



WE STRIVE

Darcy Road Public School

Information Booklet

Darcy Road Public School



**Principal
Trudy Hopkins**

Welcome to our school. We hope you find the information in this booklet helpful. We look forward to partnering with you throughout your child's schooling time here at Darcy Road Public School.

School Office Hours

8:30am-3:15pm Monday – Friday
During school terms only
Phone: 9631 3067

Email: darcyroad-p.school@det.nsw.edu.au

Address: Dharug Country - 98A Darcy Road,
Wentworthville NSW 2145

Absences

- All absences from school are required to be covered by a written explanation. This can be done by a written note, by the Skoolbag App or via the school email darcyroad-p.school@det.nsw.edu.au. Please ensure your child brings a note on the day of return to school as teachers are required by law to have a record of absence. Justification of absence needs to be made within seven days from the last date of absence

Allergies

- At Darcy Road Public School we have students with life-threatening allergies. We have procedures in place to take care of these students. We ask families to be mindful of the food they send to school with their children. Please do not send students to school with food containing nuts and nut products such as peanut butter and Nutella.

Appointments

- If you wish to meet with the Principal, executive teacher, class teacher or school counsellor, please phone the school for an appointment on 96313067 or email: darcyroad-p.school@det.nsw.edu.au. Please allow 24 hours for a response to your request.

Attendance

- Daily attendance at school is compulsory. Any absence is to be explained by a note. Unexplained absences and excessive absenteeism are reported to the authorities. If a student is going to be away from school for more than 9 school days they must apply for extended leave. Please collect an extended leave application form from the office. This will then be forwarded to the Deputy Principal for review.

Annual Invoice

- We offer our students many opportunities to participate and learn in various activities above what the Department of Education provides for. These come at a cost to the school which is passed on to families. Our families will receive an annual invoice which can be paid in full or term by term.

Communication

- We communicate with our community in a variety of ways.
- **The School Website** www.darcyroad-p.schools.nsw.edu.au The school website is a site that caters for both the school community and the public. The school website is filled with information about the school, enrolment, school activities and students' lives at school. Families can find information regarding school activities and excursions, and can pay online for school activities, excursions and equipment.

SkoolBag App

- SkoolBag app is the main source of information for parents. We need all parents and carers to download SkoolBag. Go to the App store and download the Darcy Road Public School SkoolBag app to receive the school newsletter, notes, reminders and notifications. You can also pay for excursions and send absence notes through the app.

Facebook

- The school Facebook site communicates to families by sharing photos of school activities plus reminders and updates of events. Families can like the school on Facebook. The page is called Darcy Road Public School Official. Look out for our school logo. The school is not associated with any other Darcy Road School Facebook pages.

Email Contact

- Families can email the school at darcyroad-p.school@det.nsw.edu.au
- Please feel free to email us if you have any questions or if you wish to make an appointment to meet with your child's teacher.

Excursions

- Excursions are organised to enhance the learning of students. Most excursions take place offsite in a specialised location e.g. Museum. The cost for the excursion is included in your annual school invoice. Permission slips to attend the excursion must be handed into the school notes box at the office **before** the cut-off date for your child to attend.

Library

- All children attend Library classes and a library bag is essential for borrowing. Your child's class teacher will advise you on which day their library day is.

Late Arrival

- If your child is late for school the classroom teacher will ask them to report to the office for a late slip. All late arrivals are recorded.

Medication

- If your child requires prescribed medication (antibiotics, Ventolin etc.) please bring it to the office in the original packaging. You will need to complete an authority to administer prescribed medication form. **Please do not send any medication with your child.** Non-prescription medication cannot be administered by staff and must not be brought to school. Please contact the school if you need further information regarding this.

Pick up arrangements

- Please ensure that your child knows how they are getting home each day. Teachers are responsible for a large number of students and are not able to manage the different arrangement for each child. If arrangements change, ensure you discuss them with your child. This includes leaving school early for an appointment. Please do not call the office to change pick up arrangements as classes cannot be interrupted during lesson time.

Sick Children

- It is essential that records are kept up to date so that parents or emergency contacts can be contacted if your child becomes sick at school. If your child is vomiting, has a temperature or has flu-like symptoms in the morning, please keep them at home. If your child requires a covid-19 test please provide a copy of the negative result **prior** to them returning to school.

