



Figtree Public School

Respect, Safety, Learning



Education

Gibsons Road

Figtree 2525

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Figtree-p.school@det.nsw.edu.au

2022 Banksia Parent Information

School Hours

Our school day is 9.10am – 2.45pm. The gate opens at 8.45am in the morning for children to start arriving.

Drop offs and Pick ups

On arrival, staff will unload students under the undercover area outside the Banksia gate. If your child will be arriving late during the day, please let your classroom teacher know via Seesaw. When you arrive, please sign your child in via the school office and they will notify the classroom teacher to send the class SLSO to escort your child to class from the Banksia gate.

In the afternoon, if you are running late to collect your child, please contact the school via the office to notify your child's teacher.

Communication

All teachers use the **Seesaw** app as a means of maintaining close communication with our families. Please download the Seesaw app for use on your mobile device, and if you require any assistance our staff will be happy to help with this process.

Whole school communication is via **eNews**, **Facebook** and **School Website**.

For individual issues, please phone the school and a member of staff will contact you to book an appointment time to discuss. Please use the following steps:

1. Classroom Teacher
2. Assistant Principal – Joel Coleman
3. Principal – Melissa Harding

Belongings

Please label ALL belongings as school jumpers, jackets and hats are alike.

Please ensure your child has spare clothes in case of accidents.

Please provide a shirt for your child to engage in art activities.

If you can, please provide a small container or box with a variety of your child's favourite sensory objects.

Birthdays

At Banksia we love to celebrate birthdays! Feel free to provide a pre-packaged cake so your child's friends can share in the celebration.