



HABERFIELD PUBLIC SCHOOL

School Information Handbook 2025

Welcome to Haberfield Public School



Welcome to Haberfield Public School!

We are delighted to have you join our wonderful school community.

This handbook will give you valuable insights into our school's values, expectations, extra curricula activities and the exciting opportunities we provide for all students.

At Haberfield Public School, we are committed to creating a safe, inclusive and engaging environment where every student can connect, succeed and thrive. Haberfield Public School is a highly successful school as is reflected in student growth and outcome data. We are committed to the philosophy "Building on Success" and continuing the school's long-held traditions of excellence in education.

Our dedicated staff work hard to support each child's academic, social and emotional growth, helping them to develop a love for learning, respect for others, confidence in their abilities and willingness to take on new challenges.

Our school community is vibrant, creative and supportive with an active and dedicated P&C. We believe that a strong partnership between home and school is essential for a successful education and we look forward to working closely with you to support your child's journey. Together, we can ensure that this year is filled with memorable learning experiences and accomplishments.

Once again, welcome to Haberfield Public School. We are excited to share this wonderful, school adventure with you.

Kind regards,

Mrs Haggett
R/Principal

At Haberfield Public School,

we are respectful, responsible,
safe and resilient learners.



ABSENCE FROM SCHOOL

Regular attendance at school is very important. Notification to the school office via email or through the [School Bytes](#) app is required whenever a child is absent from school. Please contact the school office in the case of any contagious disease or protracted illness. It is the Principal's legal responsibility to approve any absence. For periods of extended and planned leave, approval must be sought from the Principal.



School Bytes

ACCIDENTS, INJURY AND ILLNESS AT SCHOOL

In the event of an accident, injury or illness at school, your child will be taken to the school office for first aid/monitoring. You will be contacted to collect your child if a range of symptoms are present, including but not limited to:

- fever
- vomiting or diarrhoea
- cough or respiratory symptoms
- cold or flu symptoms
- rashes of an unknown origin



You will also be contacted if medical attention, beyond what is given as a regular part of school first aid, is necessary. An ambulance will be called for serious injury or illness. Parents will be notified immediately in these cases.

Please make sure that the school has a current phone number for emergency calls, updating this information as often as necessary.

ALLERGIES AND ANAPHYLAXIS

Anaphylaxis is a severe, potentially fatal reaction involving two or more body systems simultaneously. An anaphylactic reaction usually occurs within minutes of exposure to a trigger and can be life threatening.

HPS has students with severe and life threatening reactions to some foods, especially peanuts and/or tree nuts. We ask that parents are mindful of this and not send their child to school with nut products eg. peanut butter or Nutella. We cannot guarantee that there will be no nuts at school but we actively discourage nut products.

If a child has a known allergy which is likely to cause an anaphylactic reaction, parents are required to complete and update an Anaphylaxis Management Plan. The Anaphylaxis Management Plan must be discussed with the Principal or Assistant Principal and all medication including an EpiPen must be supplied by the parents. Parents are also required to provide the school with an Anaphylaxis Action Plan developed by the student's doctor. The Anaphylaxis Action Plan must also be updated annually or sooner as required.

ASSEMBLIES

Assemblies are held in our Top Courtyard every Monday morning at 9am to approximately 9.20am (weather permitting). Student achievement is celebrated and important updates are given for the week ahead. Whole school assemblies are also held for special events throughout the year. Parents and Carers are always welcome to attend the Monday morning and special whole school assemblies.

ATTENDANCE

The Education Act 1990 requires that parents ensure their children of compulsory school age are enrolled at and regularly attend school.

Justifiable reasons for student absences may include:

- sickness, infectious disease or unavoidable medical appointment
- Being required to attend a recognised religious holiday
- Exceptional or urgent family circumstance (eg. attending a funeral)

Following an absence from school you must ensure that within 7 days you provide a verbal or written explanation for the absence. However, if the school has not received an explanation from you within 2 days, the school may contact you to discuss the absence.

BEFORE AND AFTER SCHOOL CARE

Before and after school care is provided on site by [Primary OSH Care](#) and provides care for children daily from 6:45am-9:00am and 3:00pm-6:00pm.

Primary OSH Care also runs vacation care programs during the school holidays.

If you wish for your child to attend the service, you must register and book a place for your child in advance. Bookings are available on a regular and casual basis. Bookings must be made directly with the centre and cannot be made through the school office. Please refer to <https://www.primaryoshcare.com.au/make-a-booking/> for further information.



BELL TIMES

The bell times at our school are:

9:00am – Morning bell

11:00am – Recess

11:30am – End of Recess

1:20pm – Lunch – Supervised Eating Time

1:30pm – Lunch – Play time

2:00pm – End of Lunch

3:00pm – End of the school day



BEST START KINDERGARTEN ASSESSMENT

The Best Start Kindergarten Assessment helps teachers identify the literacy and numeracy knowledge and skills that each child brings to school as they enter Kindergarten, to inform the development of quality teaching and learning programs. The assessment will take place during the first week of Term 1. Kindergarten students will begin school later than grades 1-6 to allow teachers time to meet with every child.

