

Newsletter to Parents

SINGLETON PUBLIC SCHOOL



Find us at: 8 Hunter Street, Singleton NSW 2330
Phone: (02) 6571 2250 Fax: (02) 6572 3076

Enter to Learn
email: singleton-p.school@det.nsw.edu.au
website: www.singleton-p.schools.nsw.edu.au

Week 5 Term 1

QUALITY RESPECT RESPONSIBILITY

22 FEBRUARY 2017

Parent Information Sessions

It was wonderful to see so many parents taking the opportunity to meet and talk with their child's teacher during the Parent Information sessions. The partnership between home and school is vitally important to ensure that all of our students are being well supported.

If issues arise throughout the year, your child's teacher is the first point of contact, then the appropriate Assistant Principal who will assist you to manage any issues. Our Assistant Principals for 2017 are:

Mrs Christine Launder (Early Stage 1), Mrs Katrina Hackett (Stage 1), Mrs Diane Merrick (Rel. Stage 2) and Ms Robyn Edgar (Stage 3).

Settled Kindergarten

Our wonderful Kindergarten students have settled quickly into our school routines due to the support provided by Miss Moon, Mrs Scoles and Mrs Launder and our great Learning Support Officers. Already rooms are being covered in student work samples and eye catching displays. I would encourage all parents to help our children develop independence by dropping them at the front gate to then walk by themselves to their classroom and then out to play.

Dogs at School

Please do not bring dogs into the school grounds.

Bike Riding

Our school has several sets of bike racks available for students to store their bicycles located behind the main Office Building. Whilst all care is taken to monitor this area, it is a wise action to provide and use a safety chain to lock your bike up throughout the day. All children must wear a helmet when riding their bikes.

David Crowe
Principal

Calendar of Events

| | |
|----------------------------------|---|
| Wednesday 22 February | Sporting Schools starts Last date for newsletter hard copies to be sent home to all families. Electronic copies will be sent out and hard copies to those who have who have returned a slip. |
| Friday 24 February | Year 6 Young Teen Talk permission note due back at school Year 6 Hoodies money and sizing notes due |
| Monday 27 February | Year 6 Young Teen Talk |
| Tuesday 28 February | Year 6 Young Teen Talk |
| Wednesday 1 March | Scripture starts at school P&C AGM 6.30 pm in the Library P&C Meeting 7.00 pm in the Library |
| Tuesday 7 March | Supercover note and payment due back at school |
| Friday 10 March | PSSA Rugby League trials held in Muswellbrook |
| Tuesday 14 March | Visiting Show - Puss in Boots |
| Friday 17 March | Kinder Big Breakfast |
| Monday 20 March | ICAS (University of NSW tests) payments and notes due |
| Wednesday 29 March | PSSA Touch held at Aberdeen |
| Friday 31 March | PSSA Netball held in Muswellbrook PSSA Soccer held at Alroy Oval |

This week's assembly will be hosted by 1H at the starting time of 12.45 pm.

Electronic copies of newsletter

Today is the last day for hard copy newsletters to be sent home to all families. Electronic copies will be sent out via the School App and hard copies to those who have who have returned a slip.



Education

Upper Hunter Zone PSSA Swimming Carnival

Last Wednesday, 15 February a large group of swimmers travelled to Scone with parents and friends to attend the Annual Upper Hunter Zone Carnival. Thankfully the day was not too hot although the sun was quite intense and required sunscreen and lots of shade. The children represented our school exceptionally well, displaying sportsmanship as well as being respectful toward the many people in attendance. I was able to rely on the many parents to take on official time keeping duties as well as managing to shepherd children to their correct races. A large thank you to all parents and friends who worked hard during the day to assist with the carnival duties as well as to all those parents who took time from their busy schedules to transport children to Scone.

The competition was fierce last Wednesday and first or second place was no guarantee of a place at the Regional Carnival as regional qualifying times are extremely quick.

