

- From the Principal's desk
- K-1-2DT News
- 5-6S News
- 5-6K News
- Message from School
   Counsellor Mrs Pyke
- Diwali Celebration
- Notes sent home
- Community News
- Attendance Matters
- Dates to remember...

Thursday 10 November to	Healthy	
Tuesday 15 November	Harold	
Thursday 17 November	Whole School Assembly	4
Thursday 17 November	Kindergarten Orientation	
Thursday 24 November	Field of Mars K-2 Excursion	
Tuesday 6 December	School Concert	



## From the Principal's Desk

Dear Parents and Carers,

The students have had an enormous amount of fun over the last two weeks, especially with the year 4-6 students that headed to camp. On my visit I was able to see the exciting learning spaces they visited and it is always a positive experience for all involved.

#### **School Concert**

All our students and staff are currently preparing for our whole school concert. Some students are supporting as stage crew organisers and others as performers. The staff have been busy in preparing and supporting Footsteps with making certain that we will have an amazing concert to showcase our students talents. Please lock in the date for Tuesday 6 December. If you have any questions, please speak with your child's class-room teacher for more information. It is important that all students participate for the show to be a success.

#### 2023

We are currently organising class structures for 2023. If you are planning on leaving or deciding on an extended holiday, then please contact the office on 9728 1278.

Do you have any Kindergarten students to enrol or know of any families that have Kindergarten students needing to enrol for 2023, please ask the families to contact the office or look at our school website for the online enrolments. Kindergarten orientation has commenced and we would love to meet more of our students and families. Please note that enrolments for all grades is welcome.

#### **School Uniforms**

At Lansvale East Public School we have a school uniform for our students to wear every day. The department supports the wearing of school uniform, which promotes a sense of belonging for students and creates a positive identity for the school community. School uniforms also contribute to the personal safety of students by allowing easier recognition of students inside the school and in the community.

We expect the students to wear the school unform during school hours. If your child is missing a school uniform or needs a new size please visit the office.

Have a great week.

## Lansvale East Public School

## 21 Riverside Rd, Lansvale East NSW 2166

Phone: (02) 9728 1278 Email: lansvalee-p.school@det.nsw.edu.au

## LEPS WELLBEING SCHOOL SUPPORT DOGS

VISITING CLASSROOMS



**Shaina** from **5-Z** taking in some Vitamin D with **Lenny** during sports.





**Apisai** from **4-5T** likes cuddles with **Sade** to help build confidence before he starts sports.

**Sade** helping **Sajjad** from **3-4T Class** to improve his reading with fluency. Well done !!! **Lenny** is the luckiest boy having all the attention from **5-6K** during sports and cheering up the students!!!





## **Daily management of Dogs**

- The dogs are not allowed in school if unwell.
- Will be kept on lead when moving between classrooms and buildings.
- Be under the supervision of Ms Ortega or dog monitors at all times.
- Continue to be trained in obedience, including release time inside the school grounds.
- Be up to date with all vaccinations, worming and grooming.
- Will not be taken off the site without Ms Ortega .
- Will have a safe area inside the classroom and outside the classroom for quiet time.
- Dog/s will wear training vest to ensure they are recognised as a wellbeing school support dogs.

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## What's happening in K-1-2DT?



## HALLOWEEN DISCO

Lansvale East Public School hosted a Halloween disco on the 27th of October. It was great to see students dressed up in their spooky costumes. Students in K-1-2DT also showed some spectacular dance moves during the disco!



## **MORNING ROUTINE**

Students have been developing their resilience and confidence by conducting the morning routine everyday instead of the teachers! They have been taking turns and learning how to speak confidently in a loud voice in front of peers.

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21 Riverside Rd, Lansvale East NSW 2166

Newsletter

Lansvale East Public School

# What is happening in 5-6S



#### Halloween with 5-6S

The end of October is what many from our school was looking forward to. In 5-6S, we had some strong Halloween spirit shown in our students. All greatly enjoyed themselves with the different ways to celebrate and the costumes they had worn.







