



INTERNATIONAL STUDENTS ORIENTATION HANDBOOK

PRIMARY SCHOOL



Strathfield North Public School



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NSW GOVERNMENT SCHOOLS

INTERNATIONAL STUDENTS ORIENTATION HANDBOOK

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WELCOME WELCOME



WELCOME WELCOME

About the School

1. Principal's Message



Welcome to Strathfield North Public School.

My name is Pina Fanggidae and I have been a principal at Strathfield North public school since 2019.

I am very excited and honored to welcome International Students and their parents/carers to our school.

Strathfield North public school focuses carefully on the learning needs and welfare of our students. Our experienced teachers support our students to achieve success in all areas of the curriculum.

As a parent or carer, you are an important part of our school community. We offer a range of services to support you and your family.

Counselling for families

Interpreting and translations

Parents and citizens 'Association (P&C)

I hope that you will work with us to create a positive, enjoyable and successful experience for your child.

With best wishes

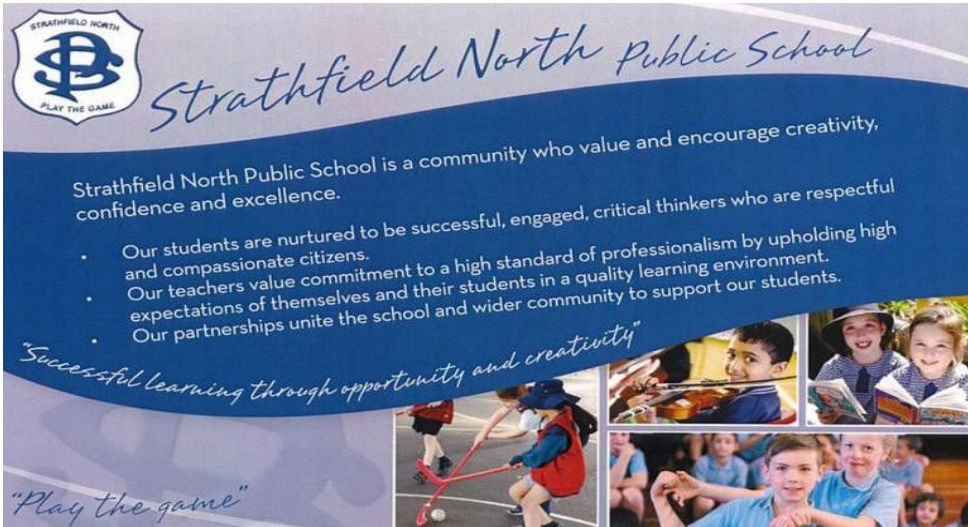
P. Fanggidae

2. School Profile

Strathfield North Public School has been providing quality education for students for over 100 years. The school has over 500 students from a wide variety of backgrounds, interests and abilities.

Strathfield North public school has a high profile in the local community with excellent community participation across all areas of the school.

It is valued for its practical commitment to supporting all students and their families in the attainment of each child's full potential. In partnership with the community, the school provides a caring, supportive learning environment in pleasant physical surroundings, where each student is encouraged to develop a positive self-image, accept responsibility for their actions and to show respect, consideration, and compassion for others. A balanced, comprehensive curriculum, catering for differences in achievement and ability which includes academic excellence and strengths in sport, performing arts, peer support, gifted and talented activities and learning support, encourages and provides opportunities for students to achieve success in many different spheres. Extra curricular activities outside school hours, provide opportunities or students to gain additional skills, interact with 'like minds' and an outlet for individual expression.



The banner features the school's crest on the left, which includes a shield with a stylized 'S' and 'N' and the motto 'PLAY THE GAME'. To the right, the school's name 'Strathfield North Public School' is written in a cursive font. Below the name, a blue curved banner contains the text: 'Strathfield North Public School is a community who value and encourage creativity, confidence and excellence.' This is followed by a bulleted list of three points: 'Our students are nurtured to be successful, engaged, critical thinkers who are respectful and compassionate citizens.', 'Our teachers value commitment to a high standard of professionalism by upholding high expectations of themselves and their students in a quality learning environment.', and 'Our partnerships unite the school and wider community to support our students.' Below the list, the quote 'Successful learning through opportunity and creativity' is written in a cursive font. At the bottom of the banner, there are several small photographs showing students engaged in various activities: a student playing tennis, a student reading a book, and a group of students smiling.



3. School Directory

School Staff



Mrs Gursharan Jagdev

International Student Coordinator (ISC)



Ms Katherine McMaster

Deputy Principal



Mr J Whyte

School Counsellor

Mr Whyte can speak to your child if they have concerns, feel unhappy or are homesick



Mrs Paola Calvano

School Administration Officer (SAO)

Mrs Calvano can help you find your International Student Coordinator, Counsellor or need help in the absence of the International Student Coordinator.

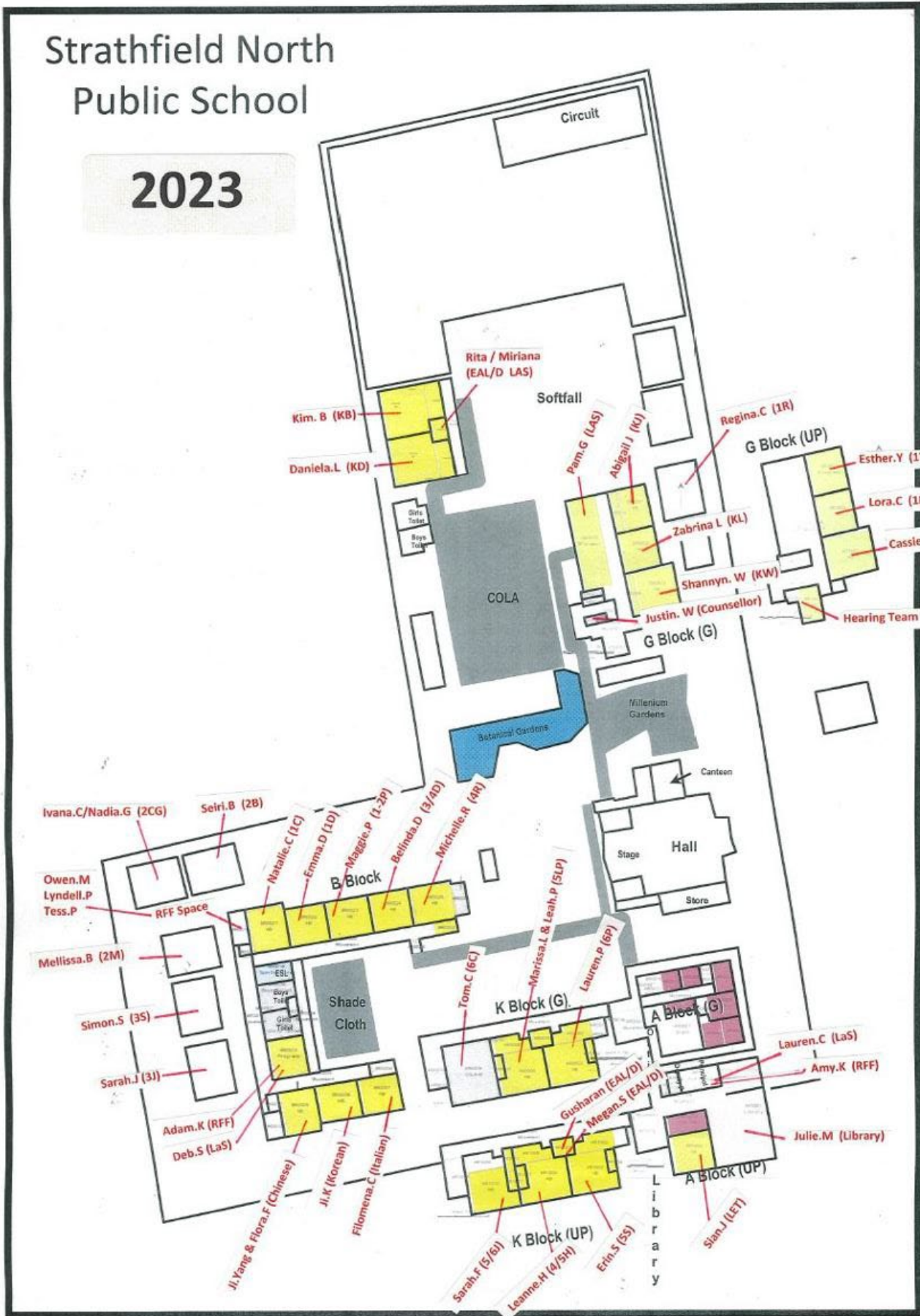
If your child needs help with a problem or feels unsafe at school at any time, they can go and see the International Student Coordinator or one of the staff listed here 😊