The ribbons for Zone will be posted to the school shortly for presentation. These are the official placings from the Zone carnival:

Junior Girls Relay team – 2nd

8 year Girls 50 m Freestyle – 4th Erin

9 year Girls 50m Freestyle – 4th Nesha, 5th Ella

10 year Girls 50m Freestyle – 4th Siaan, 8th Tyla

Junior Girls Backstroke – 6th Tyla, 10th Chelsea

Junior Girls Backstroke – 5th Phoebe, 8th Tyla

11 year Girls 50m Freestyle – 5th Laura, 6th Faith

Junior Girls Backstroke – 3rd Faith

Junior Girls Breaststroke - 4th Faith, 10th Kaitlin

Junior Girls Butterfly – 3rd Kaitlin, 4th Faith

12 year Girls 50m Freestyle – 14th Lili, 15th Lucie

Senior Girls Backstroke – 6th Lucie, 10th Lili

Senior Girls Breaststroke – 2nd Holly, 13th Lili

Senior Girls Butterfly – 8th Lucie

Open Girls 100m Freestyle – 6th Faith, 10th Lili

8 year Boys 50m Freestyle – 1st Archie, 2nd Mitchell

9 year Boys 50m Freestyle – 5th Hunter, 7th Tommy

10 year Boys 50m Freestyle – 7th Lachie, 16th Caleb

Junior Boys Backstroke – 6th Hunter, 7th Archie

Junior Boys Breaststroke – 8th Sanjay

11year Boys 50m Freestyle – 3rd Hamish, 6th Jayce

11 year Boys Backstroke – 3rd Jayce, 11th Lachie

11 year Boys Breaststroke – 2nd Joe, 8th Max

11 year Boys Butterfly – 4th Joe, 9th Hamish

12 year Boys 50m Freestyle – 12th Miller, 16th Hamish

Senior Boys Backstroke – 11th Hamish, 12th Oliver

Senior Boys Breaststroke – 12th Seth, 16th Miller

Open Boys 100m Freestyle – 10th Jayce, 12th Oliver

Ms Zeidler

Organising Teacher



 **Nutrition Snippet**

The simplest way

...to help parents *Eat It To Beat It*.

Want to learn more about getting your family to eat well to reduce cancer risk, and empower other parents to do the same?

Join Cancer Council NSW's *Eat It To Beat* program as a volunteer Program Facilitator.



We will train and support you to deliver free Healthy Lunch Box sessions and Fruit & Veg Sense workshops that:

- Help families to reduce their cancer risk.
- Make a difference in your community.
- Increase your confidence and improve your presentation skills.

For more information email eatittobeatit@nswcc.org.au or phone (02) 4923 0710.

For more information visit www.eatittobeatit.com.au or join us at facebook.com/eatittobeatit



Canteen Roster - Week 6, Term 1 2017

| | |
|---|---|
| Mon 27/2/17 | Teagan Hartcher, 1 more helper please |
| <i>Canteen opened until 12.00 pm on Mondays</i> | |
| Tues 28/2/17 | Lynda Damstra, Lesley Evans, 1 more helper please |
| Wed 1/3/17 | Sarah Land, Melissa Muddiman, Cara Roohan |
| Thurs 2/3/17 | Nicole Furness, Kylie Broadbent ,1 more helper please |
| Fri 3/3/17 | Paula Stokes, Melinda Grant, Kristine Lawrence, Jen Andrews |
| Please advise the Canteen if you have any changes to your rostered day. | |

Uniform Shop

The Uniform Shop has now relocated to Lowes at Singleton Square. They are currently selling uniforms in-store and will be introducing an online system in the future.

Positive Behaviour for Learning – PBL Post-It

Every fortnight our school focuses upon a new behaviour to reinforce our school values of RESPECT – RESPONSIBILITY – QUALITY. All classes engage in small discussions about the various behaviours and students are rewarded for acting in an appropriate manner. This fortnight's focus is:-

“Responsible students **walk** on verandah's”

Parent Online Payment Advice - send to school office

Student Name: _____

Class: _____

Total Paid: _____

Date: _____

Description of Payment: _____

Online Payment Receipt number: _____

Where applicable, please ensure that you also send the permission note back to the class teacher.