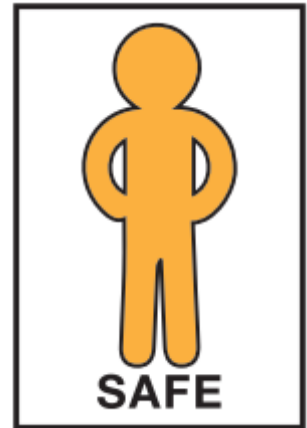
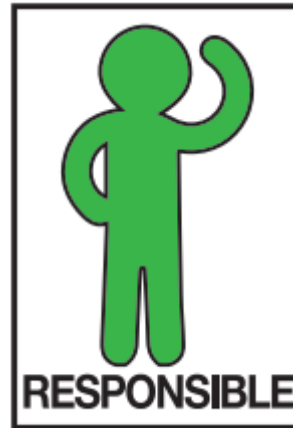
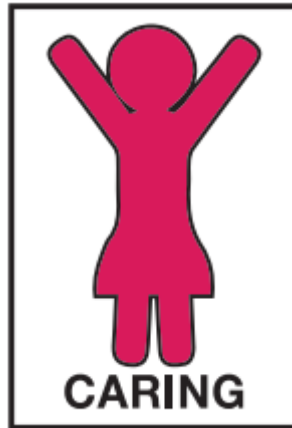
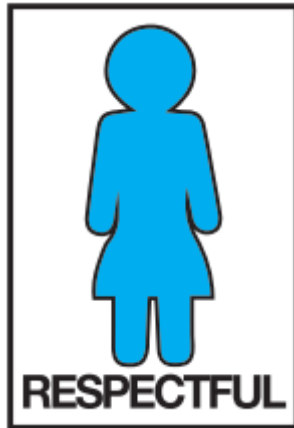
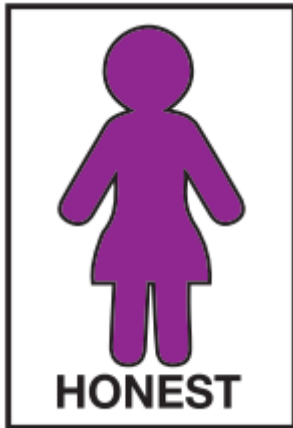
Visiting our school

- Due to covid-19 restrictions parents can only access our school office. All visitors coming to the office must complete a covid-19 contract tracing form. Parents are not permitted to access our lost property box at any time.

Glossary

- **Schools sometimes have their own language, so we have created this list of common abbreviations or terms to make the world inside the school gates seem a little less confusing.**
- **AP** – Assistant Principal
- **COLA** – Covered outdoor learning area. Usually a covered structure in the playground, which does double duty as a learning and play area.
- **Curriculum** –The [Australian curriculum in NSW](#) is the planned program of teaching and learning constructed by educators, in partnership with learners and others, to achieve agreed educational outcomes.
- **DP** – Deputy Principal
- **Future Focused** - Future-focused learning prepares students across all curriculum areas and learning stages with skills and capabilities to thrive in a rapidly changing and interconnected world. It connects students and engages their sense of curiosity. Future-focused teachers know and understand the needs and talents of their students. They are flexible and select from a range of effective teaching strategies. Future-focused learning environments inspire students to be leaders of their own learning. Students collaborate and use critical and creative thinking to solve complex problems and become mindful global citizens. At Darcy Road our Future focused approach is based on co teaching. Each student has more than one teacher.
- **ICT** – Information and communication technologies.
- **Infants schools** – Smaller primary schools for students from Kindergarten to Year 2.
- **Mufti Day** – Casual dress day. Schools sometimes allow students to wear something other than their uniform on a special day. It may be themed (for example on Harmony Day the school may decide everyone can wear orange clothing as part of the school celebrations). Sometimes it's a fundraising opportunity to raise money for charity. The school will always notify parents in advance of a mufti day. If there is a colour theme, don't panic if your child doesn't have exactly that colour clothing in their wardrobe - dress them as close as you can. Students must wear closed shoes and a hat.

Darcy Road Public School Values





Darcy Road Public School

We Strive

