



Coffee Camp Public School

Bulletin

Term 1 Week 1

Wednesday 30th January 2019

Principal: Jane Varcoe

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«Name»

Reminders for this week

- Put P&C meetings in your diary
- Return swimming permission by Monday 5th February
- Return tuckshop roster note
- Pay School Contribution - \$30 per child
- Finalise enrolment paperwork
- Have a hat at school EVERY day



Diary Dates

- Fri 8/2 Terania PSSA Swimming Carnival 8+ years
- Mon 11/2 3.15pm P&C Meeting - All welcome –**
(this is not an AGM - Our committee is already in place for 2019)
- Mon 11/2 4.30pm Whole School parent meetings**
- Fri 15/2 2.20pm Assembly hosted by 5/6 class
- Wed 27/2 Zone Swimming in Alstonville

News! News! News! Read all about it! New Year at Coffee Camp Public School

Please read this bulletin carefully and file it safely for future reference as it contains information about a lot of policies and practices at Coffee Camp Public School. **You will receive an email bulletin as well as the printed one if you provide your email address** If you misplace your bulletin you can read it on the school website where it will be uploaded on Thursday each week. Visit www.coffeecamp-p.schools.nsw.gov.au/

Permission notes will also be available on the website. Look for the Permission Note tab at the top of the page.

From the Principal

Welcome Back

A very big welcome to all of our new families and welcome back to all of the students and families of Coffee Camp Public School. It is fantastic to see all of the returning students and yet again I am amazed at how much they all grew over the holidays.

I would like to acknowledge and thank all who helped at our Christmas Tree night at the end of last year. It was wonderful to see all of the students enjoy their celebration at the end of the year and farewell our 2018 Year 6 Students.

We are starting to fill our very busy calendar and will provide you with information of up and coming events through the newsletter and via the calendar on the website.

Organisation

Ros is on leave for this term. Tania will be in the office Monday to Friday with Sandra's help on Wednesdays.

We will have more information in next weeks Bulletin.

I will also be having a **5/6 class information meeting on Monday 11th February at 4:30pm** following the P&C meeting. I'd love to see you at 3:15pm for the P&C meeting as well.

Friday Timetable We will be having Tennis, Assemblies and Tuckshop on **Fridays**.

Tennis lessons will take place in 4 half hour sessions between 9.30-12.30pm.

Assemblies will be held in Odd weeks (Weeks 3/5/7/10) Assemblies will be hosted by the different classes with the 5/6 class running this week. Assemblies will be held at 2.30pm on Friday afternoons. Please check the bulletin for details about future assemblies.

Tuckshop is only available on SOME Fridays. Please check the bulletin for menu details.

Enrolments

Coffee Camp School is still open for enrolments and we would love to welcome new members to our wonderful school community. Please ask anyone enquiring to contact the school. **Jane Varcoe**



It's YOUR P&C Association

The first P&C Meeting for 2019 is at 3.15pm on Monday 11th February in the school library. **Will you be there?**

This is your opportunity to be involved with the school which your child attends.

P & C Association Activities

All parents and carers with children at Coffee Camp Public School are members of the P&C Association. It's your P&C so please get involved and soon!

• Help with fundraising

We have had our name on the waiting list for a Bunnings BBQ and we've been allocated **SUNDAY 18th February**. All the facilities are provided by Bunnings. We just need to buy the BBQ food and turn up to cook and collect money.

Can you help out for an hour or two on that day? It's a great fundraiser and all money will go towards projects which benefit your children at Coffee Camp. Please contact Kirrily as she is coordinating the roster (6689 1567).

• Attend meetings

Meetings are held in a relaxed fashion in the school library. These are a chance to meet with other parents and discuss plans for fundraising and social activities, and decide how to spend the money!

There are only 2 meetings each term. Days and times for meetings this year will be discussed at the first meeting.

For more information about the P&C Association please phone Kirrily 6689 1567.

The date for the first meeting of the year is **Monday 11th February at 3.15pm in the school library**. *Everyone is welcome.*

Come along find out about staffing, timetabling and what is planned for 2018 at Coffee Camp Public School.

New ideas are always welcomed. All funds raised are spent on resources and activities which benefit your children.

