



# 2024

## MUNGINDI CENTRAL SCHOOL PROSPECTUS



MUNGINDI CENTRAL SCHOOL  
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Version Information

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## About Us

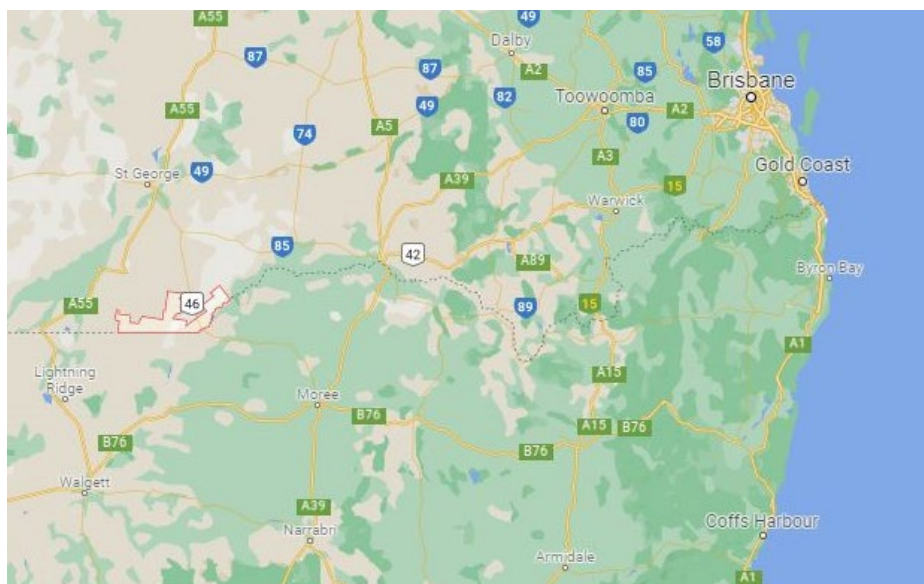
Mungindi is a small rural and remote border town located on the New South Wales and Queensland border, divided by the Barwon River 120 kilometres Northwest of Moree.

Built on the land of the Gamilaroi people and established in 1893, Mungindi Central School has a proud history that celebrates the positive traditions of our past, while embracing the challenges of our future. A preschool to year 12 comprehensive school with a current enrolment of 60, Mungindi Central is comprised of 65% Indigenous enrolment where strong kinship ties within the community are mirrored in school life, and this sense of community provides the basis for enabling students to aim for excellence.

Despite the remoteness of the location, our committed, qualified, and dedicated staff provide a continuity and connectedness to community and breadth of skills and interests that support students beyond curriculum learning. This is demonstrated by the wealth of programs and initiatives that are offered at the school, such as a breakfast club, Premier Reading and Sporting Challenges, an emerging technology focus and well supported whole school transition program from preschool to post school and work. With a low student to teacher ratio, we recognise the individual needs and talents of every child providing tailored educational opportunities that allow students to reach their optimum potential.

Our school's current staffing includes a Principal, Head Teacher Secondary Studies, Assistant Principal, School Administration Manager (SAM), two Aboriginal Education officers (AEO), five secondary and two primary classroom teachers, a preschool teacher, a Learning Support Teacher, two student learning support officers (SLSO), two school administration assistants (SAO) and one general assistant (GA). As we are the hub school for the Northern Border Senior Access Program, our staffing also includes an acting Deputy Principal and School Administration Manager.

Mungindi Central School has a strong secondary enrolment which is supported by the Northern Border Senior Access (NBSA) Program. This program connects Mungindi, Collarenbri, Goodooga and Boggabilla Central schools to broaden curricular and engagement opportunities. The utilisation of up-to-date technology allows for high levels of student retention to the completion of stage 6.



# Welcome to Mungindi Central School

Dear Parents and Carers,

I would like to welcome you to the Mungindi Central School community and thank you for choosing our school for your child. We look forward to our partnership in education during the coming years.

At Mungindi Central School we are committed to delivering an innovative, collaborative, and engaging education promoting growth within an inclusive environment.

Our school community is united and committed to promoting excellence whilst remaining student focused to achieve our school motto of Motivation, Commitment and Success. We encourage our students to aim high, set goals, work collaboratively and consistently to achieve positive outcomes. We explicitly teach our students to be safe, respectful, responsible learners.

