Welcome back to 2016 to all of our families, "new" and "old". As you know, we tried a different model this year, with regards to class placements and I am pleased to say that we are very happy with the end result.

Our numbers haven't grown significantly since last year, but with new enrolments as well as leavers, the numbers in each year group had changed and so the plan for classing that was developed in 2015 had to be redone. I know that most parents understand how complex this process is and that class teachers have put a great deal of thought to the mix in each class. Wherever possible, children have been placed with at least one friend, who has been nominated by your child, or identified by their teacher. Conversely, teachers have tried hard to ensure that children who might not work so well together, have been separated.

At our assembly on Friday, I reminded students that the new friend/s they make this year (or next year) may well become a lifelong friend and that they should enter their new class with a positive attitude. I hope parents will reinforce that message at home.

NEW STAFF
This year we have some new permanent staff members, as well as temporary teachers in relieving positions and we welcome back staff who have had periods of absence.
Miss Christie returns to her position as Deputy Principal
Miss Amanda Johnston will teach Year 4, with Mrs Elizabeth Davidson
Mrs Sarah Leicester has been appointed as Assistant Principal
Mr Rohin Zvargulis will teach Year 3/4, replacing Mrs Leicester who will be performing alternate duties
Mr Paul Matthews will teach Year 4 replacing Mrs Pridham, who is on leave.
Mr Jut returns to teach Year 3.

A detailed list of all classes and staff is in this newsletter and on our school website.

Please note that classes remain temporary until the end of Week 3.

BUBBLES AT BRADMAN
This will be the third year that we hold this event at Bowral Public School. On this evening we welcome new families to our school and it is a wonderful opportunity for our new parents to meet current staff in a social setting.
Please look out on Facebook and the school website for more information. Bubbles at Bradman will be held on Thursday 3 March from 6.30pm to 8.30pm. Save this date in your calendar.

PARENT TEACHER NIGHTS
This term there will be two opportunities for you to meet with your child's class teacher.
We will have our usual meet the teacher evening early in the term where your child's class teacher will outline the year ahead. We will also hold parent-teacher interviews, held in Week 7 of this term. This will enable you to meet with your child's teacher at a one-to-one meeting to discuss your son or daughter's academic progress.

SWIMMING CARNIVAL
Our annual swimming carnival will be held this Friday, 5 February at the Bowral swimming pool. All notes should have been returned to class teachers this week as well as payment and the blue medical forms. More information about the carnival can be found in this newsletter as well on Facebook, our Skoolbag app and on our website.
YEAR 6 CAMP
Next week, Week 3 at school, we will see Year 6 head off to camp. This is a wonderful opportunity for Year 6 to get to know each other and their new teachers and enjoy recreation and social activities in the beautiful setting of Narrabeen Sport and Recreation Centre. Please ensure that all paperwork is completed in a timely manner and payments made this week. Any parent who is having difficulty making this payment should contact the class teacher as soon as possible.

NEW BUILDING
As you no doubt have seen, the building project is progressing well, despite many days lost because of rain delays. Some parents, but more particularly members of the community, are under the misconception that our school has grown so much that we need 8 new classrooms. This is NOT the case. The new classrooms are being built to replace the demountable classrooms and the classrooms on the Banyette playground have been placed there for the duration of the building programme only. Our numbers in 2016 are very similar to those in 2015.

ALLERGIES AND PEANUT PRODUCTS
We have some students who suffer from food allergies at our school and as such, we ask that peanuts and foods containing peanuts be kept at home. This includes peanut butter sandwiches. Thank you for helping keep all of our children safe by ensuring that these types of foods remain at home.

ANAPHYLAXIS AND ASThma PLANS
If your child suffers from anaphylaxis or asthma they must have an updated plan which is signed by your family doctor. These forms MUST be completed every 12 months and are available from our school office.

UPDATED FORMS
This week we sent home forms which need to be completed and returned to school. These forms are completed each year and we request that every child return them as soon as possible. Children will not be able to participate in local excursions or be included in school photos or publicity until the relevant forms are returned. Thank you for returning these forms as soon as possible.

PERCUSSION
We offer an opportunity for students to play in a percussion ensemble, once a week after school, with a wonderful percussion tutor, Louise Bell. If you are interested in your child joining this group, please contact our school office.

