

Barnier Public School

Student Handbook

2024

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WELCOME TO OUR SCHOOL

Welcome to Barnier Public School. It is our honour, privilege and absolute pleasure to educate, care for and support your child through their important primary school years.

Our Motto "**Challenging the Future**" is a reflection of our belief that schools must prepare each child to meet the future with confidence by developing all students to their full potential academically, socially and emotionally and ensuring every student achieves the highest possible educational outcomes.



BARNIER PUBLIC SCHOOL

VISION STATEMENT

At Barnier Public School every student is known, valued and cared for. Our school has a culture of high expectations and continuous improvement. Our vision is to provide every student with the best possible opportunities to succeed in all aspects of their education through deep and authentic collaborative and evaluative practices that foster shared accountability for all members of our school community.

Our 2022-2026 School Plan is located on the school's website. It is highly strategic and was developed in consultation with our community. It demonstrates our commitment to excellence. Our new planning cycle started in 2022. We look forward to working with you.

'Positive Behaviour for Learning' is a highly successful approach to the management of student wellbeing and engagement in learning and has been embraced by Barnier Public School this year. We strive to ensure that all students are responsible, respectful and resilient learners.

2024 School Executive

<i>Mrs Hollis</i>	<i>Principal</i>
<i>Mrs Housbey</i>	<i>Deputy Principal</i>
<i>Mr Vincent</i>	<i>Deputy Principal</i>
<i>Mr Whitney</i>	<i>Assistant Principal Stage 3</i>
<i>Ms Prasad</i>	<i>Assistant Principal (Relieving) Stage 2</i>
<i>Mr Bowen</i>	<i>Assistant Principal (Relieving) Stage 1</i>
<i>Mrs Sherlock</i>	<i>Assistant Principal Early Stage 1/Assistant Principal Curriculum and Instruction K-2</i>
<i>Mrs Vasram</i>	<i>Assistant Principal Curriculum and Instruction 3-6</i>
<i>Mrs Losiak</i>	<i>Assistant Principal (Relieving) RFF</i>
<i>Mrs Schultz</i>	<i>Assistant Principal (Relieving) EALD</i>
<i>Mrs Reid</i>	<i>School Administration Manager</i>

2024 School Staff

Library Staff

Mrs Losiak *Teacher Librarian*
Mrs Gross *Teacher Librarian*

Learning Support Staff

Ms Joyner *School Counsellor*
Ms Sarkaria *School Counsellor*
Mrs Schultz *Learning Support Teacher*

EALD (English as an Additional Language) Staff

Mrs Putica *EALD Teacher*
Ms Tan *EALD Teacher*
Ms Rudek *EALD Teacher*
Ms Johal *EALD Teacher*

RFF (Release from Face-to-Face) and Additional Teaching Staff

Ms Maira *Mrs Wicks* *Mrs Losiak*
Ms Karimyar *Ms Popal* *Ms Gross*
Ms Baxter *Ms Razavi* *Ms Naidu*
Ms McDonald *Mr McCarthy* *Ms Jones*
Mr Bruny *Ms Karimyar* *Mrs Shalala*

School Administration Staff

Mrs Iemma *School Administration Officer*
Mrs Johnson *School Administration Officer*
Mrs Harding *School Administration Officer*
Mrs Harsh *School Administration Officer*

Teacher Administration Team

Mrs Noble *School Administration Officer*
Ms Sammut *School Administration Officer*
Mrs McKeown *School Administration Officer*

