

DURI PUBLIC SCHOOL

Since 1887



Tolerance, Self Discipline, Independence

*In our hands lies the future of this great land
If we all work together towards the common goal
There is no limit to what we can achieve*

2017
Parent Information Book



Education
Public Schools

PRINCIPAL'S WELCOME

Welcome to Duri Public School. I look forward to educating your children and watching them grow and develop in our award winning small school.

I am very proud of the staff and students at our school. At Duri Public School the staff work hard to provide a unique setting in which to nurture your child, whilst delivering a stimulating learning environment to develop your child to their full potential in the 21st century.

This information booklet is to familiarise you and your family with the organisation of our school. I hope you find it informative and we welcome any further queries you may have.



I wish you and your child a long and happy association with our school.

Craig McDonald

Principal
2017

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DURI STAFF 2017

Principal Mr Craig McDonald

Assistant Teacher Mr Stephen Lalor

School Administrative Manager Mrs Sarah Steele

Librarian/Supplementary Teacher Mrs Lynette McDonald

School Learning Support Teacher Mr Phillip Bellis

School Learning Support Officers Mrs Natalie Crittle
Mrs Deborah Bellis

General Assistant Mr Brett Anset

School Chaplain Jenny Chiswell

Education Director Ms Ruythe Dufty



Left: Lynn McDonald, Steve Lalor, Craig McDonald, Phil Bellis and Sarah Steele



From Left: Jenny Chiswell, Natalie Crittle and Debbie Bellis

COMMUNICATION

CONTACT DETAILS:

Phone Number	6768 0214
Fax	6768 0209
Address	100 Duri-Dungowan Rd, Duri, NSW 2344
Email	duri-p.school@det.nsw.edu.au
Website	www.duri-p.schools.nsw.edu.au

FACEBOOK:

Our school parent group has a Facebook page designed to provide an avenue for parent communication and includes information on school events and day-to-day happenings.

NEWSLETTERS:

The school newsletter is published on Wednesday and distributed to the eldest child of each family. The newsletter is also published on the school website and includes recognition of student achievement, weekly events, Parents and Citizens' Association event information, excursion notices, community notices and prior notification of upcoming events.

The Newsletter is an important means of communication between the school and the home, so we ask you to carefully read it. This will guarantee you are kept up to date with school policies, procedures and activities, as well as having the enjoyment of reading about the wonderful efforts and achievements of our students, staff and parents.

Parents are able to access the school newsletter via the school website at:
www.duri-p.schools.nsw.edu.au

DURI SCHOOL SONG

The Duri School Song was written in 2012 in collaboration with the school students by Roger Corbett – a member of the multi-Golden Guitar winning band, The Bushwackers.

The successful songwriter flew in from Sydney to work with the students, staff and community to create a song that would capture the essence of Duri Public School. This song is sung with pride by students, parents, teachers and members of the community at each school assembly and school events.

DURI SCHOOL SONG

Duri School is the place for me
With special friends 'neath the shady trees
We give our best each and every day
We grow and learn as we work and play
This is the way every school should be
Duri School, that's the place for me

Duri School is the place for me
Gomeroi land, our history
Misty harbour, cattle, wheat
From Tamworth hills to the Duri Peak
Tolerant, independent is the way to be
Duri School, that's the place for me

We've been learning, growing, with our hearts and minds and ears
Who knows where we will be in another hundred years

Duri School is the place for me
With special friends 'neath the shady trees
This is the way every school should be
Duri School, that's the place for me
Duri School, that's the place for me

RIGHTS AND RESPONSIBILITIES

This is a list of the *rights* and *responsibilities* of all members of Duri Public School. Every member of the school has rights and it is the responsibility of others to respect them. When all rights are respected and responsibilities are met, our school will be a better environment in which all students can achieve their full potential.

1. I have the *right* to be happy and to be treated with understanding.

I have the *responsibility* to treat others with understanding – not to laugh at others, tease others, or try to hurt their feelings.

2. I have the *right* to be treated with respect and politeness.

I have the *responsibility* to treat others politely and with respect.

3. I have the *right* to be safe.

I have the *responsibility* to make the school safe by not threatening, hitting or hurting anyone in any way.

