

BELLEVUE HILL PUBLIC SCHOOL



Empowering tomorrow's leaders

Parent Handbook

<https://bellevuehi-p.schools.nsw.gov.au/>



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Contact us:

Phone: 02 9389 3928

Address: 163A Victoria Road

Bellevue Hill NSW 2023

Email:

bellevuehi-p.admin@det.nsw.edu.au



WELCOME TO OUR SCHOOL

Using innovation and excellence, we offer a school environment where challenge and choice create opportunities for all students to achieve.

Bellevue Hill Public School is a place where opportunities are created for all students to strive for academic excellence, gain a love of learning and develop the fundamental skills and dispositions they will need for success beyond school.

We believe in educating the whole child, celebrating diversity, identity and responsibility in every student every day in a safe and supportive environment. As a public school, we aim to ignite the potential of every student using inquiry-based learning which engages students in a rich and varied curriculum.

Individual thinking is valued, visible and actively promoted to challenge students to use their minds well to respond thoughtfully, ethically and with action to personal, community and global challenges.

Suzanne Bennett, Principal



Excellence in learning

OUR STAFF: 2020

Principal: Ms Suzanne Bennett
Deputy Principal: Ms Cherie Stone
Assistant Principal, Student Wellbeing: Ms Lisa Walkersmith

School Administration Staff:

Business Manager: Ms Rochelle Wygoda
Ms Margaret Warnecke Ms Kim Sukas Ms Sarah Carkagis

Kindergarten: **KA Mr David Andrews** (Mon—Thurs) – **Assistant Principal, Kindergarten Supervisor**
Ms Sharon Currie (Wed & Fri)

KV Ms Vanessa Agoston

KM Ms Teri Mortimer (Mon-Wed) & Ms Helen Caceres (Thurs-Fri)

KG Ms Adi Garbrecht

Year 1: **1D Ms Alex Clement-Meehan : Year 1 Supervisor**

1G Ms Ariella Gabbay

1R Ms Samantha Ross

1DS Ms Tosca Dasent: Year 1 Supervisor

Ms Liora Sack (Thurs-Fri) Support teacher

Year 2: **2C Ms Laura Coleman: Year 2 Supervisor**

2PR Ms Camille Russell (Mon-Wed) Ms Donna Pike (Wed-Fri)

2S Mr Shehan Croner

2M Ms Alice Moore

Year 3: **3O Ms Alice Vorias: Year 3 Supervisor**

3P Ms Anna Picone

3M Ms Eliza Milosevic

Year 4: **4W Mrs Jenny Walker: Year 4 Supervisor**

4B Ms Nicole Biggs

4K Ms Kerrie Kernan

Year 5: **5L Ms Eliza Levy, Year 5 Supervisor**

5S Mr Nicholas Shehadie

5/6 K: Belinda Kinross: Leader, High Potential and Gifted and Talented

Year 6: **6V Ms Nicole Vlahos: Year 6 Supervisor**

6IB Ms Sarah Ireland (Mon—Wed) Ms Charlotte Bachali (Tues—Thurs)

Ms Nicole Mackie (Fri)

Specialist Teachers:

English as an Additional Language (EAL/D) K-2: Ms Helen Caceres

English as an Additional Language (EAL/D) 3-6: Ms Kay Keeble, Assistant Principal

High Potential and Gifted and Talented Program: Mr. Bruce Aylmer, Assistant Principal

Library: Ms Wendy Balafoutis **Library Assistant:** Ms Pauline Monasiev

Sport: Mr Darran Rawson

Parent Reading Tutor: Ms Vivienne Beck

Language Teachers:

Italian: Ms Sara Infante

Russian: Dr Irina Petrova

Hebrew: Ms Liora Sack (Mon-Wed), Ms Lynn Saber (Mon-Tue), Ms Esther Kubie-Madar (Wed)

School Councillors:

Ms Monica Pinkus (Wed) Ms Del De Kantzow (Thur)

School Learning Support Officers:

Ms Lindy Green, Ms Linda Gibson, Ms Della Pin, Ms Tamara Cohen, Ms Eliza Wyvill, Ms. Carol Dutton

General Assistants:

Mr Alan Taylor (Mon—Wed) Mr Stephen Sofer (Wed—Fri)

OUR SCHOOL DAY

School hours:

Classes:	9:15am – 3:15pm
Students supervised:	8.45am – 9.15am
Recess eating:	10:45am – 11:00am
Recess play:	11:00am – 11.30am
Lunch eating:	1:00pm – 1:15pm
Lunch play	1.15pm – 1.45pm
School ends	3.15pm

