



John Palmer Public School Parent Information Book



• Integrity • Excellence • Innovation •



Our Vision

Aspiring beyond what we thought possible through Integrity, Excellence and Innovation.

We do this by:

- ❖ building character, resilience and a growth mindset as a school community;
- ❖ supporting all students and teachers to strive for excellence in all that they do;
- ❖ learning individually and collectively, skills that will prepare us for the future.

Our Values

Integrity

- ❖ Committed to being honest and having strong moral principles.

Excellence

- ❖ Of the highest quality.

Innovation

- ❖ The creative application of skills and strategies to new learning.

About our School

History of The Ponds

Located between Quakers Hill and Rouse Hill in the Blacktown City local government area, The Ponds is part of the Cumberland Plain, approximately 35km northwest of the Sydney CBD. The Ponds is bounded by Schofields Road, Hambledon Road, Stanhope Parkway and The Ponds Boulevard and lies in the Parish of Gidley. The geology of the Cumberland Plain is comprised mainly of shale belonging to the Wianamatta Group and the soils are relatively fertile.

After many thousands of years of Aboriginal occupation and 150 years of agricultural use, the Second Ponds Creek area bears little resemblance to the forest environment that once covered the site.

Evidence of Aboriginal settlement, including a broad distribution of stone artefacts from campsite activities abounds in the area, especially along the creek line. Aborigines farmed the area in their own way, often planting yams and edible foods and the creek was known for its good fishing both by Aborigines and white settlers. White and red ochres obtained on the site were used for corroborees. Local fauna, including kangaroo and possum provided good hunting. Several Aboriginal artefacts found in the local area are on display at The Ponds Sales Centre located at the western end of Riverbank Drive.

At the beginning of 1804, Schofields Road was just a cart track through the bush. None of the hills in the area were officially named, little surveying work had been done and no lands granted. By 1818, Governor Macquarie had made a land grant of 380 acres to Jonas Bradley who grew the first successful tobacco crop in the colony.

In 1820, a land grant was made to John Palmer who was an officer on the First Fleet. His farm stretched from near Windsor Road along the route of the present Schofields Road to beyond Alex Avenue, along Burdekin Road to a boundary parallel with Old Windsor Road. The property was later purchased by the Pearce family and by the second half of the 19th century, the Pearce's owned most of the land from Seven Hills Road to Schofields Road near Rouse Hill.

The white settlers in the area grew wheat, maize and potatoes and cattle and sheep were grazed. In the 1850's the onset of wheat rust largely put an end to cultivation of grain right across the Cumberland Plain and orchards of citrus and stone fruit became the main income earners followed later by poultry farms.

Information courtesy of Landcom.

<http://www.landcom.com.au/news>

John Palmer

John Palmer was born in England. He arrived in NSW with the First Fleet in 1788 as the purser of Governor Phillip's flagship, Sirius.

In the period from 1810 to 1814, Governor Macquarie had a turnpike road built between Parramatta and Windsor and began making land grants along the length of it.

One of these grants was 1500 acres given to John Palmer which he named Hambledon. According to the NSW Calendar and General Post Office Directory of 1832, John Palmer's estate housed a 'very excellent academy for the education of young pupils' which was run by Reverend Mr Wilkinson.

Our school is situated on part of the land grant that was made to John Palmer and maintains strong links with his descendents – Ian and Lefayre Palmer, Ken and Robyn Palmer, and Ian and Robin Palmer.

History of the School

John Palmer Public School opened its doors to students for the first time on 30 January 2008 with an initial enrolment of 44 students.

The school is part of a suite of schools developed under the NSW Government's Public Private Partnership (PPP) program. Under this approach, the DoE works in partnership with Axiom Education No.2 Pty Ltd, a private consortium based in NSW. The consortium finance, design, construct and provide cleaning, maintenance and security services to the school for a 30 year period.

The site was acquired on 3 July 2006 and planning for the school took place in the period

from 27 March 2006 to 9 February 2007. The development application was approved on 24 April 2007 and construction began on 7 May 2007.