We offer numerous individualised literacy and numeracy programs and maintain a strong focus on academic success. Every considered decision has student impact at the core.

Our teachers use the latest educational research in developing collaborative programs which are proven to improve the outcomes of your child in the areas of literacy, numeracy, and well-being. Our quality teachers are trained in the most recent theories and practices that enable the most supportive, tailored, and caring education for every student.

Our 2022 - 2026 School Plan has three strategic directions and focused on

- Student Growth and Attainment
- PRECISION in Practice
- Connect, Succeed, Thrive and Learn

We also have a committed and supportive Aboriginal Education Consultative Group (AECG) and Parents and Citizens Association (P&C), the members of which work very hard to make sure that the school is supported in its strategic directions.

As a community minded school, we are always open to and welcome feedback about how we are going. Please feel free to contact the office to make an appointment to discuss your questions, queries or concerns as the need arises.

Yours in education



Wendy Blaker

Principal

Wednesday, August 28, 2024

# School Map

Mungindi Central School



Updated & Printed: October - 2021

# Staff List

## EXECUTIVE

Principal .....	Ms Wendy Blaker
Deputy Principal NBSA.....	Ms Michele Riddell
Assistant Principal.....	Mrs Debbie Murphy (Rel)
Assistant Principal Curriculum Instruction.....	Mrs Debbie Murphy (Rel)
Head Teacher Secondary Studies.....	Mrs Alison Barwick-Picton (Rel)
School Administrative Manager .....	Ms Nicci Smith

## TEACHING STAFF

Preschool .....	Mrs Pauline Lawson
K / 1 / 2 Class.....	Mrs Jordana Picton
3 / 4 / 5 / 6 Class.....	Mr Peter Prince
Primary.....	Mrs Holly Orchin
	Miss Leann Williams
Learning Support.....	Mrs Meredith Kiss
Librarian.....	Mrs Emma-Leigh Dorrstein
English//Mathematics/Literacy.....	Miss Brittany Bate
	Mrs Meredith Kiss
	Ms Sonia Page
HSIE / Ancient History.....	Mrs Alison Barwick-Picton
Aboriginal Language/PDHPE.....	Ms Tanya McEwen
Hospitality.....	Mrs Belinda Brosnan
Science.....	Mrs Belinda Brosnan
Careers.....	Ms Melanie Collier
TAS.....	Ms Mon Rosewarne
Visual Arts.....	Mrs Jordana Picton
Special Education.....	Mr Barry Farrell

## ADMINISTRATION STAFF

NBSA Administrative Manager .....	
Administration Officer .....	Mrs Emma-Leigh Dorrstein
Administration Officer .....	Mrs Kay Eyles
Aboriginal Education Officers (Preschool).....	Miss Natalie Prince
Aboriginal Education Officer.....	Ms Sandra Prince
S.L.S.O. ....	Mrs Leisa Spackman
S.L.S.O. ....	Ms Meureka Brown
S.L.S.O. ....	Mrs Bec Bailey
S.L.S.O.....	Mrs Leslie Carley
S.L.S.O.....	Miss Grace Skelly
General Assistant: .....	Mr Francois Henning
School Cleaner.....	Ms Sally Warren