Weekly events

Monday Morning: 9.15 am Student whole school assembly: back playground weather permitting

Wet weather: 8.45 am—9.00 am students in COLA outside hall
9.00 am—9.15 am students go straight to classrooms

School Sport Friday: Years 3-6 K-2: Got Game lesson on Thursday or Friday

Scripture/Ethics Friday

Year assemblies Year 1-6: Friday Kindy: Thursdays

Other events Please see school calendar: <https://bellevuehi-p.schools.nsw.gov.au/>

Weekly activities from external providers: before and after school (example only)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Before school	BJE 8.15am—9.00am Top floor— old building	Chess 8.30am —9.15am Top floor— old building	Senior Band Hall: 8.00 am	Training Band Hall 8.00 am	BJE 8.15am—9.00am Top floor Old building + Kindy	Russian School 9.30—3.00 pm
After school	Drama: Glee Club 3.30pm—4.30 pm Top Floor Old Building	Dream Drama 3.30pm—5.30 pm Top Floor Old Building	Dream Drama 3.30pm—5.30 pm Top Floor Old Building		Code for Fun 3.40pm—4.40pm Top Floor Old Building	
	The Ballet Class: Hip hop 3.30pm - 6.15 pm Hall	Code for Fun 3.40pm—4.40pm Top Floor Old Building	Karate 4.00pm—7.00 pm Hall			



Our School Day

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Lunch play	1.15pm – 1.45pm
School ends	3.15pm



Late arrivals and early collections

If your child is late to school, you must accompany your child to the school office to obtain a 'Late Arrival' note prior to proceeding to the classroom.

You must also obtain an "Early Departure" note from the school office prior to collecting your child from the classroom if they leave the school prior to 3:15pm.

Attendance

Regular attendance at school is essential to assist students to maximise their potential. Schools, in partnership with parents, are responsible for promoting the regular attendance of students.

It is the duty of the parent of a child of compulsory school-age to enrol the child at a government school, a registered non-government school, or be registered for home schooling. Children who are enrolled at school attend every day the school is open. If a child is absent an explanation is to be provided to the school within two working days via, email or the parent portal on Sentral.

More information on the Department of Education's Attendance Policy can be found at:

<https://education.nsw.gov.au/policy-library/policies/school-attendance-policy>

Absences:

All parents need to notify the school of the absence of the child asap. Please do this directly using the Sentral Parent Portal or email the school on: bellevuehi-p.admin@det.nsw.edu.au

Medication:

In line with the Department of Education policy, all medication is administered by the staff in the front office who have completed the required training. Students need to deliver the medication to the office with a signed letter (or email) giving the students name, class, dosage and the time that the medication is to be given.

Communication



Sentral Parent Portal
Please download the APP and
contact the school to gain an
access key.

All our communication is done
using this APP.



Communication

Teacher

Your child's teacher is extremely busy from 8.15am — 4.00 pm each day ensuring the best possible education opportunities for your child. If you want to meet with the teacher please send them an email to arrange a suitable time.

Sentral Parent Portal

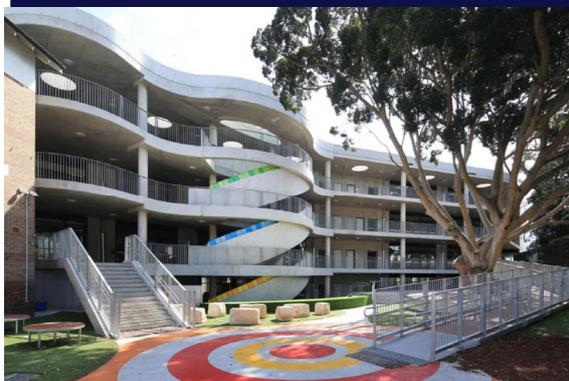
The school is currently transiting to using this for all our communication. When your child is enrolled you will be given an access key to activate and communicate with the school.

Newsletter—BelleNews

The BelleNews is a weekly newsletter that is sent out via the Sentral Parent Portal and uploaded onto the school website. The newsletter contains all the latest information on what is happening in the school.

Term letters

At the beginning of each term, each year will provide an information summary of learning for the term.



Future-focused Learning

Our flexible learning spaces provide a supportive and productive learning environment to cater for the learning needs of all students.