BIKES AND SCOOTERS

We encourage students to walk or ride their bike/ scooter with a parent or carer. Students must wear a helmet while riding bicycles and scooters. Please be aware that once on school grounds, students must walk with their bike or scooter, not ride them. The bike and scooter racks are located near the Sensory Garden on Bland Street. The school does not accept any responsibility for the care of bicycles, scooters and associated equipment.



BIRTHDAYS



If you wish to send birthday treats to celebrate your child's birthday, please send cupcakes or individually portioned items as these are easier and more hygienic for handling. It is important that a gesture of this nature is inclusive and please be mindful that some students have serious allergies. Nut safe and healthy food alternatives are always welcome. Birthday treats will be distributed at 3pm.

BOOK WEEK – CHILDREN'S BOOK COUNCIL OF AUSTRALIA

Book Week is a celebration of Australian children's authors and is celebrated in schools across Australia. School activities usually take the form of a book character parade and may include visits to school by illustrators and authors.



BUS PASSES

Students may be eligible for subsidised bus travel to and from school on the government buses. Children should carry their School Opal card with them while travelling to and from school. Please see transportnsw.info/school-students for instructions on how to apply for a School Opal card.



CAMPS

Camps are organised for students in Years 5 and 6. Students in Year 5 attend Sydney Academy of Sport and Recreation Narrabeen and Year 6 travels on an overnight excursion to Canberra. All children attend camps to build and foster positive relationships and independence.

CANTEEN

The canteen runs at the school every day. Orders are placed online and food is prepared, delivered and served fresh. To register to use the canteen download the [Flexischools](#) app and search for Haberfield Public School to register as a user. Over the counter sales are also available at recess and lunch time.



CASUAL TEACHERS

Casual or relief teachers assume the same responsibilities and duties as permanent teachers and are employed when a teacher is sick, on leave, attending professional learning or may be taking on additional responsibilities within the school.

CHANGE OF ADDRESS

It is most important that you notify the school office as soon as you move house, or if your home or work telephone contact numbers change. Up to date telephone numbers of someone who can be contacted in an emergency are essential.

CHARITIES

Students are encouraged to participate in a number of student and parent led fundraising events throughout the year. This forms a part of students' service learning, helping to build social conscience and understanding of responsibility.

CHILD PROTECTION

Child Protection lessons are mandatory for all NSW schools. Haberfield Public School follows the NSW Department of Education policy and procedures in ensuring every child is safe.

CLASSES

Classes are formed each year and class structures are based on student enrolments. Stage-based and multi-age classes are at times, a facet of our school and involve students working together across and within classes and age groups. Parents will be advised of class groups at the beginning of each school year.

COLLECTING CHILDREN AFTER SCHOOL

School finishes for all children at 3:00pm. Children who are not attending after school care must be collected at that time. If in an emergency you are unavoidably delayed, please telephone the school and your child will be cared for in the main office or given a message as to what they should do.

COMMUNICATION

Communicating with your child's teacher directly is the best way to find out the necessary information about most things that take place in our very busy school. Making an appointment to meet with your child's teacher is the best way to discuss issues that require more time and attention, as before and after school can be hectic and are important preparation and meeting times for class teachers as they prepare for the day's many and varied activities.

All class teachers have a [Class Dojo](#) as an open line of communication with parents. If you are not currently connected with your child's classroom teacher via Dojo, the classroom teacher will provide your child with the relevant documentation in order for you to download the app and join your child's Class Dojo. Class Dojo messages are for short, day-to-day class communication only.



The following communication should be sent to the school email:

haberfield-p.school@det.nsw.edu.au.

- Communication regarding student absence, attendance, leave from school and student learning needs
- Updates to student details, including medical information and reports from medical practitioners
- Meeting requests that require the attendance of the School Counsellor, Assistant Principal, Deputy Principal or Principal
- Communication regarding enrolment

School wide communication is sent via the [School Enews](#) app. Download the free app to receive alerts.

1. Open App Store, Play Store or Windows Store
2. Search for "School Enews"
3. Download the "School Enews" app (icon on right)
4. Open the app and search for "Haberfield Public School"



SchoolEnews

School Enews is also sent to your school registered email address.

It is important that all parents are connected to the [School Bytes](#) parent portal. Here you can make payments and give permission for excursions/ incursions, receive Semester 1 and 2 academic reports and make bookings for Semester 1 Parent/Teacher Interviews.



School Bytes

COMPETITIONS

Our school offers students the opportunity to participate in external competitions which may be free or at a cost to families. Some competitions we have been involved in are the Regional Public Speaking Competition, Premier's Debating, Premiers Reading Challenge and Premiers Spelling Bee. Parents are notified of available upcoming competitions by teachers or via School enews.

COUNSELLOR

The School Counsellor visits the school each week to provide guidance and counselling to children and parents. Arrangements to consult the counsellor can be made through your child's classroom teacher, the Assistant Principal, Deputy Principal or Principal. The counsellor will not work with children without signed permission from parents or carers.