School Staff

Class	Teacher	Class Name	Team Leader
Kindergarten	Ms Kim Beattie	KB	Ms Kim Beattie (Assistant Principal)
Kindergarten	Miss Abigail Jin	KJ	
Kindergarten	Miss Zabrina Li	KL	
Kindergarten	Miss Daniela Lopes	KD	
Kindergarten	Miss Shannyn Wood	KW	
Inclusive Class	Miss Natalie Christo & Mrs Ayse Yildiz (SLSO)	1C	Miss Emma Davis (Assistant Principal)
Inclusive Class	Miss Emma Davis & Mrs Angela Anastasiou (SLSO)	1D	
Inclusive Class	Miss Maggie Price & Mrs Alice Manoughian (SLSO)	1-2 P	
Year 1	Miss Regina Chu	1R	Miss Cassie Salmon (Yr 1 Assistant Principal)
Year 1	Ms Lora Cipriani	1L	
Year 1	Miss Cassie Salmon	1S	
Year 1	Mrs Esther Yang	1Y	
Year 2	Miss Seiri Bae	2B	Miss Seiri Bae (Yr 2 Assistant Principal)
Year 2	Ms Mellissa Brennan	2M	
Year 2	Ms Zoe Di Rosario	2CG	
Year 3	Miss Sarah Jones	3J	Miss Belinda Di Palma (Assistant Principal)
Year 3	Mr Simon Steggels	3S	
Year 3-4	Miss Belinda Di Palma	3-4D	
Year 4	Ms Michelle Robertson	4R	
Year 4-5	Mrs Leanne Heyward	4-5H	
Year 5	Mrs Marissa Little (M-Tu) & Ms Leah Pugh - U'Ren (W-F)	5LP	Mr Tom Cleary (Assistant Principal)
Year 5	Miss Erin Simpson	5S	
Year 5-6	Miss Sarah Francis	5-6F	
Year 6	Mr Tom Cleary	6C	
Year 6	Miss Lauren Pelala	6P	
Specialist teachers and staff			
EAL/D English as a second language or dialect	Mrs Gursharan Jagdev - 3-6 (M-Th) Mrs Rita Sarkis - K-2	Ms Megan Saade - 3-6 (F) Mrs Jenny Wiseman - 3-6 (Tu)	
LaS Learning and support	Mrs Lauren Couri - K-2 (Tu, W) Mrs Miriana Russell - K-2 (M,W) Mrs Frances Pirrello - SLSO (W-Th) Ms Annette Clark	Mrs Pam Gors - K (M, Tu) Miss Deborah Stevenson - 3-6 (M-F) Mrs Smruti Patel - SLSO (Tu, W) Ms Pamela Garcia – SLSO (Tu – F)	
CL Community Language (M-Th)	Miss Yi Yang (Chinese) Ms Filomena Catanzariti (Italian)	Miss Alison Hon (Chinese) Mrs Ji Hye Kim (Korean)	
RFF Release from face to face teaching	Mr Adam Kasalo - Creative & Performing Arts Mrs Amy Kang - K-2 RFF (Th & F) Mr Owen Milward - IC RFF (W)	Ms Julie Mott - Library Mr Philip Thompson - Stage Sport (F) Ms Lyndell Pym- IC RFF (M & Tu)	
Office Team	Mrs Lynda O'Leary - SAM (Rel.) Mrs Paola Calvano – SAO Mrs Dora Panagopoulos - SAO (M, Tu, W) Mr Toby Prentice - GA (Mon-Wed) Mr Chris Cahill - IT (F)	Mrs Antoinette Donato - SAO (M,T,W,F) Mrs Smruti Patel - SAO (M,T) Mr Guy Russell - GA (Tu,Th-Fri)	
Counsellor - Mr Justin Whyte (M & W)			
Assistant Principal Curriculum & Instruction (AP C&I) - Mrs Sian Jackson			
Deputy Principal - Ms Katherine McMaster		Ms Kim Beattie (Rel)	
Principal - Mrs Pina Fanggidae			

Strathfield North Public School

2023



What is a School Counsellor?

In all New South Wales government schools, there is a counsellor who is a qualified teacher and educational psychologist with special training to help students with any problems they are having, or to help them get the information they may need.

This service is free and confidential.

Why do students see the Counsellor?

Academic problems

- Worries about progress
- No quiet place to study at home

Personal problems

- Sadness in missing their country/friends
- Feeling lonely at school
- Home problems such as not getting along with family members
- Feeling anxious about making friends

English as an Additional Language/Dialect (EALD) Support

We offer support to students for whom English is not their first or primary language. Our specialist staff members work to support teachers and students within the classroom environment to cater for their learning needs.

Stage Assistant Principals

Stage Assistant Principals are the first point of contact for any information and questions relating to wellbeing and curriculum and day to day school routines.

Learning and Support Teacher

The Learning Support staff supports and works with designated students with significant learning needs and their teachers within school settings to enhance students' participation and achievement.

- Students receive appropriate learning programmes on an ongoing basis
- Teachers can use the skills they have acquired with these students

Bell times

School Start	9.00am
Recess	11.00am – 11.30am
Lunch	1.10pm – 1.50pm
School Ends	3.00pm

Homework Policy

Homework is often a revision of what was covered in class. As well as regular weekly homework, your child may have assessments such as assignments or projects with due dates. A key to success is being organised.

Students in K-6

Homework activities are given to the class on a weekly basis. Homework tasks may include:

- A maths task designed to consolidate work in the classroom.
- A spelling task using the spelling words.
- A reading log which students should complete after their nightly reading.

All homework is discussed before it is sent home and is marked either by the class teacher or as a group in class. It is our expectation that every student shall complete the assigned tasks.



As partners in your child's learning journey, we encourage all parents to download Seesaw. This is a student-driven digital portfolio, allowing teachers and students to share what they are learning. Seesaw is a useful tool for parents/caregivers to connect with the classroom, discuss learning activities and celebrate student achievements.

If you don't already have the Seesaw app, here is the link to get ready [Seesaw APP](#)

Uniform

Uniforms can be purchased from the Uniform Shop located on the school grounds near the COLA. The Uniform Shop is part of the P&C and is entirely run by parent volunteers. All proceeds from uniform sales are used by the P&C to fund school projects.

Opening hours (school terms only)

Tuesdays 8:30am - 9:30am

Ordering

Purchases can be made online at any time through our website:

<https://snpspandc-uniformshop.square.site/>

If you want to pay by cash or cheque outside opening hours, you can complete the paper order form. A copy of the price list and order form can be downloaded and printed out from the link located below. Completed order forms together with your exact cash or cheque payment can be put in an envelope and posted in the red box in the school office. Receipts will be sent via text or email.

Delivery

All orders are processed during shop hours (school terms only) and are delivered to your child's class to take home.

If your child is starting Kindergarten the following year, you can stop by the shop during opening hours, during orientation days, or order online and your order will be delivered to the school office for collection.

Remember to label all uniform items clearly.

Second - hand uniform items are available in store only.

Volunteers

The Uniform Shop operates by our parent volunteers. If you are interested in helping us in the shop, you can help one day a month or during orientation times etc. Please come see us during opening hours, or send us an **email** if you are interested. We appreciate your support!

Email **uniform@snpspandc.com** for any questions, assistance or feedback regarding the ordering of uniforms.

S.N.P.S. UNIFORM SHOP ORDER FORM

DATE / /

PLEASE WRITE THE NUMBER OF ITEMS REQUIRED UNDER THE APPROPRIATE SIZE

SUMMER UNIFORMS	SIZE 4	SIZE 6	SIZE 8	SIZE 10	SIZE 12	SIZE 14	SIZE 16	SIZE 18	UNIT PRICE	SUB TOTAL	
Polo Shirt - Short Sleeve (unisex)									\$28		
Gabardine Shorts (boys)									\$26		
Culottes (girls)									\$30		
Summer Tunic Dress									\$50		
SPORTS UNIFORMS	SIZE 4	SIZE 6	SIZE 8	SIZE 10	SIZE 12	SIZE 14	SIZE 16	SIZE 18			
Sports Shorts (rugby knit unisex)									\$28		
Sports Polo* (rugby knit unisex)									\$25		
*Circle Required Colour	BLUE		GREEN		RED		YELLOW				
PSSA Football Socks (Yrs. 3-6)	Small 13-3			Med 2-7			Lge 7-11			\$10	
WINTER UNIFORMS	SIZE 4	SIZE 6	SIZE 8	SIZE 10	SIZE 12	SIZE 14	SIZE 16	SIZE 18			
Bomber Jacket									\$48		
Sloppy Joe	N/A								\$30		
Polo Shirt - Long Sleeve (unisex)									\$30		
Trousers (boys)									\$35		
Pants (girls)									\$28		
Cuffed leg Track Pant (unisex)									\$28		
Straight leg Track Pant (unisex)									\$28		
Winter Tunic Dress									\$55		
Fleece Vest									\$28		
GENERAL											
Backpack Medium									\$45		
Backpack Large									\$50		
Hat	(57cm)				(59cm)				\$25		
Library / Excursion Bag									\$12		
Reader Folder (circle colour)		Red		Purple		Navy	Blue		\$10		
School Badges									\$7.50		
Rain Jackets - half lined	4-6			8-10			12-14			\$45	
Scarves- polar fleece with fringe									\$5		
Scrunchies / Hair Accessories									\$4		
Navy Blue Socks (3 Pack)	Size 9-12			Size 13-3			Size 2-8			\$15	
CHILDS NAME								CLASS	TOTAL SUM OF ORDER \$		
PARENTS NAME								PHONE or EMAIL			

