Dear Parents

The staff and parents of Mandurama Public School welcome you as you become members of our school. We care for children here and we hope that family members will support school activities and assist us to provide opportunities for all students to do their best.

Teachers are vitally concerned about the welfare and safety of our students.

We believe that each student should know what is expected of them so that they can learn within a caring environment that fosters truth, honour, loyalty, trust, acceptance and achievement.

We do this by:

- providing a balanced curriculum;
- providing a caring student welfare program, attending to special needs and interests;
- developing student self esteem;
- recognising individual student differences and attending to different levels of development;
- sharing expectations;
- encouraging high levels of parent involvement.

Our vision and beliefs are pursued through carefully considered processes and policies and by annual management plans specifying strategies for continuous improvement of school organisation, students, staff, parents and resources. Further information about these are contained in this document as well as in the school’s Parent Student Handbook and brochure provided at enrolment.

The more we understand your child, the more we can help. Tell us anything that may affect learning and behaviour at school. This includes things like family illness, an unhappy incident and family problems. Do this by:

- Sending a note to the child’s teacher;
- Talking with us privately – phone the school and make an appointment.

Mandurama Public School is a friendly school where children are taught in a caring environment. The school holds an open classroom policy with parents and the community welcome to participate in all school activities encouraging a strong partnership with parents and the community.

We look forward to a great future in education at Mandurama Public School.

Helen Rutherford
Principal
Introduction

This information booklet is designed to provide all families who attend the school with basic information about the school.

At Mandurama Public School we aim to provide an educational environment that meets the needs of all individuals. The school is well resourced providing the students with excellent specialised educational activities within all curriculum area.

The school curriculum covers the six key learning areas in developing stages from Kindergarten to Year 6.

- *English*
- *Mathematics*
- *Science and Technology*
- *Human Society and it’s Environment*
- *Creative Arts*
- *Personal Development, Health and Physical Education*

(Note: Science and Technology and Human Society and it’s Environment are now taught as a combined subject called COGS)

Curriculum Hour Allocation

In addition to the Department of Education’s Curriculum Subjects, the school also participates in:

- Singing lessons once per week with Mrs Genevieve Wilby.
- Active After School sport where the students have the opportunity to participate in sporting activities after school.
- Information Technology lessons.
- Each stage participates in excursions throughout the year with the other local Heritage Country Small Schools.

We are also a proud member of the Heritage Country Schools who work collaboratively to give all our students the best educational, sporting and creative opportunities possible.
School Details

School Name: Mandurama Public School
Address: Loquat Street
MANDURAMA NSW 2792
Phone Number: 02 63675103
Fax: 02 63675306
Email: mandurama-p.school@det.nsw.edu.au
School Code: 2460
District: Orange
School Education Director: Paul Stirling
Phone Number: 02 63928400
Fax: 02 63928445

School History:

Mandurama Public School is a small community based school which emphasises traditional values in a modern well equipped environment.

The school was founded in 1876 and we celebrated 125 years of education in 2001.

School Motto: Aim High

School Times:

<table>
<thead>
<tr>
<th>Session</th>
<th>Time</th>
<th>-</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session 1</td>
<td>9.00am</td>
<td>-</td>
<td>11.00am</td>
</tr>
<tr>
<td>Recess</td>
<td>11.00am</td>
<td>-</td>
<td>11.25am</td>
</tr>
<tr>
<td>Session 2</td>
<td>11.25am</td>
<td>-</td>
<td>1.00pm</td>
</tr>
<tr>
<td>Lunch</td>
<td>1.00pm</td>
<td>-</td>
<td>1.50pm</td>
</tr>
<tr>
<td>Session 3</td>
<td>1.50pm</td>
<td>-</td>
<td>3.00pm</td>
</tr>
</tbody>
</table>

The school is a two teacher school where all students are broken up into two classes. Kindergarten and Year 1 are taught in the Junior Class and students in Year 2 to Year 6 are taught in the Senior Class. This arrangement enables both individual student educational programs and extension programs for gifted students.