## Camp

Recently the school senior students had an opportunity to participate in a camp excursion. Students who had attended from 5-6S greatly enjoyed themselves. We hope those who missed the opportunity this year will be able to attend the next.

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5-6K NEWS

**TERM 4 -**









What a great start to the term we have had! Students from 5-6K had the opportunity to go to Camp in our capital city, Canberra. Students participated in various activities throughout the three days. We visited:

- The Governors House
- The War Memorial
- Geoscience
- Canberra Reptile Zoo
- The Parliament House
- Regatta Point
- Questacon
- Royal Australian Mint

Although the weather was very cold and rainy, we had such a great time!



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#### DOIEDING RESILIEURCE



Children and adults benefit from being able to cope with life's ups and downs and bounce back from the challenges we may face.

Beyondblue recommends four ways in which parents can help their child build resilience.

· build good relationships with others including adults and peers



• build their independence



• learn to identify, express and manage their emotions



• build their confidence by taking on personal challenges



If you're interested in finding out more please explore the information provided through the following link: <a href="https://healthyfamilies.beyondblue.org.au/healthy-homes/building-resilience">https://healthyfamilies.beyondblue.org.au/healthy-homes/building-resilience</a>

Sue Pyke School counsellor

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Diwali was celebrated on Thursday 27 October at Lansvale East Public School. Diwali is the 'Festival of Lights'. Our students enjoyed making rangolis, lanterns, diya's and henna designs.

# Rangoli



Students making rangoli designs using coloured powder.







## Winners of the Rangoli Competition



Excellent! K-1-2DT

'Keep it up! 4-5E



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## Healthy Harold 2022

Thursday, 27 October 2022

Dear Parents and Caregivers,

This term we will be enhancing our Personal Development and Health (PDHPE) program with a school visit from Life Education (Healthy Harold). The programs address many of the components and objectives within the NSW PDHPE curriculum. Programs are selected based on age and run for 60 minutes for K-2 classes and 90 minutes for 3-6 classes.

Harold's Friend Ship - Kindergarten – Year 1 - Explores how to build friendships and care for others, feelings and emotions, safe and unsafe situations and early warning signs, safe places and people to turn to for help.

Safety Rules - Years 1-2 - Problem solving, personal safety, seeking help, how to care for others and behaviours that maintain friendships

bCyberwise - Years 3-4 – Explores cyber safety through animation, vox pops of children, relevant scenarios, discussion & problem solving. Including investigating how to recognise, react and report unwanted contact.

Relate, Respect and Connect - Years 5-6 – Teaches the knowledge, skills and attitudes that children need to develop and maintain safe and respectful relationships both on and offline. Including investigating consent and how to recognise, react and report unwanted contact and predatory behaviour.

The school visit will commence on Thursday 10 November to 15 November. The cost will be \$5.00 per student for the life education session. POP payments are also available online.

Mr S. Diep & Ms M. Tran R. Assistant Principal & Classroom Teache	ar	Ms E. Ortega Principal	
2514 Channelle 19. An Annound 18 Markenberger, An Low and de La Markenberger (2004) and an Annound Analysis and an Annound A		Тппора	
×	×		
PERMISSION	N NOTE: HEALTHY HAROLD 2022		
I give permission for my child	from class		
to attend the Life Education NSW program			
l have enclosed <mark>\$5.00</mark> cash 🔲	Online Payment Receipt no:_		
Parent/Carer Name	Parent/Carer Signature	Date	
(print name)			
PERMISSION NOTE MUST BE RETURNED TO CLASS TEACHERS BY FRIDAY 8 NOVEMBER 2022			
	LANSVALE EAST PUBLIC SCHOOL		
Riverside Road LANSVALE NSW 2166 Tel: 9728 1278 Fax: 9728 2339			
EMAIL: lansvalee-p.school@det.nsw.edu.au WEB: www.lansvalee-p.school@det.nsw.edu.au			

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## **Field of Mars Excursion**

Thursday, 10 November 2022

Dear Parent/Caregiver,

In Term 4, students in Early Stage 1, Stage 1 and Stage 2 have been learning the Geography Unit, *Features of Places*. To support students' understanding of this unit, an excursion to the Field of Mars Environmental Education Centre has been organised. Students will participate in a bush walk through mangrove and eucalypt forests along the Buffalo Creek Reserve.