The founding Principal, Mrs Deborah Blackwell was appointed through the merit selection process on 11 September 2007 and entered on duty on 15 October 2007, initially based at Ironbark Ridge PS. The first two teachers, Mrs Gayle Henwood and Mrs Susanne Lakeman, received notification of their transfer to 'Second Ponds Creek' Public School in early November 2007. Mrs Joanne Gilmour entered on duty as the School Administrative Manager in November 2007. Mrs Catherine Escobar, our third initial teacher, was selected on merit in December 2007. The school was officially handed over for DoE occupation on 7 January 2008 and the site manager, Mr Jim Linigen, was appointed by Spotless soon after.

'Second Ponds Creek' Public School was the working title for the school and as a result of community consultation at a meeting on 22 October, 2007, a proposal was put to the Minister for Education and Training to change the name to John Palmer Public School. The name change was gazetted in early 2008.

Emblem

Our school emblem was developed following community consultation and consists of a Gymea lily above a stylised pond. The Gymea lily, a truly iconic plant of the Australian bush, is found in many home gardens and public spaces in the area and the stylised pond is representative of the name of the suburb in which the school is located, The Ponds.

The Gymea lily is known for its resilience and being able to thrive in adversity. Following drought and bushfire, the Gymea Lily will flower majestically.



SPORT HOUSES

All students are allocated a sport house on enrolment:

Ellis (yellow)

named after Liz Ellis (netball)

Liz Ellis was born on 17 January 1973 at Windsor in NSW. She had a brilliant career in netball, retiring in 2007 after eighteen years at the top. Liz Ellis was a member of the Australian Netball Team, captain of the Australian Netball Team, captain of the Sydney Swifts Netball Team and is also a lawyer, netball coach and sports reporter. She is described as a fearless, tenacious and inspirational leader and has achieved every personal and team accolade including world titles, Commonwealth Games gold, National League awards and National League titles. Liz Ellis is Australia's most capped player of all time.

Freeman (red)

named after Cathy Freeman (track)

Cathy Freeman was born on 16 February 1973 at Mackay in Queensland. She is very proud of her Aboriginal heritage and has carried the Australian and Aboriginal flags around the track following her many victories. In 1994, Cathy Freeman was the first Aboriginal sprinter to win gold at the Commonwealth Games. Lighting the cauldron to open the Sydney Olympic Games in 2000 was the highlight of her career, along with winning gold in the 400m at these games. Cathy Freeman was named Young Australian of the Year in 1990 and Australian of the Year in 1998. She is the first person to receive both awards. Cathy Freeman became a first time mother to a daughter, Ruby, in July 2011.

Ponting (green)

