

Balarang Public School 2024

School Prospectus



Our Vision

Strong connections build a sense of belonging. Our community work in partnership to support student learning and safety, fostering responsibility, courage, and resilience. We engage students, embrace challenge, and celebrate our passions, individual histories, and cultures. We strive for improvement and success, as lifelong learners.

WELCOME

A warm welcome from Balarang Public School to you and your family. As a parent or carer, you naturally want the best for your children, preferring a primary school which has a positive ethos, where children are happy in their schooling, where expectations are consistently high, and where children emerge well prepared both academically and socially for the challenge of the secondary phase of their education.

At Balarang Public School we meet these high standards. We provide a school environment where children feel secure, where they are involved and excited about their learning and where they work hard and enjoy success.

In welcoming your family to our school community, we believe the education of your child to be a partnership. Together through mutual support and participation, we ensure that your child is successful and enjoys their time at Balarang Public School.

In our learning community we:

- encourage effort, personal excellence, and a positive attitude to learning.
- Enhance self-esteem and personal wellness in a safe and caring environment.
- Promote an atmosphere of tolerance and harmony.

HISTORY

'Balarang' is an Aboriginal word meaning 'Place of the She Oak' and many casuarina trees on and adjacent to Government Road make it clear that our school is appropriately named. The school's foundation tree is represented on the school badge. The original Balarang school was opened in 1968 with ten classrooms.



OUR SCHOOL VISION

Strong connections build a sense of belonging. Our community work in partnership to support student learning and safety, fostering responsibility, courage, and resilience. We engage students, embrace challenge, and celebrate our passions, individual histories, and cultures. We strive for improvement and success, as lifelong learners.



OUR SCHOOL VALUES

EXCELLENCE - We strive for personal achievement through engagement, challenge, and fun.

TRUST – Through honest, respectful communication and teamwork, we can make decisions in the best interest of our school community.

CARE – Safety and wellbeing are our priority.

RESPONSIBILITY – Student learning and success is the responsibility of our entire school community.

FAIRNESS – We all have a voice and a unique identity. We learn when our individual needs are met.

COURAGE – We take learning risks and embrace our passions.



OUR TEACHERS

Our teachers are highly qualified, skilled and dedicated. We acknowledge each child as an individual and provide differentiated and engaging learning programs and activities that meet specific learning needs and interests.

Our staff focus on working collaboratively and consistently, updating their professional knowledge, skills, and experience.

SCHOOL TIMES

8.35 am – Teacher supervision commences.

9.05 am – Morning assembly in the painted COLA area.

11.05 am – Lunch Eating Time

Students are seated for the first 10 minutes to eat their lunch in designated stage-based areas.

11.15 am – Play commences

11.40 am – End of lunch

Students in years K-2 line up in the designated K-2 assembly area (painted COLA) and the students in years 3-6 line up in the designated 3-6 assembly area (canteen quadrangle).

1.45 pm – Recess Play

Students are encouraged to be seated for the first 5 minutes to eat their recess.

2.05 pm – End of recess

Students in years K-2 line up in the designated K-2 assembly area (painted COLA) and the students in years 3-6 line up in the designated 3-6 assembly area (canteen quadrangle).

2.45 pm – School Gate Open

There is one entry and exit at the foot gate on Government Road. Please shut the gate on entry or exit. This keeps all children safe.

2.55 pm – End of day

Parent pick up in person is in the canteen quadrangle or in the 'Kiss n Drop Zone' located on Government Road.

Please note if you have a change of routine, please call the office on 4256 1846 prior to 2.30 pm on the day.

KEEPING UP TO DATE

There are many ways in which you can access information and keep up to date with what is happening at Balarang Public School:

- **School Bytes Parent Portal**



- **Balarang Public School Facebook Page**



- **Balarang Public School Website**



STUDENT WELLBEING

BALARANG INTERNAL PSYCHOLOGY MODEL

The Balarang Public School internal psychology model explains human behaviour. Behaviour is an action humans take trying to meet their basic needs. There is always a choice to get closer to what we want.

- We focus on behaviour that builds positive relationships.
- We teach and learn about understanding the human brain and how it works.
- We promote safety and wellbeing as a priority for staff, students, and community.

