

Staff

3/4D – Louise Duck

3/4M – Jane Miles

3/4V – Wilma Vallis

3/4W – Sue Walkerden

Librarian, Computers – Jenny Kelly

P.E., Sport, Computer Teacher – Jo-anne Stevens

Science Teacher – Liz Fennell

Teacher Aides – Fiona Youles & Patricia Carpenter

Principal – Peter Whelan

Office Staff – Karylanne Walker, Mary Foggo & Shauna Bell.

Stage Two Students

Developmentally there is a wide range among Stage Two children. Children will always develop at different rates.

Listed here are some changes you are likely to observe in your child.

- A need for independence increases but guidance and support are required.
- Their ability to concentrate for longer periods improves.
- They are eager to answer questions.
- An increased interest in others, a greater awareness of differences and a willingness to give more to others, but also expecting more from others.
- Often will idolise heroes, television stars and sports figures.
- A decreasing reliance on needing concrete materials to understand concepts.

Parents can assist their child by:

- Providing guidance and boundaries.
- Remaining positive about their efforts and about school.
- Focussing on what they 'can do' rather than on what they 'can't do.'
- Providing choices to acknowledge their increased independence.

Daily Routine

Playground supervision begins at 9 a.m. Therefore, children arriving at school before 9 a.m. are required to sit in the courtyard outside the staffroom. It is suggested at this time children play a quiet game, eg cards or read a book.

- 9.00am Play on the basketball court and top oval.
- When the 9a.m bell rings children can walk to their classroom, place their bag on a hook and go to the top playground.
- 9.20am Class time begins.
- 10.50am Recess.
During this time students have morning tea, go to the toilet and wash their hands.
- 11.10am Maths Groups
- 12.10pm Class time 12.30pm (Friday) Weekly Assembly
- 1.10pm Lunch. Stage 2 students have ten minutes sitting in a designated area to eat their lunch. A healthy lunch with a drink is encouraged.
- 1.20pm First half of playtime begins.
- 1.40pm Second half of playtime begins.
- 2.00pm Children visit toilet, wash hands and have a drink.
- 2.05pm Whole school assembly in hall.
- 2.15pm Return to class.
- 3.25pm Classes dismissed.

Other Information

Absences

Legislation passed by the N.S.W Government makes attendance at school a legal obligation till the age of fifteen. Legitimate reasons for absence from school are sickness, religious holidays or family emergency.

To limit time missed from school please try to make appointments for dentists and doctors outside of school hours.

All absences are to be explained by a parent or caregiver in writing on the student's return to school.

When a child has been absent from school it is their responsibility to liaise with another student or their teacher regarding missed class work and information e.g newsletters.

Assemblies

Each Friday at 12.30pm a whole school assembly is held. Parents are welcome to attend. At most assemblies classes present an item related to work being studied in class.

Assessment Tasks

Assessment of students is an ongoing process. Throughout the year more formal tasks will be set. Teachers work together to plan, mark and evaluate these tasks. If children do not complete these tasks judging individual progress becomes more difficult.

Often weeks of learning prior to the assessment task is undertaken so absences during this period will likely affect results.

Bicycles

Stage 2 children often wish to ride bikes to school. All children who wish to ride bikes are to complete a licence agreement with Mr Whelan. This agreement commits students to riding safely, wearing a helmet and not riding within the school grounds.

Bookwork

Neat bookwork is required in all books. At the beginning of Stage 2 students are taught how to set their books out and how to rule margins. Once a student can demonstrate a legible and neat style of handwriting a pen licence will be awarded. This will enable the child to write in blue pen in their books.

In Maths lead pencil is used.

Canteen

Recess and lunch may be ordered from the school canteen. Lunch orders are to be placed before 9.20am at the front office or the canteen.

Collection of Money

At times children are required to bring money to school for excursions, purchase of books etc. Parents are requested to use the envelopes provided by the school clearly marked with the child's name, class, amount and the purpose for the money.

Custody

Parents who have sole custody of their children should make this known to the Principal and class teacher. Changes of custodial arrangements should be notified immediately. Copies of court orders should be made to the school office where custody orders or AVOs apply to children.

Dangerous Items

Items such as knives, screwdrivers and sharp instruments are banned. Bringing such items to school may result in disciplinary action.

Educational Program

At Avoca Beach PS all programs delivered follow N.S.W Board of Studies Syllabuses. An outline of the units covered in Stage 2 during 2008 can be found in each term's stage newsletter.

Equipment for School

In the first Stage Newsletter a list of equipment necessary for school was given. It is the child's responsibility to ensure each day they are fully prepared with the pens, pencils, etc.

Excursions

Excursions are planned to compliment and enhance classroom learning. All students are expected to attend. Parents who are experiencing financial difficulties that would result in their child not being able to attend are asked to see Mr Whelan.

