

2025-2028

HILLSBOROUGH PS

School Vision

**Empowering every
learner through
equity and excellence,
fostering high
expectations and
wellbeing
as we transform lives
and build
a brighter future.**



3/4C



Mrs Charmaine Cambourn

(Monday, Tuesday, Wednesday & Friday)

Mr James Boatfield

(Thursday)

2025



ACKNOWLEDGEMENT OF COUNTRY

I want to begin by acknowledging the Awabakal People, the Traditional Custodians of the land on which we meet and live on today.

I would like to pay my respects to their Elders past, present and emerging. I extend that respect to Aboriginal and Torres Strait Islander People here today and feel grateful that I can teach, and our students can learn on Awabakal land.



CLASS RESOURCES

Our school does not ask for a specific list of classroom resources.

Please ensure that your child's books are covered as it helps to maintain the quality of the books throughout the year.

Personal pencil cases, textas are acceptable.

Please avoid distracting pens, pencils with gadgets attached (eg: nothing too fancy).

OUR WEEK

ASSEMBLY

Friday (even weeks) from 2:15pm

LIBRARY

Tuesday

RFF

Tuesday

SCRIPTURE

Tuesday

CLASS PE

Specific lesson on Thursdays, movement breaks are regular throughout the day.

SPORT

Friday

Class Make-up

22 Students

Year 3: 9 students (5 boys and 4 girls)

Year 4: 13 students (8 boys and 5 girls)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY (with James Boatfield)	FRIDAY
9:00 – 10:00	Daily Write Spelling	RFF Science / Technology	Daily Write Spelling	Term Topic Science & Geography	Daily Write Spelling
10:00 – 11:00	Component B		Component B		Sport
Lunch					
11:45 – 12:00	Fluency Read	Fluency Read	Fluency Read	Fluency Read	Fluency Read
12:00 – 1:15	Mathematics Fluency / Number Talk	Component B	Mathematics Fluency / Number Talk	Writing / spelling supporting Comp B (with Alison Miller)	Mathematics Fluency / Number Talk
1:15 - 1:45	Mathematics	Scripture (1:10 – 1:40)	Mathematics	Mathematics	Mathematics
Recess					
2:15 - 3:00	PD/H	Mathematics	CAPA – Creative Art	PE (AFL skills)	Assembly (even) Catch Up activities (odd)

ARRIVAL TIMES



When arriving at school in the morning, children are to leave their bags in the top cola and proceed to the playground.

A teacher is on duty every morning from 8:30am.

Please be mindful that only students attending the onsite OOSH are able to be on school grounds before 8:30am.

HOMework

Homework is not mandated by the NSW Department of Education. I can provide suggestions for your child to practice their skills.

We encourage students to complete reading, spelling and number fact fluency at home.

This year there is a huge focus on 'Retrieval Practices'. This is to ensure students are retaining content learnt in class. It is encouraged that you check in with your students to discuss what they have learnt throughout the day.



HOME READING

Home reading is encouraged as part of a regular routine.

We do not have specific readers in Stage 2, however you are asked to encourage your child to borrow from the library and use these texts at home.



ATTENDANCE



We know that school is the best place to unavoidable, and regular attendance means students can stay on top of their schoolwork and get the most out of their learning.

If you are having trouble getting your child to school every day or on time, please talk to our school staff so we can work together, because every day counts.

When absences are unavoidable, please let our Office know as soon as possible by email or phone call.

RUNNING LATE? LEAVING EARLY?



It is mandatory that our class rolls are marked by 9:10am daily.

If your child is late, they will first need to be 'signed in' at the office. Students presenting without an adult will be signed in, but an absence note will go out for a parent explanation.

Alternatively, if you need to pick up your child early, they will need to be 'signed out' before you pick them up from the classroom. This includes after an assembly, special events or even at 5 minutes to 3pm.

THERAPISTS

Some families may wish for their child's speech or occupational therapy sessions etc* to take place at school. All requests must be made in writing to the Principal.

Requests are considered in terms of the impact on the learning of your child, our class and our ability to adequately supervise sessions. Therapy sessions should be after key learning time 9am - 11am.

**We do not accept tutorial services to work with students in school hours.*



IMMUNOCOMPROMISED STUDENTS

We would like all parents to be aware that *in our school* we currently have several students who are immunocompromised. These students can be significantly affected by regular virus transmission and dangerously impacted by infectious diseases such as measles.

