WELCOME TO NICHOLSON PRIMARY

Although the information in this booklet appears to relate to parents and children starting school – it will also be of use to new pupils and parents transferring to our school.

Please feel free to visit the school at any time, we enjoy and encourage parents to take an active part in our school activities.

Teachers: Miss Beth Scott  
Mrs Heather Boote  
Mr Peter Kerr  

Integration Aides:  
Mrs Janine Kelly  
Mrs Michelle Wheeler  

Business Manager: Ms Sharon Gilbert  
Library Assistant: Mrs Anne Stagg

Phone: 5156 8220  
Fax: 5156 8759  

Email Address: nicholson.ps@edumail.vic.gov.au
CHILDREN BEGINNING SCHOOL

Preps can come to school between 8.45 a.m. and 9 a.m. on the first day.

Prep students attend school Monday, Tuesday, Thursday and Friday for February. Full school week commences in March for Preps. Preps have a rest day on Wednesday during the hotter weather.

All new students are given a sun smart school hat, bag and book cover upon enrolment.

WHAT YOUR CHILD NEEDS

The school supplies all books, drawing and writing materials your child will use:
But you need to provide:-

• an art smock or an old shirt
• drink bottle
• lunch box
• Sun smart hats must be worn during Term 1 & 4 for outside activities. Thongs are not to be worn to school, so always make sure your child has suitable footwear.

Nicholson Primary School T-Shirts, windcheaters and vests are available for purchase from NICKS clothing store in Bairnsdale. The school sells school hats and has some pre loved clothing available.

All belongings should be clearly labelled with your child’s name.

TERM DATES 2011

<table>
<thead>
<tr>
<th>Term</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td>01/02/2011</td>
<td>08/04/2011</td>
</tr>
<tr>
<td>Term 2</td>
<td>26/04/2011</td>
<td>01/07/2011</td>
</tr>
<tr>
<td>Term 3</td>
<td>16/07/2011</td>
<td>23/09/2011</td>
</tr>
<tr>
<td>Term 4</td>
<td>10/10/2011</td>
<td>22/12/2011</td>
</tr>
</tbody>
</table>

HOLIDAYS
January 26  Australia Day
March 8     Labour Day
April 22    Good Friday
April 25    Easter Monday
April 26    ANZAC Day
June 13     Queen’s Birthday
November 1  Melbourne Cup Day

BELL TIMES
<table>
<thead>
<tr>
<th>Activity</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Commences</td>
<td>9am</td>
</tr>
<tr>
<td>Recess</td>
<td>10.30 – 11.00am</td>
</tr>
<tr>
<td>Lunch</td>
<td>1.00pm – 1.10pm</td>
</tr>
<tr>
<td>(Students eat lunch in class)</td>
<td></td>
</tr>
<tr>
<td>Lunch Play</td>
<td>1.10pm – 1.50pm</td>
</tr>
<tr>
<td>School Dismissal</td>
<td>3.20pm</td>
</tr>
</tbody>
</table>

**LUNCHES**

The Nicholson Shop provide school lunch orders every Thursday. Parents please have your child’s order in at the shop by 10am. Your child’s lunch will be delivered to the school. Price list will be sent home early in Term 1.

The School Fundraising Committee organises a ‘Treat Day Lunch’ for students during the term.

**EMERGENCY INFORMATION**

Emergency information is contained on the Confidential Student Information forms at the school. Please notify the school if you change your address, phone number, doctor, or if we need to know any other important details.

**STUDENT ACCIDENT INSURANCE**

All students at the Nicholson Primary school are covered by 24 hour insurance with Ace Asia Pacific – AON Student Accident Insurance. This cost is included in student payments.

**SCHOOL MEDICAL SERVICES**

The School Medical Service visits the school annually giving a medical examination to all Prep children. Other children may be referred by the teachers/or parents for medical reasons.

The School Nurse is always available for general health matters.