# Meet our Staff



Ms Wendy Blaker



Ms Michele Riddell



Mrs Debbie  
Murphy



Mrs Alison  
Barwick-Picton



Mrs Nicci Smith



Mrs Rebecca  
Bailey



Miss Brittany Bate



Mrs Belinda  
Brosnan



Ms Meureka  
Brown



Mrs Leslie Carley



Ms Melanie Collier



Emma-Leigh  
Dorrstein



Mrs Kay Eyles



Mr Barry Farrell



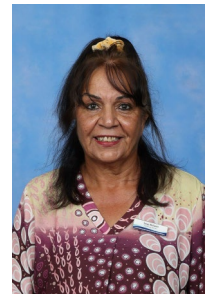
Mr Francois  
Henning



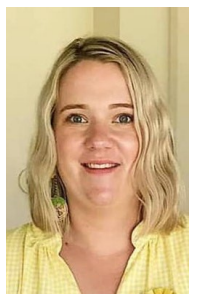
Ms Meredith Kiss



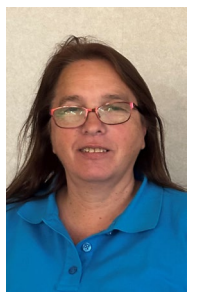
Mrs Pauline  
Lawson



Ms Tanya  
McEwen



Mrs Holly Orchin



Ms Sonia Page



Mrs Jordana  
Picton



Miss Natalie  
Prince



Mr Peter Prince



Ms Sandra Prince



Ms Mon  
Rosewarne



Miss Grace Skelly



Mrs Leisa  
Spackman



Ms Sally Warren



Miss Leann  
Williams

## Welcome to our school.

Starting school is an exciting time for both parents and children. There are many excellent resources online to help you prepare such as;

[Going to a public school \(nsw.gov.au\)](https://www.nsw.gov.au/going-to-a-public-school)

as well as our school website,

[Home - Mungindi Central School \(nsw.gov.au\)](https://www.nsw.gov.au/home)

On the first day of school your child will be meeting their class mates and familiarising themselves with all that is new.

### Assemblies

Week 5 and 10 each term (Wednesday)  
Are held under the COLA at 12:00pm until 2:00pm. Assemblies are an opportunity to showcase student achievement, for children to develop confidence in public speaking, and in the etiquette of formal occasions.

School Captains are responsible for leading the assemblies. Teachers concentrate on promoting personal and school pride.

The school welcomes parents to share their child's success at our weekly assembly.

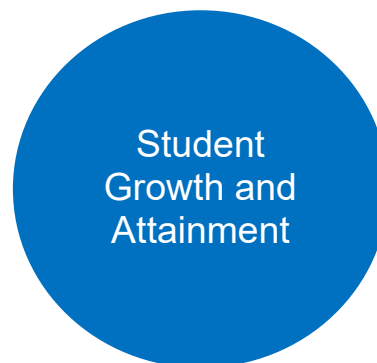
### Library

Children visit the library once a week and may borrow a book upon the return of their previous week's loan. They will learn library skills and this is where a love of reading can be fostered. They can choose to borrow from a wide selection of books, and we ask parents to help them remember their library bag, and to treat books with care and respect.

### Sport

Sport occurs on Friday afternoons.

## School Strategic Directions 2022 - 2026



Student  
Growth and  
Attainment

To improve student achievement, growth and performance in literacy and numeracy through establishing a culture of high expectations and quality teaching practice that reflect current research on best practice.



PRECISION  
in Practice

Enhancing teacher efficacy through collaboration, reflection and commitment to continuous improvement; encouraging new possibilities and innovation in classroom practice that support individual student achievement in a 'fail fast' culture.



Connect,  
Succeed,  
Thrive and  
Learn

To ensure that all members of the school community are able to connect, succeed, thrive and learn, there will be a planned approach to developing whole school processes that support high levels of wellbeing and engagement.

## Term Dates (Students Attend)

### Term 1

Thursday February 8<sup>th</sup> to Friday April 12<sup>th</sup>

### Term 2

Tuesday April 30<sup>h</sup> to Friday July 5<sup>th</sup>

### Term 3

Tuesday July 23<sup>rd</sup> to Friday September 27<sup>th</sup>

### Term 4

Monday October 14<sup>th</sup> to Wednesday December 18<sup>th</sup>

## School Times

School begins at 8:40 am and ends at 3:00 pm. The school grounds are open to students from 8:30am and are supervised from this time. The school will not accept any responsibility for students entering the premises outside school hours.

During recess and lunch students are supervised by staff.

## Bell Times

<b>Secondary</b>		
Period 1	8:40 am	9:20 am
Period 2	9:20 am	10:00 am
Period 3	10:00 am	10:40 am
Period 4	10.40 am	11:20 am
Lunch (1)	11:20 am	11:40 am
Lunch (2)	11.40 am	12:00 pm
Period 5	12:00 pm	12:40 pm
Period 6	12:40 pm	1:20pm
Late Break	1:20 pm	1:40 pm
Period 7	1:40 pm	2:20 pm
Period 8	2:20 pm	3:00 pm
<b>Primary</b>		
Enter School	8:30 am	8:40 am
Language	8:40 am	9:00 am
Session 1	9:00 am	10:40 am
Lunch (1)	10.40 am	11:00 am
Lunch (2)	11:00 am	11:20 am
Session 2	11.20 am	1:20 pm
Late Break	1:20 pm	1:40 pm
Session 3	1.40 pm	2:45 pm
<b>Preschool</b>		
Monday to Thursday		
Hours	8:40 am	2:40 pm
Friday		
Hours	8:40 am	12:00 pm

## Late Arrivals

Late arrivals must obtain a late pass from the School Administration Office. Late students should bring a note explaining the reason for lateness.