During the excursion, students will use a variety of hands-on fieldwork tools to participate in sensory and immersive experiences such as invertebrate hunts, exploring the mangrove forest, creating banksia creatures, crab hunting (tide permitting) and creating a memory map of their day's journey using natural materials.

When:	Thursday, 24 <sup>th</sup> November 2022
What to wear:	Full school sports uniform and closed toe, comfortable walking shoes.
What to bring:	Small backpack with hat, sunscreen, water bottle, lunch and recess. Please ensure your child's name is on his/her bag. ( <mark>Students DO NOT need any spending money</mark> ).
Cost:	\$30
Arrival:	Arrive at school NO LATER THAN 8:20am
Return:	Anticipated return to school by <mark>3:00pm</mark>

Staff members with emergency care and CPR training will be accompanying students. A risk assessment for this excursion has been undertaken and approved by the Principal.

Students who are of concern because of recent, unsafe behaviours at school, may be excluded from this excursion. Parent/carers will be notified if the school is considering the exclusion of their child from the excursion.

J. Dinh, M. Tran Excursion Organisers/Classroom Teachers E. Ortega Principal

-X------ Please detach and return by Tuesday 22 November -----

### Consent form Field of Mars Excursion

l consent for my child	(Print Student Name) from Class

to attend the Field of Mars Environmental Education Centre on Thursday 24<sup>th</sup> November 2022.

I have included \$30 in cash

Please specify your child's additional medical needs:

I have attached medical documentation

Parent/Carer Name (print name)

Parent/Carer (signature) Date

## PERMISSION NOTE MUST BE RETURNED BY: TUESDAY 22 NOVEMBER 2022

LANSVALE EAST PUBLIC SCHOOL RIVERSIDE ROAD LANSVALE NSW 2166 TEL: 9728 1278 FAx: 9728 2339

EMAIL: lansvalee-p.school@det.nsw.edu.au WEB: www.lansvalee-p.school@det.nsw.edu.au

Lansvale East Public School

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## Lansvale East Public School 2022 Concert Music Through Time

Thursday 10 November 2022

Dear Parent/Caregiver,

We would like to invite you to Lansvale East Public School's 2022 Concert: 'Music Through Time' to celebrate and appreciate different music genres as we dance through time from the 1960s to the present. The students and teachers have been busy practising and preparing for their items to showcase the talents of our students. Participating in the school concert will give students the opportunity to develop self-confidence, enthusiasm, self-esteem and the ability to work as part of a team. Along with this, students will also experience a theatre performance that will create lifelong memories.

The school concert will consist of one full dress rehearsal and one evening performance, which every student is expected to attend. Students will remain back at school until Concert ends. When: 5PM – 6:30PM Tuesday 6 December 2022 Concert Night

Where: Lansvale East Public School, 21 Riverside Road, Lansvale, NSW 2166 (School COLA)

What to wear: Day dress rehearsal - School uniform

**Evening performance** – casual clothing, costumes will be provided for students to change into for the evening performance

## **Tickets**

Tickets will be available to purchase before the event at the school office or via a POP payment.

Option	Cost
Ticket only	\$7.00
Ticket for a family of 4	\$20.00
Ticket for a family of 6	\$30.00

Online Payment Receipt No: \_\_\_

PLEASE PURCHASE TICKETS AT THE OFFICE BY Friday 2 December 2022.

If you have any questions, please contact the Concert Organisers or school office on 9728 1278.

Miss D. Tang, Miss J. Dinh, Miss M. Tran, Miss A. Droulias, Ms A. Baez & Mrs S. Pinto Concert Organisers

Mr S. Diep Rel. Assistant Principal Ms E.Ortega Principal

LANSVALE EAST PUBLIC SCHOOL RIVERSIDE ROAD LANSVALE NSW 2166 TEL: 9728 1278 Fax: 9728 2339 EMAIL: <u>Jansvalee-p.school@det.nsw.edu.au</u> WEB: <u>www.lansvalee-p.school@det.nsw.edu.au</u>

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## **Medical information form**

#### Dear parent/carer

Please complete the Medical information form in English if your child has any additional needs for the excursion detailed below. Please provide any relevant medical and/or dietary details in full and add another page if more space is required.