PAYMENT CASH / CHQ / CREDIT CARD

Please debit my:	VISA / Mastercard	
Credit Card Number:	_____	_____
Exp: ____ / ____	CVV: _____	
Name on card:		Signature:

S.N.P.S. UNIFORM SHOP
Order Form for starting Kindergarten

DATE / /

PLEASE WRITE THE NUMBER OF ITEMS REQUIRED UNDER THE APPROPRIATE SIZE

SUMMER UNIFORMS	SIZE 2	SIZE 4	SIZE 6	SIZE 8	UNIT PRICE	SUB TOTAL
Polo Shirt - Short Sleeve (unisex)					\$28	
Gabardine Shorts (boys)	N/A				\$26	
Culottes (girls)					\$30	
Summer Tunic Dress					\$50	
SPORTS UNIFORMS	SIZE 2	SIZE 4	SIZE 6	SIZE 8		
Sports Shorts (rugby knit unisex)	N/A				\$28	
Sports Polo* (rugby knit unisex)	N/A				\$25	
*Circle Required Colour	BLUE	GREEN	RED	YELLOW		
WINTER UNIFORMS	SIZE 2	SIZE 4	SIZE 6	SIZE 8		
Bomber Jacket	N/A				\$48	
Sloppy Joe	N/A				\$30	
Fleece Vest	N/A				\$28	
GENERAL						
Backpack Medium	W 30cm x D 16cm x H 37cm 18 litres plus pocket (0.78kg)				\$45	
Backpack Large	W 31cm x D 19cm x H 43cm 25 litres plus pocket (0.86kg)				\$50	
Hat	(57cm)		(59cm)		\$25	
Library / Excursion Bag	W 38cm x H 48cm				\$12	
Navy Blue Socks (3 Pack)	Size 9-12		Size 13-3		\$15	
HAIR ACCESSORIES						
Scrunchies, 2 pack					\$4	
Hair Tie with Bow, 2 pack	Navy Blue (everyday)	Green (Sports days)	Red (Sports days)	Yellow (Sports days)	\$4	
Ponytail Tubes, small 24 pack					\$4	
Clip-On Bows, 2 pack					\$4	
Snap Clips, 12 pack					\$4	
Headband, soft stretchy					\$4	
Ponytail Holders metal free, 6 pk					\$4	
Velvet Ponytail Soft Ties, 4 pack					\$4	
CHILDS NAME	CLASS *Pre-Kindergarten*			TOTAL SUM OF ORDER		
PARENTS NAME	PHONE or EMAIL			\$		

PAYMENT CASH / CHQ / CREDIT CARD

Please debit my: **VISA / Mastercard**

Credit Card Number: _____

Exp: ____ / ____ CVV: _____

Name on card:

Signature:

Orders may be placed at the school office at any time **BUT MUST BE ACCOMPANIED BY PAYMENT.**

Payment by either Cash, Cheque or Credit Card only. Please include EXACT cash. Cheques payable to SNPS UNIFORM SHOP.

All paid orders will be delivered to the school office for collection. Your receipt will be texted or emailed.

*BACKORDERS:- Any paid items that are out of stock will be placed on backorder and you will be notified when stock becomes available for collection.]

SNPS UNIFORM

Summer Uniform

Boys - Short sleeve polo and gabardine shorts



Girls - *Option 1:* Summer tunic (front and back view)



Option 2: Short sleeve polo and culottes (skort)



Shoes and Socks - Navy blue socks must be worn with black school shoes, or black sneakers on sports days.

Sports Uniform

One day a week classes will have sport. On sports day children are required to wear their sports uniform, which is a polo shirt in their House colour and sports shorts.

House Names & Colours:

Correy - Green Walker - Red Wellbank - Yellow Yaralla - Blue



Warm Options and School Hat

On cooler days, there is the option of wearing a bomber jacket, sloppy joe (jumper), or a fleece vest.

Students are also required to wear a school hat in the playground at break times.



Canteen

Our school canteen operates every day. The canteen staff prepare and dispense food that is both nutritional and appetising. Our canteen adheres to the Government's 'Healthy Choices' policy. It is staffed by a Canteen Manager and 2 assistants. Volunteers are always welcome.



Online ordering process: Recess and lunches can be ordered via the [QKR for schools app](#).

Order cut off time is 8.30am for the current day and orders can be placed in advance.

If ordering your child's lunch on a Friday and they do PSSA or leave the school for other sports, please remember to choose 'YES' for PSSA in the Qkr app. This will ensure that their lunches are ready in time.



masterpass

For quicker, hassle-free school payments, try Qkr! today

Introducing Qkr! (pronounced 'quicker') by Mastercard, the secure and easy way to order and pay for school items from your phone at a time and place that suits you.

With Qkr you can:

- Pay for a variety of school items;
- See your receipts on the app and get them sent by email if required.



Getting started is easy - try it yourself today

Step 1 Download Qkr!

on your Android phone or iPhone. iPad users can download iPhone app



Step 2 Register

Select your Country of Residence as 'Australia' and follow the steps to register

Step 3 Find our school

Our school will appear in 'Nearby Locations' if you're within 10kms of the school, or search for our school by name.

Step 4 Register your children

When first accessing our school you will be prompted to add a student profile for your child. This allows you to make orders and payments for them.

Search for our school name

If you have made a purchase you can select our school from 'Previous Location'

If you're within 10 kms of the school, you can select our school from 'Nearby Locations'





masterpass

Add your children's details in Student Profiles

Select
'Add student profile'



Add each
child's details



Manage each
child's details in
Student Profiles



Purchase school items

Select a menu
from our school

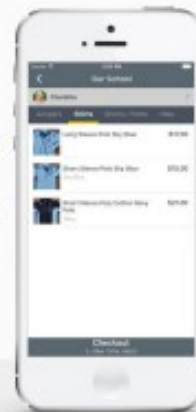


Select child
you are
ordering for



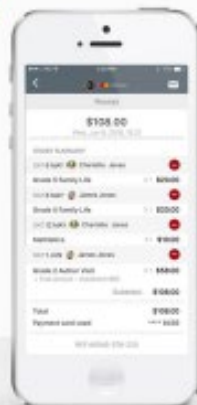
Select your items

Tap 'Checkout'
then confirm and pay



Making payments

Add up to 5 cards to your wallet



At checkout select which card to
pay with.

Pay with any cards accepted
by the school.

Once your payment is approved you
can continue to the home page, or
view your receipt.

Medication and Allergies

Allergies and asthma / Anaphylaxis

It is important for you to inform the principal and the school if your child has asthma or allergies – not just those diagnosed as severe or food allergies. Anaphylaxis is a severe and sudden allergic reaction to allergens such as nuts or shellfish, or insect bites.

If your child is diagnosed with asthma or at risk of an anaphylactic reaction, you must provide the school with information from your child's doctor, including an Action Plan for Anaphylaxis in accordance with the Australasian Society of Clinical Immunology and Allergy (ASCIA).

The school will develop an individual health care plan to describe your child's needs and how the school plans to meet these needs during the school day, on excursions and in other school activities such as sport.

Schools and parents work together to put arrangements in place for health care support. Information from the child's doctor that you provide will inform the planning process.

On-going Medication

When a medical practitioner has prescribed medication that must be administered during the school day, parents/carers must:

- Notify the school
- Provide up to date information as required
- Supply the medication and any 'consumables' necessary for its administration in a timely way

The administration of such medication forms part of the Department's common law duty of care to take reasonable steps to keep students safe while they attend school.

The administration of prescribed medication in schools is carried out by staff who volunteer and who are trained. Except in an emergency, only individual staff members who have volunteered and been trained will administer prescribed medication to students.

Parents/carers of children who require prescribed medication to be administered at school must complete a written request document.

Students must not carry medications unless there is a written agreement between the school and the student's parents/carers.

Change of Address

If you change your address, you must inform the school of the change within 7 days. This is a student visa condition. You can use the **Under 18 Request to Change Welfare Arrangements** form in the Forms section at the end of this booklet.

Policies and procedures on absences, lateness or leave requests

Student Leave During the Term

Families are encouraged to holiday or travel during school vacations. Holidays taken by students outside of school vacation periods are included as absences.

Accepting or declining an application for leave is at the discretion of the principal. Section 14 of the Student Attendance procedures states, 'a principal should not accept a reason for travel during school term if it is not in the best interests of the student. This includes educational, social and participation reasons.'

