



EDMONDSON PARK PUBLIC SCHOOL

SCHOOL INFORMATION
BOOKLET

Acknowledgement of Country

We would like to acknowledge the Cabrogal clan of the Darug People who are the traditional custodians of this land; and recognise their continuing connection to land, waters and community. We acknowledge through our Elders the significance of the land our school is on as a transitional piece of country accessed by Dharawal, Gandangara and Dharug. We pay our respects to them and their culture; and to Elders both past and present for they hold the memories, the traditions, the culture, and hopes of Aboriginal and Torres Strait Islander peoples across the nation.

Contact Details



Address: Cnr Faulkner Way and Buchan Ave, Edmondson Park NSW
2174

[Edmondson Park Public School](#)



Website: <https://edmondsonpk-p.schools.nsw.gov.au/>



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



Phone: 02 8784 3333



Facebook: <https://www.facebook.com/EdmondsonParkPS>



Twitter: <https://twitter.com/edmondsonparkps>

A-Z of our school

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School Hours

School Operating Hours 8:40 am - 2:10 pm

Morning supervision: 8:15 am- 8:40 am

Office Hours: 8:15 am - 2:30 pm

Fruit, fuel and active energiser breaks: 15mins anytime in the morning learning sessions

Break time: 12:00 - 12:40 pm

Our school gates open at 8:15am with teacher supervision. The morning bell rings at 8:40am to move to classes for an 8:45am start. School gates will shut at 8:45 am and any student who arrives after this time will need a late slip from the front administration office.

At the end of the school day, our gates will open at 2:10pm for dismissal procedures.

School Office

The school office is open between 8:15 am and 2:30 pm each day. Information about the school, enquiries about school procedures and activities, lost property and the like are provided by the friendly and helpful staff. Should a child miss the bus or is not collected after school, he/she will be returned to the office. Parents will be phoned for immediate collection. In rare cases, when students are not picked up from school they are taken to the local police area command and mandatory notifications are made to the Department of Communities and Justice.

Communication between Parents and School

Parents/carers are asked to read all materials uploaded to the school website in order to remain up-to-date about events, key dates and school programs. The main communications methods are:

- **School website** – updated periodically with galleries, policies, procedures and forms.
- **Facebook page** – updated as required celebrating school successes and events.

School Bytes Parent Portal

Use the link below to set up your parent portal:

[School Bytes Parent Portal - Set up your parent portal account](#)

The parent portal will allow you to:

- see your child's attendance record
- submit non attendance explanations

- view the community calendar so you can keep up to date with events
- view payment history and statement of account
- complete any necessary forms such as change of address
- view user guides

Hero - Reporting and Curriculum sharing with families

Hero is the platform we use to celebrate student growth, set learning goals and share on-going reporting of student learning. As parents and carers, you will be able to log into the app or website at any time and view your child's learning goals set by their hub teachers. These goals will be updated throughout the semester and are carefully aligned with the NSW English and Mathematics curriculum. Teachers will also be posting samples of student work to show how they are progressing towards achieving their goals. This is a great opportunity for parents, carers and teachers to build partnerships with students around their learning.

These goals and learning posts will form an online report designed to build year-on-year so that over time you will have access to written posts, images, video, work samples. Everything will be neatly packed in one place – no more hunting for scattered papers!

Please click on this [link](#) to find information on how to set up your HERO account.

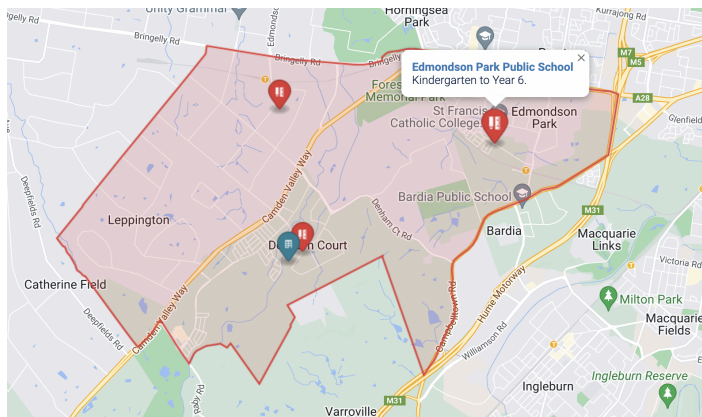
The school encourages regular contact between parents/carers and teachers. Of course, there are times during the day when teachers are unable to talk because they are teaching or have other school commitments. Therefore, it is advisable to contact our office and arrange a mutually convenient time.