**DENTAL SERVICES**

The school Dental Service provides dental treatment and dental health education for the school children. It provides dental care to children every two years while
children identified with a greater need may be seen more often. Dental therapists provide general treatment and more complex care is performed by a dentist. Specialist dental care is not provided but referrals to dental specialists can be arranged. Holders of Health Care Cards receive the service free. Non – Card holders pay a fee of $25.00 per child. School dental contact phone number is: 51524880

AMBULANCE SERVICE

We advise parents to take out ambulance insurance, as injured children will be transported to hospital using this service if required.

INFECTIOUS DISEASES

The Department of Education operations manual states that a child must be excluded from school if she/he has:

- Chicken Pox until fully recovered
- Measles At least 7 days
- German measles until fully recovered and at least 4 days from the onset of the rash
- Whooping cough Four weeks or until a medical certificate of recovery is produced
- Hepatitis Medical Certificate needed
- Impetigo Until treated, must be covered while treated
- Ringworm Until appropriate treatment has commenced
- Mumps Until fully recovered
- Scabies Medical certificate needed
- Lice Children must be receiving proper treatment and should remain at home if infection is serious.

Under the health act all children are required to present an immunisation certificate when enrolling in Primary School. Should an outbreak occur in class where a student is not immunised, the student will be excluded from school for the required time.

BOOK CLUB

The Ashton Scholastic Book Club is available for children to purchase a wide selection of books at reasonable rates. Order forms are distributed to the children each month. If paying by cheque please make cheques payable to Nicholson Primary School. This is so a receipt can be issued.
SCHOOL BUS

Students who live more than 4.8 kms from the school are entitled to catch our school bus. Please check with the Principal if you would like your child to catch our school bus. Our school also has a private bus that collects students who live along the Sarsfield Road area. Parents are entitled to apply for Conveyance Allowance funding if their child lives more than 4.8kms from school and a government bus service is not available.

EXCURSIONS

Throughout the year children will go on excursions so that they have direct experiences related to their classroom studies. These excursions are an integral part of your child’s education. Parents are most welcome to assist on school excursions.

LOST PROPERTY

Please check the lost clothing box in the office area, if your child is missing something.

Unclaimed, unnamed items of clothing will be donated to charity at the end of each term. Named articles of clothing found will be returned to their owners.

PLEASE LABEL ALL CLOTHING AND BELONGINGS CLEARLY.

ACTIVE AFTER SCHOOL PROGRAM

Students at Nicholson Primary School are able to participate in an Active After School Program.

The Active After-school Communities (AASC) program is a national program that provides Australian primary school aged children with access to free, structured
physical activity programs in the after school timeslot. The AASC is designed to engage traditionally inactive children in structured physical activities and build links with community based organisations to create opportunities for ongoing participation.

The program runs from 3.30 to 5.00 pm Tuesday and Wednesday nights, fruit is supplied for all children attending.

**MARC VAN**

Children at Nicholson Primary have library sessions fortnightly with a trained librarian. Children are encouraged to borrow books from the MARC Van and return these the following fortnight.

**SCHOOL LIBRARY**

Our school has also a very well equipped school library where students can borrow library books and use as a resource area for project work.

**STUDENT ABSENces**

It is important that your child attends regularly and punctually, however if he or she is sick, home is the best place. When your child has been away from school, you will need to write a short note to the teacher explaining the reason for absence. This is required for legal reasons. Unexplained absent forms are sent home for parents to sign and return to the school.

**EARLY COLLECTION / LATE ARRIVAL**

When children are arriving or leaving school outside regular hours, please sign the book provided at the office for this purpose. It is a DEET requirement that we know where all students are at all times.

**SUNSMART**
As part of the Sun Smart Schools Program run by the Anti-Cancer Council of Victoria, Nicholson Primary School has developed and implemented a Sun Smart policy.

During Term 1 and 4 it is compulsory for children to wear hats which protect the face, neck and ears whenever they are outside.

SPF 15+ or SPF 30+ broad spectrum sunscreen is available for students to use.

**ASSESSMENT**

Parents are encouraged to keep in close contact with the class teacher, especially during the first weeks of Term 1. A discussion is held with parents of grade Prep and Grade 6 children at the end of Term 1 to make sure all children have settled well into the school environment, or are progressing well in their final year of primary school.

