

# MANLY VALE PUBLIC SCHOOL



## 2024 INFORMATION HANDBOOK



**“Learning Together to Create the Future”**

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**Principal: Tina Lee**

# PRINCIPAL'S REPORT



## Welcome to Manly Vale Public School

Our school is a special place where students, staff, parents and the community work together.

We strive to be progressive and creative and provide a diverse range of experiences for our students in the key learning areas and extra curricular activities.

Teachers at Manly Vale Public School are engaged in ongoing professional learning and are highly qualified and nurturing to their students. Differentiated learning is provided in all lessons in order that students achieve their personal best.

Our unique playground encompasses bushland, garden, covered outdoor learning spaces, a large oval and easy access to Manly Dam bushland tracks.

I am very proud to be the principal of Manly Vale Public School.

Tina Lee  
Principal



# CONTENTS

## PRINCIPAL'S WELCOME

MOTTO and MISSION STATEMENT	1	PARENT & COMMUNITY PARTICIPATION	8
SCHOOL RULES		<i>P &amp; C</i>	
EXIT OUTCOMES		<i>School Council</i>	
CLASS ORGANISATION	2	<i>Class Parents</i>	
CURRICULUM	2	<i>Manly Vale Owlets</i>	
LIBRARY	3	SCHOOL PROCEDURES	9
ICT & COMPUTER EDUCATION	3	<i>School Hours</i>	
PSSA SPORT	3	<i>Contact Details</i>	
STUDENT WELFARE PROGRAMS	4	<i>Late Arrival/Early Departure</i>	
<i>Buddy classes</i>		<i>Attendance</i>	
<i>Bullying</i>			
<i>Camps &amp; Excursions</i>		COMMUNICATION AND REPORTING TO	
<i>Child Protection</i>		PARENTS	10
<i>Drug Education</i>		<i>Assessment and Reporting</i>	
<i>Interrelate</i>		<i>Newsletter—Bush Telegraph</i>	
<i>Leadership</i>		<i>Class Coordinator Role</i>	
<i>Life Education</i>		CANTEEN	
<i>Peer Support</i>		<i>Red Owl</i>	
<i>Playground</i>			
<i>Student Rep Council (SRC)</i>		HEALTH & SAFETY	11
SPECIAL PROGRAMS	5	<i>Immunisation</i>	
<i>Band</i>		<i>Sick Leave</i>	
<i>Chess</i>		<i>Accident/Illness</i>	
<i>Choir</i>		<i>Anaphylaxis</i>	
<i>Dance</i>		<i>Medication</i>	
<i>Drama</i>		<i>Sun Safe</i>	
<i>Extension Studies</i>		<i>Asthma</i>	
<i>Gymnastics</i>			
<i>Keyboard</i>		UNIFORMS	12
<i>Public Speaking</i>		RELIGIOUS INSTRUCTION	13
<i>Swedish Language</i>		STUDENT BANKING	13
SUPPORT PROGRAMS	6	BEFORE and AFTER SCHOOL CARE	13
<i>Learning Support Team</i>		BUS TRAVEL	13
<i>Support Teacher Learning Assistance (STLA)</i>		SCHOOL and RESOURCE FEES	14
<i>Reading Recovery</i>		STAFF LIST	15
<i>English as a Second Language (ESL)</i>		SCHOOL CONTACT DETAILS	16
<i>School Counsellor</i>		TERM and HOLIDAY DATES	
<i>Higher Order Thinking Program</i>			
ASSEMBLIES and SCHOOL AWARDS	7		
<i>School &amp; Country</i>			
<i>K-6 Assemblies</i>			
<i>School Awards</i>			
<i>Merit Cards</i>			
<i>Super Kid Cards</i>			
<i>Celebration of Learning</i>			
<i>Super Owls</i>			
<i>Hat Lotto</i>			

## SCHOOL MOTTO

**“Caring and Sharing” & “Achieving Your Personal Best”**

## SCHOOL MISSION STATEMENT

**“Learning Together to Create the Future”**

### Goals:

**As a community of learners we aim to foster a love of lifelong learning. We will do this by creating a school where there is:**

- A commitment to personal excellence, self determination and ownership of learning
- Access to a dynamic environment which nurtures inquiry and responsibility
- Openness to new ideas, innovation and creativity
- A positive attitude to mind, body and spirit
- Resilience and the capacity to manage change
- Compassion and empathy
- Recognition of the rights and responsibilities of belonging to a community

