

## Welcome to Gulmarrad Public School



Excellence  
Opportunity  
Care and Success

Welcome to Gulmarrad Public School. As a member of our school community, we hope that the information contained within this booklet is of help to you.

Gulmarrad Public School has a caring environment with a strong emphasis on student achievement. It is a stimulating and secure place of learning where students are encouraged to be responsible and independent decision makers.

## **VISION STATEMENT**

"Our students will be successful and confident learners by providing opportunities to be creative, independent thinkers, highly motivated and active, informed and caring citizens through equity and excellence in education".

The staff is committed to implementing quality learning and teaching programs in all Key Learning Areas. Parents and the community feel pride and responsibility for the school through participation and understanding of the school's programs. Students, staff, parents and the local community all work collaboratively to create a harmonious school environment.

If you have any questions about our school, please do not hesitate to contact the Administration Staff in our office who will be able to assist you with your enquiry. We hope your time at our school will be a happy and pleasurable one.

**Principal:** Mrs Robyn Urquhart

**Office:** Mrs Patricia Woodhouse (School Administrative Manager), Mrs Keryn Anderson and Miss Lynsay Foster (School Administrative Officers) will assist you in the office. The office ladies are your first point of contact with our school. Appointments with the Principal and staff can be made by phoning or emailing the school. The office hours are 8.30 am to 3.30 pm.

**School address:** Gulmarrad Public School  
466 Brooms Head Road  
Gulmarrad NSW 2463

**Contact details:** Phone: 02 6645 2587  
Email : [gulmarrad-p.school@det.nsw.edu.au](mailto:gulmarrad-p.school@det.nsw.edu.au)  
Website: <https://gulmarrad-p.schools.nsw.gov.au>

## **STAFF ORGANISATION 2024**

The total number of staff varies from year to year according to student enrolments.

**Principal:** Overall responsibility for all school activities and processes, strategic, administrative and instructional leadership.

**Assistant Principals:** Administrative duties, instructional leadership, learning, student and classroom support.

**Teachers:** Kindergarten – Year 6 class teachers, Learning and Support, Librarian, Technology, Multi-Categorical class and RFF.

## TEACHERS

KM – Ms Kim McGrath and Mr Glenn Munro

K/1R – Mrs Allira Robison

1/2S – Miss Tegan Smith and Mrs Danielle Ryan

2/3B – Mrs Karla Black

3/4H – Miss Melaney Hamilton

4S – Mr David Stanger

5/6C – Mr Joe Cooper – Assistant Principal and Mrs Belinda Trounce

5/6M – Mr Chris Munro

Mrs Anna Menzies - Assistant Principal Curriculum Instruction.

Learning and Support – Mrs Dorothy Munro – Assistant Principal

MC Class – Mrs Melody McIntosh

Music and RFF – Mrs Belinda Trounce

Librarian/Technology – Mrs Danielle Ryan

## NON-TEACHING

Administrative Manager and Officer: Administrative duties, support to Principal, teachers, staff and students.

School Learning Support Officers: Support to teachers and students.

Mrs Karin Brear, Mrs Margaret Gray, Ms Cheryl Harris, Mrs Lynda Keigher, Mrs Alvina Lowe, Mrs Karen Niemiec and Mrs Jaime Smith

General Assistant – Mr Daryl Skinner

## SCHOOL TIMES

Children at school are supervised from 8:30am until the last bus leaves for Brooms Head at approx. 3:35pm. Children should not be left at school before 8:30am or be picked up later than 3:35 pm. This is a safety issue for children.

**First bell – 8.30 am**

**School starts – 9.00 am**

**Recess - 11.00 – 11.30 am**

**Lunch - 1.15 – 2.00 pm**

**3.00pm – Classes dismissed.**

## SCHOOL ARRIVAL / END OF SCHOOL DAY PICKUP

The school car park is available for parents to park and drop off/pick up children. There are three disabled car spaces available **only** for parents /caregivers displaying a disabled parking sticker.

There are four designated areas for students leaving the school at the end of the day.

