



# Milbrodale Public School

## Parent Information Booklet for 2025

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Scan the QR code  
to visit us online





Dear Parents,

We're delighted that you are interested in choosing Milbrodale Public School for your child's education.

The school, which opened in 1921, is an integral part of the early history of the community and continues to be a meeting place, and a positive contributor to public education. During the many years Milbrodale PS has served the local community, the membership of the school may have changed but the belief in the totally-developed child has not. We value all components of academic, social, cultural and physical development and provide opportunities for the children to reach their full potential.

The school is set in a rural environment west of Singleton. The school provides education for students drawn predominantly from the surrounding rural/semi-rural area. It has been providing continuous quality public education for over 100 years.

Staff at Milbrodale PS are highly dedicated, experienced and share a commitment to providing inclusive and innovative quality education while catering for the individual needs and talents of all students.

Milbrodale PS is committed to consolidating and strengthening links with the local and wider community. The school enjoys the support of an active P&C committee and is an active participant in the Singleton Learning Community (SLC). We are one of the Singleton Small Schools, which includes Broke, Kirkton, Mt Pleasant and Jerrys Plains Public Schools and we enjoy many activities and events together throughout the year.

We offer a Transition to School program for children who will be starting Kindergarten the following year. This provides the students with a strong foundation for school life.

The dedicated, committed teaching, administration and support staff have contributed significantly to the school's overall development. This, along with interested and involved parents, has allowed Milbrodale to establish a fine reputation, both within the community and the wider Singleton area.

This information booklet is designed to give you an understanding of the school and how it operates.

We hope you find it informative.

May your association with Milbrodale Public School be a long and happy one.



## Daily Program

Students may arrive at school from 8.30am

9.00 am

Bell rings. Morning session.

11.15 am - 12.00 noon

Lunch Break

12.00 noon – 1.30 pm

Afternoon session

1.30 pm – 2.00 pm

Recess break

2.00 pm – 3.00 pm

Final session

3.00pm

Home time

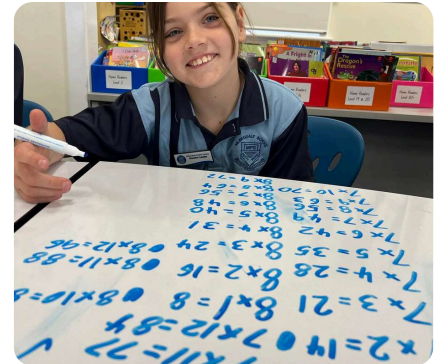
Wednesday is Library Day  
Also Recess Reading Club

On Fridays we have:  
Sport from 9.00am - 10.00am  
Canteen at lunchtime  
Scripture  
Music and Art

We present our weekly awards at 2.50pm on Fridays. Families are welcome to attend.

We have a full assembly once per term.





# Enrolment Procedure

## KINDERGARTEN ENROLMENT PROCEDURES

Children who turn 5 years of age before 31st July are eligible to enrol for the following year of school. An "Application for Enrolment" form is completed online, through the school website, and proof of age (e.g. Original Birth Certificate), Immunisation history and Proof of Address must be presented to office staff on commencement.

All Kindergarten children will commence at Milbrodale Public School on the same day as the other students.

Dates are communicated widely with our families.

## GRADES 1 - 6 ENROLMENT PROCEDURES

Parents seeking enrolments for their children in Grades 1 - 6 should make an appointment to see the school Principal. Students enrolling from our local school catchment area will need to complete an online enrolment. This can be accessed through the school website.

Students seeking enrolment from out-of-zone areas will be assessed against certain criteria by a school panel on a case by case basis. A place for out-of-zone applicants depends on exceptional circumstances and enrolment caps and buffers. The final decision may be made by the Director of Educational Leadership (DEL).





# Parent App

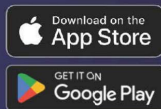
**Available now!**

Download on the App Store or Google Play by clicking the image below.



## Key Features

- Get real time push notifications from your school
- Stay signed in and save your card for secure payments for fees and excursions
- Give consent, sign forms and respond to attendance alerts
- View the school calendar and news



We require all our families to have access to the School Bytes Parent Portal. This will enable you to receive communications from the school, sign permissions, make payments, add reasons for absences and generally stay in the loop.

The school office is open Monday to Thursday from 8.30am till 3.15pm

The School Newsletter is published every month and is emailed to either or both parents. It is also published onto the school website, and added to the School Bytes app. A hard copy is sent home with each family too.

The Newsletter includes recognition of student achievement, school events, Parents & Citizens' Association information, reminders, excursion notices, information sessions or training activities for parents, community notices and prior notification of upcoming events.

The Newsletter is a major means of communication between the school and home so we ask that you ensure you receive a copy of the newsletter and carefully read it. This will guarantee that you are kept up to date with school activities.





Children living more than 1.6km from the school may be eligible for the School Drive Subsidy from their home to the school. Free bus travel is currently not available, but we are working on it.

To find out if you are eligible and to apply online, visit  
<https://transportnsw.info/tickets-opal/ticket-eligibility-concessions/school-student-travel/apply-for-school-drive-subsidy>

## Parent Involvement

Research indicates that the link between home and school is a vital one for the child. Parental interest and involvement contributes greatly to the creation of an optimal learning environment for children.