LEADERSHIP AND SUPPORT TEAM

Each year our students are offered leadership opportunities to participate and prepare them for future leadership roles. Our Stage 3 leaders and support team are elected by the whole school.

PROMOTING POSITIVE RELATIONSHIPS

At Balarang Public School we aim to establish a learning community in which everyone feels valued and safe, and where individual differences are appreciated, understood, and accepted. We connect positively to build relationships.



PBL REPRESENTATIVE COUNCIL

Students selected by their peers, meet each term to discuss student activities and interests within the school. The opportunity allows our students to have a voice and to support changes. The PBL Council also facilitate fundraising events.



HOMEWORK

Homework should be a purposeful learning experience and essentially should be viewed as an educational activity which arises from an interesting, stimulating and appropriate school experience, and which is seen by the child as deserving attention out of school hours. Homework should be stress-free for the child, parent and teacher and should enhance parent/child quality time.

Homework should highlight reading, writing, mathematics and problem-solving in everyday practical situations e.g. board games, cards, shopping lists, cooking, physical games, but must be realistic and suit the child's age, ability, and concentration span.

The school will provide opportunities for sharing which will give the child's efforts added purpose. Within the above guidelines individual teachers will have the freedom to establish the homework procedures that will operate in their particular classroom. Parents will be made aware of these homework expectations early in the school year. Homework is encouraged but not compulsory.

LIBRARY

In our library, the central aim is to create an immersive atmosphere and an environment in which literature is seen to be valued.

- Children from K-6 are expected to borrow books to read for enjoyment and information.
- Resources fulfil curriculum needs.
- Quality print resources are available for classroom borrowing to provide children with appropriate demonstrations of all language forms and structures.

TECHNOLOGY

Technology is a priority throughout the school. Currently we have laptops and iPads in classrooms and a number of stand alone computers the library. Computers are used in all curriculum areas to enhance students investigating, communicating and expressive skills.

All children are given the opportunity for 'hands on' experiences with computers and mobile devices to develop their computer and multimedia skills and to enhance their understanding of how technology can be used as a learning tool in a global environment. Access to the internet is available to complement classroom activities. Children using the internet do so under direct supervision. All students have their own individual email account which is filtered and can be accessed at home through the Department of Education Student Portal.



HEALTHY CANTEEN

The school canteen is facilitated by our volunteer Parents and Citizens Association (P&C). It is open from Tuesday through to Friday and a wide variety of nutritious food is available. You can order online using My School Connect App.

My School Connect



PARENTS AND CITIZENS ASSOCIATION (P&C)

The Parent and Citizens Association (P&C) meets once a term. The P&C works hard to organise fundraising events to assist in improvements within the school and plays an integral part in decision making and planning around whole school initiatives. One of the P&C's main aims is to encourage a strong involvement of parents in the school community.

CRUNCH & SIP PROGRAM

Balarang has implemented a Fruit Break program. Each child is asked to bring a piece of fresh fruit or vegetable to school every day to eat with their class in the morning. Children can also bring a bottle of water to drink throughout the day.

SPORT & CREATIVE ARTS

We have a strong commitment to promoting healthy lifestyles and therefore provide many sporting and creative opportunities including but not limited to:

- Swimming Carnival
- Athletics Carnival
- Cross Country Carnival
- PSSA Touch Football
- PSSA Netball
- PSSA Soccer
- Gymnastics
- Dance
- Choir
- Debating
- Public Speaking
- Music
- Chess competitions
- Southern Stars
- School Swimming Scheme
- Stage 3 Camp



ASSEMBLY

Our assemblies are held once a fortnight on a Monday commencing at 2.15 pm, in the school hall. It is a wonderful opportunity to come together to celebrate our students' achievements and allows each class to show case their work. Parents, carers, family, and friends are invited to join us at our fortnightly assemblies.

SCRIPTURE

Scripture occurs every Thursday at 2.10 pm. Different denomination choices are shared at the commencement of each year. Please enquire at the school office.

SCHOOL UNIFORM

Balarang Public School supports the wearing of a school uniform, as it promotes a sense of belonging for students and creates a positive identity for the school community. School uniforms also contribute to the personal safety of students by allowing easier recognition of students inside the school and in the community.

