

Krambach Public School

Onward Always



Be Safe - Be Respectful - Be a Learner



Krambach Public School is a proud member of the Bucketts Way Community of Schools

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Principal Mrs Kayla Gray

Welcome from the Principal

Dear parents and caregivers,

Welcome to Krambach Public School!

Starting a new school can be daunting so we have put together this information brochure which will hopefully answer many of your questions about day-to-day life at Krambach Public School.

At Krambach Public School we focus on the positive aspects of being a small country school such as smaller classes, more one-on-one teacher/student interaction and the sense within the school of being one big family. At the same time we endeavour to ensure that our students don't miss out on the same educational and extra-curricular opportunities that their big city cousins have access to such as excursions, sporting programs and new technology.

Our students are expected to follow the basic school ethos: Be Safe—Be Respectful—Be a Learner and we pride ourselves on our reputation in the wider community for having responsible and well behaved students in and out of the school grounds.

Our school has a friendly, proactive P&C who strive to enrich the student's school journeys by fund-raising and organising extra-curricular school events. New members are always welcome.

We also welcome family and community helpers to assist with reading groups, gardening and other activities.

I look forward to working with you and your child. Please don't hesitate to contact the school if you have any queries.

Kayla Gray

Principal

School History

Krambach Public School is one of the oldest, continuously operating public schools in NSW. Serving the small rural community of Krambach and surrounds since 1880. The school was initially built to house a class of 20 students in what was then known as Larry's Flat Creek School. By 1890 a new school house and residence was constructed and the school name officially changed to Krambach Public School.

In the years up to 1940 Krambach Public School remained a one-teacher school with enrolments between 30 and 40. By 1968 enrolments increased so much that some of the students were being taught at the Krambach School of Arts Hall. As a result of these numbers a new brick veneer building and residence were built in 1970.

The school is still a proud and active member of the local community and endeavours to remain a focal point to bring the people of this beautiful area together.

School Staff

Principal	Mrs Kayla Gray
Office Administration	Mrs Shirley Sansom (M,T,W & 2nd F) Mrs Kirsty Cooper (Th, F)
Teacher K-1-2	Mrs Renae Durbin (M, T, W)
Teacher K-1-2	Mrs Julia Morand (Th, F)
Teacher 3-6	Mrs Siobhan McCorriston (M-F)
School General Assistant	Mr John Godwin

School Information

School Address	3838 Bucketts Way, Krumbach NSW 2429
Telephone	02 6559 1221
Email	krumbach-p.school@det.nsw.edu.au
Website	www.krumbach-p.schools.nsw.edu.au
Office hours	8.30am—3.30pm
School hours	9.00am—3.00pm

School Pledge

As a student of Krumbach Public School I pledge my loyalty to the school and to the community showing respect for all.

I acknowledge my rights and responsibilities and will strive to obey the school rules.

I will always endeavour to do my best work and represent the school to the best of my ability.

School Values / Expectations

BE SAFE

BE RESPECTFUL

BE A LEARNER

Our School Day

9.00 am	Small assembly and move to class
10.00 am	10 minute fruit/vegetable and water break
11.00 am	35 minute recess
1:20 pm	40 minute lunch break
3.00 pm	Line up for buses and home



Arrival at School

With the exception of early bus travellers we ask that pupils do not arrive before 8.30am (unless a prior agreement has been made with the Principal). Students are expected to arrive no later than 8.55am.

Late arrivals/early departures

Students arriving at school after 9.00am must come to the front office accompanied by a parent/carer to register a late notice on the school's attendance register before going to the classroom. Students leaving the school early must supply a note advising teachers of their departure time. This enables staff to have students waiting at the office where an early release slip must be completed.

Departure from School

Buses

School buses are operated by Forster Buslines, 28 Kularoo Drive Forster NSW 2428, phone 6554 6431. In almost all cases students attending Krambach Public School are eligible for a free bus pass which must be applied for online via Transport NSW, see <https://apps.transport.nsw.gov.au/ssts/applyNow>

Parent collection

Students are to be collected from the main gate by an approved parent/carer as stated on your enrolment form. Any changes to persons authorised to collect students must be given in writing to the school.

