

# Eastlakes Public School

*Rise to the Challenge*



**Meet the Teacher  
2024**

## School Staff

### **Principal**

Ms Anthia Tsantoulis

### **KA Teacher**

Ms Kim Kutasi

### **School Administration Manager**

Mrs Cristina Peraltra

### **Principal Curriculum and Instruction**

Ms Giannacopoulos

### **2-1I Teacher**

Ms Imogen Stanfield

### **School Administration Officer**

Mrs Gina Massey

### **Assistant Principals**

Ms Kim Kutasi

Miss Emma Cox

### **2-ISC Teacher**

Mrs Michelle Sippel

Mrs Elsie Carter

### **School Learning Support Officers**

Mrs Nermin Ayan

Miss Serena Prelec

### **English as an Additional Language and/or Dialect (EALD)**

Mrs Georgina Taylor

### **4-3C Teacher**

Miss Emma Cox

### **School Counsellor**

Mr Andy Sexton

### **Library**

Mrs Marlene Sander

### **4-3ST**

Ms Iliana Santopietro

Mr Lucas Tiley

### **General Assistant**

Mr George Markovski

### **Visual Arts**

Ms Marina Psarras

### **6-1A**

Miss Emily Atkins

### **Care Navigator**

Ms Margot Wertheim

### **Learning and Support**

Ms Lisa Roth

Ms Danielle Affleck

### **6-5M**

Miss Maria Maher

### **Bangla Community Language**

Mrs Salina Aktar

### **6-5S**

Mr Tom Spencer

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## Our School Vision

Eastlakes Public School has a culture of high expectations and a commitment to achieving excellence and equity underpinned by strong partnerships between teachers, parents, and students.

We prioritise wellbeing for our school community, promoting resilience, respect, and responsible relationships to enhance social, emotional, and academic outcomes.

Every student is known, valued, and cared for in a dynamic, diverse, and inclusive learning environment.

We empower students to achieve their personal best, become successful lifelong learners, confident, creative, and active members of the community.

## Key Learning Areas

There are six key learning areas for teaching and learning:

- **English**
- **Mathematics**
- **Science and Technology**
- **History and Geography (HSIE)**
- **Creative and Practical Arts**
- **Personal Development, Health and Physical Education (PDHPE)**



The syllabuses identify essential knowledge, understanding, skills, values, and attitudes that students are expected to develop in each learning area. They are designed to provide flexibility for teachers to develop their teaching and learning programs to meet the needs of their students.

## NSW Curriculum Reform

The curriculum reform aims to strengthen and streamline what is taught in schools. The curriculum reform is an opportunity to engage and re-energise what is taught and how it is taught. It focuses on making clear what is essential in the curriculum to give more time for deep learning, establish stronger foundations in English and Mathematics.

Teachers are now implementing the new K-6 English and Mathematics syllabuses. The new syllabuses emphasise key concepts, identify essential knowledge and skills, and include new outcomes to clearly show what is essential for all users.

## Class Structure

In 2024, most of our classes are stage based also known as composite and multi-age classes. We refer to them as composite classes at our school. This structure is a common feature in the majority of public schools in NSW.

All classes are mixed ability. **Student's learning is not hindered but instead enhanced in composite classes.** There are a significant number of research studies that suggest students in these classes do not learn less than students in single-age or grade classes.

Teachers implement flexible group activities to address a range of abilities and interests. This is part of the normal delivery of the curriculum, which allows for **individualised instruction and students to develop at their own pace.**

**NSW has a stage-based curriculum not a grade-based curriculum;** and based on this we follow a two-year cycle of topics in key learning areas: English Mathematics, Science and Technology, Geography, History, PDHPE, and Creative Arts. **All students access stage appropriate curriculum.**

## Attendance

Improving attendance continues to be a key focus in our school. Section 22 of the Education Act (1990) establishes that parents of children of compulsory school age are legally responsible for their regular attendance at school. Schools have a responsibility for supporting parents by implementing appropriate procedures for promoting and monitoring attendance.

Students are expected to attend school and all school activities, on time, every day the school is open.

### **Sick Leave**

If your child is absent due to sickness, a medical certificate is requested in addition to an explanation if the student has a history of unsatisfactory attendance.

### **Late to School**

Students arriving to school late must report to the front office with their parents/carers. Parents/carers are required to provide a reason for their child's lateness which is recorded on the attendance register and a late pass is issued to the child before going to class. School starts at 9.00am every day.

### **Early Leavers**

Parents picking up their child before 3pm to attend appointments are requested to make dental or medical appointments outside of school hours where possible. Reasons for collecting your child before 3pm may include a family emergency. Children must be at school till 3pm every day. Early leave is recorded on the attendance register and monitored regularly. Parents must come to the office to collect their child.