This form should be returned to the school with the consent form by the date shown below.

#### Information for completion by organising teacher

Name of student	Excursion destination
Excursion date/s From: Date for return of Medical information form	. To:
Information for completion by pare	ents/carers
Parent/carer contact details	
Name of parent/carer	
Address of parent/carer	
Contact phone number/s Telephone 1	Telephone 2
Doctor contact details	
Name of doctor	
Address of doctor	
Doctor's phone number/s Telephone 1	Telephone 2
Emergency alternative contact details	
Name of emergency contact 1	Telephone
Name of emergency contact 2	Telephone
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List any medical conditions or illnesses for example asthma, diabetes, epilepsy, allergies and outline the treatment for each.

Outline any special dietary needs including possible reaction to inappropriate diet.

List any medication/s to be administered during the excursion. Include name of medication, instructions for administration, time of administration, and any possible reactions.

I understand that my child will receive medical treatment in the case of an emergency. I understand that when a medical practitioner has prescribed medication (including emergency medication for example insulin) that will need to be administered during the excursion, parents/carers are responsible for:

- bringing this need to the attention of the school
- ensuring that the information is updated if it changes
- supplying the medication and any necessary 'consumables' for example insulin syringes or EpiPens® for administration (any medication should be well within its expiry date and correctly labelled)
- collaborating with the school in working out arrangements for the supply and administration of the
  prescribed medication for the duration of the excursion.

**Please note**: for some excursions, the school will ask parents to supply the medication in a different way to what has been already been agreed to by school. For example, parents may be asked to supply an additional adrenaline autoinjector (EpiPen®).

Name of parent/carer (please print)	
Signature of parent/carer	Date

#### **Telephone Interpreter Service**

If you require more information please call the school. If you need an interpreter to assist you with your enquiry please call the telephone interpreter service on 131 450 and ask for an interpreter in your language. The operator will call the school and get an interpreter on the line to assist you with the conversation. You will not be charged for this service.

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Language name 2

## Lansvale East Public School

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# LEPS Attendance Awards

The Attendance Awards recognises students with excellent school attendance and reminds students and the school community that attendance matters. **Students with 100% Attendance in Term 3. 2022:** 

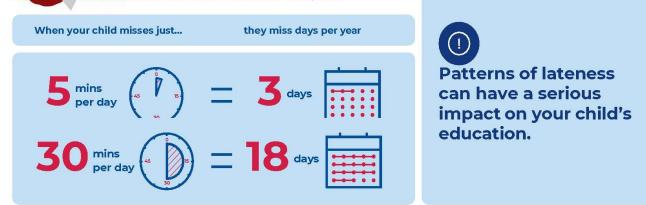
Kingston Tran (K-3A) Jasmine Nguyen (K-1-2DT) Aiden Roche (K-1-2DT) Enzo Ther (K-1-2DT) Lucas Pham (K-1-2DT) Roland Vo (K-1-2DT) Jonathan Giang (1-3C) Darren Sutedjo (2-4P) Amelia Abdallah (3-4T) Alyssa Luu (3-4T)

Sophie Nguyen (3-4T) Angelene Moyano (4-5E) Joshua Phillips (4-5E) Reynan Lacra (4-5E) Jonathan Phillips (4-5T) Shaina Zomaya (5Z) Ethan Pham (5-6K) Khaled Abdallah (5-6K) Lilianne Alnimry (5-6K Ronaldo Sok (5-6K)

Please be reminded ...