## STUDENT WELFARE PROCEDURES

Expectation	Behaviours in all settings
Caring	Care for all property and environment Behave safely Treat others as you would like to be treated yourself
Sharing	Cooperating with others Encourage and allow others to learn
Personal Best	To be an active learner To be the best you can Have a positive attitude towards challenges Learn from your experience

## EXIT OUTCOMES

**As a result of the school’s goals and programs it is our expectation that students leaving Manly Vale Public School will develop the knowledge, skills, attitudes and values to support them as lifelong learners.**

**Each student will have been encouraged and supported to be:**

- Personally fulfilled through academic growth
- An independent thinker open to new ideas and with a love of learning
- A responsible citizen environmentally and culturally aware and socially responsible
- Optimistic, inwardly peaceful and respectful of their body
- Self confident with a belief in their own abilities and worth
- Self-reliant, personally responsible and able to make their own decisions
- Compassionate with a respect for others and an ability to understand different points of view



# CLASS ORGANISATION

## **Structures**

Flexibility of class structure is a feature of the organisation of the school.

Multi-age and single grade classes are available with a focus on differentiated learning through an enriched curriculum.

Students are placed in classes that best suit their individual needs. Professional teacher judgement and discussion, forms the basis of class placements. Individual learning needs are considered when forming classes.

The principal assumes overall responsibility for the management of all classes.

# CURRICULUM

Manly Vale Public School follows the NSW Department of Education Curriculum for K—6 Schools. Within this curriculum we endeavour to provide the best possible educational experience for each student.

**The curriculum is organised into six key learning areas. These are:**

***English***—25-35% time spent

***Mathematics***—20%

***HSIE History and Geography***—6-10%

***Science and Technology***— 6-10%

***Creative Arts***—6-10%

***Physical Education/Personal Development/Health—including Sport (PDHPE)***—6-10%  
***As a guide 6-10% is approx. 1.5 to 2.5 hours in a typical teaching week.***

Learning experiences are developed by classroom teachers to suit the learning needs of students at various levels of development. Research skills are taught and used in all Key Learning Areas.

## **Release from Face to Face Teaching**

Each teacher is entitled to two hours planning and preparation time each week. During this time a specialised science teacher teaches classes from K-6.

# LIBRARY

The school library is open five days each week with Librarians, Alison Webster & Lisa Morrison. Each class spends time in the library each week when a book/books may be borrowed for enjoyment or research at home. **A library bag is required for borrowing.**

## I.C.T.

All students K-6 have access to an individual device. ICT is integrated into all key learning areas.

The school has it's own web page [www.manlyvale-p.schools.nsw.gov.au](http://www.manlyvale-p.schools.nsw.gov.au) and email address [manlyvale-p.school@det.nsw.edu.au](mailto:manlyvale-p.school@det.nsw.edu.au) and Schoolzine APP. **SZapp** can be downloaded for Apple or Andriod phones and is very easy to set up.

For Apple Devices:

1. On your device, open the App Store
2. Search the App Store for **SZapp**
3. Download and install **SZapp**.

For Android Devices:

1. On your device, open the Play Store
2. Search the App Store for **SZapp**
3. Download and install **SZapp**.

Our technology withdrawal room situated in the library, has 32 work stations for students. Access to the Internet is available from all learning/administrative centres. Wireless internet access is available in all classrooms with students able to use Ipads & laptops to assist with lessons within the classroom. Manly Vale Public School implemented 1:1 devices for all students K-6.

## Internet

The school has a strict INTERNET policy to ensure students' privacy while at the same time, allowing them access to valuable information and correspondence with other students both in Australia and overseas. Forms are sent home to allow parents to see the guidelines set by the school for the INTERNET and to determine how much information they want given out about their child.

# PSSA SPORT

Students from Years 3-6 have the opportunity to try out for Primary Schools Sporting Association (PSSA) sport. This involves competing with other local schools once a week. In winter, sports include netball and soccer. In Summer, sports include eagle tag, cricket, newcombball, volleyball, softball and tee-ball. Try outs and practices are held during school hours. The children are required to pay bus charges. PSSA is considered a gifted & talented program for our school's athletes. A school sport program caters for students who need to develop their skills & knowledge of sport on a Friday afternoon. Sports included in this program include tennis, mini-games, athletics, bushwalking, yoga & team sports.

