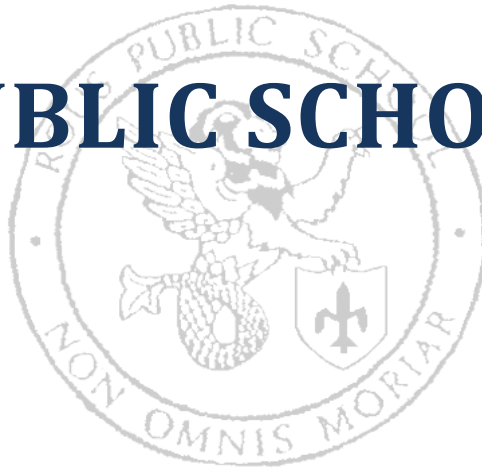


ROUS PUBLIC SCHOOL



Information Booklet



Rous Road
ROUS NSW 2477

Phone: 02 66 295 294
Fax: 02 66 295 348
Email: rous-p.school@det.nsw.edu.au
Website: rous-p.schools.nsw.edu.au



Welcome to Rous Public School

This booklet contains information to help you
and your children become familiar with the
workings of our school.



History of Rous Public School

Application was made for a public school at Dalwood in 1881 and a building to accommodate 25 pupils was built with funds raised by public subscriptions.

The first teacher was appointed in December 1881. The title was changed to Rous in 1884. Rous Mill Public School opened in 1892 and both schools increased in numbers due to sugar cane and sawmill growth.

Staff

Teaching Principal	Pauline Houghton
Class Teachers	Brad Johnson
	Kelly-Rae Allen
Part Time Teachers	Veronica Lovejoy
	Deb Imms
	Harry Humphreys
Learning & Support Teacher and Reading Recovery	Margaret Simpson
Administration Manager	Joanne Bate
Administration Officer	Elaine Milnes
General Assistant	David Christie
School Counsellor	Daniela McCann
Director of Public Education	Peter Campbell

Parents & Citizens Association

President	Pat Byrnes
Vice Presidents	Tim Seymour & Lachlan McGivern
Secretary	Bronwyn Wade
Treasurer	Nicole Eather

2019 Term Dates

Term 1:	Year 1-Year 6 Kindergarten	30 January -12 April 1 February- 12 April
Term 2:		29 April – 5 July
Term 3:		22 July – 27 September
Term 4:		14 October – 20 December

School Hours

Teachers on Duty	8:35am
Morning Assembly	9.10am
Lunch	11:25am - 12:10pm
Afternoon Recess	2:10pm - 2:25pm
Home Time	3:10pm

Bell Times

9.25am - 11.25am	Morning learning session	11.25am - 12.10pm	Lunch break
12.10pm - 2.10pm	Middle learning session	2.10pm - 2.25pm	Recess break
2.25pm - 3.10pm	Afternoon learning session	3.10pm - 3.50pm	Bus time

(Disclaimer: In most instances the bell times will occur at the notated time. When an extra curricula activity or extraordinary event occurs the bell times will vary accordingly.)

New Enrolments

Children may enrol at school if they turn 5 years by 31 July in the year the application is made. Proof of age is required.

'Non local' placements are reviewed on a case by case basis. This is taken from our Enrolment Policy.

Orientation Days

An information evening will be held for parents on Wednesday, 29 August 2018 at 6.30pm.

New Kindergarten enrolments are invited to attend school for three half days (9:00am to 11:30am) over a three week period.

Dates for this year are:

Tuesday, 13 November 2018

Tuesday, 20 November 2018

Tuesday, 27 November 2018



Orientation for Year 6 will involve attending their chosen high school for one day during November.

Changes of Details

It is vital that the office is notified of any change to emergency/medical, address/phone number information or change of name.

Book Pack Fees

Book Pack fees are \$80 per student to be finalised at the commencement of Term 1. This provides all texts and workbooks that the children will need during the year. Money is to be paid to the office.

Permission Notes

To be handed in at the office. It is essential that a written parental permission is obtained before pupils are permitted to attend excursions or school outings.

School Reports Program

Two written reports concerning your child's progress are issued at the conclusion of each semester.

Formal parent/teacher interviews are held towards the end of term 1, when all parents are invited to come to the school to discuss their child's progress.

Parent/Teacher Communication

School newsletters issued on Thursdays, form the basis of school/home communication. It contains school news, permission notes, past & coming events and requests for assistance. This is emailed to parents and is available on the school website. Paper copies only by request.

Individual communications between family/teacher are left to the discretion of those concerned. Teachers are always available outside classroom times to discuss any matters of concern or interest wished to be raised by parents.

An Information Evening is held early in Term 1 with class teachers to discuss class organisation and expectations.

School Website

The website is updated every Thursday with information, dates for the calendar and the weekly newsletter is added. Permission notes and class newsletters can also be found on the website. The P&C also have a section to keep you up to date on their role in the school. The link is: <http://www.rous-p.schools.nsw.edu.au/home>

Role of the School Counsellor

School Counsellors provide an independent support for any child/teacher/parent who may have concerns with educational, physical, emotional or social skills.