4. I have the *right* to expect my property to be safe.

I have the *responsibility* not to steal, damage or destroy the property of others, and to take proper care of my own and the school's property. I have the responsibility to obtain permission before using other people's property.

5. I have the *right* to obtain maximum benefit from all lessons and classes – other students will not deprive me of this by their behaviour.

I have the *responsibility* to co-operate with teachers and students to make sure lessons proceed and that I keep up to date with required work. My behaviour will not interfere with other students' right to learn. I also have the responsibility to be punctual, to attend school regularly and to take part in activities that will benefit me.

RIGHTS AND RESPONSIBILITIES

6. I have the *right* to be protected from threats against my health.

I have the *responsibility* not to smoke, take alcohol or drugs and the responsibility not to influence others to do so.

7. I have the *right* to have a pleasant, clean and well-maintained school and grounds.

I have the *responsibility* to care for the school environment – to keep it neat and clean, to be prepared to remove litter and to help maintain equipment in good order.

8. I have the *right* to be helped to learn self-control.

I have the *responsibility* to learn self-control.

9. I have the *right* to make responsible decisions for myself.

In carrying out my rights, I will not deny the *rights of others* and I expect to be corrected if I do so.

10. I have the *right* to expect the local community to support, respect and have pride in the school.

I have the *responsibility* to behave appropriately.

It is a PRIVILEGE, not a RIGHT, to represent Duri Public School.

All these rights will be mine as long as I am carrying out my full responsibilities.

ENROLMENT PROCEDURE

KINDERGARTEN ENROLMENT

Children who turn five years of age by 31st July of the year they start Kindergarten are eligible to enrol at our school.

To register your child, you must go to the school office, where your details will be recorded. You will be given an "Application for Enrolment" form, which must be completed and returned to the office.

The application form will only be accepted at school when it is accompanied by:

- Proof of Age (eg Original Birth Certificate);
- Immunisation history; and
- Proof of Address

NON-LOCAL ENROLMENTS

1. Parents may seek to enrol their child in the school of their choice.
2. Children are entitled to be enrolled in the government school that is designated for the intake area which the child's home is situated and that the child is eligible to attend.
3. No child will be discriminated against for enrolment on the grounds of their sex, age, race, religion, ethnicity, disability or sexual preference.

TRANSFERS TO ANOTHER SCHOOL

Parents should notify the school in advance either personally or by letter if a child will be leaving the school. The intended new address and school should be available if possible.

STUDENT ATTENDANCE

All children are required by law to attend school from the age of 6 years. Some children attend school below the age of 6 years. Once a child is enrolled, it is expected that he/she will attend school every day.

From the first day, regular attendance is important. Friendship groups are formed and play activities teach social skills that are very important for later learning.

The Department of Education accepts few reasons for absence. In general they are:

- The child is too sick to leave the house
- The child has an infectious disease
- The child is incapacitated by injury and unable to move around the school
- Religious commitment or annual family holiday by arrangement with the Principal
- Emergency dental or doctor appointments (although after school is preferred)

If your child is absent from school, you need to:

- Ring the school if the period will be longer than three days
- Send a note with your child, on the first day back, to explain the reason for the absence

Please note:

It is a legal requirement that all absences be notified to the school within 7 days.

Written notes are also required for:

- Any absence (whole or part days) including arriving late or leaving early and leaving the school grounds
- Indicating a change of address/phone number or changes to living circumstance
- Medical problems and administration of medication
- Travel variations e.g. if someone different is collecting your child

UNIFORMS

GIRLS:

Summer	Green and white checked tunic with white collar, white socks and black shoes.
Winter	Green checked tunic, with beige long-sleeve shirt, green socks or green tights and black shoes. Bottle green jumper. Optional bottle green slacks. Green and gold jacket.
Sport	Gold polo shirt with bottle green collar and trim on sleeves and logo on front pocket. Bottle green pleated skirt or shorts. Bottle green tracksuit.

BOYS:

Summer	Short-sleeve beige shirt and grey shorts, grey socks and black shoes.
Winter	Long-sleeve beige shirt and grey trousers, grey socks and black shoes. Bottle green jumper. Green and gold jacket.
Sport	Gold polo shirt (as for girls) and bottle green shorts. Bottle green tracksuit.

