



Hinton Public School

PROSPECTUS



Message from the Principal

We welcome you as a parent to Hinton Public School and its community and trust that you and your child have a pleasant and rewarding association with our school. Please avail yourself of every opportunity to attend the school to meet with staff, other parents and your child's new class mates.

We are proud of our school and hope that this pride will be displayed at all times by the children through care of the buildings, grounds, equipment and the wearing of school uniform.

At Hinton Public School we see the individual child as being the focus of our educational programs with the development of self discipline a very high priority. We never forget that each child's first and best teacher was, and is, the parent or caregiver. It is hoped that a relationship between home and your child's teacher can be developed which facilitates a team approach with the child benefiting from this co-operation.

Educational programs focus on the Key Learning Areas of English, Mathematics, Science & Technology, Human Society & Its Environment, Creative & Practical Arts and Personal Development/Health & Physical Education. The wellbeing of each child is addressed through areas such as HOW2Learn, Minds Wide Open, STEM, Peer Support Programs, Child Protection Lessons, Mindfulness and Life Education. The school also offers a number of quality social, cultural and sporting programs that will enhance your child's growth and development as they move towards becoming future focused learners. We are active partners with the Maitland Community of Schools.

As the Principal, I see it as my role to ensure all students are happy and safe at school and that they work within a quality learning environment. I look forward to getting to know you and your child over the coming years.

Welcome to our great school

***Stephen Welsh
Principal***



Staff of Hinton Public School

Principal: *Mr Stephen Welsh*

Staff: *Mr Ralph Hieke*
Mrs Gail Robinson
Mrs Kim Gorton
Mr Ryan Burley
Mrs Jodi Stevenson

Administration Staff: *Mrs Susan Jordan*
Miss Maxine Creek
Mrs Sonia Parkinson (SLSO)

General Assistant: *Mr Leo Jordan*

School Chaplain: *Ms Sarah Findlay*

Cleaner: *Mrs Denise Hrycklewicz*

Phone: 4930 5266 (answering machine if unanswered or busy)

Mobile: 0477 753 631

Fax: 4930 5502

E-Mail: hinton-p.school@det.nsw.edu.au

Website: www.hinton-p.school.@det.nsw.edu.au

Find us on the *Skoolbag* App

Hinton Public School Motto: Every Little One Counts

Hinton Public School Mission Statement:

Hinton Public School children are part of an extended family and learn and grow in a peaceful, caring environment, where every little one counts.

The A to Z of Hinton School

Absences

When a student is absent from school for any reason the school must be notified. This should be done by sending a written note with your child within seven (7) days from the first day of absence, when they return to school or contacting the school by phone on the day, explaining the reason for the absence. If the absence will exceed two (2) days, please contact the school by phone to keep us informed.

Access to Students

Parents wishing to collect students from school before the end of the school day must come to the office to sign the student out of school and to let the school know that you have entered the school grounds. Students arriving late to school must also be signed in at the office. These are known as partial absences and are monitored.

Allergies - Peanut & Other Allergies

Some of our students have a severe, life threatening, reaction to peanuts and other food items. Though they are very careful about not eating other students' food, there is always the possibility of them accidentally ingesting some transferred peanut product. For that reason we request that parents take steps to ensure that peanuts and peanut products are not included in children's lunches. This is a voluntary arrangement but your support is crucial to providing a safe school environment for these children. Other measures have been put in place within the classrooms and canteen.

Assembly

The school holds a formal assembly each Friday at 2:45pm in the School Library. The assembly brings all students from Kindergarten to Year 6 together to sing, share items, information and receive awards. Ministers from the School Parliament host the assembly. Parents are most welcome to attend.

Awards

Students receive awards from teachers each week at assembly. Class teachers also award students 'Dojo' points for great work, courteous actions, being fair players and co-operative behaviour and friendly attitudes, both in and out of the classroom.



Banking

Students may apply for a Commonwealth Bank account. School Banking is conducted each Monday at the school. Bank books and money should be handed to class teachers early Monday morning.

Book Club

Students have the opportunity to purchase a variety of books from the book club each month. Dates for the return of orders and money are advertised in the school newsletter.



Bus Travel

Students may travel to and from school on the bus services provided by Hunter Valley Buses (49357200 Option 2). Bus passes are now Opal Cards and must be applied for online. Students in Kindergarten, Year 1 and Year 2 are entitled to free bus travel. Students going from Year 2 to Year 3 must reapply for an Opal Card and be able to meet bus travel criteria. Students are expected to behave while travelling on buses to ensure safe travel for all.



