



**2023 SCHOFIELDS SPARKLER**

**WEEK 4 TERM 1**

# PRINCIPAL'S REPORT

## WELCOME BACK

Welcome parents and students to a new school year. I trust that our community enjoyed a safe and happy Summer break.

The students are very happy to be back and it has been delightful to see how our returning students have grown and changed over just a few short weeks as well as welcome many new faces. Teachers have worked very hard prior to the student's arrival to ensure that the year has started in a settled and purposeful way. I would like to thank both parents and staff for their patience, flexibility and cooperation as we finalise our class numbers.

## STAFFING AND MEET THE TEACHER

We have quite a few new staff members as well as returning staff working in new roles in 2023. Attached to this newsletter are photographs of staff members as well as a brief description of their role within the school.

Face-to-face Meet the Teacher evenings will be held next week, our first since 2020. They will occur over two nights. Dates and times are outlined below:

Tuesday 21 February		Wednesday 22 February	
Kindergarten	5:00 – 5:30	Year 2	5:00 – 5:30
Year 1	5:30 – 6:00	Stage 3 (Years 5 and 6)	5:30 – 6:00
Stage 2 (Years 3 and 4)	6:00 – 6.30		

## SENTRAL PARENT PORTAL

This year Schofields Public School will be expanding its use of the Sentral Parent Portal. We have previously used this service to book parent-teacher interviews and will be adding other features such as student academic reports, student absence information, and permission slips, replacing paper copies.

The Sentral Parent Portal provides significant benefit in seamless communication between school and home by reducing the turn around and administration of paper notes. Parents will be able to directly authorise their child(ren)'s involvement in activities, access academic information as well as view and explain student absences. Additionally, parents will soon be notified via text message if their child is absent and be able to provide an explanation by replying to the message.

Please note: As the Sentral Parent Portal replaces our current systems, you must be registered in order to access this information.

We hope to provide you with seamless communication and a more significant role in the day-to-day management of your child's education at our school.

Should you require assistance, please do not hesitate to contact the school for assistance.

## YEAR 6 2022 GIFT

At the end of last year, our departing Year 6's gave as their gift to the school a set of stair decorations. The installation has been finalised and the results are spectacular.

Thank you again Year 6 - 2022!



## NAPLAN

This year, the NAPLAN testing window will run from 15 March to 27 March. Please contact your Year 3 or Year 5 child's teacher if they require any adjustments to standard testing procedures or if you would like to exempt them from the tests.

## SWIMMING CARNIVAL

The Schofields Public School Swimming Carnival took place at Hawkesbury Oasis Fitness and Aquatic Centre on Thursday 2 February 2023. The carnival was a fantastic success and the behaviour of students and the professionalism of staff was highlighted by the staff at the pool.

Congratulations to all students who took part and thank you very much to Miss Moore, Mrs Kirby, Mrs Roberts, Miss Covassin, Miss Whittle, Miss Fletcher, Mr Coleman, Miss Iemma, Miss Moloney and Mrs Griffiths for their hard work on the day. A special shout out also to the staff that took part in the teachers race.

## **THIRD PARTY ONLINE SERVICES**

As some of you may be aware, the Department of Education has recently updated its policies on the use of third party apps and websites in schools. This affects programs such as Seesaw, Mathletics and Class Dojo as well as online home readers. As a result, we are currently reviewing which services we use and sourcing information on their use of data and how it is stored. We hope to finalise this in the coming weeks and have information to you shortly.

## **PRIMARY SCHOOL SPORTS ASSOCIATION (PSSA)**

Trials for Summer PSSA teams have been conducted. As in previous years, we will be participating in T-Ball/Softball, Oz-Tag, AFL and Cricket. Games will commence on Friday 24 February. Further information is available on the Sentral Parent Portal.

## **P&C NEWS**

Notice is hereby given that the Annual General Meeting (AGM) of the Schofields Public School Parents & Citizen's Association (P&C) will be held on Monday 6 March 2023 commencing at 7:00 PM. (EDST) at Schofields Public School.

The attached Explanatory Memorandum should be read in conjunction with the Notice of AGM.

### **Business Items**

Item 1 – Welcome and acknowledgement

Item 2 – Call for new members.