Sports Shirts Available at the school

Hats & Caps Wide brimmed bottle green hats are available from various Tamworth retail outlets and bucket hats can be purchased from the school for \$5.

Beige School Shirts Short and long-sleeve beige shirts can only be purchased from the school.

School Badges Available from the school for \$4.

Jewellery Should be kept to a minimum. Earrings to be limited to studs.

Clothing Pool Second-hand uniforms are available from the school, free of charge.

Lost Property Items are displayed, then put into the Clothing Pool

SCHOOL UNIFORM POLICY

All students are expected to wear full school uniform at all times. The wearing of the school uniform at Duri Public School is seen as a valuable agent in the development of the child as a total, contributing member of a special social group – the school family.

Exceptions to the wearing of the uniform would be rare and it would only be on those occasions where it would be impractical because of the type of educational experience being undertaken at the time.



School uniforms as displayed by our junior girls

SUN SAFE POLICY

As part of the school's sun safe policy, we have a NO SCHOOL HAT, PLAY IN THE SHADE rule. It is expected that all students will wear a school hat when they are outside in order to reduce the risk of sun exposure. Students without hats are directed to play in the shade.



School hats as displayed by our junior boys

SCHOOL TIMES

- 8.55am: Bell rings. Students to assemble.
- 10am: Supervised fruit break – ‘Munch & Crunch’ – in classroom.
- 11am: Recess – children are expected to sit down and eat their morning tea, have a drink, go to the toilet and wash hands. Play permitted at 11.10am.
- 11.25am: Go to class.
- 1pm: Lunch – students remain seated to eat for 10 minutes and are then dismissed to play when area is tidy. Littering will not be tolerated.
- 1.25pm: Go to class.
- 2.30pm: Play time.
- 2.55pm: Bell rings for home time.

PLAYGROUND SUPERVISION

Direct teacher supervision of the playground commences on the arrival of the first bus. Students are asked to sit quietly and wait for directions from the teacher on duty.

Recess, lunch and afternoon play are supervised by the teacher on duty.

Duty Roster displayed in all rooms and on the COLA noticeboard.

CURRICULUM: KEY LEARNING AREAS

The Board of Studies sets the syllabus standards that all NSW schools must follow.

There are syllabus documents in six Key Learning Areas that primary schools are mandated to teach.

All syllabus documents are organised into a framework of learning outcomes and indicators within the four developmental stages: Early Stage 1 (Kindergarten), Stage 1 (Years 1 and 2), Stage 2 (Years 3 and 4) and Stage 3 (Years 5 and 6).

The six Key Learning Areas (KLAs) are:

English

Maths

Human Society and its Environment (HSIE)

Science and Technology

Creative and Practical Arts

Personal Development / Health / Physical Education (PD/H/PE)

COMPUTERS

Duri Public School is supplied by the State Government with hardware and a network infrastructure. All computers are Windows based and are located in a lab environment between the two classrooms. There is a mix of desktops and laptops along with some I pads. All classrooms, including the library, have interactive display panels as well as a wireless network across the school buildings.

Computers are used in all areas of work and include access to World Book on line as well as programs and sites used to supplement and extend teaching and learning activities. These are easily accessed from home after locating the school's website. Links are arranged for children, staff and community to access.

Any hand-held devices such as tablets and phones will need approval from the principal before being brought to school.

CHILD PROTECTION PROGRAM

Child protection is a sensitive and challenging area for school communities. Because children and young people are relatively powerless in abusive relationships, they rely upon responsible adults to intervene and assist them.

The NSW Department of Education (DoE), as an agency responsible for the care and welfare of students, has a charter to protect young people in its care from sexual, physical and emotional abuse and neglect, and from improper conduct of a sexual nature.

The school is bound by legislation, to report any suspected abuse or neglect of children in cases where the school has reasonable grounds for such suspicions.