Canteen

The canteen is open every Friday for lunch and recess. Orders need to be placed at the school by the previous Tuesday. The canteen is run by volunteers. If you can assist please advise Mrs Jordon in the front office.

Change of Address and/or Telephone Numbers

It is most important to notify the school of any changes, so that our records can be kept up to date.

Computers

The school has a number of tablets and a Computer Lab. All classrooms have access to small banks of computers. The Computer Lab is used by classes on a regular timetable. All computers have access to the internet and this is used under teacher supervision for specific purposes. Internet access is through DEC IT Services.



Crunch & Sip

Each class participates in the Crunch & Sip program. Students are encouraged to bring a bottle of water and a piece of fresh fruit or vegetable into class to have at approx. 10:30 am. This is run in conjunction with our healthy canteen.

Custody of Children

The Principal should be informed of the conditions of custody when parents are separated. If this involves a court order, a copy must be sighted and kept at the school. If these orders are changed through the courts, an update must also be sighted and a copy kept at the school. The school must follow Departmental Policy and guidelines and cannot act only on parental **verbal advice** regarding custody orders.

Excursions

All classes will be involved in excursions during the year. Most are for the day but older students may be involved in overnight excursions. All student excursions are well supervised and complement classroom study.



Emergency Contacts

There are times when the school may need to contact parents during school time. Sometimes it is difficult to contact parents while they are at work and we ask each parent to provide the name of at least two (2) people that can be more easily contacted if students are ill or need to be taken home. **It is important to let the school know if you have any changes to your home or work telephone numbers so that we have no difficulty contacting you.**

First Aid

Students that receive minor injuries at school will be given first aid by the teaching or office staff. In the case of more serious injury, parents will be contacted.

Fundraising

Throughout the year the school conducts fundraising activities for various charities. These activities vary from charity to charity and have included out of uniform, crazy hair day, cupcake day and Jump Rope for Heart activities. These are usually conducted once per term. The P&C also runs a number of fundraising activities across the year to raise money for various school projects.



Home Reading

Students are encouraged to participate in the Home Reading Program. Prizes are awarded as students reach levels of 25, 50, 75, 100, 125, 150 and 175 nights of home reading. Students who achieve 200 nights of home reading are awarded a book prize at the end of year Presentation Day Assembly.

House Captains and Sporting Houses

All students in the school belong to one of the three (3) school houses.

The houses are named after rural properties established in and around Hinton. Each house is allocated a colour.

The Houses are:

Bowthorne	Green
Rosemount	Red
Prospect	Blue



There are several sporting activities throughout the year where students can compete to earn points for their house. Classrooms also offer the opportunity for students to earn points for their house. A house trophy is presented at the end of the year to the winning house.

Illness

Please avoid telling your child if they feel unwell to ask the school to call home. Instead, and without the child's knowledge, please inform the school your child might present as unwell during the day. If students are feeling unwell, however, they should not attend school. The school has a sick bay that is used when a child becomes unwell during the school day. When a student is unwell at school, parents are contacted. If they are unavailable the emergency contact will be phoned. The sick bay is supervised by office staff.

Internet Use Policy

Internet research is an important part of the information skills program for primary students. These tasks are planned and supervised by teachers to ensure the internet is used appropriately by students. Student access to internet is restricted and monitored by Department of Education & Training Web Services.

Knockout Sporting Competitions

Each year the school is involved in a variety of games against other primary schools. These games can include touch football, soccer, cricket and netball. Players are selected to represent the school at different times throughout the year. Try outs are open to all students from Year 3 to Year 6.



Learning Support

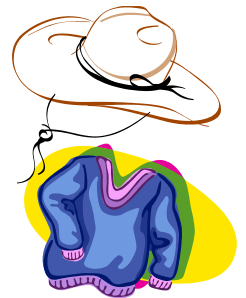
Students who are experiencing significant difficulties with reading or maths are supported by Learning Support Teachers and/or a School Learning Support Officer. A personalised learning plan is developed in consultation with parents to ensure all students reach their potential.

Library

Students in each class have a set Library time each week. Students are able to borrow books from the Library every week if they have returned their books. We ask that all students have a cloth library bag to carry their books between home and school. PVC library bags are available for purchase at the office. All new Kindergarten enrolments are provided with free library bag by the school. Please ensure library books are returned by due date.

