



Seven Hills North Public School



Information Book



Education



*A quality education in
a caring environment*



Seven Hills North Public School

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Welcome

Seven Hills North Public School is a unique, small school. Our school environment is green, grassy and shady. Our school is often referred to as "A country school in the middle of the city".

The cornerstone of our school and its supportive community is respect. The students, staff and parents demonstrate this core value every day. The entire staff work relentlessly to, not only help all children achieve their potential, but also to provide a multitude of additional, exceptional experiences. Working alongside the staff are a host of wonderful supporters – mums, dads, caregivers, grandparents and community members. Therefore we are able to provide **A quality education in a caring environment.**

We at Seven Hills North share and are committed to the core values of the NSW Public Education System. These are:

- **Integrity** – Being consistently honest and trustworthy.
- **Excellence** – Striving for the highest personal achievement in all aspects of schooling and individual and community action, work and life-long learning.
- **Respect** – Having regard for yourself and others, lawful and just authority and diversity within Australian society and accepting the right of others to hold different or opposing views.
- **Responsibility** – Being accountable for your individual and community's actions towards yourself, others and the environment.
- **Cooperation** – Working together to achieve common goals, providing support to others and engaging in peaceful resolution of conflict.
- **Participation** – Being a proactive and productive individual and group member, having pride in and contributing to the social and economic wealth of the community and the nation.
- **Care** – Concern for the wellbeing of yourself and others, demonstrating empathy and acting with compassion.
- **Fairness** – Being committed to the principles of social justice and opposing prejudice, dishonesty and injustice.
- **Democracy** – Accepting and promoting the rights, freedoms and responsibilities of being an Australian citizen.

In all that we do at Seven Hills North we are constantly encouraging our students to strive towards achieving and living these values.

We are now over 130 years old, having started as a one-teacher school in 1883. Twice in its history our school was in danger of being closed, but the spirit of the school community, which is still proud and strong, resulted in our school continuing on and going from strength to strength. In the early 1990s, our school and its community determined that our school was here for this purpose:

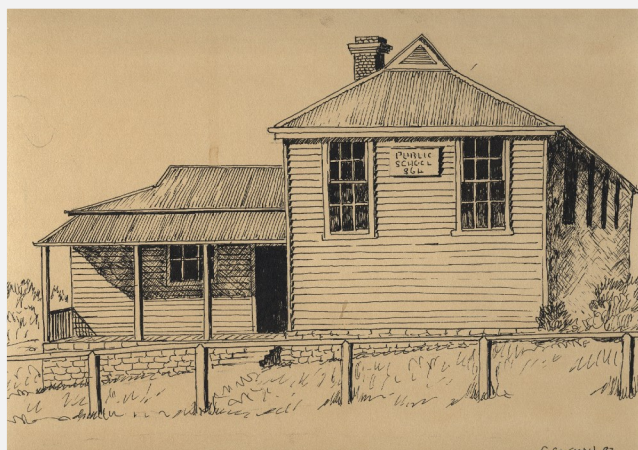
To strive to provide all students with the opportunity to achieve their personal best in a supportive and caring school environment.

This still holds true today, and complements the school motto: *Strive to do our best.*

All at Seven Hills North remain committed to:

- Providing a balance of academic, cultural, sporting and social programs;
- Promoting the welfare and development of students through a comprehensive student welfare program;
- Ensuring quality teaching and learning through planned professional learning programs;
- Ensuring a strong partnership continues to exist between the community and its school;
- Empowering students to take increasing responsibility for their own actions and learning;
- Promoting the excellent achievements of the school and the public education system; and
- Ensuring that the school environment is pleasant and well maintained so as to aid and encourage effective learning.

Kate Pugh
Principal



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ANTI-BULLYING

- Students at Seven Hills North Public School attend school to participate in a quality of education that provides them with skills and knowledge to contribute to the wider community.
- Each student has a right to feel safe and secure at all times within the school. Bullying will not be tolerated.
- Students, teachers and parents have a shared responsibility to create an environment that is conducive to learning and is free from bullying; allowing everyone to work and learn in a safe, secure environment.
- For further information see the Anti-Bullying Policy attached as **Appendix A**.

ASSEMBLIES

Parents are welcome

Morning Assembly - 8.55am

Assemblies - Held fortnightly on Friday afternoons from 2pm (even weeks)

Special Assemblies - Presentation Assembly (End of Year)

- Students are expected to be ready at the morning assembly, quiet and attentive after the bell.
- Students are expected to sit still, pay attention, not talk, applaud when appropriate, sing the National Anthem and School Song enthusiastically and appropriately and to display good manners when receiving awards.
- Students are expected to enter and leave the assembly area quietly and orderly.

ATTENDANCE

- Regular attendance and punctuality at school are legal requirements.
- All attendance is monitored daily and poor attendance will be followed up with the parents and possibly with the Home School Liaison Officer—in accordance with the policy of the Department of Education.
- Written notes (or explanations through the parent portal) are required for all absences, clearly giving reasons. If you wish to verbally inform the school of your child's absence, please phone the school office on the morning of the absence.
- Doctor's appointments should, wherever possible, be made out of school hours.
- Overseas trips and absences from school for a period of more than 5 days require permission from the Principal. Parents need to ask for the appropriate forms at the school office (or locate them on our schools website).
- Students who are late and arrive after morning assembly must report to the school office for a late note, **accompanied by their parent**. A record of lateness is kept.
- Early leave notes must be obtained from the school office by a parent. This note is given to the class teacher or teacher on duty.
- We ask that children **do not arrive at school before 8.30am**, as there is no supervision prior to this time.