School Learning Support Officers

Mrs Watts
Mrs Sayer
Miss Berra
Mr Champion
Ms Geering

General Assistant Mr Skeen

March 2024

<i>Classes 2024</i>	<i>Teacher</i>
<i>KD</i>	<i>Mrs Dingwall</i>
<i>KJ</i>	<i>Mrs Khouri</i>
<i>KN</i>	<i>Ms Nugent</i>
<i>KR</i>	<i>Mrs Ristic</i>
<i>KS</i>	<i>Ms Sillery</i>
<i>1D</i>	<i>Mrs Doyle</i>
<i>1G</i>	<i>Ms Gopal</i>
<i>1R</i>	<i>Ms Ronquillo</i>
<i>1S</i>	<i>Ms Sammut</i>
<i>1W</i>	<i>Mr West</i>
<i>1/2B</i>	<i>Ms Brindley</i>
<i>2B</i>	<i>Mr Bowen/Ms Batarseh</i>
<i>2M</i>	<i>Ms MacFarlane</i>
<i>2P</i>	<i>Ms Patrimonio</i>
<i>2S</i>	<i>Ms Barnes</i>
<i>3A</i>	<i>Ms Sobhanei</i>
<i>3J</i>	<i>Mr Sims</i>
<i>3RW</i>	<i>Mrs Reedy/Mrs Ward</i>
<i>3S</i>	<i>Mrs Santos</i>
<i>3/4P</i>	<i>Mrs Prasad/Ms Popal</i>
<i>4B</i>	<i>Ms Belcastro</i>
<i>4F</i>	<i>Mrs Feltham</i>
<i>4JS</i>	<i>Mrs Jennings/Mrs Shalala</i>
<i>4R</i>	<i>Ms Rahmatullah</i>
<i>5B</i>	<i>Mr Bains</i>
<i>5D</i>	<i>Mr Stuart</i>
<i>5S</i>	<i>Ms Baxter/Mrs Dadgar</i>
<i>5/6W</i>	<i>Mr Whitney/Ms Rudek</i>
<i>6C</i>	<i>Mr Cheong</i>
<i>6H</i>	<i>Ms Habib/Mrs Van Cuylenberg</i>
<i>6I</i>	<i>Ms Izci</i>
<i>6S</i>	<i>Ms Ward</i>



SCHOOL DETAILS

<u>SCHOOL ADDRESS</u>	120 Barnier Drive, Quakers Hill NSW 2763
<u>TELEPHONE</u>	9837 1600
<u>FAX</u>	9837 1858
<u>E-MAIL</u>	barnier-p.school@det.nsw.edu.au
<u>WEBSITE</u>	www.barnier-p.schools.nsw.edu.au
<u>FACEBOOK</u>	www.facebook.com/BarnierPublicSchool
<u>SENTRAL</u>	Sentral Parent Portal App
<u>SCHOOL BYTES</u>	School Bytes APP (School Payments)

SCHOOL HOURS

Teachers on Duty	8.15am
School Begins	8.45am
Recess eating time	10.35am
Recess in playground	10.45am – 11.15am
Lunch eating time	1.05pm
Lunch in playground	1.15pm – 1.45pm
School finishes	2.45pm
Office hours	8.15am – 3.00pm

TERM DATES 2024

Term 1	Thursday 1 st February to Friday 12 th April
Term 2	Tuesday 30 th April to Friday 5 th July
Term 3	Tuesday 23 rd July to Friday 27 th September
Term 4	Monday 14 th October to Friday 20 th December

ATTENDANCE

Daily, punctual attendance at school is essential for all students to learn and succeed. The only acceptable reasons for absences from school are injury, illness or infectious disease.

ABSENCES

When your child is absent from school, please send a note of absence explanation to the class teacher on his/her first day back following the absence. If you know that your child will be absent for more than three days, please let us know as soon as possible via email or phone. ***Explanations for student absences from school can be submitted using the Sentral Parent Portal.***

If an explanation note or notification is not received in seven days the absence will be recorded as “unexplained”.

Please note that absences due to family holidays are no longer exempt and will be recorded as absent days on your child’s attendance record. This is a DoE requirement.

Continued absence or partial absence is referred to the Department of Education and Communities’ (DOE) Home School Liaison Officer (HSLO). The HSLO is responsible for visiting schools and checking attendance registers. They contact parents to provide programs to assist families and monitor to ensure student attendance is consistent.

LATE ARRIVALS / EARLY DEPARTURES

If your child **arrives after 8.45am, please accompany them to the office** to collect a LATE PASS. If they arrive in class without a LATE PASS they will then need to go to the office to collect one.