Please do not park at any time in the designated bus zone. For safety all cars must park rear to kerb in the designated parking area.

Changes to afternoon travel

The end of the school day can be quite hectic and we ask that any changes to transportation be advised either in writing or by phone well before the end of the day. If we are not informed of changes by an authorised person we will put the student on their designated bus.

School Information

Active bodies/Active minds

At Krumbach Public School we try to foster a fun attitude to staying fit and healthy. This includes encouraging students to bring nutritious lunches and to engage in daily active routines.

Swimming & Athletics Carnivals

Our school is a proud member of the Small Schools Sports Carnival group. Each year students over 8 years old capable of swimming 25 metres compete with Barrington, Bunyah, Coolongolook and Stratford Public Schools at a swimming carnival at Gloucester Public Pool and an athletics carnival at Tuncurry Sports Oval. Students who achieve qualifying times go on to compete in Zone Carnivals.

Swimming Scheme

Water safety is an important part of growing up in Australia. With government assistance the school organises a swimming scheme each year with local swimming teacher Kelly Moulds at Krumbach Public Pool.

Sport

Friday is sports day. Students are expected to wear their sports uniforms and appropriate footwear.

Cross Country

Each year the school organises its own cross country race which is held on school grounds. Students prepare in the weeks leading up to the race and parents are encouraged to spectate and assist on the day. Finalists go to the Zone Cross Country held in Wingham.



Absences

The Department of Education and Training requires that all students who are absent from school for any period of time must supply a note from their parent/caregiver on the following day explaining the reason for their absence. Any more than 3 days absent requires a medical certificate. Absences can also be reported easily online with our Skoolbag app.

Appointments with teachers

Parent/carer—teacher meetings are scheduled during Term 1. If at any other time you wish to discuss concerns with a teacher please write or phone to make an appointment at a mutually convenient time.

Assembly

Assembly is held each Thursday morning at 9.00am. Parents, carers and grandparents are most welcome.

School Information

Awards

Students receive assembly awards throughout each term. Awards should be kept safe at home by families and are tallied as follows: 10 awards = Bronze; 20 awards = Silver; 30 awards = Gold; 40 awards = Platinum. Award tallies are carried over to the next school year enabling all students to achieve their Platinum Award. The school also recognises good behaviour in the play ground and students wearing full school uniform. 'WinBins' are given to students in these circumstances and at the end of each week a WinBin Winner is drawn—they win a free Meal Deal from the canteen the following week.

Bring Your Own Device Day

One day each week we have 'Bring your own device' day. This is an opportunity for students to bring in their game/music devices to play **only** at lunch time. Devices are collected before class and stored safely in the Principal's office before being handed out at lunch and collected again afterwards. All devices **must** be labelled clearly. Only games classified G and PG are allowed to be played at school.

Canteen

The school canteen is operated by the P&C Association and is open every Friday (except for the first week back each term). The canteen endeavours to have a balanced mix of healthy choices and treats. Any parents who would like to be involved in the canteen can contact Shontelle Liprini (Canteen Manager) at the school on a Friday or email the P&C at krambachpandc@gmail.com

Discipline

Each person who enters Krambach Public School is expected to follow school rules and show respect to others. Our emphasis is on ensuring students follow these rules through positive behaviour management. The Principal is available to discuss any problems that families may have and to provide support for parents, students and staff.

Health & Wellbeing

Health checks

Prior to starting school families are requested to take children for before school screening. This is available at both Taree and Forster Community Health Services. This screening is very important as it can highlight any problems a child is having with hearing, speech and sight. When detected early problems in these areas can be managed more effectively, ensuring the best start possible for your child. Please contact the office if you require screening forms

Allergies/Special Conditions

Please advise the school about any allergies or special medical conditions your child may have to enable staff to best care for their wellbeing.



School Information (*cont*)

Prescribed medications

If your child requires medication to be administered during school hours a form, available from the office, must be filled in and sent to the school along with medication. The medication must be provided in the box/container that has the chemist's sticker on it which states the student's name and the dosage.