If you would like to avail yourself of this service, feel free to contact us and request an appointment through the Principal.

Teacher Release Time

Class teachers are allocated two hours release from class for lesson preparation, classroom programming and parent interviews. You will be notified of release times for your child's teacher at the commencement of the year.

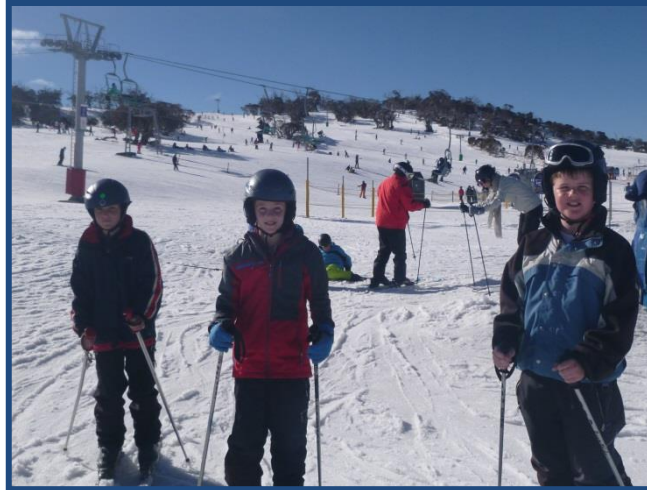
Currently, during this time, classes are instructed in Creative Arts and Music, Library, PDHPE and Japanese.

Homework

Homework is set by individual teachers to consolidate and revise work being treated. Homework needs to be completed and returned by the set date.

Excursions

Excursions are conducted according to curriculum outcomes and involve all classes K - 6 throughout the year.



Student Welfare

Rous Public School has a comprehensive Student Welfare Procedure. This can be found on the school website [Student Welfare Procedure](#) or access from the school office.

Absences

The Department of Education requires absences to be explained. We recommend a brief note, or email, however phone calls are satisfactory.

Prescribed Medications

If a student needs medication at school, it should be sent in to the office, clearly labelled with name and a letter informing the school of the time and dosage required.

Parents are required to complete a consent form before any medication can be administered by staff. These forms are available at the office.

Student Banking

Students may open a school savings account, "Youth Saver", which is serviced by the Commonwealth Bank on Friday of each week. Students have the responsibility of getting their bank book to the office and taking it home when it returns to the classroom.

Reward Systems

Awards are handed out in the weekly assemblies.

“Good Playground Effort” Raffle

Teachers will recognise positive student behaviours in the playground awarding individual students with raffle tickets. Tickets are drawn for prizes at Thursday’s assembly.

A *Merit Certificate* system is in place whereby teachers acknowledge the positive behaviour of individual students.

Bronze Certificate = Five green merit certificates

Silver Certificate = Five Bronze certificates

Gold Certificate = Three silver certificates



School Uniform

The uniform is available for purchase at The School Locker, Ballina

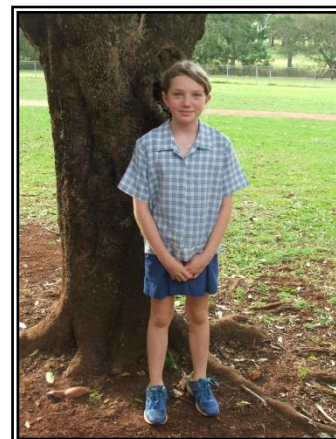
Summer Uniform

- | | |
|--------|--------------------------------------------------------------------------------------|
| Boys | Royal blue polo shirt/grey shorts
Black shoes or joggers |
| Girls: | Blue check blouse/polo shirt with Royal blue shorts/skorts
Black shoes or joggers |



Winter Uniform

- | | |
|-------|------------------------------------------------------------------------------------------------------|
| Boys | Blue polo shirt
Royal blue jacket
Royal blue track pants
Black shoes or joggers |
| Girls | Check blouse/polo shirt
Royal blue sloppy Joe
Royal blue track pants
Black shoes or joggers |



Hats

Boys & Girls Full brimmed royal blue hat that protects the face, ears & neck.

Rous Public School follows the Sun Safe policy and all students who do not have a broad brimmed hat must play underneath the COLA.

Footwear/Hats Policy

Footwear **must be worn at all times** (Departmental Policy).

Sandals/thongs are unacceptable.

Hats should be worn throughout the year.

Transport

Subsidised transport to and from school is available for all students in Kindergarten, Year 1 and Year 2, and those who reside in excess of 1.6 kms radial distance from the school. More information on how to apply online is available at the office.

School Buses

Rous School is serviced by three charter bus services.

All buses set down and pick up in the Bus Bay, off Rous Road, next to the school. Bus passes are available online. Enquire at the office for further information and routes.

Bus Travel – Code of Conduct

To ensure your child's safety and the comfort of other passengers:

Students will:

- Behave safely at all times.
- Respect the needs and comfort of other passengers.
- Respect bus property by not marking or damaging it.
- Always follow instructions about safety on the bus.

