure their child/children are punctual to class everyday
- enter the school grounds wearing neat-casual clothing and footwear that conforms to generally acceptable minimum dress code standards required at most public venues

(Clothing options that do not comply with this Code of Conduct include but are not limited to, any clothing displaying racist or similarly offensive messages, beachwear and/or bikini tops)

- vacate the school grounds once classes commence and after school finishes for the day
- sign in for a visitor's pass from the office if assisting in class, canteen, the library, computer room etc
- direct their child to the play area monitored by duty teacher as students are under the supervision of staff if waiting in the school grounds until classes commence
- monitor all pre-school children who must stay with the accompanying adult at all times (this includes at any school special event such as Open Days and P&C Discos)
- make mutually convenient appointments to obtain an interview with school staff (Teachers and visiting staff are not available during teaching time)
- allow staff to supervise, investigate and manage students without interference
- discuss issues or concerns about the school, staff, other parents or students through the correct school procedures
- follow school procedures governing entry and behaviour on school grounds, including any restrictions that may be imposed.

PROCEDURES FOR VOLUNTEER HELPERS

Throughout the school year, teachers need volunteers to assist in classrooms, school programs, performing arts, P&C initiatives and fund raising activities (eg Mothers' and Fathers' Day stalls), sports programs and/or other school initiatives.

Parents/carers and other volunteers assisting with school activities do so on the understanding that:

- teachers are responsible for the programs operating within the classroom and/or school
- teachers have the ultimate responsibility for students under their care for the duration of their time at school
- they support the sensitivity and confidentiality of all students
- they accept responsibility and supervision for pre-school age children under their care for the duration of their time at school
- their conduct and manners should at all times be acceptable and an appropriate model for all students
- smoking is not permitted on school grounds and they should refrain from smoking in the presence or sight of students
- they should not have consumed alcohol prior to working with students
- they should sign themselves in and out in the visitor's folder at Way Way Public School's front office when participating in school activities

- they wear a 'School Volunteer' Or 'Visitor' badge as identification whilst assisting students
- they have completed appropriate "Working with Children Check" documentation before undertaking any volunteer/student assistance at the school inside a classroom
- they report safety concerns, injuries or emergencies to a member of staff
- they minimise noise or disruption to classes whilst on school grounds
- for safety reasons, children are not allowed to enter or work in the canteen. Closed in shoes are to be worn inside the canteen at all times.

Confidentiality is of primary importance. All parents/carers or volunteers are not to discuss any information they obtain at school with anybody, other than classroom teachers or the Principal.

Any parent/carer or volunteer not fulfilling these requirements may be excluded from the volunteer program.

NON-SCHEDULED VISITS TO THE SCHOOL

If you find it necessary to enter onto the school grounds after 9:00am and before 2:30pm without an appointment, all parents, carers and visitors must follow these procedures:

- immediately report to the office
- if it is necessary for you to visit your child's classroom, please sign-in at the front office and collect a visitor's badge
- if you are not wearing a volunteer or visitor's badge, the teacher will direct you to the office
- upon completion of your business, you must return to the office where you are to record your exit time and return your visitor's badge
- if it is necessary for you to pick up your child/children outside of normal morning and afternoon bell times, please obtain a partial absence slip from the front office and take this with you to the class teacher when collecting your child/children.

The above "non-appointment" procedures exist to ensure the safety of all children as well as the security of the staff and school property. Of course common sense must prevail. Parents/carers are not expected to follow these procedures when dropping off/picking up students at the usual morning and afternoon designated bell times, for the duration of special school events such as "Open Day" in Education Week, when attending special assemblies, or during parent/teacher interviews. During these times, staff will be expecting to encounter parents/carers in certain parts of the school grounds.

Please Note:

- wounding or inflicting grievous bodily harm on staff or students on school property or when entering or leaving school property.

Under the terms of the act, police have the legal authority to charge a person with a crime carrying penalties of imprisonment.

Your co-operation is sought and greatly appreciated, so that we all maintain a safe, harmonious and happy learning environment for every student, parent and staff member at Woy Woy Public School.

At no time should any parent, carer or visitor directly approach another person's child about school related issues, student discipline or student wellbeing matters.

This includes speaking to another person's child within the boundaries of the school grounds, in sight of the school grounds as they are approaching or leaving school and/or on school buses transporting students to or from the school grounds.