## SCHOOL SPORT HOUSES

Hunter    Green  
Phillip    Blue  
Macquarie    Red  
King    Yellow



# STUDENT WELFARE PROGRAMS

Student Welfare programs at Manly Vale Public School reinforce personal responsibility, reward appropriate behaviours and carefully monitor and discipline inappropriate behaviour.

## **Buddy Classes**

A buddy class system operates between K, 1 & 2 students and Yr 3-6 students. The older students are able to develop sound leadership and social skills with their younger buddies.

## **Bullying**

Bullying is a concern to all parents. Bullying of any kind will not be tolerated at Manly Vale Public School. Bullying thrives on secrecy, so students are encouraged to tell if they feel unhappy or unsafe. The school works very hard to maintain a happy and safe environment. Please see the detailed Anti-Bullying Policy on the school website.

## **Camps and Excursions**

The various grades go on excursions ranging from Taronga Zoo to a local theatre production and are usually linked to the particular area which they are studying. Some involve a fee but in cases of financial difficulty, contact the office as to negotiate a staggered payment or financial assistance. Students in Years 5 & 6 attend an annual camp.

## **Child Protection**

Child Protection lessons are held mainly in Term 3. The aim of this program is to assist in reducing the incidence of child sexual assault in our society. This is a Department of Education & Communities Program and a priority in NSW schools. A separate permission slip is required for students.

## **Drug Education**

Drug Education is incorporated into the Health, Personal Development and Physical Education curriculum.

## **Interrelate**

Year 5 & 6 students participate in the program of sex education conducted by health professionals who specialise in the teaching of young people. A parent program is also offered in the evening.

## **Leadership**

Year 6 students are elected to leadership positions including School Captain and Vice Captain, Prefects, Managers for Technology, The Environment, Sport and Culture. Captains represent the school at visits to Parliament House and special events such as Anzac Day. House captains organise sports equipment and assist at carnivals. Class Managers assist in K-2 classrooms and in SRC meetings.

## **Life Education**

The Life Education Centre's Manly Warringah van visits the school biannually and provides a developmental program in aspects of health. All children from Kindergarten to Year 6 are encouraged to attend.

## **Playground**

The Playground is supervised by teachers in the morning before school from 8.40am and for lunch and recess. Special programs are in place to provide activities to encourage positive playground behaviour. Our school has various playground areas including the oval, basketball court, covered outdoor learning areas (COLA's) and numerous handball courts.

## **Student Representative Council (SRC)**

The SRC includes representatives from every class Years K-6. Students ask their class representative to express opinions or to raise issues of concern on their behalf. The teachers also often ask the SRC for input to decisions which have to be made e.g. about the playground.

# SPECIAL PROGRAMS

## Band

A junior, intermediate and senior band operate under the guidance of Ben Dickson and Surrey Hodges, our Band Conductors. Group band lessons and some individual or small group instruction takes place at school. Students are encouraged to have individual tuition outside of school hours. The bands regularly perform at various school functions. Students are encouraged to attend eisteddfods and complete musicianship examinations.

## Choir

K-2 and Yr 3-6 choirs are open to all students. The K-2 Choir performs at some assemblies and school events and is open to all K-2 students.

## Dance

Specialist teachers are employed to teach dance to all students K-6. Parents pay for these lessons. A K-2 performance is held in Term 2. Two special dance groups are selected to perform in the Sydney North Dance Festival and a variety of eisteddfods and special events. Years 3&4 perform at the end of Term 3. Year 5 complete the Dancesport challenge at Homebush in Term 3, and year 6 learn modern contemporary dances to be performed at their end of year graduation.

## Gymnastics - Sportspro

Specialist teachers are employed to teach gymnastics to all students K-6. Students participate in balance, movement, strength and gymnastic routines. Parents pay for these lessons. Paul is our gym instructor.

## Keyboard

This is run by a 3rd party provider: Col Woodward and Chris from Col's Music House provides keyboard lessons for students from K—6 each Thursday & Friday mornings from 8.00-9.00am in the rooms outside OOSH, all enquiries: 0412 897 737.

## Public Speaking—On Your Soapbox

One of the many programs designed to develop confidence in students, is the school's Public Speaking program for Years K-6. Students perform speeches to the class and selected students participate in district competitions and school events.