## Leaving Early

Students should have a note from their Parents/Caregivers if they wish to leave school early. This note is to be taken to the Head Teacher before the start of school and the student will be issued with a leave pass by the School Administration Office. Before the student leaves school grounds they must report to the School Administration Office and sign out.

If a student returns to school after an appointment they must sign in at the School Administration Office and will be issued with a late pass. If a student leaves the school without permission, Parents/Caregivers will be contacted.

If a student is sick or needs leave, they must notify the Head Teacher/Assistant Principal. Upon approval, the School Administration Office Staff will phone Parents/Caregivers to let them know and arrange for students to be picked up. If Parents/Caregivers are not at home, students will have to wait, or alternatively, an approved emergency contact as stated on enrolment form will be contacted.

## Lunch

Secondary students must have signed permission to leave school grounds during lunch. It is then the responsibility of the student to sign themselves out and back in upon returning.

Primary Students must be signed out at the School Administration Office and signed back into the School Administration Office by a Parent/Caregiver.

All students are expected to return to the school and sign in before lessons resume.

## Collection of Preschool children

Children should be brought to, and collected from, the Preschool by an adult. Parents are asked to bring their children into the Preschool room to sign in at the beginning of the session and to sign out

when collecting them at the end of the session. (Bus children are an exception). Children must NOT come in from the street unattended. Please notify the teacher of any change in the usual plan for collecting your child.

## Aboriginal Education Advisory Group (AECG)

Mungindi AECG is the peak advisory body to Mungindi Central school on Aboriginal Education. All members of community with an interest in Aboriginal Education are encouraged to attend.

## Parents and Citizens (P&C)

Mungindi P&C are a small group of volunteers who operate the school canteen each Wednesday. They also organise fundraisers such as the Mother's and Father's Day stalls. All profits generated by the P&C are returned to the school to benefit students. If you are interested in assisting, please contact the front office on 6753 2207.

## What will your child learn and do?

### Preschool Education

Mungindi Central School Preschool operates 5 days per week for children the year prior to their commencement in Kindergarten. All children in NSW must be enrolled in full time schooling by their 6<sup>th</sup> birthday. MCS Preschool can support a maximum of 20 students.

Early learning curriculum is guided by the Early Learning Framework (governed by ACECQA) and is play-based. During their time in Preschool, our students are gradually introduced to the expectations of Kindergarten. Literacy, numeracy skills and school readiness are a focus within this setting.

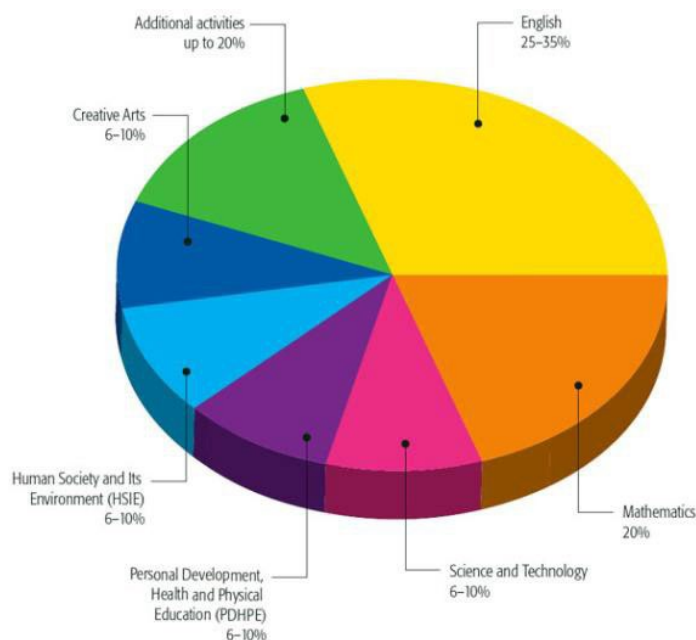
### Primary Education (K – 6)

We currently offer two classes in Primary, a K - 2 (Early stage 1 and stage 1) and a stage 2 - 3 class.