If the principal does not believe the absence is in the student's best interests and does not accept the reason, the absence will be recorded as 'A'. In this case, a Certificate of Extended Leave – Holiday will not be issued.

If the period of absence is in excess of 50 days, the student may be eligible to enrol in Distance Education. Please contact the school to enable us to help you.

Extended Leave of Absence/Travel

Since 2015 family holidays and travel during school terms are no longer considered under the Exemption from School procedures. Travel outside a vacation period is now counted as an absence.

Parents may apply for a Certificate of Extended Leave by completing an application form stating the reasons for the leave and including relevant travel documentation. This is required for leave of 5 or more days.

Application for Extended Leave of Absence/Travel forms are available from the office.

Attendance and absences

Parents of children from Kindergarten to Year 6 must ensure their children attend school every day. On occasion, your child may need to be absent from school. Justified reasons for student absences may include:

- Being sick or having an infectious disease
- Having an unavoidable medical appointment
- Being required to attend a recognized religious holiday
- Exceptional or urgent family circumstances eg attending a funeral

Parents must provide an explanation for absences to the school within 7 days from the first day of any period of absence. Where an explanation has not been received within the 7-day timeframe, the school will record the absence as unjustified on the student's record.

Attendance requirements for student visa holders

- All students are expected to attend class every school day.
- International students are on a student visa and have additional attendance requirements as a condition of your student visa.
- International students must attend at least 80% of classes each term or they may be reported to the Department of Home Affairs.

What if my child's attendance falls below 80%?

- A **warning letter** will be sent to you and your child.
- You will have to attend an interview and explain why your child has been away.
- If you have any supporting documentation such as **medical certificates**, present them as evidence.
- Your child's attendance will continue to be closely monitored. If their attendance does not improve, you will be sent a **second and final warning letter**.

What if my child's attendance falls below 80% over two terms?

- An **Intention to Report** letter will be sent to you. This letter tells you the school's intention to report your child's low attendance to the Department of Home Affairs because they have breached their student visa condition.
- You will be given 20 school days to **appeal** to the Principal and explain why the school should not report your child's low attendance to the Department of Home Affairs.
- The school will inform you of the appeal outcome and your further appeal rights if your appeal is unsuccessful.
- If all your appeals are not successful, your child will be reported to the Department of Home Affairs and they may decide to cancel your child's visa and your visa.

Policy on misbehaviour, suspension and expulsion

Long suspension and expulsion

International students will be reported to the Department of Home Affairs if they are:

- suspended for 5 days or more;
- expelled from school because of serious misbehaviour/ involvement in criminal activities.

What happens if my child is suspended or expelled from school?

- You will be given an **Intention to Report** letter for your child's suspension and will be given 20 school days to appeal to the Principal and explain why the school should not report your child to the Department of Home Affairs.
- If your appeal is unsuccessful, you will be advise of your further appeal rights.
- If all your appeals are unsuccessful, the long suspension or expulsion will be reported to the Department of Home Affairs and they may decide to cancel your child's visa.

Policy on anti-bullying

Strathfield North Public School rejects all forms of bullying behaviour including online (or cyber) bullying.

Bullying of any kind is not acceptable in NSW schools.

The **NSW anti-bullying** website brings together information and resources for teachers, students, parents and carers. It helps to identify, prevent and respond effectively to student bullying, including online bullying. It provides information about online safety and what you can do if your child has been bullied, witnessed bullying or been involved in bullying.

For more information on anti-bullying strategies for NSW public schools refer to the department's **Bullying of Students – Prevention and Response Policy**.

For information on racial bullying and anti-racism education for NSW public schools refer to:

- **Anti-Racism Policy**
- **Anti-racism education**
- **Racism. No way.**

Merit system

Merit awards are given in recognition of student achievement and/or effort in class. One certificate each week is linked to the "Connector Focus of the Week". Presentation of school Merit awards (blue) is made at the Stage assemblies.

Merit awards



Honour awards

When four merit awards are earned in the same year an Honour award (gold) is presented at a formal K-6 assembly. Parents/students are responsible for the safety and storage of the blue merit cards as they must be handed to the office before the award of an Honour award is given.



Parents are advised that lost merit awards cannot be replaced.

Connector Merits



How?

Students display our Connector rules at any time during the school day.

Why?

To promote positive behaviours and develop house pride.

What?

SNPS is implementing a sports house colour reward point system for positive behaviour on the playground and inside the classroom.

At each assembly, house points will be revealed which contribute to winning the overall house at the end of the year.

Where?

Students will receive a small coloured card for their house after the positive behaviour. Students are to then place the card in their house-coloured letter box located near the library stairs.



7. School Curriculum

English

English study is mandatory in NSW from Kindergarten to Year 12.

Students learn about the English language through written, spoken and visual texts of increasing complexity as they progress through their schooling.

An understanding of the English language is central to how we communicate and essential for intellectual, social and emotional development.

The study of English should develop a love of literature and learning and be challenging and enjoyable. It develops skills to enable students to experiment with ideas and expression, to become active, independent and lifelong learners, to work with each other and to reflect on their learning.

Mathematics

The study of mathematics is mandatory from Kindergarten to Year 10.

By studying mathematics, students learn to work mathematically – developing fluency, understanding, problem-solving, reasoning and communication skills.

The syllabus consists of the following strands:

- number and algebra
- measurement and geometry
- statistics and probability.

Science and Technology

Science and technology is mandatory for all students from Kindergarten to Year 6.

In science and technology, students explore the natural and made worlds. They learn how to apply scientific and technological skills, knowledge and understanding across a broad range of contexts.

Science provides a way of inquiring about the world around us. It explores evidence and investigates ways to discover, develop and produce solutions to real world problems. The inquiry and skill-based nature of science opens doors to ideas and discoveries.

Creative Arts

In creative arts, students discover a variety of art forms through a study of dance, drama, music and visual arts where they learn to appreciate, compose, listen, make and perform.

Each art form has its own unique knowledge and skills, elements or concepts as well as a capacity to inspire and enrich lives.

Personal development, health and physical education

Personal development, health and physical education (PDHPE) is mandatory from Kindergarten to Year 10.

The NSW Education Standards Authority (NESA), expect students to participate in PDHPE for between 1.5 and 2.5 hours per week in Kindergarten to Year 6.

PDHPE provides students with opportunities to explore issues that are likely to impact on the health, safety and wellbeing of themselves and others – now and in the future. Students also participate in challenging and enjoyable physical activity, improving their capacity to move with skill and confidence.

Human society and its environment (HSIE)

The subjects of history and geography are mandatory from Kindergarten to Year 10, where students study specific historical and geographical concepts and skills.

In HSIE, students explore varied subjects in human society and its environment to learn about history, geography, people, societies and culture.

Students also have an opportunity to learn more about people and the societies and environments in which they live through elective subjects.

A large number of individual subjects make up the key learning area of HSIE in which students:

- research, gather and analyse information
- question and make judgements
- write for a variety of purposes.

Community Languages

Strathfield North Public School offers 3 community languages. All students will have the opportunity to learn either **Chinese**, **Korean** or **Italian**. Students of these backgrounds are given priority.

These languages form the school's community language program which supports the maintenance, development and acquisition of community languages and assists communities to improve the language learning of children and young people from K-12

Religion and ethics

At Strathfield North Public School, Special Religious Education (SRE) and Special Education in Ethics (SEE) are delivered on Wednesday mornings from 9:15am for K-2 students, from 9:45am for Years 3-4 students and from 10:20am for Years 5-6 students.

On enrolment parents/carers are given the SRE and SEE participation letter to complete and return to indicate their preference for religion or ethics class. After the initial enrolment, notification of changes to a child's enrolment in SRE/SEE should be given to the school office in writing.

The following SRE classes are offered at Strathfield North Public School:

Catholic SRE is provided by the Catholic Diocese of Sydney. For more information about Catholic SRE, including the authorised curriculum scope and sequence, please visit the Catholic Diocese of Sydney website <http://www.sydneycatholic.org/> <https://ccd.sydneycatholic.org/publications/curriculum-resources/>

Protestant SRE is provided by Anglican Diocese of Sydney. For more information about Protestant SRE, including the authorised curriculum scope and sequence, please visit website <https://whysre.com.au>

Orthodox SRE is provided by the Orthodox Archdiocese of Australia. For more information about Greek Orthodox SRE, including the authorised curriculum scope and sequence, please visit the Greek Orthodox Archdiocese of Australia website: <http://www.greekorthodox.org.au/>

Islamic SRE is provided by Islamic Council of NSW. For more information about Islamic SRE, including the authorised curriculum and sequence, please visit the Islamic website <https://www.isre.org.au/our-program/>

Hindu SRE is provided by Chinmaya. For more information about Hindu SRE, including the authorised curriculum scope and sequence, please visit website <https://www.chinmaya.com.au/our-centres/sydney/>

SEE is provided by Primary Ethics when Teachers are available. For more information about SEE, including the authorised curriculum and sequence, please visit the Primary Ethics website <https://primaryethics.com.au>

During the time the SRE/SEE classes are being held, students not attending will be supervised and will participate in independent, meaningful activities which include reading, private study or completing homework.