## Swedish Language

The School of Community Languages operates Swedish classes on Tuesday and Wednesday afternoons. Students from our school and neighbouring schools attend these classes.

## Drama Group

The drama group is open to auditions for all 3-6 students. They perform at school assemblies and the Arts North Drama Festival.

## Debating

Interschool debating competitions operate during the year. Students from Years 4-6 are selected to participate.



## SUPPORT PROGRAMS

### **Learning Support Team**

This team co-ordinate the programs to support learning for remediation. The team includes Claire Philps (EALD) Sharon Oscroft (Deputy Principal), School Counsellor (Cliona Mulloy), Principal, LAST (Learning & Support Teacher) Kate Stacey and class teachers. The Learning & Support team meet every 2nd Tuesday.

### **Learning & Support Teachers (LAST) - Mrs Sharon Oscroft & Ms Kate Stacey**

Manly Vale Public School provides intensive learning support programs for students who require additional assistance. Support services are delivered in a variety of ways to suit the needs of the individual students within the resources available to the school. Interventions may include support in class for the student, withdrawal for small group learning, special programs for class and/or home, and support for the class teacher. All students are carefully assessed and monitored by their class teacher and the learning support teacher to ensure appropriate teaching/learning programs are implemented.

### **English as a Second Language (EALD) Learning & Support Coordinator— Mrs Claire Philps**

Manly Vale Public School enjoys a rich mix of languages and cultures. The EALD teacher provides special learning programs for students for whom English is a second language, from Kindergarten to Year 6 and for students newly arrived in Australia who do not speak English. Learning programs are delivered in a variety of ways to suit the needs of the individual students within the resources available to the school. The EALD teacher, Claire Philps attends on a Monday and Tuesday each week.

### **School Counsellor—Mrs Cliona Mulloy**

Referrals to a School Counsellor are made by classroom teachers after discussion with the Principal and Learning Support Team. Your permission is sought when an assessment or counselling becomes necessary. Should you wish to see the School Counsellor, application need to be made through the Learning & Support team. The Counsellor is available at school each Tuesday and Wednesday.

### **HOT—Higher Order Thinking Team—Mrs Aga Banham/Mrs Tina Lee**

This team led by Aga Banham provides students who identify as gifted and talented (GATS) with additional programs and workshops both within the classroom and externally. The team of teachers and principal meet fortnightly to develop strategies and support networks for gifted and talented students within the school.

### **Gifted and Talented Programs**

The school offers a variety of enrichment programs to extend and enhance individual student's talents. These programs are only provided to students through classroom teacher's nominations. All extension programs are provided and organised by the Higher Order Thinking team.

### **Extension Programs:**

- STEM enrichment
- APSMO Maths Explorers and Games
- Writers Festival
- Art Shack
- Debating
- Spelling Bee
- Drama

## ASSEMBLIES and SCHOOL AWARDS

**School and Community Assembly— Fridays.** Parents of award recipients are encouraged to attend this assembly to celebrate student achievements and keep up to date with school happenings and events.

### Assemblies

Assemblies are held on a 3 weekly rotation basis K-2, 3-6, SRC on Fridays. A K-6 assembly will be held in the last week of each term. Classes take turns in organising and conducting assemblies. Each class is responsible for organising less formal assemblies to hand out certificates of acknowledgement, celebrate birthdays, join for community singing etc. when the need arises.

### School Awards

At each assembly students receive awards for good behaviour, work habits, citizenship, fair play, presentation and academic excellence. These awards are designed to promote self-esteem and pride in performance and are recognition of tasks well done. To reinforce positive behaviour the school has a variety of special awards.

### Super Owl Awards

Super Owl awards are given to students for positive reinforcement when following the student welfare procedures. 5 Super Owls can be redeemed for a merit card.

### Merit Cards

Merit certificates are issued to recognise academic achievement, citizenship, improvement, achievement in sport or extra-curricular activities and if a student has received 5 “Super Owl” awards. 5 Merit cards received during a student’s time at Manly Vale Public School allows a student to receive a “Principal” award. 3 “Principal” awards can be swapped for a school banner and 3 school banners can be swapped for a School Medal which will be handed out at the Celebration of Learning assembly at the end of the year.