If leaving early, you must report to the office for written authority before collecting your child from the classroom. You may be asked for photo identification. This is for the safety of the students. You will then be issued with an early departure slip, which you must present to the class teacher before they release your child for early departure. No child can be collected during recess or lunch time. Please organise for your child to meet you in the office at this time if required. No child is allowed to leave the school grounds during the day without an authorised adult or parent. Advance notification is appreciated to ensure student safety.

Your child’s partial absences are recorded electronically and will be communicated to you on your child’s report. Please provide the class teacher with a written reason for the partial absence within seven days, as all rolls are legal documents and must be recorded accurately.

MORNING ARRIVAL

Please ensure that your child arrives on time to school each day to ensure valuable learning time is not lost and they establish good habits for life. Children who come to school late miss out on the introductory session and often find it more difficult to settle into class activities and concentrate on learning. Our children begin **lining up at 8.40am** each morning outside the classroom or in the COLA. If you bring your child to school, we ask you to please stand away from the class to avoid distractions to the children. Students who arrive at school prior to the bell should wait in the COLA where there is a teacher on duty. **Children are not to be at school before 8.15am. There is no supervision for your child prior to 8:15am.**

AFTERNOON DISMISSAL

Children are **dismissed at 2.45pm** each day. It is very important that children are picked up promptly from school. Students can experience extreme distress when they are not collected from school on time. There are specified waiting areas for parents which allow classes to conclude their day without interruption from waiting parents. We respectfully request that parents avoid distracting the children by waving through the classroom window prior to dismissal. Thank you for your cooperation.

COMMUNICATION – SCHOOL TO PARENT

SENTRAL PARENT PORTAL

The Sentral Parent Portal app is the best and easiest way to stay up to date with school events, last minute notices, newsletters and all school communications. The App is free for parents. Simply search 'Sentral for Parents' in the Apple app or Google Play Store. Once downloaded, please make sure your **notifications are turned on**.

SCHOOL BYTES

School Bytes is the avenue in which information notes, reminders and permission slips are communicated with parents/carers. Parents/carers can access School Bytes via the mobile application or via the website. All payments for events are to be paid through School Bytes.

NEWSLETTER

The school newsletter is posted on the website and emailed to families via School Bytes each fortnight on a Friday (even weeks). If you would like to receive our school newsletter via email, simply email 'subscribe' to barniernewsletter@gmail.com. The newsletter is an important form of school and community communication. It is important to read the newsletter to keep up to date with a range of information on school programs or special events.

SCHOOL WEBSITE

The school website is a very valuable source of information. Our Annual School Report and School Plan are uploaded there. The website is regularly updated. It can be found at: www.barnier-p.schools.nsw.edu.au

COMMUNICATION – PARENT TO SCHOOL

INTERVIEWS WITH CLASS TEACHERS

Teacher/Parent/Student interviews (also called Three-Way Conferences) are scheduled each year. These conferences provide the opportunity for parents and students to meet with the class teacher regarding their progress and personal learning goals. In addition to scheduled conferences, we encourage parents to speak with their child's teacher if they have concerns or questions about any matters relating to the education and wellbeing of their child. **We ask parents to arrange an appointment by emailing the school.**

Please remember that class teachers have a duty of care to all students under their supervision when on duty. Teachers are very busy with the children and do not have time for lengthy discussions at classroom doors or whilst on playground duty. It is very important in the mornings that, once the bell goes, teachers get students quickly settled into the classroom routine and learning tasks. If you need to speak to a teacher, please do not do it at this time.

Should you see the need to discuss an issue involving your child, please follow these steps:

1. **Class Teacher** - Please contact the classroom teacher in the first instance. They know your child best and can offer clarification and support.
2. **Assistant Principal** - Should you wish to discuss the matter further, please speak to the Assistant Principal in charge of that Stage.
3. **Deputy Principal** - Further enquires may then be made to the Deputy Principal
4. **Principal** – The Principal may be contacted should the matter need further clarification.