Website

Mandurama Public School has a comprehensive website where all school event information is available. There is a term calendar, school newsletters, event details, school permission notes and lovely photos of different activities the school has participated in.
A-Z of School Information

Assemblies / Special Days

Each term students will participate in school assemblies. At the end of Terms 1, 2 and 3 there are formal assemblies where parents are invited to attend. At the end of Term 4 the school has a formal presentation and performance night where the parents and community are invited to attend. Throughout the year there are also special assemblies for Grandparents Day, Mothers Day, Fathers Day, Book Week and Talent Quests.

Attendance

Attendance is compulsory for all students enrolled. If a student is away for any particular reason a written note regarding the absence is required.

As class rolls are classified as legal documents, Departmental regulations state that if a child is absent from school a note of explanation signed by the parent/carer is required on the child’s return.

Book Club

The school operates a book club through Scholastic Australia. Orders forms will be sent home and should be returned with money to school by the due date.

Contacting the School

Parents wishing to contact the school are encouraged to do so before 9.00am, at recess, lunch or after 3.00pm to avoid interruptions to class time. If it is a matter requiring discussion, please ring to make a convenient time for both teacher and parents.

Home Reading

Students in the Junior Class are expected to choose books from the appropriate reading level boxes to take home and read on a regular basis. The Senior Class will participate in a daily individual reading program.

Homework

The school expects all students to complete weekly homework. The level and amount of homework will be based on the students’ level of ability and age. Students will have spelling homework, which will be based on the spelling lists the students have each week and Mathematics homework, which will be revision and mentals. Each Monday the students’ homework book will be handed out marked and each Friday students are expected to hand their homework in to the teacher.
Infectious Diseases

A list of infectious diseases and the amount of time a student is to be kept away from school is set out below. It is important that students stay away from school whilst they have these diseases as they are highly contagious.

<table>
<thead>
<tr>
<th>Disease</th>
<th>Time Away From School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken pox</td>
<td>Excluded for 7 days after the first spots appear or until they are fully recovered</td>
</tr>
<tr>
<td>Measles</td>
<td>Excluded for 5 days from the appearance of rash</td>
</tr>
<tr>
<td>Mumps</td>
<td>Excluded for 10 days from the onset of swelling</td>
</tr>
<tr>
<td>Ringworm</td>
<td>Excluded until all evidence of the disease has disappeared</td>
</tr>
<tr>
<td>Head lice</td>
<td>Excluded until hair is completely clean and all nits or lice are gone</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Excluded until discharge from eyes has ceased</td>
</tr>
<tr>
<td>School sores</td>
<td>Excluded until sores have healed</td>
</tr>
</tbody>
</table>

Kinder Start Program

The Kinder Start Program runs each year in Term 4. The program is open to all children who will be enrolled in Kindergarten the following year.

Library

Each week on Wednesday the students will utilise the school’s library. Each student is encouraged to borrow up to three books each week provided they do not have overdue books. Students are allowed to borrow books for two weeks. If students do not return their books within the two week period a note will be sent home and the student will not be allowed to borrow books until the books are returned. All children are given library bags to protect their books. These bags remain the property of the school and are collected at the end of each year.

Lunches

Lunches may be ordered from the General Store and delivered daily at lunchtime. During the winter months, in Terms 2 and 3, students are invited to bring in a heat-up lunch. A heat-up lunch is a lunch that has been wrapped in foil and can be heated up in the school kitchen using the pie warmer. Please ensure students do not bring in lunches that need extra ingredients or preparation.

Mufti Days

Occasionally a “mufti” day is held to support Stewart House – our School’s Perpetual Charity. A mufti day is one on which the students wear out of uniform clothing and pay a small “fine” for the privilege! A silver or gold coin is acceptable on these occasions.
P&C Association

The P&C Association meets regularly. Meetings are advertised in the school newsletter. All parents are encouraged to become involved in the P&C Association.

School Fees

Mandurama Public School encourages the voluntary payment of school fees to assist with the provision of additional resources. The fees are set at $10.00 per term.

School Newsletter

A newsletter is distributed fortnightly with details of any school activities, excursion details, meetings and requests. This newsletter will also be placed on the school website.

