

**STRATHFIELD SOUTH PUBLIC SCHOOL**  
**School Rules and Procedures**

Dear Parents/Caregivers,

Student safety and welfare is a priority at SSPS. We want our school to be a happy and safe place for students and staff. Would you kindly read the following information and return the tear off section to your child's teacher.

**Student Behaviour:**

All student welfare policies are based on our motto 'think of others'. Students attending Strathfield South have the following rights and responsibilities-

- To learn in a warm and secure environment which develops
  - i) a keen attitude to learning
  - ii) respect for fellow students and teachers
  - iii) good manners
  - iv) pride in themselves and the school
  
- to have friendly and positive relationships with their fellow students and teachers – at SSPS we endeavour to keep the following behaviours to a minimum
  - i) acts of violence
  - ii) bullying
  - iii) teasing
  - iv) bad language
  - v) racist remarks

**Rewards and Punishments:**

Following Department of Education policies the possession of dangerous items and / or drugs will lead to an immediate suspension from school and police involvement.

Our student welfare policy uses positive re-enforcement to develop good citizenship. Your child may receive a reward for

- being responsible
- showing concern and care for fellow students and teachers
- working well and consistently in class
- playing safely and sensibly
- taking pride in themselves and their school

Our reward system is as follows;

i) class awards ii) weekly class merit certificates iii) sports awards iv) blue 'thinking of others' awards (once a semester) v) gold 'thinking of other awards' (names published in the Scene) vii) The school's highest award is a gold medal awarded at the Annual Presentation ceremony.

Most breaches of school rules will be handled by the class teacher or teachers on playground duty. Serious breaking of school rules will be referred to the school executive responsible for the 4 stages of learning. In some cases referral may be necessary to the Deputy Principals Mrs Finlayson or Mr Liston. If it is a serious breach of school rules the student may receive a 'time out' or a formal detention. All formal detentions are recorded and parents are notified.

What can the school and parents do if a student is regularly breaking school rules?

We are able to offer the following support

- meetings with our school counsellor (by appointment only as Mrs Neeves works 3 days per week at SSPS)
- help from our behaviour team based at Granville District Office
- support from Burwood Child Health Centre
- other government agencies

**School Times:**

Our first bell is at 8.55 a.m. and all students are expected to be on time to this important assembly. At the morning assembly students are given information about the day's events (eg sport, visiting performers, changes to routine, school rules etc). The last bell is at 3.00 p.m. Students are expected to proceed directly home. Students must not go and play at a friend's house. If a

child has not been picked up by 3.20 p.m. they will be transported to HOOSH (9764 1773) in Broughton Road Strathfield. A charge of \$15.00 per child applies. If a child arrives before 8.30 a.m. they must remain seated until the first bell.

**School Uniform:**

It is school policy that all children wear the correct summer and winter uniform. Black school shoes and school hat are part of the uniform. Parents are asked to clearly write the child's name on hats, jumpers and lunch boxes. The lost property box is in the foyer of the office.

The school uniform shop is located near the library and is open every Monday 2.45 - 3.15 p.m. and each School Club meeting day at 8.30 a.m. Assistance is available for families who cannot afford school uniforms. All requests should be sent to Mrs Finlayson and will be treated confidentially.

**Road Safety:**

Children should come directly to school and go straight home at 3.00 p.m. If possible they should walk with a friend. Children must use the lights on High Street and Liverpool Road and the marked crossing in High Street. Children must check both ways before crossing. Children and parents are asked not to use the Homebush Road entrance and the driveway in Telopea Avenue. These driveways are only for staff and delivery vehicles. Parents are asked not to drop their children off on the marked crossing or enter the school grounds. Please do not block neighbour's driveways.

**Sun Safety:**

One of our major aims is to protect children against skin cancer. All children must wear their school hat when outdoors. Children are encouraged to apply sunscreen before playing. Parents of younger children may wish to apply the sunscreen before they leave for school.

**Some General Matters**

1. All students are expected to complete all homework set by the class teacher. Reading for 10-15 minutes each night is very important, as is a 5-minute revision of number facts.

To help parents with homework the following books are on sale at the office

- Teaching about Texts (Writing) \$5
- Guide to Grammar and Punctuation \$5
- Mastering Maths \$5

2. If a family changes address it is most important that the school is notified immediately.

3. If a child is sick they should be kept at home. On their return there should be a short note or phone call from the parent or caregiver explaining the absence.

4. If a parent or caregiver needs to see a child during school times they must notify the office.

5. If you wish to take your child from class before 3 p.m. please sign the register in the office.

6. Medication may only be given if there is written authorisation indicating how much and when the medication is to be administered.

7. If a parent or caregiver has a Custody Order or Apprehended Violence Order please give a copy to the office.

8. Some useful information-

Telephone numbers 9642 1359, 9642 1835, 9642 1434

School Fax number 9742 5878

Website <http://www.ssps.nsw.edu.au>

Auburn Police 9646 8699

School Security 1300 363 778

Ms A. Udall  
Principal

**Please tear off and return to class teacher**

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**Child's Name:** \_\_\_\_\_ **Class:** \_\_\_\_\_

**I am aware of Rules and Procedures at Strathfield South Public School.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_

**Parent/Caregiver**