### Super Kid Cards

Super Kid Cards are given for a variety of reasons to reinforce positive attitudes and behaviour. At assembly Super Kids are drawn for a canteen gift.

### Celebration of Learning

At the end of Term 4 a special Celebration of Learning is held. A K-2 and 3-6 formal assembly recognises outstanding achievements for the year.

Manly Vale Public School



**SUPER OWL**

Name: \_\_\_\_\_

Class: \_\_\_\_\_ Date: \_\_\_\_\_

For: \_\_\_\_\_

Teacher: \_\_\_\_\_

## PARENT and COMMUNITY PARTICIPATION

### Parents and Citizens Association (P & C)

The P & C is an open forum, which all members of our community belong to, where they can raise their concerns. The role of P & C is to:

- Principal report on school events & initiatives
- Bring parents, citizens, students and staff into close co-operation
- Fundraising
- Discuss educational concerns as a community
- Present community news and recommendations
- Canteen, Band, Uniform Shop report, Sustainable OSHC report.

There are a number of sub-committees of the P & C:

- |                         |                                                                                            |
|-------------------------|--------------------------------------------------------------------------------------------|
| • Canteen               | <a href="mailto:manlyvalepscanteen@gmail.com">manlyvalepscanteen@gmail.com</a>             |
| • Uniform Shop          | <a href="mailto:manlyvaleuniformshop@gmail.com">manlyvaleuniformshop@gmail.com</a>         |
| • Class Coordinator     | <a href="mailto:mvpsspandccommunication@gmail.com">mvpsspandccommunication@gmail.com</a>   |
| • Fundraising Committee | <a href="mailto:themanlyvalesocial@gmail.com">themanlyvalesocial@gmail.com</a>             |
| • P & C                 | <a href="mailto:manlyvaleprimaryschoolpc@gmail.com">manlyvaleprimaryschoolpc@gmail.com</a> |
| • Sustainable OSHC      | <a href="http://www.sustainableoshc.com.au">www.sustainableoshc.com.au</a>                 |

### Class Coordinators

Each class has a volunteer parent who is the Class Coordinator. Any parent can nominate for this role at the Parent Information Night at the beginning of the year. Class Coordinators email school and P&C event notices to the class parents and assist with communicating class organisation & events. Inclusion on the class contact list is voluntary. Enquiries about P&C fundraising and social events should be directed to the Class Coordinator of your child's class.



# SCHOOL PROCEDURES

## School Hours

The school day commences at 9.00am and concludes at 3.00pm. Teachers are on duty from 8.40am in the morning. Students should not arrive until then.

**Recess** is held between 11.00am and 11.20am.

**Lunch** is held between 12.50pm and 1.40pm. Children are supervised whilst eating for 10 minutes before play.

## Contact Details

Please notify the school PROMPTLY if there is any change to home addresses, telephone numbers (work, home and mobile) emergency contacts and doctors. We may need to contact you or a representative in the case of emergency.

## Late arrival at or early departure from School

To better monitor students during school hours we have arrangements to record the late arrival and early departure of students.

If a student arrives after classes have commenced in the morning (i.e. 9.00am) or leaves before classes conclude in the afternoon (i.e. 3.00pm) a register at the office must be completed by the accompanying adult. A slip for either late arrivals or early departures will be issued after information is entered on SENTRAL software. This slip must then be handed to the teacher to indicate the arrival or departure has been registered at the office.

It has always been the school policy that children not leave the playground unaccompanied during the school day. If the departure is planned they must bring a note for their teacher in the morning which will be noted on the SENTRAL software.

To ensure the safety of your child it is essential that the school be notified by 12.30pm of any changes in going home arrangements on that day. In an emergency, we will endeavour to convey messages to students.

## Attendance

Regular attendance at school is a legal requirement and an educational necessity. All absences and part absences are marked each day on the official register called the Roll. Frequent unexplained absences are noted. Home School Liaison Officers check the class rolls and contact parents where necessary.

If your child is absent from school for any reason please send an email to the school:

manlyvale-p.school@det.nsw.edu.au

a message via the Schoolzine app

OR

a SIGNED AND DATED NOTE

explaining your child's absence is essential when he or she returns to school.

Please do not phone absence explanations to the school unless your child has a communicable illness or will be absent for a lengthy time, i.e. 5 or more days.