School Uniform

The following is the official uniform for Mandurama Public School as determined by the school in consultation with the Mandurama P&C Association. Parents are requested as far as possible to dress their children in this way. This selection of uniform takes into account clothing normally used in the district schools and commonly available. The uniform is suitable for utility and dress occasions.

Boys

<table>
<thead>
<tr>
<th>Summer</th>
<th>Winter</th>
</tr>
</thead>
<tbody>
<tr>
<td>White polo logo shirts</td>
<td>White polo logo shirt</td>
</tr>
<tr>
<td>Grey shorts</td>
<td>Long grey trousers</td>
</tr>
<tr>
<td>Grey socks</td>
<td>Grey socks</td>
</tr>
<tr>
<td>Black shoes</td>
<td>Black shoes</td>
</tr>
<tr>
<td>Navy hat – broad brimmed</td>
<td>Red sloppy joe with logo</td>
</tr>
<tr>
<td></td>
<td>Navy jacket or parka</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summer Sport</th>
<th>Winter Sport</th>
</tr>
</thead>
<tbody>
<tr>
<td>White polo logo shirt</td>
<td>White polo logo shirt</td>
</tr>
<tr>
<td>Red shorts</td>
<td>Red track pants</td>
</tr>
<tr>
<td>White socks</td>
<td>White socks</td>
</tr>
<tr>
<td>Joggers</td>
<td>Joggers</td>
</tr>
<tr>
<td>Navy hat – broad brimmed</td>
<td>Red sloppy joe with logo</td>
</tr>
</tbody>
</table>

Girls

<table>
<thead>
<tr>
<th>Summer</th>
<th>Winter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue checked/red flecked</td>
<td>White polo logo shirt</td>
</tr>
<tr>
<td>A-line dress with tie/red buttons</td>
<td>Navy checked trousers</td>
</tr>
<tr>
<td>White socks</td>
<td>Red tights or white socks</td>
</tr>
</tbody>
</table>
Black shoes

Red sloppy joe with logo
Navy jacket or parka

Summer Sport
White polo logo shirt
Red shorts
White socks
Joggers
Navy hat – broad brimmed

Winter Sport
White polo logo shirt
Red track pants
White socks
Joggers
Red sloppy joe with logo

Optional items: (only to be worn at school unless otherwise advised)

- Blue checked/red flecked shorts – girls
- Red hooded logo sloppy joe
- White skivvy
- Navy track pants
- Jewellery – sleepers, studs, thin chain inside shirt
- Makeup not to be worn

Shoes: Black shoes/black joggers complete the uniform for both boys and girls

Hats: Broad brimmed – must be worn in Terms 1 and 4

Clothing Pool: Second hand clothes are available free of charge. A clothing pool is operated by the P&C

Purchasing Uniforms: Please see attached a copy of a recent uniform order. Please contact the school to discuss.

Scripture

All students receive half an hour of religious instruction each Wednesday. These scripture lessons are organised by the Christian Ministers Association of Blayney. All denominations are grouped together and at Easter and Christmas a combined church service is held.

Student Evaluation & Reporting

Our school is continually evaluating programs of work and assessing your child. Should parents at any time feel they would like to discuss their child’s progress, please contact the school to arrange an interview. Formal reports are issued twice yearly.
Sport/Carnivals & Swimming Sessions

Sport Day

Regular PE is a feature of our school. Our Sports day is Thursday. Any additional sporting activities the students are to participate in will be advised to parents. Sports uniform should be worn.

Sports Carnivals

Throughout the school year the school will attend several sports carnivals and major events. These include Heritage Country Small Schools Athletics and Swimming Carnivals and Blayney District Cross Country.

Children have the opportunity to be selected for Blayney District, Western and State representation.

Swimming Lessons

Intensive swimming sessions are held to enable students to increase their water safety and skills in the water.

We trust your time with us will be beneficial to your child/children and that you will take an active part in helping us to provide them with the very best possible education.

Please feel free to visit your school. Parents are encouraged to contact the school if they have any concerns about their child’s education. With staff and parents working together your child has the best opportunity for success.

Our School Mission Statement is:-

“To promote effective learning through maximum participation, co-operation and communication at all levels ..... Pupils/ Staff/ Community”