### **Extended Leave –Travel**

Families are encouraged to take extended holidays during school vacation periods. If family holidays are taken during the school term an **application for a certificate of extended leave must be made no less than 4 weeks prior to travel**. Copies of the travel itinerary or e-ticket are required with the application. Applications for extended leave – travel can be obtained from the office.

The principal will not accept a reason for travel during the school term if it is not in the best interests of the student. If the application is declined you will be advised in writing. Where the principal considers that the travel during the school term is appropriate a **certificate of extended leave** will be issued. The **certificate of extended leave** must be carried with all other travel documents during travel.

Reference: School Attendance Policy PD/2005/0259/V07- 25/03/2016



## The School Day

8.30am - 3.30pm	School Office hours
8.30am -9.00am	Playground Supervision - all students meet in the amphitheatre
9.00am -11.00am	Lessons Between 9am and 10am students have Crunch and Sip
11.00am -11.10am	Supervised eating time in classrooms
11.10am -11.30am	1st Lunch - playground
11.30am -11.50am	2nd Lunch - playground
11.50am - 1.35pm	Lessons
1.35pm -2.00pm	Recess - playground
2.00pm - 3.00pm	Lessons
3.00pm	School finishes

## Birthdays

Birthdays are special. We know children love celebrating their birthdays with friends at school. If your child's birthday does fall on a school day, and you wish to send something to school, please consult the class teacher well in advance.

Some students in the class may have allergies to nuts, eggs or dairy products. Parents and carers who wish to bring a birthday treat for their child's class can bring either cupcakes or party bags, not both. Individual treats meet COVID -19 restrictions. The teacher will give treats to students either at the lunch/recess break or at the end of the school day.

## Crunch and Sip

We encourage every student to bring a piece of fruit or vegetables and water for Crunch and Sip between 9am and 10am every day.

## Hats

The school has a *Hat on, play on – No hat, play in the shade* policy. This includes students participating in sporting events and excursions. Ensure your child has their hat every day.



## Lost Property

Clearly mark all your child's belongings (jackets, lunch boxes, hats, shoes, socks, drink bottles etc) with their name and class. Make the labels as permanent as possible. Labels may need replacing during the year. Items labelled found around the school are returned to the student. Non-labelled items are placed in the lost property tub and or hangers, which are located near the canteen block.

## School Counsellor

The school has the services of a qualified school psychologist one day a week. With parental permission students can be referred by the school or by the parents for counselling, assessment and/or further referral to external services.

## Special Religious Education (SRE)

Each Thursday Special Religious Education classes (formerly known as scripture) are conducted by volunteers appointed by the various denominations using a syllabus they supply. All SRE teachers have a current working with children check. Currently, Catholic, Protestant and Muslim SRE classes are available. Children are placed in classes according to the information provided by parents. Children, for whom no religion is indicated, attend a non-SRE group. A teacher supervises these students during SRE time.

## Excursions and Incursions

At Eastlakes PS we enhance teaching and learning with relevant excursions and incursions through the year.

Museums, national parks and local parks, the zoo, farms, shopping centres, book week performances, sports skills are just some examples of these programs that enrich and enhance the six-key learning areas.

Every student is expected to participate in all excursions and incursions. Notes are always sent home in advance. Permission notes and payment are to be returned to school by the due dates.

## Learning and Support

Students in regular classes who experience difficulties in areas of learning and behaviour, regardless of the cause are supported through our Learning and Support programs.

Students may receive additional assistance in literacy, numeracy, and behaviour. Students do not need a formal disability diagnosis to access support through these resources. The school's learning and support team can assist with the identification of additional learning and support needs to ensure that the educational needs of your child are being met.

## Positive Behaviour for Learning

Positive Behaviour for Learning, known as **PBL** is an evidence-based whole school systems approach that addresses the diverse academic and social needs of every student to support them to be successful and establishes positive social expectations for all in the school community.



Promoting the learning, wellbeing and safety of all students is a high priority for Eastlakes Public School. We implement teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, responsible and engaged behaviour.

**Eastlakes PS Expectations:** We are *responsible*. We are *respectful*. We are *learners*.

## Student Conduct

### ***When coming to school and going home from school Eastlakes PS students must:***

- Avoid entering private properties and/or walking through car parks or private gardens.
- Stay on footpaths, be careful crossing driveways and follow road rules when crossing roads.
- Use the pedestrian crossing when crossing Florence Avenue.
- Report any incidents to the school.
- Avoid talking to strangers.
- Ride bicycles and scooters with the full knowledge and permission of their parents and observe road rules. Parents are to inform the school if their child is riding a bicycle or scooter to and from school.
- Wear a helmet when riding bicycles and scooters to school.
- Walk bicycles and scooters in the school grounds and park their bicycle or scooter near D Block before they enter the playground.