8. School Activities

Friday PSSA

Strathfield North Public School offers a variety of sports as part of the Western Suburbs Zone. Each Friday students selected catch a bus to a park in the local area and play another school in their chosen sport.

Winter Sports

Boys Touch Football

Girls Touch Football

Boys Soccer

Girls Soccer

Mixed Netball

Summer Sports

Boys T-Ball

Girls T-Ball

Boys Softball

Girls Softball

Mixed AFL

Mixed Cricket

Before each season begins coaches hold tryouts to determine team selection. Students are encouraged to try out even if they don't play the sport outside of school.



Friday School Sport Program

Students not attending PSSA will be a part of the Friday School Sport Program. This runs on Friday afternoons and students participate in a range of sports which help students to develop skills and try out for a PSSA team the following year.

We have developed partnerships with Briars Sports Club so that students can learn to play lawn bowls with volunteer coaches. Students have the option to participate in **Friday Dance Sport**. Students in Years 2 to 6 can elect to be a part of the Learn to Swim program at Cabarita Pool on Friday afternoons starting in September through to December.

Critical and Creative Thinking Groups

Critical and Creative thinking groups are part of the school's program for students who do not attend PSSA games on Friday. Students work in small groups where they solve problems or tasks that prepare them with skills and strategies for the 21st century.

Dance Fitness

Strathfield North Public School offers Years 3-6 the option of participating in dance class to be held during Friday sport. This program gives students in Years 3-6 the opportunity to develop fundamental movement skills through explicit dance instruction. The 1-hour sessions include several dance class activities including a warm-up, core/floor/centre/corner work and learning a short dance routine to consolidate skills during the summer and winter PSSA season.

School dance is taught by Sally Dangar. Sally is an experienced professional dance teacher who has knowledge of the school through her involvement in SNPS' Wakakirri program. Friday dance is offered in both the Summer and Winter PSSA seasons.

Lawn Bowls (winter)

The Lawn bowls program is an extra program run by volunteers at Greenlees bowling club. This program runs in our Winter PSSA season. Students attend a lawn bowl lesson week each Friday. This program is open to 30 students who are not in a winter PSSA team.

Swimming Lessons (summer)

Each Friday afternoon in line with our Summer PSSA programs students are invited to express interest in the learn to swim program. Students take a bus to Cabarita pool and have a 40minute swimming lesson. This program is subject to interest.

Strathfield North Public School Performing Arts



Classroom Performing Arts Program

Strathfield North Public School provides students with an inclusive and supportive specialist performing arts program. The school provides specialist instruction in music, drama, visual arts and dance to support their attainment of the Creative Arts K–6 primary curriculum

Music Program

All students at Strathfield North Public School participate in music lessons allowing students to develop their playing, singing, listening and composing independently and within a class ensemble. These lessons are taught by a music specialist and are aligned with the mandatory Creative Arts K–6 primary curriculum.

Dance Program

The SNPS dance program provides all students with the opportunity to learn and participate in dance. Students receive quality dance instruction from an industry professional focusing on the elements of dance, fundamental movement and performance. Students consolidate their learning by performing their group dance with lighting and sound on our newly renovated school stage.

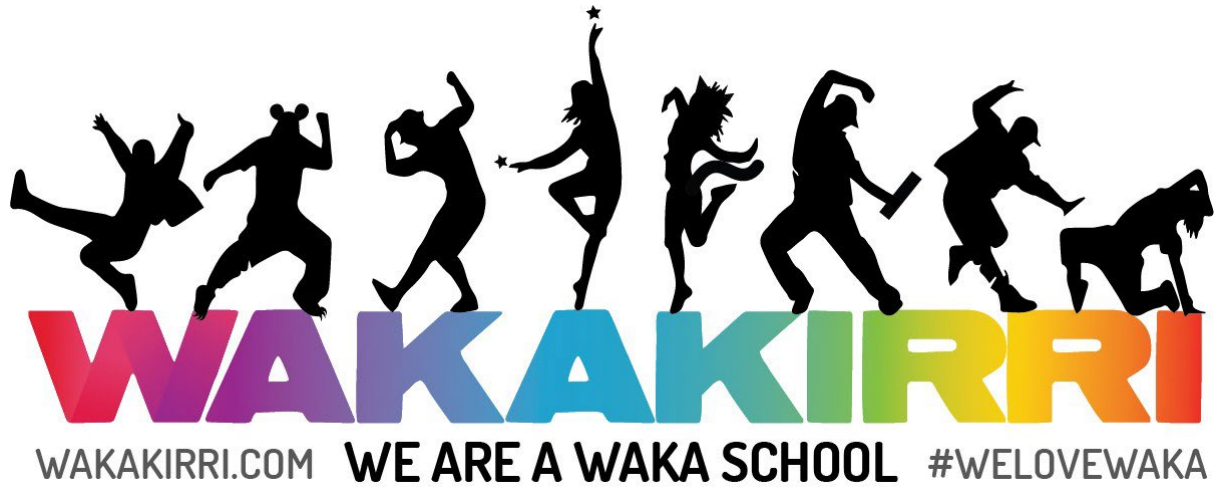


Visual Arts

The Visual Arts is a valued and integral learning area, with students from Kindergarten to Year 6 participating in visual arts lesson with their classroom teachers. Students learn about the visual elements of art through practical hands on activities that develop skills, techniques and processes. Students respond to artists and their artworks, talking and thinking about art within and beyond their own region and culture.

Drama Program

Drama involves students making, performing and appreciating through various roles, dramatic contexts, elements and forms. Students are provided with instructions in script writing, filmmaking and digital content creation to express ideas and concepts in a variety of key learning areas.



Strathfield North Public School Wakakirri

Wakakirri is a creative and performing arts initiative whereby students combine their skills and talents in movement, drama, dance and acting by taking the stage to tell stories. Wakakirri is a wonderful opportunity for kids to develop teamwork and performing skills, culminating in an exciting performance in front of thousands of people. Wakakirri participation includes an audition process and a fee for participation.



SNSP CAPA Information 2023 (PDF 491.94 KB)



Choir and Vocal Groups

Strathfield North Public School offers a variety of choirs for students in Years 1 to 6. The program aims to facilitate a love of singing and music by allowing students to perform in a choral environment. In addition to school-based performances, students in Years 3 to 6 may be able to participate in a number of music festivals held at the Sydney Town Hall. These are provided by the Arts Unit. The following choirs and performance opportunities are currently offered:

Training Choir

- School performances including scripture services, presentation day etc.

Senior Choir

- The Arts Unit Festival of Choral Music concert series at the Sydney Town Hall
- Schools Spectacular Combined Choir
- Department of Education events
- The Arts Unit Primary Proms concert series at the Sydney Town Hall



Recorder Ensemble

Strathfield North Public School offers a recorder group for Years 3 to 6. The program aims to facilitate a love of performing and music by allowing students to perform in a recorder ensemble. In addition to school-based performances advanced students may be able to participate in the Arts Unit Festival of Instrumental Music held at the Sydney Town Hall.

Years 3 - 6

- The Arts Unit Festival of Instrumental Music concert series at the Sydney Town Hall

Art Pod

Art Pod is an extracurricular program for students in Years K-6. It welcomes students who want to explore their creativity through a variety of mediums such as oil pastels, paints, water colours and clay. Students learn about different artists, artworks and techniques.

Drama Ensemble

Drama is an amazing ensemble where students from Years 3 to 6 work on developing characters and performing recreations and scripts written by them. They have a great time acting and working together, developing public speaking skills, parts of scripts, stage directions and what is involved in a performance.

Debating

At Strathfield North there are a range of extracurricular debating programs for students to participate in. Stage 2 and Stage 3 Public Speaking and Debating clubs provide students with opportunities to develop their public speaking skills in a supportive environment. They welcome all students however numbers are capped at 30 students per club.

Students in Stage 3 have the opportunity to try out for the Premiers Debating Team. The team represents the school in debates against other schools. This team is capped at 6 students.

Ukulele Ensemble

The ukulele ensemble is an extracurricular program for students in Years 4-6. It welcomes students who have played the instrument before through to complete beginners. No audition is required. Students learn different playing techniques and perform at a variety of school events

Dance Ensembles

The Dance Ensembles are High Potential and Gifted Education extra-curricular activities that allow students to experience a range of dance performance opportunities. Students participate in performances both at school and externally. Performance opportunities may include Arts Unit performances, primary school dance festivals, school performances or community performances.