Singleton Pubic School Details

| | |
|--------------|------------------------------|
| Phone | 02 6571 2250 |
| Fax | 02 6572 3076 |
| Principal | David Crowe |
| AP ES1 | Christine Launders |
| AP Stage 1 | Katrina Hackett |
| AP Stage 2 | Di Merrick |
| AP Stage 3 | Robyn Edgar |
| P&C Meetings | First Wednesday of the Month |

Bell Times

| | |
|----------|-----------------------------|
| 8.40 am | Play |
| 9.10 am | Morning Muster - class time |
| 11.10 am | Eating in Class |
| 11.20 am | Lunch 1 |
| 11.40 am | Lunch 2 |
| 12.00 pm | Middle session |
| 1.30 pm | Recess |
| 2.00 pm | Afternoon session |
| 3.10 pm | Home |

Age Champions

Congratulations to all the Swimming Age Champions for 2017 and Kendall who are the house champions for this year. Pictured are Jayce, Harry, Oliver, Laura, Elyse, Hunter, Tyla, Faith and Lilli. Well done!



Permission Notes

A reminder that if you make payments via the Parent Online Payment system (POP), can you please ensure you still send a permission note into school. Supercover permission notes can be found in the school newsletter.

Electronic copies of newsletter

This is the last date for newsletter hard copies to be sent home to all families. Electronic copies will be sent out via the School App and hard copies to those who have returned a slip.

Year 6 Hoodies

This year, to celebrate the end of your child's Primary education, the school is offering "school hoodies" for Year 6 to purchase. The hoodies will have all of Year 6 names on the back with a '2017' design on the front.

This year we have a navy blue hoody (which is a medium weight fleece jumper with hood) with yellow print priced at \$43.50. **Please return your order and money by Friday, 24 February. To decide on sizing it is best to measure around your child's chest, then refer to measurements on the note.** Please indicate the size and quantity required. Payment must accompany the return slip.

Scripture 2017

Scripture at Singleton Public School this year will be of a different format. It will consist of an assembly type format that has been very successfully trialled at another school.

Scripture begins on Wednesday of Week 6 (1 March). Year K-2 scripture will take place on this day. It will run from 12.00 pm until 1.00 pm in the hall. Year 3-6 will have their first scripture lesson in Week 7 from 12.00 pm until 1.00 pm in the hall. This means that each child will have fortnightly scripture lessons.

All children will attend scripture except for those pupils who have the following religions listed on their enrolment forms: Islam, Jehovah's Witness, Buddhism, Spiritualism, Judaism and Baha'i. If you do not wish your child/ren to attend scripture this year, a note needs to be handed in at the school office listing your child's name, their class and exemption.

The children who will not be attending scripture now will be participating in PD/PE/Health lessons relating to social skills. The K-2 students will be part of the APEEL program whilst Year 3-6 will be undertaking the "Bounce Back" program. These programs will be taught by members of our staff.

If you have any questions or concerns, please contact Mrs Scoles.

Gai Scoles
Organising Teacher

Donations of Agapanthus

Miss Sullivan is looking for donations of agapanthus. If you can help with any donations please deliver them to 4/5S.

Court Orders

Later in the year, the school be changing over to a new computer system. In readiness for the new system, all court orders, including family court orders and apprehended violence orders need to be uploaded into our enrolment system. It is imperative that the school has the most recent version of court orders affecting the students at our school. Please note that this information will be kept confidential. Therefore, can all families please ensure that the school has a copy of all relevant information as soon as possible.

Wanted Canteen Volunteers

We still need volunteers for the canteen. Only got a few spare hours, That's ok! Any help would be great. Happy to prep but don't want to serve. That's ok also. Stick your head in at the canteen and have a chat to Lisa our lovely new canteen manager and discuss with her your availability. We also have the best coffee at school.