ATTENDANCE (continued)

What should it do if my child won't go to school?

You should contact the school as soon as possible. The Principal, the Counsellor, the class teacher and the Home School Liaison Officer can all help you. Act early and don't let a pattern of non attendance develop.

How can I support my child's attendance?

- Make school a priority even on birthdays, excursion days, sports days and special home visitor days.
- Teach your child that being on time is important
- Help your child have a good start to the day.
- Develop a positive attitude to school from the very beginning even if your school experiences were not favourable ones.
- Support the teachers by discussing concerns privately.
- Provide absence notes as soon as your child returns to school.
- Encourage friendships so your child has a sense of belonging and acceptance.
- Be firm and consistent in establishing regular routines.
- Establish good relationships with school and become involved.

BEFORE AND AFTER SCHOOL CARE/VACATION CARE

SHNOOSH provide before and after school care and vacation care on site at Seven Hills North—you can not contact them through the school and must call them directly on **9620 9308**.

BOOK CLUB

Order forms go home approximately every six weeks and parents may purchase suitable children's books at reasonable prices. This is organised through the school office.

Orders are placed through the scholastics book club website.

<http://www.scholastic.com.au/schools/book club/>

Parents can register for Book Club LOOPS and will be able to add their child to their class for easy delivery.

BUS PASSES/STUDENT TRANSPORT

Seven Hills North Public School do not have a dedicated school bus service.

- Opal passes are available for all K-2 children if required. However, once a child progresses to Year 3 they are only available if a child lives more than 1.6 kilometres from the school. Applications can be made through Department of Transport at **www.transportnsw.info/school-students**.
- Teachers may, from time to time, need to transport students to events at other locations, e.g. inter-school debates or public speaking competitions. In all cases, written permission will be sought from parents.



CANTEEN

- Run by Brooke's Canteen.
- Open Wednesday and Friday from 8.30am to 2pm.
- Lunch order must be made before 9am.
- Ordered lunches are collected by the lunch monitors at the beginning of lunchtime.
- Children can purchase snacks at recess and lunch.
- A price list is available on the school website or in the office.

CHARITIES

The main charity SHNPS supports is Stewart House. This charity is supported by staff and students of NSW State Schools. Stewart House is a holiday house for children who really need a break for health, economic or emotional reasons.



We also support many other charities on a regular basis and some when a particular need arises.

Charity appeal days follow a variety of themes to create and maintain student interest and input.

COMMUNICATION

School Office	-	02 9624 1275
School Fax	-	02 9838 7839
School Website	-	www.sevenhilln-p.schools.nsw.edu.au
School Email	-	sevenhilln-p.school@det.nsw.edu.au
Appointments with Teachers	-	If you wish to make an appointment to speak with your child's teacher, please write to the teacher to organise a mutually convenient time.
Parent/Teacher Interviews	-	Will be organised through the Parent Portal, usually the date for this will be the week after Semester 1 reports are sent home. If you need to speak with the teacher about your child outside of this time please organise a mutually convenient appointment, instead of trying to catch them before or after school. Teachers are usually on duty or are running extra-curricular activities.
Parent/Student Details	-	Emergency cards are sent home for confirmation in Term 1 each year. Parents MUST notify the school immediately of any changes in address or phone numbers. Any custody arrangements and court orders should also be addressed so that the school can better assist your family.
Newsletter	-	Published fortnightly. This can be downloaded from the school website or Parent Portal.
School noticeboard	-	Updated weekly

COUNSELLOR

The school counsellor attends the school 1 1/2 days a fortnight and supports teaching. Learning and welfare programs through educational testing, counselling, referrals and advice. The counsellor works with students, parents or carers and teachers in a variety of ways. The counsellor's work includes:

- counselling students
- assisting parents or carers to make informed decisions about their child's education
- assessing students' learning and behaviour
- assisting schools to identify and address disabilities that affect students' learning
- liaising with other agencies concerned with the well-being of students.

School counsellors are members of the school's student welfare and learning support team (LST). With the agreement of parents or carers, school counsellors will pass on to teachers information that will assist them to better meet the needs of their students.

Referrals to the counsellor may be initiated by the student, their parent or carer, or by their teacher. Where the parent or carer refers their child, additional information may be sought for the class teacher or LST.

School counselling is a confidential service and school counsellors will check before passing on information to others. This presumption of confidentiality can be overridden only by specific legal requirements or where someone may suffer harm if information is withheld.

CRUNCH AND SIP

Crunch & Sip® is a set break to eat fruit (or salad vegetables) and drink water in the classroom. Students 're-fuel' with fruit or vegetables during the morning assisting physical and mental performance and concentration in the classroom.



Each day students bring fruit (or salad vegetables) to school to eat in the classroom at a set time. Each child should also bring a small bottle of water to drink at this time.

