



Darlington Primary School 2023

P & C INFORMATION BOOK

WHAT DOES THE P&C DO?

The P&C (Parents and Citizens) Association is a group of parents and teachers with an interest in the School, its promotion and its students. We meet twice a term in the staff room and we generally discuss what is happening at school, fundraising initiatives, school social events for both parents and children and the running of our canteen and uniform shops. We aim to assist the school in its delivery of a rich learning environment.

It is also worth noting what we don't do. The P&C does not set School policy or take part in School governance. (The School Council performs this function). However, we have a keen interest in these issues and often discuss them and we have a P&C elected representative on the School Council.

Our meeting dates are set out in the School calendar and all parents are welcome to attend. Please sign a declaration form and pay \$1 should you like to join. Forms can be found in the office. Coming to P&C meetings is an easy way to get to know the issues of interest in the school community, and to meet a wide range of parents. New attendees are not required to vote or give speeches - there'll be no pressure to do anything nerve-wracking and meetings are quite informal so feel free to just turn up.

HOW CAN I GET INVOLVED?

We welcome any contribution you can make to the P&C, and of course your kids will be so proud that you're involved. The simplest way to get started is to contact a P&C member or come to a meeting usually held in the Staff Room. We also have a P&C Facebook group (Darlington Primary School P&C) that you are welcome to join. It is also a good place to ask any questions you may have (remember someone else probably wants to know the same thing). This is a closed Facebook group and you will be asked some questions to verify you are part of our school community.

If you are unable to come to meetings, by checking your fortnightly newsletter, you will be able to follow P&C activities and get involved in the one that interests you. Some of these activities include sundowners, school disco, Mother's and Father's Day stalls, NAIDOC Week celebrations and workshops, 'thank a teacher' morning tea/breakfasts, Scholastic Book Club and other general fundraising events.

The P&C also co-ordinates and/or funds playground improvements, new equipment for the school, Science Week activities, and many other activities to support the education of our children. These events and the running of the school canteen can't be done without the help of volunteers.



CURRENT MEMBERS

P&C Office Bearers:

- Lucy Banner – President (president@dpspc.org.au)
- Adrian Ralph – Vice President
- Rachel Tegart - Treasurer (treasurer@dpspc.org.au)
- Janine Brick – Secretary (secretary@dpspc.org.au)
- Adrian Woodley - Executive Committee
- Harriot D'Emden - Executive Committee
- Fiona Gordon - Executive Committee

Canteen Sub Committee:

- Fiona Gordon
- Kendall Earnshaw
- Valerie Michaille

Uniform Shop Co-ordinator:

- Linnea Seiler

Uniform Sub Committee:

- Emma Reid
- Kate Anderson
- Lisa Peach

Grounds Project Coordinator

- Harriot D'Emden

Book Club Coordinator

- Zaskia Tang

Events Coordinator

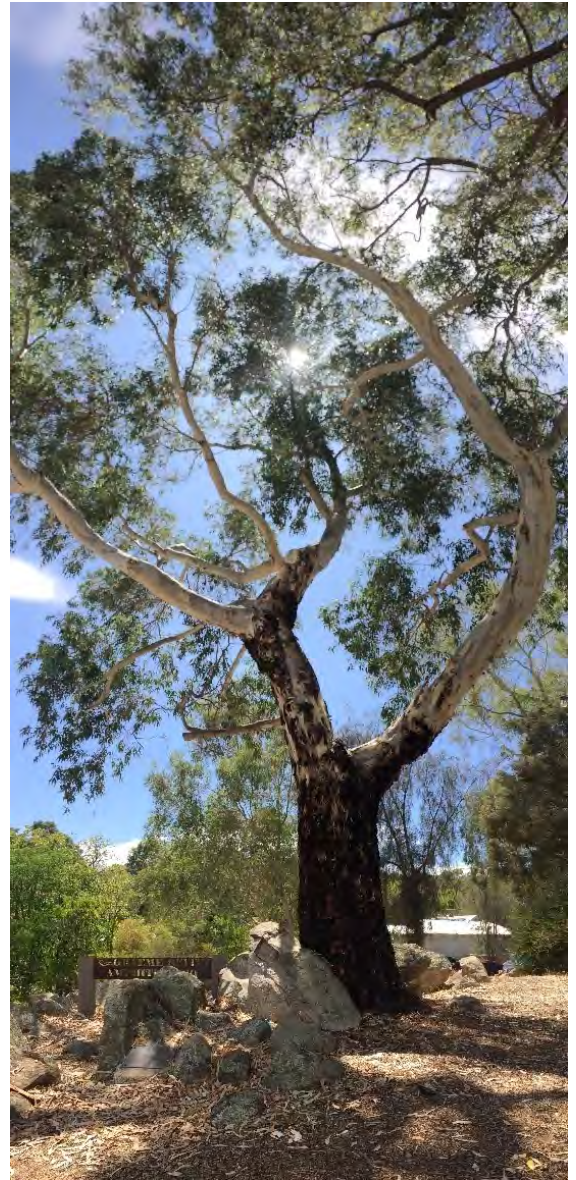
- Helen Backhouse

Feel free to contact any of the P & C office bearers if you have any queries.

CLASS REPRESENTATIVES

The P&C calls for volunteers for the position of class representative at the beginning of each year. The main duties of the Class Rep are:

- to be the parent liaison with the class teacher,
- to coordinate the class Friendship List, (these lists have the names and contact details for each child to be made available to their classmates parents, so parents can contact their child's classmates parents outside of school (e.g. for play dates and parties). Please note: putting your name on a Friendship List is completely voluntary.
- to help coordinate morning tea on the day of your class assembly and
- to provide class information to parents via the class Facebook page.



P&C UNIFORM SHOP

The Uniform Shop is located near Room 12. (The stand-alone white weatherboard building located near Glen Road).

- Open every second Tuesday 8.45am - 9.15am
- Online orders are available EVERY Tuesday for delivery direct to your child's class. Please visit www.flexischools.com.au to place your order.
- Should uniform sizes need swapping or to look at sizing before ordering, please visit the uniform shop on the days open. Please note; returned items will need to have tags still in place. There are also a selection of second-hand Items available for purchase.
- Did you know that Darlington P&C has a Uniform Subsidy Scheme to help those in need? The P&C can help families with the cost of purchasing new uniforms. If you think you may qualify please email dpsuniforms@gmail.com.
- Hats are available for purchase at anytime from the office.

Uniform Item	Sizes	Unit Price
Polo Shirt	2-18	\$29
Faction Polo	4-14	\$25
Shorts	4-16	\$18
Girls Skorts	4-16	\$26
Dress	4-10	\$47.50
Girls Jazz Pants	4-14	\$18
Trackpants	2-14	\$28
Zip-Up Jumper	4-16	\$36
Winter Rain Jacket	2-14	\$47.50
Bucket Hats	XS, S/M, M/L	\$14
Reading Bags	PP to year 2	\$9
Duffle Sports/Swim Bag	OS	\$13

*Uniform Shop Price list as of
October 2022*



CANTEEN

The P&C operates the school canteen on a 'not for profit' basis. The canteen is accessible through the eastern end of the undercover (assembly) area. The canteen is open **Mondays, Wednesdays and Fridays** for Recess and Lunch.

Our canteen manager is Ros Tooth. Ros makes most of the meals from scratch in the canteen to ensure they are healthy and wholesome.