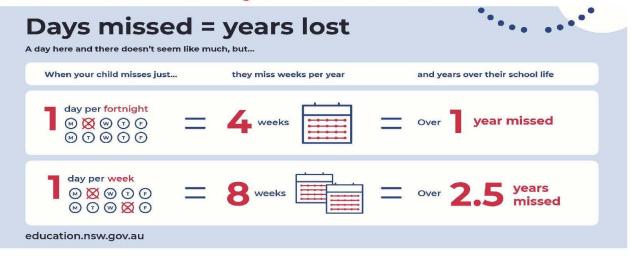
ATTENDANCE It is important to arrive on time and attend the full day of school.

ouple of minutes here and there doesn't seem like much, but...



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And it is essential to maintain regular attendance at school.



Lansvale East Public School

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## LEPS Attendance Award Recipients

for 100% Attendance in Term 3, 2022



# LEPS PBL Gotcha Awards

The *Positive Behaviour for Learning* (PBL) 'Gotcha Awards' are presented to students who follow the PBL Playground Rules in being **Responsible**, **Respectful** and **Resilient**.

The Gotcha Award Recipients for Term 4 Week 4, 2022 are:

	For being Responsible	For being Respectful	For being <b>Resilient</b>
Award Recipients	Nancy Ngo (4-5T)	Sorean Key-Daniel (K-1-2DT)	Sajjad Al-Tameme (3-4T)
	Manea Puroku (4-5E)	Riyaz Rafik (5-6K)	Antonio Bahbah (K-3A)

## **PBL Gotcha Award Recipients**





## Lansvale East Public School

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Lansvale East Public School promotes Healthy eating, healthy lunchbox and Healthy Canteen Australian Government Department of Health and Ageing

THENDERS FOR

## Healthy kids need healthy canteens! Encourage and promote these foods and drinks ALWAYS Or from home in IN These foods and drinks: school lunchbox are the best choices for a healthy school canteen should be available every day and be the main choices on the canteen menu contain a wide range of nutrients are generally low in saturated fat and/or sugar and/or sodium (salt). Do not let these foods and drinks take over the menu and keep serve sizes small SELECT These foods and drinks: FUELERMAN CAREFULLY contain some valuable nutrients contain moderate amounts of saturated fat and/or sugar and/or sodium (salt) if eaten in large amounts, may increase the amount of energy (kilojoules) being consumed. These foods and drinks should not be sold in a healthy school canteen NOT RECOMMENDED These foods and drinks: ON THE may contain excess energy (kilojoules) and/or saturated fat and/or sodium (salt) and/or sugar CANTEEN MENU are low in nutritional value.

## Lansvale East Public School

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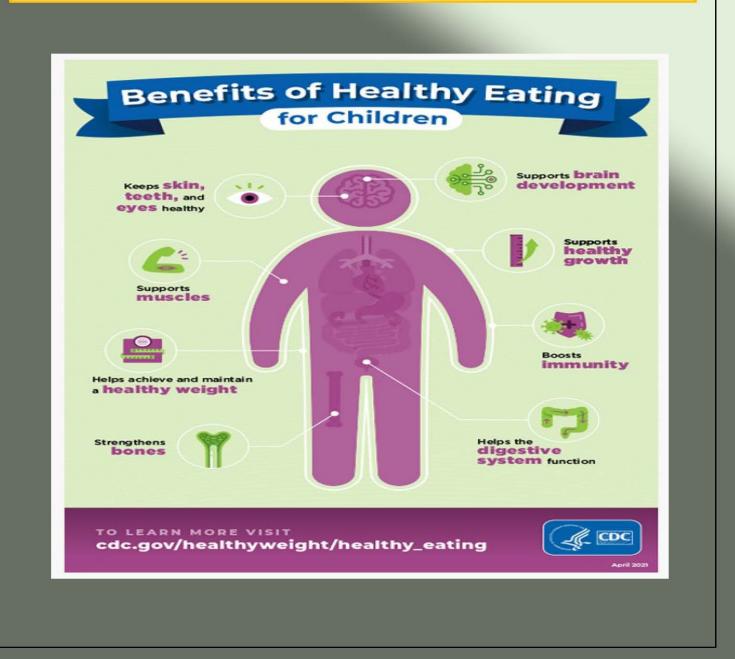
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#### FUN FACT-

An healthy eating plan that helps manage your weight includes a variety of healthy foods. Add an array of colours to your plate and think of it as eating the rainbow.