CURRICULUM

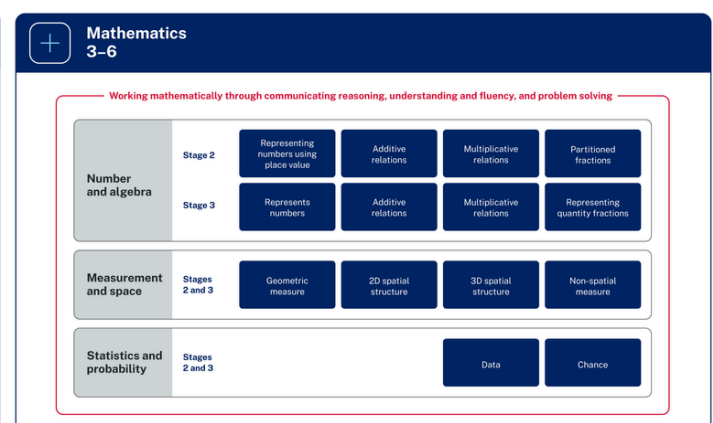
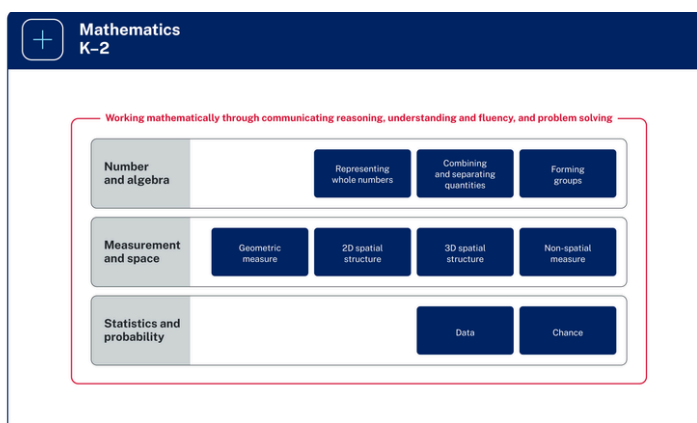
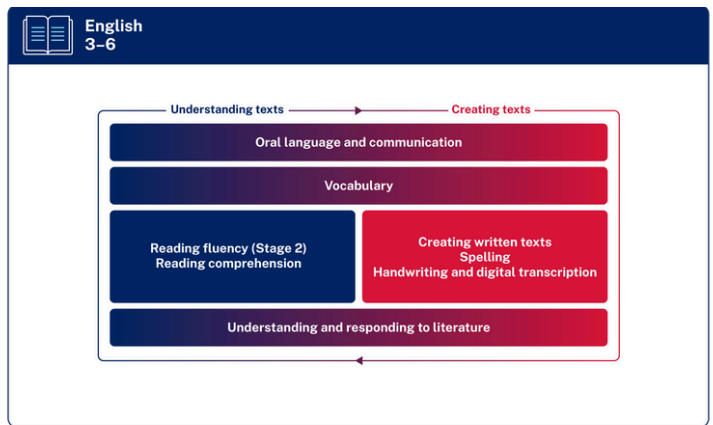
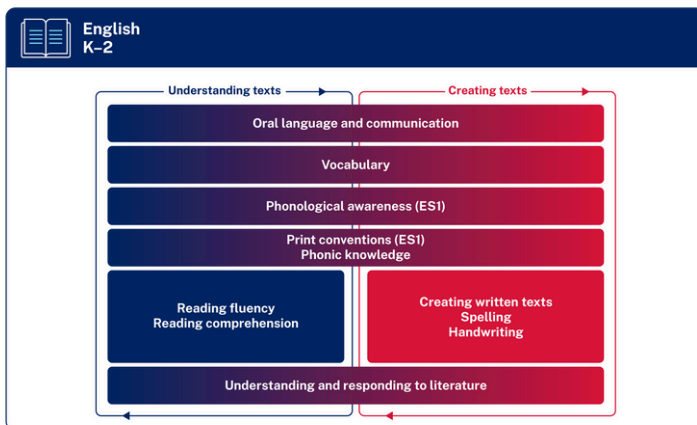
The six learning areas as set down by the NSW Education Standards Authority (NESA) are:

- English
- Mathematics
- Science and Technology
- Human Society and its Environment (HSIE)
- Creative Arts
- Personal Development, Health & Physical Education (PDHPE)



Education

Subjects are organised into Key Learning Areas (KLAs) following the NSW syllabus documents. Further information can be found by visiting the [NESA website](https://www.nesa.nsw.gov.au/).



DEBATING AND PUBLIC SPEAKING

Students learn debating and public speaking skills during primary years. Our school has public speaking competitions from Year 3 to Year 6 and debating teams are entered into competitions against other schools.

DEVICES

The school is very well resourced and there is no need for students to bring their own devices to school. Mobile phones, smart watches and all other smart devices must be switched off at school and kept securely in the school office. Please refer to the [Haberfield Public School Student Use of Mobile Phones in Schools Management Plan](#) for more details.



DOGS

Dogs should not be brought onto school property and they should not be left unattended while tethered outside the school. This is to ensure the safety of our students while they are at school and while they are arriving to and departing from school.

ENGLISH AS AN ADDITIONAL LANGUAGE OR DIALECT (EAL/D)

We enjoy a rich and diverse multicultural community here at Haberfield Public School. We have two part-time specialist English as an Additional Language or Dialect (EAL/D) teachers who assist children who are learning English. Bilingual students are encouraged to maintain fluency in their first language as well as learning to master English.