All students and their parents are requested to attend a conference session where a written evaluation will be given at the end of June and a formal written report will be given in December. Teachers will inform parents of any concerns and special achievements that happen throughout the year.

**SCHOOL COUNCIL**

Meetings of the School Council are held at the school – 8 meetings per year. The School Council is responsible for all areas of school operation.

Meetings are open for all parents to attend. School Council invites all parents to come along as we value parent input and participation in the decision making process.

Nominations for positions on School Council are called early each year and elections are held if necessary.

A list of School Council members will be published early in the year.

**UNIFORM**

To create a sense of collective and individual pride in students and their identification with the school, Nicholson Primary School has a compulsory school uniform policy.

Uniforms are obtainable from NICKS Clothing in Bairnsdale.

**WINDCHEATER**
Black with printed logo/ black sleeveless vest with printed logo.

**POLO SHIRT**
Red with white school logo
TROUSERS
Black track pants/ black jeans

DRESS
Red and white school check Option: Black netball skirt

SHORTS
Black

SHOES
Sturdy, comfortable footwear (No thongs)

The following items are available for purchase from school:

HATS (Sun smart Hats)
Red school legionnaire Hats - $ 7.50
Wide brim hats - $ 9.50

BAGS
Black with red trim backpacks $ 35.00

LIBRARY BAG
Library bags- red sturdy waterproof bag $ 5.00

PLEASE LABEL ALL ITEMS OF CLOTHING CLEARLY

A recycle box of clean, good condition uniforms is available for all families to use.

INTEGRATION

The school is committed to the belief that students shall not be excluded on the grounds of race, religion or disability. Nicholson’s integration policy acknowledges that the local school setting is the most appropriate environment for many students with disabilities. The policy acknowledges that parents of students with disabilities and teachers should both be actively involved in the student’s placement and planning of the school’s program for the student concerned.

NEWSLETTER
Our weekly school newsletter is sent home with the eldest child in the family on Fridays. All articles for the newsletter must be delivered to the office by Thursday 10.00am.
If you wish to receive your newsletter via email, please supply the school with your email address.

PARENT INFORMATION

A range of programs and information sessions are offered throughout the year. We encourage parents to attend, allowing us to work in partnership for the development of your child’s education.

ASSEMBLY

Each Monday morning at 9am, a whole school assembly is held in the assembly area. Parents and community members are welcome to join us in singing our national song, sharing news and celebrating student achievements at this time.

STUDENT PAYMENTS 2011

This payment pays for:-

- Student’s personal supplies throughout the year. (Books, textas, pencils, pens and activity books etc.)  
  MARC Van 15.00
  Cluster Activities, Local Excursions, Sport Fees & Life Education Van/Insurance 60.00

- 10 Swimming lessons at the Bairnsdale Heated Pool (Price could vary according to 2011 pool fees) 75.00

TOTAL $200.00
The school pays for all Curriculum Resources and any additional costs such as R.E, Bus expenses and visiting artists to the school. The cost of the student payments may vary each year due to the increase of some activities and subject to school council approval.

PAYMENT BY INSTALMENT FOR NON EMA FAMILIES

<table>
<thead>
<tr>
<th>Term</th>
<th>Term 2</th>
<th>Term 3</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>$70</td>
<td>$70</td>
<td>$60</td>
<td>$200.00</td>
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PAYMENT BY INSTALMENT WITH EMA

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Term 2</th>
<th>Term 3</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>$45.00</td>
<td>NIL</td>
<td>$45.00</td>
<td>$90.00</td>
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</tbody>
</table>

Parents who receive Education Maintenance Allowance, pay only $75 for swimming lessons and $15 for MARC Van, which can be paid in two instalments.

EDUCATION AND MAINTENANCE ALLOWANCE

Eligibility
A parent or guardian of a primary or secondary school student, up to the age of 16, who holds a current pensioner concession or Health / Benefit card at the start of first and/or third terms in the school year, is eligible for the payment of Education and Maintenance Allowance.

Parents who are eligible for EMA will receive two payments; the first instalment will be Parent portion $77.50, school portion $77.50 and second instalment Parent portion $33.15, School portion $33.15.

The additional payment of $90.00 makes up a total of $200.00.