## Certificate of Leave

If your child is going to be away for more than 10 school days or is travelling overseas an Application for Extended Leave must be completed and sent to the principal for approval. A certificate of leave will be issued if the leave is approved which needs to accompany the child while on leave.



## COMMUNICATION and REPORTING To PARENTS

### Assessment and Reporting

A Parent Information evening is held early in the year when teachers discuss the plans they have for the year. We have an open door policy in welcoming discussion with parents. Interviews with teachers can be made by appointment. Teachers should not be interrupted during teacher time. Formal interviews are held during the last few weeks of Term 1 each year.

A written report is issued in June and December.

The Department of Education & Communities organises formal testing (NAPLAN) for Years 3 and 5. Students in Year 4 are eligible to sit for OC class placement and students in Year 6 may sit for the Selective High School Test. Students in Kindergarten complete the Best Start assessment program in the first few weeks of Term 1.

It is important to remember that the time before school starts is essential preparation time for staff and can have a big influence on the success of the day. **A pre-arranged interview is a much more satisfactory way of discussing concerns.**

### Newsletter - Bush Telegraph

This is the school newsletter, which is published and emailed weekly on a Thursday. Have you downloaded **SZAPP** for MVPS? Download **SZapp** from your App store, **it's FREE**. Open **SZapp** and select Region, then State, then School. You now have complete access to newsletters and documents **PLUS live notifications for MVPS**.

### Class Coordinators

The Class Coordinator will send updates and reminders to class parents throughout the year via a class email list. Our Class Coordinator Liaison is Amy Hansen.

Contact details: [mvpsspandccommunication@gmail.com](mailto:mvpsspandccommunication@gmail.com)

## CANTEEN "Red Owl"

### Flexischools

We use Flexischools (app & website) for recess and lunch orders.

**Go to [www.flexischools.com.au](http://www.flexischools.com.au)**

Create an account for each child (they are linked to your one account)

Your Flexischools account is like an eTag account—you top up the account and draw down on it when needed.

### Canteen

Our school canteen is run by the P&C and staffed by paid part time employees and volunteer school parents. Please consider volunteering maybe one day in a month. Children are NOT to purchase food for others. Contact: [manlyvalepscanteen@gmail.com](mailto:manlyvalepscanteen@gmail.com)

**Canteen Hours:** Monday—Friday—open for recess and lunch orders, cold drinks, baked goods and frozen treats. Birthday iceblocks may be ordered for birthday treats the day before birthdays.

**Café Owl:** Open FRIDAYS (check opening days) only at the canteen from 8.00-9.15am. Bacon & egg rolls, real coffee, hot chocolate. Great place to catch up with other parents over breakfast.

\*There may be the very rare occasion that lunch is completely forgotten to be packed. Your child should tell their teacher who will organise a sandwich. Payment is to be made the next day.

Our school canteen follows the required guidelines set out by The NSW Healthy School Canteen Strategy, by the NSW Government.



Education &  
Communities





# HEALTH and SAFETY

## Immunisation

Immunisation history statement from the Dept of Health are required prior to entry to school. **The 'blue-book' is not accepted as evidence of immunisation.**

## Sick Leave

Email the school if your child has a communicable illness or will be away for an extended length of time. If your child is unwell the best place for them is at home.

## Accident/Illness

A sick or injured child will receive immediate first-aid in the school sick bay in the school administration office by staff with a current First Aid Certificate. Parents or caregivers are contacted as soon as possible if a child is sick or injured. Please ensure parent contact details are kept up to date and emergency contact people are aware that they have been nominated by you. In case of an emergency, an ambulance will be called.

Records are kept on a daily basis of children attending the clinic.

**All members of the school staff are trained in CPR, Anaphylaxis and First-Aid. All staff are regularly inserviced on current issues pertaining to individual students such as severe allergies and anaphylaxis.**

## Anaphylaxis—What is Anaphylaxis?

Anaphylaxis is a severe and sudden allergic reaction. It occurs when a person is exposed to an allergen (such as food or insect bites).

We currently have 14 Anaphylactic students enrolled at Manly Vale. Many schools have students with such allergies. As a community we are requesting that students do not bring nut products to school. Most importantly we remind you that students should never share their food at school or pressure any other child to try something to eat.

There is more detailed information available at the office and we will regularly publish updates in the newsletter.