ENROLMENTS (ONLINE)

When enrolling your child, please ensure that you complete all the required fields so that the school has all the necessary information. You will be required to provide documents to verify your child's name, birth date and nationality. Immunisation records/status and proof of residence documents must be sighted to complete enrolment. Children in the designated 'local area' have an immediate right to attend their local school. Enrolment applications for children who are out of our catchment area are assessed on a case-by-case basis. Children are eligible to enrol in Kindergarten at the beginning of the year in which they turn 5 if their birthday falls before July 31st.

EVACUATION AND LOCKDOWN DRILLS

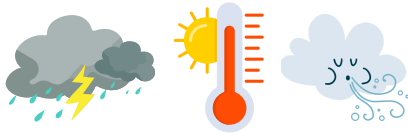
Fire, evacuation and lockdown drills are necessary for the safety of all those within the school. Students are advised of the proper procedures during these drills. The drills are conducted regularly. Please follow all procedures and requests by staff when visiting the school during an evacuation or lockdown.

EXCURSIONS

Excursions, incursions and special activities are organised to complement and support learning programs. Many activities are paid for in full or subsidised by school funds. However at times, additional learning activities require payment by families. An online permission note containing all the necessary information is sent out via the [School Bytes](#) parent portal and must be completed online. On excursions, children are asked to wear full school uniform including their school hat, unless it is stated otherwise.

EXTREME WEATHER

In the event of extreme weather students may be kept inside the classroom or under shelter to protect their health and safety.



FEES

Fees for activities, in/excursions and events are charged throughout the year to provide opportunities that enrich the learning of our students. See 'Voluntary School Contributions' and 'Excursions'. All fees are paid through the [School Bytes](#) parent portal.



School Bytes

FINANCIAL SUPPORT

If you are unable to pay school contributions because of financial hardship, you may be eligible for assistance from the school. Our Principal will ensure no student or family suffers any discrimination or embarrassment over the inability to pay school contributions.

FOOD

See 'Lunch' and 'Allergies and Anaphylaxis'

HATS

Hats are vital to protect children from the sun while they are engaged in outdoor activities. School hats form an integral part of the school uniform. There are cap, wide brim and legionnaire hat options available from the [HPS Uniform Shop](#).



HIGH POTENTIAL AND GIFTED EDUCATION (HPGE)

Haberfield Public School is responsive to the educational needs of all students. We promote engagement and challenge for every student across intellectual, creative, social-emotional, and physical domains of potential while explicitly identifying and addressing the learning needs of high-potential and gifted students. Classes for high potential and gifted students offer a flexible and enriched curriculum across all areas of learning. They are offered from Year 2 to Year 6 and include accelerated programs in Mathematics and English, with enrichment programs in other learning areas.

HIGH SCHOOL (also refer to SELECTIVE HIGH SCHOOL)

All information regarding high schools and selective high schools is received by the school and passed on to Year 5 and 6 students as soon as it is available. We enjoy great relationships with our local high schools, Ashfield Boys High School, Burwood Girls High School and Concord High School, and work to support the transition of our students into the high school years.

HOME READING/ READING AT HOME

Haberfield Public School encourages reading at home. In K-2 students are supplied with decodable texts from their classroom teacher. Reading at home is meant to encourage phrased and fluent reading.



HOME SCHOOL LIASON OFFICER (HSLO)

The attendance patterns of children are monitored by the HSLO. Notes for whole day and partial absences are not just important but a legal requirement. It is a legal requirement that students of school age attend school every day. For more information see the Department of Education [attendance website](#).

HOMEWORK

Homework is relevant to classroom work, providing practice and reinforcement of skills. Research and enrichment tasks may be set on occasion. Students are encouraged to develop regular work habits and take increasing responsibility for homework as they progress from Kindergarten through to Year 6. A strong focus of the homework program is regular reading at home.



IMMUNISATION

As part of the enrolment process, the school needs to sight the original copy of your child's Immunisation Certificate and take a copy for their file. If you do not have the official certificate the following link will assist you obtain a copy from the [Australian Childhood Immunisation Register](#).



INFECTIOUS DISEASES

Parents are reminded that students with infectious diseases should not return to school until the required number of days has elapsed.

There are many infectious diseases that affect children and young people. Information on the following infectious diseases is available on the NSW Health site:

[Chickenpox and Shingles](#)

[Diphtheria](#)

[Gastroenteritis](#)

[Influenza](#)

[Measles](#)

[Meningococcal](#)

[Mumps](#)

[Pertussis \(Whooping Cough\)](#)

[Poliomyelitis \(Polio\)](#)

[Rubella \(German Measles\)](#)

[Tetanus](#)

KINDERGARTEN ORIENTATION AND TRANSITION DAYS

At Haberfield Public School we are committed to providing a comprehensive transition and orientation program in the year prior to your child starting school. We have a range of events which allow you and your child to visit the school on a number of occasions to become familiar with the school environment, meet staff and become part of our community.



LANGUAGES (LOTE)

Students in Kindergarten to Year 4 participate in the Languages Other Than English (LOTE) program and have the choice to study either Italian or Mandarin for 2 hours per week.