Tuckshop

Would you and your children like to see tuckshop up and running soon? Think about how you can help this year. Tuckshop day is Friday and there are other jobs for those who can't get to school on Fridays. Can you:

- Help on the roster for a full day
- Help on the roster for a morning only
- Supply fruit
- Cook lunch menu items eg pasta sauce/curry/soup
- Shop weekly for bread and milk
- Help clean at the end of term

The tuckshop coordinator is yet to be confirmed. Linda is our tuckshop coordinator and can be contacted from next Monday to discuss roster options. (Ph: 0416 110 438 or Email: linnie.de@bigpond.com).

IMPORTANT MESSAGE ABOUT TUCKSHOP in 2018

Government regulations require that all volunteers in schools have a working with children clearance.

This includes all tuckshop helpers.

Tuckshop will commence ONLY after the roster is filled with volunteers who are cleared for working in schools. Please return your roster form promptly.

Apply for your working with children check online and then email to coffeecamp-p.school@det.nsw.edu.au or visit the school office with 100 points of ID and complete the Department of Education paperwork.

Please see WWC options in the box beside or call the office for further information.

Ukulele Lessons

Mrs V will again be teaching ukulele lessons to interested students in Years 3/4/5/6.

Lessons will be held on Tuesday lunch times.

Please bring your ukuleles on Tuesday.



Working with Children Clearance - Options

There are 2 options for parents to get the Working with Children clearance for parent/carer volunteers in schools.

The Working With Children website does state that you do not need a WWC to volunteer at the school your child attends.

However, If you do not have WWC number then the Department of Education requires that you complete a form and provide 100 points of ID.

We have been encouraging parents/carers to get their WWC number as it is a simple process and once obtained can be used for all volunteer roles in the community. The options:

Option A. Visit the WWC site:

<https://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check/apply/apply>

Click on the button to apply for a check. Complete the details and you will get an application number. Take the application number and your driver's licence or other proof of ID to the RMS at 58 Ballina Rd Lismore which is open 7am-7pm.

Option B. Complete a Department of Education form and provide 100 points of ID to the school office.

If you have questions please contact the office.

Terania District PSSA Swimming Carnival

NEXT Friday 8th February

The venue is Lismore Memorial Pool. Children 8 years and older attend. The younger children will have classes at school as normal.

All children in Years 3/4/5/6 are expected to attend the swimming carnival. Children born in 2011 who will be turning 8 in 2019 and who can swim at least 30 metres of a recognised stroke are encouraged to attend. **The events children enter are based on the year they were born and the age they are turning in 2018.**

Children will need swimmers, towel, sunscreen, hat, and a water bottle. Children may pack their own lunch OR take money for the pool canteen.

IMPORTANT There are no finals for any event. There may be 3 heats for an event. All winning places are based on times. Please discuss with your child that although they might win their heat they may not get a place if there are faster swimmers in the other heats. All students who don't get a place ribbon will get a participant ribbon.

Travel

Transport will be by private vehicle. *You will need to arrange your own transport to the Lismore Pool.* If you are unable to attend please arrange for your child to travel with another parent. Parents are welcome. We would love to see a crowd of parents supporting our swimmers.

Arriving at the pool

Please meet Ms Vos at the pool at between 8.45-9.00am to have rolls marked. He will be just inside the turnstile where you will need to pay entry fees of \$3.00 per child and each spectator.

Leaving the pool

The younger children may wish to leave the pool early if they are tired or cold.

If you are leaving the pool early please make sure your child's name is marked off the roll.

Wet weather:

If it is only overcast or light rain the carnival will be on as there are no other dates available before the zone carnival. If there is any doubt about the carnival being on, there will be an announcement on ABC radio, 2LM and ZZZ at 7am.

Back up Carnival date: There is no back-up date available

K/1/2 News

Literacy and Numeracy skills: Kinder and Year 1 children will be assessed in the next couple of weeks using the new PLAN program. This program allows teachers to identify the learning needs of each student in their class and plan for future learning. Further information will be provided to parents after the assessments are made.

Clothing and Footwear: each day the children will be involved in outside activities. They will need a hat, sensible footwear (no thongs or high heels) and shorts (girls can wear these under their skirts or put them on for outside play).

Home readers: Home readers have been sent home. Please listen to your child read and make a comment in their reading record book. Please make sure that readers are in the blue bags and send them to school EVERY day. *If you have misplaced your blue bag you can buy a new one from school for \$8.80.*

Communication: Blue bags are very important. These need to come to school EVERY day. The bags are used for transporting readers, library books, school bulletins, permission notes and messages to and from the teacher.

K/1/2 Newsletter: You will receive a newsletter at the start of each term outlining the class timetable and topics to be covered during the term. Please look out for the first newsletter this week.