Catchment Zone

Each public school in New South Wales has its own catchment zone. Students residing within the zone have automatic right of enrolment to the school, while those residing outside the zone are required to lodge an out-of-area application for consideration by a panel.

Camden Valley Way Growth Corridor Intake Area

The Department of Education has created a new shared intake area called the *Camden Valley Way Growth Corridor* to cater to the unprecedented population growth in South West Sydney. The new shared intake area combines the former intake areas of Denham Court Public School, Leppington Public School and the new Edmondson Park Public School (opening in 2023) into one intake area. The shared intake area is a tailored solution for this growing area and has been designed to provide equitable access to education for kindergarten to year six students living in the growth corridor.



The catchment zone of Edmondson Park Public School is below. You can find all information related to enrolments on our school [website](#).

The [School Finder](#) website is an excellent resource, showing the designated public primary and secondary school for each residential address in New South Wales.

Before and After School Care

Before and after school care provides children with fun, play-based learning experiences that meet all your family's needs. You can be confident that your child is in safe hands with experienced and passionate educators. Whether your child attends Before and After School Care daily or only occasionally, each visit is an exciting new adventure with healthy, nutritious food, awesome clubs, activities and so much more. Our provider is 'WHOOSH'.

[Whoosh \(whooshcare.com.au\)](http://whooshcare.com.au)

Canteen

Edmondson Park Public School's canteen provider is Brooke's Canteen. Brooke's Canteen caters for many dietary requirements. For more information visit the website: <https://www.brookescanteen.com.au/>

Online orders need to be placed by 8am each morning if you would like your child to receive their lunch or fruit break via My School Connect <https://myschoolconnect.com.au/>

Driving and parking

Parents/carers are requested to drive with particular care (40kmph in the designated zones) in the streets adjacent to the school. Parents/carers are not to drive into the school car parking facilities to drop off or collect children. Access to before and after school care is via the entrance on Buchan Ave. Rangers from Liverpool City Council, as well as the Liverpool Local Area Police Command enforce road and parking rules around the school. Please, prioritise safety over convenience to keep all of our students safe. As with all public schools, parent and visitor parking is off-site. Please park legally at all times to avoid fines and demerit points, and always prioritise safety over convenience.

School Pick Up and Kiss and Ride information

Safe, active travel is encouraged by the department to help develop positive attitudes towards health and safety. Walking to and from school helps ease traffic congestion, promotes physical activity and provides a great opportunity to talk about being a safe road user.

As parking around schools is becoming harder schools can encourage parents and carers to walk with their child/ren to and from school or park further from the school and walk the rest of the way. There are also plenty of bike parking spaces available at the school for students to ride to school.

'Kiss and Ride' zones are located on Buchan Ave and Faulkner Way. These zones operate under the same conditions as no parking zones, which means you may stop to drop off or pick up children for a maximum of two minutes. You're required to remain in, or within three metres of your vehicle. Days and hours of operation apply to the zone at Edmondson Park Public School. School personnel attend the kiss and ride zone after school only, assisting students to wait in an orderly and safe manner. When parents arrive at the zone and their child is not waiting, it is kindly requested that they complete a block and return to the kiss and ride zone in order to allow traffic to flow.

Please note it is illegal to park in kiss and ride zones and queue in front of the bus bay. Our students access a school bus to get to school and we need to ensure the bus bay is clear to support the safety of both our bus driver and students.

Parents need to inform their child of where they will be collecting them from so teachers can take children to those locations.