Item 3 – Confirmation of the minutes of the previous AGM

Item 4 – Business arising from the minutes of the previous AGM

Item 5 – Receipt and adoption the Audited Annual Report of the P&C for the year ended 31 December 2022

Item 6 – Receipt and adoption of the president's annual report

Item 7 – Election of Executive members

Item 8 – Election of sub-committee members

Item 9 – Approval of Signatories (Removal and Addition)

Item 10 – Appointment of Auditor for 2023

Item 11- Adoption or review of Constitution, By-Laws, rule, policies, and procedures.

Item 12 – Setting the annual subscription fee.

Item 13 – Meeting Close

## **EXPLANATORY MEMORANDUM**

This Explanatory Memorandum has been prepared for the information of members of the P&C in connection with the business to be transacted at the Annual General Meeting of members of the P&C to be held at Schofields Public School on Monday 6 March 2023 commencing at 7:00 PM. (EDST).

The purpose of the Explanatory Memorandum is to provide members with all information known to the Committee which is material to the business to be considered at the meeting and to a decision on how to vote on the Resolutions in the accompanying Notice of Annual General Meeting.

All the Committee Members recommend members read the accompanying Notice of Annual General Meeting and this Explanatory Memorandum in full before making any decision in relation to the Resolutions.

## **ORDINARY BUSINESS**

### Item 1 – Minutes of the last preceding AGM

The minutes of the last preceding AGM will be read and members will have the opportunity to raise questions about those minutes

### Item 2 – Annual Report

In accordance with the P&C's By-Laws it is a requirement that the Annual Report of the P&C be laid before the meeting for consideration. There is no requirement for members to approve the reports, however the chairperson will allow a reasonable opportunity for members to ask questions or to make comments about the report.

A copy of the P&C's Annual Report is available for review prior to the AGM. To review a copy of the Annual Report please contact the P&C Treasurer by email. Only electronic copies will be available.

### Item 3 – Management Committee Elections

In accordance with Clause 7 of the P&C's Constitution all current Committee Members of the P&C cease to hold office and a new Executive Committee and Sub-Committee is to be elected. In accordance with Clause 6 of the P&C's Constitution the Executive Committee comprises a minimum of four (4) members with a maximum of five (5) members all of who must be Members of the P&C.

Nomination for the Management Committee:

- a. May be made in writing; or
- b. May be made orally to the returning officer, who shall be the School Principal or any other person not standing for election appointed by the AGM, prior to the closing of nominations at the AGM.
- c. Certified by the nominee (who must be a Member of the P&C) certifying their willingness to accept the position for which they are nominated; and
- d. Must be in the hands of the Secretary not less than seven (7) days before the date of the Annual General Meeting.

Nominations not received in accordance with (d) above may be accepted if approved by a majority of those in attendance at the meeting.

## **P&C EXECUTIVE AND SUB-COMMITTEE ROLE DESCRIPTIONS**

All executive roles will be declared vacant and elections held.

The following role descriptions are intended as a guide only.

Each role may vary depending on the individual that fulfills the position and the requirements of the committee at the time.

## **EXECUTIVE COMMITTEE**

### **PRESIDENT**

The president is responsible for the overseeing of the P&C and the associated committees, presiding and running the P&C meetings and liaises with the NSW P&C Association and the Principal over any P&C and school matters.

The president is responsible for:

- Chairing of P&C Association meetings
- Ensuring the P&C Association's objectives are met
- Ensuring that the P&C Association takes part in decision-making processes in the school
- Setting up lines of communication with the Principal and establishing a positive and constructive relationship with the school
- Establishing a positive relationship with the school
- Creating a welcoming environment and fostering fair participation
- Setting agendas
- Adherence to the constitution, by-laws, rules, policies, and procedures
- Acting as the P&C Association's spokesperson
- Being a signatory on the P&C Association's bank accounts

### **VICE PRESIDENT x 2**

The Vice President supports the role of the President and may be required to:

- Backup chairperson
- Supporting the president, secretary, and treasurer in their roles
- Shadowing the treasurer and secretary to act as a back-up.
- Often assigned oversight of key operations, e.g., canteen, uniform shop, WWCC
- Signatory to P&C Association bank accounts

### **SECRETARY**

The Secretary shall attend meetings and keep a record of all business conducted, collect and receipt any mail received, and then hand the mail onto the appropriate sub-committees.

