Dear Parents/Caregivers,

Please complete the following General Permission note and return to your child’s class teacher. You will need to complete a form for each student.

STUDENTS NAME: ________________________________ CLASS: ______

1. **WALK BETWEEN SITES AND MOULDER PARK**
   
   During the school year children will be walking between the two sites of Orange Public School, occasionally to Moulder Park (for sport).
   
   **I give permission for my child to walk between the sites of Orange Public School and Moulder Park for school related activities. I understand that on such occasions, students will move in groups accompanied by a teacher and use the marked crossings where available.**

   Signed (Parent/Caregiver): ________________________________ Date: ____________

2. **RELIGIOUS INSTRUCTION**

   Which Religious Instruction would you like your child to attend?

   - General Religious Instruction Classes: Yes / No
   - Buddhist Scripture: Yes / No
   - Non Scripture: Yes / No

3. **CUSTODY ISSUES**

   Are there any custody issues relating to this student? YES / NO

   The school must have legal documentation in regard to these matters to be able to act accordingly. Please call and discuss these issues with the Principal.

4. **PERMISSION TO EAT PARTY FOOD**

   Parents often ask if they can send party food to class so that children may celebrate their child’s birthday. Teachers need accurate information about student’s allergies. Please be mindful to update information at the school should the following information change during the year.

   My child has NO food allergies and has my permission to eat any type of party food.

   Signed (Parent/Caregiver): ________________________________ Date: ____________

   My child has food allergies and CANNOT eat party food. I may provide an alternative for them.

   Signed (Parent/Caregiver): ________________________________ Date: ____________
5. **PUBLICATION ON THE INTERNET**
The Orange Public School’s web site is regularly updated with photographs of school activities and samples of students work.

_I give permission for my child to be photographed and for these photos to be posted on the school’s web site._

Signed (Parent/Caregiver): _____________________________  Date: _____________

_I give permission for my child to be photographed and for these photos to be posted on the school’s Facebook._

Signed (Parent/Caregiver): _____________________________  Date: _____________

_I give permission for my child to have their work posted on the school’s web site._

Signed (Parent/Caregiver): _____________________________  Date: _____________

6. **AUTHORITY TO BE PUBLISHED**
I am seeking your permission to publish information about your child for the purposes of sharing his/her experiences with other students, informing the school and broader community about school and student activities and recording student participation in noteworthy projects or community service.

This information may include your child’s name, age, class and information collected at school such as photographs, sound and visual recordings of your child, your child’s work and expressions of opinion such as in interactive media.

The communications in which your child’s information may be published include but are not limited to:

- Public websites of the Department of Education and Communities including the school website, the Department of Education and Communities intranet (staff only), blogs and wikis.

- Department of Education and Communities publications including the school newsletter, annual school magazine and school report, promotional material published in print and electronically including on the Department’s websites.

- School social media accounts on networks such as YouTube, Facebook and Twitter.

- Print and online media such as local newspapers and television.

Parents should be aware that when information is published on public websites and social media channels, it can be discoverable online for a number of years, if not permanently. Search engines may also cache or retain copies of published information. Published information can also be linked to by third parties.

Signed (Parent/Caregiver): _____________________________  Date: _____________
Dear Parents and Carers,

We welcome information from parents about your child's health, even if you are not requesting specific support from our school. Our school asks for medical information when you enroll your child and it is also important that you let us know if your child’s health care needs change or if a new health condition develops.

Information about allergies, medical conditions such as asthma and diabetes and other health care related issues (including prior conditions such as medical procedures in the last 12 months) should be provided to the school by parents. To update our information this year, please provide this information on the attached Health Notification Sheet. This will greatly assist our school in planning to support your child’s health and wellbeing.

If your child suffers from Anaphylaxis or Asthma we also require an Emergency Action Plan from you GP each year.

For all medication given at school an authorisation form for continuous prescribed medication is to be filled out by the parent/carer. This form can be obtained from the office.

We appreciate your assistance in this regard and assure you that any information you provide the school will be stored securely and will only be used or disclosed in order to support your son or daughter’s health needs or as otherwise required by law.

Thanking You

Glenda Pickering
Relieving Principal
# ORANGE PUBLIC SCHOOL HEALTH NOTIFICATION

The plan is to be completed by the **Parent/Carer** on the basis of information from the student's medical practitioner.

<table>
<thead>
<tr>
<th>Student's Name-</th>
<th>DOB-</th>
<th>Medicare Number-</th>
</tr>
</thead>
</table>

**Health Condition/s** (including allergies) | **Signs/symptoms to watch for** |

**Actions/steps to be followed at school**

**Medication at school**

<table>
<thead>
<tr>
<th>Name of medicine-</th>
<th>Dosage-</th>
</tr>
</thead>
</table>

**Medication storage**

- In office  
- School bag (asthma puffer)

**Emergency contacts**

<table>
<thead>
<tr>
<th>Parent/Carer 1</th>
<th>Parent/Carer 2</th>
<th>Other contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td>Relationship to child:</td>
<td>Relationship to child:</td>
<td>Relationship to child</td>
</tr>
<tr>
<td>Home phone:</td>
<td>Home phone:</td>
<td>Home phone:</td>
</tr>
<tr>
<td>Mobile phone:</td>
<td>Mobile phone:</td>
<td>Mobile phone:</td>
</tr>
<tr>
<td>Work phone:</td>
<td>Work phone:</td>
<td>Work phone:</td>
</tr>
</tbody>
</table>

**Medical practitioner**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>Phone:</th>
<th>Fax:</th>
</tr>
</thead>
</table>

The following individual health care plan has been developed with my knowledge and input and will be reviewed by February 2016 or as required due to change in notification.