ENROLMENTS

- Local enrolment areas (boundaries) exist for all public schools.
 - Enrolment of a child can be sought in a non-local school. A school panel will consider any application and base their decisions on a set of specific criteria.
 - To enrol in Kindergarten, a child must turn five years of age on or before 31 July in the year of enrolment. A Birth Certificate or Passport must be shown as evidence of date of birth.
 - Eligible students can be enrolled at any time for the current or following year (we do not keep a waiting list for future years students)
 - Children transferring from one government school to another school must advise their previous school that they are leaving.
 - When enrolling your child, if they have special educational or medical requirements it would be ideal if you have information about these to hand into the office. Extra forms may need to be filled in and signed by doctors.
 - All information regarding enrolments can be obtained from the school office.
 - Kindergarten Orientation takes place in Term 4 each year.
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EQUIPMENT

Exercise books, arts/crafts supplies and some other selected stationery are provided by the school.

Stationery that students are expected to have will vary from class to class and year to year. The following is a general guide, teachers may request other items throughout the year.

Years 5-6

1 x earphones for computer—high quality
2 x boxes of tissues
1 x painting shirt
3 x large glue sticks (preferably Bostic, no glue pens please)
3 x A4 20 page display folder
1 x library bag
1 x set of 12 Textas
4 x HB lead pencils
1 x pencil sharpener
1 x set of coloured pencils
2 x blue pens
2 x black pens
2 x red pens
1 x highlighter pen
1 x 30cm ruler
1 x eraser
1 x small pair of scissors
1 x small pencil case or tin—to keep desktop materials
1 x larger pencil case
1 x bottle of liquid soap

Years 1-2

1 x earphones for computer—high quality
2 x boxes of tissues
1 x painting shirt
3 x large glue sticks (preferably Bostic, no glue pens please)
2 x pack of baby wipes
1 x A4 20 page display folder
1 x A4 book for homework
1 x library bag
1 x set of 12 Textas in a small pencil case
4 x HB lead pencils
1 x pencil sharpener
1 x set of coloured pencils
1 x pencil case to hold all the pencils

Years 3-4

1 x earphones for computer—high quality
2 x boxes of tissues
1 x painting shirt
3 x large glue sticks (preferably Bostic, no glue pens please)
3 x A4 20 page display folder
1 x library bag
1 x set of 12 Textas
4 x HB lead pencils
1 x pencil sharpener
1 x set of coloured pencils
2 x blue pens (Year 4 only)
2 x black pens (Year 4 only)
2 x red pens
1 x A4 ruled book (for homework)
1 x 30cm ruler
1 x eraser
1 x small pair of scissors
1 x small pencil case or tin—to keep desktop materials
1 x larger pencil case
1 x bottle of liquid soap
1 x A4 sketch book

Kindergarten

2 x boxes of tissues
1 x painting shirt
3 x large glue sticks (preferably Bostic, no glue pens please)
1 x library bag
Empty Ice Cream containers (with lids)

EXCURSIONS/PERFORMANCES

- A varied K-6 excursion program operates throughout the year.
 - All children are expected to attend excursions and performances.
 - Letters are sent home in advance, providing all the relevant information.
 - Payments can be made through the schools website "make a payment", via EFTPOS in the office or in an envelope with your child's name, class and excursion on the front.
 - Correct money is appreciated, but change can be given once it becomes available either the same day or next day. Change will be attached to your receipt and set home with your child.
 - Students in Years 5 and 6 are strongly encouraged to attend the school camp each year.
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HEALTH



Medicines and Drugs

- When a medical practitioner has **prescribed medication** that must be administered during the school day, the staff will assist ONLY if a written parent request is sent with the child and the medicine has the child's name on it.
- An Administration of Medication Form must be filled out and is available for the office or on the schools website. Please send in its original container.
- All medicines must be taken to the office. No medication should be kept in school bags. The exception to this rule is an appropriate asthma reliever, if the student is identified as being asthmatic.

Diabetes, Asthma and Allergies

If your child suffers from diabetes, has severe asthma or allergies or any other life threatening condition you will need to make an appointment with the Principal to discuss the management of their condition and to organise a Health Care Plan.

Children who have asthma puffers are encouraged (from Year 3) to carry them at all times. Disposable spacers and Ventolin are stored in our first aid room for emergency use or if your child forgets to pack theirs.

Children who have Epi-pens must bring them to the office where they will be stored in the first aid room. The Epi-pen will be placed in a special belt pack (with your child identification attached) this can be taken with the child on excursions and to sporting events.

Sick or Injured Children

Occasionally children become sick at school and we place them in our First Aid room. Parents are strongly advised not to send sick children to school. It is vital that all contact details for your child are up to date and accurate in case we need to get in touch with you through the day. Basic first aid for injuries suffered at school are administered.

An ambulance will be called to transport a child to hospital should the need arise. Every effort will be made to contact the parents prior to calling an ambulance. A staff member will accompany the child to hospital and stay with them until a parent/carer arrives.