At Mungindi Central School, our core program follows the NSW Education Standards Authority (NESA) and Department of Education (DoE) curriculum with key learning areas of;

- English (reading, writing, speaking and listening)
- Mathematics
- Science
- History
- Geography
- Creative arts (music, visual arts, drama and dance)
- Personal Development, Health and Physical Education (PDHPE)

NESA recommends spending the following time on teaching each of the K-6 Key Learning Areas.



### Secondary Education (7 – 12)

We offer a stage 4, stage 5 and stage 6 classes.

The Northern Border Senior Access (NBSA) The NBSA operates as a community of schools between Boggabilla, Collarenebri, Goodooga and Mungindi Central Schools to support expansion in the provision of subjects for students at stage 6.

To be eligible for the Record of School Achievement (ROSA) at the completion of year 10, students must satisfactorily complete;

- 400 hours of English
- 400 hours of Mathematics
- 400 hours of Science
- 400 hours of HSIE (including 100 hours each of Geography and History)

- 200 Hours of TAS
- 200 hours of Creative Arts
- 300 Hours of PDHPE.

To be eligible for the Year 11 ROSA and HSC student must satisfactorily complete at least;

- 12 units in Year 11, and,
- 10 units in Year 12.

Both patterns must include at least;

- Six units from Board Developed Courses,
- Two units of a Board Developed Course in English,
- Three courses of two-units value or greater (either Board Developed or Board Endorsed Courses), and,
- Four subjects (however a student may count up to six units of Science.

## Excursions and Incursions

Teachers arrange stage-based excursions throughout the year to extend your child's understanding beyond the classroom. These range from short visits to places of interest in the local area, to our bi-annual major excursion. Parents are asked to sign a consent form prior to all excursions.

## Homework

Each year group are asked to complete work at home that follows the work that students are doing in their classroom. As students get older, this homework becomes more formalised and has a greater emphasis.

Parents are asked to check the school's homework policy to see what each year is asked to complete. Parents have the option of not involving their child in homework, and are encouraged to discuss this with their child's class teacher.

Parents should consult the school policy on homework, available on the school website.

## Homework Club

Operates in the school library each Monday and Thursday afternoon 3:00pm to 4:00pm. All students are welcome to attend, and afternoon tea is provided.

## Extra-Curricular activities

A variety of opportunities present throughout the year for students to participate in extra curricula activities. These activities can include sporting, cultural and leadership opportunities.

## Special Religious Education

Special religious education (SRE) is provided by specialist itinerant SRE providers at various times throughout the year. SRE is treated as an incursion and permission is sought for each event.

## Getting Organised

There is no onsite parking, parking is available in adjacent streets.

## What to bring

In your school bag please include your recess, lunch, a water bottle and school hat. Unless otherwise informed all other resources are supplied by the school.

**Please don't include any nut products or items that have traces of nuts in your child's lunch. This includes peanut butter, Nutella and most muesli bars.**

Breakfast club is available in the canteen between 8:20am and 8:40am.

Your child (Preschool and Primary students) will be able to have access to fruit and some water during class time as part of fruit break between 9am and 11am.

Our school canteen operates Wednesday's. Additional volunteers to assist are always welcome. Please enquire at the front office or via the MCS P&C Facebook page.

## Uniform

The Department of Education supports the wearing of school uniform and requires students to conform to acceptable minimum standards of dress.

Our school community believe that school uniform fosters equality, a sense of belonging and pride in the school. Wearing a school uniform reinforces the concept that students are in a learning environment and by wearing the uniform they demonstrate commitment to learning.

Parents/Caregivers should be aware Centrepay facilities are available upon request and funds are available within the school (Student Assistance Scheme) to assist students who for financial reasons are unable to meet the uniform requirements.