1) Students catching buses will leave through the single gate.

2) Bike riders and walkers will exit through the double gate near the pencils. Parents who pick up walkers are to wait outside the double gate.

3) Students who are being picked up in the Kiss and Drop zone are to assemble in front of the administration block. As parents enter the pick-up zone, they are required to display their child/ren surname on the windscreen of their vehicle (printed surnames can be obtained from the front office).

Students will be escorted to cars by a staff member, they are to enter and exit the vehicle on the passenger side of the car. Parents are to remain in cars to allow for quick fluent movement of traffic both in the morning and afternoon.

4) Parent pickup – parents who park in the carpark can collect their child/ren from the double gate near the pencils for Years 3 – 6 and single gate for Years K – 2. Parents are asked to use the crossing or the school zone crossing.

## ENROLMENT

Children can start Kindergarten at the beginning of the school year if they turn five on or before 31 July of that year. Kindergarten applications should be submitted online via our school website in the year prior to commencement, preferably before September. Documentation providing proof of age (birth certificate or passport), proof of residential address and immunisation is required on enrolment. Please check to see if you are in our school zone by clicking

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

### Enrolment

<a href="#">← About our school</a>
<a href="#">School planning and reporting</a>
<a href="#">Location and transport</a>
<a href="#">Enrolment</a>
<a href="#">Financial contributions and assistance</a>
<a href="#">Our staff</a>
<a href="#">Rules and policies</a>
<a href="#">What we offer</a>
<a href="#">Payment - School Bytes</a>

Our school can help with enrolment queries throughout the year.

#### Local enrolment area

Check your address on [School Finder](#) to see if it is within our local intake area. Most schools have designated local enrolment areas. Note: local enrolment areas are subject to change.

#### How to enrol

If you live in our intake area and would like to apply to enrol at our school, start by submitting an [online enrolment](#) application. Online enrolment is currently only available for Australian or New Zealand citizens and permanent residents.

If you are not able to apply online or you prefer not to, download the paper [application to enrol](#) (PDF 768.4KB) form. Please complete the form in English. A [translated application to enrol](#) may help you do this.

[Online enrolment](#) can also be used for out-of-area enrolment. Please note that out-of-area enrolment procedures are subject to the department's [enrolment policy](#).

Enrolment applications are finalised at the school.

For more information, visit [primary school enrolment](#).

#### Moving to high school

Visit the [moving to high school](#) page to find out more about the transition of year 6 students into year 7.

#### Temporary visas and international students

The [Temporary Residents Program](#) has information about eligibility and the forms to complete an application.

Parents of students with Special Needs are asked to contact the school to discuss these needs either prior or when the Application for Enrolment has been approved to ensure that the most appropriate program is in place to meet their needs.

Students transferring from other schools or arriving from overseas can apply to enrol; however, preference is given to students who live within the school catchment zone. Students who were born overseas must hold the appropriate visa before applying at the school. For overseas students who wish to attend school in Australia using an entry visa it is necessary that the office sight the passport and visa of the parent (primary visa holder) and student at the time of Application for Enrolment.

## CUSTODY OF CHILDREN

If there are formal arrangements in place that relate to the custody and access of your children, particularly in relation to any Court Orders or other formal directions that may be in place, please provide the necessary information and copies of documents to the Principal at time of enrolment. If, in the future there are any changes to the arrangements/ orders on file, it is vital that you inform the Principal.

## FEATURES OF LEARNING PROGRAM

The school provides comprehensive curricula in all areas. A quality Learning Program based on individual student's needs and strengths has been developed for Literacy and Numeracy which supports the learning and wellbeing of all students so that they can connect, succeed, thrive and learn. A specialist support program is also available in Literacy and Numeracy for those children experiencing difficulty.

The school believes in providing quality programs in all curricula areas to enhance the overall development of the child. These programs are varied and use the expertise of parents and outside bodies to enhance the children's experiences and learning. Teachers work towards establishing different classroom environments depending on the needs of the children.