Please see the information below from Liverpool Council about parking around schools:



**LIVERPOOL
CITY
COUNCIL**

Liverpool City Council Road Safety Initiative * Penalty applies in school zones. Minimum fine, subject to change

**Don't stop in
a BUS ZONE**

**Penalty: \$387* and
2 demerit points**



**LIVERPOOL
CITY
COUNCIL**

Liverpool City Council Road Safety Initiative * Penalty applies in school zones. Minimum fine, subject to change

**Don't
DOUBLE PARK**

**Penalty: \$387* and
2 demerit points**



Keeping your children safe when dropping off and picking up at school:

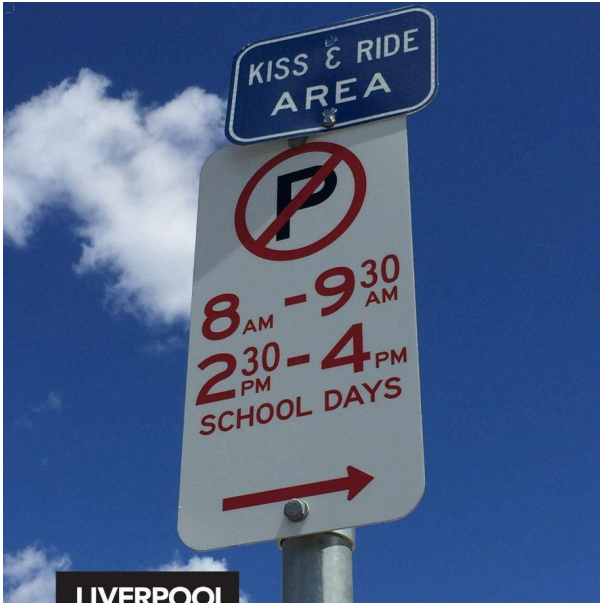
- Slow down to 40km/h in the school zone and stay aware of crossings.
- Always park legally around the school.
- Always keep your seatbelt buckled until the vehicle has stopped.
- It is safest for children to get in and out of the car through the footpath-side door.
- Manoeuvres such as U-turns and 3-point turns are dangerous during the busy school drop-off and pick-up times.
- Model safe and considerate behaviour for your child - they will learn from you.
- Always give way to pedestrians, particularly when entering and leaving driveways.
- Never double park - it puts children at risk.
- Never park in a 'No Stopping' or 'Bus Zone'.
- 'No Parking' is for drop-off and pick-up only.

Please park safely and legally, even if it means walking further to the school gate. Parking signs are planned with children's safety in mind.

**LIVERPOOL
CITY
COUNCIL**

Liverpool City Council Road Safety Initiative

* Penalties apply for parking illegally in school zones.



NO PARKING/ KISS & RIDE AREAS:

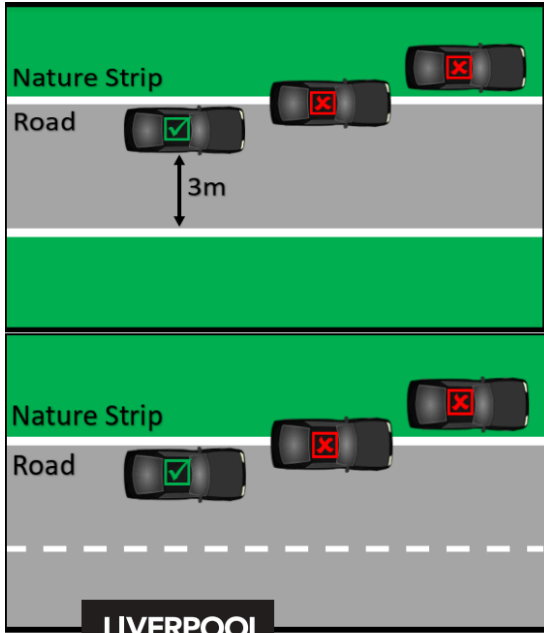
YOU MAY ONLY STAY 2 MINUTES &
DRIVER MUST REMAIN WITHIN
3 METRES OF THE VEHICLE

**Penalty \$215* and
2 demerit points**

**LIVERPOOL
CITY
COUNCIL**

Liverpool City Council Road Safety Initiative

* Penalty applies in school zones. Minimum fine, subject to change



Do NOT park on the nature strip

Penalty: \$387* and 2 demerit points

Parking on the footpath or nature strip is illegal and creates a safety hazard for pedestrians.