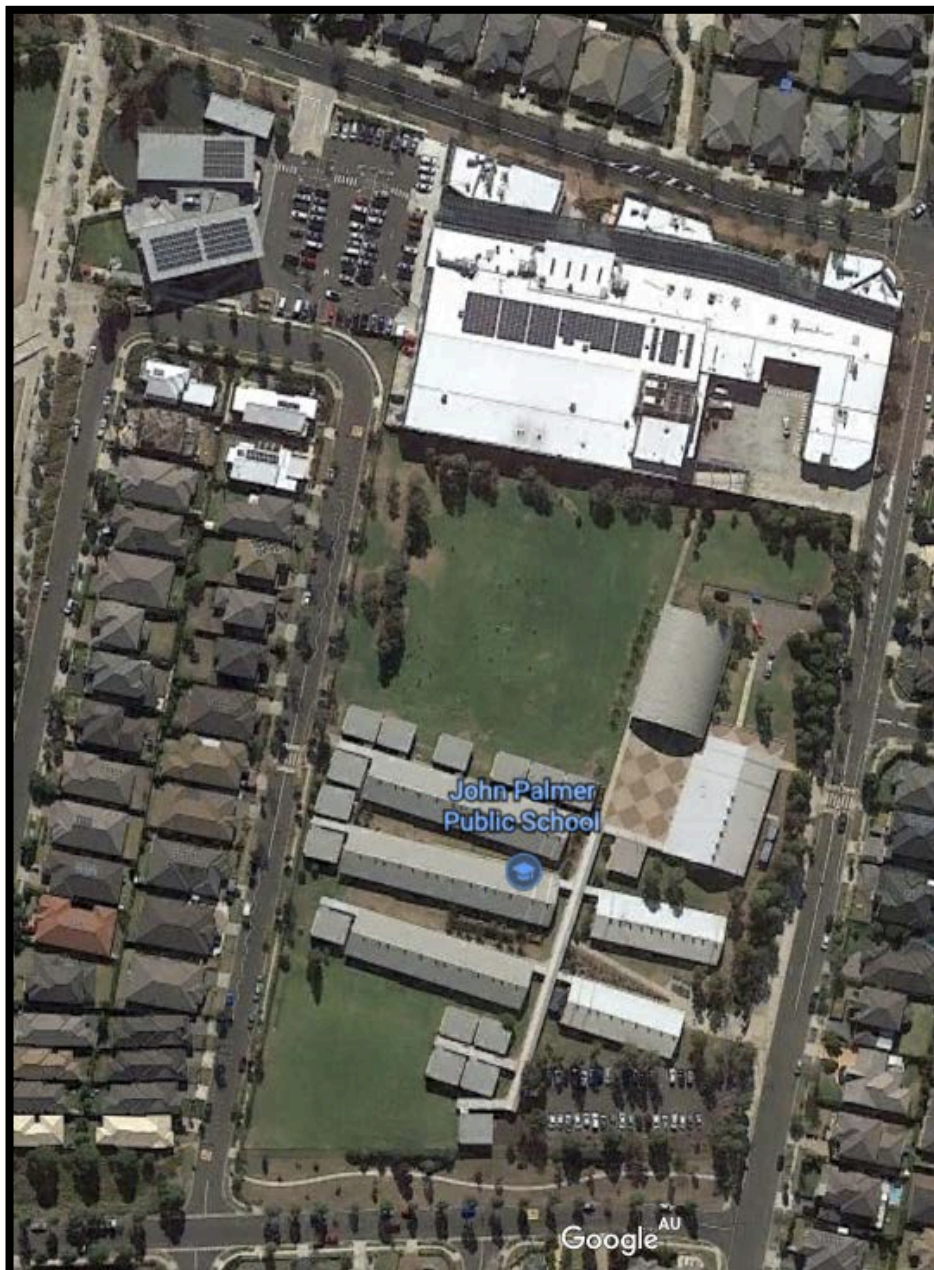
named after Ricky Ponting (cricket)

Ricky Ponting was born on 19 December 1974 at Launceston in Tasmania. He was only 20 when he notched up 96 runs against Sri Lanka in his first test appearance. With versatility and confidence, he has overcome injury to become one of cricket's most formidable players and 42nd captain of the Australian team. Ricky Ponting has succeeded at every level in cricket – twenty/20, one day games, first class cricket and test cricket. He has achieved an unprecedented clean sweep of the three major cricketing awards at the Allan Border Medal – test player of the year, one day player of the year, and the Allan Border Medal itself.

Thorpe (blue)

named after Ian Thorpe (swimming)

Ian Thorpe was born on 13 October 1982 in Sydney, NSW. At the age of 14, he was the youngest male ever to qualify for an Australian swimming team. Ian Thorpe is a multiple world champion and winner of five Olympic gold medals, three of which he earned in the 2000 Sydney Olympic Games. This is the greatest number of Olympic gold medals won by a competitor ever. Ian Thorpe had the honour of carrying the Australian flag at the Closing Ceremony of the 2000 Olympic Games. In 1999, he was named Australian Swimmer of the Year, World Swimmer of the Year and Young Australian of the Year. Ian Thorpe is training hard to make a comeback to swimming at the London Olympic Games in 2012.





Address

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E johnpalmer-p.school@det.nsw.edu.au

W www.johnpalmer-p.schools.nsw.edu.au

Download our free app from the app store to keep up to date with what is happening.