The Secretary is responsible for:

- Preparation of meeting agendas in conjunction with the president
- Sending notifications of meetings to members
- Taking minutes at P&C Association meetings
- Preparation of draft minutes
- Handling and tabling correspondence
- Dealing with administrative tasks related to meeting decisions.
- Maintaining the official records of the P&C Association, including the constitution, by-laws, rules, policies and procedures, ABN details, register of members and meeting attendance

### **TREASURER**

The Treasurer receives and deposits all monies, maintains records, draws cheques, and presents accounts

to each meeting, and presents all records for auditing each year.

The Treasure is responsible for:

- Accounting for all funds and assets of the P&C Association
- Ensuring compliance with financial accountability requirements, including financial records
- Maintenance of P&C Association bank accounts
- Financial reporting at P&C meetings
- Signatory to all P&C Association bank accounts
- Taking new membership or membership renewals
- Organising the annual audit of accounts as required
- Overseeing staff wages and entitlements (should the P&C Association have employees)
- Working with the P&C Association bookkeeper (if one has been engaged)

### **SUB-COMMITTEES**

These committees are formed by the P&C to undertake specific planning or tasks. They may be Ad-Hoc Committees, which are formed for a specific purpose and cease to exist after it or they may be Standing Committees, which have an ongoing role and are elected at P&C meetings.

The Current Standing Committee Positions are:

- Fundraising Convenor
- Disco Convenor
- Mother's & Father's Day Stall Convenor

Future Committee positions could include:

### **PUBLICITY AND PROMOTIONS OFFICER**

- Would be responsible for ensuring that all upcoming business and any matters of business are advertised in the newsletters or as notes to keep the school community informed about P&C business.
- Prepare P&C news for inclusion in the newsletter on a monthly or required basis.
- Liaise with office staff monthly in regard to newsletter contributions.
- Liaise with the Principal in regard to publicly promoting the school.
- Liaise with P&C President and sub-committees for newsletter contributions.

All executive roles will be declared vacant and elections held. Role descriptions are below.

It would be great to see as many parents and caregivers as possible contributing to this invaluable school and community organisation.

To be eligible to vote at the meeting you must be a financial member of the P&C. This is usually collected as a gold coin donation at the AGM.

Link for the latest E-Bulletin [E-Bulletin | 3 February 2023 \(informz.net\)](https://informz.net)

## APPLICATIONS FOR EXTENDED LEAVE - TRAVEL

Since the end of last year, our office has received a significant number of Applications for Extended Leave for students to travel overseas. Parents are strongly encouraged to take holidays with their child during school vacation periods. While we understand the importance of visiting family and the benefits of travel, extended absences from school cause disruption to a child's learning. Where there are no exceptional circumstances, leave will not be approved and the student's absence will be recorded as unjustified. We appreciate your understanding in this matter.

## SCHOOL PLANNER – TERM 1

At the end of this newsletter is an overview of some of the events occurring this term at school. Any changes will be communicated via the SkoolBag App and Sentral Parent Portal.

## SCHOOL CLIMATE SURVEY

In Week 6, School Infrastructure will be on site to survey students and parents in preparation for upcoming phase 2 school projects. More information will be available on the Parent Portal once it arrives.










## 2023 STAFF LIST







Principal	Relieving	Mr England		
DP		Ms Thoroughgood		
DP	Relieving	Mrs Johncey		
APCI		Mrs Tocher		












APCI		Mrs Kirby		
K Purple	Room 10	Mrs Mitchell - <b>Early Stage 1 AP</b>		
K Green	Room 5	Ms Bhatti		
K Blue	Room 6	Mrs Hubble		
K Yellow	Room 7	Mr Storey		
K White	Room 8	Mrs Harvell		
K Red	Room 9	Mrs Wettasinghe		
K Black	Room 19	Miss Jean		

K Orange	Room 18	Mrs Nikolovski/Mrs Turner		
1F	Room 14	Mrs Freund - <b>Year 1 AP</b>		
1C	Room 11	Ms Costi		
1K	Room 13	Mrs Kernaghan		
1L	Room 15	Mrs Lees		
1M	Room 20	Miss McGrath		
1T	Room 16	Miss Moodley		
1N	Room 19	Miss Natale		






