Crossmaglen Public School is about:

- Delivering quality learning outcomes
- Providing a happy, safe learning environment, and
- Catering for the educational and emotional needs of all students.

Crossmaglen Public School Welcomes You!
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Welcome to Crossmaglen Public School

This little piece of paradise is backed by magnificent eucalypt forests and fronted by lush rolling farmlands.

This tranquil environment provides an idyllic setting to enhance your child’s education.

Crossmaglen Public School education programs are supported by:

- Highly motivated staff committed to the provision of quality education outcomes for all students;
- Student centred learning programs utilising the latest in technology;
- Participation by parent and community members in classroom programs;
- An innovative and active Parents and Citizens Association committed to providing a happy learning environment for all students;
- An active student council providing ideas and support for school programs, and
- A student welfare and discipline policy which utilises a student incentive scheme that focuses upon positive aspects of student behaviour and activities.

Vanessa Cavanagh
Principal
School Staff

Principal          Mrs Vanessa Cavanagh
Teacher/Librarian  Mrs Pat Champion
Classroom Teacher  Mrs Emma Peart
Learning and Support Teacher Mrs Jacqui Cooper
School Administrative Manager Mrs Glenda Pryce
School Learning Support Officer Ms Rom Murphy
General Assistant  Mr Terry Crossland
Keyboard Teacher   Ms Tracey Burton
Technology Support Mrs Kate Booth
Active After Schools Sport Ms Rom Murphy
Cleaner            Mrs Belinda Jolley

Parents and Citizens Association

The Crossmaglen Public School Parents and Citizens Association meets on a regular basis. They meet at 3pm on a Wednesday in the school administration building. Parents are notified in the weekly school newsletter well in advance of P & C meetings. A viable P & C Association is vital for the school’s survival and your active participation in this organisation will directly support and enhance your child’s/children’s education and continue to promote this school in the broader community.

Crossmaglen Public School P & C Office Bearers

President          Carleen Bake-Smith

Secretary/Treasurer Kim Ridley
School Hours/Times

Crossmaglen Public School is open five days a week with the following exceptions:

- All school holidays
- All public holidays
- Staff development days
- School excursion days (parents are advised in advance of these days)

The average school day consists of three sessions punctuated by two breaks as follows:

08:30 to 09:00am  Playground supervision is provided
09:00 to 11:00am  Session one, students commence formal lessons
11:00 to 11:30am  Break one/morning recess
11:30 to 01:00pm  Session two, continuation of formal lessons
01:00 to 01:45pm  Break two. Lunch
01:45 to 03:00pm  Session three, formal lessons
03:00pm          Students dismissed. Bus departs

Administration Hours

Crossmaglen Public School has a School Administrative Manager, Mrs Glenda Pryce, who is at the school five days per fortnight. Currently those days are Mondays, Thursdays and every alternate Wednesday from the hours of 8:30am to 4:00pm. Parents are requested to send all excursion notes, permission notes and money to the school on those days.
School Fees

Crossmaglen Public School has a school fee levy of $30 per student. This can be paid at the commencement of the school year. These fees are used to cover the considerable cost of material for art, craft, sports and other consumables used by the children in their everyday lessons and activities.

Scripture

Scripture is currently held on Thursday mornings from 9:00 to 9:30am approximately. This is a non denominational scripture and the teachers are provided by the ministers’ fraternal. A permission note is included with this booklet. If you do not wish your child to be included in the scripture lessons then alternate educational activities are provided.

Fitness/Sport

Crossmaglen Public School believes strongly in the value of a regular fitness program.

Crossmaglen Public School is currently running a program in conjunction with the Australian Sports Commission “Active After School Sport” from 2:00 to 3:00 pm on Thursdays and Fridays. This program is delivered by Kim Ridley and Rom Murphy, who are accredited to deliver the program.

Library

Library for all students is currently held on Wednesday mornings. All students borrow books and return books during this time. All students supply their own library bag which must be used to transport books to and from school.
Homework

Crossmaglen Public School believes strongly in regular homework for all students for the following reasons:

- Regular homework provides opportunities for parents to work with their child/children.
- Students need to revise and practise concepts and processes that have been introduced in the classroom, and
- Students need to develop regular homework habits and revision practices in preparation for high school.

School Uniforms

Hats
Crossmaglen Public School has a “No Hat, Play in the Shade” Sunsafe policy. Students must wear an appropriate sun safe hat, the style of which has been approved by the Skin Cancer Advisory Committee. These are full brimmed hats. Students are able to wear navy blue hats that can be purchased from most clothing outlets. The school also provides a “dress” hat for all students when participating in special occasions, excursions and other external school activities.

Boys Summer
Formal shirt to be worn on most school days, excursions and special events which is a short sleeved gold/yellow shirt with navy blue collar and printed emblem. These can be purchased at the school for $19.25 (including GST). Navy blue cargo shorts with white or navy blue socks.

Boys Winter
The same as for summer with the addition of navy blue tracksuit top and track pants for cooler weather. These are available from local clothing outlets.

Girls Summer
As per the boys. Girls can wear the navy blue cargo shorts. In addition, girls can also wear a skirt, skort or culottes made from navy blue material or the school checked material. Material and patterns are available at Cabas in Coffs Harbour or at Tamara May’s in Toormina. White or navy blue socks.
Uniforms (continued)

**Girls Winter**
The same as for summer with the addition of navy blue track suit pants and a navy blue track suit top. These are available from local clothing outlets.