Dark, leafy greens, oranges, and tomatoes—even fresh herbs—are loaded with vitamins, fibre, and minerals. Adding fresh or frozen veggies, broccoli, or onions to food gives them a quick and convenient boost of colour and nutrients.

Encourage healthy lunchbox for healthy minds. Having a good breakfast and lunch also helps students concentrate on their schoolwork.



## Lansvale East Public School

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## Transition to Highschool Workshop

When: Monday December 12 Time: 6.30pm—8pm Where: 15 Clarke Street, Earlwood Cost: Free

## <u>Contact;</u>

Kathleen at childandfamily@cecal.org.au or Retha at retha.b@cecal.org.au Phone: 9559 4013



Lansvale East Public School

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#### Getting Ready for high school

- Starting high school means big changes like new friends, more teachers, study, homework and a new campus
- Young people may have mixed emotions about these changes
- This transition can be eased by preparing children practically and emotionally
- Routines, healthy food, sleep routines, talking about and support for new friendships can also support with these changes and transitions

#### Some of the challenges for your young people about High School may include:

- Finding their way around school
- Problem solving
- Bullying , Peer Pressure, Fitting In, Friendship Issues

#### Some of the challenges for parents :

- How do I support my young person 10 Steps for Starting High School
- How do we talk about the Hard Stuff, Effective Communication, Choices
- My young person's wellbeing and mental health

#### Sources:

Raising Children—the Australian parenting website

https://raisingchildren.net.au/pre-teens/school-education/school-choosing-starting-moving/ starting-secondary-school

<u>REACH OUT</u>— https://parents.au.reachout.com/ . https://schools.au.reachout.com/transition-to-secondary-school

NSW Department of Education

https://education.nsw.gov.au/parents-and-carers/going-to-school/preparing/starting-high-school#Download3

#### Engaging Adolescents Program

https://www.parentshop.com.au/.

https://www.parentshop.com.au/for-parents

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# Engaging Adolescents Workshop

```
When: Monday December 5
Time: 6.30pm-8pm
Where: 15 Clarke Street Earlwood
Cost : Free
```

## <u>Contact;</u>

Kathleen at childandfamily@cecal.org.au " Retha at retha.b@cecal.org.au

Phone: 9559 4013



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The Engaging Adolescents parenting program is a workshop that provides easy techniques for parents and families to support adolescents to manage their own behaviour and emotions.

Engaging Adolescents highlights 5 main areas:-

- 1. There are clear roles parents play in raising teenagers
- 2. Sorting teenagers behaviour helps parents to know when and how to act
- 3. Scripted conversations provide parents with a process for holding tough conversations with teenagers .
- 4. We can learn from pilots about to hold our nerve in difficult conversations
- 5. How to best 'construct' a conversation to make it effective



Engaging Adolescents developed by Michael Hawton, MAPS. Parentshop.

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# School Community **Charter**

## Section Collaborative. Respectful. Communication.

The following School Community Charter outlines the responsibilities of parents, carers, educators and school staff in NSW public schools to ensure our learning environments are collaborative, supportive and cohesive. We treat each other with **respect** 

#### What our schools provide

NSW public schools work to create positive environments for students, staff and the entire school community that support student learning. We strive to ensure that every student is known, valued and cared for.

The best education happens when parents and schools work together.

The School Community Charter aligns with the NSW Department of Education Strategic Plan 2018 – 2022.



#### Positive environments

It is important that our NSW public schools are positive environments and that parents and carers are kept informed of students' progress and school announcements.

Parents and carers can expect:

- To be welcomed into our schools to work in partnership to promote student learning.
- Communication from school staff will be timely, polite and informative.
- Professional relationships with school staff are based on transparency, honesty and mutual respect.
- To be treated fairly. Tolerance and understanding are promoted as we respect diversity.

We prioritise the wellbeing of all students and staff

> Unsafe behaviour is not acceptable in our schools

## We work **together** with the school

Ensuring respectful learning environments for all members of NSW Public Schools communities.