In 2008 excursions will be to Camp Toukley (Year 4 only), Cockatoo Island in term two and a Rumbalara excursion in term 3. In fourth term party day will involve a trip to Avoca Beach Theatre.

Continued behaviour that contravenes school rules may result in being excluded from excursions.

Expectations of Students

We have high expectations of our students and as teachers continue to strive to develop them intellectually, socially and emotionally. Consequences are in place for students who disrupt the learning of others in the classroom and/or continue to disobey school rules. The School Welfare Policy outlines this in detail.

Dismissal

At 3.25pm children are dismissed from three different places:

- **Bus lines** - Children catching bus 84 form lines beside the music room while the other bus group sit outside the staffroom. A teacher supervises the boarding of buses.
- **Walker/children being collected** - these children may use the middle or bottom gates to leave the school. Children who need to cross the road are to use the bottom gate as the supervised crossing is located here.
- **Bike riders** - Bike riders are to wait on the basketball court with their bikes and a teacher will direct them to wheel their bikes out of the school when it is deemed safe to do so.

Hats

All students need to wear the school hat in the playground. The school has a 'No hat, play in the shade' policy. The designated shade area is under the COLA outside rooms 6 and 7.

Homework

At the parent teacher night the homework routine will be explained. Individual class teachers will decide consequences for incomplete homework. Parents will be notified for continued failure to complete homework.

Interviews with Teachers

Teachers are always willing to discuss a child's progress with parents. It is important that classes are not interrupted so parents are requested to organise a mutually convenient time with the teacher by phoning or writing a letter requesting an interview.

Library

All classes have a library lesson taken by Mrs Kelly once a week. All students are encouraged to borrow.

Lost Property

A lost property box is located outside Mrs Crayn's room. Parents are requested to clearly label all belongings so misplaced items can be returned to its owner.

Lunch

Lunch is an important meal for Stage 2 students. In the afternoon we frequently continue to undertake mentally challenging work and therefore a nutritious lunch will increase children's chance of understanding.

Medication at School

If your child requires medication to be administered during school hours a letter addressed to the class teacher is required detailing the name of medication, dose and the time to be administered. Medication is kept with the office staff. Chronic asthmatics may keep their puffer with them. For these children a completed management plan is to be completed by parents and given to the office staff.

Messages for Students

On occasions it is necessary for parents to pass a message to their child regarding arrangements related to travelling home. Parents are requested to phone the front office before 3.00pm and the message will be passed on.

Mufti Days

On occasions children are given permission to wear "mufti". This means they may wear play clothes. Sensible shoes are required. A donation is payable for this, as the reason for such days is to raise money for a charity or other cause.

Newsletters

Every Monday a newsletter is given to the youngest child in each family. This newsletter provides relevant information for parents regarding present and future events.

Newsletters, class notes, sporting notes, etc can also be accessed from the school website www.avocabeach.ps.education.nsw.gov.au

The website is a major source of information about the school and what's happening.

At the beginning of each term all Stages detail the term's program, excursions and other information.

Partial Absences

This term is related to when a child is absent for part of a school day. Written explanation to the class teacher is required to explain partial absences.

Photos/Publishing

At times children are asked to submit class work or be in photos for the school website or local newspapers. The final page in this booklet is to be completed by parents, so teachers are aware of any restrictions relevant to your child.

Pupil Information

Parents are asked to inform the school of changes related to contact details. When children are unwell at school up to date details ensure parents can be readily contacted.

Reporting to Parents

Last year the school adopted a new method of reporting which adheres to Federal Government requirements. In week six of term one a 'Progress Report' will be sent home. This gives an account of how your child has settled into school this year. In addition, two written reports will be received by parents. These will be sent home at the end of each semester accompanied by an Assessment Folder. This folder contains assessment tasks completed during the semester.

School Uniform

All students are expected to wear correct school uniform. This includes black shoes. Summer uniform is worn in first and fourth terms while the winter uniform is worn in second and third terms. Sports uniform is to be worn on P.E and sports days.

Scripture

Scripture is held every Thursday from 9.25 till 10.00am. Representatives from Anglican and Roman Catholic conduct lessons.

Shark Awards

Every day each class teacher awards four shark spots for excellent classroom work and behaviour. A tally of shark spots is kept by class teachers. Once five shark spots are awarded a shark award will be presented at afternoon assembly. When a student receives twenty five shark spots a 'silver shark award' is presented at Friday's assembly by the recipient's parent. Parents will receive an invitation if and when this occurs. Children who attain their 'silver' are those who have consistently worked in class displaying considerate, cooperative and courteous behaviour.

Sports Houses

There are four sport houses: Bradman (yellow), Jackson (green), Freeman (red) and Newcombe (blue). At the beginning of each year boy and girl captains and vice captains from Stage 3 are elected to lead their houses.

Valuables

Students are requested not to bring valuable items, e.g jewellery, camera, MP3 players and mobile phones to school. Teachers cannot take responsibility for these items.