## Road Safety

With the commencement of the new school year, this is a timely reminder for parents and carers of the need for road safety around the school. Children are vulnerable road users. They are at risk in the traffic environment because of their size, their difficulty in judging speed and distance, and the fact that they can behave unpredictably.

Some safety steps for parents and carers:

- ☑ **Always obey the parking signs around schools.** They have been designed to keep your children safe.
- ☑ **Double parking at any time is illegal and is particularly dangerous around schools.** It reduces visibility and blocks the road for other motorists. Children stepping onto the road to get into a car which is double parked are not visible to other motorists.
- ☑ **Your child should always use the safety door to get in and out of the car.** The safety door is the rear passenger side door that opens to the kerb side.
- ☑ **Until they are 8 years old, you should always hold a child's hand when crossing the road, in the carpark and when you are on the footpath.**
- ☑ **It is the driver's responsibility to ensure that each passenger is secured in an appropriate seatbelt or child car seat.** Check before you start the car on every trip.
- ☑ **Council's parking officers will be enforcing parking restrictions on a rotational roster system throughout the school year.** Parents are encouraged to obey parking restrictions around the school at all times.






# Communication Guidelines

Eastlakes Public School (EPS) is committed to a positive partnership with parents in the education of their children. EPS will continue to meet its commitment to engaging in successful communication through providing open and transparent information about all our programs and procedures. These guidelines outline the communication responsibilities for teachers, students, parents and carers to share information pertaining to the education and wellbeing of students and to the community life of the school.

The objective of communication between parents, carers and the school is always to arrive at an outcome which enhances the learning opportunities and wellbeing of all our students. **At Eastlakes PS we expect and understand that everyone will, in any form of communication, adhere to a respectful and dignified manner at all times.** In adhering to these principles, we aim to strengthen the positive partnership between parents, carers and the school, to enhance the wellbeing of students and to provide quality teaching and learning.

The following guidelines are designed to clarify the school's communication processes. They align with the Department of Education's Code of Conduct, Complaints Handling Policy and School Community Charter.

The school uses many different ways to communicate information to parents.

<b>Eastlakes Public School website</b>	<a href="http://www.eastlakes-p.schools.nsw.gov.au">www.eastlakes-p.schools.nsw.gov.au</a>
<b>Audiri App</b> 	Search: Audiri in <b>Apple App</b> or <b>Google Play Store</b> . Download Audiri: <b>School Communication</b> . Create a free account and add Eastlakes Public School. <b>Ensure you allow Audiri to send you push notifications when prompted. Also join your child's class group.</b>
<b>NSW Department of Education website</b>	<a href="https://education.nsw.gov.au/">https://education.nsw.gov.au/</a>
<b>Eastlakes Edition – school newsletter</b>	Published fortnightly in Skoolbag and school website
<b>Class newsletter</b>	Published each term in Skoolbag – Class Groups
<b>School Assemblies</b>	Fortnightly - Friday @2pm in the school hall
<b>Two written academic reports</b>	Each semester reports are sent home with students.
<b>Parent teacher interviews</b>	Term 1 and as requested
<b>Social media</b>	Facebook and Instagram
<b>School Email</b>	<a href="mailto:eastlakes-p.school@det.nsw.edu.au">eastlakes-p.school@det.nsw.edu.au</a>
<b>Notes</b>	As relevant for events/excursions etc throughout the school year



## Communication is a two-way process

Parents/carers are welcome and encouraged to talk with their child's teacher anytime during the year. **The class teacher should always be your first port of call.** Where possible we would prefer to talk with you in person or over the phone. This process allows both parties to clarify questions and issues before trying to solve them.

**Teachers have obligations for teaching, supervision, meetings and extra-curricular activities from 8.30am to 3pm. It will rarely be possible for teaching staff to meet with you immediately if you attend the school site without notice therefore it is always best to make an appointment.**

### ***How to make an appointment:***

Call the office on 9667 3659, or come to the school office in person or send an email to the school [eastlakes-p.school@det.nsw.edu.au](mailto:eastlakes-p.school@det.nsw.edu.au) with the following information:

- Parent/Carer's name
- Your child's name and class
- Name of teacher you would like to meet with
- The purpose of the meeting/interview
- Your contact details
- Preferred days and time to meet

### **Approaching the children of other parents**

It is important that all parents model the school expectations of **responsibility, respect and learning** at all times. Our students learn from the example adults, set and the behaviours they observe.

### **Under no circumstances should parents approach or chastise the child of another parent.**

Parents are advised not to contact other parents about a school related concern, particularly if they are feeling angry, frustrated or upset.