Lost Property

To prevent an accumulation of lost jumpers and jackets we ask that all school clothing have students' names clearly marked on the tag or neck band. Any jumpers without names are kept in a small wheelie bin in the COLA for a period of time before they are handed to the school second hand clothing pool.



Medication

Any students that require medication at school must place the medication in the office, with written instructions for its administration. All medications need to be clearly marked with student name, dosage and times for administering the medication. Any students with an ongoing medical condition must have this noted on school enrolment forms and permission notes.

Asthma medication (inhalers) will remain with the student at all times unless a directive has been received from the parent or caregiver asking for supervision of administration of medication. Asthma management plans must be completed at the time of enrolment or if there are any changes in the condition.



Money at School

There are times when students will be required to bring money to school for specific purposes. When sending money to school please use an envelope that is clearly marked with your child's name, class, amount and what the money is paying for. The envelope should be sealed on all edges and handed to the class teacher as soon as school commences. Receipts for payments will be issued by the office and sent home with students.

Newsletter

The school sends home a newsletter every week. The newsletter contains a variety of information about happenings at school, photos and activities planned by the P&C or classes. It is usually sent home on a Thursday and the dates for upcoming events are clearly marked. Please be sure to read the newsletter each week.

Skoolbag App

Skoolbag App is available and can be installed on your phone so that you can receive important information at all times. This keeps you up to date with what is happening at school.



Permission Notes

Each time a student is involved in an activity that requires them to travel outside the school for an excursion, sporting event or performance, a signed permission note is required by the school. You will receive a detailed note about the event and at the end will be a permission note. This should be completed and signed by a parent or caregiver and then returned to the class teacher or teacher responsible for the activity. It is important that these notes be returned promptly to assist in planning.

Media Notes

These notes are signed by parents or caregivers when the student starts at Hinton Public School and allow us to have student photos published in newsletters and media articles and remain current until the student leaves the school.

Walking Notes

These notes are sent home at the beginning of each school year and allow us to make use of the local area near the school for sport and walking excursions.

Out Of School Hours Child Care

Before and After School Care is available for students at Hinton Public School and students also outside this school. It is held within the grounds of Hinton Public School.

Before Hours: 7:00am - 9:00am

After Hours: 3:30pm - 6:00pm

Please contact Maitland Baptist Church Child Care on 49391840 or call into the school office to collect an information booklet.

Parents and Citizens Association (P&C)

The school has a valuable and enthusiastic P&C that supports the school with a variety of fundraising activities throughout the year. It raises much needed funds for school resources and offers parents the opportunity to have a say in the future direction of the school. All parents and interested citizens are always welcome. The P&C meets the third Wednesday of each month at 6:00pm in the Computer Lab.

Parliament

Hinton Public School is proud to host a Parliament that is run by student leaders. Parliament meets each week on Thursday afternoon. It plays a significant role in the school and gives students a voice in the management of the school. Class representatives attend the Parliamentary meetings.



Portfolios

Work Samples are collected by teachers and may be issued with written reports. This process varies year to year. The work samples are designed to highlight students efforts throughout a semester.

Parent Interviews & Information Meetings

Parents may organise interviews with their class teacher at any time at a mutually convenient time.

Information meetings are held for each class in early Term 1. Parent Interviews are in Term 2 and Term 4. Other meetings are held as required *Eg.* excursion information, reporting.

Performances

The school invites visiting performers to provide an afternoon of cultural entertainment for all the students. These performances can include singing, dancing, music, drama or comedy. There is a small cost associated with these performances and all information concerning these visiting performers will be detailed in a note sent home to all families.

Questions

Sometimes parents have questions about things that happen at school, children's homework or learning or about activities that are taking place at school. If you have a question please contact your child's teacher. They are the best person to assist you with information or an answer to your question.



Rules

At Hinton Public School we pride ourselves on our consideration of others. We try and make the school and playground a safe and happy place by observing these rules:

- be in the right place at the right time
- be safe
- show respect
- earn your school a good name

Rules for Bus Travel

To ensure your child's safety when travelling by bus, we ask that students observe these safe travel rules:

- Sensible, appropriate and safe behavior at all times
- Respect the rights and needs of others on the bus
- Always carry your Opal Card
- No eating or drinking on the bus
- Keep arms, legs, and other parts of the body inside the bus
- Always follow the driver's instructions
- Students **MUST** remain seated throughout their journey

Reports

Twice per year, parents and caregivers will receive a written report outlining their child's progress in all Key Learning Areas. The report will allow you to see how your child is progressing and where they may need to work harder. Parents may also take up the opportunity to meet with their child's teacher to further discuss student progress.