Please, never confront or speak negatively of a teacher or staff member in the presence of your child. For your child's well-being and continued adjustment to school, it is essential that they always see co-operation and collaboration between teachers and parents. We would never speak disrespectfully of a parent to a child. We appreciate the same courtesy.



CURRICULUM

Students participate in lessons across six Key Learning Areas (subjects). These are:

- English
- Mathematics
- History/Geography
- Creative and Performing Arts (CAPA)
- Personal Development/Health/Physical Education (PDHPE)
- Science and Technology



Barnier will continue to provide student-centred and authentic learning opportunities for our students as future focused learners. We deliver the curriculum through the integration of technology in all programs, supported by our extensive fleet of technology including computers, iPads, tablets, interactive digital displays and our Bring Your Own Device Program (BYOD- Yr 3-6). For further details about the Australian Curriculum (delivered through the NSW K-10 Syllabus), please visit website: www.educationstandards.nsw.edu.au

REWARD SYSTEMS

Barnier Public School

These are the awards that you can receive at Barnier

When we earn 5 Tokens we are given a Bronze Award

Bronze Awards will be handed out by the classroom teacher, in the classroom when 5 tokens have been achieved.

When we earn 5 Bronze Awards we receive a Silver Award

Silver Awards will be handed out at a Stage Assembly when 5 Bronze Awards have been achieved and returned to the classroom teacher.

5x =

When we earn 4 Silver Awards we receive a Gold Award

Gold Awards will be handed out at a Whole School Assembly by the Principal when 4 Silver Awards have been achieved and returned to the classroom teacher.

4x =

When we earn 3 Gold Awards we receive a Platinum Award







Platinum Awards will be handed out at a Whole School Assembly when 3 Gold Awards have been achieved and returned to the classroom teacher. Parents and/or Guardians will be invited to attend.

3x =

x5 = x5 = x4 = x3 =

PAX GOOD BEHAVIOUR GAME

The PAX Good Behaviour is a proven research-based classroom management model implemented in all classrooms across Barnier Public School. Barnier uses the following PAX strategies:

PAX Strategy	What is it?	Benefits	Ask Your Child
PAX Vision 	PAX Vision is a strategy used to set clear expectations for what we want to see, hear, feel, and do more or less of during an activity.	PAX Vision helps students cooperate more consistently with expectations and complete requests with less reminding.	What were the good things everyone wanted more of in the PAX Vision? What were some things everyone wanted to do less of in the PAX Vision?
PAX Stix 	PAX Stix is a strategy to increase fairness, attention, and participation.	PAX Stix are used to select students for tasks or answering questions.	When did your teacher use PAX Stix today? How did it go? If you get called on and need help, who do you think you will ask?
Beat the Timer 	Beat the Timer is a strategy used to help students complete tasks quickly, efficiently, and safely.	Beat the Timer helps students stay on task longer and follow directions more completely.	When did you get to play Beat the Timer today? When do you think we could play Beat the Timer at home?
Tootle Notes 	Tootle Notes are a strategy used to help children learn to recognize the good and improvement in one another.	Tootle Notes help students compliment one another rather than tattle and also resist bullying.	Who did you write a Tootle Note to and what for? Who do you think we could write a Tootle Note for together?
Granny's Wacky Prizes 	Granny's Wacky Prizes are quick, active, fun rewards for a job well done.	Granny's Wacky Prizes teach students that working hard, working together, and making good decisions benefits everyone.	What Granny's Wacky Prize did you get today? What is your favorite Granny's Wacky Prize?
PAX OK/Not OK 	PAX OK/Not OK is a strategy used to deliver non-verbal feedback to students.	PAX OK/Not OK teaches students to accept feedback both publicly and privately.	What kinds of things make your teacher use OK-Go PAX? What kinds of things need fixed?

PBL – POSITIVE BEHAVIOUR FOR LEARNING

As PBL stands for Positive Behaviour for Learning. At Barnier PS we use PBL strategies within the classroom and on the playground.

Our 3 core values were created in conjunction with our school community. They are:

- Respectful
- Responsible
- Resilient

PBL tokens:

The PBL tokens align with our playground token system and are given to students when they are demonstrating the school expectations. Students can place tokens that they are given in their coloured house boxes, outside the Admin building.