LIVERPOOL CITY COUNCIL

Liverpool City Council Road Safety Initiative * Penalty applies in school zones. Minimum fine, subject to change

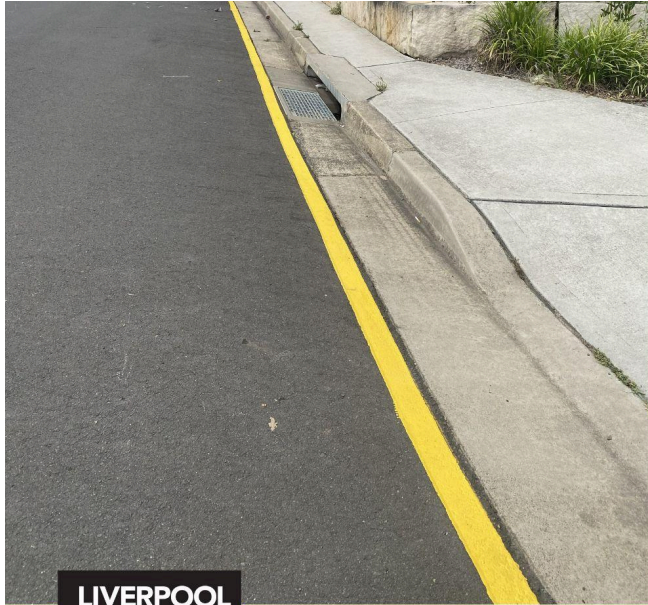


Don't stop in a NO STOPPING zone

Penalty: \$387* and 2 demerit points

LIVERPOOL CITY COUNCIL

Liverpool City Council Road Safety Initiative * Penalty applies in school zones. Minimum fine, subject to change



**A yellow kerbside
line means
NO STOPPING -
do NOT stop here at all**

Penalty: \$302*

**LIVERPOOL
CITY
COUNCIL**

Liverpool City Council Road Safety Initiative * Minimum fine, subject to change

Student Wellbeing

Edmondson Park Public School is laying a platform of wellbeing aligned with Choice Theory and the work of Dr William Glasser. We will establish a wellbeing approach to the basic human needs and knowing that when our needs are being met, we are able to be our best selves. These human needs are as follows:

- Belonging
- Power / Empowerment
- Freedom
- Fun
- Survival

Find out more about Choice Theory Psychology here: [What Is Choice Theory? | GIFCT](#)

Uniforms

The school uniform accounts for choice, comfort, quality and style. Correct school uniform should be worn at all times and we trust that all parents/carers will do their best to support the school in this area. A school hat and school bag is also part of the school uniform.

Our uniform is available for purchase through our supplier **Ranier Schoolwear**. The storefront is located at 6/8 Porrende St, Narellan NSW 2567 and they can be contacted on (02)4647 8942.

School Uniform Options



Sport Uniform



Collaborative Teaching Spaces & Learning Hubs

Edmondson Park Public School have 44 collaborative teaching spaces catering for 1,000 students in flexible, open, agile learning environments. Our school services a highly aspirational community where the continual focus is quality teaching and high expectations in a thriving learning environment focused on the whole child. Our learning hubs feature General Learning Spaces and common areas with sliding doors to allow for more flexible learning arrangements. Our administration building houses our Principal and executive staff, our school administration officers and managers. At Edmondson Park Public School, teachers as well as students demonstrate flexibility, adaptiveness, and a willingness to be open to new learning reflective of establishing and maintaining collective teacher efficacy in open learning environments that are governed by collaborative practice pedagogies, shared ownership of learning space and where high levels of emotional intelligence, robust conversation and feedback are paramount.



Attendance

Students are required to attend school every day. School commences at 8:15 am, with classes commencing at 8:45 am, and concluding at 2:10 pm. Children who arrive after 8:45 am must report to the office to obtain a late slip and will be recorded as 'partially absent' on the official school register. Parents/carers who wish to have their child leave school early must report to the office first. The parent/carer will sign the early leave register. Please note children will not be permitted to leave the school within the hours of 8:45 am to 2:10 pm without an adult. When a child is to be, or has been absent, please notify the school via School Bytes, phone, email or note when the child returns to school. Extended leave must be approved by the principal.

