

# Burnside Public School



## INFORMATION BOOKLET

1 Masons Drive, North Parramatta NSW 2151 Phone: (02) 9630 1422 Fax: (02) 9890 1876

Email: [burnside-p.school@det.nsw.edu.au](mailto:burnside-p.school@det.nsw.edu.au)

Website: [burnside-p.schools.nsw.edu.au](http://burnside-p.schools.nsw.edu.au)

**'Omni Pro Bono – For the Good of All'**

# OUR VISION

To deliver quality education in order to develop the individual talents, interests and abilities of our students. Our aim is to provide a vibrant and responsive education that produces well educated citizens with the capabilities and confidence to succeed in the 21<sup>st</sup> Century.

## **Strategic Direction 1 – Student Learning**

*Developing confident, creative, resourceful learners*

### **Purpose**

To develop and implement a challenging, innovative and inclusive curriculum that enables students to be effective 21<sup>st</sup> century global citizens.

## **Strategic Direction 2 – Staff and Leader Learning**

*Building individual and collective capability*

### **Purpose**

To develop a culture of collaboration, evidence based decision making, educational innovation, professional learning and leadership.

## **Strategic Direction 3 – School Learning**

*Enhancing a strong, collaborative, educational community*

### **Purpose**

To develop community trust and strategic support to ensure that students learn in a dynamic, integrated and holistic way.



School Representative Council  
2016



# HISTORY

Burnside Public School was built in 1922 by Sir James Murdoch at a cost of 17,000 Pounds, and for many years was known as the “Murdoch School”.

The building of the school was founded primarily to overcome the problems of transporting the Burnside Homes children to North Parramatta School. Though the buildings and grounds remain the property of Uniting Care, the School is staffed and maintained by the Department of Education and Communities.

The present school was opened on the 21<sup>st</sup> April 1922 by Her Excellency Lady Forster, wife of the Governor-General. The school motto being “Omnia Pro Bono” meaning “For the Good of All”.

After a few years Burnside School became a Central School – providing education for students up to the Intermediate Level.

In the early years most children were Homes children, but new policies of welfare care by the organisation have resulted in the relocation of children and there are no longer any children from the Homes attending this school.

In 1962 the school was reclassified and most secondary students were enrolled at Cumberland High School. During the 1970's Burnside School had an enrolment of over 400 students with separate Primary and Infants Departments. Now the school has maintained enrolments of over 200 students.



# STAFF 2017

*Principal:* **Mrs Gae Bromwich**

*Class Teachers:*

<i>Year 5/6F</i>	Mrs Elizabeth Frost / Mrs Ruanne Kelly
<i>Year 5/6B</i>	Mrs Rebecca Barrett / Mrs Sharon Ore
<i>Year 4/5B</i>	Mrs Gill Bennett (Assistant Principal)
<i>Year 4P</i>	Miss Keiran Parish
<i>Year 3K</i>	Miss Sarah Kendall-Kelly
<i>Year 2/3Y</i>	Miss Kubra Yilmaz
<i>Year 2S</i>	Miss Courtney Smart
<i>Year 1B</i>	Mrs Bea Gliozerys
<i>K/1C</i>	Miss Kerry Cawsey (Assistant Principal)
<i>KW</i>	Miss Adele Wyson

*Support Staff:*

<i>Library</i>	Mrs Lyn Spies
<i>RFF</i>	Mrs Ruanne Kelly
<i>EALD</i>	Mrs Bal Josan
<i>STL</i>	Mrs Mercia Millingham / Mrs Debra Blackshaw
<i>School Counsellor</i>	Miss Sharon Taylor
<i>Administrative Manager</i>	Mrs Carol Vanderlight
<i>Administrative Officer</i>	Miss Juliette Peake
<i>Learning Support Officer</i>	Mrs Natalie Boyd / Mrs Donna Scicurella / Mrs Lisa Chapman
<i>General Assistant</i>	Mr Mark Ohrynowsky

## School Hours

<b>Kindergarten to Year 6:</b>	<b>9.00am to 3.00pm</b>
<b>Recess:</b>	<b>11.00am to 11.20am</b>
<b>Lunch:</b>	<b>1.10pm to 2.00pm</b>

# GENERAL INFORMATION

## ENROLMENTS

Children must turn five years before the 1<sup>st</sup> August to be eligible to attend school. Evidence of the birth date and immunisation details must be presented on enrolment. All new students are required to complete enrolment procedures before commencing school.