'TEAMS WEAR UNIFORMS'

Summer:

- School shirt
- Black shorts/skort/skirt
- Black enclosed shoes (no slip on or high-top shoes)
- School dress
- White or black socks
- School hat

Winter

- School shirt
- Black pants (no leggings)
- Black skirt with tights
- School jacket/jumper
- Black enclosed shoes (no slip on or high-top shoes)
- School dress
- White or black socks
- School hat

Sport

- School sport shirt
- Black shorts
- Joggers
- White or black socks
- School hat



SCHOOL UNIFORM SHOP

Our uniform shop operates during school hours through the school office. School shirts, school sport shirts, school dresses, school jackets, school hats are available to purchase, and prices are kept as low as possible to enable all families to afford to dress their children in the correct school uniform. Cash and EFTPOS payments can be made at the school's office or via the School Bytes Parent Portal.

EXCURSIONS

- Years K/1/2/3/4 local and regional excursions.
- Years 5/6 excursions and a yearly camp.

These excursions are structured for students to experience and reinforce units of work studied in the classroom.



ATTENDANCE

Regular attendance at school for every student is essential if students are to achieve their potential and increase their career and life options.

Schools in partnership with parents and carers are responsible for promoting regular attendance of students.

Whilst parents and carers are legally responsible for the regular attendance of their children, the school's staff, as part of their duty of care, record and monitor part and whole day absences.

To explain an absence parents/carers may:

- email
- phone
- School Bytes Parent Portal
- face to face via the school office

If your child is late for any reason, they must be accompanied by a parent or carer, or a phone call, to explain late entry. Students will obtain a late slip from the office on arrival and present the late slip to their teacher.

If you are collecting your child early from school, you must present at the school's office where your child's teacher will be phoned and asked to send your child down to the office. The office staff will mark your child as leaving early.

If the normal 'going home' arrangements are to be altered, even for only one day, please advise the school by the following options:

- a note to your child's teacher.
- school email balarang-p.school@det.nsw.edu.au
- a phone call to the school's office on 4256 1846 by 2.30 pm.

If you are planning a holiday or are aware of an absence for a longer period of time a 'Certificate of Extended Leave' form via the School Bytes Parent Portal must be completed, this planned absence is then submitted for approval by the Principal.



VOLUNTARY CONTRIBUTIONS

Each year the school asks families to contribute to the cost of providing resources for your child. The contribution is used to buy whiteboards, markers, pencils, books, and consumables used in art and craft. Voluntary school contributions by cash and EFTPOS payments can be made at the school's office or via the School Bytes Parent Portal.

STUDENT HEALTH CARE PLANS AND PRESCRIBED MEDICATION

If your child has a medical condition, such as an allergy or asthma, a health care plan and a 'request for support at school of a student's health condition form' will be provided and implemented with input from your family doctor, school staff and parent/carers.

Administering of regular medication at school will require the completion of information and permission forms. The parent or carer must transport the medication to and from school. The medication must be labelled with prescribed packaging or in a webster pack prepared by the chemist.

CHANGE OF ADDRESS, CONTACT DETAILS, LIVING ARRANGEMENTS

Any change in living arrangements, custody, address, home phone number, mobile number, emergency contact, work phone number, or other details, please contact the office immediately to have these updated on our database. It is vital that your contact details are up to date in the case that we may need to contact you in an emergency.

STUDENTS LEAVING EARLY FROM SCHOOL

Students may only leave early from school with their Parent or Carer. Parents/Carers are required to give the school permission for a student to leave early with another person (who must be over 18 years of age).

STUDENT TRANSPORT

Children eligible are issued with a bus pass after submitting an online enrolment form via **Transport NSW.**



VOLUNTEERING AT OUR SCHOOL

We value the support of our parents and carers at Balarang Public School. Throughout the school year we rely on parents to help and assist staff and students with varied tasks. If you would like to volunteer at our school, we must adhere to the Department of Education Policies and Procedures.

The Department requires volunteers, who do not have a Working with Children Check (WWCC) Clearance, to separately declare they have not been convicted of one of a number of child related offences, unless the volunteer is providing a service for their child only (e.g. driving their own child to a school related activity). While this declaration is not required by the Child Protection (Working with Children) Act 2012 it is an important safety measure implemented by the department in the interests of student well-being.



POLICIES

Our school has an extensive range of policy statements and procedure documents that give extensive details about curriculum areas, student and staff wellbeing, excursions, parent and community involvement, sun safety and so much more.