Anaphylaxis

Anaphylaxis is a severe and sudden allergic reaction to certain foods such as nuts, shellfish or insect bites which can be life threatening. You must inform the school if your child has any known allergies. This is most important if an EpiPen® has been prescribed, in which case a health plan needs to be drawn up in consultation with medical practitioners.

A number of children within the school are at risk of an anaphylactic reaction triggered by nuts. To ensure the safety of these students, we request that nuts or products containing nuts are not brought to school. Food labelled 'may contain traces of nuts' is allowed.

Students are educated to not share food or drink while at school.

Animals

Animals are not permitted on school premises at any time without the prior approval of the Principal. Parents who bring their pet to school to drop off or collect their child must wait outside of the school boundaries away from the pedestrian gates.

Annual Excellence Assembly

Our Annual Excellence Assembly is held in December of each year to recognise outstanding student achievement. School leaders for the following year are announced and other major awards are presented.

Apps for iPhone and Android

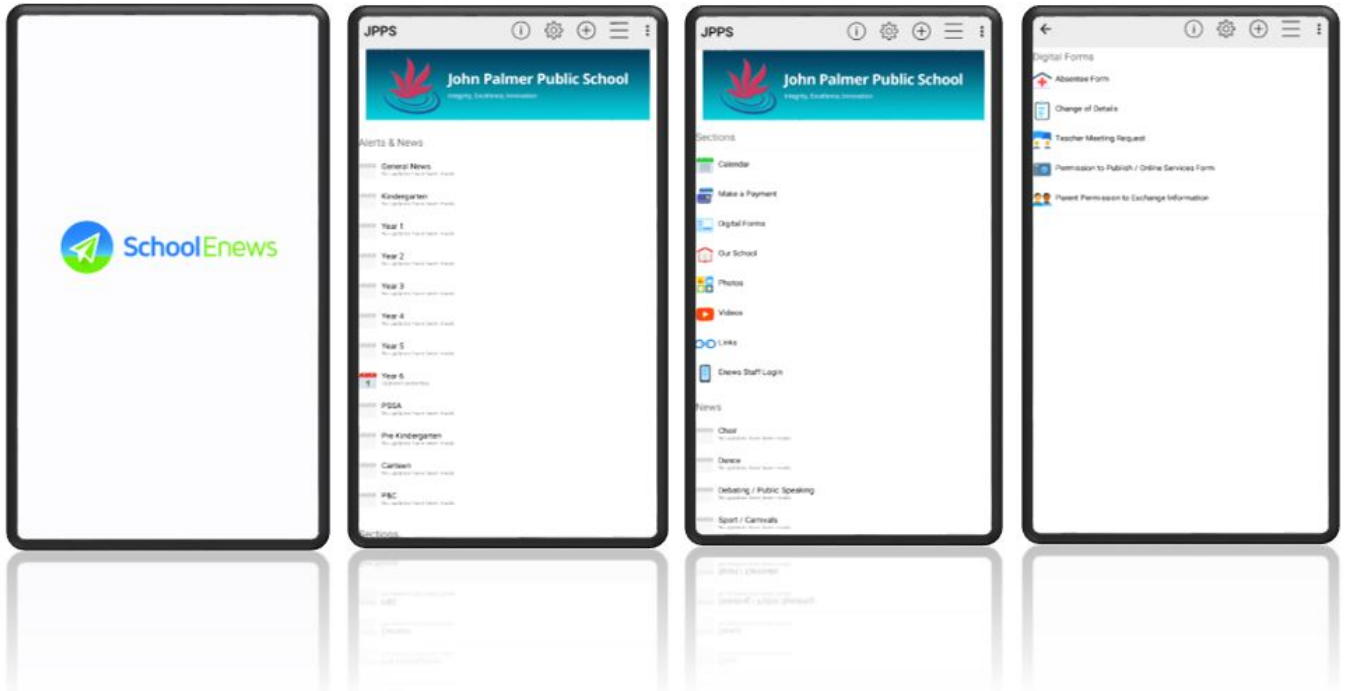
John Palmer Public School uses the School Enews mobile app to serve the needs of our school community, by improving communication between the school and its families, and removing the need for paper notes, and school newsletters.