## SUPERVISION

The school is open from 8.30am to 3pm and parents are reminded that no supervision of children is provided outside these hours. Your child therefore, for his/her safety and welfare, should not be in the playground while it is unsupervised.

## EMERGENCY CONTACT

Emergency Contact details are of great importance for your child's welfare in the event of accident or illness. Contact telephone numbers and addresses need to be current. Please notify the office of any changes.

## LATE ARRIVAL OR LEAVING THE SCHOOL GROUNDS EARLY

In the event of late arrival or early departure, parents must come to the office for a Late Arrival/Early Departure note before taking their child to or from their classroom. Children are **not** allowed to leave the school grounds without permission and must be accompanied by an adult. No student may arrive late to school without a parent/guardian bringing them to the office to explain the absence.

## SICKNESS/ABSENCES

Occasionally students become sick at school and on such occasions are supervised on chairs immediately outside the office. Parents are contacted when necessary and may be requested to come to school to collect an injured or sick student.

If a student is absent from school a note must be forwarded the day your child returns to school. Class rolls are legal documents and reasons for absences must be recorded by teachers within 7 days of a student's return to school.

## MEDICATION

Occasionally it may be necessary for a child to take medication at school. Medication will only be dispensed with written authority from the parent/guardian as per the 'Request for administering prescribed medication to the student' form that must be completed at the school office. **Medication should be forwarded in daily doses only** and must be brought to the office so administration can be supervised.

## IMMUNISATION

Your child must be immunised at five years of age or before starting school. Children enrolling in Kindergarten require an Immunisation History Statement. If you choose not to vaccinate your child, and there is an outbreak of one of these diseases, you will be required to keep your child at home until advised to return to school.

## OUT OF SCHOOL HOURS CARE

Burnside Public School has an Out of School Hours Care onsite. This facility is privately run and managed. It provides before and after school care as well as vacation care.

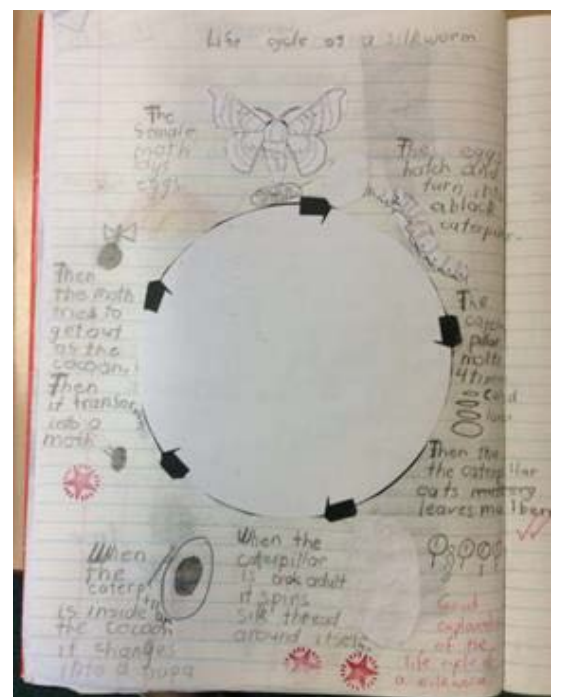
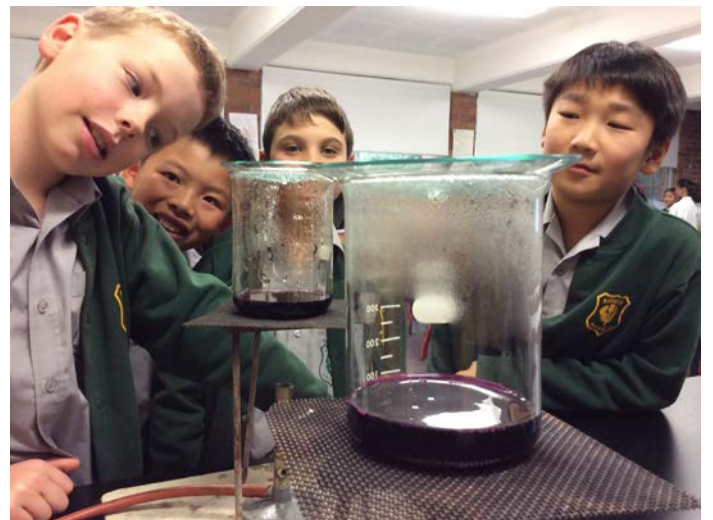
## SCRIPTURE AND ETHICS CLASSES