If you are interested in enrolling in our programs, please email: snpscapa@gmail.com

Kindy Dance Ensemble

- Kindergarten

Junior Dance Ensemble

- Years 1 – 2

Senior Dance Ensemble

- Years 3 – 6

Junior Tap Dance Ensemble

- Years 1 – 2

Senior Tap Dance Ensemble

- Years 3 – 6

Boys Hip Hop Dance Ensemble

- Years 1 – 6

Girls Hip Hop Dance Ensemble

- Years 3 – 6

Competition Troupe

- Years 3 – 6



Classroom Program

Strathfield North Public School ensures that all students participate in 150 minutes of physical activity each week. Years 3 to 6 engage in a weekly lesson which focuses on consolidation and application of skills through sports and games. Students in Kindergarten to Year 2 participate in grade PE lessons which focus on fundamental movement skills and an introduction to sports. All students participate in skipping after lunch on Thursday.

Extra curricular External Providers

SNPS offers extra curricular activities within and outside school hours, providing opportunities for students to gain additional skills, interact with 'like minds' and an outlet for individual expression. These extra curricular activities are run by external providers.

<https://directionsinmusic.com.au/>

<https://sydneyacademyofchess.com.au/>

<https://www.jmurphysports.com.au>

House Groups

Each student belongs to one of the Sport Houses

YARALLA WALKER CORREY WELLBANK.

Parents and Citizens' Association (P&C)

Our Parents and Citizens' Association (P&C) is made up of parents and carers, teachers and community members. The P&C meets regularly to contribute to decision-making, developing policies and management plans as well as fundraising.

Payments to School



To ensure efficient payment of all school accounts, we ask that you pay online through the secure Parent Online Payment (POP). Please see our school website: <https://strathfien-p.schools.nsw.gov.au>

Select the \$ Make a payment on the blue ribbon on the home page. By selecting this link you will be taken to a secure Westpac payment page. You will no longer be in the school's website.

You DO NOT need to enter your child's SRN. We can identify your child by their name, class and date of birth, which must be entered.

Enter your own details, then choose a box that best describes what you are paying and fill in a description of the fee (eg Museum Excursion) and how much you are paying.

Then click NEXT. This will take you to the secure screen to enter your credit card details and will provide you with a receipt number on completion. If you have any questions please contact the school administration office on 02 97432126



School Enews

Connecting with our Community

Please follow the guide to download this app or subscribe to email Enews to be kept up to date with everything happening at SNPS!

Regular NSW Health and Department of Education updates are being shared through Enews as well as the weekly Learning from Home overviews and IT tips such as using Zoom.

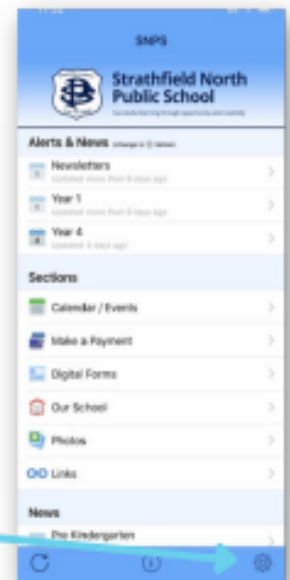
1. SNPS School Enews App

iPhone & iPad: Open the App Store on your device, search for your school name and download the app.

Android: Open the Play Store on your device, search for your school name and download the app.

Please ensure notifications are turned on...

- Open the app on your device
- Inside the app, press the settings icon (cog)
- Turn on the lists / groups that are important to you
- Press "Done" or "Save".
- Note: The next time your school sends a message, you should get an alert.



2. Enews School Website and Email Subscription

<https://strathfien-p.schools.nsw.gov.au/newsletters-notes.html>

BEFORE AND AFTER SCHOOL CARE

Cubby College – 9739-6960

81-83 Correys Ave, Concord

Email: info@cubbycollege.com.au

KICKS – 0468 854 257

99 Queen Street North Strathfield

Email: northstrathfield@kicksafterschool.com

Kids @ Weldon - 8765-0388 / 0429 290 075

132 Davidson Ave, North Strathfield

Email: nsmcs@weldon.com.au

Kids @ Weldon – 9743-6395 / 0418 372 594

345 Queen Street, Concord West

Email: cwmcs@weldon.com.au

Papilio Childcare - 9746-5311

11 George St, North Strathfield

Email: northstrathfield@papilio.com.au

Shiny Star Play Centre – 0424 261 500

1 George St, North Strathfield

Email: oshc@shinystarplaycentre.com.au

The Athletic Buddha - 0451 932 013

1/2A Rothwell Ave, Concord West

Email: kids@theathleticbuddha.com.au

World Jujitsu Federation – 0467 931 158

317 Concord Road Concord West (Tues/Thurs)

Email: info@worldjujitsuaustralia.com.au

Living in Sydney

9. Staying Safe

9.1 Emergency Services

Ambulance, Police or Fire Brigade



In case of an emergency or if you are in danger, call **000** and tell them:

- Type of emergency (ambulance/police/fire brigade)
- Your location or location of the emergency
- Your full name and contact number (if possible)



The local police station is Burwood

Address: 9 Belmore Street Burwood

Phone: 9745 8499



The nearest medical Centre is Station Family Practice

Address: Shop 1/219/221 Concord Road
North Strathfield

Phone: 8004 8999



The nearest hospital to the school is: Concord Hospital

Address: Hospital Road Concord

Phone: 9767 5000

9.2 Important Safety Tips

For your child's safety, here are some simple things to remember:

- If you are not travelling with your child to or from school, show them **the safest route to go to school and home, or have your child travel with other students as a group**. They should go straight home to you after school and should not be allowed to wander about.
- **Do not let your child travel alone in the dark or at night.**
- Show your child how to look after **their belongings** and **keep them close** to where they can see them.
- Your child should **leave valuables at home** if they don't need it for school. This includes jewellery, electronic equipment such as iPad or laptop.
- **Never give your child a large amount of money** to carry to school.
- **Never accept parcels** that do not directly belong to you. You will be held legally responsible for the contents of the parcels.
- **Never pay for school fees through people who offer discounts.** This is a SCAM.
- **Call 000 in the event of an emergency.** Remember, calls to 000 are free of charge.

Did you know?

You must let your school know of **any change of your address and contact details as soon as possible and within 7 days**. It is a student visa requirement, and will help to keep your child safe if the school knows where you live and how to contact the parents in case of emergency.

9.3 Cyber Safety

When using the internet, like anywhere in the world, you should remind your child to protect themselves against spam, online scams, identity theft and online bullying. Here are some tips you can remind them:

- If they are using a public computer, make sure they **log out** of the online accounts such as their social media account, bank or email accounts, and log out of their computer account before walking away.
- **Remind your child not to give away their personal information.** This includes their name, phone number, address, email address, date of birth, usernames and passwords, and bank details.
- If they think they are being harassed or bullied online, **report the person being abusive** to the website or social media administrators and talk to you, teacher or friend, or contact **Kids Helpline (1800 55 1800)**.
- **Ignore, block or mute** the person being abusive online and do not engage with them.



You can find more information on the Kids Helpline website at:
<https://kidshelpline.com.au/parents/issues/children-who-cyberbully>

9.4 Road Safety and Public Transport Safety

- Remind your child to use pedestrian walkways and only cross the street at pedestrian crossings or lights.
- Teach them to watch for traffic before crossing by looking left and right for oncoming cars.
- Remind your child not to use their mobile phone or put on their ear phones when they are crossing the road.
- Teach them to avoid isolated bus, rail and light rail stops.



Public transport is reliable and widely used in Australia, particularly in metro and urban areas. A number of security measures have been implemented to maximise the safety of public transport users including security officers and guards, help points, good lighting and security cameras. However your child and you should still use caution when travelling on public transport:

- Check transport timetables to avoid long waits, particularly at night. You can download an app on your mobile phone such as **TripView**, **TripGo** or **NextThere** to view timetables of public transport and plan your trip. Visit <https://transportnsw.info/apps> for all the apps available to help you plan your trip.
- If you and your child find yourselves left in a train carriage on your own or with only one other person you may feel more comfortable moving to another carriage closer to the guard or driver.



Train carriages nearest to the driver or guard have a blue light on it and are safest at night.

9.5 Safety Apps

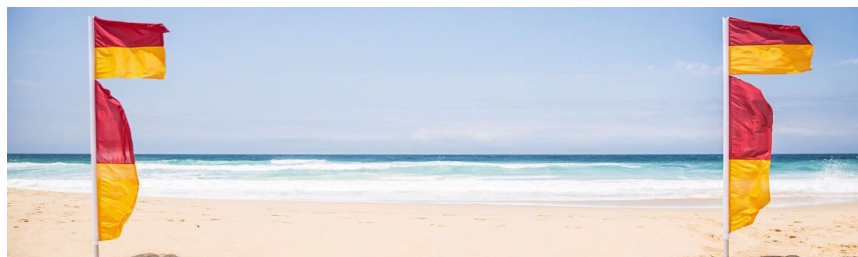
The **Emergency Plus app** is a national emergency app that anyone can use in Australia to get help as soon as possible in an emergency situation.

