



Cherrybrook

Public School

HANDY HINTS FOR NEW FAMILIES

We would like to welcome you to Cherrybrook Public School. We are sure you will enjoy your association with our school.

Office Hours: 8:30am - 3:15pm
Telephone: (02) 9481 8575
School Email: cherrybrok-p.school@det.nsw.edu.au
Website: www.cherrybrok-p.schools.nsw.edu.au

School Starts: 8:55am
Recess: 11:00am - 11:20am
Lunch: 12:40pm - 1:30pm
School Finishes: 2:55pm

School Communication

The school website is the best source of information for our school.

It includes newsletters, events, the school calendar and our payment page. You can also access notes that have been sent home.

The school newsletter is published and emailed each fortnight. Subscribe on the website to the newsletter as well as notes for your child's respective year/s and classes.

Sentral

The Sentral Parent Portal is an application that allows you as a parent to access your child's academic reports and informs you of your child's attendance record. The portal also gives parents the option to inform the school of the reason for their child's absence.

School Contributions (Statement of Account)

Cherrybrook Public School sends student statements of account and term permission notes directly to parents via email. These statements include a unique link to make secure payment online through the Westpac Parent Online Payment (POP) system (Visa/Mastercard credit and debit cards accepted). Ensure all relevant permission notes are printed, signed and returned to the class teacher (or as directed) with the receipt number recorded.

Late arrivals/Early Leavers

In the event that your child is late to school you will need to accompany your child to the school office and we will provide you with a late arrival slip which your child will be required to give to their teacher. If you have to collect your child early from school, please come to the office to sign your child out. We will provide you with an early leavers slip and organise for your child to meet you at the front office.

Change of Details

Parents are asked to promptly advise the school of any change of address, home, work, mobile contact numbers, medical details, or emergency contact numbers.

Absences from school

Please do not send your child to school if they are sick. If they are sick and are absent from school, please record the absence on the Parent Portal or send a signed note to their teacher on their return (within seven days). Please do not ring or email the school or teacher.

The Department of Education discourages students and family taking extended leave during the school term. If you are planning to take your child out of school for family reasons and they will be missing five or more days of school, please come to the office and request an Application for Extended Leave form. This has to be completed in advance and has to be approved by the Principal.

Please note that extended leave requires the principal's approval and will not be processed through the Parent Portal.

Parking

There are no parking facilities at the school. Please do not park in the school grounds or walk your children through the carpark. You will need to find street parking on New Line Road, in the side streets or at the back of the school.

Visitors

If you are dropping items off to your child during the school day, for example a school hat that was left at home, please hand in at the office.

We look forward to partnering with you at Cherrybrook Public School.

Mr H. Vassila
Principal