On Wednesday mornings we are visited by a number of lay teachers for periods of religious instruction and ethics. All groups have 25 minute lessons. Children who do not attend scripture/ethics (as indicated by their parents) are supervised separately.









## **MONEY COLLECTION**

From time to time money is collected for excursions etc. Money sent to school should be placed in a sealed envelope, clearly marked with the child's name and class, indicating the amount and the purpose for which the money is being sent. Exact money, cheque payable to Burnside Public School or credit card details are required. Eftpos facilities are available at the office. Payments may also be made on-line through the school website. Signed permission notes are still required and must be sent back to school. **All notes and money must be placed in the letterbox outside the front office. Teachers do not collect money or notes.**

## **MEET THE TEACHER, REPORTS AND INTERVIEWS**

A meet the teacher meeting is held early in Term 1. This is an opportunity to find out about class plans and expectations. Reports will be sent home towards the end of term 2 and term 4. Formal Interviews are provided in term 2 to discuss your child's progress. However, if you wish to discuss your child's progress at any other time during the year please make an appointment with your child's teacher or the Principal.

## **COUNSELLING**

The School Counsellor visits our school one day each week and provides assessment of children in academic, social and emotional areas. Referrals to the School Counsellor are made via the Principal and Learning Support Team in response to either teacher or parent requests.

## **STUDENT REPRESENTATIVE COUNCIL**

A Student Representative Council Is formed each year with elected **Representatives from Year 2 to Year 6.**

Issues of concern to children and fundraising events are raised for discussion at the monthly meetings.

## **LIBRARY**

Structured library lessons (K-6) are conducted each week by the school librarians. During these periods children receive instruction in various library procedures and skills including the internet. A library bag is required for home borrowing. The library is open second half of lunch most days.

## **NEWSLETTER**

Throughout the year many notices, notes and newsletters are published. The Newsletter keeps you up to date with all school activities. All newsletters and notes can be found on the school website. Newsletters will be emailed to families each week. Please ensure your email details are correct.

## **SPORTING HOUSES**

Children are placed in one of the following Sporting Houses:

<b>BURNS</b>	Gold
<b>MURDOCH</b>	Green

These house groups are used for various activities during the year, especially the sports carnivals.

## **LUNCH ORDERS**

Lunch orders are available Monday, Wednesday and Friday. Lunch orders are placed through an on-line system at [www.sparlunches.com.au](http://www.sparlunches.com.au) (phone 9630 8595).



## CAR PARKING

For the safety of all students parents **must not** drive or park in the school grounds when dropping off or collecting children unless needing to access the disabled parking. Please ensure you do not walk your children through the car park of an afternoon. We have a wonderful foot crossing that is supervised to ensure the safety of all.

## LOST PROPERTY

Lost property is collected regularly and stored. Parents are encouraged to check the lost property themselves for anything their child may have lost. **It is most helpful if all items, especially clothes, are labelled with the child's name.**

## STUDENT ASSISTANCE SCHEME

Families who are experiencing financial difficulties or who are unable to meet the cost of uniforms, excursions or workbooks should contact the Principal.

## SCHOOL BAND

Lessons are available for students from Years 3-6 every Tuesday. This extra curricula activity is proved by an outside provider for an additional fee.

## HOMEWORK

Homework is regarded by the teachers and parents at this school as serving an extremely useful purpose. Consequently it is prescribed on a regular daily/weekly basis. Specific expectations will be explained in detail for each class and notified to parents at the parent/teacher meeting at the commencement of each year. The most important component to homework is nightly reading. If you have any questions regarding homework please see your child's class teacher.