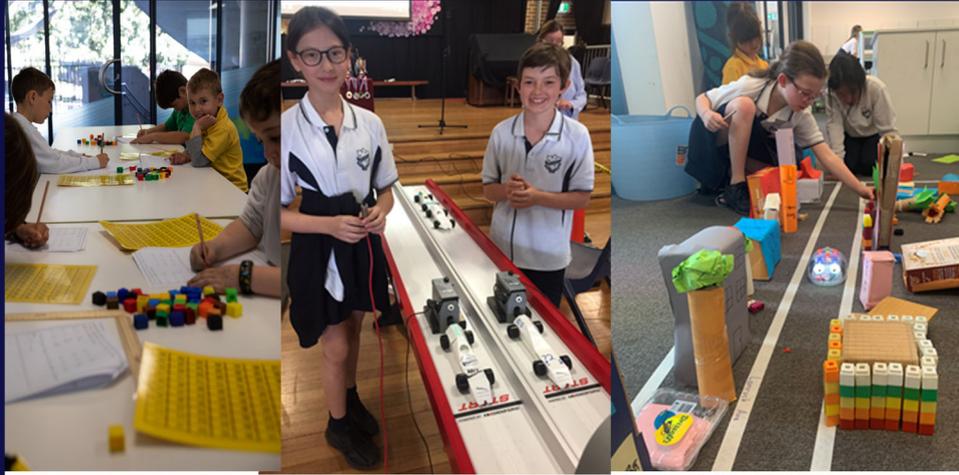
They allow teachers to implement the learning process by promoting high expectations for all students, which enhances student engagement and effort.

Strengths:

- student-centred learning
- higher order thinking
- critical thinking
- working collaboratively
- activity rich settings
- flexible learning

The different learning areas within each future focused classroom enhance learning, whilst targeting the learning needs of all students with mixed groupings throughout the day. These learning areas include places for:

- explicit teaching
- problem solving
- small group collaboration
- withdrawal areas for specialised learning
- presentation spaces for large group communication
- maker spaces for projects
- outdoor areas to extend learning



Learning at Bellevue Hill Public School

Bellevue Hill Public School is committed to preparing students to be citizens in a future world. To achieve this we offer innovative, research-based practice to equip and inspire our students to seek out problems and solve them as we deliver the Department of Education's NSW Curriculum.

Our aim is to ensure that we develop students' skills and dispositions using inquiry-based learning. The use of an overarching concept deepens students' learning as they are engaged in a rich learning environment. This allows students to solve real-world problems using inquiry as they develop their critical and creative thinking skills, ability to problem solve, research skills and ability to prioritise.

Our future-focused, open-learning classrooms provide a variety of flexible learning spaces, each with a dedicated learning purpose which encourages students to maximise their potential. Using an 'inquiry' approach, teachers are able to use student-centred teaching and learning principles that move students forward on the learning continuum. Students gain the skills, attributes and knowledge of how to apply these to specific subjects to gain an understanding of the major concepts and big ideas.

Academic opportunities

- Differentiation
- High potential students
- Robotics
- Community languages
- Creative Arts
- Music and Band
- Dance
- ICAS
- Da Vinci
- Bebras computational thinking
- Inclusive education
- High school transition program



Curriculum

Bellevue Hill Public School is committed to excellence in education. As such, all our programs are differentiated to cater for all students' needs. Students are individuals who learn at different rates and in different ways. These individual differences may influence how students respond to instruction and how they demonstrate what they know, understand and can do. Our teachers take the time to get to know students so that they can plan, program, teach and assess students in a manner which is fair and flexible, provides an appropriate level of challenge, and engages students in learning in meaningful ways.

The mandatory NSW Curriculum from K-6 includes:

- English
- Mathematics
- Science and Technology
- Creative and Performing Arts
- History
- Geography
- Personal Development, Health and Physical Education



Band and Choir

At Bellevue Hill Public School we offer a junior and senior band, and a junior and senior choir . In 2019, we had 100+ students who participated in the music programs. Students represented the school at district and state concerts, including performing at the Opera House.

Band and choir are performed before school and/or at lunch time.

For more information please contact:
info@themusicsuite.com.au

Dance

At Bellevue Hill Public School we offer junior and senior dance groups. These are formed in Term 1. Our dance groups represent the school performing at Create East, Spotlight Festival and some students were selected for School Spectacular.



Other programs

Languages

At Bellevue Hill Public School all students study a language. Through learning languages students are able to reflect on their own heritage, culture and identity. We offer a choice of three languages:

- Hebrew
- Italian
- Russian

Language study allows students to develop communication skills, learn about languages as systems and explore the relationship between language and culture. Students engage with the linguistic and cultural diversity of societies and reflect on their understanding of social interactions.