Singleton Public School P&C Annual General Meeting Notice

All parents/carers and citizens within the school community are invited to attend the Singleton Public School P&C Annual General Meeting (AGM) on Wednesday, 1 March at 6.30 pm in the school library, and join our P&C. The AGM will be followed by the monthly P&C meeting at 7.00 pm. Children are welcome to use the library computer room during the meetings.

The objectives of the P&C are to promote the interests of the school by bringing parents, citizens, students and teaching staff into close co-operation; and assist in providing facilities and equipment for the school, and in promoting the recreation and welfare of the students at the school. Our P&C operates the school canteen and uniform shop, supports the school Breakfast Club and school band, and prepares the annual school magazine. Over the past 3 years our P&C has contributed over \$100,000 to the school.

The Officers of the P&C consist of the President, two Vice Presidents, Treasurer and Secretary. Other positions include an Assistant Treasurer, Uniform Shop Coordinator, Canteen Liaison Officer, Band Program Representative and Breakfast Club Coordinator. At the AGM all officer and other positions will become vacant and then be filled by nomination and, where necessary, by ballot of members. All nominees shall be members of the association. Nominations can be emailed to singletonpublicschool@pandcaffiliate.org.au. The audited balance sheet and annual report will also be presented at the AGM.

Please consider joining the P&C and see how you can get involved and help, as 'many hands make light work'.

Thanks

James Skinner - Singleton Public School P&C President

Parking in Staff Car Park

The school's staff car park is used by the taxi's dropping off our students from the Support Unit as well as parents of Support Unit students. **It is not to be used by any other families unless prior consent is given by the School Principal.** There is also no pedestrian access via the staff carpark. This is because the safety of our school community is paramount.

Working with Children Checks

All volunteers that come into the school to help with Canteen, Breakfast Club, classroom, excursions, etc should have completed either:-

- A Statutory Declaration for Volunteers and Contractors - Appendix 5 (available at the school office) as well as taking a 100 point check to the school office, or
- A Working with Children Check by visiting <http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check> to apply and then taking the application and a 100 point check to the RMS.

If you have not completed a declaration in the past 2 years, please update your declaration and 100 point check at the school office.

Your co-operation with completing these checks is appreciated as it is a Department of Education requirement.

Benefits of "Kiss and Go"

"Kiss and Go" means that once you have safely dropped your child to school, you say goodbye and leave them to have a play before the morning bell goes. This offers them the opportunity to become familiar with the school routine and helps them to settle in a little easier. There are a number of benefits from adopting a "Kiss and Go" approach to dropping your child at school. These include;

- ★ the building of independence skills for the child as they will quickly learn the morning routines and expectations;
- ★ increased free play and social building opportunities – without Mum or Dad in the playground children quickly find a friend to interact and play with. It is amazing how much energy young children can burn in five minutes;
- ★ reduced anxiety and stress for other students – often it is not your child crying in morning lines, it is another child who is 'missing' their parent. The presence of additional parents in the school grounds can increase this anxiety;
- ★ improved traffic flow around the school and increased pedestrian safety – we all know how hectic and difficult it can be to get a park around school grounds in the morning;
- ★ increased opportunities for your child to interact with teachers and staff at the school in a relaxed, informal setting.

Waiting Areas after School

Please be mindful that school finishes at 3.10 pm. It is important for your child that you wait in the playground areas and not outside the classrooms as it becomes a distraction during your child's learning time.

However, if you would like to help out as a volunteer within the classroom, please see your class teacher at a suitable time. Thanks for your assistance in providing a high quality education for your child.

Alternate School Sports Program Term 1

All students in Year 3-6 who returned the Alternate Sports program note, have now been advised which selected sport they will be participating in for Term 1. All money should have been paid to the office by now. The program will start Friday.

Playground Equipment

Parents are reminded that there are to be no students on the playground equipment before school supervision starts (before 8.40 am) and after the school bell at 3.10 pm. Students can only play on the equipment whilst there is teacher supervision between the hours of 8.40 am to 3.10 pm. Please note that preschool children are not permitted on the equipment at any time to ensure their safety.