## SCHOOL BEHAVIOUR SUPPORT AND MANAGEMENT PLAN

This has been developed in consultation with the P&C and is updated regularly. A full copy of the School Behaviour Support and Management Plan is available on our school website and also on request. If your child is experiencing any problems, please don't hesitate to contact the school, so we can work together to resolve any issues. Students, teachers and parents have a shared responsibility to create an environment that is conducive to learning in a safe, supportive and secure environment.

## THE FRIENDLY FIVE

The Friendly Five are: Respect, Co-operation, Act Safely, Manners and Show Initiative and are our school values. Recognition awards aim to promote positive behaviour from all students covering academic, sporting and social behaviour. Fortnightly merit and PAX certificates are also awarded to students.



## PAX

Classes engage with the research-based PAX program. This successful PAX program is a school-based, classroom intervention used by teachers to teach self-regulation. PAX is not a set of lessons or curriculum, but strategies teachers use throughout their day to build students' behavioural skills and stamina for focused attention and self-regulation.

## **HOUSE REWARDS SYSTEM**

Every teacher has a House Tally box in their classroom with 10 tokens. Tokens relate to a specific behaviour in class / playground related to the Friendly Five eg: good listening skills for Respect House leaders tally the points weekly – Dingoes, Emus and Kangaroos and the winning house is announced at the fortnightly assembly.

## **STUDENT LEADERSHIP**

Students are encouraged to take on leadership roles, even in their early years of school. Your child will have the opportunity to be a member of the School Representative Council (SRC). As part of the SRC students will have the opportunity to build their skills through time management, organisation and responsibility, laying the foundation for future leadership roles as they grow older.

In the older years, students will have many opportunities to be a leader. This includes but is not limited to school and sport leaders and the buddy program.

## **COUNSELLOR**

The school counsellor visits the school once a week throughout the year to provide guidance and counselling to students, individually and in groups.

The school counselor is a qualified teacher who has a degree in psychology and post graduate qualifications in school counselling. The counsellor helps complement and enhance the work of teachers by strengthening schools' student welfare provisions and providing counselling and psychological assessment of students with specific needs. They also work collaboratively with learning support teams, Principal, teachers, parents/caregivers and other agencies, to develop appropriate school-based support of students.

## **BOOK PACK CONTRIBUTION**

The Department of Education has requested that schools set a schedule of Voluntary Contributions and Charges and anticipated fees (for excursions, incursions etc.) annually.

Book Packs – Every student is supplied with a book pack tailored to their grade. The packs include exercise books, folders, stationery and resources that the students require throughout the year. The cost of the book pack is \$60.00 per student and is payable at the front office either by cash, cheque or online through School Bytes.

Excursions/incursions occur during the year and payment methods are listed below. Should you have difficulty paying these amounts please feel free to discuss the matter with the Principal, in strict confidence, as it may be possible to arrange a more flexible arrangement that suits you.

If paying by cash, parents are asked to assist the school by ensuring that they (or their child) always have correct money for any payments being made. All money is to come to the school in sealed envelopes. Please ensure that your child's full name, class, activity, and amount of money are clearly marked on the front of the envelope before placing in the collection box in the office.

## **SCHOOL BYTES**

School Bytes provides a parent portal to help our school communicate with you.

The parent portal is used for a number of tasks including online permission notes, attendance, and payments, which can be accessed via a secure link. The School Bytes parent portal enables you to view all your children in one portal and process payments for multiple siblings in one transaction.

**IMPORTANT:** To ensure that the registration process works smoothly and you can link your account to your child(ren), make sure that you use the same email address that you have provided to the school. If using a different email address, an SMS verification code will be sent to the mobile phone number on record for you at the school. To register for school bytes please use the following link.

<https://portal.schoolbytes.education/auth/login>

## **STUDENT ASSISTANCE**

A limited amount of money is set aside to support families who may be experiencing difficulty in providing all the needs for children to attend school. This may include uniform, attending performances, excursions or sporting events. Requests for assistance can be made through the office or to the Principal. All requests are held in strictest confidence.