Creative and Performative Arts

At Bellevue Hill Public School all students participate in a whole school musical and art show every alternate year. In addition to this we have a large school band, school choir and a junior and senior dance group.



Bellevue Hill Public School Code of Cooperation

Mrs. Lisa Walkersmith
Assistant Principal, Wellbeing
Lisa.m.walker@det.nsw.edu.au

Underpinned by the NSW
Department of Education's
Wellbeing Framework and behavior
code for students, Bellevue Hill
Public School's Code of Cooperation
expects students to be:

- SAFE
- RESPECTFUL
- ENGAGED



Student wellbeing

At Bellevue Hill Public School we are committed to providing learning opportunities that promote positive wellbeing of children and young people. We offer several programs which support student wellbeing including the 'You Can Do It' Program and peer mentoring.

You Can Do It

This program is aimed at fostering the power of positive thinking. The core purpose of this program is to develop young people's social and emotional capabilities: confidence (academic and social), persistence, organisation, getting along and emotional intelligence. It does this by supporting and nourishing 12 positive attitudes:

- thinking first
- following rules
- accepting everyone
- time management
- setting goals
- giving effort
- growth mindset
- working through
- I can do it
- being independent
- taking risks
- accepting myself



Student Representative Council Projects

- Fundraising for Sydney Children's Hospital, Rural Fire Service and other community groups
- Environmental initiatives and awareness
- Student news publications
- Friendship clubs
- Playground initiatives to promote inclusion



Student leadership and voice

At Bellevue Hill Public School, our students have multiple opportunities to develop their leadership skills.

Leadership Opportunities

Leadership is encouraged for all students; from classroom helpers and leading peers in learning to leadership teams. Our student leaders greet you at the gate each day, conduct assemblies, and represent the school on formal occasions such as Anzac Day ceremonies.

All students complete leadership and peer mediation training in Year 5. As part of these two courses students undertake a range of activities designed to enhance their leadership and mediation skills.

Student Representative Council (SRC)

The SRC is made up of a representative from each class across the school. This ensures that the voice of all students is heard as students work together to discuss and vote on student initiatives across the school.





Homework guidelines

Homework is a valuable part of schooling. It allows for the practising, extending and consolidating of work done in class. Homework provides training for students in planning and organising time and develops a range of skills in identifying and using information resources. Additionally, it establishes habits of study, concentration and self-discipline.

(Department of Education, Homework Policy)

At Bellevue Hill Public School all students are given homework that is appropriate for each student's age and ability. There are three main types of homework:

- **Practice exercises** – students apply knowledge or review, revise and reinforce newly acquired skills. Examples include memorising mathematical tables, practicing spelling words, essay writing, or reading for pleasure.
- **Preparatory homework** – students gather background information in preparation for a unit of study. Examples include collecting pictures of hot or cold things and collecting geometric shapes
- **Extension assignments** – students are encouraged to pursue knowledge individually and imaginatively. Examples include writing a book review and retrieving information from newspapers and the internet.

Kindergarten

In Kindergarten students have home reading as homework from March. All activities at home or in play can assist children to develop a wide range of knowledge and skills including literacy, numeracy and problem solving.

Year 1 and Year 2

Students will be set some formal homework. This will include reading (Reading Eggs and readers), spelling and Mathletics.

Years 3 – 4

Students will be expected to work with greater independence on homework tasks.

Homework tasks include: reading (Reading Eggs), spelling, Mathletics, times tables, and some projects to assist with the development of study skills. The time spent on homework each night should be approximately 45 minutes.

Year 5/6

A Homework outline is issued at the beginning of each week. Each week homework tasks include: reading, spelling, writing, research and mathematics. Incomplete work and project-based learning may also be included. The time spent on homework each night should be approximately 1 hour.



Assessment and reporting

At Bellevue Hill Public School, teachers use a variety of assessment strategies to assess students for, as and of learning throughout the year to inform teaching and learning activities. This includes: observing students' work, collecting work samples, using rubrics, and conducting summative tests. These are all used to analysing and record information about students' progress. Consistent teacher judgement is achieved by comparing work samples across the grade, stage and against the syllabus standards.

In line with the Department of Education Policy, reporting is a planned process.