Statement of Accounts

Each term the school office sends home a financial statement to each family. The statement of account may include "Voluntary Family School Contribution", "P&C Voluntary Levy" or payments for excursions.

The "**Family School Contribution**" refers to the voluntary contribution scheme that all public schools operate. This is a very low \$60.00 per family per year. This money goes to providing the everyday resources needed in classrooms - pencils, paper, books, teaching aids, counters, craft supplies, reading books, etc, available to every child. Payment of as little as \$2.00 per week is possible if you prefer.

The P & C Committee has asked the school to collect a \$10.00 per child per term (or \$100.00 per family per year) "**Voluntary P&C Levy**" on their behalf. This is also shown on the Statement of Account. Although it is a voluntary contribution to the P&C, it is shown on the school invoice for bookkeeping reasons. This levy was introduced as a means of fundraising instead of organising stalls such as mothers' day and fathers' day stalls to make it easier for already busy people. In 2016, the P&C have donated funds towards air conditioning, projectors for smartboards in the classrooms, library books and literacy resources.

School Uniform

Our school uniform policy has been formulated to encourage all children to wear their school uniform with pride. The whole school community expects that all students will wear the school uniform every day. In this regard, parents have an important role in overseeing what their children wear to school. A navy school hat is part of the school uniform. All items of uniform, are available for sale at Lowes in Singleton Square.

SUMMER

GIRLS: Blue checked dress OR navy shorts and unisex polo shirt; navy socks; black shoes. Navy school hat at all times.

BOYS: Unisex polo shirt; navy shorts; navy socks; black shoes. Navy school hat at all times.

WINTER

GIRLS: Unisex polo shirt and navy trousers OR blue and gold checked pinafore with a white blouse or unisex polo shirt; royal blue zip-up jacket (optional), royal blue tracksuit top (optional); navy socks or stockings; black shoes. Navy school hat at all times.

BOYS: Unisex polo shirt and navy trousers; royal blue zip-up jacket (optional) royal blue tracksuit top (optional); navy socks; black shoes. Navy school hat at all times.

SPORT: Children may bring joggers to wear with unisex polo shirt and navy sport shorts during sport. Alternatively, black joggers may be worn at all times. Navy school hat must be worn at all times.



Moving into Year 7 in a NSW Government School in 2018

Year 6 have received a form "Moving into Year 7 in a NSW Government School in 2018". It is information relating to Year 6 student's Year 7 enrolment in 2018. This form needs to be completed and returned to Singleton Public School by Friday, 17 March. This will allow the Year 6 teachers time to complete the details required to be forwarded to the selected High School. Please note that the designated local secondary school for your child as per Section B of the enrolment form titled "Placement at your local government school", is Singleton High School. If you do not require a place in a government school, please complete Section E and return the form to the school.

Communication with Parents

The school staff believe that education is a partnership between home and school, and that it is important that teachers and parents regularly communicate with each other. There are a number of ways that this can happen.

Our Newsletter is the most important way that our school communicates with parents what is happening weekly. It is essential for parents to read our Newsletter to find out what has happened, what will happen, important dates, educational issues and community happenings. *Please ensure you read it carefully.* Our Newsletter is produced electronically and put onto the school's website weekly. A message and link is also put on the School App. Permission notes and information regarding excursions and other school activities are also uploaded to the school website.

Written reports on your child's progress are sent home twice a year. Parent/teacher interview days are held each year in Term 1. At times during the year there may be formal interviews or Learning Support Team meetings requested with parents to inform you of your child's progress. We encourage parents to contact their child's teacher if they ever have any concerns about their child at home or at school. This can easily be done by phoning the school office and leaving a message for the teacher to arrange a suitable appointment time or to address concerns over the phone.

Parents, carers and interested community members can also find out what is happening at school by downloading our School App on their smart phones and tablets. Parents can receive travel and other notifications, reminders, location guides for school events; provide absentee notes, access the school newsletter, calendar, permission notes and much more.