- **Menu** - The menu is varied from term to term to cater for different seasons. A menu is sent out each term with the newsletter and is available on the school website and on Flexischools. http://www.darlingtonps.wa.edu.au/pdf/canteen_menu.pdf
 - Students from the Early Learning Centre (Kindy and Pre-Primary) have access to a slightly restricted canteen menu due to the difficulty in delivering frozen food and canteen made hot chocolate and milkshakes. This is detailed on the menu and on Flexischools.
- **Ordering** - Canteen orders can be made online through Flexischools or you can order using white paper bags in the canteen. The cut-off time for canteen orders is 8.45am through Flexischools. Most serious food allergies can be catered for. This can be noted on Flexischools when ordering. **For Years 1-6**, food may be purchased at the canteen at recess and lunch depending on availability. This includes apple slinkies (apples cored and cut into a spiral, Children can also bring their own apple to be slinkied), corn chips, popcorn (air popped in the canteen), canteen made cake, rice crackers, fruit straps, frozen fruit, icy poles and lots more.
- **Delivery** - Lunches are delivered to classrooms by class canteen monitors. Icecreams and icy poles are only available after the second bell at lunchtime. Frozen items, hot chocolates and milkshakes will not be put in your child's lunch bag so students need to come to collect these separately. **These are not available to the Early Learning Centre as they cannot be delivered.**
- **Sustainability** - Our school canteen aims to be as sustainable as possible and avoids using single use plastic containers. If single use containers are necessary biodegradable packaging is used if available. Canteen made hot chocolate, milkshakes and chocolate custard are served in cups or containers that need to be returned to the canteen or the lunch tubs at the classrooms.
- **Volunteers** - The canteen manager needs volunteer parents to help prepare and serve food. This means our P&C can keep canteen prices affordable. Two parents are needed each canteen day and are entitled to up to \$5 per person to provide lunch for their children and themselves (to a max of \$20). A request for volunteers will be made by the P&C. Volunteering once or twice a year is such a big help and ensures the continued running of the canteen. You can contact Ros on 9257 4000 or email ros.tooth@education.wa.edu.au to confirm your availability to volunteer. The canteen is very friendly and busy. You will meet lots of students, teachers and parents and get to know the school from another perspective.
- **Friday Night Dinners** - On most Fridays throughout the year the Canteen has takeaway dinners for sale. There are usually meat and vegetarian options. Prices vary depending on the meal. Details are posted on the P&C Facebook page each week. The meals are provided in reusable containers that need to be returned to the canteen. Pay it forward - a portion of the price of each meal goes toward providing meals to families needing a helping hand in our community.
- **Fundraising** - Each semester the canteen runs a 'School Holiday Survival Kit' fundraiser, selling food that can be frozen and cooked at home. This is advertised on the P&C Facebook page.

COMMUNICATION



- **Connect** - The main form of Communication to parents & carers is via the Department of Education messaging system, *Connect*. At the beginning of the year, you will be emailed Login instructions. Follow the prompts in the email to set up an account for your child. Please refer to the detailed instructions in the *Connect* publication for instructions on how to install and navigate *Connect*.
- **Newsletter** - There is a School Newsletter published fortnightly on Connect. This has important information including upcoming events. **It is your key link to what is going on at school.**
- **Website** - The school website is also a useful place to find all sorts of relevant information including booklists, term planners, P & C information
<http://www.darlingtonps.wa.edu.au/index.html>

PAYMENTS



Flexischools - Our school uses an online ordering system for Canteen, Uniform, Events & Fundraising called Flexischools. Flexischools allows you to place all your school orders online in a matter of seconds, at any time of the day.

1. Download the Flexischools App

Note: for iPhone and iPad please select 'Allow' notifications.

2. Add your School and Group

Click on the search icon, enter your school name, select your school and year group, or groups relevant to you.

3. Login/Register

Click the 'Order now' button located in the bottom right-hand corner of the app, this will open a login screen.

Already a Flexischools user - Enter your details and login. To save your login details select 'remember me'.

New Flexischools user - Click 'Register', enter your email address and follow the instructions in the email to set up your account. Once your account is set up, add new student; search for our school, enter student details and select their class.

Once registered, you can start placing orders immediately.

If you have any questions, please contact the Flexischools Customer Service Team on 1300 361 769, or via their website. www.flexischools.com.au



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