LATE TO SCHOOL

Children who arrive at school after 9:15am must report to the school office to get a late note.



EVERY MINUTE COUNTS....

| When your child misses just... | that equals... | which is... | and therefore, from Kindy to Year 12, that is... |
|--------------------------------|---|---|--|
| 10 minutes a day | 50 minutes of learning each week | Nearly 1½ weeks per year | Nearly ½ a year of school |
| 20 minutes a day | 1 hour and 40 minutes of learning each week | Nearly 2½ weeks per year | Nearly a year of school |
| ½ hour a day | ½ a day of learning a week | 4 weeks a year | Nearly 1 ½ years of learning |
| 1 hour each day | 1 whole day of learning each week | 8 weeks per year or nearly a term a year. | Over 2 ½ years of learning |

Your child's best learning time is at the beginning of the day...

Check the time your school starts. DON'T BE LATE!



LEARNING AND SUPPORT

The Learning and Support Team works with the teachers, parents and students to provide support for students with additional needs. The team meets regularly to discuss students who have been referred to them and to make decisions about the most appropriate learning adjustments and programs within the school's Learning and Support processes. The Learning and Support Team is made up of the Principal, Deputy Principal, Assistant Principals, School Counsellor and Learning and Support Teachers.

LEAVING SCHOOL BEFORE 3PM

If you need to take your child out of school before the end of the school day, you are required to contact the school office before collecting your child. All students leaving before 3pm must be signed out at the office by a parent or carer, prior to leaving the school grounds.

LIBRARY

Students participate in library lessons each week and are encouraged to borrow books for reading at home. Please provide your child with a library bag so that books are protected from wear and tear. School library bags are available to purchase from the uniform shop.



LOST PROPERTY

If your child misplaces an item, please check the lost property located in the Small Hall. Please label all your child's belongings for easier identification. Found items will be returned to students if they are labelled. Unnamed or unclaimed lost property will be cleared out on a regular basis.

LUNCH

All children at the school are supervised for the first 10 minutes of lunch (1.20pm–1.30pm) ensuring they eat their lunch. A number of children at the school have severe allergies. Please be nut aware when packing your child's lunch. We encourage you to provide a healthy lunch for your child in a labelled lunch box. There is also a recess (morning tea) break from 11.00am – 11.30am.



MEDICAL INFORMATION/ MEDICATION AT SCHOOL

Parents are asked to supply information about their child's medical history, particularly if the child is in need of regular medication, or is asthmatic or anaphylactic. If you require any medication to be administered to your child during the school day you MUST complete a medical form at the office and include the exact dosage with the child's name, class and the amount and time to be administered. The medicine must be in original packaging and will be kept in the school office.

Asthma Plans (designed by your GP) are kept in the school office with personal Ventolin inhalers for asthma sufferers where necessary. It is a parent's responsibility to ensure that the Asthma Plan and inhaler are given to the school office.

Students who suffer from anaphylaxis or other serious allergies should have an ASCIA Action Plan (designed by your GP). These plans are displayed in the school office with the student's epipen where necessary. It is a parent's responsibility to ensure that the Action Plan and epipen are given to the office. It is also important for parents to note the expiry date on epipens so that they are replaced when necessary.

Staff are trained annually in the administering of emergency care to students with asthma or anaphylaxis. Please be sure to notify the school should your child's medical circumstances change.

MONEY

All payments to the school are to be made online via [School Bytes](#).

MUSIC AND CREATIVE ARTS PROGRAM

Creative Arts is mandatory for students from Kindergarten to Year 6. At Haberfield Public School, we are fortunate to have a specialist music teacher and students participate in weekly music lessons.



There are numerous extra-curricular musical ensembles and creative art programs that students can elect to participate in, including choirs, bands, recorder, strings and guitar ensembles. Private instrumental lessons are also available at Haberfield Public School. Students also participate in curriculum-based and extra-curricular programs in dance, drama and visual arts.



NATIONAL LITERACY AND NUMERACY ASSESSMENT PROGRAM (NAPLAN)

Testing takes place in March each year for all students in Years 3, 5, 7 and 9. These assessments are undertaken by all Australian students in these year levels and the data is provided to teachers, parents and caregivers with assessment information for each student in the areas of literacy and numeracy.



NSW EDUCATION STANDARDS AUTHORITY (NESA)

To find out more about the New South Wales curriculum and to access any syllabus documents, go to the website: <https://educationstandards.nsw.edu.au/wps/portal/nesa/k-10/understanding-the-curriculum/curriculum-syllabuses-NSW>.



**NSW
EDUCATION
STANDARDS
AUTHORITY**

NEWSLETTER

The 'Haberfield Happenings' newsletter is published twice a term, as well as 'Principal and Deputy Principal Briefings' published every fortnight. These give details of school events, as well as other important information for families. They are emailed directly to parents through the [School Enews](#) app.



SchoolEnews

OPPORTUNITY CLASSES (OC)

Children in Year 4 have the opportunity to sit a test for selection into Opportunity Classes. OC classes are one of the ways that the department supports students who have high intellectual potential. Information about this test will be provided prior to the application period. All applications are online and made through the department's High Performing Students Team.