At Milbrodale Public School, parent assistance is welcome:

- As a member of the Parents and Citizens' Association.
- As a volunteer at our weekly canteen on Fridays.
- Social events / fundraising.
- Sports Carnivals and Cross Country, as officials.
- In the classroom as a parent helper.
- On excursions.
- At special days.
- At occasional working bees

Parents are encouraged to participate in a range of school activities. One way to participate is to support P&C activities and regularly attend meetings. The school has an active Parents' and Citizens' Association that supports the school in a wide range of activities. The P&C works to raise money for the school to support excursions and assist with school running costs. Also the P&C raises funds for the direct purchase of equipment for classrooms and improvement to school grounds. P&C meetings are held regularly during school terms and provide a forum for parent discussion. Dates are provided in the newsletters and on School Bytes. The P&C attempts to keep parents informed on school issues related to their children as well as increasing understanding of wider educational issues. New Members Are Always Welcome.

## Uniforms

Students are expected to wear the school uniform at our school.  
Our P&C run a fully stocked uniform shop. Some items are available from local department stores.  
Our sun safe policy states that a wide brimmed hat must be worn outdoors.  
A uniform order form is made available at the start of each year.  
Payment for uniforms is by cash, credit card or direct bank deposit.  
Our leaders for the year are fitted for blazers to wear to official events.  
These are paid for by the P&C and kept on site.

**The "old fashioned" bedtime story is greatly undervalued.  
Your child will benefit so much from a regular story reading time with mum and dad.**

## Attendance Matters

Parents of children from Kindergarten to Year 12 must ensure their children attend school every day.



## Being Late Matters

5 minutes late per day = 3 days lost per year

30 minutes per day = 18 days lost per year



## Attendance Matters

1 day missed per week =  
2.5 years over your child's  
school life.

You must keep us updated on any changes that affect your child, including change of address, change of contact details, someone different collecting your child, family changes and changes to your child's health.

If your child requires medication at school, please let us know.

In general, schools do not administer medication which has not been specifically requested by a medical practitioner for an individual student for a specific condition. In some cases the medical practitioner may not write 'a prescription' for such medication because it may be available 'over the counter'. Schools should follow the same procedures for such medications as for 'prescribed medications'.

Where students have acute health needs, individual "Health Care Plans" may be developed for students. Health care plans must be developed for students who:

- are diagnosed with severe asthma, type 1 diabetes, epilepsy or anaphylaxis and/or
- are diagnosed as being at risk of an emergency and/or require the administration of health care procedures.

Students may NOT carry medication on them at school. It must be handed to the teacher on duty upon arrival at school.

On occasion, your child may need to be absent from school. Justified reasons for student absences may include:

- being sick or having an infectious disease
- having an unavoidable medical appointment
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstances e.g. attending a funeral.

Parents must provide an explanation for absences to the school within 7 days from the first day of any period of absence. Where an explanation has not been received within the 7-day timeframe, the school will record the absence as unexplained on the student's record.



## School Motto

Progress with Dignity

## School Code

A Milbrodale person is sincere and tolerant and tries to display common sense, consideration, courtesy and consistency.

Milbrodale Public School  
Where every student is known, valued  
and cared for.



### ***Our School Song (words and music by Lyn Bowtell)***

Milbrodale Public School  
Our hearts are strong our words are true  
With dignity we progress  
We always try our best  
We learn just like the seeds we sow  
Hard working through and through  
Like fruit that grows upon the vine  
We will grow with time  
Milbrodale Public School  
Our hearts are strong our words are true  
With dignity we progress  
We always try our best  
My brothers, sisters, family  
Together we will build  
To make a strong community  
Together Milbrodale  
Milbrodale Public School  
Our hearts are strong our words are true  
With dignity we progress  
We always try our best,  
Milbrodale Public School  
Our hearts are strong our words are true  
With dignity we progress  
We always try our best  
Milbrodale, we always try our best.

### **Our School Curriculum**

The NSW Education Standards Authority (NESA) is responsible for developing Kindergarten to Year 12 syllabuses for NSW schools in accordance with the Education Act 1990 and the NSW Education Standards Authority Act 2013.

In Kindergarten to Year 6, schools are required to have educational programs for the six key learning areas of:

- English
- Mathematics
- Science and Technology
- Personal Development, Health and Physical Education
- Creative Arts
- Human Society and Its Environment (History and Geography).

More information is available at  
<https://educationstandards.nsw.edu.au/>



Our School Photographer  
visits once per year, in  
Term 2 or 3

## School Contributions

In consultation with the P&C, and with their approval, school contributions are set each February for the year and a statement is sent home. Your statement is also available on the School Bytes app.

This year the contribution for the first child is \$100.

The second child is asked for \$50 and the third is \$25.

All school contributions in NSW government schools are completely voluntary. However, our school is small, as is our budget, so your contribution enhances the resources we can make available to our students.

Your contribution covers consumables such as pencils, markers, paper, craft and art supplies, glue and exercise books.

We also try to cover any local excursions so that your family is not continually asked to pay for things.

The Small Schools Years 3-6 overnight camp, however, will always be charged to you.

Thank you for contributing financially if you are able to.

It is easy to pay online through your School Bytes Parent Portal.

As we are a small school, we regularly join with the other small schools in the area - Broke, Kirkton, Mt Pleasant and Jerrys Plains - for events such as sports carnivals and excursions.