Contagious Diseases—Children must stay away from school for the following conditions:

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|--|--|
| • <i>Chicken Pox</i> | At least 5 days after rash appears or until blisters have scabbed over. |
| • <i>Conjunctivitis</i> | While there is discharge from the eye. |
| • <i>Gastroenteritis</i> | At least 24 hours after diarrhoea stops. |
| • <i>German Measles</i> | At least 4 days after rash appears. |
| • <i>Hand/Foot and Mouth</i> | Until blisters have dried. |
| • <i>Hepatitis A</i> | 2 weeks after first symptoms or 1 week after onset of jaundice. |
| • <i>Impetigo</i>
(School Sores) | Until treatment starts. Sores need to be covered by a watertight dressing. |
| • <i>Influenza</i> | Until they feel better. |
| • <i>Measles</i> | At least 4 days after rash appears. |
| • <i>Meningococcal</i> | Seek medical help immediately. Hospital treatment will be required. |
| • <i>Mumps</i> | 9 days after onset of swelling. |
| • <i>Ringworm</i> | 24 hours after treatment has begun. |
| • <i>Scabies</i> | 24 hours after treatment has begun. |
| • <i>Scarlet Fever</i> | 24 hours after treatment has begun and the child is feeling better. |
| • <i>Whooping Cough</i>
(Pertussis) | After 5 days of antibiotics. |
| • <i>Head Lice</i> | Until hair treatment and management occurs. |

All children starting Kindergarten are required to provide an immunisation certificate, a record of your child's immunisation status. These can be obtained from Medicare.

KINDERGARTEN

- Parents are invited to take Kindergarten children direct to their classroom for the first 2 weeks to help with settling into school, however it is important that you then separate.
- The children can be collected under the COLA (covered outdoor learning area) where they will be directly supervised by their own teacher for the first 2 weeks only. This is to enable a safer establishment of home time routines for the children and parents.

KISS AND DROP

- All kiss and drop students line up outside the school office at **2.55pm** and are taken to the kiss and drop zone.
- We ask parents and younger siblings to remain in the car to wait.
- Please supply your registration numbers to the office to make identifying the vehicles a quick and easy process for the teacher on duty.
- The kiss and drop zone has a **2 minute** stay during the hours of **8am to 9.30am** and **2.30pm to 4pm**. There is not time limit outside these hours. Fines will be issued by rangers if you are caught not using the kiss and drop zone correctly.



LEARNING

Key Learning Areas

There are six Key Learning Areas:

English

Speaking and Listening
Reading and Viewing
Writing and Representing
Grammar, Punctuation and Vocabulary,
Spelling
Thinking Imaginatively and Creatively
Handwriting and Using Digital Technologies
Expressing Themselves
Reflecting on Learning.

Mathematics

Number and Algebra
Measurement and Geometry
Statistics and Probability

Science and Technology

History and Geography

Personal Development, Health and Physical Education

Creative Arts

- The syllabus for the Key Learning Areas work students through Stages
Early Stage 1 Kindergarten
Stage 1 Year 1 and 2
Stage 2 Year 3 and 4
Stage 3 Year 5 and 6
- Students work towards achieving Learning Outcomes appropriate to their ability and age/stage of development.



LEARNING (continued)

Assessment and Reporting

- Assessments are made at individual, class, grade, school and state levels.
- Written reports are provided at the end of Semester 1 (Term 2) and Semester 2 (Term 4), they will be made available through the Parent Portal.
- Parent/teacher interviews are encouraged and take place in Term 2 following reports going home. Appointments with teachers can be made in writing at a mutually convenient time.

NAPLAN

- National Literacy and Numeracy tests will occur in Term 2 for students in Year 3 and Year 5. Parents will receive a report and be able to discuss the results with relevant teachers if desired.

Homework

Homework encourages educational links between the home and school, as well as developing student's interests, knowledge and skills.

Children from Kindergarten to Year 6 will receive homework aimed at their level of learning. While homework is an important component of education, schools recognise that it is important for students to have time for play, leisure and physical activities outside of school.

For our complete policy on homework please read **Appendix B**

Technology

The school has a very advanced computer network with wireless operating so that teachers and children can have a high level of internet access from anywhere in the school. The school has a state of the art video conferencing room where classes are able to participate in virtual excursions or link with other schools to enrich learning.

There are laptops and iPads so that teachers can use technology in their teaching and interactive whiteboards are in each classroom. Children develop amazing skills in the use of digital movie making, claymation, blogs, wikis and podcasts.

Aboriginal Programs

Our school has a strong commitment to Aboriginal and Torres Strait Islander programs. All indigenous students have their own personalised learning plan and we have regular meetings for our students and parents to discuss their plans.

Best Start– Kindergarten

When children enter Kindergarten they are assessed on their knowledge, skill and understanding that they bring to school in the areas of literacy and numeracy. Teachers use this information to develop quality teaching and learning programs for each student which will continue through their early years of schooling.

Parents are given a report with practical advice and information about how they can best support their child's early literacy and numeracy development and reinforce at home what is being taught at school.