This two way communication app means parents and the school staff can always be better prepared for the day ahead.

The school's app has been built specifically with parents in mind. These are the key benefits of our app:

- Always keep your contact details up to date using the two-way Change of Details form to notify the office of changes to phone numbers or addresses.
- Never forget to send in a sick note again with our built in sick notes form.
- Pop-up message (push notifications) makes the instant communication of time sensitive items and whole school messages seamless and cost effective.
- Access to school calendar and notes.
- Book meetings with your child's teacher.
- Easily access the school website, parent portal, uniform shop and your Flexischools account.

The app can be found in both Google Play and Apple app stores. Download instructions can be found on the school website.



Assemblies

Excellence assemblies are held on a rotating basis each Friday. The assemblies commence at 11.30am or 12:15pm. A schedule of each class's assembly date can be found in the Term Calendar located on the John Palmer Public School website. Parents of the class presenting the assembly are invited to attend. An invitation is also extended to attend special assemblies throughout the year such as the ANZAC Ceremony.

Assessment and Reporting

Assessments focus on the progress of individual students with an emphasis on the achievement of outcomes related to each Key Learning Area (KLA). Assessments also set the direction for further teaching and learning.

Student progress is assessed and tracked on a continuous basis through observation, class or grade tests, discussion, work samples and selected diagnostic tests. Students in Years 3 and 5 are also tested at a national level in language conventions, reading and numeracy (NAPLAN). National testing is conducted in May.

A formal written report is provided by the school at the end of Terms 2 and 4. The content of this report is mandated by State and Federal Governments. Three-way conferences involving the student, parent and teacher are organised to discuss student progress and future directions. In addition to this, teachers are available to discuss student progress at any

time by appointment.

Students in Kindergarten also receive a parent feedback letter following their child's Best Start Assessment.

Three Way Conferences

Three way conferences involving student, parent and teacher are held towards the end of Term 1 each year to discuss academic and social progress. Conference details are sent home with students on a separate flyer and advance notice and reminders provided through the newsletter. Teachers are also happy to meet with parents or carers at other times provided an appointment has been made.

Attendance

In NSW all children between the ages of 6 and 17 years are legally required to attend school. Attendances are recorded daily.

All students should be at school before the bell rings at 8.55am. Students who arrive at their classroom any time after the 9.00am bell are required to collect a 'late pass' from the office.

Students will not be released at any time during the school day unless their parent or carer collects an 'early release pass' from the school office or provides written advice that the student is to be released into the care of another adult. Under no circumstances will students be released into the care of a person under the age of 18 years.

Parents or carers should ensure that their child attends school every day unless illness or exceptional circumstances prevent this from happening. Any absence from school should be explained in writing within seven days of the first day of any period of absence. The seven day timeframe for explaining absences is a requirement of the *Education Act 1990*. For convenience, absent notes can be completed and submitted through our app. Similarly, the school is required to inform parents and carers of unexplained absences or suspected truancy. Attendance, including lateness, is monitored regularly by the Department of Education and Communities (DoE).

The Department of education and Communities does not accept family holidays and travel

as reasons for exemption from school. An application for a *Certificate of Extended Leave for Travel* must be applied for through the school office. The application needs to be made a minimum of ten school days before travel and documents such as air/ ship/ train ticket, accommodation confirmation or a travel itinerary for domestic travel must be provided.

Students are not permitted on school premises prior to 8.30am and after 3.00pm unless they are attending Out of School Hours care (OOSH) or a school organised activity.

Students returning to school following an accident or serious illness require a Risk Assessment to be prepared to ensure that their return to school is safe and supported appropriately. Please contact the school office at least two (2) school days prior to your child's anticipated return. Medical clearance to return to school is required.

Before and After School Care

(also known as Outside of School Hours care – OOSH)

Before and After School Care is provided by Northwest Community Childcare (NWCC). NWCC is registered with NSW Community Services and is an accredited provider of before and after school care. Rebates may be available through Centrelink depending on family income. Parents and carers need to liaise with and enrol their child directly with NWCC:

Office phone: 8678 0279

Email: nwcc@northwestcbc.com.au

Mail: PO Box 67

Quakers Hill NSW 2763

Bell Times

8.55am Students make their way to classrooms.