We would remind all families not to send children to school if they are unwell.

Additionally, please contact our School Office if your child has been in contact with (even if they are not showing any symptoms).



ANAPHYLAXIS

Hillsborough PS has students with life-threatening allergies. We ask you to consider these children and not bring nuts to school as a harm minimisation strategy. We do not claim to be a "peanut or nut free" school. Such a claim could not reliably be made and, if we did state this, may just lead to a false sense of security about exposure to peanuts and tree nuts to those most vulnerable.

Children with these severe allergies all learn how to manage allergy risks themselves, some at a very young age. These children know that they must be aware of the contents of what they eat, not share food, wash their hands before eating and recognise the warning signs of an allergic reaction.

This is a lot for young children to be constantly concerned about.

It would be greatly appreciated if we could all do our part and eliminate nut products from lunchboxes to support students diagnosed at risk of anaphylaxis.

Staff constantly speak to students and refer to values such as respect, empathy, cooperatio
an ideal time for all of us to put these values into practice.



FACEBOOK & PERMISSION TO PUBLISH

Liking our school Facebook is a great way to follow some of the wonderful things we do in our classrooms. Our classes will share photos and videos of our students and their learning.

Permission to Publish forms need to be filled out every year. This permission covers publication in our school Newsletter, on our school website and on our Facebook. Only students with permission to be published will be photographed for publication.

Our school policy from 2025 is that no student names will be published on Facebook and only names OR photographs (not both) in our newsletter.



Hillsborough Public School

673 followers • 7 following



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SCHOOL ASSEMBLY & QUALITY WORK AWARDS

School Assemblies are held fortnightly on Friday afternoons beginning at 2:15pm.



In assembly, the efforts and performance of our students are celebrated, and Quality Work Awards are awarded x4 per class. While these awards need to be meaningful, we do try to ensure all students are celebrated throughout the year.

Keep your eye out for an email to let you know when your child will be awarded.

HILLSBOROUGH PS

Behaviour Curriculum

Our school values:

RESPECTFUL RESPONSIBLE READY TO LEARN
are fundamental to our wellbeing practices.

We will teach, practice and regularly revise routine expectations across the school creating positive behaviour for learning habits. This will cover things like; the importance of sharing; respecting our environment; being grateful, respecting others and maximising our learning time.

*One lesson per week (Monday afternoon) will also occur using the resources from our new school initiative: **The Resilience Project.**



The Resilience Project

- This program will be referred to as **GEM(E)**.
 - **G**ratITUDE
 - **E**mpathy/Kindness
 - **M**indfulness
 - **E**motional Literacy
-
- Our goal is to create a GEM culture across the school community: students, staff and parents/carers.



The Resilience Project

This handout allows you to scan the QR codes and learn the ways in which The Resilience Project can help our students.

Watching these with your children will open up discussions that will deepen their understanding of gratitude, empathy, mindfulness, emotional literacy and connection.

WHAT AND HOW

Scan the QR codes to learn more about **GRATITUDE**, **EMPATHY**, **MINDFULNESS**, **EMOTIONAL LITERACY** and **CONNECTION**.



GRATITUDE

Paying attention to what you have.



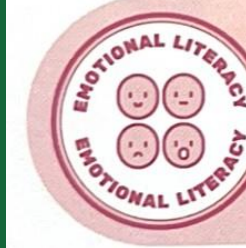
EMPATHY

Understanding how others feel and being kind.



MINDFULNESS

Being present and connected.



EMOTIONAL LITERACY

The ability to label our emotions as we experience them.



CONNECTION

Authentic and meaningful interactions to feel a sense of belonging.



Scan the QR code to check out TRP@Home. Here you will find a range of activities and ideas to practise GRATITUDE, EMPATHY, MINDFULNESS and EMOTIONAL LITERACY with your family. These activities will help to spread happiness and build resilience.



2025 HILLSBOROUGH PS

Positive Behaviour for Learning Award System

Bronze Awards

5 Bronze Awards awarded in each class every week

Silver Awards

5 Bronze Awards = 1 Silver Award
Silver Awards presented at fortnightly Assembly

Gold Awards

5 Silver Awards = 1 Gold Award and Gold Medal
Gold Awards presented at Celebration Assembly at the end of each term.
Awards carry over year to year until the student has achieved a Gold Award.