To download the app on to your device, simply go to your App store and search for Singleton Public School. Full information for downloading the School App is available from the school office.

IMPETIGO (Septic/School Sores)

There has been a reported case of Impetigo (school sores) at the school. Please exclude students if sores are exposed on surfaces such as face, scalp, hands or legs. Student may return to school once antibiotic treatment has started. Sores should be covered with watertight dressings.

Electronic copies of the School Newsletter

Singleton Public School is going electronic again this year with our weekly newsletter. A notification will be sent out on the School App each week when it is available online. For the month of February, the school will continue to print hard copies of the newsletter. HOWEVER, if you would still like a hard copy of the newsletter for the rest of the year, please return the form below. For those who received a hard copy of the newsletter last year, your name will remain on the list to receive a hard copy.

✂ _____

Electronic copies of the School Newsletter - return to school office by Friday, 28 February

☐ YES, I would like to continue receiving a hard copy of the school newsletter.

Name : _____

Eldest Child's Name: _____

Class: _____

2017 Sporting Schools Program

The Sporting Schools program is conducted at Singleton Public School. This program is funded by the Australian Sports Commission so there is no cost to the students. Activities and afternoon tea are provided to all students who participate. The program runs on a Wednesday afternoon each week, from **3:10 pm to 4:10 pm**. The children will have afternoon tea and from 3.10-4.10 pm they will participate in sporting games. In Term 1, this program will run from **Week 5 to Week 11** with the first session to start on Wednesday, 22 February 2017.

The focus of the Sporting Schools program will be on participation and enjoyment. It is open to all children, no matter what age or skill level. As this is organised by the school, normal school rules and discipline will apply. The sessions will be fully supervised and trainers will be provided by the Australian Sports Commission. The children meet near the Support Unit Playground after the bell rings on Wednesday. **Please note that for Term 1, the Sporting Schools program will only be open to students in Years 1-6. From Term 2 onwards, Kindergarten students can then participate in the program.**

Please complete the permission slip below and return to school as soon as possible if you wish your child to take part in this positive sports program in 2017.

Stewart Ison / Sasha Hutchinson
Sporting Schools Coordinator

**Please bring appropriate footwear to change into for the afternoon activities.*

✂

Sporting Schools (please return to school office)

I give permission for my child/ren listed below to attend and participate in the activities of the Sporting Schools Program on Wednesday afternoons at Singleton Public School in 2017.
The attendance times are from 3:10 pm until 4:10 pm SHARP.

Child's Name: of class

Child's Name: of class

Child's Name: of class

Emergency Contact Phone Numbers:

.....

Does your child have any health or medication issues? Yes / No

.....

.....

Parent's Name:

Signed Date

Upper Hunter PSSA Zone Selection Dates

Dear Parents,

The following dates are for the Upper Hunter Zone, PSSA Selection Trials for 2017. The criteria stipulated by the selectors are that the student is competent and knowledgeable in the sport. These trials are for open age teams and the students competing will be up to 13 years of age. Participants are selected from Years 5 and 6.

Please be aware that it is the parent/caregiver's responsibility to provide your child's transport to the venue and to provide supervision during the day. There will be no teachers from Singleton Public School attending the trials unless they are running trials. **Please note: these dates may change.**

| Sport | Date | Venue |
|------------------------|----------|--------------|
| Zone Swimming | 15/2/17 | Scone |
| Zone Rugby League | 10/03/17 | Muswellbrook |
| Zone Netball | 31/3/17 | Muswellbrook |
| Zone Soccer (Football) | 31/3/17 | Singleton |
| Zone Touch | 29/3/17 | Aberdeen |
| Zone Cross Country | TBC | Muswellbrook |
| Zone Golf | TBC | Muswellbrook |
| Zone Athletics | TBC | Singleton |
| Zone Rugby Union | TBC | TBC |

University of New South Wales Tests

Each year the University of New South Wales offers students across the world the opportunity to participate in a number of tests across a number of curriculum areas for children in Year 3-12.