If you have any concerns about your child please contact the office to make an appointment to speak to Ms Banks at a mutually convenient time.

Helping your child at School

In today's rapidly changing world parents need all the help they can get. For great ideas and support on all aspects of your child's life at school (academic, social and emotional)

Visit the NSW Education Department's website

www.schoolatoz.nsw.edu.au

For general information about Department Policies visit

<https://education.nsw.gov.au/>

<https://education.nsw.gov.au/public-schools/going-to-a-public-school>

Bus Travel and Bus applications - online links

New applications are ONLY for students who have never previously had a bus pass. Otherwise do an UPDATE.

If you don't have ready access to the internet you can phone 131 500 for assistance with your application.

NEW applications <https://apps.transport.nsw.gov.au/ssts/applyNow> are needed when:

- Your child gets a bus pass for the first time. This may be when they start Kinder or it can be in any year if they have not previously travelled by bus.

UPDATES to existing applications <https://apps.transport.nsw.gov.au/ssts/updateDetails> are needed when:

- You change your address
- Your child changes schools
- Your child moves into year 7

When your application is approved your bus company will provide you with a bus pass which should be carried at all times. It is a good idea to attach it securely to your child's school bag.

Our local bus contractor is Wallers. The bus departs Nimbin Central bus bay at 8.45am and has one pick up in Nimbin outside the Hospital at 8.48am. To arrange pick up locations and times outside Nimbin, phone your local bus which is Wallers (6622 6266) for Jarlanbah/Falls Rd/Mountain Top and Quinns (0428 282137) for Gungas/Basil/Tunttable Falls/Stoney Chute/Crofton/Young roads.



School Contribution Fees

The School Contribution fees are \$30 per child per year and are probably still the lowest of any school in NSW. The school provides your child with all their textbooks, exercise books and art supplies.

For accounting purposes it would be appreciated if monies could be paid by the end of Term 1. You will read below information about online payment options which are coming soon.

POP - Parent Online Payments are convenient and easy to use - just visit our school website.

Log onto www.coffeecamp-p.schools.nsw.edu.au/ and click on **\$Make a payment**. Then follow the prompts to make a payment via Visa or MasterCard (credit or debit card).



What expenses can be paid online? You can pay for:

- Voluntary School Contributions
- Sales to Students (uniforms)
- Major Excursions (minimum payment \$10)

PLEASE NOTE: Each payment can be for only ONE child but you can pay for more than one item by ticking more than one box. The minimum payment on POP is \$10. If you have any questions please contact the office.

Permission Notes

The Education Department requires schools to have a signed permission for each child for every excursion. Without a permission note your child cannot participate in excursions and extra-curricular activities. If you have difficulty with payment for an excursion please contact the office. To help parents and children with returning notes we print them on blue paper.

***** If it's blue sign it and send it back. *****

If you lose your permission note you can download and print a new one from the website. See the Permission Note tab.

CLASSROOM ESSENTIALS - YEARS 3, 4, 5 & 6 - 2018

Children in Years 3,4,5 & 6 should have a small pencil case which includes: Biro's (blue or black and red - not felt pens!), eraser, glue stick, scissors, ruler (not metal), lead pencils (HB), pencil sharpener, coloured pencils/textas/crayons,

NO CONNECTOR TEXTAS or WHITEOUT PRODUCTS PLEASE. ****Please ensure all equipment is clearly named.****

Thank you to the majority of students who have come well-equipped for the start of the new year.

Education Department Hat Policy

The Department has a "no hat no play" policy to protect children from the serious health risks of sun exposure.

Children often forget to bring their hat to school each day so some children choose to leave a hat at school permanently so they always have one when they need it.

Children can wear any hat they choose to at school. We encourage broad brimmed hats which give better protection.

Children without hats have to play in the shade.

Children will be given a school hat to wear on school excursions.



School Uniform Policy

The uniform policy is designed to promote a sense of equality among the children and pride in their school community.

The school uniform consists of:

- sky blue t-shirt printed with the school logo and black shorts or gym skirt,
- black track suit pants and sky blue jumper for winter,
- shoes to provide protection to the feet and which are suitable for school activities including sport,
- hats for playing in the sun (children may wear any hat they choose)

The children need to wear this uniform whenever they are representing the school on excursions or at sporting activities.

On other days children may wear a plain blue shirt.

Uniform Sales at School School logo t-shirts are available for \$25 each .