Sausage Sizzle

Every Wednesday the school has a sausage sizzle at lunch time. Students may order a sausage sandwich for lunch. The sausages sandwich costs \$2.00 and money should be given to the class teacher first thing on Wednesday morning. This activity is run by parents/grandparents/caregivers volunteers and additional assistance is always welcome.



School Development Days

Five such days are held each year for curriculum/policy and staff development. On these days normal classes are not conducted and parents are asked to make other arrangements for their children.

School Counsellors

The school counsellor attends twice a month on Wednesdays and is available to support students and their families. If you wish to contact the school counsellor, these arrangements can be made by contacting the school.

Scripture & Ethics

Scripture lessons are held every Monday afternoon for all students from each religious denomination. Junior classes are held from 1:20pm and senior classes are held at 1:50pm. These lessons are conducted by local volunteers from various church groups. In 2018, there is the likelihood Ethics classes will be conducted for those wanting an alternative to scripture classes.

Sport

Students can be involved in a number of sport and physical activities throughout the week. Daily PE is an opportunity for students to develop gross motor and game skills in short regular lessons. Sport is usually conducted on a Friday with the class teacher organising games or skill practice for a longer period of time.



Transporting Students

To help offset the cost of transporting small numbers of students to sporting or cultural activities, the school sometimes requests the assistance of parents. If you are able to assist in transporting your child or others to a local venue we are required to sight your driver's licence and vehicle registration papers. This practice ensures the students are travelling with licensed drivers in registered cars.

Text Book & Technology Levy

Classrooms often make use of purchased work books for subjects such as mathematics or handwriting or for the paper booklets produced for various subjects. At the beginning of each year, information about the text book and technology levy is sent home to parents in the newsletter. The amount can vary from year to year.



Parent Online Payment (POP)

Parents can pay on-line for Excursions, Books, and Technology Fees by Mastercard or Visa. This can be done online at: www.hinton-p.schools.nsw.edu.au then click on "Make a Payment(\$)" and proceed with your payment. A receipt will be issued when payment completed. Parents can also pay by cash or cheque to the school office.

Bell Times

Morning	9:00am
Lessons Commence	9:30am
Lunch	11:30am - 11:40am supervised lunch eating time
Lunch 1	11:40am -12:20pm playground time
Recess	2:20pm
End of Recess	2:45pm
School Finish	3:30pm

Students are supervised by teachers rostered on playground duty. Bells ring to commence and conclude sessions.

Uniform

The school colours are *Green & Gold*. All uniform requirements are available from the Uniform Shop. The uniform shop is open by appointment. To make an appointment or for any further enquiries, please contact Jade Hopkins on 0401 604 066.

Summer Uniform:

Girls: Formal Polo - Gold with bottle green trim (untucked)
Culottes - Green and gold tartan
(with bottle green stockings for winter)
Bomber Jacket - Bottle green with gold trim
White socks, black shoes or black joggers

Boys: Formal Polo - Gold with bottle green trim (untucked)
Shorts / Pants - Bottle green
Bomber Jacket - Bottle green with gold trim
White socks, black shoes or black joggers

Winter Uniform:

Girls: Formal Polo - Gold with bottle green trim (untucked)
Culottes - Green and gold tartan
(with bottle green stockings for winter)
Bomber Jacket - Bottle green with gold trim
White socks, black shoes or black joggers

Boys: Formal Polo - Gold with bottle green trim (untucked)
Shorts / Pants - Bottle green
Bomber Jacket - Bottle green with gold trim
White socks, black shoes or black joggers

Sports Uniform:

Girls & Boys:

Sports Polo - Bottle green with gold trim
(until sports polo is able to be ordered, students will wear the formal polo)
Sports Shorts - Bottle green microfibre with gold and white trim
Bomber Jacket - Bottle green with gold trim
Trackpants (for sport days ONLY) - Bottle green track pants
White socks and joggers

Brimmed Hats:

All students should wear a brimmed hat as part of the uniform. These are available for purchase from the uniform shop. Baseball hats are insufficient for sun protection. A "No Hat No Play" policy is enforced in the school.