Parents are asked to leave the school at the 8.55am bell to enable students to move freely to their classrooms.

9.00 - 11.00am	Teaching and learning session
11.00 - 11.30am	Recess
11.00 - 1.15pm	Teaching and learning session
1.15 - 2.00pm	Lunch (includes 15 minutes to eat lunch)
2.00 - 3.00pm	Teaching and learning session

Child Protection

As an agency responsible for the care and welfare of students, the DoE has a charter to protect the children and young people in its care from abuse and neglect. It is the responsibility of the school to provide child protection education for all students and to teach them protective strategies. Child protection education is taught as part of the Personal Development, Health and Physical Education (PD/H/PE) program.

Concerns and Complaints

Your suggestions or complaints are valued as they enable staff to address your concerns and improve the quality of service we provide. We will strive to remedy problems promptly and deal with each matter fairly.

You can make a suggestion or complaint verbally or in writing.

When a suggestion or complaint is received, it will be assessed in terms of its seriousness. We will acknowledge it and give you an indication of the likely timeframe for dealing with it.

To avoid unnecessary delays, it is important to try to deal with the correct person. A summary of personnel and their areas of responsibility is provided to families at the commencement of each school year.

If your concern is about your child's progress or behaviour, it is important to speak to the class teacher first. The class teacher is in a position to resolve most issues without more senior personnel needing to be involved.

Concerns relating to whole school operation should be discussed by appointment with the

Principal.

Communication

We encourage open communication at all times. Parents and carers are encouraged to contact the school to discuss any issue or concern. An appointment is necessary and may be made by telephoning the administration office or sending a note with your child. Teachers are not permitted to meet with parents or carers during lesson times or while they are on playground duty.

Contact with Other Students

Please do not approach students to question or reprimand them in relation to incidents that have occurred at school. All concerns relating to the playground should be discussed with the Assistant Principal responsible for that stage. Issues arising from classroom events should be discussed with the class teacher.

Court Orders

The school must be provided with a copy of current court orders regarding access and custody of children. All information is treated confidentially. The school cannot enforce custody arrangements unless a copy of the court order has been provided.

Curriculum

Teaching and learning programs are designed around DoE syllabus documents. The syllabus is mandated by the State Government of the day.

Information on the New Syllabuses for The Australian Curriculum can be accessed at <http://syllabus.nesa.nsw.edu.au/>. Links are also available through the John Palmer PS website at www.johnpalmer-p.schools.nsw.edu.au.

Learning is divided into four stages in primary schools:

Early Stage One: Kindergarten

Stage One: Years 1 and 2

Stage Two: Years 3 and 4

Stage Three: Years 5 and 6

Department of Education (DoE)

The DoE is the organisation responsible for all public schools. Information is available from their website at

<https://education.nsw.gov.au/>

Emergency Contact Information

It is vital that the school is kept informed of your current home, work and mobile numbers and address.

Please ensure that the school office has an updated record of the name and phone number of two emergency contacts that we can reach if parents or carers are not available. This person could be another family member or friend over the age of 18 years who is willing to collect your child in case of accident or illness. The person nominated by you needs to be agreeable to being contacted in an emergency.

Changes to contact details can be made in person at the office or on the change of details form on our app.

Infectious Diseases

From time to time there are outbreaks of infectious diseases at school. If children contract an infectious disease they must stay at home until the infectious stage passes. Depending on the nature of the disease, the school may notify parents and carers of the outbreak so that families can be on the look out for symptoms.

Further up-to-date information on infectious diseases can be found on the NSW Government Health website.

<http://www.health.nsw.gov.au/Infectious/factsheets/Pages/default.aspx>

P&C Association

The aim of P and C Associations is to promote the interests of the school by:

- bringing parents, citizens, students and teaching staff into close cooperation;
- assisting in providing equipment required by the school;
- reporting to the Minister the material requirements of the school; and
- assisting the teaching staff in the establishment of school policy.