The school has a small second hand clothing pool, with items at reasonable prices.

Uniforms your children have outgrown may be donated to this clothing pool.

Please note that the sizes are inconsistent between suppliers so we usually try the shirts on the children..

Lost property

We do our best to return items to their owners. ***This is MUCH easier if the items are named!!***

Uniforms and other belongings should be named. It is easy for children to misplace items at school and when they are visiting friends. If the items are named they can be returned.

Please check the lost property box at school regularly. Any unclaimed items at the end of term will be donated to charity.

Crunch and Sip

All classes will be following the Crunch and Sip Program. Every child needs to bring a piece of fruit every day (for the K/1 students it is best if this is already cut up ready to eat) and a water bottle with their name on it.

Lunches

This is a reminder that children must not share food at school. Please ensure that your child has enough to eat for the day. Please explain to them that if they have too much food they should take the extra food home and not give it away. In this way you can find out how much they are eating in a day.

Some children have allergies and it is important that they do not eat other children's food. If your child has an allergy please ensure that the staff at school are aware of it. We currently have a student at risk of anaphylaxis from nuts. Please be mindful of this.

No Waste Lunch Day on Wednesdays

We encourage the children to pack their lunch using products that can be reused or recycled or composted. We have compost bins at school to take care of food scraps and paper lunch wraps. Wednesday is our special no waste lunch day. Congratulations to all the children who bring no waste and healthy lunches every day

Tips for packing school lunch boxes

Pack food that is easy to open, easy to eat and not messy. Avoid using plastic wrap because children find it hard to pull apart and paper bags are better for the environment too. Write their name on their lunch box, water bottle and any other containers. Use insulated lunch boxes or cooler bags.

Home reading

Reading at home with your child is the best way to help them with their schooling.

Home reading should be done as often as possible. Read in the evenings or the mornings or both! Ask older siblings, other relatives, friends and neighbours to get involved. The more the child reads the faster they learn.

Please write a positive or encouraging comment in their home reader record book. Reading is important in all subject areas. Once children become confident with their reading they find all their learning easier.

Homework (Years 2-6)

Students in 3/4/5/6 will be given a maths mental book. Further information will be discussed at the whole school parent meetings.

The children need a bag to take their homework and library books home in. Many children continue to use their blue bags for this. If you have misplaced your blue bag you can buy a new one from school for \$8.80.

The most important homework is home reading which should be done **every** day.

If you have questions about homework, please contact your child's teacher.

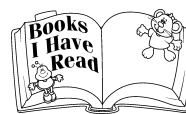
Library

Thank you to those children who have found missing books during the holidays and returned them to the library.

Children with overdue library books will not be able to borrow new books.

This year library days will be:

Wednesday	Years K/1/2
Wednesday	Year 2/3/4
Thursday	Years 5/6



Children must have a library bag. This can be their blue home reader bag, a cloth bag or a plastic bag.

Blue bags are available from school for \$8.80. Mrs Jenny Vryenhoek will be taking the children for their library lessons.

You are welcome at school

Children love to see their parents and carers at their school, whether helping out in the classroom, tuckshop or being involved in other ways. Research shows that students perform better at school when their parents or carers take an active interest in their learning and their school. Your contribution to the school is needed and valued.

Ways you might get involved:

help in the classroom / listen to children read / help children on computers / help with school excursions
help prepare food and serve children at the tuckshop / help with art and craft activities / help with sport activities

[Please read the information about the Working with Children clearance requirements for volunteers in schools.](#)

IMPORTANT Bus Zone Afternoon Parking and Child Safety

When parking at school in the morning and in the afternoon please angle-park on the Lismore side of the main gate to allow parking for the school bus in the driveway.

All children will be kept inside the black fence until met by an adult. No child is to be unaccompanied in the car park at any time.

Some Important Policies

Parents visiting at school

Please sign in at the office whenever you visit the school. *This is a WHS requirement.*

Parent helpers

If you are a parent helper please sign our visitor's book. *This is a WHS requirement.*

Late arrivals and early leavers

If your child is arriving late or leaving early please sign your child in or out at the office. *This is a Departmental Policy.*

Appointments with teachers

Teachers welcome contact with parents to discuss your child's education. To ensure they can give you the necessary time to discuss your concerns please contact the office to make an appointment at a mutually convenient time.

Coming in before school, without an appointment, may not be suitable as the teachers are often busy preparing for the day's lessons, participating in staff meetings or engaged with prior appointments.