Through its schools, it is the role of the Department of Education to:

- provide educational programs in child protection
- protect students from abuse and neglect and assist in the recognition of suspected child abuse and neglect
- provide on-going support for students within the normal duties of school staff

Child protection education aims to assist students to develop skills in:

- recognising and responding to unsafe situations
- seeking assistance effectively
- establishing and maintaining non-coercive relationships and strengthening attitudes and values related to equality, respect and responsibility

Through child protection education, children will learn:

- about feeling safe and their right to feel safe
- to recognise appropriate touching and inappropriate touching
- that appropriate touching is an important part of positive relationships
- that they have a right to say no to a person who touches them inappropriately or who threatens their safety
- that it is important to tell trusted adults about such situations
- that they may have to keep on telling people until they are believed
- that help is available to them in their communities

If assisting in the classroom or with school activities, Department of Education requires all volunteers to complete a 'Request for Criminal Record Check, Declaration by Applicant' and a 'Prohibited Employment Declaration'. These forms are available at the school office.

HOMEWORK

Homework is an important part of your child's education.

The objectives of the homework policy

Students will:

- Take responsibility for his/her homework
- Develop efficient and independent work habits

Homework should generally be a continuation of the classroom, not an isolated activity. Individual teachers will make students and parents aware of homework procedures each year. Parents are encouraged to monitor homework and sign at regular intervals.

K/1/2

Virtually all everyday activities at home and in play provide opportunities for parents to help young children develop numeracy, problem solving abilities, and a wide range of other knowledge and skills.

In their early years, children may be involved in such regular homework activities as home reading schemes, library borrowing and language activities.

Years 3-6

Activities may include completion of work, additional formal book work and tasks, reading, research observation and data collection, designing and making, and practising, as well as completion of weekly homework contracts.



Year 2/3 students working hard

PARENT INVOLVEMENT

The link between home and school is a vital one for the child. Parental interest and involvement contributes greatly to the creation of an optimal learning environment for children. At Duri Public School, parent assistance is welcome:

- as a member of the Parents and Citizens' Association
- in the classroom as a parent helper
- on excursions
- at special days
- Athletics, Swimming Carnivals and Cross Country, as officials
- social events
- working bees

If you are able to help in this way please contact your child's teacher.

PARENTS & CITIZENS ASSOCIATION (P&C)

Parents are encouraged to participate in a range of school activities. One way to participate is to support P&C activities and regularly attend meetings. The school has an active Parents and Citizens Association that supports the school in a wide range of activities.

The P&C works to raise money for the school for the direct purchase of equipment for classrooms and improvement to school grounds, as well as financially subsidising school excursions and activities.

Our parent body meets at the school on the second Wednesday of each month at 7pm during school terms and provides a forum for parent discussion.

New members are always welcome.

REPORTING TO PARENTS

Both formal and informal reporting is used to report to parents on their children's progress. The school uses school-based and external National Tests (Years 3 & 5) to assess and report on progress.

Opportunities are made for a parent/teacher night early in the year to explain class routines and procedures. This meeting can be followed with an individual parent/teacher interview if requested.

Written reports are prepared for all students mid-year and yearly.

Parents concerned about any matters related to their child's progress at school should approach the class teacher and/or Principal to arrange an interview.

VOLUNTARY CONTRIBUTION SCHEME

Funds provided from government sources are not sufficient to meet the classroom necessities of books, contributions to library and other teaching resources. Without fund raising from parents there would be less library books, fewer computers and technological equipment, less playground and sporting equipment, and less reading and mathematics equipment.

At Duri Public School, we have a **Voluntary Contribution Fund** (Textbook Fund) whereby all parents pay \$50 per enrolled student to cover such things as:

- Craft materials
- Reading materials
- Maths materials
- Classroom texts and writing books

VOLUNTARY CONTRIBUTION SCHEME

We also have a **Voluntary Excursion Fund**, which is a separate fund, of \$50 per enrolled student. This payment avoids the problems associated with frequent collection of small amounts of money from children for special events and minor excursions.

This would not include any major excursions or intensive swimming programs, however it is more financially beneficial for the parent to pay the Voluntary Excursion Fund, rather than paying for activities as they arise throughout the year.

EXCURSIONS

Educational excursions or performances are planned as experiences to supplement and extend class and school programs. Our excursions are planned for the whole school, classes or stage groups.