## Acceptable School Uniform

School uniform should be worn at all times. **All footwear must cover the entire foot in line with the Department's Work, Health and Safety policy. Thongs or similar are not permitted at school.**

A minimum of unobtrusive jewelry may be worn. Clothing with slogans other than the Mungindi Central School logo are not permitted.



Navy School Skort  
Navy School Shorts  
Navy School Socks  
Navy School Shirt  
Long Navy Pants or long Navy Track Pants  
Navy Blue Jackets with school logo

Navy school bag with logo  
Broad brimmed hat with school logo

## Sport

Navy School Shirt or  
Red/Yellow Polo House Shirt  
Navy Blue Shorts  
Navy School Socks  
Navy Blue Jacket with school logo  
Long Navy Pants or long Navy Track Pants



## Annual School Events

### Term One

Staff Development Day  
Best Start  
AECG Camps  
Harmony Day  
Parent Teacher Interviews  
PLP Interviews  
Cross Country  
Rewards Day

### Term Two

Staff Development Day  
NAPLAN  
National Sorry Day  
Mother's Day Celebration  
Athletics' Carnival  
PLP Interviews  
Student Reports  
Parent Teacher Interviews  
Rewards Day

### Term Three

Staff Development Day  
NAIDOC Activities  
Education Week  
Book Fair  
Father's Day Celebration

PLP Interviews  
 Rewards Day  
 Parent Teacher Interviews  
 Captains Elections

### Term Four

Student Reports  
 PLP Interviews  
 Rewards Day  
 Swimming Carnival  
 Presentation Day

## Absences and Holidays



If your child is unwell, home is the best place to be. It's important for all members of our school community that we try to reduce the risk of passing on infections, and we

have limited space to care for sick children at school. If your child is ill at school, the office staff will call you to request that you collect and take him/her home.

Please contact the school via phone, text (Preschool only) or through the attendance QR code as soon as practicable. If notification is not received by 9:00am an automated text will be sent to inform you of your child's absence from school.

If your child is late to school, or needs to leave school early, please visit the school office to sign your child in or out.

In accordance with Department of Education policy, you must request a Certificate of Leave or a Certificate of Exemption from the Principal if you intend to take your child away from the school during term time for any reason other than illness. This is usually for periods of 10 school days or more being missed. This is at the Principal's discretion and there are strict policy guidelines in place that mean the leave may not be granted.

Every day of learning is important, and we encourage families to take their holidays during school holiday time.

## Staff Development Days

There are five student-free days during the school year, usually adjacent to the school holidays. These days enable all members of staff to participate in professional learning and program development.

They are;

Term 1: Day 1 and 2

Term 2: Day 1

Term 3: Day 1 and

Term 4: last 2 days of term.

Parents will be notified in advance of any changes to the above organisation.

## Handy things to know

### School Newsletter

Our school newsletter is issued fortnightly. It provides insight into what is occurring in the school, classrooms, as well as the local Mungindi Community. Access to newsletters can also be found on our school website and Facebook pages.

### Teacher contact

If you'd like to arrange a face to face meeting with your child's teacher about anything at all, please ask the school office for an appointment. It's usually possible to organise a quick meeting at fairly short notice, either before or after school.

Sometimes teachers are comfortable sharing their work email address to parents for school related information, however parents can always use the school email below if they do not have their direct teacher address.

### School email

If you have any feedback on school activities, or need to make a time to see the Principal, you are also welcome to email the school directly at [mungindi-c.school@det.nsw.edu.au](mailto:mungindi-c.school@det.nsw.edu.au).

## School website

Need to check newsletters, photo galleries, enrolment information, school policies or information about the P&C? Visit the school website at

<http://www.mungindi-c.schools.nsw.edu.au>

## Facebook page

If you're on Facebook and you'd like real-time information on the school community – as well as P&C events and reminders – checkout our official Facebook page. Visit facebook.com and search Mungindi Central School.

[Mungindi Central School | Facebook](#)

## Fees and contributions

As a public school, Mungindi Central School has no compulsory fees.

Extra-curricular activities, such as excursions, music and performance programs, typically involve a cost to families. We do try to keep this to a minimum. If you have any concerns, you are welcome to contact the school office at any time.

## School Assessment and Reports

You will receive an interim student progress report terms 1 and 3, a full student progress report at the end of Term 2, and an end of year report at the end of Term 4. Your child will be assessed on an ongoing basis during class time.