The John Palmer Public School P&C Association meets on the first Wednesday of each month during the school term at 7.00pm in the staffroom. New members are always welcome.

Travel to School

Walking to School

Many of our students walk to school. Parents should encourage their children to walk in pairs or small groups. Children should use the most direct route to school from home and be discouraged from making side trips to shops, friend's houses etc.

Riding to School

Riding to school is permissible for students in Years 3 to 6. Parents should be confident that their child is capable of handling their bicycle or scooter on roads and that they are aware of the road rules. Students in K-2 are only permitted to ride to school if they are accompanied by an adult.

Students riding to school:

- must not ride their bike or scooter in the school grounds. Students need to walk with their bike or scooter until they are beyond the schools boundaries and are not likely to collide with pedestrians.
- must wear an approved safety helmet
- should have a lock and chain to secure their bike or scooter
- must store their bike or scooter in the designated rack near the administration block
- should use a roadworthy bike or scooter and obey the road rules

If students fail to observe these conditions, parents or carers will be contacted with a view to withdrawing the right to ride to and from school. The school accepts no responsibility for

the loss or theft of bikes, scooters or helmets.

Travelling by Private Vehicle

A 'Kiss and drop' zone is located at the rear of the school in Pebble Crescent. Drivers should enter the zone from the northern end and wait patiently for their turn. Drivers will be asked to drive around the block and join the end of the queue if their child/ren is not ready to get into the vehicle. Please organise a poster (A4 size) with your child's surname to be placed in the passenger side windscreen. This will assist staff to quickly identify vehicles and manage the kiss and drop area effectively.

Please be considerate of our neighbours by respecting their property at all times and not parking across or in their driveways.

Uniforms

It is expected that full school uniform will be worn by all students every day. All items of uniform (except shoes, girls winter blouse, socks and tights) are available from the school uniform shop at the office. The school uniform is not available through retail outlets. As we are an agent for the selling of uniforms, faulty items will be referred to the supplier. The supplier will determine if a replacement is warranted. Exchange of uniforms within seven days of purchase will only be given if the garment has not been worn, has not been washed and has the tag attached.

Girls Summer Uniform

- summer tunic OR navy blue shorts and JPPS girls pinstriped shirt
- plain white ankle socks with fold over top (not anklets)
- black polishable school shoes
- navy blue broad-brimmed hat bearing school emblem
- cherry zipped front fleecy jacket bearing school emblem (if required)
- navy blue commemorative fleecy jacket (Year 6 ONLY- if desired)
- scrunchies in summer tunic fabric are available

Boys Summer Uniform

- pinstriped school shirt bearing school emblem

- navy tailored shorts- students should not wear cargo shorts or shorts that sit below the knee
- plain white ankle socks with fold over top (not anklets)
- black polishable school shoes
- navy blue broad-brimmed hat bearing school emblem
- cherry zipped front fleecy jacket bearing school emblem (if required)
- navy blue commemorative fleecy jacket (Year 6 ONLY- if desired)

Girls Winter Uniform

- winter tunic with white Peter Pan shirt/white skivvy OR navy blue pants with JPPS girls pinstriped shirt (girls may wear plain white shirt until pinstriped shirt becomes available)
- tunic- navy tights or plain white socks with fold over top (not anklets)
- pants- white, navy or black school socks with fold over top (not anklets)
- black polishable school shoes
- navy blue broad-brimmed hat bearing school emblem
- cherry zipped front fleecy jacket bearing school emblem
- navy blue commemorative fleecy jacket (Year 6 ONLY- if desired)
- scrunchies in winter tunic fabric are available

Boys Winter Uniform

- pinstriped school shirt bearing school emblem (same as summer shirt- boys may wear a white skivvy under their shirt in cooler weather)
- navy tailored trousers- students should not wear cargo style trousers or track pants
- plain navy or black ankle socks (not anklets)
- black polishable school shoes
- navy broad-brimmed hat bearing school emblem
- cherry zipped front fleecy jacket bearing school emblem
- navy blue commemorative fleecy jacket (Year 6 ONLY- if desired)