Learning Support

Specialist staff provide support to students including:

- English as a Second Language or Dialect (EAL/D)
- Learning and Support Teacher (LaST)
- Reading Recovery (RR)
- Teacher/Librarian
- School Learning Support Officer (SLSO)

Academic Performance

It is expected that students will:

- make a good effort with the schoolwork
 - regularly complete their homework
 - participate well in class lessons and activities
 - neatly and carefully present their schoolbooks and work
 - demonstrate progress and learning
 - participate fully in discussions within class, with teachers and with school staff
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LIBRARY

- The children come to the library for one hour per week, where they are allowed to borrow books that they take home in their library bag. During this time, the children develop library skills. Older children develop early research skills in preparation for their primary years. There are a wide selection of both fiction and non-fiction books available and the children always manage to find reading material that they really enjoy.
- Formal weekly lessons develop the students confidence to access books, magazines, pictures and other items for recreational reading or gathering information. Networked computers are available in the library.
- Students have the opportunity to participate in the Premiers Reading Challenge.

MONEY COLLECTION

At times, students have to bring money to school for sporting events, excursions and the like. It safeguards your money and makes the teacher's job much easier if you enclose the correct amount and note (if applicable) in a sealed envelope and put all details such as name, class, amount and purpose on the front. This envelope should either be given to the teacher indicated on the note or placed in the money collection box (out side the front office).

Other alternative payment options include:

- Payment via the schools website with a credit/debit card.
- EFTPOS at the front office.

NEWSLETTERS

Newsletters are published fortnightly on a Thursday and placed on our website:

www.sevenhilln-p.schools.nsw.edu.au, they are also available through the Parent Portal. They are distributed via email to the email address provided for correspondence. Newsletters contain important information about what's happening at school, it is our "lifeline" to our parents.

PARENT HELPERS

- Parents can assist the children at school in many ways (eg: reading groups, math groups, participation in event days etc) and this help is greatly appreciated by teachers.
- It is a Department of Education requirement that all volunteers complete a 100 point check or a Working with Children check through the RMS. At SHNPS we do prefer that parents have a Working with Children Check as it is a very simple process that is free of charge and can be done online with a follow up visit to your nearest RMS with proof of ID.

PARENTS AND CITIZENS

- Seven Hills North Public School has a committed and enthusiastic P&C Association which meets on the second Tuesday of each month at 7.00pm, in the staffroom.
 - The P&C meets to discuss what is happening at the school, to organise fundraising activities and discuss educational issues.
 - Parents, as partners in education, are encouraged through P&C to play an active role in the education of their children.
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SCHOOL EVENTS

A calendar of events is included in the fortnightly newsletter and a Term Planner is issued at the end of each term for the following term. The term planner can also be found on the school website.

Annual events may include:

- ANZAC Day Celebrations
- Assemblies
- Athletics Carnival
- Book Parade
- Cross Country Carnival
- Debating
- Discos
- Easter Hat Parade
- Education Week/Open Day
- Mufti Days
- Public Speaking
- School Camp
- School Photographs
- SHNPS Idol
- Swimming Carnival
- Swimming Scheme
- Year 6 Farewell



SCHOOL HOURS

8.55am	Students line up under the COLA for morning assembly
9.00am	Official start time
11am to 11.20am	Recess
12.50pm	Students eat lunch in class groups
1pm to 1.40pm	Recreation (Lunch break)
2.55pm	Kiss and Drop students line up for pick up
3.00pm	Official finish time

The school office is open from **8.30am to 3.15pm**.

SCHOOL PLEDGE and SCHOOL SONG

Pledge

Seven Hills North is our school.
Together we come to learn and play.
We are Australian and proud.

Help us to be good citizens,
not only at school, but everywhere we go.

Let us work to the best of our ability,
be caring, supportive and good team members.
Let us remember that if we all work together,
show respect for the people who teach us,
and respect for our flag,
our school will always be a wonderful place.



Song

From humble, stark beginnings,
Our school began to thrive.
When children came from near and far,
Our school became alive.

Where learning was placed at the top,
The school began to grow.
The students and the teachers
Met along Old Windsor Road.

And we are proud, proud of our history,
We've been here since 1883
When our bell rings, it shows that we are...
Striving to do our best, there at Seven Hills North.

So, today, in celebration
We meet here with our friends.
To learn the things we need to learn
The world is in our hands.
We'll take our opportunities,
We'll do our very best
To earn the school a good name.
To show we've passed to test.

And we are proud, proud of our history,
We've been here since 1883
When our bell rings, it shows that we are...
Striving to do our best, there at Seven Hills North.

SCRIPTURE

Scripture lessons are held on Tuesdays from 11.30am for Infants and 12.15pm for Primary. Scripture groups are Protestant or Catholic and they are taught by people from churches in the surrounding area.

If you do not wish your child to attend Scripture lessons, please notify the school in writing and your child will be supervised in another room by a class teacher.

SPECIAL PROGRAMS

Gifted and Talented Programs

There are programs in the school to enable selected students the opportunity to participate in enrichment classes in Mathematics and Literacy.

Recorder Group

The Seven Hills North Recorder Group perform annually at the Sydney Opera House in the Festival of Instrumental Music as well as the Blacktown Music Festival. Many students advance to playing the Tenor and Treble recorders.



Choir

The school choir is available for all students and has a history of involvement in major public school events including the Schools Spectacular, held annually at Sydney Olympic Park, as well as the Combined Choir Choral Concerts held in the city. The choir has also performed at local venues and events in the Blacktown district.

Performing and Visual Arts

The Seven Hills North offers both Senior and Junior dance groups with approximately 30 students each. Our troops annually perform at WestPoint Blacktown as well as at the Blacktown Music Festival.