Term 1: a parent/teacher interview is conducted at the end of term

Term 2: Semester 1: a formal written report is completed and sent to parents in Week 10

Term 4: Semester 2: a formal written report is completed and sent to parents in Week 10

All formal reports aim to provide a plain English summation of the student's academic, creative, physical, personal and social growth over a semester. Years 1-6 use the A-E common grade scale to meet the Department of Education's assessment and reporting guidelines. In addition, we report on your child's effort and encourage students to take ownership of their learning and to set goals and reflect on them throughout the year.

In addition, there are also state and national education tests including:

Best Start: school entry test in Kindergarten

NAPLAN: Years 3 and 5

Selective high school and opportunity classes: optional

Before and after school club (BASC) - Kids Club

Hours: 7.00am — 9.00am
3.15pm— 6.00pm

Centre Owner: Ms Alana Long
Centre Managers:
Caroline Carver
Lauren Sheriden

Contact details:

Email:

bellevuehill@kidsclubosh.com.au

Website: www.kidsclubosh.com.au



Before and After School Club: (BASC) Kids Club

Kids Club was established to meet the growing need for high quality care services for school age children and their families in and around Sydney.

The highly qualified and experienced educators work together in partnership with the children, their families, the school communities and the wider community to ensure the best care for your child.

They aim to provide the children in their care with a wide range of exciting opportunities to maximise their potential and develop a foundation for future success in life.

They believe that every child, family and staff member is a resourceful and meaningful contributor to their programs.

Take a look over their site to read more about their programs, philosophy, centre and what makes Kids Club the best in school age care for your child at <http://www.kidsclubosh.com.au/>

Other Services

Uniforms:

Open: Tuesday 3.00pm—3.30pm

Online ordering:

<https://bhpsus.myshopify.com/>

Volunteering:

bhpsuniforms@gmail.com.

Food Service:



Uniforms

Our uniform shop is located in the school hall. It is open during school terms on **Tuesdays from 3pm to 3:30pm**.

You can now place your order ONLINE, at any time!

<https://bhpsus.myshopify.com/>

Order collection: from the uniform shop on Tuesday afternoon or from the office on Wednesday morning.

Payment can be made with cash (in person at the uniform shop only) or credit card (Amex and Diners not accepted).

Second-hand uniform items are available from \$5 per item, but can only be purchased in person, on Tuesday afternoons.

Volunteers needed: 30 minutes, 3 times a term! Please contact the uniform shop manager via bhpsuniforms@gmail.com

Food service

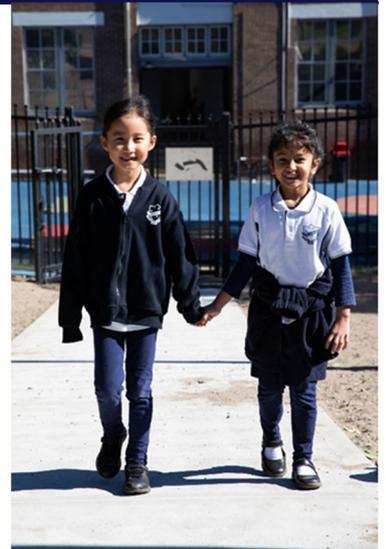
At Bellevue Hill Public School we do not have a school canteen but we do offer a food service four times a week: Monday - Thursday. This service is provided by Botany Bites.

Menu: see Bellevue Hill Public School website

App for orders and payment: <https://www.flexischools.com.au/>

Go with the flow: This is a P & C initiative

This drop off and pick service allows for children to be arrive and leave school in a safe manner without parents having to park the car. If you want to register your child/children or volunteer please email: Rochelle Guttman – bellevuehillGWTF@gmail.com



Kindergarten

Mr David Andrews, AP
Kindergarten Coordinator



Kindergarten enrolment

Bellevue Hill Public School looks forward to warmly welcoming Kindergarten students starting school.

We have a range of school tours and parent information sessions on offer as well as Kindergarten orientation sessions planned for your smooth transition into our wonderful school community.

Your child can start Kindergarten at the beginning of the school year if they turn five on or before 31 July in that year. By law, all children must be enrolled in school by their sixth birthday. It is important that you let us know if your child has any special circumstances, allergies, health or medical conditions before your child starts school.

When to start your child at school is an individual decision. You may want to discuss this with us or with your child's preschool teacher, carer or doctor. Please see our enrolment page on the school website for detailed information about enrolling your child at Bellevue Hill Public School. To find out whether you live within the Bellevue Hill Public School catchment area please search for your address using the School Finder website.