WORKING WITH CHILDREN CHECK CLEARANCE
If you are a volunteer at our school and you have been volunteering in some capacity since before June 2013 then each year you need to complete a Working with Children Check-Declaration for volunteers. Forms are available from our office and MUST be completed for any volunteer activity you participate in at our school. You must provide us with 100 point check, involving proof of identity.
If you are a new parent to our school and you wish to volunteer in some capacity then you should apply for a Working with Children Check clearance. There is no cost involved for this and the process can begin with an online application form. There will be a need to visit a NSW motor registry to receive a WWCC Clearance number. This check is then valid for 5 years. Information and online application:
Any parent, even if you have been volunteering for some years at our school can apply for a WWCC clearance. In fact, this may be easier for you as the check lasts for 5 years and the current declarations will not be able to be used after 2017. While the process may seem cumbersome, we do this with the best interests of our children in mind. Please talk to our friendly office staff if you need clarification about this. Thank you for your help in ensuring all students at Bowral Public School are safe.

Wendy Buckley
PRINCIPAL

Bowral Public School
P&C
A warm welcome is extended to families to come along, get involved, and meet members of your P&C and other BPS Families. This week, our P&C members have already welcomed the families of new Kindergarten students with a morning tea on their first day.
On Friday February 12 from 6pm, we will be holding our outdoor movie night which was postponed from Term 4, 2015. Please see the separate flyer for details and email contacts if you would like to help out with one of our food stalls.
Finally, our first P&C Meeting will be held on Monday February 15 at 6.30pm in the school library. These meetings are relaxed and provide a great forum for finding out about your school and contributing to decision making. We look forward to seeing lots of people involved in our fantastic school in the coming year.
Meredith Wakeman, P&C President

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<th>REMINDER DIARY DATES</th>
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<tr>
<td>Friday 5 February</td>
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<td>Friday 12 February</td>
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<td>Monday 15 February</td>
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STUDENT BANKING
Student banking will commence on Monday 15 February 2016
MAKE ONLINE PAYMENTS VIA OUR SCHOOL WEBSITE
Parents can make online payments to the school for amounts owing for students, via a secure payment page hosted by Westpac. Payments can be made using either a Visa or MasterCard credit or debit card. The payment page is accessed from the front page of the school website by selecting $ Make a payment Items that can be paid include voluntary school contributions, excursions, sport and sales to students. There is also a category called Other; this is to cover items not covered in the previous headings, Other can be used to make a complete payment of our school invoice or miscellaneous payments which arise throughout the term.
When you access the $ Make a payment you must enter:
the student’s name, and
class and reference number OR
the student’s name and date of birth.
These details are entered each time you make a payment as student information is not held within the payment system. If making a family invoice payment please include each student name and class this covers. There are 5 payment lines available in Other to facilitate this request.
This is a secure payment system hosted by Westpac to ensure that your credit/debit card details are captured in a secure manner, these details are not passed back to the school.
You have the ability to check and change any details of the payment before the payment is processed. Receipts can be emailed and/or printed.
Please note: payments made after 6.00pm will not be received at the school the following day, but the next working day.
Details of the payments are passed daily to the school where they will be receipted against your child’s account. As a receipt has been issued from the payment page a further receipt will not be issued by the school.
For any enquiries regarding the Online Payment process please contact the School Office.

Welcome Back!
Welcome back to all our Camp Australia friends, and welcome to all the new faces joining us this term. We have had some new children joining us from St Thomas Aquinas as well as our new Kindergarten students; it’s great to see so many new families.
We have some exciting activities and experiences planned for this term including a visit from South Coast Wild Life Rescue on 24 February. This week we have been talking about ‘Our Community’. We ask the question where do you live? What does community mean to you? What is in your local community? We are also excited to start our preparations for celebrating the Lunar New Year starting Monday 8 February including a dress up day! If you have any questions about our service please visit our friendly team Ziena, Eloise or Tracey in the school hall.