If, for some particular reason, a parent does not wish his/her child to participate in any excursion, visit or performance, this information can be conveyed to the Principal. It is realised that, at times, the cost factor of excursions can cause some difficulty. However, our aim is that all students participate in what is often an integral part of the learning process. Please contact the Principal if there is a financial concern so that arrangements can be made for part payment or deferral of payment.

A permission note signed by a parent or guardian will be obtained and is necessary for all other excursions and activities.

The school (through the Principal) reserves the right to exclude a student from any excursion, visit or any activity if there is considered to be some safety or behaviour problem which could create difficulties. Parents will always be involved in this decision.

Senior class 3-year rotation:

Canberra 2016
Sydney 2017
Evans Head 2018

Junior class have an annual day excursion

Subject to change due to suitability of venue.
The P&C subsidise school excursions if they are financial.

SPORTS

School Sport Day: Every Friday

Various Sports are offered on Fridays throughout the year:

Term 1 & 4: Swimming, Learn-to-Swim classes and Stroke Correction.

Term 2: Gymnastics

Term 2 & 3: Tennis Tuition, Cross Country, Athletics Skills, Minor Games

Children are asked to wear sports uniforms on Fridays.

Combined Athletics Carnival: Usually held late in Term 2 with Currabubula, Somerton and Attunga.

Combined Swimming Carnival: Held early in Term 1 with Currabubula, Somerton and Attunga.

PSSA: Students are given the opportunity to trial for District PSSA teams with the understanding this may lead to Regional and State representation.

Knockouts:

- Duri School participate in Boys and Girls Softball Knockouts
- Small School Knockouts (soccer)

HOUSE COMPETITION

We have two houses – **Parry** and **Mitchell** operating in our school. Students will be awarded house points for such things as:

1. Citizenship
2. Behaviour/attitude
3. Academic achievements
4. Sports competitions

PLAYGROUND GENERAL RULES

- Use equipment according to the rules
- Put equipment away when you've finished with it
- Stay inside the school playground parameters as directed by school staff
- No fighting or rough play
- No school hat, play in the shade – all year
- Ask the teacher on duty for help with any problems
- Move around the school in a safe manner
- No running on concrete (between main buildings)
- Don't enter school buildings during breaks without permission

OUT OF BOUNDS

- Septic paddock
- Inside and around garden/storage sheds
- Frog pond environment
- In front of school buildings
- School residence
- Behind toilets

EATING

- Put all rubbish in bins provided
- Recess – all children sit for 10 minutes to eat recess
- No play while eating or drinking
- Lunch time – all children sit for 10 minutes to eat lunch. Dismissal after this by teacher on duty

LUNCHES

Our school does not have a canteen, so lunches must be provided from home. Special lunch days are also organised regularly by the School P&C.

PROHIBITED

- Bubble gum and chewing gum
- Any apparatus capable of discharging a missile
- All knives and cutting instruments
- Fire works, cigarette lighters, matches, explosives
- Illegal drugs, alcohol and tobacco
- Pornography
- Articles deemed inappropriate according to teachers' discretion

SMOKING

Legislation requires schools are completely SMOKE FREE ZONES AT ALL TIMES.

WORKING BEES

Due to our large playground and limited General Assistant time, we find it necessary to hold working bees for general school maintenance from time to time. Details are in weekly newsletters.

LIBRARY

Duri Public School has a well-equipped library which is widely used by teachers and students across the school. With the support of the P&C and through a variety of fundraising activities, the school continues to purchase quality books and resources for teachers.

Children require a library bag, which is available from the school for \$5, in order to borrow books. They are encouraged to take care of these books as they are expensive to replace if lost or damaged.

Library days:

Juniors - Monday Seniors - Wednesday

SCHOOL BANKING

Children are encouraged to bank through the school each Tuesday with the Commonwealth Bank. New accounts may be opened at the beginning of the school year. The school receives a commission from each transaction.

MUSIC TUITION

For students wishing to extend their interest and talent in music, piano, violin and guitar, lessons are available through the school by a qualified teacher from the Music Conservatorium in Tamworth.

BUS

Duri Public School is serviced by two local bus companies.

Morning pick up time from Mrs Rimmer's bus starts at 7.55am Gowrie Rd/Duri-Dungowan Rd Crossroads. It reaches the town bus stop at Bryan Martin Memorial Park, Werris Creek Road, Tamworth, for pickup at 8.15am. The bus reaches the village and its various pickup points at 8.30am and drops off at the school at 8.45am.