PARENTS AND CITIZENS ASSOCIATION (P&C)

The Haberfield Public School P&C provides valuable assistance to the school through fundraising activities and school improvement projects. The monthly meetings provide a forum where parents can participate in decision making and raise matters of interest. Meetings are held on the third Tuesday of each month (within school term) at 7:00pm.



PARENT PARTICIPATION

We encourage parents and caregivers to be involved in your child's learning at school. Ways to be involved can include:

- introducing yourself to your child's teacher
- asking about your child's progress
- attending P&C meetings
- assisting in classroom activities where appropriate
- participating in fundraising events
- attending social functions
- going on excursions with your child's class when appropriate
- attending school functions, e.g. assemblies, open days and supporting at sports carnivals



PARENT TEACHER INTERVIEWS

Parent/Teacher Interviews are held at the end of Term 2 to share knowledge about your child and celebrate their educational progress. During the meeting you can ask questions about any areas of your child's education you would like to discuss. If you wish to discuss your child's progress at any other time during the year this can be done by simply making an appointment with your child's teacher through the office.

PARENT INFORMATION SESSIONS

Early in Term 1 parents are invited to their child's classroom to meet the teacher and gather information relating to routines, organisation and expectations. This is a valuable forum that paves the way for teachers and parents to work together in partnership for the benefit of each child.

PARKING

See 'Road Safety'

PHONES

See 'Devices'

PHOTOGRAPHS

Each year, class and individual photographs are taken by a professional photographer. These photos are available for purchase directly through the photography company.



PHOTOGRAPHY AT SCHOOL EVENTS

When attending school events, please photograph only your own child. If you are photographing other students, ensure you have their parental permission to do so.



PLAY EQUIPMENT

The play equipment is very popular with the children and can be used during supervised lunch, recess and Physical Education sessions. The equipment cannot be used before or after school as there is a requirement for a teacher to supervise this at all times.

POSITIVE BEHAVIOUR FOR LEARNING (PBL) SEE ALSO 'RULES' AND 'WELLBEING'

Promoting and reinforcing positive student behaviour and school-wide expectations
Haberfield Public School's behaviour management processes and procedures are written in line with the NSW Department of Education's Student Behaviour Policy, Wellbeing Framework and Care Continuum.

We use restorative practices to help students move forward when things go wrong. Acknowledging and rewarding positive student behaviour form the basis of our behaviour management process. It is a system for consistently acknowledging positive behaviour, whilst providing a transparent structure for behaviour management and effective restorative conflict resolution. Our behaviour management system operates in every learning space across the school and provides a consistent dialogue for students, staff and parents.

Students of Haberfield Public School wrote and committed to their own school rules for each learning area. Haberfield Public School has the following school-wide rules and expectations:

We are all **respectful, responsible, resilient** and **safe**.



| | |
|--|---|
| Respectful <ul style="list-style-type: none">• Listen to teachers and peers• Share and take turns• Use kind words and actions• Include others in group work and play• Follow instructions• Be mindful of others' boundaries, needs, feelings | Responsible <ul style="list-style-type: none">• Organised and ready to learn• Look after own, other's and classroom equipment• Keep learning spaces clean and tidy• Honest words and actions• Actively help others• Work as a team• Be an active upstander |
| Resilient <ul style="list-style-type: none">• Work towards your personal best• Keep trying• Learn from mistakes• Ask for help when needed• Take on new challenges | Safe <ul style="list-style-type: none">• Be in the right place at the right time• Keep hands and feet to yourself• Move safely around the classroom - walk• Use equipment appropriately |



Positive Behaviour for Learning (PBL)

Haberfield Public School uses Positive Behaviour for Learning (PBL) strategies and systems to explicitly teach, recognise and reinforce positive student behaviour and behavioural expectations:

- Positive Behaviour for Learning (PBL) is an evidence-based whole school systems approach to behaviour management that actively teaches and reinforces positive behaviour. It enables students to be aware of our expectations for their behaviour and allows teachers to deliver consistent responses. With PBL, students clearly know what is expected of them, and therefore they have more opportunities to experience success in meeting those expectations.
- Our expectations are made clear to students, teachers and parents and are displayed around the school. Our expectations are explicitly taught through weekly lessons and are reinforced at whole school assemblies.
- Our school-wide expectations are represented with the Haberfield Bee mascot. Bees and the complex workings of a beehive (much like a school environment) represent strengths of collaboration, communication, community spirit, trust, resilience, adaptability and teamwork.

PUBLIC EDUCATION WEEK

This is designated by the NSW Department of Education each year to encourage awareness of current issues in education and is a week to showcase the achievements of public education. In Term 3 during Public Education Week, activities, assemblies and performances are organised and parents can take the opportunity to visit their child's class, be involved in lessons and view displays and performances.

REPORTS

Parents will receive written reports of their child's progress at the end of Term 2 and Term 4. Student reports indicate progress in all curriculum areas and describe work habits and social development.

ROAD SAFETY

Parking is limited around our school grounds. Parents are not permitted to drive into the school grounds and driveways when dropping off or collecting their child. Parents are requested to observe traffic and parking regulations in Denman Avenue, Bland Street and Chandos Street. There is a 'Kiss and Drop' area in Bland Street. Parents are asked not to park in this area. Additional drop off areas are Denman Avenue and Chandos Street. The safety of all students is paramount.