POSSIBLE CONSEQUENCES FOR CONTRAVENING THIS CODE OF CONDUCT

Any person contravening this Code of Conduct is advised that the provisions of the *Inclosed Lands Protection Act (1901)* and its Amendments will be followed if any of the following occur:

- actual physical assaults or threatened physical assaults on students, staff, parents or community members at the school or during the course of school activities
- behaviour in the presence of students, staff, parents or other visitors to the school that causes alarm or concern to the students, staff, parents or other visitors
- use of offensive language (i.e. swearing) in the presence of students, staff, parents or other visitors to the school
- any interruption to the learning environment of the school such as entering classrooms without permission

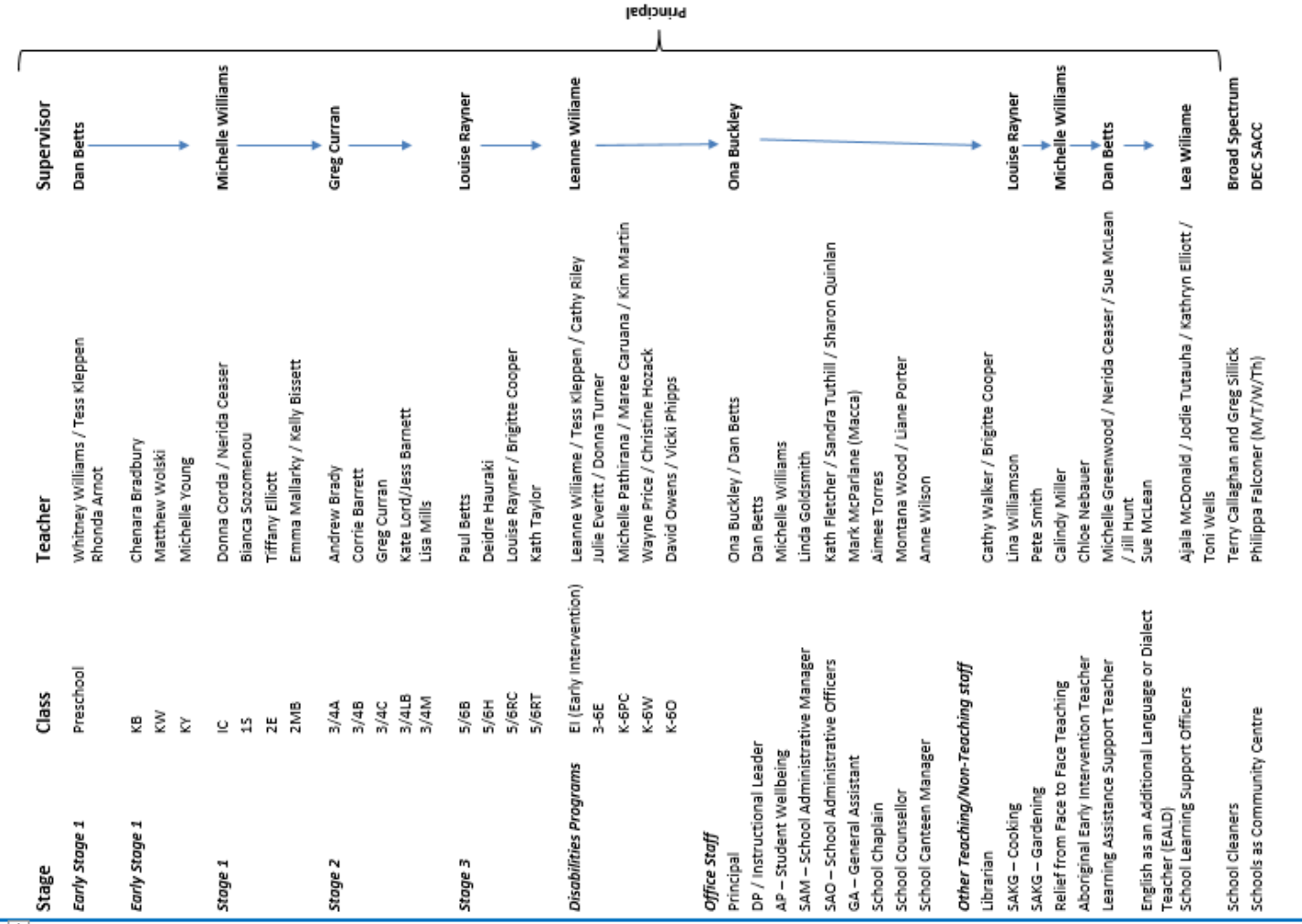
Under the terms of the act, the Principal and/or their nominee have the legal authority to:

- direct the person to immediately leave the grounds
- call the police to remove the person should they refuse
- withdraw future permission (by letter) for the person to enter the grounds without permission of the Principal
- seek further legal avenues

The Crimes Amendment (School Protection) Act can be applied if any of the following offences under the act occur:

- assault, stalking, harassment or intimidation of staff or students on school property without causing bodily harm
- assault, stalking, harassment or intimidation of staff or students entering or leaving school property for the purposes of school work or duty
- assault of staff or students on school property causing actual bodily harm

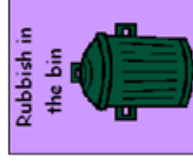
2020 School Structure



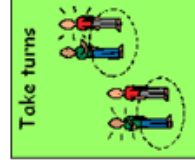
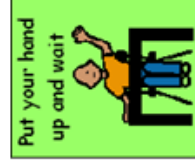
WOY WOY PUBLIC SCHOOL RULES

"I ASPIRE" is our motto **RESPECT** is our job

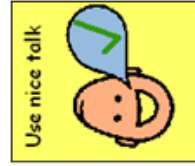
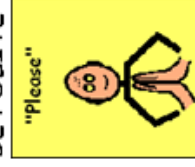
BE PROUD



BE CO-OPERATIVE



BE POLITE



BE SAFE



BE RESPONSIBLE



2020 School Costings Estimate

Year 3 Costs

Activity/Item	Cost	Term
Voluntary School Contribution	\$25 student/\$40 family	1
Stephanie Alexander Kitchen Garden Program	\$25	1
Anti-bullying Performance	\$3.50 (subsidised)	1
Harmony Day Show	\$4 (subsidised)	1
Home Reader Bag	\$9 (if new to school)	1
AVID Stationery Pack	\$15	1
Paper Levy	\$10	1
Home Reader Bag	\$9 (if new to school)	1
School Carnivals	\$15 (approx)	1 and 2
Excursion	\$40 (approx)	3
Swim School	\$42 (if attending)	4
Class Party	\$15	4
Elective Sports	\$0-\$40	4
Year 6 Fun Fair	\$5	4
Environmental Education Centre visit	\$10-15	TBA

Year 4 Costs

Activity/Item	Cost	Term
Voluntary School Contribution	\$25 student/\$40 family	1
Stephanie Alexander Kitchen Garden program	\$25	1
Anti-bullying Performance	\$3.50 (subsidised)	1
Harmony Day Show	\$4 (subsidised)	1
Home Reader Bag	\$9 (if new to school)	1
AVID Stationery Pack	\$15	1
Paper Levy	\$10	1
Home Reader Bag	\$9 (if new to school)	1
School Carnivals	\$15 (approx)	1 and 2
Excursion Great Aussie Bush Camp	\$220 (approx)	3
Swim School	\$42 (if attending)	4
Class Party	\$10	4
Elective Sports	\$0-\$40	4
Year 6 Fun Fair	\$5	4
Environmental Education Centre visit	\$10-15	TBA

Year 5 Costs

Activity/Item	Cost	Term
Voluntary School Contribution	\$25 student/\$40 family	1
Stephanie Alexander Kitchen Garden program	\$25	1
Anti-bullying Performance	\$3.50 (subsidised)	1
Harmony Day Show	\$4 (subsidised)	1
AVID Stationery Pack	\$15	1
Bright Sparks	\$5	1
School Carnivals	\$15 (approx)	1 and 2
Excursion – Sydney	\$290 (approx)	2
Interrelate	\$25	4
Secret Santa Party	\$10	4
Elective Sports	\$0-\$40	4
Year 6 Fun Fair	\$5	4
Environmental Education Centre visit	\$10-15	TBA

Preschool Costs

Activity/Item	Cost	Term
Paper levy	\$10	1
Excursion	\$30	3
Any donations of materials welcome	Please see Preschool Teachers for items	

Kindergarten Costs

Activity/Item	Cost	Term
Voluntary School Contribution	\$25 student/\$40 family	1
Anti-bullying Performance	\$3.50 (subsidised)	1
Harmony Day Show	\$4 (subsidised)	1
Home Reader Bag	\$9	1
Paper Levy	\$10	1
PM Online	\$10	1
Excursion	\$30 (approx.)	3
Class Party – at school	\$5	4
Year 6 Fun Fair	\$5	4
Environmental Education Centre visit	\$10-15	TBA