Mrs Rimmer's bus picks up from school at 3pm and drops off at the various village points from 3.05pm, reaching Bryan Martin Memorial Park, Werris Creek Road, Tamworth at 3.25pm.

Fiona's Mini Buses also pick up and drop off students living in the outlying areas of the Duri village.

All students are expected to behave appropriately on the school buses, wear seatbelts and abide by the bus rules as instructed by the bus drivers.

SCHOOL COUNSELLOR

The school counsellor is available to assist teachers and parents by contributing information, understanding and advice on the learning and behaviour of students, especially those with special needs.

Referrals may be made through the Principal or class teachers. Following discussions with students, an interview is arranged between parents and the counsellor.

SCRIPTURE

Religious instruction is available for half an hour per week. This is non-denominational.

SCHOOL OFFICERS

School Student Officers are appointed each year in the areas of Technology, Health & Safety, Library and Environment.



Our 2017 Sports Captains and School Officers

STAFF DEVELOPMENT DAYS

There are five days each year when teachers attend without children. The first day of the year is usually an organisation and administration day.

The other days are allocated for staff to discuss matters relating to the curriculum or school policy, or to attend training days.

INFECTIOUS DISEASES & MINIMAL EXCLUSION FROM SCHOOL

Chicken Pox	7 days after first spots appears. Sores must be scabbed over
German Measles	7 days after first spots appears
Measles	5 days after rash appears
Mumps	10 days after swelling appears
Glandular Fever	Exclude till fully recovered, or on receipt of medical certificate
Hepatitis	Exclude till subsidence of symptoms, or on receipt of medical certificate of recovery. Minimum 7 days after onset of jaundice
Head Lice	Hair must be treated with special anti-lice lotion or shampoo, available from a chemist and lice and eggs removed
Conjunctivitis	Exclude until discharge from eyes has ceased
Impetigo	Exclude until sores have healed. Child may return if treatment is being carried out and if sores are completely covered with a dressing
Ringworm	Exclude until treatment completed, supported by a medical certificate
Scabies	Exclude until treatment completed, supported by a medical certificate

Please note:

In all cases children must be fully recovered before returning to school.

IMMUNISATION

The Department of Health recommends that children entering school be fully immunised. This is particularly important because your child will be coming into contact with many children and infection can spread easily.

Children starting school who have not already had booster immunisation should have those immunisations outlined by the National Immunisation Program.

Please contact the Community Health Centre or your family doctor for details. Please keep a written record of your child's immunisation, as it must be presented to the school upon enrolment.

Please note:

Children who have not been fully immunised may be excluded from the school should an outbreak of an infectious disease occur.

WEBSITES AND LINKS

Information from NSW Department of Education	http://www.dec.nsw.gov.au/parents
Schools A to Z	http://www.schoolatoz.nsw.edu.au/
My School	https://www.myschool.edu.au/
Federation of P. & C.	http://www.pandc.org.au/
eSafety	https://esafety.gov.au/
ParentLine	http://www.parentline.org.au/
Bullying No Way	https://bullyingnoway.gov.au/
HeadSpace	https://headspace.org.au/
NSW Education Standards	http://educationstandards.nsw.edu.au/wps/portal/nesa/home/
NSW Parents and Schools - YouTube	https://www.youtube.com/user/NSWPublicSchools
Immunisation Information	http://www.schools.nsw.edu.au/gotoschool/a-z/immunisation.php
Health and Care	https://education.nsw.gov.au/wellbeing-and-learning/health-and-physical-care
Anaphylaxis	https://www.allergy.org.au/health-professionals/anaphylaxis-resources/fact-sheet-for-parents-anaphylaxis
NSW Health	http://www.health.nsw.gov.au/pages/emergency.aspx
Health Direct	https://www.healthdirect.gov.au/

THANK YOU

Thank you for reading our information book. We are very proud of our school and the high level of educational, cultural, sporting and environmental programs that are fostered by our teachers and supported by our parents.

We look forward to working with you this year to ensure your child takes advantage of all the wonderful educational opportunities at our school.

The Staff at Duri Public School