These tests are the International Competitions and Assessments for Schools (ICAS) and occur through the year. A new ICAS test is developed annually for each subject in each year level by our team of subject matter experts.

All ICAS tests are reviewed by experienced teachers to ensure that they accurately assess students' skills and are relevant to what they are learning at school. Each test is sat at the student's school and is invigilated by teachers under normal examination conditions.

This year we are offering for any interested children from Years 3-6 the chance to participate in the following UNSW competitions:

- Digital Technologies (Computer Skills): Tuesday, 23 May
- Science : Tuesday, 30 May
- English: Tuesday, 1 August
- Mathematics: Tuesday, 15 August

Each of these tests costs parents \$9.00. If you would like your child or children in Years 3-6 to participate in any of the tests please complete the form below and **return it to the school by Monday, 20 March**. Unfortunately we will be unable to accept late entries.

✂ _____

Childs Name _____ Child's Class _____ (return to office by Monday, 20 March 2017)

Tests I would like my child to participate in:

English / Mathematics / Science / Computer Skills

(Please cross out whichever is not applicable)

Each tests costs \$9.00 Total enclosed: \$ _____ Signed: _____

Introducing the SPS 2017 Kindergarten classes

.....KL.....



.....KM.....



.....KS.....



CANTEEN ASSISTANT Singleton Public School

The Singleton Public School P&C are looking to appoint a person to the role of **CANTEEN ASSISTANT**. The successful applicant will be required to work every Friday during term (when canteen is open) for 3 hours between 9am and 12pm, and the flexibility to be available on other days from 8:50am – 2:50pm where required to relieve the **CANTEEN MANAGER**.

This is a casual position and paid at Level 2 as prescribed under the Fast Food Industry Award 2010.

The **CANTEEN ASSISTANT** reports to the Singleton Public School P&C **CANTEEN MANAGER** and is responsible for the management of the day-to-day operations of the school canteen on days when the Canteen Manager is not rostered on, or performing other duties.

As such, the **CANTEEN ASSISTANT**, must be familiar with daily canteen routine and be available and capable to step into the **CANTEEN MANAGERS** role on a short term basis and fulfill these responsibilities should the need arise.

These responsibilities include:

- Supervision of voluntary workers and the ability to encourage a pleasant, safe & positive team oriented workplace.
- Opening and closing of the canteen, food preparation & window service.
- Following the canteen procedures and systems to ensure safe and timely delivery of food.
- Ordering, purchasing and checking supplies.
- Counting, recording and banking the daily takings.

ESSENTIAL CRITERIA:

- Working with children check.
- The skills and ability to practice safe food handling and preparation to meet the requirements of the Food Standards Code.
- Great organisational and communication skills
- The ability to manage volunteers
- Basic food preparation and baking skills.
- Willingness to learn and implement the financial systems of the canteen.
- Be able to work successfully with the **CANTEEN MANAGER**, following their directive, and follow established canteen procedures.

