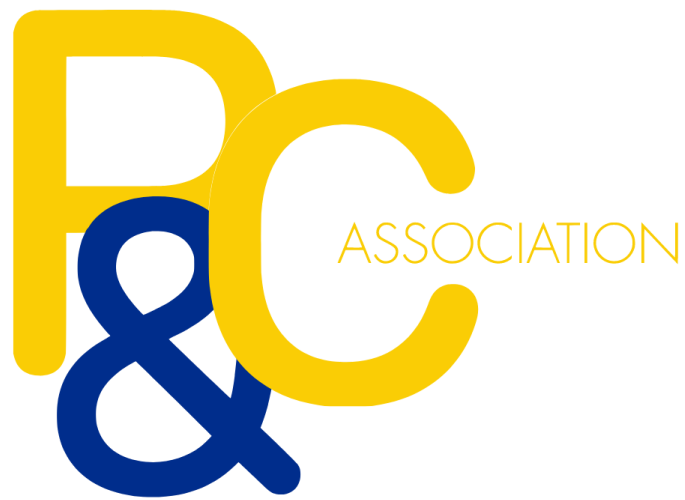


KOTARA SOUTH PUBLIC SCHOOL PARENTS & CITIZENS ASSOCIATION

Kotara South
Public School



FREQUENTLY ASKED QUESTIONS

LAST UPDATED JULY 24

GENERAL INFORMATION



WHO IS THE KSPS P&C?

The P&C is a group of parents and carers with students across all stages at Kotara South Public School.

WHAT DOES THE KSPS P&C DO?

We support parents, carers, and local community members to be a part of the public education process. We believe that educating our children is a joint responsibility between both teachers and parents.

Our P&C also fosters opportunities for social and community connection through volunteering and special groups and events, such as gardens and grounds, school disco, kindergarten orientation, and morning teas after special assemblies.

WHAT ARE THE FUNCTIONS OF THE KSPS P&C?

1. Enhance the educational, physical, and aesthetic environments of school
2. Provide financial support and resources to the school
3. Operate a uniform shop
4. Operate the school canteen and deliver healthy food options
5. Promote and support school events

WHEN ARE P&C MEETINGS?

The P&C meets twice a term at 6:30pm in the school library (and sometimes other venues). All are welcome. We also hold an AGM at the beginning of every year. You don't have to be a P&C member to attend a meeting, but only members can vote.

WHAT HAVE BEEN THE RECENT CONTRIBUTIONS OF OUR P&C TO KSPS?

Every year we make a financial contribution to Kotara South Public School. In addition to this, we pay for or contribute to other projects and items, such as:

- Our Nature Play Space
- The covered outdoor learning area (COLA) in the senior area (partial funding)
- Presentation Day award prizes
- 'Interrelate' sessions for students and families subsidy
- Hunter Sport Representatives subsidy
- Canteen appliances
- Library furniture
- COLA tables/chairs
- Bike/scooter racks
- Sun shelters/gazebos for sports days
- School information signs
- Morning teas and special events such as MAGS and DUGS breakfasts

WHAT ARE WE WORKING ON IN 2024 AND WHAT HELP DO WE NEED?

This year we'll be busy working on new creative projects. We always warmly welcome new P&C members, volunteers, plus ideas and suggestions from anyone across our school community. Specifically, we are looking new members and greater participation in events

BECOMING A MEMBER AND VOLUNTEERING



HOW DO I BECOME A KSPS P&C MEMBER?

Sign up online using the link at the end of this document. You can also join in person at our meetings, See our Facebook page and school website page for more information.

WHY SHOULD I JOIN THE P&C?

Joining the P&C is a great way to get involved with the school community and meet other parents and carers in a relaxed, inclusive environment. We welcome people of all interests, skills, and availability, and you can become a member at any point in the year. Formally, P&C members can vote on matters raised and decisions taken at P&C meetings, including how to spend money, and become part of the executive committee. Members also receive a copy of meeting minutes.

IS THERE AN OBLIGATION FOR MEMBERS TO DO ANYTHING OR ATTEND MEETINGS?

No, members are not required to do anything or come to meetings (although they are most warmly invited and welcomed).

If you are interested in becoming a member but unsure about committing your time, you can rest assured that there will never be any obligation to give more time than you are comfortable with. We understand that the time you are able to offer can change.

DO I NEED TO BE A P&C MEMBER TO VOLUNTEER?

No! You don't have to be a member to volunteer with us.

We warmly welcome all parents and carers to share their time and skills with us, if possible, whether members or not. We are appreciative of volunteer time, whether ad-hoc, one-off, or on a regular basis. Volunteers do not have to be P&C members to support our projects and donate time.