Quality Work Awards

4 Quality Work Awards awarded in each fortnight per class.
Every student should receive at least one Quality Work Award in a calendar year.

Celebration Assembly

A Celebration Assembly will occur on the Friday of the last day of Terms 1, 2 and 3.
One student from each class will be acknowledged to celebrate student growth.
The award is based on academics, behaviour or social-emotional growth.

Celebration Day

After the Celebration Assembly, there will be a fun activity that every student will participate in to celebrate personal achievements and goals achieved during the term.

Classroom Reward Systems

Individual classes may create their own reward system but this is not related to the whole school Positive Behaviour for Learning Award System.





CHILD PROTECTION

Child protection education is mandatory from Kindergarten to Year 10 as part of the NSW Education Personal Development, Health and Physical Education (PDHPE) K-10 Syllabus.

The PDHPE program provides carefully designed lessons that cover a wide range of content matter, including relationships, drug use, human sexuality, child protection, fundamental movement skill development, safety and physical activity. Some of the content of the program deals with sensitive issues which we teach within the context of a developmentally appropriate program. Families will receive further information when the program commences.

Please speak to your child's teacher if you have any concerns around your child participating in Child Protection education.

MONEY & PERMISSION NOTES

Our school uses the Sentral app for online permission notes and payments.

We can also provide credit card payments over the counter.

Cash or notes should go directly to the Office. The Office has a 'post box' for students to drop off notes and money.



MEDICATION

Children should not have tablets or medicine (excluding Ventolin) in their possession while at school. Parents are requested to advise the school of any health issues (including asthma) likely to impact on school performance or attendance.

Medication can only be administered at school by qualified staff after they have received a medication form signed by a parent or carer. At Hillsborough Public School, our strong preference is for medication to be supplied in a pharmacy blister pack. If a Blister Pack is not possible, medication must be provided to the school in its original packaging.

Please note, even over-the-counter medications like Panadol or antihistamines provided for students must be accompanied by prescription information from a doctor.





PARENT-TEACHER REPORTING

Term 1 - Weeks 9, 10 & 11
(Teacher & Parent/Carer)

Term 2 - Semester 1 Reports (Week 9)

Term 3 - Weeks 2 & 3 (Teacher,
Student & Parent/Carer Conference)

Term 4 - Semester 2 Reports (Week 9)

COMMUNICATING WITH ME



Email school with
'Attention Mrs Cambourn'

- or -

phone school to request a return
call.

SPORTS

We participate in a varied PE and Sports program. HPS also participates in external competitions and events.

PSSA TEAM TRIALS: These are specialist events where students are selected by the organising teachers to trial for a PSSA Hunter team.

PSSA KNOCKOUT: We enter school teams in State Knockout competitions. These are sometimes scheduled as Gala Days.

PSSA TRIALS for particular sports.



KEY EXCURSION DATES



At this stage, a Year 3 and 4 overnight excursion has not yet been confirmed. We are awaiting details and will share this information with families involved as soon as possible.



MOBILE PHONES & SMART DEVICES

We would prefer to have no mobile phones or mobile technology (smart watches) at school.

We recognise that in some circumstances parents may approve for their child to take a phone or device to school, but:

- Phones must be signed in at the Office in the mornings
- School will take NO responsibility for mobile technology left in bags
- Smart watches must be set to school mode and not be used whilst at school.

If these devices are being used at school without permission, they will be confiscated and a parent or carer informed.

KISS AND RIDE

Kiss and Ride is on Waratah Avenue every afternoon from 3pm.

All parents are to remain in their vehicles in this area.

A staff member will be in this location to supervise.

If you are running late, please call the office who will notify the supervising teacher.





RIDING BIKES

Students are able to ride their bikes to school permitting that they have filled out and signed the Hillsborough Public School Bike Policy Agreement a with their parents/carers.

This agreement can be collected from the office.

Students are required to responsibly walk their bike within school grounds. We highly recommend and encouraged students to bring and use bike lock.



BYOD (bring your own device)

2025 BYOD information has been provided to students in Years 5 and 6.

Our school is well resourced with class sets of laptops to ensure all students have access to technology to aid their learning.

Any student who wishes to bring their own device, must have signed a BYOD Agreement before the device is used at school. Please see the office.

Thank you for coming