You are welcome to ask at the school office to see any of our schools and the Department of Education Policies and Procedures.

STUDENT REPORTS

Our teachers provide two reports for your child each year with the aim of keeping parents and carers informed of student progress and achievement. The format includes statements on your child's educational and social development, and attitude to their learning.



TRANSITION PROGRAMS

Our school facilitates a kindergarten transition program for children starting school. The kindergarten transition program commences in Term 3 and concludes in Term 4. We also participate in high school transition programs for our Year 6 students to prepare for Year 7 in Terms 3 and 4.

BEFORE AND AFTER SCHOOL CARE – FUN CLUB

Big Fat Smile Fun Club operates at our school Monday to Fridays. Their contact number is 1300 001 237.

- Before school 6.30 am – 9.00 am.
- After school 2.30 pm – 6.00 pm.

Balarang Fun Club



SCHOOL COUNSELLOR

The School Counsellor is a specially trained teacher / psychologist who helps people:

- understand the choices they have to make.
- make decisions that are right for them.
- make best use of their abilities.
- find ways around any problems.

EXECUTIVE STAFF

Principal: Tina Duffield

School Administrative Manager:

Diane Coleman

Assistant Principal Early Stage 1: Natalie Prior

Assistant Principal Stage 1: Natalie Vrckoski

Assistant Principal Stage 2: Michael Taylor

Assistant Principal Stage 3: Alycia James

Assistant Principal, Curriculum, and Instruction (APC&I): Emma Kidd

CLASSROOM TEACHERS:

KS: Karly Skinner

KP: Natalie Prior

1/2FV: Natalie Vrckoski and Shannon Fairbairn

1/2K: Roni Kyriazis

1/2R: Brooke Redman

2/3B: Richard Bromwich

3/4Y: Erika Yeo

3/4F: Gill Ford

4/5T: Michael Taylor

5/6T: Megan Taylor

5/6J: Alycia James

SUPPORT STAFF

Teacher Librarian/ (RFF): Karen Holder

English and an Additional Language or Dialect (EALD) and High Potential and Gifted Education (HPGE): Carrie Fishburn

Release From Face to Face (RFF) Professional Learning (PL):

- Charlotte Alcorn
- Ashlee Springfield

Learning and Support Teacher (LaST):

Debbie Holland (Co-ordinator)

Learning and Support Teacher (LaST):

Lyndall Baker

WHIN Nurse: Narelle Wood

School Counsellor/Psychologist:

Monica Gustin

Speech Pathologist: Jessica Buchelin

School Learning Support Officers (SLSO):

- Catherine Croxford
- Joanne Manthey
- Natalie Cuthbert
- Jo Lye

School Administration Staff (SAO):

- Caralyn Nolan
- Tricia Williamson

General Assistant (GA): Peter Panteli

HELPFUL AND INFORMATIVE LINKS

Department of Education

[Home \(nsw.gov.au\)](http://nsw.gov.au)

Quick Guide for Parents and Carers

[Parents and carers \(nsw.gov.au\)](http://nsw.gov.au)

A to Z Parents Guide

[A-Z parents guide \(nsw.gov.au\)](http://nsw.gov.au)

Going to a Public School

[Going to school \(nsw.gov.au\)](http://nsw.gov.au)

Starting School Guides

[Getting ready for school guides \(nsw.gov.au\)](http://nsw.gov.au)

Back to school tips for Parents

[Getting ready to go back to school: ten tips for parents \(nsw.gov.au\)](http://nsw.gov.au)

Student Wellbeing

[Mental health and wellbeing \(nsw.gov.au\)](http://nsw.gov.au)

Online Enrolment

[Online enrolment \(nsw.gov.au\)](http://nsw.gov.au)

School Calendars

[Calendars \(nsw.gov.au\)](http://nsw.gov.au)

Assisted School Travel Program

[Assisted School Travel Program \(nsw.gov.au\)](http://nsw.gov.au)

School Bytes

[Login | Parent Portal \(schoolbytes.education\)](http://schoolbytes.education)

**BALARANG PUBLIC SCHOOL
ONLINE ENROLMENT**





Balarang Public School

Government Road, Oak Flats, NSW 2529

Phone: 4256 1846

Email: balarang-p.school@det.nsw.edu.au