School Counsellor

A counsellor is available for students on request via the Principal.

Accidents/illness at school

Minor accidents will be treated by staff with the appropriate first aid training. For more serious incidents we will notify the parent/guardian to collect your child from school. In the case of very serious accidents an ambulance will be called and parents/guardians notified as soon as possible. Sickness at school is dealt with using the same procedure. In the interests of the health and welfare of all students at the school we ask that parents err on the side of caution and keep sick children away from school until they are well again.

Lost property

At Krambach Public School we encourage students to be responsible for their belongings. Please ensure that all items brought to school (particularly jumpers, jackets and hats) are clearly marked with your child's name. A lost property basket is located in the staffroom/canteen area and this is cleared out at the end of each term.

Money and valuables at School

The school cannot be held responsible for the loss of valuables brought to school. Students are not allowed to bring mobile phone devices to school unless authorised by the Principal. Valuable items are best left at home.

At times when students need to bring money to school (excursions, fees, school banking, gift stalls etc.) we would ask that you follow the following procedures:

1. Correct amounts and prompt payments are very much appreciated.
2. Money is to be in a sealed envelope
3. Write on the envelope: reason, amount enclosed, student's name
4. When the office is not attended all notes and money are to be deposited in the locked box in the assembly area



School Information (*cont*)

Parent Volunteers

At Krambach Public School we value the time and effort given by family and community volunteers. If you offer to be a helper at the school please read our **Code of Conduct for Volunteers** set out below. This has been put into place to protect pupils, teachers and helpers and to avoid any misunderstandings. If you have any questions please don't hesitate to ask. As legislation changes volunteers in schools are being asked to undergo a (free) NSW Working with Children Check. Details are available from the school office.

Code of Conduct for Volunteers at the School

All volunteers will:

Present as good role models in all dealings with students

Use appropriate language in all dealings with teachers and students which is not threatening, demeaning, racist, sexually suggestive, insulting or rude.

Avoid contact with students which could be considered inappropriate

Keep student and school information and incidents strictly confidential

Adhere to the school's strict Smoke/Drug and Alcohol Free Policies

Abide by staff direction/guidance

In instances where a volunteer is providing safe transportation for students a copy of a current drivers licence and registration must be sighted by a staff member

Guidelines

Teaching staff are responsible for the pupils in their care

Parents involved in school programmes will positively support teachers and their decisions, especially in the presence of pupils

Teachers will not delegate teaching responsibilities to volunteers

Volunteers will be advised of specific dates, times and activities for which their help will be required

In the interests of responsible care and protection of students and staff volunteer helpers will be required to act responsibly and to follow the Volunteer Code of Conduct and Guidelines and agree to adhering to all confidentiality and privacy constraints.



School Information *(cont)*

Photographs and Permission to Publish

Photographs of students are used in the school newsletter, on our website and occasionally for marketing purposes. Parents/guardians must indicate in a form sent home at the beginning of each school year whether the school has permission to publish photographs and names of individuals students.

Reports

Reports are sent home at the end of Term 2 and Term 4 each year. Parents are welcome to discuss student's reports and progress at any time.

Scholastic Book Club

Each term families have the opportunity to purchase from the Scholastic Book Club range. Catalogues are sent home with students and orders can be sent into the school or made online.

School Fees

Each year the school charges a nominal fee of \$25 per student. This subsidised fee covers the cost of textbooks and stationery (including pencils, textas, rulers etc.) in your child's classroom.

School Hats & Sunsafe Policy

Each student starting at Krumbach Public School receives a school hat from the P&C Association. Students are required to wear their hats outside during play at all times—NO HAT, NO PLAY!

School Banking

The Commonwealth Bank operates a school banking service for students to bank each Tuesday. Application forms are available at the school office. Students are to hand their banking in to the office or their teacher on Tuesday mornings.

School Emergency Contact Card

Please take the time to correctly fill out the school Emergency Contact Card and to ensure that you notify the school of any changes to emergency contacts. Details can also be updated online on the Krumbach Public School App.