© NSW Department of Education

## Lansvale East Public School

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We create collaborative learning environments

We all play **our part**  We work in partnership to promote student learning

## **Communicating with our schools**

Our staff will find a time to talk to you when they can give you their full attention. Please remember that while our staff are in class or dealing with other matters, they may not be available to answer your questions immediately.

Our schools and communities will make sure that written communication is appropriate, fair and easy to read. We encourage you to use email and social media appropriately to connect with your school and stay up-to-date with up-coming events in the school community.

Our guide for parents, carers and students provides useful information about the complaints process:

education.nsw.gov.au/about-us/rights-and-accountability/complaints-complimentsand-suggestions/guide-for-parents-carers-and-students\_

#### **Respectful communication is a right**

In all workplaces people have the right to feel respected. Unacceptable and offensive behaviour has no place in our school communities.

To ensure the wellbeing of students, staff and the community in our schools, steps will be taken to address unacceptable behaviour. This may include restricting contact with the school community or, in more serious cases, referral to NSW Police.

#### Unacceptable behaviour may include but is not limited to:

- · Aggressive or intimidating actions, such as violence, threatening gestures or physical proximity.
- Aggressive or intimidating language, including the use of obscenities, making sexist, racist or derogatory comments or using a rude tone.
- Treating members of the school community differently due to aspects such as their religion or disability.
- Inappropriate and time wasting communication.



## School Community Charter

education.nsw.gov.au

## Lansvale East Public School

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## UNIFORM ORDER FORM

Please indicate below the size and quantity of the items required and calculate the total.

Payments can be made by any of the following methods:

- Parent Online Payment (POP instructions on the back of this form)
- Correct cash in an envelope

Please send your completed order form to school with your child, alternatively please e-mail the form to

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

ITEM	COST	SIZE 4 6 8 10 12 14 16 M L	QUANTITY	TOTAL
School Dress	\$45:00			
Skort	\$20:00			
Short Sleeve Polo	\$25:00			
Long Sleeve Polo	\$30:00			
Shorts (Boys)	\$20:00			
Jacket	\$30:00			
Sports Shorts	\$20:00			
Sports Shirt	\$25:00			
Tracksuit	\$70:00			
Tracksuit Jacket	\$40:00			
Tracksuit Pants	\$30:00			
Hat/Cap	\$20:00			
Excursion Bag	\$15:00			
School Bag	\$35:00			
Library Bag	\$25:00			
		•	TOTAL	\$

Child's Name	Class	Date
Parent/Carer NameSignatur	e	Phone
Payment Method POP Payment	Cash	Credit Card
Visa Mastercard Card Num	- nber /	//
Expiry / CCV		

LANSVALE EAST PUBLIC SCHOOL RIVERSIDE ROAD LANSVALE NSW 2166

TEL: 9728 1278 FAX: 9728 2339

EMAIL: lansvalee-p.school@det.nsw.edu.au WEB: www.lansvalee-p.school@det.nsw.edu.au

Lansvale East Public School

## 21 Riverside Rd, Lansvale East NSW 2166

Phone: (02) 9728 1278 Email: lansvalee-p.school@det.nsw.edu.au



#### PARENT ONLINE PAYMENTS

Using Westpac QuickWeb

Dear Parents,

Online payments are accessed through the home page of the school's website:

www.lansvalee-p.school@det.nsw.edu.au

The school website will have an option on the menu bar "Make a Payment".

When you click on this you will be taken straight to the Westpac QuickWeb page.

Payers will complete the necessary details, some of which are mandatory before confirming the payment details and completing the payment. A receipt can be printed from the payment page.

The payment screens are:

- Entering payment details
- Entering credit card details
- Confirmation of payment details and
- Online payment receipt

Payments can be made by Visa or MasterCard credit or debit card only. The school does not see any details of your card.

Please ensure you enter the child's correct name, class and details of what you are paying for. These details are necessary so that the payment is credited to the correct child.

All payments made before 6.00pm each day will be received at the school the next day. Payment after 6.00pm will not be received by the school for two days.

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