Drama, Music and Art are incorporated in class and stage programs.

Excursions

These visits into the wider community, support the school's educational program by offering first hand experiences.

Examples include: Years 5 & 6 go to Canberra **OR** Enjoy a 3 day Sport and Rec Camp

SPORT

All students participate in sport which is held weekly on Friday and in PDHPE programs that are available through the year.

K to 2 students participate in activities that assist the development of fundamental movement skills; including hopping, skipping, running, jumping, throwing, catching and kicking. Fitness programs promote a healthy life style.

Carnivals

The students compete in three sporting carnivals (Swimming, Athletics and Cross Country) over the year. House colours are worn, banners are made and chants created. The house spirit is very strong on these occasions. Emphasis is on fun, participation, personal achievement and competition. There are three houses in our school:

Best — **Blue**
Hume — **Red**
Pye — **Yellow**

PSSA (Primary School Sport Association)

Primary children may be selected to participate in PSSA sport such as Netball, Basketball, Aussie Rules, Oztag, Cricket, Soccer or T-ball. These are played against other schools in the area on Friday mornings, student will travel by bus (therefore there is a fee involved).

SRC (Student Representative Council)

- The SRC is a group of students in the school, elected by and from their fellow students, to represent them in the school and organise ways for them to participate in the school.
- Our SRC is made up of our School Captains, School Vice Captains, Prefects and House Captains and Library Monitors. There are also 2 representatives chosen from each class (Kindergarten are represented by Year 6 students).
- The SRC is educational, democratic, responsible, sharing, caring, fun and rewarding.

STUDENT ASSISTANCE

- Some funding is provided to schools under the above scheme to assist parents who find themselves in financial difficulty when money is needed for their child/children to participate in activities for school.
- The school can provide part assistance for the purchase of class equipment, school workbooks, school uniforms and can assist with excursions. The money is limited and is allocated on an annual basis. Parents will need to complete an application form which can be obtained from the office.
- All applications are treated with strict confidence.

STUDENT WELFARE

- Seven Hills North Public School functions under the umbrella of an effective Student Welfare Policy, which is reviewed and revised annually.
- The key element of our Student Welfare Policy is the system of rewards and sanctions for Student Behaviour—this is a system of rewards for recognition of effort, excellence and achievement in academic, cultural and sporting activities and a process which students go through if rules are broken for unacceptable behaviour is displayed.
- The overall effect of the Student Welfare Policy is to provide the right atmosphere for students to be safe, happy, display caring attributes and develop self-esteem so that their learning can proceed as effectively as possible to the limit of their potential.

UNIFORM SHOP

The school uniform is available from our uniform shop located in the canteen building.

Open: Tuesday
8.30am to 10am

Extra open days occur around Kindergarten Orientation and Best Start or keep a lookout for our Open Evenings.

For Price List see **Appendix D**

GIRL'S SUMMER UNIFORM

- Royal blue polo shirt* with navy blue inserts down the side. The school crest is on the left hand side.
- Navy blue culottes
- Mid saxe blue or white socks
- Black shoes (see accessories below)
- Navy blue fleece jacket* with a school crest on the left hand side
- Navy light weight zipper jacket* with the school crest on the left hand side.
- Navy school hat* with school crest.

BOY'S SUMMER UNIFORM

- Royal blue polo shirt* with navy blue inserts down the side. The school crest is on the left hand side.
 - Dark grey shorts
 - Grey socks
 - Black shoes (see accessories below)
 - Navy blue fleece jacket* with a school crest on the left hand side
 - Navy light weight zipper jacket* with the school crest on the left hand side.
 - Navy school hat* with school crest.
-

GIRLS WINTER UNIFORM

- School winter tunic* with a long sleeved pale blue peter pan collared shirt underneath **OR**
- Long navy blue trousers with the royal blue polo shirt with navy inserts down the side (as above)
- Navy stockings or mid saxe blue or white socks
- Black shoes (see accessories below)
- Navy blue fleece jacket* with a school crest on the left hand side
- Navy light weight zipper jacket* with the school crest on the left hand side.
- Navy school hat* with school crest.

BOYS WINTER UNIFORM

- Royal blue polo shirt* with navy blue inserts down the side. The school crest is on the left hand side.
- Dark grey long trousers
- Grey socks
- Black shoes (see accessories below)
- Navy blue fleece jacket* with a school crest on the left hand side
- Navy light weight zipper jacket* with the school crest on the left hand side.
- Navy school hat* with school crest.

The school wide brimmed hat must be worn when outside.

The school observes a policy of **'No hat, No play'**.

GIRLS AND BOYS SPORTS UNIFORM

- Navy blue polo shirt* with yellow, blue and red stripes down the right hand side and the school crest is on the left side in pale blue.
- Navy blue shorts* in the same material as the sport shirt
- Navy blue fleece tracksuit pants (bootleg style)
- Navy blue fleece jacket* with a school crest on the left hand side
- Navy light weight zipper jacket* with the school crest on the left hand side.
- White socks
- Sport shoes or joggers
- Navy school hat* with school crest.

* Denotes items that are available at our uniform shop. Other times can be purchased from Best & Less, Target, Kmart, Lowes etc.