1W	Room 12	Mrs Wilson		
2A	Bunya	Mrs Ridden - <b>Relieving Yr 2 AP</b>		
2S	Bunya	Mrs Sohail		
2J	Bunya	Mrs Jain		
2F	Waratah	Mrs Faccin		
2M	Waratah	Miss Moloney		
2HP	Waratah	Mrs Parker/Miss Hamilton		
2W	Waratah	Mrs Makhzoumi		

3/4M	Bottlebrush	Mrs Roberts - <b>Relieving Stg 2 AP</b>		
3/4D	Bottlebrush	Ms Durham		
3/4J	Bottlebrush	Miss Capel		
3/4A	Boronia	Miss Alfons		
3/4C	Boronia	Miss Covassin		
3/4R	Boronia	Mrs Rogers		
3/4V	Boronia	Mrs Vanecek		
3/4S	Eucalyptus	Miss Shelton		

3/4W	Eucalyptus	Miss Whittle		
		Mr Bullen - <b>Relieving Stage 3 AP</b>		
5/6M	Grevillea	Miss Moore		
5/6H	Grevillea	Ms Harris		
5/6E	Grevillea	Ms Hamilton		
5/6R	Wattle	Mr Ryan		
5/6C	Wattle	Mr Coleman		
5/6U	Wattle	Ms Unasa		








5/6S	Banksia	Mr McMahon		
5/6F	Banksia	Miss Fletcher		
5/6I	Banksia	Ms Irwin		
Teacher	Mallee 1	Miss Mechail		
SLSO	Mallee 1	Ms Munro		
Teacher	Mallee 2	Ms Grant		
SLSO	Mallee 2	Mrs Blume		
Teacher	Mallee 3	Ms Walsh		

SLSO	Mallee 3	Mrs Diacopoulos		
SLSO		Mrs Kolaitis		
SLSO		Mrs Griffiths		
SLSO		Mrs Dhawan		
SLSO		Mrs Brassington		
SLSO		Mrs Haley		
SLSO		Mrs Gurumoorthy		
SLSO		Miss Haley		

SLSO		Mrs Kaur		
SLSO		Ms Krumins		
SLSO		Mrs Mufti		
Learning Support Teacher		Mrs Rowlison		
Learning Support Teacher		Mrs Istoc		
EALD		Mrs Doan		
EALD		Mrs Kemp		
Exec Release		Mr Shonoda		



RFF		Ms Boulton		
RFF		Mr Ryan		
RFF		Mrs Kumar		
RFF		Mr Turtle		
RFF		Mrs Begum		
RFF		Miss Dale		
RFF		Mrs Rogers-Falk		
BM/SAM	Office	Mrs Helies		

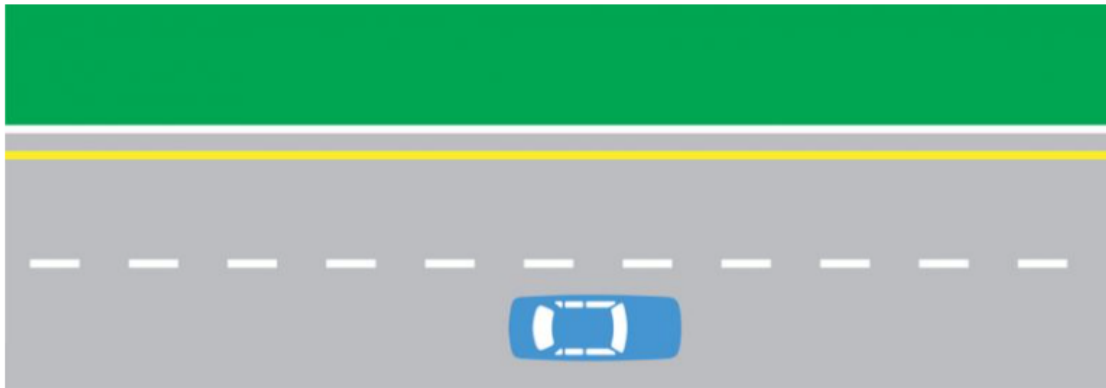
SAO/SAM	Office	Mrs Marosevic		
SAO	Office	Mrs Jones		
SAO	Office	Mrs Nicolls		
SAO	Office	Mrs McQueen		
SAO	Office	Mrs Zec		
SAO	Library	Mrs Denham		
GA		Mr Vella		

## PARKING ON ST ALBANS RD

The corner of St Albans Rd and Lambeth St is marked by a yellow line in the gutter. This indicates a No Stopping zone. Vehicles that stop in this area can be fined.