Parent teacher interviews are held during Term 1, Term 2 and Term 3 to ensure we catch any potential problems early in the year. You are welcome to request a follow up parent teacher interview at any time during the year.

Additional external student assessments also include:

- National assessments (NAPLAN) for year 3, 5, 7 and 9 students
- Check in Assessments occur for all students years 3 to 9.

## School Counsellor

School counsellors utilise their psychological expertise to strengthen student wellbeing. They work collaboratively with school learning and support teams, parents and carers, and other agencies to enhance learning and wellbeing outcomes for students. School counsellors provide counselling and psychological assessment of students with specific needs.

School counsellors are appointed to a base school and provide psychological counselling services to students in allocated public schools from Preschool to Year 12.

School counsellors:

- apply psychological expertise to support the social, emotional and educational development of students
- provide counselling using evidence-based interventions to improve the wellbeing of students
- undertake cognitive, emotional and behavioural assessments to develop appropriate school-based support for students
- work collaboratively with learning and support teams, parents and carers, and other agencies, to enhance learning and well-being outcomes for students.

At Mungindi Central, our school counsellor is available every second Thursday (or via appointment). Parents are able to refer students to the counsellor using a referral form available from the Principal. Similarly, teachers can also refer students if concerned.

## Valuable Property

Students should not bring valuable property to school unless necessary. Should the need arise to have such property at school, students may ask the front office staff to keep it safe during the day.

## Mobile Phones

Mobile phones must not be used at school.

Secondary students have been provided with lockers to store phones in during the school day. It is an expectation that students will follow the process in place. If a student is found to be accessing their phone during the school day, it will



be available for collection by a parent/carer at their first convenience.

## Lost Property

Lost property is handed in to the School Administration Office. Students' property should be labelled with their name, so as to minimise loss.

## Annual Presentation Ceremony

Our Annual Presentation Ceremony is held at the conclusion of term 4. This is an opportunity for Parents/Caregivers and teachers to recognise and celebrate student Academic, Sporting and Citizenship achievements. Everyone is invited to attend.

## Accidents

In cases of injury requiring professional medical attention the child's Parents/Caregivers will be contacted by phone if possible. Minor first aid cases are generally handled at the school. Where doubt exists as to the severity of an injury, or where emergency attention is required, the ambulance will be called.

## Learning Support

Is provided to all students who require accommodations and adjustments to be made to assist with their learning.

Our learning support team and staff participate in case management meetings weekly. Students are referred to the Learning Support Team meetings by both staff and family members.

Should you feel your child needs additional assistance please do not hesitate to contact Mrs Meredith Kiss at the school to organize an appointment.

## Health Care Plan

Students who have medical conditions which require monitoring during school hours are given a Health Care Plan. Before a student completes

enrolment, a Health Care Plan is devised in conjunction with Parents/Caregivers and the school. All information required for the plan is placed in the School Administration Office.

Parents/Caregivers are required to keep the school informed of any changes. It is important that Parents/Caregivers inform the school of their Child/Children's medical condition that requires attention during school hours.

## Community Use of School Facilities and Resources

The school is a unique resource in the community. Whilst its prime function is to serve as a place of learning for young people, it is also available for wider usage by community groups. This is a way of sharing the resource and strengthening the partnership between the school and the community.

Groups or individuals wishing to use the school's facilities should contact the Principal.

## Code of Conduct for Parents and Community Members

### Approaching the School

From time-to-time parents or other members of the community may need to approach the school to:

- discuss the progress or welfare of their child
- express concerns about the actions of another child or children
- enquire about school policy or practice

It is, therefore, necessary to have procedures in place so that a safe, harmonious school environment is maintained. The best results usually flow from working together.

Please see the attached material to support you in making sure that your contact with the school following the Code of Conduct for Parents and Community Members.

[School Community Charter \(PDF 288KB\)](#)

## Complaints

We are committed to resolving complaints promptly, so it's best if you let us know about your concerns as early as possible.

For some matters it may be appropriate to talk to the school principal. If you aren't sure who to complain to, our school office staff can provide you with the correct contact detail.

[Complaints and Compliments Form \(PDF 80KB\)](#)