Seven Hills North Public School



Parents are strongly advised to have all articles of clothing clearly labelled.
Lost property is kept in a bin outside the office.
Unclaimed, unlabelled clothing is sent to the Clothing Pool at the end of term.

SEVEN HILLS NORTH PUBLIC SCHOOL



Anti Bullying Brochure

All members of the Seven Hills North Public School community are committed to ensuring a safe and caring environment that promotes personal growth and positive self-esteem for all.

Bullying behaviour in any form is not tolerated at Seven Hills North Public School

What is Bullying?

Bullying is intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt or undue pressure.

Bullying involves the abuse of power in relationships.

Bullying can involve all forms of harassment, humiliation, domination, intimidation and victimisation of others.

Bullying behaviour can be:

- **verbal** eg. name calling, teasing, abuse, putdowns, sarcasm, insults, threats, swearing, demanding money or good.
- **physical** eg. hitting, punching, kicking, scratching, tripping, spitting, pushing, elbowing, throwing things, branding.
- **social** eg. ignoring, excluding, ostracising, alienating, making inappropriate gestures, staring, dismissal, note passing, secrets.
- **psychological** eg. spreading rumours, dirty looks, hiding or damaging possessions, malicious SMS and email messages, inappropriate use of camera phones.

What our school does to prevent bullying.

- Our school rules prohibit any form of bullying.
- Students are taught strategies for dealing with bullying.
- Bullies and victims are offered support and counselling.
- Parents are informed of the school's Anti Bullying policy and procedures.
- All staff are trained to identify bullying and deal with it.

What to do if you are being bullied.

You can control what happens.

1. Ignore it and walk away. Show that it does not upset you. The bully is then not rewarded and may stop

If it does not stop:

2. Talk to the person bullying you. Look them in the eye and in a firm voice tell them to stop. *"Stop that" "Leave me alone" "No, don't do that"*

If it still does not stop:

3. Go straight to the teacher on duty or your classroom teacher and tell them what has happened.

If it still does not stop:

4. Talk to the Assistant Principal or Principal.

Remember

It is your right to tell someone if you or your friends are being bullied.

Don't fight back physically or verbally. It just gets you into trouble too. Do not show fear. If you don't show fear the bully is no longer rewarded and the bullying may stop.

Information for Parents

Your child could be a victim of bullying if he/she:

- Becomes moody
- Has unexplained bruises
- Is unable to sleep
- Suddenly does not want to go to school
- Frequently feels sick

If your child is being bullied:

- Watch for signs of distress in your child.
- Listen to your child. Give assurance and support.
- Discuss and practise some coping strategies with your child.
- Speak to someone on staff if your child is being bullied, or you suspect that this is happening. Instruct your child to 'tell' if they are bullied.

Do NOT approach the students you think are responsible. This is unacceptable.

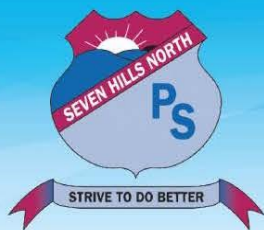
If your child is being a bully:

- Talk to your child about how their actions are hurting others.
- Do not blame. Try to understand why your child is acting this way.
- Find out all the facts, preferably from the school.
- Emphasis that bullying is not acceptable in your family.
- Work with the school to develop a behaviour plan that outlines the consequences of your child's behaviour

Consequences

What will happen if you bully someone:

- You will talk to the teachers or the Principal about your behaviour.
- You may be removed from the classroom/playground.
- Your behaviour will be recorded and monitored.
- Your parents may be informed.
- You may lose privileges, such as participating in special activities, representing the school etc.
- You will need to offer apologies.
- You may be suspended.
- You will need to show you are able to treat others properly before your privileges are restored.
- In extreme cases, where bullying occurs outside school hours, the police may be informed.



Seven Hills North Public School

School Policies



Homework Policy

September 2017

1. Objectives

Homework is a valuable part of schooling. It allows for practising, extending and consolidating work done in class. Homework provides training for students in planning and organising time and develops a range of skills in identifying and using information resources. Additionally, it establishes habits of study, concentration and self-discipline.

2. Purposes of homework

Research indicates that student learning may be enhanced if homework is:

- appropriate for each student's age and ability
- relevant to each student's needs
- purposeful and designed to meet specific learning goals
- varied and challenging, but achievable
- built on knowledge, skills and understanding developed in class
- clearly stated and requirements made explicit during class time
- supported by teacher strategies for students having difficulties with homework.

Homework tasks should be assigned by teachers with a specific, explicit learning purpose. On completion, teachers should acknowledge student effort and provide feedback related to student learning.

3. Audience and applicability

- staff recognise that students engage in a diverse range of activities away from the school
- children are to be encouraged to be responsible for their own learning
- work must be derived from the school program and be consistent with the child's needs
- parents should contact the school if there are difficulties with homework. Work set by the school is expected to be given priority over tasks given by other sources
- a homework routine will be established in class
- parents are aware that students have homework routines
- parents can assist students to do homework but should not do the work for them
- homework is to be neatly presented
- teachers will collaborate to ensure consistency and appropriateness of homework allocations
- The Department of Education and Communities recommends homework but does not make it compulsory.