School Information (cont)

School Uniform

School uniform plays an important role in children's overall education giving them a sense of pride and belonging and creating an identity for the school within the community. It's also important as students get older in preparing them for what will be expected of them in high school and the workplace. We feel that all students wearing school uniform supports the school's core values of respect, tolerance, inclusion and excellence.

Our uniform is the same all year round and all items are available to purchase through the school and P&C Uniform Shop. Boys and girls wear the same uniform.

Monday to Thursday Pale blue KPS shirt, navy bottoms (shorts, trousers, track pants, pleated shorts, skirts), white socks, black fully enclosed shoes.

Friday Gold KPS shirt, royal blue bottoms (shorts, track pants, sports skirt), white socks, running shoes

All jumpers, jackets, cardigans or vests should be navy blue. Jumpers and jackets are available to purchase from the Uniform Shop.

Skoolbag App

We have a school App which is available to download and can be used to perform the following tasks:

- Report student absences
- Authorise and pay for excursions
- Pay fees or make donations
- Order and pay for school uniforms

The school also uses the App to send reminders to families about upcoming events and weekly planners. Copies of school newsletters and other useful information can also be found on the App which can be downloaded via the App Store, Play Store or Windows shop on most devices.



School Information (cont)

Student Assistance Scheme

Some funding is provided to schools to assist families who are in financial difficulty when money is needed for students to participate in activities at school. The school can provide part assistance for the purchase of school uniforms and can assist with excursions. Funds are limited and allocated to the school on an annual basis. Parents must complete an application form which can be obtained from the office. All applications will be held in the strictest confidence.



Technology

The school is very aware of its role in introducing students to new technology and ensuring that our pupils have access to the highest quality 21st Century education and learning tools. We also recognise the importance of keeping students safe and responsible online. To that end the school embraces the NSW Department of Education and Communities' policy Online Communication Services: Acceptable Usage for School Students as outlined below.

Cyber Safety

The NSW Department of Education and Communities recognises that technology plays an important role in engaging students in education. The Department has policies, programs and supports in place to help raise awareness and counter the inappropriate use of technology. The Department provides advice and support to parents related to the use of technology, including through parent information sheets and education programs Go to : <http://www.schoolatoz.nsw.edu.au/technology>

A copy of the Department's policy Online Communication Services: Acceptable Usage for School Students can be found at www.det.nsw.edu.au/policies/general_man/general/accep_use/PD20020046.shtml?level

In accordance with this policy, teachers, students and parents are provided with strategies to identify, report and deal with bullying behaviours.

Voicing Concerns

If at any time you are concerned with things at school please contact us directly as soon as possible following the procedure outlined below:

1. Make an appointment to see the student's class teacher and state your concern.
2. If the problem is not then resolved, make an appointment to see the Principal, Mrs Kayla Gray.
3. If no resolution is found the Principal will advise other options available.

Staff also value feedback when things are going well 😊

Krambach Public School P&C

P&C Current Committee

President	Mydie Keegan
Secretary	Renae Durbin/Holly Marsden
Treasurer	Julia Morand
Canteen Manager	Shontelle Liprini



P&C Objectives

The objective of our P&C is to promote the interests of the school by bringing parents, citizens, students and teaching staff into close co-operation. Through fundraising we try to assist in providing facilities and equipment for the school. We also aim to enhance the recreation and welfare of the students at the school.

P&C Meetings

General meetings of the P&C are held on the first Friday of each month during term. Our P&C holds its AGM in December each year and this is when office bearers are elected.

New members can join the P&C at any time throughout the year, the cost of membership is \$1.

Canteen

The canteen is operated by the P&C and is available for students to purchase recess and order lunch on Fridays. A menu is sent home at the beginning of the year and is updated to reflect seasonal changes. Our aim is to provide a balance of healthy food and treats and any suggestions for the menu are most welcome. The canteen manager is always looking for an extra pair of hands so if you can help out please let us know.

Uniform Shop

The P&C also manage the school uniform shop. All items of school uniform are available from the Front Office. A catalogue with prices and an order form is also available from the office. Most items are kept in stock but some may need to be ordered. Payment must be made at the time of order.