COMMUNITY NEWS

MITTAGONG BLUE LIGHT DISCO - SATURDAY 13 FEBRUARY
Venue: Mittagong RSL
Times: 4pm to 6.30 pm
Cost: $5.00 per child 4 – 14 years

COOL KIDS PROGRAM For anxiety in children aged 7-12
10 week program run by Community Health Psychologists for parents and their children with anxiety. Info: Kellie or Megan to register before 23 February ph 4861 8042

BOWRAL BUTTERFLIES Netball Club Registration Days at Eridge Park
Friday 12 & 19 February 4pm to 5.30pm
SHNA Gala Day Saturday 20 February 9.30am to 12.30pm
For online registration info contact bowralbutterflies@gmail.com

CRICKET @ Bradman Oval — Sunday 7 February 2016
This Sunday there is a cricket team from Kenya playing on Bradman Oval, which will be a unique cultural experience for anyone who is able to attend. The Maasai Warriors from Kenya are not only one of the few remaining traditional Nomadic tribes still surviving in Africa, but are also one of the most colourful and iconic sports teams in the world. For more information please open the link appearing in this week’s SHN.

WINGECARRIE Public Libraries are working in conjunction with Paws ‘n Tales R.E.A.D. to provide a reading program to help children who may struggle with their reading. Information contact Local Public Libraries.
Trudy Eccleston ph 1300 266 235
Buzz from the Beehive......

Happy New Year Everyone!

Welcome back to what's going to be an exciting year in the Beehive canteen. Adriana Neill-Stevens, our new Canteen Manager, starts this term with Justine McKinlay along side her for the first two weeks. Adriana has been dreaming about all the new things she can do in the canteen once she is settled in, so we all look forward to see what she comes up with (no pressure Adriana!!). Another change we will see in the Beehive is a new Casual Canteen Employee. Deanne finished working in the canteen at the end of last term after 3 years of service and dedication to the canteen. Since Deanne has left Adriana and myself have had a few meetings and made a few changes to the roles, so we are now on the lookout for a new Casual Canteen Employee. If you are interested or know someone who might be interested please take a look at the job description attached and submit your application by Friday 5 February to me at mdr01@bigpond.com.

Casual Canteen Employee

- Thursdays and Fridays only between 8am and 2.30pm
- Essential to have efficient communication skills - verbal and written (including email and text)
- Must enjoy working with parents and have ability to delegate tasks due to supervising parent volunteers
- For a full job description please see the job description attached

Other than the staff changes it will be business as usual from Monday 1 February.

As always I cannot miss the opportunity to scout for volunteers. If anyone hasn't popped their name down on the roster as yet, or if there are any new parents that would like to come and have a go at volunteering, please contact our Roster Coordinator, Emma Bragg, on emmacjbragg@mac.com.

Enjoy 2016.

See you in the Beehive

Shelly Davis-Rice
Canteen Convenor
# Position Description

## Casual Canteen Assistant

### Purpose of the Position

The purpose of this position is to support the Canteen Manager to deliver a healthy food service to the students and staff of Bowral Public School. The Canteen Assistant undertakes a range of activities including, food preparation, cooking, serving students, food purchasing and storage, keeping kitchen equipment available for use, assuring the canteen areas are clean, sanitized and ready for the next day's activities.

### Canteen Policy

The Bowral Public School canteen's aims and objectives are to: through implementing the Fresh Tastes @ School NSW Healthy School Canteen Strategy.

### Relationships

This position works closely with Canteen Manager, Canteen Committee, Canteen Convenor, the students, staff and wider school community.

### Immediate Manager

Canteen Manager for Guidance and Direction. Role is responsible to Canteen Committee and P&C executive.

### Stakeholders

School community including students, staff, volunteers, parents and wider school community.

### Extent of Authority

- Has authority to purchase/order necessary products and produce to deliver a healthy canteen food service as directed by the Canteen Manager.
- Exercise a degree of autonomy to achieve objectives of the position.
- Guide and delegate tasks to volunteers.

### Key Responsibilities

The key responsibilities of this role are to:

- Operate the Canteen in the absence of the Canteen Manager;
- Assist the Canteen Manager in planning, organising and monitoring the day-to-day operations of the canteen including the rostering of voluntary workers (when manager absent), daily record keeping as per policies and procedures of the canteen and daily banking of takings;
- Communicate with Canteen Manager and Canteen Committee as required;
- Provide a high standard of customer service by assisting students, teachers and other customers in food selection;
- Assist in food preparation;
- Over the counter service during recess and lunch as required;
- Food ordering (when manager absent or when directed by manager);
- Receive and inspect food for freshness, quality and quantity. Check all ordered supplies against suppliers' invoices/delivery dockets, signing and dating same and referring the documents to canteen invoice folder for payment and recording;
- Ensure all food products are dated and rotated when stored;
- Assist in maintaining inventory control, through regular stock takes when required
- Complete daily records as required and directed by Canteen Manager;
- Maintain the highest standard of hygiene when preparing foods for sale;
- Dispose of left over foods as required;
- Ensure that all policies and procedures of the canteen are upheld with special regard for Work Health and Safety;
- Responsible for opening and closing the canteen;
- Utilise food preparation and cooking skills to minimize waste of fresh produce;
- Assist in the marketing of menu items to generate a high level of sales on a daily basis;
- Shop locally, as and when required for any canteen requirements, which are not delivered directly to the School;
- Training new volunteers in their duties;
- Supervise and delegate tasks to volunteers for all canteen duties;
- Ensure volunteers and students are taught the correct use of equipment;
- Assist the Canteen Manager to ensure all canteen workers including volunteers are familiar with correct food handling and hygiene practices in line with Standard 3.2.2 of the Food Safety Act;
- To be responsible for cleaning incidental to the function of the canteen, such as dusting of shelves and stock, wiping down workbenches, cleaning of implements and fixtures used in the immediate work area and ensure all areas clean for next day;
Outdoor Movie Night - Friday 12 February 2016
From 6:00pm
(Rescheduled from Term 4, 2015)

PAPER PLANES

Sausage sandwiches, drinks, popcorn and choc tops available for purchase.
This is an alcohol free event.
All children must be accompanied by an adult.
We look forward to sharing this night with our families as a welcome to 2016.

If you are able to help out with setting up or running a stall, please contact
Barbeque - Skye - skye@projectsolutions.com.au
Drinks/Choc Tops - Kirstine - kirstylumb@yahoo.com
Popcorn - Libby - libby@troypeisley.com.au
Working with Children Check –
Declaration for volunteers and contractors
(other than contractors in the Assisted School Travel Program)

1. Subject to section 2 below, this declaration is to be completed by (i) volunteers who will have direct contact with children; and (ii) contractors (other than contractors in the Assisted School Travel Program) who will have direct contact with children in the provision of administrative, clerical or maintenance services or other ancillary services, however the work will not ordinarily involve contact with children for extended periods.

Once the person has completed and provided this declaration, along with Proof of Identity that meets the 100-point check (Appendix 6), the person can commence engagement as a volunteer or contractor. The completed declaration and Proof of Identity are to be filed in secure storage by the area engaging the volunteer or contractor.

2. This declaration does not apply to:

(i) volunteers and contractors who will provide personal care services to children with disabilities involving intimate contact with those children (such as assistance with toileting, bathing or dressing), or mentoring services as part of a formal mentoring program provided by a government or non-government agency – who will be required to obtain a Working With Children Check (WWCC) Clearance Number (as issued by the NSW Children’s Guardian) as a condition of engagement. If they do not have this yet, they must apply to obtain this from the NSW Children’s Guardian (per Appendix 4: Information sheet for applicants).

(ii) contractors in the Assisted School Travel Program, and all other contractors whose work will ordinarily involve direct contact with children for extended periods – these contractors will be required to have a WWCC Clearance Number as a condition of engagement.

(iii) new volunteers in the Duke of Edinburgh’s International Award – these volunteers will be required to have a WWCC Clearance Number as a condition of engagement.

*Note:* Transitional provisions apply to existing volunteers and contractors (i.e. those engaged as a volunteer or contractor, or placed on a volunteer or contractor engagement list, immediately prior to 15 June 2013). Refer to Appendix 9: Transitional arrangements for existing child-related workers.

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<tr>
<th>Surname</th>
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<tr>
<td>Other names/aliases (include all names or aliases used currently or in the past)</td>
<td>Female</td>
<td>Male</td>
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<tr>
<td>Date of birth</td>
<td>Place of birth (City, State and Country)</td>
<td>Telephone</td>
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<tr>
<td>Address (Number, Street, Suburb/City)</td>
<td>State</td>
<td>Postcode</td>
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<tr>
<td>Work title:</td>
<td>Work location:</td>
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Please provide the details of the approved documents according to the 100 point Proof of Identity check