At the end of each term, there will be a reward for the winning house colour and an overall yearly reward.

Our school mascot is named Owen the Optimistic Owl. During stage assemblies Owen is rewarded to a selected class for positive behaviour.



FOOD AT SCHOOL

We strongly encourage parents to provide healthy food for their children at school. Children are not to bring lollies or chewing gum to school and please don't send drinks in glass bottles. A healthy lunch helps children work and play enthusiastically and actively. We also ask that you avoid sending nut products to school with your child as we have children enrolled with severe nut allergies.

CRUNCH & SIP

As part of our health program, students are encouraged to bring in fruit, vegetables and water for a break in the morning. Research shows that concentration levels are increased when children are fuelled by fresh snacks at regular intervals. All classes K- 6 have a short, daily, in-class break for Crunch and Sip. In addition to providing recess and lunch, please pack an extra piece of fruit or selection of vegetables for your child each day. For suggestions, please go to www.crunchandsip.com.au

CANTEEN

Our school canteen is leased to a private company called Healthy Canteens.

- The canteen is open at recess and lunch every day and in the mornings for breakfast.
- The menu and price list is available on the website.
- **Lunch orders:**
 - Choose lunch items from the canteen price list (found on the website)
 - Write child's name, class and order on a brown paper bag
 - Enclose the correct money and seal securely
 - Children place their lunch order at the canteen before school
 - Lunches are collected from the canteen by class monitors and delivered to students in the classroom at the beginning of lunch eating time
 - Any change will be returned in the lunch bag.
- **Recess orders** are also available. Please follow the same procedure as above but mark the bag clearly with "RECESS ORDER".
- **Recess and lunch orders can also be placed and paid for online through Flexischools. Please see our school website for more information about this.**
- **Excursion Packs** are available from the canteen on days where students are attending excursions off site. These must be ordered in advance and will be delivered to the student before they depart.
- **Occasionally** students come to school without lunch. If no lunch has been provided the school office will attempt to contact parents to provide some food for their child.

BELONGINGS

LOST PROPERTY

Your child's name should be on every item that they bring to school. This is particularly vital for school jumpers. We recommend writing your child's name clearly or a sewn label on the inside of the neck or waistband. The lost property box is located outside the P&C room and canteen should any items be misplaced.

TOYS AND JEWELLERY

All valuables or belongings brought to school are your child's responsibility. To avoid distress, please don't allow them to bring precious or expensive belongings to play with in the playground as they may be damaged or lost. If something special is brought to show classmates, it should be kept safely in the classroom all day.

No jewellery should be worn to school. If children have pierced ears they should wear studs only to school for safety reasons.

ASSEMBLIES

Our students proudly run all assemblies. Classes are rostered on to present class items or classwork and run our stage assemblies. Our student leadership team run our whole school assemblies. Children sing the National Anthem and School Song, the outstanding achievements of our students are acknowledged and executive staff address the assembly. All parents are very warmly invited to attend all assemblies.

HELPING AT SCHOOL

Your help is always welcomed at the school. Your child and other class members will benefit from your involvement in a range of ways. Some ways that you can assist are:

- Listening to children read and/or changing readers
- Helping small groups of children to play a game or do an activity
- Assisting with construction of games and other activities
- Helping with classroom tasks such as covering books, sharpening pencils, filling glue pots, etc.
- Sharing skills, expertise, hobbies and interests with a class or small group
- Attending workshops for parents
- Coming along to P&C meetings to learn about school events and meet other parents

Please contact your child's class teacher if you are able to assist in any way at all.
(Please refer to the "Child Protection" section of this document)

HOMEWORK

Work, rest and play are all part of a balanced lifestyle. For your child, this may include homework. The Department of Education requires schools to have a homework policy. Homework tasks set at Barnier PS have a specific, explicit learning purpose and are to reinforce concepts covered in class. Homework enables students to develop effective work habits and balances in their lives. Barnier encourages all students to take responsibility for managing their time and work output.