RULES

Children are encouraged to be cooperative, friendly, helpful and well behaved at Haberfield Public School. We have four core expectations: Respect – Responsibility – Resilience – Safety. If a child's behaviour is not in line with the school and Department of Education expectations, the school's behaviour and management processes will be followed, with the expectation that students will take every opportunity to improve when provided with a framework of support in which to manage their behaviour. The Principal or delegate will contact parents and carers to discuss behaviour if required.

STUDENT LEADERSHIP

Year 6 School Leaders are elected by students in Years 3-5 each year. School Leaders set a good example for all the children through their positive behaviour and attitudes. They help teachers, run school assemblies, guide visitors around our school and act as role models for the younger children. Twelve School Leaders are elected by their peers each year.

The Student Representative Council (SRC) is comprised of students from Kindergarten – Year 6. They meet on a regular basis and contribute student voice to school decision making.



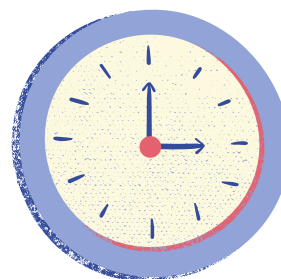
SCHOOL DATES

Term dates and holidays are available on DoE NSW School Holidays webpage. A HPS calendar with dates of school events and activities is provided each term via the School Enews app.



SCHOOL HOURS

The school hours are from 9.00am until 3.00pm. The school playground is supervised by a teacher from 8.30am. Recess 11.00am – 11.30am; Lunch: 1.20pm to 2.00pm. All students sit for 10 minutes to eat their lunch prior to playing.



SECURITY

Parents are asked to ensure that their children do not enter the school grounds out of hours. Local residents are also asked to report to police if they have reason to suspect the actions of people on school grounds out of school hours. School Security Hotline 1300 880 021 (24 hours).

SELECTIVE HIGH SCHOOLS

Children in Year 6 have the opportunity to sit a test for entry into Selective high schools. Selective high schools are one of the ways that the department supports students who have high intellectual potential. Other schools for specific purposes are available, eg. Newtown High School of the Performing Arts. Information about the Selective high school test will be provided prior to the application period opening in Year 5. All applications are made online through the department's High Performing Students Team during the later stages of the Year 5 school year. Your child's classroom teacher will be able to assist you with the application process and any questions you may have about Selective high schools in NSW.

SPECIAL RELIGIOUS EDUCATION AND SPECIAL EDUCATION IN ETHICS

Special religious education is conducted each week for 30 minutes by visiting teachers appointed by the various religious groups, using a syllabus that they supply. At the moment, we offer Catholic, Protestant and Muslim Special religious education classes. Children are placed in the scripture classes according to the information supplied by parents and caregivers on enrolment forms. A change to Special religious education class can only be made if a letter of request is provided by parents. Children who do not attend these scripture classes may opt to attend Ethics classes, run by Primary Ethics Australia, or take part in non-scripture sessions that are supervised by one of our teachers.

SPORT

A physical education program is part of the curriculum for children from all grades K-6 and physical education is taught by class teachers weekly. The emphasis for all grades is on the development of fundamental movement skills and fitness. Our school is a member of the local Inner-West PSSA (Public Schools Sport Association) and students participate in some interschool sport competitions. Students also participate in the annual PSSA District carnivals competing against students from other schools in swimming, athletics and cross-country running.



SPORT CARNIVALS

The 3-6 swimming carnival takes place each year during Term 1, the cross country during Term 2 and the athletics carnival is usually held in late Term 2 or early Term 3. Children compete in a variety of events. A team is selected after the swimming carnival, cross country and athletics carnival to represent the school at the district carnivals.



SPORT HOUSES

The children are divided into four houses for all school carnivals: Banksia (Blue); Waratah (Red); Bottlebrush (Green) and Wattle (Yellow).

STAFF DEVELOPMENT DAYS

Every NSW government school is provided with 8 Staff Development Days (SDD) a year to update staff on curriculum and policy issues relevant to the school and the community. The first day of all terms are SDDs, allocated for school development planning, and programming for the next term.

SUPERVISION

The school grounds are supervised between 8.30am and 3.00pm. Students must not arrive before 8.30am unless attending before school care or an extracurricular program. During the morning period, children may play on the Top Yard, Lower Yard and in the Weathershed. Running and ball games are not permitted before school. After school, families are encouraged to make their way home as soon as possible in a safe way.

TEACHERS AND STAFF

Our professional, university-educated teachers encourage students to develop a love of learning and a desire to succeed. They maintain the highest integrity and concern for your child's wellbeing. The principal is responsible for the educational leadership and management of our school.