Label all Clothing:

Please ensure you label ALL of your child's clothing especially jumpers, track tops, track pants, hats and lunch boxes. Old uniforms that are too small are welcome as emergency use for students at school.



Volunteers

At Hinton we encourage parent participation whenever possible in classrooms, coaching teams, providing transport, teaching scripture, canteen and so on. Any parent who would like to assist students in or outside the classroom **must report to the office** first. It is important that all parents on the school grounds must have a purpose. Simply being in the school grounds is unacceptable. Any visitor to the school will be issued with a visitors badge after you have signed on. The badge should be worn for the duration of your time in the school. The badge should be returned when you sign out at the office. This is also to ensure that the office staff know which visitors are on-site as part of the school WHS policy.

Working with Children Checks (WWC)

Parents who volunteer in or outside of the classroom are required to complete a Working with Children Check. This can be obtained by completing a form online at www.kidsguardian.nsw.gov.au/check and then submitting it to Roads Maritime Service Office. There is no charge for this application as a volunteer. If you are in **paid** work in the school you must apply for a check for paid workers. A volunteer check is not valid for paid workers. Once you have your approval number it must be provided to the school office together with a copy of your identification for screening in the Department system. Further information can be obtained from the office.

Work Health and Safety

The school has a WH&S consultation committee that reviews safety procedures and practices in the school and to review any issues or hazards that may have been identified. Evacuation and lockdown drills occur regularly throughout the year.

Yellow Slips

Hinton Public School prides itself on having well behaved and courteous students. We encourage students to have self respect and to monitor the way they behave. Occasionally a student needs to be reminded of the expected appropriate behaviour. When necessary, students are issued with a yellow slip. These yellow slips are an integral part of Hinton's Discipline Code. Early each year the discipline code is printed in the newsletter and gives a full explanation of our expectations and consequences for inappropriate behaviour.

Hinton Public School Song

Among the early settlers,
came a band both brave and true.
To settle here at Hinton,
a life to make a-new.
They built a school upon the hill
in 1848.
The school is proudly standing
up to this very date.

CHORUS:

We promise to work hard each day
and always play the game.
To really do our utmost
to uphold dear Hinton's name.

The children come in green and gold
proud of their history.
They work and play together
in happy harmony.
The school looks over valleys green
where people toil long
to build a land where we can grow up
safe and proud and strong.

CHORUS:

We promise to work hard each day
and always play the game.
To really do our utmost,
to uphold dear Hinton's name.



SCHOOL MAP

Hinton Road

Bus Bay

Play Equipment

Sand Pit

Sport/Court

Library

Toilets

Cola

Storage Area

Storage Area

Storage Area

K

1/2

3/4

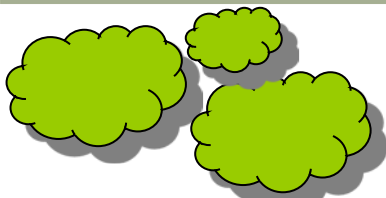
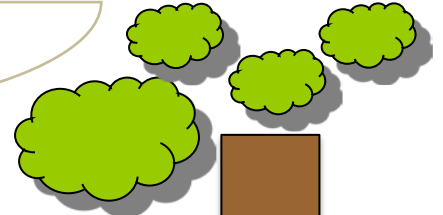
5/6

OOSH

Computer Lab

Administration Office

Playground Area



My Town

I love a rural town,
A small and peaceful place,
Of rolling hills and bush,
Where running rivers race.

A land that is an island,
When the floods appear,
But a hot and scorching town,
On a rainless day of the year.

Upon the hill there stands a school,
Since 1848
Many students over the years,
Have walked through its front gate.

My heart lives here in Hinton,
And wherever I may roam,
And whatever I may see or do,
It will always be my home.

Written by 5/6C Students (2015)



We have great teachers who are enthusiastic and use strategies that get our children involved and excited



I like how many opportunities come up like excursions and gala days

I like it when we go on fun excursions and when we go on gala days for sport

I like that I can be with my friends and we become close with each other

I like the Year 6 area and playing with my friends

I like it how everyone is friendly

I like it when the teachers encourage us to join in

The teachers encourage you to try new things

I like personalities



Hinton Public School

Address: Paterson Street, Hinton NSW 2321
Telephone: 02 4930 5266
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Website: www.hinton-p.schools.nsw.edu.au

“Every little one Counts”