## **HEALTH CARE PROCEDURES**

If your child has a medical condition, it is important to notify the school so that a health care plan can be developed. A medical condition could include, but is not limited to, asthma and allergies. It is also important to keep the school updated of any changes to your child's health.

Procedures for Sick and Injured Students - If a child becomes sick or injured at school the child is taken to the school sick bay where assistance is given. If the case is considered serious, parents/carers will be contacted by phone using one of the contact numbers provided. In less serious cases the child will be treated and returned to class. Emergency first aid is provided to students in the first aid room opposite the main office. Ongoing injuries or follow up procedures need to be handled at home.

### **Important:**

Please note that if your child is ill with any infectious condition, including colds and stomach ailments, they should not attend school and return to school only when fully recovered. The risk of cross infection in schools is very high despite the best efforts of staff and students. When in doubt, please keep your child at home and if necessary, seek medical advice.

## **MEDICATION AT SCHOOL**

The administering of short-term medications, like antibiotics, is organised through the school office, by parents completing and signing a request form. All medication is to be held in the office and given to students by staff at the appropriate times. School staff cannot administer medicines without written permission forms having been submitted.

Medication for students with chronic conditions like Asthma and Allergies is also held in the school office, along with their Action Plans, for use as needed. These medications accompany students when they leave the school grounds for excursions or sport. In the interest of your child's health and safety, if they suffer from any chronic illness, please provide the medication and Action Plan promptly. No student is allowed to self-administer any medication, except for asthma puffers, whilst at school.

No chemical substances e.g. stingos, calamine lotion etc. are allowed to be used. Ice or saline water are the only products available. No invasive procedures are to be carried out e.g. removal of ticks, splinters etc. This is Department of Education policy. Home or emergency numbers will be contacted if further treatment is necessary – please ensure these numbers are updated immediately when changes occur. At all times the welfare of the child is our prime concern.

## **COMMUNICATION**

Quality communication at all levels is a key component of our operations and, as such our school acknowledges the role of parents as partners and welcomes your involvement and communication. We aim to communicate effectively with our diverse community, and therefore we use a range of strategies and mediums to suit the different needs and preferences of parents and caregivers.

**Important: To enable the school to provide the best possible care for students it is essential for parents to update changes of address, telephone numbers (home, mobile and work), email address, also student medical information as soon as they occur. Forms are available from the office and these changes need to be made in writing.**

If you have issues or concerns regarding your child or the school, it is vital that you seek resolution as early as possible to avoid stress and anxiety. In the first instance please contact the classroom teacher or other relevant staff members to discuss your concerns. The best way to do this is to arrange an appointment with the relevant person so that an appropriate amount of time can be devoted to resolve the problem effectively. To avoid disruptions to normal class routine we do ask parents to arrange visits in advance with the teacher or via the administration.

Please note that it is inappropriate for parents/caregivers to deal directly with other students or their caregivers as this can lead to unnecessary conflict.

If a matter is urgent, you are welcome to speak to the Principal or Assistant Principal.

## **FORMS OF COMMUNICATION**

### **Phone/mobile:**

Used by parents/caregivers to communicate a message for their child/ren that needs to be delivered during school hours, to request an appointment to meet with Principal/teachers and to report an absence when their child/ren is absent from school (please note that teachers are unlikely to respond during teaching times). Used by the Principal, teachers and office staff to contact parents/caregivers in an emergency, as a result of sickness or injury and when important information needs to be communicated about your child, their wellbeing and academic progress.

### **Facebook**

Provides general information about the school and reminders for parents. Find us at Gulmarrad Public School.



## **Assemblies/Parent evenings**

This provides an opportunity for parents/caregivers to learn more about the school and to celebrate student achievements.

## **Newsletter**

Communication of general school news, important information, dates and achievements. Our newsletter is emailed fortnightly to our parent community.

## **School Website**

Our school website keeps you updated with all news and events at the school. Photos can be viewed online in colour. The website also provides access and links for parents/caregivers to a variety of forms, policies and the Department of Education. To make payments online, read the school newsletter and to keep informed of special days on the calendar.