When homework is set, please encourage and support your child with their homework - **but don't do the work for them**. Discuss any concerns you have about homework with the class teacher.

The setting of homework and any indicative time allocations across year groups varies. The idea that 'the more homework, the better' is not supported by research.

For parents and caregivers, the School A to Z online school community includes homework and study tips along with a range of assignment starters on common classroom topics set for study. Go to: www.schoolatoz.com.au

INCURSIONS AND EXCURSIONS

During the year, several incursions take place, such as visiting storytellers or performers. Children also have the opportunity to take part in some excursions that are conducted off site. These activities are an important part of the school curriculum, and we encourage all children to attend. You will receive notification of upcoming events requiring payment through your email and will can make payment for any events and given permissions via School Bytes.

Unfortunately, late payments cannot be accepted. In order to consolidate your child's participation in such events, permission slips and money **MUST** be paid via School Bytes before the specified due date for each event. Incursion and excursion companies require final student numbers well in advance to ensure the safety and adequate supervision of the students. In order to meet their deadlines, we ask that you meet ours. Risk assessments, medical information and student / teacher ratios must be calculated correctly. This requires whole school coordination that must be done accurately prior to the event. We appreciate your cooperation in ensuring your timely confirmation of participation, for the safety of all students and staff.



SCRIPTURE

Scripture classes are held on Tuesday of each week. Children can attend various denominations including Anglican, Catholic, Hindu and Punjabi. The classes are conducted by volunteers from each religious group. Children who do not attend are supervised by a teacher in a non-scripture class.

VISITORS

All visitors to the school must report to the office on arrival. Any person visiting the school grounds at any time other than drop and pick up times are considered visitors to the school. All visitors must provide photographic identification and will be issued with a school visitor badge for identification by staff and students around the school. When leaving the school grounds visitors must sign out at the office.

VOLUNTARY SCHOOL CONTRIBUTION

There are many demands on schools to provide an increasing range of specialist programs, technology and more practical equipment across the range of curriculum areas. To assist us with the ongoing purchase of this equipment a contribution is requested each year.

Books and equipment – The school provides children with all the exercise books necessary for daily lessons. Some everyday resources such as art paper, paint, and scissors are also provided for classroom use. Parents are requested to supply a range of resources that children require to assist in daily lessons. A note listing the equipment for parents to purchase is sent home at the beginning of the new school year.

The contribution and subject charges are important to widen the breadth of resources available for use by our students. The payment of the School Contribution is voluntary and no embarrassment or discrimination will occur as a result of non-payment of the contribution. The level of contribution is determined with community agreement through our Finance Committee.

Our school would welcome your contribution as this will significantly enhance the resources available to your child and to all students.

LEARNING SUPPORT

LEARNING SUPPORT

Students experiencing difficulties in learning in regular classes, regardless of the cause, can be supported through Learning and Support. It includes, but is not limited to, support for students with significant learning difficulties, mild intellectual disabilities, language disorders and behavioural needs.

Students who experience difficulties in basic areas of learning and behaviour are supported and the school's Learning and Support Team (LST) can assist with the identification of additional learning and support needs to ensure that the educational requirements of your child are being met.

REFERRAL TO LEARNING AND SUPPORT

If you are concerned about your child's wellbeing or learning, please contact the classroom teacher. Referral priorities will be determined by the LST, in consultation with the school counsellor and the classroom teacher.

SCHOOL COUNSELLING SERVICE

The school counselling service includes school counsellors/school psychologists who work across primary schools and high schools. Schools are allocated a certain number of service days per year. School counsellors/school psychologists are provisionally registered or registered psychologists who work within the school's Learning and Support Team to assist teachers, families, school executive, and other professionals to create safe, healthy, and supportive learning environments that strengthen connections between home, school, and the community.

The school counselling service:

- provide counselling to students individually or in groups
- assess students with specific needs
- work collaboratively with teachers and specialist staff
- help families understand and manage their children's learning and mental health needs
- liaise with external agencies and other mental health professionals to provide coordinated, wrap around support for individual students.