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<th>Issuing Agency</th>
<th>Reference number</th>
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Appendix 5 – 15 July 2014
It is an offence for a disqualified person as defined in section 18 of the *Child Protection (Working with Children) Act 2012* to undertake or remain in child-related employment. Without limiting the application of section 18 of the Act, this includes persons who have been convicted of the following offences (including equivalent offences in other states):

- murder of a child;
- manslaughter of a child (other than as a result of a motor vehicle accident);
- an offence involving intentional wounding or causing grievous bodily harm to a child by an adult who is more than 3 years older than the victim;
- the common law offence of rape or attempted rape;
- an offence under the *Crimes Act 1900* relating to sexual assault, aggravated sexual assault, aggravated sexual assault in company, assault with intent to have sexual intercourse, indecent assault, aggravated indecent assault, or the attempt to commit any of these offences;
- an offence under the *Crimes Act 1900* relating to sexual intercourse-child under 10, Attempting, or assaulting with intent, to have sexual intercourse with child under 10, Sexual intercourse-child between 10 and 16, Attempting, or assaulting with intent, to have sexual intercourse with child between 10 and 16, Persistent sexual abuse of a child, Procuring or grooming child under 16 for unlawful sexual activity, Sexual offences-cognitive impairment, Sexual intercourse with child between 16 and 18 under special care;
- an offence under the *Crimes Act 1900* relating to incest, incest attempts, bestiality;
- an offence under the *Crimes Act 1900* relating to Sexual assault by forced self-manipulation, Causing sexual servitude, Conduct of business involving sexual servitude;
- kidnapping unless the offender is or has been the child’s parent or carer;
- an offence under the *Crimes Act 1900* relating to Promoting or engaging in acts of child prostitution, Obtaining benefit from child prostitution, Premises not to be used for child prostitution, Production, dissemination or possession of child abuse material;
- an offence under the *Crimes Act 1900* relating to Injuries to child at time of birth, Abandoning or exposing a child under 7 years;
- an offence under the *Crimes Act 1900* relating to Voyeurism, Filming a person engaged in private act, Filming a person’s private parts;
- an offence under the *Crimes Act 1900* relating to Installing device to facilitate observation or filming
- an offence under the *Criminal Code of the Commonwealth* relating to Sexual intercourse with child outside Australia, Aggravated offence-child with mental impairment or under care, supervision or authority of defendant, Persistent sexual abuse of child outside Australia;
- an offence under the Criminal Code of the Commonwealth including Procuring child to engage in sexual activity outside Australia, “Grooming” child to engage in sexual activity outside Australia;
- an offence under the Criminal Code of the Commonwealth relating to Sexual servitude offences against a child;
- an offence under the Criminal Code of the Commonwealth relating to Using a postal or similar service for child pornography material; or
- attempt, conspiracy or incitement to commit the above offences.

**Declaration**

I declare that I am not a disqualified person within the meaning of section 18 of the *Child Protection (Working with Children) Act 2012*.

I am aware that providing false or misleading information in this document may lead to the following:

- the Department withdrawing any offer of engagement that it has made to me; or
- the Department terminating my engagement; and
- the Department considering any false or misleading information I provide, when considering any future applications by me for employment or engagement.

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Appendix 5 – 15 July 2014  
2
Bowral Public School Swimming Carnival
PROGRAM OF EVENTS
5 February 2016
All Events Are Timed Finals

200m MEDLEY (Commencing 9am)
(a) Junior Boys
(b) Junior Girls
(c) Senior Boys
(d) Senior Girls

A. 100m FREESTYLE
   1. Boys
   2. Girls

B. 50m BREASTSTROKE
   3. Boys Junior
   4. Girls Junior
   5. Boys 11yrs
   6. Girls 11yrs
   7. Boys 12/13yrs
   8. Girls 12/13yrs

C. 50m BACKSTROKE
   9. Boys Junior
   10. Girls Junior
   11. Boys 11yrs
   12. Girls 11yrs
   13. Boys 12/13yrs
   14. Girls 12/13yrs

D. 50m FREESTYLE
   15. Boys 8yrs
   16. Girls 8yrs
   17. Boys 9yrs
   18. Girls 9yrs
   19. Boys 10yrs
   20. Girls 10yrs
   21. Boys 11yrs
   22. Girls 11yrs
   23. Boys 12yrs
   24. Girls 12yrs
   25. Boys 13yrs
   26. Girls 13yrs