It tells you the exact location on the map and the GPS coordinates that you can read to the operator when you call the emergency service.



9.6 Water Safety

- **Never let your child swim alone** at the beach.
- Teach your child to only **swim between the red and yellow flags** on the beach. This is the area where lifeguards and lifesavers patrol to keep you safe. No Flags = No Swim
- Look for, read and **obey water safety signs**.
- Check water conditions and water depth before swimming – never dive head first.
- Never bathe and swim directly after eating or under the influence of drugs including alcohol.
- Learn how to spot a **rip current** and keep clear of the area.
- Always **use sunscreen** to protect exposed skin, put on a shirt, wear sunglasses and a hat when not swimming, and drink plenty of water.



Spot and Survive a rip current

Rips currents are the number one hazard on Australian beaches. The things to look for are deeper, dark-coloured water; fewer breaking waves; a rippled surface surrounded by smooth waters; and anything floating out to sea or foamy, discoloured, sandy, water flowing out beyond the waves.

If anyone is caught in a rip: **stay calm, float with the current, call out HELP** and **raise an arm** to gain attention of nearby surfers or lifeguards.



Learn about how to spot a **rip** and what to do when you are caught in a rip from the videos (multi-languages) on the **Beachsafe** website: <https://beachsafe.org.au/surf-safety/ripcurrents>

10. Reporting Incidents and seeking help

Bullying, assaults and harassments of any forms are not tolerated in Australia. If your child has experienced any form of assault (either sexually or physically), harassment or any abuse, or if they think they are in danger of being assaulted, use the following services:

1. If your child is in immediate danger, or you wish to report an incident, call

000 and ask for the Police/Ambulance
depending on your emergency

2. If they need help at school, remind them to go to their:

- **International Student Coordinator Mrs Jagdev located in K BLOCK**
- **School Counsellor Mr Whyte in K BLOCK**

3. For more information or assistance related to bullying, assaults and harassment, you or your child can contact the following services:

- **Kids Helpline** is a free, private and confidential 24/7 phone line and online counselling service for young people. Call **1800 55 1800** or email counsellor@kidshelpline.com.au or visit www.kidshelpline.com.au for more information.
- **Bullying. NoWay!** provides information and helpful ideas about bullying: <https://bullyingnoway.gov.au/>



11. You and the Law

The laws in Australia can be very different from your home country.

For example:

- It is illegal to ride a bike without wearing a helmet
- It is illegal to consume alcohol for anyone under 18 years of age
- It is illegal to purchase cigarettes for anyone under 18 years of age
- Possession and use of illegal drugs is a criminal offence

Visit the website www.lawstuff.org.au for information about laws relating to children and young people.

12. Permission to work

Guardian visa (subclass 590) holders are generally not allowed to work as a visa condition.

Students enrolled in a NSW government primary school are not permitted to work.

13. Transport and Travel Concession

Children 4 to 15 years of age are automatically entitled to a child's half fare concession and are required to carry a **NSW Transport Concession Entitlement Card** to be entitled to the concession fares.



The image shows a 'proof of age concession' form. At the top, it says 'proof of age concession' and 'NSW Transport Concession Card'. There are icons for a train, a bus, and a ferry. A 'KIDS' logo is in the top right corner with 'FREE CALL 1800 25 1800'. The form has several fields for personal information: 'NAME', 'DOB', 'ADDRESS', 'PHONE', 'SCHOOL', 'SCHOOL ADDRESS', 'SCHOOL PHONE', 'SCHOOL EMAIL', 'SCHOOL WEBSITE', 'SCHOOL TYPE', 'SCHOOL LEVEL', 'SCHOOL YEAR', 'SCHOOL TERM', 'SCHOOL START DATE', 'SCHOOL END DATE', 'SCHOOL CONTACT NAME', 'SCHOOL CONTACT PHONE', 'SCHOOL CONTACT EMAIL', 'SCHOOL CONTACT ADDRESS', 'SCHOOL CONTACT CITY', 'SCHOOL CONTACT STATE', 'SCHOOL CONTACT POSTCODE', 'SCHOOL CONTACT COUNTRY'. There is a red '00001' stamp and a 'NSW' logo at the bottom.

Please ask your school's office staff about applying for a NSW Transport Concession Entitlement Card before you get a Child/Youth Opal Card . Your child must carry this card with them at all times and present it to ticket inspectors when required.



Opal card is the smartcard ticketing system used to pay for travel on public transport in Sydney, the Blue Mountains, Central Coast, the Hunter and the Illawarra.

With the Proof of Age card, your child can get a **green CHILD/YOUTH OPAL CARD** by applying online at the Opal website: www.opal.com.au/ordercard. If your child loses the card they can report it as lost or stolen.

You can also get an **unregistered Child/Youth Opal card** for your child from your nearest newsagent or opal retailer over the counter. However, this card is not registered and therefore cannot be reported as lost or stolen.

14. Overseas Student Health Cover (OSHC)

You and your child must have and maintain your Overseas Student Health Cover (OSHC) while you are in Australia. This allows you to access medical services at an affordable cost while you study in Australia. It is also a student visa requirement.

Activate your OSHC membership

You would have already purchased an OSHC membership before you arrive. **It is important that you activate your OSHC as soon as possible if you have not already done that.**

If your OSHC policy is provided by **Medibank OSHC**, activate your membership by following the steps below:

1. Go to <https://www.medibankoshc.com.au/oshcactivate/>
2. Search the student profile using personal details including membership number, birth date, and name.
3. Then fill the next page with student information and click “submit” when completed.

Obtain your OSHC membership card

Once you have activated your membership, it is important that you obtain your membership card. Different providers may have different forms of membership card (electronic or plastic card).

If you are a **Medibank OSHC member**, you can download your **Digital Membership Card** through the Online Member Services on the Medibank website.

1. Log in to Online Members Services at www.medibankoshc.com.au
2. Once logged in, select ‘My Account’ in the top menu
3. Select ‘View Digital Card’
4. Once completed, save a copy of the card to your mobile phone and computer or tablet so that you can access it at all times.

Know your cover

It is important that you know what is covered and what is not covered in your policy, how much you can claim and how to make a claim if you or your child has to visit a doctor.

If you are a **Medibank OSHC member**, you can access the following **Online Member Services** on www.medibankoshc.com.au:

- Activate membership for new members
- Access digital member card
- Update membership details (including bank details for refund)
- Get policy information
- Make online claims

If you have a problem with your OSHC, you should contact your insurer in the first instance. If you are insured with Medibank OSHC, call 134 148. You can request to speak to someone who speaks your language (if available).

*If you are **NOT** a Medibank OSHC member, ensure that you check with your OSHC provider to find out how to activate your cover, obtain your membership card and how to make a claim online.*

Visa Requirements You Should Know

Australia's laws promote quality education and consumer protection for overseas students. These laws are known as the ESOS framework and they include the Education Services for Overseas Students (ESOS) Act 2000 and the National Code 2018.

For a summary of the ESOS framework see: <http://www.internationaleducation.gov.au>

For information about student visa requirements refer to the Department of Home Affairs (HA) website: www.homeaffairs.gov.au

Contact the **International Student Coordinator** at your school if you have any concerns or questions about your school, personal issues or other problems. The Coordinator will assist you or refer you to the appropriate staff member.

Student visa condition

As an international student on a student visa, your child must:

- comply with their student visa conditions
- ensure they have and continue to maintain your Overseas Student Health Cover (OSHC) for as long as they stay in Australia on a student visa
- tell their school if they change your address or other contact details
- maintain satisfactory course progress and attendance.

Information about visa conditions for student visa holders is available on the Department of Home Affairs website at <https://www.homeaffairs.gov.au/trav/stud/more/visa-conditions/visa-conditions-students>, or call 131 881.

The following regulations apply to your child's studies at a NSW government school:

15. Attendance and Course Requirements

- Your child must attend a minimum of 80% of all scheduled classes. If your child does not meet attendance requirements they may be reported to the Department of Home Affairs, unless there are compassionate or compelling circumstances (guidelines are provided below).
- You must provide a doctor's certificate for any of your child's absences of 3 days or more. The doctor must be a registered medical practitioner. If your child is absent for 1 or 2 days, a letter of explanation must be provided.
- If your child fails to meet the 80% attendance requirements, and fail to appeal or do not receive a successful school appeal outcome, they will be reported to the Department of Home Affairs and this may impact the status of their student visa. An **Intention to Report** letter will be issued to your child and you, and you will have 20 school days to appeal internally then externally. If all your appeals are unsuccessful, your child would be reported to the Department of Home Affairs and their visa may be cancelled.