Referrals to the school counselling service are made via the school's Learning and Support Team. If parents have concerns about their child's wellbeing, academic or behavioural difficulties, or are seeking support for students with identified disabilities they should contact their child's teacher, assistant principal or member of the executive team (Principal or Deputy Principal) who can then refer them to the school counsellor if deemed appropriate. If it is determined by the Learning and Support Team the student's case requires school counselling intervention, then written consent is sought from parents prior to the counsellor commencing work with the student.

PARENT & CITIZENS ASSOCIATION (P&C)

The P&C is an integral part of the school which does so much to enhance the wellbeing of the school community.

We encourage all new parents to think about taking an active role in the P&C. The P&C Association provides updates of fundraising and events via the school newsletter and website. Please check the school website for upcoming meetings.

CHILD PROTECTION

To keep our children safe, any parent helpers or volunteers in schools must get clearance through a “Working With Children” check. This can be done by going to www.kids.nsw.gov.au to complete a “New Working with Children Check”. Please notify the school once you have approval. ***There is no cost involved for voluntary workers.***



FAMILY LAW RELATED ISSUES

We know that some families experience breakdown. In meeting our obligations to students and parents, the Department of Education relies on a number of basic principles. Among the most important is that schools' decisions in relation to family issues will be based on what is considered to be in the best educational interests of the child. Also of paramount importance is the continued effective and efficient operation of the school.

We do not believe that schools are the place to resolve family disputes. Nor should school staff be involved in such disputes.

Parents have a responsibility to advise the school immediately if any change to family circumstances occur which has the potential to impact on the relationship between the school and the parents and/or students.

If court orders are obtained by one or both parents, a copy of the orders should be provided to the school as soon as possible. The school's decisions will be consistent with the court orders.

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Unless schools are informed otherwise (eg by providing with a copy of the court orders), they will assume that both parents retain a shared and equal parental responsibility for their children. This means that the school will recognise that each parent has equal duties, obligations, responsibilities and opportunities in relation to matters involving their children's education at the school.

HEALTH

The best place for a sick child is **at home**. Please do not send your child to school if he/she is unwell.

If your child becomes sick or is injured at school, you will be contacted to come and collect him/her. All staff are trained in emergency care, anaphylaxis and CPR. The school has a sick bay and there are staff at the school who are First Aid trained. Minor injuries are treated by staff and may not require a phone call home. Parents/carers will be phoned if their child attends sick bay due to a head injury.

INFECTIOUS / COMMON CHILDHOOD DISEASES

If your child contracts an infectious disease and may have been in contact with other students while contagious, please contact the school immediately. **We have some students with life threatening auto-immune deficiencies and their parents need to be notified ASAP in order to receive treatment.**

A child who isn't healthy cannot concentrate on their work at school. If your child is unwell, please keep him/her home until they are completely well enough to return to school.

Some Common Childhood Diseases that will keep your child at Home:

<u>Covid -19</u>	School must be notified immediately. Student can only return to school when they are symptom free.
<u>HEPATITIS:</u>	Re-admitted to school with a Medical certificate.
<u>CHICKEN POX:</u>	Excluded for seven days after spots appear. Medical certificate required.
<u>CONJUNCTIVITIS:</u>	Excluded. Re-admitted to school with a Medical certificate.
<u>GERMAN MEASLES:</u>	Excluded for seven days from appearance of rash.

IMPETIGO: Excluded. May return with a Medical certificate if sores are completely covered by a clean dressing.

RINGWORMS: Excluded until all evidence has disappeared or medical certificate is produced.

MEASLES: Excluded for at least four days after appearance of rash.

SLAPPED CHEEK: An infected person can spread the virus during the early part of the illness before the rash appears. After the rash appears a person is no longer infectious and may return to school with a doctor's certificate.

HEAD LICE: All parents should conduct a weekly head check. If you notice your child is affected, please use a head lice treatment and notify the school office.

WHOOPIING COUGH: If your doctor diagnoses whooping cough, please let the school know and keep your child at home until they have taken five days of antibiotics.