Website address: <https://gulmarrad-p.schools.nsw.gov.au>

## **Email**

Parents/caregivers may email the school to communicate non-urgent matters regarding your child, including enrolment information and attendance.

## **MOBILE PHONES**

Students are not encouraged to bring mobile phones to school. However, where parents insist that their child does need to have a mobile phone it must be given to the Administration Office before school and will be returned at the end of each day to your child. Mobile phones are not permitted to be used during school hours under any circumstances, as it is the role of the administration or teaching team to contact families where necessary and in emergencies. If parents need to make emergency contact with their children during school hours, you will be required to do so through the Administration Office on 02 6645 2587.

Neither the school nor the Department of Education will accept any responsibility if mobile phones are lost, damaged or stolen.

## **TEACHER - PARENT CONTACT**

Parents and teachers are partners in supporting your child to reach their full potential. In addition to formal communication processes, teachers also communicate with parents informally in a variety of ways including:

- ❖ Information sessions about the teaching and learning program
- ❖ Telephone discussions between teacher and parent
- ❖ Notes, emails and other form of correspondence from teachers to advise parents about successes or concerns.

Where there is a need to discuss an individual student's progress, staff will contact parents in person, by phone or email to arrange a suitable interview time to meet.

## REPORTING TO PARENTS

As part of accountability requirements, regular reporting to parents and feedback on student progress is an important process for our school. A variety of methods are utilised each term to keep parents informed about their progress.

Parent and carers will receive formal reports twice a year that comply with the Department of Education requirements to give an accurate and objective assessment of the students' progress and achievement. Parents will also be offered a formal interview time with the class teacher.

An Information Evening is held early in Term 1 each year where you can meet your child's teacher and hear about plans for the coming year.

Students beginning Kindergarten take part in the Best Start assessment which assists the teachers to formulate early learning plans for their students. Students in Years 3 and 5 will take part in the National Assessment program (NAPLAN).

Other testing options include the International Competitions and Assessments for Schools (ICAS).

## PARENT PARTICIPATION

Parent/family assistance in classroom and with school activities is always very welcome. It gives parents the opportunity to take an active part in class activities and to develop an understanding of how children learn. At the same time parent help enables teachers to give more individual attention to members of the class. If you wish to assist in the class, please contact your child's classroom teacher or watch for notes in the school newsletter asking for assistance with special school events.

## Declaration for Volunteers

It is a Department of Education NSW requirement that all parents or close relatives volunteering in schools where they will be working with children must complete a Declaration for Volunteers and non-child related contractors form. This enables us to ensure that our school is a safe place at all times, for our students. Please complete a declaration, which can be picked up from the front office and return it to school, along with your 100 points of identification. This is required if you are working in the canteen, in the classroom assisting with reading, at P & C Functions where there are students present and on excursions.

## STUDENT ABSENCE

**Did you know that if a student misses as little as 8 days in a school term, by the end of primary school they will have missed over one year of education?**

It is compulsory for students to attend school each day. If your child is going to be absent from school for 2 or more days, please contact the school to let us know. All student absences must be explained. It is necessary by law to explain every time your child is absent from school.

Phone/verbal/email/SMS messages are accepted by the school; however, it is preferred that you also send a note of explanation when your child returns to school. If you are going on extended leave of more than 5 days, please contact the school before the leave commences for an "Extended Leave" application.

## PARTIAL LEAVE

If you are picking up children from school during the day or bringing them late in the morning an adult (parent /carer) needs to visit the school office to inform the office ladies of your child/ren's arrival and departure. This is an attendance requirement. No note is required.

## DRESS STANDARDS

All students should maintain a neat appearance by wearing the Gulmarrad Public School uniform as stated below:

### Uniform:



- ❖ gold school logo polo shirt
- ❖ black shorts (boys) black skirts or shorts (girls)
- ❖ long black pants
- ❖ black school shoes or black joggers with white socks
- ❖ black jacket/jumper with school's logo
- ❖ black wide brimmed hat with school logo

### Sports Uniform:

- ❖ gold school logo polo shirt
- ❖ black sport shorts/black tracksuit pants
- ❖ appropriate closed in shoes for events with white socks
- ❖ For athletics, swimming and cross-country carnivals, students are asked to wear a sun safe t-shirt in their house colours. These can be purchased from the Uniform Shop in Maclean.