4. Context

- 4.1** Homework is a valuable part of schooling. It allows for practising, extending and consolidating work done in class. Homework provides training for students in planning and organising time and develops a range of skills in identifying and using information resources. Additionally, it establishes habits of study, concentration and self-discipline.

5. Responsibilities and delegations

5.1 Principal

- 5.1.1** The principal is responsible for developing and implementing a school homework policy.

6. Monitoring, evaluation and reporting requirements

- 6.1** In consultation with parents and students the homework policy will be reviewed regularly to ensure that it is being used to enhance student learning.



Seven Hills North Public School P & C Association

ABN 47 236 716 100

Uniform Order Form / Tax Invoice

Garment	Size	Price	Size Required	Quantity Required	Total Amount
Summer Uniform					
Polo - Short Sleeve	4 - 16	\$ 27.00			
Girls Navy Cullottes (while stocks last)	4 - 16	\$ 24.00			
Boys Grey Shorts (while stocks last)	4 - 16	\$ 20.00			
Winter Uniform					
Girls Winter Tunics	4 - 8	\$ 66.00			
Girls Winter Tunics (while stocks last)	10 - 12	\$ 68.00			
Girls Winter Tunics (while stocks last)	14 - 16	\$ 70.00			
Girls Peta Pan Blouse (worn with tunic only)	4 - 8	\$ 25.00			
Girls Navy Long Trousers (while stocks last)	4 - 16	\$ 25.00			
Boys Grey Long Trousers (while stocks last)	4 - 16	\$ 25.00			
Polo - Long Sleeve	Special Order Only △				
Sports Uniform					
Sports Uniform - Top	4 - 16	\$ 33.00			
Sports Uniform - Shorts	4 - 16	\$ 22.00			
Miscellaneous Items					
Navy Fleecy Zip Jacket	4 - 16	\$ 40.00			
Navy Micro Jacket	4 - 16	\$ 55.00			
Navy Slouch Hat	S, M, L	\$ 16.00			
Excursion Bag		\$ 12.00			
School Bag		\$ 48.00			

△ Special Orders can only be supplied if there are enough orders to satisfy the minimum number required by the supplier.

• If full payment is made with order, your order will be delivered to your child's classroom. If part payment is made, it can be collected from the school office.

• Please hand correct money into the office in an envelope with child's name and class.

• Please make cheques payable to Seven Hills North Public School P & C Association.

* Credit card payments require a minimum purchase amount of \$20.00.

Total Amount \$

Less Deposit \$

Balance Owning \$

CHILD'S NAME: _____ CLASS: _____

Parents Name: _____ Phone No: _____

Total amount: \$ _____

Payment Method: ☐ Cash ☐ Cheque ☐ Eftpos ☐ Visa ☐ Mastercard

Credit Card No:

Expiry: ____ / ____ Card Validation Code:

Cardholder's Name: _____ Cardholder's Signature: _____



Seven Hills North Public School P & C Association

RECEIPT (TO BE COMPLETED BY UNIFORM SHOP)

Students Name: Year/Class:

Amount Received: \$.....

Received By:

Child Restraint Rules

Make the safest choice

Appendix D

The [Child Car Seats website](#) lets you quickly find and compare more than 200 types of forward facing, rear facing and booster seats. You can find details of how the seats are tested and rated. The site has information on how to use seats correctly, check if they are still safe and answers to common questions.

All children must be safely fastened in the correct child car seat for their age and size. A child who is properly secured in an approved child car seat is less likely to be injured or killed in a car crash than one who is not.

			
Up to 6 months	6 months to 4 yrs	4+ years	145cm or taller
Approved rear facing child car seat	Approved rear or forward facing child car seat	Approved forward facing child car seat or booster seat	Suggested minimum height to use adult lap-sash seatbelt

National child restraint laws

- Children up to the age of six months must be secured in an approved rearward facing restraint
- Children aged from six months old but under four years old must be secured in either a rear or forward facing approved child restraint with an inbuilt harness
- Children under four years old cannot travel in the front seat of a vehicle with two or more rows
- Children aged from four years old but under seven years old must be secured in a forward facing approved child restraint with an inbuilt harness or an approved booster seat
- Children aged from four years old but under seven years old cannot travel in the front seat of a vehicle with two or more rows, unless all other back seats are occupied by children younger than seven years in an approved child restraint or booster seat
- Children aged from seven years old but under 16 years old who are too small to be restrained by a seatbelt properly adjusted and fastened are strongly recommended to use an approved booster seat
- Children in booster seats must be restrained by a suitable lap and sash type approved seatbelt that is properly adjusted and fastened, or by a suitable approved child safety harness that is properly adjusted and fastened.

If your child is too small for the child restraint specified for their age, they should be kept in their current child restraint until it is safe for them to move to the next level.

If your child is too large for the child restraint specified for their age, they may move to the next level of child restraint.

Child car seat testing

The [Child Restraint Evaluation Program](#) provides independent and consistent information to help you choose safe child car seats. The program tests child car seats and rates their level of protection in a crash.

Correct fitting

Follow the manufacturer's instructions carefully when fitting child car seats. If the instructions have been lost, contact the manufacturer or search for the instructions online.

To ensure correct and safe installation of your child car seat, contact an [Authorised Restraint Fitting Station](#).