Year 1 Costs

Activity/Item	Cost	Term
Voluntary School Contribution	\$25 student/\$40 family	1
Anti-bullying Performance	\$3.50 (subsidised)	1
Harmony Day Show	\$4 (subsidised)	1
Home Reader Bag	\$9 (if new to school)	1
Paper Levy	\$10	1
PM Readers	\$10	1
Excursion	\$30 (approx.)	3
Class Party – at school	\$5	4
Year 6 Fun Fair	\$5	4
Environmental Education Centre visit	\$10-15	TBA

Year 2 Costs

Activity/Item	Cost	Term
Voluntary School Contribution	\$25 student/\$40 family	1
Anti-bullying Performance	\$3.50 (subsidised)	1
Harmony Day Show	\$4 (subsidised)	1
Home Reader Bag	\$9 (if new to school)	1
Paper Levy	\$10	1
School Carnivals	\$15	1 and 2
Excursion	\$30	3
Class Party – at school	\$5	4
Swim School	\$42 (if attending)	4
Year 6 Fun Fair	\$5	4
Environmental Education Centre visit	\$10-15	TBA

Year 6 Costs

Activity/Item	Cost	Term
Voluntary School Contribution	\$25 student/\$40 family	1
Stephanie Alexander Kitchen Garden program	\$25	1
Anti-bullying Performance	\$3.50 (subsidised)	1
Harmony Day Show	\$4 (subsidised)	1
AVID Stationery Pack	\$15	1
Year 6 Shirt	\$25	1
Bright Sparks	\$5	1
School Carnivals	\$15 (approx)	1 and 2
Excursion – Canberra	\$320 (approx)	3
Interrelate	\$25	4
Secret Santa Party	\$10	4
Elective Sports	\$0-\$40	4
Year 6 Fun Fair	\$5	4
Environmental Education Centre visit	\$10-15	TBA

3-6O, K-6W, K-6PC Costs

Activity/Item	Cost	Term
Anti-bullying Performance	\$3.50 (subsidised)	1
Stephanie Alexander Kitchen Garden Program	\$20	1
Safety Program	\$5	1
Central Coast Lifetime Learning Centre		
Harmony Day Show	\$4 (subsidised)	1
Paper Levy	\$10	1
Voluntary School Contribution	\$25 student/\$40 family	1
Year 6 Shirt	\$25	1
Forensic Science Workshop (Years 5 & 6)	\$5	1
School Carnivals – Swimming, Athletics	\$15 (approx)	1 and 2
K-6PC/K-6W - Horse Riding	\$82 registration then \$50 per term	1-4
Swim School	\$45	2
Excursion Sydney (Year 4)	\$220 (approx)	2
Excursion (Year 5)	\$290	3
Excursion Canberra (Year 6)	\$320 (approx)	3
Interrelate (Years 5 & 6)	\$25	4
Disability Day Costume	\$10	4
Elective Sports	\$0-\$40	4
Monkey Mania Class Party	\$10	4
Year 6 Fun Fair	\$5	4
K-6PC/K-6W - Cooking	\$2/week	All
Term theme excursions to be advised if applicable		

Community News

Hello all Parents/Carers

Welcome back to Cubbyhouse and welcome to all the new families.

Just a quick message from the supervisor that our opening hours are 6:30am to 9am 2:50pm to 6:30pm full of fun.

We cater for all children, providing variety of afternoon tea and breakfast. We are located in the demountable on the school oval.

Enrolments are completed online, if you visit our website:

<https://cubbycc.com.au/> it will list the steps that are needed to complete the enrolment papers.

If you have any questions, feel free to call Jess on: 0434 708 042

Jess Wilson

Nominated Supervisor

Woy Woy Cubbyhouse

0434708042



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(ACTIVE KIDS VOUCHER CAN BE APPLIED)

REGISTRATION AND INFORMATION DAY
SUNDAY 2ND FEBRUARY @ 10AM-1PM (ETTALONG DIGGERS)

COME DOWN AND MEET OUR COMMITTEE, FIND OUT MORE ABOUT OUR CLUB AND
REGISTER ON THE DAY.

WE WILL HAVE UNIFORMS AND HOODIES AVAILABLE TO TRY ON AND ORDER.

BWNC Committee -
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