**Signature of Parent/Carer:** ____________________________ **Date:** __________

**Signature of Principal:** ____________________________ **Date:** __________
ORANGE PUBLIC SCHOOL
INTERNET ACCEPTABLE USE POLICY and PERMISSIONS FORM

Introduction
The internet is a wonderful resource that adds another dimension to topics being studied in class. It allows students to collect and share information and communicate and collaborate with people from around the world. The internet offers facilities that can enhance students’ learning opportunities and outcomes in all key learning areas and generic skills.

In addition to the information available from the internet, the school also has an opportunity to publish its own website providing the benefits of developing literacy, writing and critical thinking skills.

It should be noted that while the internet possesses vast stores of information and educational resources, there are also undesirable aspects of the internet including:

- Socially and culturally inappropriate material
- Offensive material
- Gambling sites
- Misinformation

The NSW Department of Education and Training provides the internet service free of charge to schools. In order to maintain a safe and appropriate environment for students accessing the internet, all internet access at school is filtered automatically at the service provider to prevent known undesirable sites from being accessed. In addition to the filter, access is given under teacher supervision, but this supervision may not always be direct.

Code of Behavior
It is the school’s policy that ALL internet access is to be for educational purposes only. The following outlines the school’s code of behaviour.

Publishing on the Internet:
- Communication through e-mail and via the School’s internet website is treated as a form of publishing. Students must gain teacher approval for publication.
- It is the school’s policy that no student will be identified by full name and no student’s contact details are to be published.
- Students will observe the rules of network etiquette - “Netiquette”…

Downloading information and Signing Up for Services:
- Students will not knowingly access or attempt to access sites that are inappropriate or not of an educational nature.
- Students must gain teacher approval before downloading software, screensavers and other utilities not essential to browsing the internet.
- Students must not sign up for any services available on the internet without first gaining teacher approval.

Receipt of Inappropriate Internet material:
- In the case of an inappropriate site or image being displayed on a computer, the student must immediately turn off or minimize the screen and quietly report it to the teacher. All inappropriate sites will be reported to the Department in order to have them included in the filter.

Equity of Access to the Internet:
- All students with parental permission will be given the opportunity to use the internet as part of their classroom studies as appropriate

Copyright Issues:
- Any material accessed and utilized from the internet will be acknowledged and copyright respected.

The Consequences
Breaches of the Code of Behaviour will result in loss of access to the internet or as specified in the School’s Discipline Policy.

Code of Behaviour Agreement
I have read and discussed the issues raised in the school’s Internet User Access Policy with my child and have indicated my permissions below:

Student: ______________________________________ Class: _______________
NSW DEPARTMENT OF EDUCATION STUDENT EMAIL ACCOUNT
Students are automatically issued an email account by the Department of Education when they are enrolled.

I agree to my child having access to their NSW Department of Education email address.
Signed (Parent/Caregiver): ____________________________________________ Date: _____________

SECURE INTERNET ACCESS
I give permission for my child to be given access to the internet for school learning activities. (Please note that all internet access is filtered by the NSW Department of Education).
Signed (Parent/Caregiver): ____________________________________________ Date: _____________

CONNECTED CLASSROOMS: I give permission for my child to be photographed or filmed, then broadcast, during the course of Audio and Video Connections.
Signed (Parent/Caregiver): ____________________________________________ Date: _____________

<table>
<thead>
<tr>
<th>NORMAL DEPARTURE ROUTINE</th>
</tr>
</thead>
</table>

STUDENTS NAME: _________________________ CLASS: __________

NB: ANY CHANGES IN AFTER SCHOOL PROCEDURES MUST BE IN WRITING TO THE CLASSROOM TEACHER.

1. Bus Number/Animal _______________________
   | M | T | W | T | F |
   |   |   |   |   |   |

2. Bus Number/Animal ________________________ (If catching a different buses on different days)
   | M | T | W | T | F |
   |   |   |   |   |   |

3. INFANTS (K-2) Collection from classroom
   | M | T | W | T | F |
   |   |   |   |   |   |

4. KITE (3-6) Collection from Sale Street gate
   | M | T | W | T | F |
   |   |   |   |   |   |

Signed (Parent/Caregiver): ____________________________________________ Date: _____________
If you wish to pay for fees, excursions etc by Credit Card, please use the forms below. Please note that we cannot accept payments under $10 using this facility. More forms are available at the Office.

<table>
<thead>
<tr>
<th>CREDIT CARD PAYMENT ADVICE</th>
<th>MINIMUM EFTPOS TRANSACTION $10.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Name:</td>
<td>Class:</td>
</tr>
<tr>
<td>Student Name:</td>
<td>Total Paid:</td>
</tr>
<tr>
<td>Payment for:</td>
<td>Daytime Phone No:</td>
</tr>
<tr>
<td>Card Type: Mastercard ☐</td>
<td>Bank:</td>
</tr>
<tr>
<td>Visa ☐</td>
<td>Expiry Date:</td>
</tr>
<tr>
<td>Card No: _ _ _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _ _ / _ _ _ _ _</td>
<td>Todays’ date:</td>
</tr>
<tr>
<td>CCV: (3 digit no. on back of card) _ _ _</td>
<td></td>
</tr>
<tr>
<td>Card holders name:</td>
<td>Card holders signature:</td>
</tr>
<tr>
<td>(Please print)</td>
<td></td>
</tr>
</tbody>
</table>

To improve the communication between P&C/school/home could you please supply your email address and return to office.

Name: ..........................................................................................

Child’s Name: ........................................................................... Class: ...........

Email address: ............................................................................