### **Unbroken kerb line (no stopping)**

An unbroken kerb line means you must not stop here, except in an emergency.



*Road with 'no stopping' kerb lines*

# School Planner 2023



Term one	Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday / Sunday
January	1	23	24	25	AUSTRALIA DAY 26	Staff development Day 27	28/29
January / February	2	Staff development Day 30	First day back Years 1-6 Kindy Best Start Assessment 31	Kindy Best Start Assessment 1	Swimming carnival Kindy Best Start Assessment 2	Kindy Best Start Assessment Stage 2 Assembly 3-6 PSSA team trials/school sport 3	4/5
February	3	Year 1 Grade Fitness 6	7	Rivestone HS - Taster Day Yr 7 2024 Year 2 Grade Fitness 8	Chess Club 9	Year 1 Assembly Year 2 Assembly 3-6 PSSA team trials/sport 10	11/12
February	4	P & C meeting Kindy Sport Year 1 Grade Fitness 13	Stage 1 Dance Group 14	PSSA training Year 2 Grade Fitness 15	Chess Club 16	Stage 2 Assembly 3-6 PSSA training/sport 17	18/19
February	5	Kindy Sport Year 1 Grade Fitness 20	Meet the teacher 21	PSSA training Meet the teacher Year 2 Grade Fitness 22	Chess Club 23	Year 1 Assembly Year 2 Assembly 3-6 PSSA/sport 24	25/26
February / March	6	Kindy Sport Year 1 Grade Fitness 27	28	Year 2 Grade Fitness PBL Assembly 1	Scripture Chess Club 2	Stage 2 Assembly Ridges Swimming Carnival 3-6 PSSA training/sport Clean Up Australia Day 3	4/5
March	7	P & C meeting / AGM Kindy Sport Year 1 Grade Fitness 6	7	Year 2 Grade Fitness PSSA training 8	Scripture Chess Club 9	Year 1 Assembly Year 2 Assembly 3-6 PSSA training/sport 10	11/12
March	8	Kindy Sport Year 1 Grade Fitness 13	14	NAPLAN Years 3 and 5 PSSA training Year 2 Grade Fitness 15	NAPLAN Chess Club Scripture 16	NAPLAN 3-6 PSSA training/sport Stage 2 Assembly 17	18/19
March	9	NAPLAN Kindy Sport Year 1 Grade Fitness 20	Harmony Day 21	NAPLAN PSSA training Year 2 Grade Fitness 22	Scripture Chess Club 23	Year 1 Assembly Year 2 Assembly 3-6 PSSA training/sport 24	25/26
March / April	10	NAPLAN Kindy Sport Year 1 Grade Fitness 27	28	PSSA training Year 2 Grade Fitness 29	Scripture Chess Club 30	Stage 2 Assembly 3-6 PSSA training/sport 31	1/2
April	11	P & C meeting Kindy Sport Year 1 Grade Fitness 3	4	Easter Hat Parade Year 2 Grade Fitness 5	PBL Assembly 6	Good Friday 7	8/9



Scan me for practical school tips!

To help your child get the most out of their school year and to explore our resources, check out our going to school hub at [education.nsw.gov.au/going-to-school](https://education.nsw.gov.au/going-to-school)

# Why attendance matters



When your child misses school they miss important opportunities to:



Learn



Make friends



Build skills through fun

## Days missed = years lost

A day here and there doesn't seem like much, but...

When your child misses just...

they miss weeks per year

and years over their school life

**1** day per **fortnight**  

M	⊗	W	T	F
M	T	W	T	F

 = **4** weeks  = Over **1** year missed

**1** day per **week**  

M	⊗	W	T	F
M	T	W	⊗	F

 = **8** weeks  = Over **2.5** years missed