Homework

As a result of community consultation and our integrated learning and wellbeing approach, our homework approach encompasses the following:

- In alignment with our choice theory approach where every learner is responsible for their choices, a framework for homework will be provided and students will work together with their families to create a homework timetable that works in with the home environment and extra-curricular activities. This framework will include suggested activities and resources that will assist you with helping your child at home.
- The frameworks are tailored to the appropriate Stage Level eg: Early Stage One (Kindergarten); Stage 1 (Year 1 and 2); Stage 2 (Year 3 and 4) and Stage 3 (Year 5 and 6).
- A Curriculum Overview will be provided as a part of the homework framework at the beginning of every term so you can see the areas that will be covered throughout the term's learning program.

[Click here](#) to access the NSW Department of Education Homework Policy.

Behaviour Code for Students

[Click here](#) to access the NSW Department of Education Behaviour code for students.

Policies and Procedures

As a NSW Department of Education School, we operate and adhere to the policies set by the Department of Education. To access all NSW Department of Education policies [click here](#).

Playground

The playground features grassed areas, a multi-purpose court, and Covered Outdoor Learning Area (COLA). As we wait for our natural shade to grow in the early years it is important that we engage in sun-safe measures.



Toilets

The school is equipped with sufficient toilet facilities that are located on each level, with additional toilets on site for students and adults who require additional assistance. Students are encouraged to visit the toilet during scheduled breaks. Kindergarten classes visit the toilet at additional times throughout the day altogether. Adults are not permitted to use the children's toilets.

Kindergarten Orientation and Transition

Students entering Kindergarten and their parents will be invited to participate in orientation sessions at our school during Term 4 of each year. During the orientation session, children will have the opportunity to complete some structured activities and engage in play-based learning while parents attend information sessions. Correspondence around the Kindergarten orientation process and dates will be shared via email when made available.

Emergency Contact Information

The school maintains computer records that provide contact numbers in case of a student accident or illness. It is important that the information is up to date. If there is a change in home or work phone numbers or address, please contact the school immediately. If we cannot reach a parent/carer we will telephone emergency contacts provided at the time of enrolment so please ensure this information is also up to date.

Accidents

In case of an illness or accident, staff members will contact parents/carers. In serious cases, if neither parent/carer can be contacted, appropriate action will be taken (ambulance called). Office personnel are trained to administer first aid for minor playground accidents. The teachers are also trained in Emergency Care and CPR. All students are covered for ambulances under a state-wide scheme.

Health

Children who are ill should not attend school as this impedes the child's recovery and also has the potential to infect other children. Children who become ill at school will be sent to the office where basic first aid is administered. We will then attempt to notify you if the illness is serious so that you can collect the child from our sick bay. In serious cases, and if you are not immediately available, an ambulance will be called. The school has ambulance cover for each of its students. Please notify us of any issues regarding your child's health and if necessary an Individual Health Care Plan can be completed. When attempting to contact parents/carers to inform them of their child's illness, the primary caregiver will be phoned. If they are unavailable the next of kin will be contacted. Failing that, we will contact the emergency contact person. Please advise the school immediately of any changes to your phone number, address, emergency contact person so that it can be kept up to date.

Please include work phone numbers, particularly where both parents/carers work. It is most important that the school has contact numbers in case of an emergency.

Medication

Many medications are now available in a form that minimises or eliminates the need to provide students with medication during the school day. We would advise parents/carers to consult with your medical practitioner in this regard. Only in special cases will prescription medications be administered to children at school. Medication requiring administration on a daily basis should be in an appropriate container and labelled with the student's name and dosage information as per doctor instructions. Medication that must be administered during school hours is to be sent to the school office. Before this can occur, a Departmental indemnity form must be signed by a parent/carer if the medication is to be administered at school. Medication **must not** be kept in school bags, in learning hubs or in uniform pockets. The exception is an asthma puffer or EpiPen.

Please note:

- The office staff are aware of children with special needs– e.g. allergies. ASCIA Management Plans for these students must be shared with the school.
- Serious illness/injuries including suspected fractures, eye and head injuries will be reported to a parent/carer and, if necessary, an ambulance called.
- Splinters will not be removed by school staff.
- Staff will not administer any form of pain reliever for legal reasons e.g. Panadol, aspirin.
- Staff will not apply any topical creams.