**Sports Uniform Boys and Girls (sports afternoons)**
Plain yellow short sleeved collared shirt. Royal blue light sport shorts (soccer or basketball shorts).

**Footwear**
Appropriate footwear must be worn at all times. These can be black joggers or leather upper shoes. Open topped sandals and thong type footwear are unsuitable and unsafe for school activities.

**Art and Craft**
Art and craft activities are usually held on Tuesday afternoons. This necessitates the use of a range of paints, glues, crayons, charcoal, inks and dyes. All care is taken to use only products that are non toxic and do not emit dangerous vapours. To reduce the risk of clothing being damaged by accidental spillage, students wear an art shirt.

**Extra Curricular Keyboard Music Program**
Crossmaglen Public School runs a special keyboard tuition program each Tuesday from 9am to 1pm with Ms Tracey Burton from the Coffs Harbour Regional Conservatorium of Music. Participation in this program is optional and is by arrangement with the Conservatorium.

**Absences**
If your child is absent for any period due to illness, injury, holidays, religious occasions etc it is a DEC requirement that parents/caregivers submit a signed note of explanation to the school within seven days of the absence.
Stationery

Crossmaglen Public School provides exercise and work books for all students free of charge. Parents are expected to provide their child with the following stationery items:

Lead pencil HB
Red pen
Blue pen
Packet of coloured pencils
Packet textas
Ruler 30cm
Pencil sharpener
Eraser
Blue stick (non toxic)
Pencil case (avoid large sizes).

* note: K-2 students do not require a red and blue pen

Student Reports/Interviews

Student reports/portfolios are sent home at the end of Term 2 and the end of Term 4. Parent interviews are conducted early in Term 3.
Dear Parents/Caregivers,

CONSENT

From time to time we need parents to give permission for their child or children to participate in a variety of activities that we do at the school. This parent authority is designed to streamline permission notes and will be filed in your child’s Student Record Card, remaining current for the time they are enrolled at Crossmaglen Public School.

Student’s Name__________________________________________________________

General Consent

The general consent is intended to cover all occasions during the period a child is enrolled at Crossmaglen Public School. It includes permission to attend performances at school, participate in minor nature excursions such as a walk to a neighbouring property etc. Separate permission notes, together with full details will be issued for any excursion away from the school which involves travel by bus or car. All activities will be supervised by teachers and have the approval of the Principal.

I give permission for my child to participate in any walks and programs organised by the school, and under staff supervision, which are outside school grounds and within local environs.

_________________________________                                               _____________________
Signature of Parent/Carer                                                       Date

PG Rated Movies

Education Department regulations mean that primary school students are only able to watch G rated movies at school without parental permission. At times we may want to watch a PG rated video/DVD. If your child’s class watches a PG rated video/DVD the teacher will have viewed the video/DVD and deemed it suitable for the class.

I give permission for my child to watch PG rated movies.

_________________________________                                               _____________________
Signature of Parent/Carer                                                       Date
Religious Education/Instruction
On Thursday of each week religious education will be held from 9:00-9:30 am.

Our local churches provide volunteers who teach the students for these classes. Attendance at religious education is voluntary. Non-denomination classes are held.

Non-religious education groups are also held. Students not attending religious education, attend classes with a teacher.

I give permission for my child to participate in religious education/instruction.

_________________________________                                                  _________________________
Signature of Parent/Carer              Date

Permission to Publish Student Image (photograph)
Media opportunities are something that most children enjoy. It is expected that during the year the school will seek publicity in the media for various programs and events. It is likely that students could be photographed and/or filmed and/or interviewed in the course of this publicity. Some families may have issues (eg custody situations) that will mean that they do not want their child’s image published. Publicity opportunities may include having a photograph displayed as part of the photo presentation in the school, or may involve local media such as local newspaper, television or school internet site.

I give permission for my child’s image to be included in weekly school newsletters and when occasions arise in the local media. I understand that my child’s name and school details may be included as part of these publications.

_________________________________                                                  _________________________
Signature of Parent/Carer              Date

I give permission for the school to publish my child’s image on the school’s website.

_________________________________                                                  _________________________
Signature of Parent/Carer              Date
Child Protection

As part of the Personal Development, Health and Physical Education curriculum students will participate in Child Protection Lessons. These lessons will help children to identify dangerous or uncomfortable situations and to seek help from trustworthy adults. Some lessons may involve naming parts of the body.

The Child Protection lessons have been developed by the Department of Education and Communities and they are an important priority for schools. We trust that you will support your child’s participation in the program.

I give permission for my child to attend Child Protection lessons.

________________________________________                                  __________________________
Signature of Parent/Carer                                                Date

Internet Access

Access to the internet is now part of everyday life, and the classroom is no exception. All student access is supervised and monitored by the staff at Crossmaglen Public School. Each student is issued with an email address when enrolling in a public school.

I give permission for my child to access the internet using classroom computers and understand that usage is monitored and supervised.

________________________________________                                  __________________________
Signature of Parent/Carer                                                Date

I give permission for my child to be issued with a Department of Education and Communities email account.

________________________________________                                  __________________________
Signature of Parent/Carer                                                Date