E. 50m BUTTERFLY
   31. Boys Junior
   32. Girls Junior
   33. Boys 11yrs
   34. Girls 11yrs
   35. Boys 12/13yrs
   36. Girls 12/13yrs

F. RELAYS 4x50M
   37. Junior Mixed
   38. Boys Senior
   39. Girls Senior

8. CLEAN UP

9. Buses to school at 2.40pm

Presentation of ribbons throughout the day.
Champion trophies will be at presented at school at the whole school assembly.
Everyday - over the counter:

RECESS:
A selection of:
- Freshly baked muffins – small .50
- Freshly baked cookies .50
- Freshly popped popcorn – bag .50
- Freshly prepared garlic or pizza bread .50
- Seasonal fruit – market price
- Poppers – Apple, Apple & Blackcurrant, Orange or Orange & Mango $1.00
- Soup of the day - cup $1.00
- Moove Milk 300ml Chocolate, Strawberry $1.50

LUNCH:
As above + ICE-CREAM TREATS:
- Icy Pole $1.20
- Vanilla Ice-cream Cup $1.00
- Frozen Fruit Yoghurts – Mango, Strawberry, Raspberry $1.50
- Frozen Fruit Cups – Apple, Orange, Apple & Blackcurrant .50
- Frozen Juices – Tropical, Wild Berry .50
- Frozen oranges – quarter .10

LUNCH ORDERS ONLY:
Choice of any item listed below or Meal Deal of the Day
NB: Garlic and Pizza Bread are not available for lunch orders.

LUNCHES:
Freshly made sandwiches made with Bakers Delight High Fibre / Low GI bread or rolls. NB: Rolls extra 20c
- Ham $3.00
- Ham & Cheese $3.50
- Ham & Salad $4.00
- Ham, Cheese & Salad $4.50
- Tuna $2.50
- Tuna & Salad $3.50
- Poached Chicken $3.00
- Poached Chicken & Cheese $3.50
- Poached Chicken & Salad $4.00
- Poached Chicken & Salad & Cheese $4.50
- Salad (lettuce, tomato, cucumber, beetroot, carrot) $3.00
- Cheese $2.00
- Vegemite $1.50
- Egg or Curried Egg $2.50
- Egg & Lettuce & Mayonnaise $3.00
- Egg & Salad $3.50
(Mayonnaise available)

Freshly Home-Baked Sausage Rolls: $3.00
Tomato Sauce .20

LUNCH-TIME MEAL DEALS:
MONDAY: $5.00
Pizza
Freshly made thin pizzas with home-made passata, ham & cheese.
- Mini freshly baked treat
- Frozen Fruit Cup

TUESDAY: $5.00
The Highlands Chicken Burger
Homemade chicken patty with lettuce and mayonnaise on a bread roll.
- Mini freshly baked treat
- Frozen Fruit Cup

WEDNESDAY: $5.00
Pasta
Warm pasta served with the Beehive’s famous tomato based passata and fresh basil topped with parmesan.
- Mini freshly baked treat
- Fruit Juice Popper
NB: There is no Frozen Fruit Cup available in this meal deal.

THURSDAY: $5.00
Fried Rice Gluten free meal
Ham, omelette and vegetable stir-fried with rice.
- Freshly made popcorn
- Frozen fruit cup

FRIDAY: $5.00
Toasted Cheese & Ham on Turkish bread or
Toasted Cheese & Tomato on Turkish bread
- Mini freshly baked treat
- Fruit Juice Popper

Re-usable lunch bags for sale from the canteen are $10, available in pink, blue, grey, red, purple or yellow.

From time to time we will provide recess and lunch “specials”. Where possible, we will advertise them in the newsletter. Daily specials will be written on the chalkboard outside the canteen.
ORAL HEALTH SERVICES FOR CHILDREN UNDER 18 YEARS

IT’S FREE!

We accept Medicare Child Dental Benefits

Dental treatment for children under 18 years of age is free at NSW Public Dental Health Clinics.

Clinic Locations:
BANKSTOWN NORTH | FAIRFIELD | INGLEBURN
LIVERPOOL | NARELLAN | ROSEMeadOW | YAGOONA

PHONE (02) 9293 3333

BOWRAL AND TAHMOOR - PHONE 1300 559 393