16. Welfare Requirements

- You must notify your child's school of your residential address within 7 days of arriving in Australia and notify any changes of address and contact details within 7 days.
- **Your child must reside with the the Department of Home Affairs approved guardian at all times. You must notify your school of any intention of change in the guardianship arrangements (including arranging a temporary guardian with the Department of Home Affairs) as soon as possible and at least 4 weeks in advance.**

17. Conditions of Enrolment

- You are required to remain with your child while they are enrolled in primary school Years K – 4. If you need to return to your home country, your child must accompany you. If your child is in Years 5 – 8, they must reside with a direct blood relative (approved carer).
- Your child must adhere to school rules and the terms and conditions of enrolment as stated on the international student application form. Your child will receive information about school rules and expected behaviour at orientation.
- Your child's school may suspend or cancel your child's enrolment on grounds of misbehaviour. For further information about student behaviour and suspension and expulsion of students, refer to the International Student Coordinator at your child's school.
- If you want to transfer your child to another government school, you must provide a written request to your child's school.
- If you want to change provider you must provide a written request to your child's school. For further information concerning visa regulations about change of provider refer to the the Department of Home Affairs website and the coordinator at your child's school.

18. Taking Leave

If your child is going to be absent for **a week or more** during school term, or plan to take extended leave, you **must complete a leave request form to seek approval** from the principal and **DE International** prior to taking leave or booking flights. Approval is only granted on compassionate or compelling grounds (refer to guidelines below).

19. Deferment of Course Commencement Date

Any request for a deferment must be submitted in writing and signed by parents to DE International. A request for deferment after your child's student visa has been issued will only be approved where evidence of compelling and compassionate circumstances can be provided. A deferment may affect your child's visa so please consult the Department of Home Affairs before submitting a request.

20. Guidelines for Compassionate or Compelling Circumstances

Leave approved on grounds of compassionate or compelling circumstances is not counted in attendance records. Compassionate or compelling circumstances are generally those beyond your control and which have an impact upon your child's course progress or wellbeing. These could include, but not limited to:

- illness, where a medical certificate states that your child is unable to attend classes or
- bereavement of close family members such as parents or grandparents (where possible a death certificate or other evidence should be provided either prior to departure or on return) or
- major political upheaval or natural disaster in the home country requiring emergency travel and this has impacted on your child's studies or
- a traumatic experience which could include, but is not limited to:
 - involvement in, or witnessing of an accident
 - witnessing or being the victim of crime
 - and this has impacted on your child (these cases should be supported by police or psychologists' reports or advice)
- inability to begin studying on the course commencement date due to delay in receiving a student visa.

21. Suspension of Studies

If your child is required to take leave for **longer than 5 days** from school due to compassionate or compelling circumstances, a suspension of their studies may be possible, whereby their absence is not counted towards your attendance rate.

Prior to taking leave, a signed request from the parents must be submitted to DE International along with evidence of compassionate or compelling circumstances.

A suspension of studies may affect your child's visa so please consult the Department of Home Affairs before submitting a request.

22. Complaints and Appeals

NSW Department of Education has a complaints and appeals process. If you wish to make a complaint or appeal a decision made concerning your child's enrolment, course progress or other decision, you should contact the International Student Coordinator at your school who will explain the process.

If you are not satisfied with the outcome of internal complaint and appeal process, you will be given access to the external appeals process through the NSW Ombudsman.

Your child must maintain enrolled throughout any appeal process until the process has been completed.

Arrival Checklist

Here are some useful tips on what you should do for your child during your first few weeks in Australia:

On Arrival

- Let your family overseas know that you have arrived safely in Australia and provide them with your contact number and address
- Make sure your child learns to write and say their address
- Remember that in Australia, the emergency phone number is **000**.
- Get a mobile phone (or an Australian SIM card) and make sure your child remembers your number so that they know how to contact you
- Tell your child's International Student Coordinator immediately if you change your mobile number
- Open a bank account
- Activate your OSHC and download the digital membership card on your mobile phone for you and your ; learn about what is covered by your policy and how to lodge a claim

At School

- Provide your address to school and let them know immediately and no later than 7 days of any change of address and contact details
- Provide emergency contact details in Australia and overseas to your school at enrolment
- Apply for a **Transport Concession Entitlement Card** at school for your child
- Read this international orientation booklet carefully so that you know what you and your child should DO and NOT while your child is studying in Australia
- Learn about your child's school rules, student visa conditions, and rights and responsibilities of an international student
- Find out where the school's International Student Coordinator is and say hello regularly
- Find out what clubs and teams your child can join (sports or hobbies) and how you can become involved in school activities as a parent
Actively seek help if you have any problems or questions by speaking to your International Student Coordinator, Principal or School Counsellor.

At Home

- Get a **Child/Youth Opal Card** for your child
- Show your child how to use the public transport system, how to go to school from home (as required)
- Familiarise yourself and your child with the area of your suburb such as the local shops, clinic, hospital and police station

Here are some useful forms that you may need to use later:

1. Under 18 Request to Change Welfare Arrangements form

Complete this form to let the school know if your child's welfare arrangements have changed, or if you have changed your address.

2. Leave Request

Complete this form if you are requesting extended leave for 5 days or more or travelling overseas.

Your child's leave will only be approved if there are compassionate or compelling reasons.

You may be asked to provide documents to support your reasons.

Make sure you apply for the leave at least 4 weeks before the planned departure date and NEVER leave the country without DE International's approval

3. Leave Requests Flowchart

This step-by-step chart helps you understand the Leave Request process.

DE INTERNATIONAL

UNDER 18 - REQUEST TO CHANGE WELFARE ARRANGEMENTS

Student Family Name Student Given Names.....

Student Reference No SO..... Passport No..... Date of Birth.....

Student's New Address

.....Postcode:.....

Student's Personal Email Telephone No.....

School (or school preferences if school not confirmed).....

Please indicate if accommodation is:

- Living with direct relative (approved by Immigration)
- Homestay family
- Shared accommodation
- Parent with a guardian visa

Reason for changing address

Name, age and gender of people residing at this address

Name.....Age..... M/F Name..... AgeM/F

Name Age M/F Name..... AgeM/F

Name.....Age..... M/F Name..... AgeM/F

CARER CONTACT DETAILS

Given Name Family Name.....

Address

..... Postcode.....

Email Address.....

Telephone: Home Mobile.....Work.....

Carer Signature.....Date.....

ADDITIONAL EMERGENCY CONTACT (over 21 years old)

Name: Home/Work:Mobile:

Name: Home/Work:Mobile:

Student's Signature:

Parent's Signature:

DE INTERNATIONAL

LEAVE REQUEST

Student visa conditions require that you must attend school every day during the school term. All **unapproved** short or extended leave is recorded as non-attendance and **may affect your visa**.

Please read and follow the instructions below carefully:

- Submit this leave form at least 4 weeks before the planned departure date to your school before you book any flight tickets.
- Travel during school holidays (other than returning to your home country) is only permitted if you are accompanied by a parent, guardian, homestay carer, close relative or on an approved school excursion.
- Leave during the school term can only be approved under compassionate/compelling reasons, and you must provide supporting documents as evidence.
- If your leave includes school days, you must submit a copy of your flight tickets after your leave is approved.

School: _____

Student no: _____ Date of application: / /

Student full name: _____

Student mobile number: _____

Student email: _____

Departure date: / / **Expected return date:** / /

Total number of schools days that you would be missing: _____

Reason for leave request: _____

Parent's declaration (The student's parent must complete this section)

- I confirm that the above travel details are true and correct.
- I take full responsibility for my child's safety during the above leave. If the leave is taken during the school term, I am aware that this may affect my child's attendance and his/her ability to meet the attendance requirement as set by the student visa condition.
- It is my responsibility to inform the school or DE International of any change to my child's itinerary or travel details.

Parent signature: _____

Parent printed name: _____

Parent mobile number: _____

Parent email: _____

Please return this form to your school

Leave Requests Flow Chart

STEP 1

The leave form must be signed by a parent

STEP 2

Submit to the ISC completed form and any supporting document to School

STEP 3

School forwards request to DE International

STEP 4

DE International assesses request

If approved:

Purchase flight ticket and send a copy to school if your leave is taken during the school term

If declined:

Leave is not approved. Attendance will be affected if your child leave school



AUSTRALIAN NATIONAL ANTHEM

Australians all let us rejoice,
For we are young and free;
We've golden soil and wealth for toil;
Our home is girt by sea;
Our land abounds in nature's gifts
Of beauty rich and rare;
In history's page, let every stage
Advance Australia Fair.
In joyful strains then let us sing,
Advance Australia Fair.

Beneath our radiant Southern Cross
We'll toil with hearts and hands;
To make this Commonwealth of ours
Renowned of all the lands;
For those who've come across the seas
We've boundless plains to share;
With courage let us all combine
To Advance Australia Fair.
In joyful strains then let us sing,
Advance Australia Fair.

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NSW Department of Education
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deinternational.nsw.edu.au