Boys and Girls Sport Uniform- Summer

- school 'coolmesh' sport polo bearing school emblem
- navy blue microfibre shorts bearing school name
- navy blue microfibre tracksuit jacket bearing school emblem (if required)
- plain white ankle socks with fold over top (not anklets)
- sport shoes
- navy blue broad brimmed hat bearing school emblem

Boys and Girls Sport Uniform - Winter

- navy blue microfibre tracksuit bearing school emblem
- school 'coolmesh' sport polo bearing school emblem OR a white skivvy
- plain white ankle socks with fold over top (not anklets)
- sport shoes
- navy blue broad brimmed hat bearing school emblem

See the 'Uniform Orders' tab on the John Palmer Public School home page for ordering details.

In general, summer uniform is worn in Terms 1 and 4, while winter uniform is worn in Terms 2 and 3. Students may begin wearing either uniform earlier or for longer if weather conditions are unseasonal.

Girls who require more coverage for religious reasons may wear a white skivvy and either navy tights or navy tailored trousers under the summer dress. The summer dress must still be worn. Hijabs must be white. Boys and girls who wear a head covering must still wear the JPPS broad brimmed hat over the top of their covering.

Mufti days (non-uniform days) may be held several times throughout the year. These days are generally held to support a charity and students make a gold coin donation for coming to school out of uniform. On these days, closed in shoes and school hat must be worn.

Jewellery

The wearing of most jewellery to school is prohibited for safety reasons as well as the risk of loss. Students with pierced ears must wear studs or small sleepers. Students wearing large or dangling earrings will be asked to remove them. Serious accidents have occurred when earrings have been accidentally caught on another person or object during play or sport.

Necklaces and bracelets/bangles must not be worn other than for religious or health warning reasons and should be kept as small as possible. For safety reasons, students may be asked to remove these items during sport or other physical activity.

The school does not accept any responsibility for the loss or theft of jewellery if it is worn to school.

Make Up

The wearing of make up or nail polish to school is not permitted unless it has been specifically requested for performance purposes.

Values

The core values of the NSW public education system are:

- Integrity – being consistently honest and trustworthy
- Excellence – striving for the highest personal achievement in all aspects of schooling and individual and community action, work and life-long learning
- Respect – having regard for yourself and others, lawful and just authority and diversity within Australian society and accepting the rights of others to hold different or opposing opinions
- Responsibility – being accountable for your individual and community's actions towards yourself, others and the environment
- Cooperation – working together to achieve common goals, providing support to others and engaging in peaceful resolution of conflict
- Participation – being a proactive and productive individual and group member, having pride in and contributing to the social and economic wealth of the community and the nation
- Care – concern for the wellbeing of yourself and others, demonstrating empathy and acting with compassion
- Fairness – being committed to the principles of social justice and opposing prejudice, dishonesty and injustice
- Democracy – accepting and promoting the rights, freedoms and responsibilities of being an Australian citizen

Teachers make values more explicit by including strategies that highlight the core values in their lessons. Discussing the meaning of core values as they occur helps students to develop their understanding of these values and how they operate in a variety of contexts. The K-12 curriculum in NSW public schools provides many opportunities to teach, demonstrate and explore values. Teachers assist students to understand school policies by modelling and reinforcing behaviour consistent with core values.

Visitors

Any adult entering the school during school hours must report to the administration office and record their name and purpose of the visit in the visitor's book. They will be required to wear a visitor's badge while on the premises and to sign out on departure. Visitors will only be permitted to enter the school if they are on school business or by invitation from the school.

Several planned opportunities for families to visit the school exist during the year. These include sport days and carnivals, fortnightly assemblies, Education Week and other such days. Advance notice of these is given via the Update bulletin or by separate note. Social visits to students outside of these planned times are not permissible.

This process is necessary to ensure student safety and compliance with Workplace Health and Safety regulations.

Information contained in this booklet is correct as at April 2019. Additions or alterations may be made without notice.