## COMPOSITE CLASSES

In primary schools classes are organised in a variety of ways. Composite classes are one such type and occur in one form or another in most schools. Currently, composite classes are formed at Burnside for administrative reasons – this is where an uneven enrolment in school years means classes need to be formed across a number of school years. This occurs in most primary schools and especially smaller schools. If/when your child is placed in a composite class, please attend the Parent/Teacher meeting early in the year where the teacher will explain the management of the class and answer any questions you may have.

## BOOKCLUB

All children are given the opportunity to purchase books from Scholastic Bookclub. The aims of the Bookclub are to encourage children to read for enjoyment and to provide reasonably priced books designed to appeal to children of all abilities. Brochures are distributed twice each term. The school receives bonus points to buy books for the library.



## UNIFORMS

**Note:** Apart from special occasions, or under certain conditions approved by the Principal, wearing of the School Uniform is actively encouraged.

### Boys:

#### Summer

Grey shorts with grey shirt  
Grey socks with black shoes

#### Winter

Winter grey long pants with grey  
Grey socks with black shoes

### Girls:

#### Summer

Green & white check dress  
White socks with black shoes

#### Winter

Green & gold check tunic with white blouse  
White socks or bottle green tights with black shoes

### Unisex:

#### Sport – each Friday

Gold polo shirt with school emblem  
Bottle green knit short  
White socks with sports shoes

**Uniform Shop** - Orders need to be placed either through the school office or directly at the Uniform Shop. Order forms detailing all items, sizes and prices are available at the school office. We also have a good range of second hand clothing. Prices are available on request.





# Parents in Partnership with their School

**The P&C Association** meets on the third Wednesday of each month in the staff room at 7:30pm. The P&C is an open forum for all parents and you are encouraged to attend meetings.

The major roles of the P&C are as follows:

- Provision of additional school resources by fundraising.
- Organising social functions for the benefit of students and parents.
- Providing services such as the Clothing Pool.
- Addressing educational and welfare issues as they affect our school and its students.
- Keeping parents informed of the latest developments in education by arranging guest speakers to attend meetings.

**The School Council** is the executive body of the school consisting of parents, teachers and community representatives. It is responsible for the broad policies of the school, financial management and maintenance of school property.

The major roles of the School Council are as follows:

- determining the aims and educational goals of the school
- identifying local educational needs and priorities
- determining student welfare policies
- assessing the school's financial needs
- discussing financial reports provided by the Principal each term.
- providing guidance for the Principal on supplementary services required by the school
- assessing the needs of the school in areas such as buildings, grounds, facilities, transport etc.

## Parent/ Community Helpers

An important part of a school is its volunteers. At Burnside Public School we welcome parent and community helpers within the school throughout the year. We encourage all helpers to attain their Working with Children Check from the Roads and Maritime Services. Tasks asked of helpers may include assisting in classroom preparation (cutting, sharpening pencils etc.) or taking a small group of students for reading, maths or computer. All tasks we ask helpers to assist with we value greatly and appreciate their time.



The P&C will also call for parent helpers throughout the year to help at events such as Movie Night, Healthy Breakfast, Mother's/Father's Day Stall and Family Fun Night. Please keep your eye out for these great opportunities to lend a hand and meet other parents from the school.



## **BURNSIDE SCHOOL SONG**

O we belong to Burnside a school of which we're proud  
So lift your voices boys and girls we'll sing its praises loud  
In every way through work and play we strive to bring it fame  
For Burnside is the school we love and we shall honour its name  
Burnside, Burnside we belong to Burnside with  
Pride and joy each girl and boy will sing their praise to Burnside

## **ADVANCE AUSTRALIA FAIR**

Australians all let us rejoice,  
For we are young and free.  
We've golden soil and wealth for toil,  
Our home is girt by sea.  
Our land abounds in nature's gifts.  
Of beauty rich and rare.  
In history's page let every stage,  
Advance Australia fair.

In joyful strains then let us sing  
Advance Australia fair.

Beneath our radiant Southern Cross  
We'll toil with heart and hands,  
To make this Commonwealth of ours,  
Renowned of all the lands.  
For those who've come across the seas,  
We've boundless plains to share.  
With courage let us all combine  
To advance Australia fair.

In joyful strains then let us sing  
Advance Australia fair.