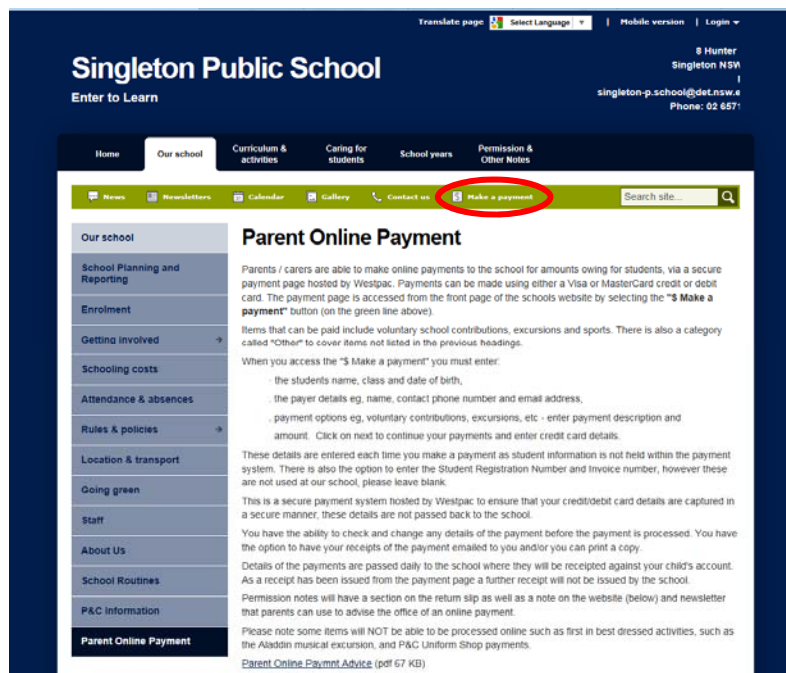
Apply in writing by 5pm Wednesday 8th March 2017, outlining current skills and experience, addressing essential criteria and including at least 2 referees, to: The Secretary, Singleton Public School P&C
Email: singletonpublicschool@pandcaffiliate.org.au. Any enquiries to Donna Croft via text on 0408 560 231.

Parent Online Payments (POP)

Our Parent Online Payment system is available for your easy access to paying your school fees. A tab can be found on the school website under "Our School" called "Parent Online Payment" - <http://www.singleton-p.schools.nsw.edu.au/our-school/parent-online-payment>.

This tab explains the use of the new Parent Online Payment system including some instructions and a payment advice.

Please remember that some payments cannot be done through the system such as first in best dressed excursions, the PCYC membership for the alternate sports program, payments to the P&C such as the movie ticket fundraiser, payments for the school group photos for MSP Photography, etc.



PERMISSION NOTE – Supercover (please complete even if you have already paid separately)

Return to class teacher by Tuesday, 7 March 2017 if you would like to use Supercover.

I give permission for my child of class
to :-

- Attend the visiting shows at the school;
- Attend the Hunter Life Education Van at the school;
- Attend an excursion to the Military Museum where students will travel by bus on either 3, 4 or 4 April.

Signed:

Parent/Guardian

Enclosed: \$ \$25.00 for Supercover if you have already paid your School Contribution
OR \$85.00 for School Contribution and Supercover

My son/daughter has the following special needs (please provide full details and include any relevant medical details).

.....
.....

☐ I have made an online payment for the amount of \$ _____ on _____ (date).
My receipt number is _____.

Congratulations to our assembly award winners for Term 1, Week 4 2017

CLASS AWARD RECIPIENTS K - 6

Assembly Awards

| | | | |
|-------------|---|-------------|---------------------------|
| KM | Hailey Tristan | KL | Peyton Sean |
| KS | Eloise Omar | 1F | Nicalais Karlie |
| 1LS | Hannah Pin Ling | 1H | Lucy Stevie |
| 2J | Ava Aeryn | 2L | Eva Logan |
| 2PD | Olivia Cadel | 3A | Roman Sam Sheridyn |
| 3H | Jack Amelia Ruby | 4B | Beth Chloe Matthew |
| 4Z | Amber Jordan Jack | 4/5S | Lachlan Abbey Gemma |
| 5/6I | Harry Brown Alaura Fabian Ava Maher | 5E | Samuel Abbie Bridie |
| 6D | Samuel Cox Ella Land Lucy Murry | 6M | Tahlia Laura Shane |
| 7B | Amber, Zedekai | 7W | Kaiden, Bella |

Singleton Stars

| | | | |
|----------------------|--------|----------------------|---------|
| Early Stage 1 | Sean | Early Stage 1 | Tristan |
| Stage 2 | Alyssa | Stage 3 | Jacques |

Super Citizens

| | | | |
|------------|-----------|-------------|------------------------------|
| KS | Sam | 4/5S | Harrison |
| 1LS | Knox | 5E | Ruby |
| 2PD | Mackenzie | 6D | Mitchell S.U. Anaikin |

Class Award: Congratulations to 5E

Classwork by 3A