Students are prohibited from wearing clothing that is inappropriate, is immodest, offensive, and unsafe or non-sun safe. This includes any shorts other than standard school shorts, thongs, midriff tops, tank tops, singlets, platform shoes, make-up, jewellery, etc.

## SCHOOL UNIFORM

School uniforms are available from The Uniform Shop, 4 Stanley Street, Maclean. (Behind the camping shop) Phone 6645 3778.

When available the school has some second-hand school uniforms. Please see the office for purchase. Donations for the clothing pool are always welcome. Gulmarrad School uniform is compulsory.

## STUDENT SCHOOL BAGS

Student school bags are available for purchase from the front office. The school bags have our school logo on the front and look fantastic. The bags are ergonomically designed to assist with children's spinal health. They also come with a 15-year warranty. The cost of the school bags is \$50.00 each. School Library bags are available at the cost of \$15.00 each.



## **SUN SAFE POLICY**

All children must wear a broad brimmed hat for sun protection while playing in the school playground. If they do not have a hat, they are to stay in the shaded areas of the school. The school hat is part of our uniform. It is also worn when sporting and other teams represent the school.

## **ART SHIRTS/APRONS**

Art shirts/aprons are provided for students to use in class.

## **BELONGINGS**

Invariably schools have a large amount of surplus clothing at the completion of each term, which must belong to someone. Items that are not claimed are given to charity or the school clothing pool. If a piece of clothing or equipment comes home that is not yours, please return it to school the following day.

A plastic box containing items of lost property will be located outside the Administration building. This should always be checked before making enquiries. Smaller or more valuable items are located inside the Administration Office.

We ask for your assistance by ensuring that all personal belongings are clearly labelled with your child's name to assist us to be able to return items misplaced by children within the school grounds.

**Please ensure all belongings  
are clearly labelled with your  
child's name so they return  
home at the end of each day.**

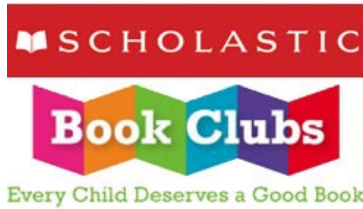
## **INTERNET, INFORMATION PRIVACY AND SECURITY**

All students access and use the internet under supervision whilst at school. When enrolling your child, you will be required to sign a permission form granting rights to access the internet whilst at school. Department of Education policy requires written permission before photos of your child/ren can be used on printed material such as newsletters, newspapers, television and the Internet. To assist us in this process our Enrolment forms request parent authorisation/ permission. This is on an "opt out" basis. We will assume your child has permission for their image/s to be used across a range of media, unless parents/guardians specifically direct otherwise.

## LIBRARY

The school Library is a busy place with lots happening not just with reading but other activities that take place. Children come for Library as well as Chess Club, study groups for seniors, Book Club, board games and many other exciting things. We strongly encourage children to borrow and enjoy books as a means to developing their reading skills, imagination and self-esteem.

The students are required to have a library bag to borrow books from the library on their designated days which will be advised in class letters at the beginning of the school year.



Scholastic Book club is offered once per term to all students. Books can be ordered online via the Scholastic website or through the catalogue. Please ensure all details are completed when order forms are returned along with correct money (cash) in a clearly marked envelope and placed in the collection box at the Office.

## TECHNOLOGY

Our school is equipped with computer and robotics technology to support and enhance student learning. Your child will learn to use information and communication technologies including notebooks, iPads, robotics and green screen, that will support their learning and provide them with unprecedented, yet well managed access to information and contemporary models of learning.

## SCHOOL ASSEMBLY

Parents are invited to come along and attend our whole school assembly which is held every fortnight on Friday afternoons from 2:30 – 3:00pm. A different class/musical group presents an item each assembly and reminders are printed in the fortnightly newsletter, school website and Facebook.