ANAPHYLAXIS: Students requiring an auto-injector MUST supply the school with a current Health Care Plan and auto-injector as provided by their doctor. These plans and auto-injectors should be updated annually by parents and copies provided to the school to ensure the safety of your child.

ASTHMA: All students with mild Asthma are encouraged to keep their Ventolin puffers in their school bag for easy access when needed. Please talk to your child about being responsible for taking this out for sport, to excursions and in the playground, where necessary.

For students that require regular administration of asthma medication, parents should provide clear instructions to the office for trained staff to administer.

It is important to have an asthma plan from your doctor, so that staff are aware and can support your child when needed.

PRESCRIBED MEDICATION:

No medication can be administered at school without written permission and instructions from a doctor. Please take your child's medication directly to the office, labelled clearly with your child's name, dosage and time of administration. Office staff will administer prescribed medication according to your doctor's written instructions. Office staff are not permitted to administer Nurofen or Panadol. MEDICATIONS ARE **NOT** TO BE KEPT IN CLASSROOMS OR IN STUDENT BAGS.

March 2024

Bring Your Own Device (BYOD)

At Barnier Public School, our mission is to develop future focused learners who think critically and creatively, work collaboratively and are able to communicate effectively. In working towards this goal, our school will be continuing our BYOD (Bring Your Own Device) initiative with all students in Years 3-6.

Every student in Stage 2 and Stage 3 is encouraged to bring their own personal digital device to school every day which will be used to innovatively implement the NSW curriculum. The initiative is not compulsory and access to devices will be provided to any student who is unable to bring their own device.

Advantages of our BYOD program include:

- Students will have daily access to a range of educational Applications used at school and at home;
- Any work done on the device will be available for students to access in the home setting and allow them to share their learning with parents/carers;
- Students will not have to share a device with other students, allowing them to work at their own pace;
- Students will learn how to value and responsibly care for their own device;
- Increased engagement through tasks that are individualised and require students to think creatively, problem solve, collaborate and demonstrate their learning in unique and individual ways;
- Students will begin to learn how to authentically integrate the use of technology into their daily work and to utilise it so as to maximise the greatest educational benefit.

The school will put in place several measures to ensure the care and safety of devices brought to school.

These measures will include but are not limited to:

- Clearly communicating behavioural and usage expectations to all staff and students;
- Locking devices in classrooms during the day;
- Only using devices inside classrooms unless under the direction of a teacher;
- Teachers ensuring that other students are not using the device at any time.

We are encouraging parents to purchase a small to medium sized laptop/Chromebook as they are the easiest for students to use and work well within a school setting. Laptops/Chromebooks vary in price and capability which give all families the ability to participate in this program. See below for the specifications clearly set out by the NSW Department of Education that will support the BYOD program in our school. **NSW Department of**

Education Specifications:

Wireless Connectivity	The department's Wi-Fi network operates on 2.4Ghz or 5Ghz dual band wireless to access the school network
Operating System	Microsoft Windows 10/11 (nothing under 10) Mac OSX (minimum Catalina. Ventura is preferred) Chrome OS (Chromebook)
Software and Apps	Access to Microsoft 365 and Google Suite for Education will be provided to all students Adobe Premier Elements and Adobe Photoshop Elements PDF viewer Google Chrome Web Browser
Storage	Minimum 32GB (Chromebook) 128GB (Windows 10)
RAM	4GB minimum for Chromebook devices 4GB Minimum with a solid state hard drive (SSHD) but 8GB or more is recommended for devices with Windows 10 or 11
Hardware Features	Built in camera and microphone
Display	Integrated display no smaller than 11 inches
Pointer	Touch screen or track pad
Weight	2kg maximum
Accessories	Carry Case: Supply a carry case or skin to protect the device Insurance and warranty: Be aware of the terms of insurance policies/warranties for the device. The school will not accept responsibility for loss or damage

Our school BYOD policy can be found on the school website. For further information on NSW Department of Education guidelines on *Student use of digital devices and online services* please refer to the Department of Education's website: <https://education.nsw.gov.au/policy-library/policies/pd-2020-0471> .