Report all concerns following the guidelines. It is the school's responsibility to look into and address student welfare issues following the Department of Education policies and procedures. The school has processes to ensure that issues are handled fairly and sensitively.



## Guidelines outlining types of concerns and appropriate actions for parents and carers

Concern	Appropriate Action
<p><b>The academic progress and/or welfare of your own child</b></p>	<ul style="list-style-type: none"> <li>● <b>Your child's teacher is your first port of call</b>, make an appointment via the office, phone or via the school email to meet at a mutually convenient time and day to discuss your concerns/issues.</li> <li>● Please do not speak to your child's teacher at morning lines as this is the start of the school day and teachers are already engaging with their students.</li> <li>● If the matter is unresolved, please contact the relevant Assistant Principal.</li> <li>● If the matter remains unresolved your concerns will be referred to the principal.</li> <li>● <b>Please do not discuss details with the office staff, SLSOs and/or volunteers. Conversations about your child's welfare and academic progress must only be discussed with teachers/Assistant Principals and or Principal.</b></li> </ul>
<p><b>Issues/concerns related to the actions of another child</b></p>	<ul style="list-style-type: none"> <li>● <b>Your child's teacher is your first port of call</b>, make an appointment via the office, phone or via the school email to meet at a mutually convenient time and day to discuss your concerns/issues.</li> <li>● The class teacher will refer the matter to the appropriate Assistant Principal.</li> <li>● All efforts will be made to respond to your concerns or questions within <b>48 hours</b>.</li> </ul>
<p><b>School policy or practice</b></p>	<ul style="list-style-type: none"> <li>● Contact the school <b>office</b> or email the school to make an appointment to see one of the <b>Assistant Principals or Principal</b> to discuss.</li> </ul>
<p><b>Actions of a staff member</b></p>	<ul style="list-style-type: none"> <li>● Contact the <b>staff member</b> in the first instance by making an appointment via the office, phone or via the school email.</li> <li>● If the matter is unresolved contact one of the <b>Assistant Principals</b>.</li> <li>● If the matter remains unresolved your concerns will be referred to the <b>Principal</b>.</li> </ul>
<p><b>Update details</b></p>	<ul style="list-style-type: none"> <li>● To <b>convey information</b> about change of address, telephone number, emergency contact, custody details, health issues, please contact the <b>office</b>.</li> </ul>

## School Uniform

Wearing the school uniform promotes school pride and encourages the students to feel part of a cohesive and supportive community.

### EPS School Uniform Items



Tunic with Peter Pan collar



White Polo shirt with school logo



Maroon jacket with school logo



White short sleeved shirt



Maroon shorts



White long sleeved shirt



Navy skirt



Navy shorts



Navy long pants



Legionnaire hat



Bucket hat



Black Leather shoes



Winter Box Pleat Tunic



Winter Box Pleat Skirt



White socks



Navy tights



Bag with logo and device insert.  
Optional item

School uniforms are available for purchase at the **PSW** Kingsford shop located at:  
**383 Anzac Parade, Kingsford, NSW 2032 Phone: (02) 9768 0369**



## Change of address or phone number

It is essential that you notify the school office as soon as you change address or if your mobile, home or work telephone contact number changes. The school must also have the number of an emergency contact person in case you cannot be contacted.

**Your details can be updated via the Change of Details eForm on the Audiri App, email [eastlakesp.school@det.nsw.edu.au](mailto:eastlakesp.school@det.nsw.edu.au) or contact the school on 96673659.**

## Custody

The Principal should be informed in writing, with copies of any issued court orders, about any legal or custody matters. Informing the Principal and/or the class teacher of any major family issues can assist the school in supporting students, who may be affected. In the absence of a court order, both parents have the right to be involved in their child's education.

## Non-Smoking Policy

Smoking is banned in enclosed public areas in New South Wales under the Smoke-free Environment Act 2000 (NSW) and Smoke-free Environment Regulation 2007 (NSW). Public schools are enclosed lands and therefore smoking is prohibited at Eastlakes Public School. Smoking is not permitted on school grounds, inside the buildings or within four metres of the entrance to the school.

## School Security

Please report security incidents or any suspicious activity in and around the school during out of school hours, weekends and vacations to the **School Security Unit Hotline 1300 880 021**

## ELOOSH - Before and After School Care and Vacation Care



### HOURS OF OPERATION

#### Before School Care

7am-9am

#### After School Care

3pm-6pm

#### Vacation Care

7am-6pm

Close Public Holidays

**Qualified educators working to provide a fun, engaging and supportive environment for children. A quality program is designed to encourage children to learn through play.**

Call coordinator, Mariko Nader, for bookings on **0490 074 816**. Enrolment forms are available from the school office.