School tours are currently being held. Please see our school tours page on the website for more information.

Kindergarten is an important year of schooling as children formally begin to develop their literacy and numeracy skills.

Our whole school community will help your child adjust to school and help them to feel comfortable.

International students

Coordinators:

Ms. Kay Keeble

Kay.keeble@det.nsw.edu.au

Ms. Nicole Vlahos

nicole.vlahos@det.nsw.edu.au

Ph: 02 9389 3928

Department of Education

International:

www.internationalschool.edu.au

CRISCOS Provider Name:

NSW Department of Education

CRICOS Provider Code: 00588M



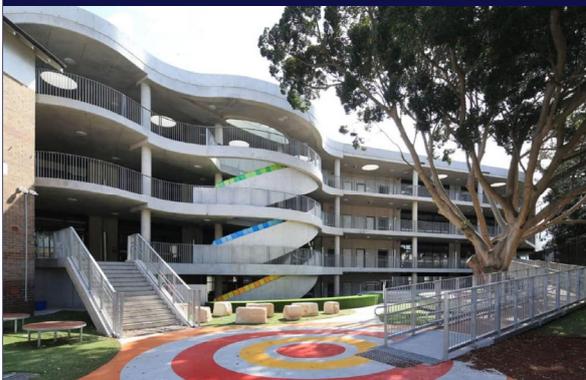
International students

We warmly welcome our international students and their families to our school and appreciate and value their contribution to our community.

At Bellevue Hill Public School a range of programs for international students is offered for both short term and long term, temporary residents. These programs provide international students and their families with an opportunity to experience our inclusive school culture, innovative teaching and learning in enriching learning environments, whilst gaining strong English language skills.

Bellevue Hill Public School also hosts international study tours from schools and teaching staff who seek a unique educational experience that includes participating in classes, school activities and special events conducted at school and within our local community.

The inclusion of international students helps all students develop their intercultural understanding. Students learn to value their own culture, language and beliefs, and those of others as they engage with diverse cultures in ways that recognise commonalities and differences, create connections with others and cultivate mutual respect. In addition, students develop skills in empathy and can reflect on international experiences which lead to becoming responsible global citizens.



Parents and Community: P&C

Meetings:

7.00pm: First Monday of month

Staffroom: 1st Floor, Old Building

Committee:

President: Mrs. Helene Suskin

Vice Present: Mrs. Deena Sher

Secretary: Mrs. Alison Butt

Treasurer: Mr. Anthony Fajwul

Contact: jhsuskin@gmail.com

Parent reading tutors needed

Coordinator: Mrs. Vivienne Beck

Email:

Vivienne.beck@det.nsw.edu.au



School Community

At Bellevue Hill Public School we value our strong community partnerships and promote parent connections as they are a key element for student success.

P & C: Parents and Community

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.

Class parents

Each year has a class parent coordinator to manage all year based communication for all parents. Please see the website for contact details.

Reading tutors

Our volunteer parent reading program has been established for over ten years. This program promotes one-to-one reading for students who need additional help to consolidate their independent reading skills.

Excellence in learning

Excellence in learning

School Houses

Bradman: **Red**

Hewitt: **Blue**

Thorpe: **Green**

Freeman: **Yellow**

Important Dates:

Swimming Carnival

Years 3-6: February 9, 2021

Cross Country Carnival

Years 3- 6: TBA, 2021

Senior Athletics Carnival

Years 3-6: TBA, 2021

Infants Athletics Carnival

Years K-2 : TBA, 2021



Sport

All students at Bellevue Hill Public School enjoy the opportunity to participate in a broad range of sports. When students enrol into Bellevue Hill Public School they are allocated a sport house. Each house is a different colour and the students will need to wear their coloured shirt when they participate in sporting activities at school and at the swimming (3-6 only) and athletics carnivals.

Kindergarten—Year 2

Students K-6 participate in a physical education lesson with our dedicated teacher Mr. Darran Rawson. These skills are essential for students to participate successfully in lifelong physical activity and sport. In Kindergarten - Year 2 students participate in an additional lesson with GotGame on a Thursday or Friday.

Friday Sport Years 3—6

Students in Years 3-6 have the opportunity to participate in sport on Fridays. Some students will represent the school as they participate in PSSA sport, competing against other schools in the Sydney Coastal region. Students who do not participate in these sports will have the choice to participate in a select number of other sports or in School Sport. The School Sport program follows the PSSA sports, teaching the skills required for the given sport. For example: cricket and basketball in summer and netball and football in winter.