## Class Birthday Cakes and Water Ice Blocks

Chocolate or creamy ice-creams are not permitted as birthday treats. The school encourages birthday celebrations to be held at home or after school hours. Parent consent is gained at the beginning of the year for students to allow them to eat birthday treats. The preferred option for birthday treats is to order them from the canteen.

## Medication

**All medications must be labelled clearly with your child's name and instructions and handed to the school administration staff.** You will be asked to complete a medical indemnity form at the office. Where a child has a chronic medical condition you will be asked to supply information from the doctor, as well as complete a medical indemnity form.

**Please note that children are not permitted to keep any form of medication in their bag or classroom nor should your child have the responsibility of bringing any medication to the office. Puffers may be kept with children requiring asthma medication for sport or physical activity.** An asthma plan must be forwarded to the office.

**Records are kept on a daily basis of the time medication was administered, the quantity and by whom. Detailed case management plans for all students who require ongoing medical or care are accessible to all members of staff.**

## HEALTH and SAFETY cont.

**Sun Safe** “No hat, no play, sit in the shade” - students are encouraged to wear school hats at all times and apply sunscreen at home before arriving at school.

### **Asthma**

Our school maintains an asthma register and information should be updated when circumstances change. Children are permitted to carry bronchodilators such as Ventolin at all times. To ensure effective use of asthma medication, a spacer is now required for use. Health regulations require a child to use his/her own spacer. They are to be provided by the family and must be clearly labelled with your child's name.

**UNIFORMS**—the uniform shop only accepts online orders.

Orders can be delivered to the classroom or collected from the office. Usually Fridays.

**Any enquiries visit the P&C website to access the online uniform shop**  
**<http://www.manlyvalepc.org.au>**  
**Email: [manlyvaleuniformshop@gmail.com](mailto:manlyvaleuniformshop@gmail.com)**

As part of our skin protection program we suggest children apply sunscreen and your child must wear a hat when involved in outside activities.

Summer uniform is worn Term 1 and Term 4.

Winter uniform is worn Term 2 and Term 3.



## RELIGIOUS/ETHICS INSTRUCTION

Special Religious Education (SRE) and Special Education in Ethics (SEE) classes take place on Wednesday mornings from 9.00am until 9.35am.

Protestant, Roman Catholic and Ethics classes may be available each year. Members of the teaching staff supervise students who do not attend religious instruction or ethics classes in classrooms.

Written authorisation is required before changes can be made to a student's participation in Religious Instruction or Ethics classes. All changes are done at the end of the term.

Classes commence early in first term and continue throughout the year with combined assemblies often held before Easter and Christmas. **Parents are most welcome to attend those special assemblies.** More detailed information can be found on the school's website under the 'School Documents' tab.

## BEFORE and AFTER SCHOOL CARE

Sustainable OSHC Centre, a privately run business operates before school 7.00-8.40am and after school 3.00-6.00pm.

The contact number for enquiries & bookings is 0473 221 028.

A full school holiday program is also operated by Sustainable OSHC at the school. The program includes excursions and special events.

<https://www.sustainableoshc.com.au/>

## BUS TRAVEL

Two buses operate from our school. Children travelling to and from school by bus are required to wait outside the hall in the afternoon where a member of the Executive staff will supervise them. Children are expected to behave in a safe and courteous manner at all times when travelling on the bus. Children who are not eligible for free travel must produce their Opal Card whenever boarding the bus.

Free bus travel using an opal card is provided for students in kindergarten, Years 1 & 2.

Year 3-6 students are eligible for free travel if they meet the below criteria, otherwise a paid student opal card is required

- The straight line distance from the student's home address is more than 1.6km.
- The walking distance from home to school is 2.3km or further.

**Applications for School Opal Cards are available online at:**

**[transportnsw.info/school-students](https://transportnsw.info/school-students)**

# SCHOOL and RESOURCE FEES

## Whole School Program

This program covers additional school programs such as Dance, Gymnastics, Computer, textbooks. Excursions/activities and sporting carnival expenses are invoiced at time of the activity/excursion. These payments are essential to cover costs associated with running these programs.

## Voluntary School Contribution

Voluntary school contributions are sought from parents on a term or yearly basis. They are utilised to drive the educational programs of our school, including the purchase of technology including laptops and iPads; support for extension & learning support programs and purchasing additional resources for key learning areas including equipment for hands on science lessons.