School Executive

| | |
|---|-------------------|
| Principal (Relieving) | Kristy Haggett |
| Deputy Principal | Katie Martin |
| Assistant Principal Curriculum & Instruction | Alex Mumford |
| Assistant Principal – Early Stage 1 (Relieving) | Justin Cooper |
| Assistant Principal – Stage 1 (Relieving) | Dora Tomaras |
| Assistant Principal – Stage 2 | Viktoria Sen |
| Assistant Principal – Stage 3 | Priscilla Mussone |

Class Teachers

| | |
|----|--|
| KC | Justin Cooper/Jane Morris(Monday) |
| KB | Sara Buonocore |
| KE | Francesca Elliot |
| KG | Louise Green |
| 1S | Pru Sawyer |
| 1B | Lana Bendt |
| 1M | Thomas Marzilli |
| 2V | Kathleen Vouros |
| 2T | Dora Tomaras/Jane Cantwell (Wednesday) |
| 2S | Cassy Smith |
| 2R | Rachael Zarb (Monday-Wednesday)/ Alex Ryan (Thursday-Friday) |

| | |
|------|--|
| 3S | Demi St Clair |
| 3V | Viktoria Sen/ Ramon Perez (Tuesday) |
| 4/3D | Danny Truong |
| 4E | Julia Elks |
| 4A | Alex Dwyer |
| 4S | Renaë Small |
| 5B | Peter Baldwin (Monday-Wednesday)/ Judy Simon (Thursday-Friday) |
| 5M | Emily Morris (Monday-Wednesday)/ Laura Severino (Thursday-Friday) |
| 6/5P | Priscilla Mussone (Monday, Tuesday, Thursday)/ Matilda Moore (Wednesday, Friday) |
| 6C | Scott Chambers |
| 6T | John Tran |

| Support Teachers | |
|----------------------|--|
| LOTE - Italian | Lucy Cimillo (Monday - Wednesday) Alfonsa Hutchinson (Thursday - Friday) |
| LOTE - Chinese | Mel Rui |
| Music | David Collins-White |
| Library | Michael Fraser |
| Learning and Support | Nyssa Clawley (Tuesday- Thursday) Jillian Mitchell (Wednesday-Friday) Ramon Perez (Monday, Thursday) |
| EAL/D | Deborah Madden (Tuesday, Wednesday) Jane Cantwell (Monday- Thursday) |
| School Counsellor | Jeff Reid (Monday, Wednesday 9-12pm, Friday) |

SLSOs
School Learning
&
Support Officers

Silvana Toto
Marie Ius
Alex Sarkis
Edward Herron

Support Staff

SAM
School Administrative
Manager

Carleen Perez

SAOs
School Administrative
Officers

Michelle Parlor
Narelle Butler
Dora Di Ruberto
Cathy Scrivener

ICT Support

Michael Russo (Fridays)

General Assistant

John Costa (Tuesday - Friday)



TECHNOLOGY

All classrooms have an interactive whiteboard and access to computers. iPads and laptops are available to all stages with a focus on meaningfully integrating technology into our daily teaching and learning programs across all stages. The school has a comprehensive wireless network allowing devices to be used in all teaching and learning spaces.

TOYS AND VALUABLES

We strongly discourage students from bringing toys and valuables to school as they can often be accidentally misplaced and/or broken.

UNIFORMS

Students are expected to wear full school uniform as a mark of school pride and connectedness to school identity. Uniforms are available through the [P&C Uniform Shop](#) and orders are placed online. Children are expected to wear uniforms on excursions, unless stated otherwise. Uniform options available at Haberfield Public School:



VACATION CARE

Primary OSHCare (see 'Before and After School Care') offers a full program of activities for children during all school holidays and Staff Development Days.

VISITORS

A number of parents and other visitors come to the school for a variety of reasons, including assisting teachers in the classroom. We ask that you sign on in the office when visiting the school.

VOLUNTARY SCHOOL CONTRIBUTIONS

This money is requested at the beginning of the year to help Haberfield Public School maintain the high quality of resources currently available to support student learning and engagement. Information about how you can support the school by making a voluntary contribution is sent home at the beginning of the year and reminders sent throughout the year.

WEBSITE

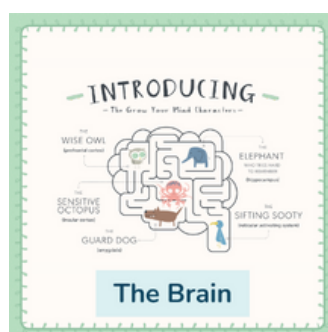
The school website is a wealth of information about school events, organisation and policy. It is also a valuable link to the NSW Public Schools website. You can access the Haberfield Public School website at: <https://haberfield-p.schools.nsw.gov.au/>

WELLBEING SEE ALSO 'PBL' AND 'RULES'

At Haberfield Public School, we develop a school culture that empowers each student to reach their full potential, allowing students to connect, succeed, thrive and learn.

Haberfield Public School is committed to explicitly teaching and modelling positive behaviour and to supporting all students to be engaged with their learning. Key programs prioritised and valued by the school community are PD/H/PE strengths-based learning, Positive Behaviour for Learning (PBL), Grow Your Mind Schools Program (NSW Education Quality Assured External Program), HPS Merit and Reward System, Restorative Practice.

Through the Grow Your Mind program we apply an understanding of neuroscience with storytelling to teach students about their brain. We use animal characters to represent the 5 key parts of the brain to make some basic brain science accessible, relatable & playful to children. This can help them understand their emotions, behaviours, and learning processes.





HABERFIELD PUBLIC SCHOOL

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✉ haberfield-p.school@det.nsw.edu.au