School assemblies are held to:

- ❖ Recognise and celebrate worthwhile achievements of our students.
- ❖ Give individual classes the opportunity to share learning experiences and/or perform for their peers in other classes.
- ❖ Give parents and members of the community an opportunity to see the achievement of individual students and classes being celebrated.

## SPORT

All students are involved in sport activities each week. Students in K-2 participate in combined activities and rotate weekly. Students in Years 3-6 are involved in weekly sport as well as PSSA Knockout competitions and gala days. Students participate in our annual Swimming, Athletics and Cross-Country carnivals depending on their age group. A broad brim hat is required for all sporting activities.

## SPORTING HOUSES

Each student is placed into a sporting house. The three sporting houses are Dingoes, Emu and Kangaroo. Siblings are placed together in one house.



## CREATIVE AND PERFORMING ARTS

The Creative Arts K-6 Syllabus provides a comprehensive rationale for teaching and learning dance, drama, music and visual arts as part of the NSW curriculum. Studying the Creative Arts gives students opportunities for creative action, aesthetic pleasure and emotional response as well as insights into personal and cultural values and beliefs. All classes are involved in weekly music, dance and drama with the RFF teacher. Students learn the recorder and ukelele.

## CRUNCH & SIP

Crunch & Sip is a primary school nutrition program, developed to increase the quantities of vegetables, fruits and water being consumed by children. It is an easy way to help kids stay healthy and happy! Giving students the chance to re-fuel with fruit or vegetables helps to improve physical and mental performance and concentration in the classroom, promoting long term health. Here at Gulmarrad Public School our students enjoy a short break at approximately 10.00 am. Students should bring along fruit or vegetables to school to eat at this time. Please ensure that the fruit or vegetables are cut up ready to eat.



## Bus Company - BUSWAYS and Timetable

Bus Number	Time	Locations Served	Route Description
<b>Morning Bus</b>			
S709	8.20 am	Brooms Head Taloumbie	Departs Poinsettia Cr at Ocean Rd via Poinsettia Cr (R)Lasiandra St (R)Hibiscus Av (L)Ocean Rd, Brooms Head Rd to 1243 Brooms Head Rd ( <b>8:34am</b> ), continues Brooms Head Rd to School
S694	8.24 am	Hillcrest Road Maclean Townsend Gulmarrad	Departs Jubilee St & Hillcrest St via Jubilee St (R)Cameron (L)Woombah St to Maclean High School ( <b>8:26am</b> ), returns Woombah St (L)Cameron St, River St (R)Short St (R)Stanley St (R)Grafton St (L)Cameron St (R)Woombah St to Maclean High School ( <b>8:36am</b> ), returns Woombah St (R)Cameron St (L)Pacific Hwy Overpass (L)Jubilee St (L)Jubilee St (R)Cypress St (R)Diamond St (R)Jubilee St (L)Scullin St to Edinburgh Dr ( <b>8:46am</b> ), returns Scullin St (L)Jubilee St (R)Cypress St (L)Brooms Head Rd to School.
<b>Afternoon Bus</b>			
S748	3.08 pm	Gulmarrad Townsend Maclean	Departs School via Brooms Head Rd (R)Cypress St (L)Jubilee St (R)Scullin St to Edinburgh Dr roundabout, turns around & returns Scullin St (R)Jubilee St (R)Pacific Hwy Overpass (R)Cameron St (L)Woombah St to Maclean High School (3:24pm), returns Woombah St (L)Cameron St, River St (R)Short St (R)Alexander St (R)Woodford St to Maclean Public School ( <b>3:31pm</b> ), then <b>continues as School Bus S749</b> via (L)Stanley St (R)Grafton St (L)Cameron St (R)Woombah St to Maclean High School ( <b>3:38pm</b> ).
S755	3.31 pm	Taloumbie Brooms Head	<b>FIRST SET DOWN BROOMS HEAD RD &amp; MAHOGANY</b> Departs School via Brooms Head Rd, then to Brooms Head Rd & Mahogany Dr ( <b>3:32pm</b> ), continues Brooms Head Rd, Ocean Rd to Boronia St ( <b>3:56pm</b> ), continues Ocean Rd (R)Poinsettia Cr (R)Lasiandra St (R)Hibiscus Av (L)Ocean Rd to Brooms Head Shop ( <b>4:01pm</b> ).