## Preferred Payment Options

Payments can be made via the link on the invoice when sent out. EFTPOS and cash will be accepted at the office.



# MANLY VALE PUBLIC SCHOOL STAFF 2024

**PRINCIPAL** Tina Lee

**DEPUTY PRINCIPAL** Sharon Oscroft

## ASSISTANT PRINCIPALS

Nicole Blackband, Carol Speight,  
Catherine Nelson, Melinda Ward  
Cadence Abrahams, Sarah Birrell (C&I)

## CLASSROOM TEACHERS

Cadence Abrahams/Bianca Martin—Fri (KC)  
Alisha Tamone (KA)  
Natasha Smyth (KS)  
Agata Tams (KT)  
Simone Lord (1L)  
Melissa Christian/Bianca Martin—Thurs(1C)  
Sally Fisk/Tegan Robertson — Fri (1F)  
Christina Hacking (1H)  
Jess Legg (1/2L)  
Carol Speight/Tegan Robertson—Thurs (2S)  
Hebe Webster (2W)  
Karen Lucey/Madi Young—Thurs/Fri (2LY)  
Michelle Gibson (3G)  
Rebekah Mauger (3M)  
Elaine McManus (3E)  
Charlotte Hepworth (3/4H)  
Kate Adamo (4A)  
Mel Ward/Catherine Nelson—Thurs(4W)  
Victoria Warnock (4V)  
Monika Johnston (5J)  
Kieran Le Jeune (5L)  
Aga Banham (5B)  
Nicole Blackband /Lisa Cash—Thurs (6B)  
Hannah Taylor (6T)  
Patrick Dylan (6D)

Science:  
Yaz Sorensen—K: Jackie Holman—ST1:  
Tanya Coleman—ST2: Sarah Humphries—ST3

## LIBRARIANS

Lisa Morrison Mon/Tues  
Ali Webster Wed-Fri

## SCHOOL COUNSELLOR

Cliona Mulloy—Tues/Wed

## GYMNASTICS TEACHER

Sportspro

## DANCE TEACHER

Miss Vanessa—Limelite

## SENIOR ADMINISTRATION MANAGER

Pam Davison/Annabel Marsden

## SCHOOL ADMINISTRATION OFFICERS

Annabel Marsden, Danni Wareham,  
Maria Boven

## SCHOOL LEARNING SUPPORT OFFICERS

Steph Davison, Jayne Crain, Justine Braband  
Lizzy Fuller, Peter Snailham

## GENERAL ASSISTANT

Barry Warriner

## COMPUTER MAINTENANCE

Greg Wetzler

## CANTEEN SUPERVISORS

Becky McGowan

## PARENT CONTACTS

UNIFORM SHOP  
Wendie McDougall

## P & C PRESIDENT

## BAND DIRECTORS

Ben Dickson  
Surrey Hodges

## Band Coordinators—School contacts

Junior Band: Hannah Taylor  
Senior Band: Monika Johnson



## SCHOOL CONTACT DETAILS

MANLY VALE PUBLIC SCHOOL  
77 Sunshine Street MANLY VALE 2093  
PHONE: 9907 9672  
EMAIL: [manlyvale-p.school@det.nsw.edu.au](mailto:manlyvale-p.school@det.nsw.edu.au)  
WEBSITE: [www.manlyvale-p.schools.nsw.gov.au](http://www.manlyvale-p.schools.nsw.gov.au)

## OFFICE HOURS

8.30am—3.15pm  
Monday—Friday

## BEFORE and AFTER SCHOOL CARE

### SUSTAINABLE OSHC CARE

7.00-8.40am & 3.00-6.00pm  
PHONE: 0473 221 028  
Jordan Dolce—Centre Director  
Email: [admin@sustainableoshc.com.au](mailto:admin@sustainableoshc.com.au)  
Website: [www.sustainableoshc.com.au](http://www.sustainableoshc.com.au)

## TERM and HOLIDAY DATES

**2024**

- |        |                                        |
|--------|----------------------------------------|
| Term 1 | Thursday 1 February —Friday 12 April   |
| Term 2 | Tuesday 30 April—Friday 5 July         |
| Term 3 | Tuesday 23 July—Friday 27 September    |
| Term 4 | Monday 14 October—Thursday 18 December |