Immunisation

The Department of Health recommends that children entering school be immunised against childhood diseases. The Department of Education requires the school to sight an immunisation certificate at the time of enrolment. The certificate is available from medical practitioners, or if you are registered with Medicare you can go to the Human Services website <https://www.servicesaustralia.gov.au/individuals/subjects/self-service> and print a copy of your child's immunisation history. Children starting school require an immunisation booster against diphtheria and tetanus (CDT) and polio (Sabin). Children should also be immunised for measles if they have not previously contracted the virus. Immunisation is available from a general practitioner, from local council clinics and from community health centres.

Infectious diseases

The NSW Department of Education requires the following periods of exclusion from school for students with the infectious diseases listed below.

Chicken Pox- Exclusion from school until fully recovered. Minimum exclusion 7 days after first spots appear.

COVID-19- If your child is unwell, you must keep them at home. If they are displaying symptoms, they should take a COVID-19 test (PCR or RAT) and follow the advice from the [NSW Government on managing COVID-19 safely at home](#). Your child should only return to school when they are symptom free. We strongly encourage all students, staff and visitors to follow the guidance issued by NSW Health. We will continue to send home students or staff displaying symptoms.

German Measles- Exclusion from school until fully recovered. Minimum exclusion 5 days after rash appears.

Measles- Minimum exclusion 5 days after rash appears.

Mumps- Exclusion from school until fully recovered. Minimum exclusion 1 week after swelling occurs.

Pediculosis (head lice)- A student with head lice at school will be isolated to protect other students from possible infestation. The child will need to remain away from school until the infestation is treated. Hair should be free from eggs and lice.

Ringworm/Scabies- Re-admission to school after appropriate treatment has commenced. A medical certificate detailing treatment is required.

Whooping Cough- Exclusion from school until fully recovered. Minimum exclusion 3 weeks from onset of whoop. Further information can be obtained at [Department of Education-Infectious Diseases](#)

Handy hints for parents and carers

- Be punctual. Children need to be at school ready for an 8:45 am start.
- Teach your child to take off his/her jumper, shoes and socks and to tie shoe laces or use shoes without laces.
- Encourage your child to be responsible for reminding you of any correspondence reminders from teachers.
- Make sure your child has plenty of sleep, nourishing food and exercise.
- Don't allow your child to bring expensive or valuable items to school.

Bicycles/Scooters

Students are permitted to ride bicycles/scooters to school. They **must** wear an approved helmet and obey the road rules. Students **are not** permitted to ride in the school grounds

and **must** leave them in the designated area. Parents/carers are urged to ensure that their child has proper bike control and knowledge of road rules. For further Road Safety information and resources [click here](#).

Interpreters

Parents/carers may request the use of an interpreter at any time. Interpreters can be accessed by school staff via telephone or face-to-face meetings with sufficient notice.

Lost Property

It is essential that all clothing and personal property are clearly marked with the child's name. Labelled items will be periodically returned from lost property, however, items that are unnamed at the end of each school term will be disposed of or donated to a second-hand clothing pool.

Mobile Phones

The NSW Government has banned mobile phone use during school hours at public schools and therefore the school strongly advises that mobile phones are not brought to school. In some cases students and their parent/carer decide to bring a phone, the school accepts no responsibility for loss or damage.

STUDENT MOBILE PHONE PROCEDURES

If a child is sent to school with a mobile phone, they must follow these important steps:

1. Your child must hand in their phone first thing to the office before going to class.

(The mobile phone will be kept in a zip lock bag clearly labeled with the student's name and hub. The phone will remain in the administration area for the duration of the school day)

2. When school finishes for the day, your child should come back to the office to collect their phone.

Weather

During periods of wet weather, high winds, extreme heat or poor air quality, students are kept indoors for safety reasons. For wet weather we recommend that all children keep a labelled raincoat in their bag.

Work Health and Safety

As a large organisation with hundreds of people on site each day, the school adheres to strict work health and safety protocols. Evacuation and lockdown drills are practiced throughout the year. Parents will be notified after the completion of each evacuation practice drill via the school email. All visitors to the school must sign in at the office and wear a visitor pass so that students and staff are aware that people who are not familiar to them have permission to be on site.