### BUS SAFETY – CODE OF CONDUCT

Parents are asked to please read the Code of Conduct to their children making sure they understand what is required of them when travelling on school buses. This is an area of concern for safety. Children must obey all directions from the driver.

## PARENTS & CITIZENS ASSOCIATION

The Gulmarrad Parents and Citizens Association currently meets on the third Wednesday of each month at 6.00 pm in the school Library. All interested people are invited to attend. The P&C involves itself in social, fund raising and general school issues. It is always a forum of open discussion. All welcome.

### 2024 P & C Committee

President – Lynda Keigher

Vice Presidents – Gareth Smith and Lisa Moore

Treasurer – Cristy Todhunter

Secretary – Jess Grantley

Canteen Co-Ordinator – Aleisha Rickert

Fundraising – Millie Plowman

Grants Co-Ordinator – Gareth Smith

Veggie Garden – Lisa Moore

## SCHOOL CANTEEN

Our Canteen Co-Ordinator arranges a roster of volunteers to help prepare lunches for students on Fridays. Parents can order their child/ren's lunches via Spriggy Schools App. You can download the app at [spriggyschools.com.au](http://spriggyschools.com.au).



## BICYCLE & SCOOTER HELMETS

Students cycling or scootering to school **must** wear a helmet. The Transport for NSW recommends that parents should accompany their child/ren when they are riding a bike until they are at least 10 years old. Ride or walk alongside them and talk to them about how to be a safe bicycle/scooter rider. Bicycles and scooters must be walked through the school grounds by parents/carers and students. Bikes/scooters need to be stored in the area specified by the school. The school accepts no responsibility for loss, damage or theft. We recommend that students lock their bikes with a secure chain.



## **RELIGIOUS INSTRUCTION**

Scripture classes are held each Tuesday from 11.30 to 12.00 pm. Pupils receive instruction from willing volunteers. Non-scripture students are required to complete work and are fully supervised. It is **not** 30 minutes off.

Parents/carers may notify the school in writing that they wish to withdraw or include their child into SRE. Students will continue in the same class as the previous year unless a parent/carer has requested a change.

## **HEAD LICE (PEDICULOSIS):**

Parents must check their child's hair at least once a week for head lice. The school can help you to identify the presence of head lice if you are not familiar with the signs of infestation. Usually it is the nits (eggs) that are visible. If your child has head lice, you must notify the school and treat your child/ren's hair before they return to school. Head lice shampoos and kits are available from supermarkets and chemists. Re-infestation can occur from children who have not been treated. Families are notified when head lice are reported to the school.

## **CARE OF MONEY & VALUABLES**

Children should not bring valuables, toys or unnecessary money to school. The school and the Department of Education will **NOT** accept any responsibility if valuables, toys or money are lost, damaged or stolen.

## **KANGAROOS**

As the school is visited everyday by kangaroos, it is important for the safety of the students that they know how to protect themselves. Here at Gulmarrad Public School, the students are taught how to do the kangaroo roll and classes practice this regularly. All students are instructed not to go anywhere near the kangaroos especially if they are out on the oval and students are fully supervised when they play.

## **NO SMOKING/ALCOHOL**

Parents and visitors are asked to adhere to the Department of Education Policy prohibiting smoking/alcohol in school grounds and in adjacent areas outside of the school grounds.

## **NO DOGS**

Parents and visitors are requested to not bring dogs onto the school grounds during school hours. Many children are fearful of dogs and some have allergies. We appreciate that some families walk to school with their dogs, however, please leave the dogs tethered to posts outside the school grounds away from pedestrian and vehicle traffic areas when taking your child to their classroom.

2099 - Gulmarrad Public School  
Site Plan (12696)



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