School attendance

Did you know that if your child misses as few as eight days in a school term, by the end of primary school they will have missed a whole year of education?

By law, you are required to send your child to school every day. If your child has to be away from school for any reason, please either tell your child's teacher or send a signed note explaining the reason for the absence, as soon as possible. If your child arrives at school late, or needs to leave early, you will need to go to the office to sign your child in or out.

If you're having problems getting your child to attend school regularly and on time, please talk to your child's teacher or principal.

For your obligations under the school attendance guidelines, please go to:

<https://education.nsw.gov.au/policy-library/policies/school-attendance-policy>

Children's Toys, Games, iPods. iPads etc

We encourage the children to use school resources for games at school. It is better if they leave their own toys/games/ipods/ipads at home. This avoids children getting upset if a special item is lost or damaged.

Mobile Phones

Children should not have mobile phones at school. If they need to bring a phone for use at an after school function they must hand their phone in at the morning assembly and it will be locked in a cupboard and returned to them at bus time.

Changes Changes Changes Changes Changes Changes Changes Changes Changes Changes Changes

So that we can best care for your children it is important that the information we have is correct.

Changes to emergency contacts

If your home or emergency contact details change at any time, please notify the office immediately.

Change to school travel arrangements

You will need to complete an update online at <https://apps.transport.nsw.gov.au/ssts/updateDetails> if you change your address or your child starts at a new school.

Daily Travel Plans: If your child will be travelling home on a different bus from their usual one or if they are being collected from school by someone different, you must send a signed note with the date and details on it. *We will **only** accept phone messages with a change of plans in case of emergencies eg car breaking down or wet weather cancellation of sport.*

For safety reasons we cannot allow children to make different travel arrangements unless we have had contact from their parents or carers. Your child will be sent home as per their usual way unless you tell us there is a change.

Please note that there are no teachers on duty before 8.30 or after 3.30pm and no children should be at school at those times.

Changes in family relationships

The Department of Education recognises that some families will be subject to family breakdown.

If the school is not otherwise notified it will be assumed that both parents retain a shared and equal 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 the school.

If any changes occur in your family relationships which may impact on the relationship between your family and the school, you are required to notify the school immediately. This includes providing copies of any court orders that may be obtained.

Changes to permission for photographs

If at any time you wish to make changes to permission given for the taking of photos please contact the school.

Change to Medical Details

If your child's medical condition changes at any time please notify the school immediately.

***** Please complete and return the Annual Family Details Update form *****

Road Safety Reminder

The best way to protect your children near traffic is to hold their hands. Young children do not make effective use of their hearing and vision, and lack the skills to make safe decisions when in the road traffic environment.

More tips at www.kidsandtraffic.mq.edu.au

Teach your kids to be waterproof

As temperatures rise, the risk of drowning increases too. Review these water-safety tips to help keep your family safe this summer.

<http://www.schoolatoz.nsw.edu.au/wellbeing/health/water-safety-tips>

Help and support for parents - Parentline 1300 1300 52

We all know that parenting is challenging.

Every parent struggles from time to time with every day issues or sometimes more complex ones.

Parentline is a state government funded helpline which provides free and confidential counselling with highly skilled professional counsellors.



Resources for Parents

Find tips on school topics at www.schoolatoz.nsw.edu.au.

Jargon busters

Wanting to start the school year with clarity and wondering about the meaning of some of the school terminology? Here's a list of common abbreviations or terms to make the world inside the school gates seem a little more familiar. School jargon buster: <http://www.schoolatoz.nsw.edu.au/homework-and-study/homework-tips/school-jargon-busters>

Staying in touch with the school

As a parent it's much easier to have difficult conversations about your child's behaviour with the teacher if you've established a relationship with them at the start of the year. Read this article or watch the video to hear teachers talk about the importance of staying in touch with your child's school.

Communicating with your school: <http://www.schoolatoz.nsw.edu.au/zh/wellbeing/development/communicating-with-your-school>

Parent Borrowing Resources at School

We have a small library of resources for parents to borrow. We have books and DVDs on schooling and social issues.

Please come in and have a look.

Education is a partnership between children, parents and schools.

Engage with your children's learning.

Read with them every day. Talk to them about what they are working on in class. Attend activities at school.

Keep the school informed of any health, social or emotional issues which may impact on their learning

Help us to help your child to learn.

To keep informed on school activities always read your weekly bulletin.

If you have any questions please contact the office.