Private Vehicle Conveyance (PVC)

Is available for eligible school students, **where there is no public transport for all or part of** the journey. PVC is paid on a daily basis for the single distance journey between home and transport pick up point/school. PVC may also be available on medical or safety grounds (where the journey between home and the pickup point is unsafe).

Eligibility:

To be eligible for subsidised travel students must be:

- 4 years & 6 months of age or older
- Enrolled at a registered day school
- Infant students are exempt from the distance criteria
- Primary students who reside more than 1.6kms (radial distance) from the school

Bike Riders

Some children ride bikes to school and we are pleased that they all wear helmets.

P & C Association

All parents and friends are very welcome to join meetings. These are held on the second Monday night of each month at 7:30 pm. This is the time for you to come along and express your ideas and opinions, and help raise funds to support your children's education.

The Annual General Meeting is held in March each year. Parents are encouraged to join the P & C for a small annual subscription of \$1.

Student Accident Insurance

The P & C take out basic insurance covering all students during the school year.

Ambulance

The school subscribes to the NSW Ambulance Fund and this service applies to all school children during school hours.

Parent Assistance

We appreciate the demands on time for working parents. Parents are welcome to assist in the following ways:-

- ❖ Transporting small or class groups
- ❖ Assisting teachers with classroom lessons e.g. reading, maths, art, craft etc
- ❖ Helping on excursions
- ❖ Participating in the P & C
- ❖ Attending working bees, school barbeques and fundraising activities.

Parents who help out must apply for "The Working With Children Check" (WWCC). This is a requirement for anyone who works or volunteers in child-related work in NSW. It involves a National Police Check (criminal history record check) and a review of reportable workplace misconduct.

More information can be found at: [Working with Children Check](#)

Library

Students are encouraged to borrow weekly on Fridays. To help care for books, each student is required to have a library bag. Lost or damaged books may have to be replaced.

Music

Music lessons are provided to all students on a Tuesday. This is during the teacher's release from face to face time.

Health Education

Research has shown that all students should receive physical education on a daily basis. With this in mind, children are involved in some form of weekly physical activity eg. gross motor skills training, dance, team games, distance running.

Technology

Technology is integrated into class lessons. Specific skills using technology are provided weekly with a qualified technology teacher.

Major Sporting Events

- ❖ School, District and Zone Swimming Carnivals
- ❖ School, District and Zone Cross Country Carnivals
- ❖ School, District and Zone Athletics Carnivals
- ❖ Intensive Swimming Program

Scripture

Scripture teachers visit the school each Friday morning for a half hour lesson.

Scholastic Book Club

Students may purchase books at a very reasonable price. A catalogue is periodically sent home from which students may make their selection, the order form, with payment, is then returned the office, in an envelope marked "Book Club". Delivery is usually within a week of the order dispatch.

Ordering and payment is recommended through the LOOP portal on the website.

More information can be found at: [Scholastic Book Club](#)

Lost Property

Lost clothing is a problem for all schools. Unmarked clothing is regularly displayed at the school and if unclaimed, is donated to suitable charities at the end of each term.

Please label all clothing clearly with an indelible marker.

Welfare Issues

Before class

- ❖ 8:35am - students sit in the COLA until dismissed by duty teacher
- ❖ Bags are taken to the classroom-designated area
- ❖ 9:10am - morning fruit break
- ❖ 9:15am - morning assembly
- ❖ 9:25am – classes commence

Lunch – 11:25 am

- ❖ Students sit in the playground to eat lunch until the teacher on duty dismisses students to play
- ❖ The inbounds eating area is bounded by the COLA (Covered Outdoor Learning Area) and the grassed area in front of the George Mison Building
- ❖ Students may play on the whole playground and sporting equipment is available
- ❖ 12:10pm - students assemble in the COLA

Recess – 2:10 pm

- ❖ Students are to sit and eat in the COLA area
- ❖ Students play as per the lunchtime rules
- ❖ 2:25pm – students assemble in the COLA

After School – 3:10 pm

- ❖ Buses between 3:10 pm and 3:50 pm
- ❖ Students are supervised until buses leave or parents arrive
- ❖ In the interest of your children's safety, parents are asked to use the Rous Cemetery Rd entrance when dropping off and picking up students
- ❖ Parents need to enter the school grounds to collect their student

School Lunches

Each Monday parents prepare rolls/sandwiches for lunches with fillings of salad (ham, chicken, egg, cheese, lettuce, carrot, beetroot, tomato or combinations of these). Vegemite is also available.

Children place their orders with payment, into the 'lunch tub' in their classroom, each Monday morning.

Special lunch days will be advised in the school newsletter.

Out of Bounds Areas

- ❖ The group of trees in the south western corner
- ❖ The southern boundary trees. Students must play on the northern side of these trees.
- ❖ Behind all buildings

The School Office

Students are to wait quietly at the office window for assistance.