Here are some examples of ways to get involved:

- Do a shift in the school canteen
- Support our events and fundraising initiatives
- Participate in gardens and grounds days
- Have a voice in our activities by attending meetings

IS THERE A COST?

Yes, membership costs \$2 per member, per year.

DO I HAVE TO RENEW MY MEMBERSHIP EVERY YEAR?

Yes, the \$2 per person membership lasts for one year.

HOW DO I VOLUNTEER?

Keep an eye on our Facebook page and sign up to P&C updates via School Bytes to receive requests for volunteers.

We keep a regular canteen volunteer sign up form (see link at end of document).

You can always contact us directly to offer support.

EVENTS AND FUNDRAISING



WHAT EVENTS DO YOU ORGANISE AND/OR CONTRIBUTE TO?

In 2024, with the help of members and volunteers, we organised or contributed to over a dozen events (approx. three to four per term). This year, with your help, we hope to do the same. Some events are fundraisers; the rest are for social/school connection. to see our page. See our list of terms for more.

CAN I HELP WITH AN EVENT?

Yes, please!

We put out a call for support for each event via School Bytes and Facebook near the time. We invite you to send us an email/message to let us know what you're interested in. Keep up to date by following our Facebook page.

WHAT HAPPENS TO THE MONEY YOU RAISE?

Through fundraising, the P&C is able to contribute to the school in a number of ways. This includes the provision of learning resources, leadership and life education programs, presentation awards, and gardening and sporting equipment. See 'General Information' for more.

DO YOU RUN ANY SPECIAL GROUPS?

Yes! The KSPS P&C Gardens and Grounds Group was formed by a small team of parents who saw a need to assist the school in the maintenance and enhancement our school grounds. The Gardens and Grounds Group joins parents and carers with KSPS for the creation of natural spaces, outdoor art, and environmental initiatives.

TERM ONE

Welcome Morning Tea
Meet the Teacher BBQ
Cross Country Canteen
Mega Easter Raffle
Gardens and Grounds Working Bee

TERM TWO

Mother's Day Stall
MAGS breakfast
Athletics Carnival Canteen
Bunnings BBQ
Gardens and Grounds Working Bee

TERM THREE

Gardens and Grounds Working Bee
Father's Day Stall
DUGS breakfast
Disco
Education Week Assembly Light Refreshments
Kinder Expo

TERM FOUR

Bunnings BBQ
Christmas Raffle
Teddy Bear's Picnic (contribution)
Grounds and Gardens
Jingle & Mingle (contribution)

CANTEEN



WHO RUNS THE CANTEEN?

At KSPS, 'The Best Canteen' is managed by the P&C as a service to our community. In order for to be self-sustaining, it needs to make enough to cover its expenses, which include wages, insurances, maintenance, and more. This means we need our community to support it by making purchases, using our online ordering app, and volunteering.

WHERE IS THE CANTEEN?

The Best Canteen is located in the covered area between the play equipment and the hall, next to the uniform shop.

WHAT IS THE MENU?

Our canteen adopts the NSW Healthy School Canteen Strategy and meets the criteria. View the menu (and more) on the school website (see link at end of document). We also offer specials from time to time, such as sushi day and end-of-term specials! Specials are listed on Qkr! on a weekly basis.

WHAT HAPPENS IF WE MISS THE 8.50AM DEADLINE OR FORGET TO PLACE AN ORDER AND MY CHILD HAS NO LUNCH?

Please call the school as soon as you can and they will help you out. You will be able to choose from a list of basic lunch menu items (that can be made in time for lunch). This will be included in the class lunch box. Your child will receive an IOU from the canteen. It would be really helpful if you could pay online afterwards.

CAN I HELP OUT IN THE BEST CANTEEN?

Yes! Please sign up for to help online (see link at end of document).

HOW DO I PLACE AN ORDER AT THE BEST CANTEEN?

Canteen orders can be placed online or at the canteen window. All orders need to be placed by 8.50am each morning. Online orders are made using the Qkr! app or desktop website (see link at end of document).

UNIFORM SHOP



WHERE IS THE UNIFORM SHOP?

It's next to the canteen.

HOW DO I PLACE AN ORDER?

Orders can be placed online, anytime throughout the year (during term time), at our online shop (see link at the end of this document).

Our volunteer uniform shop manager will put your order together as soon as possible and send it home with your child.

Orders can also be placed in-person when our uniform shop is open.

DOES THE UNIFORM SHOP OPEN BEFORE SCHOOL GOES BACK AT THE BEGINNING OF EACH YEAR?

Yes, we open the uniform shop twice before school goes back each year. Please see our Facebook page and School Bytes for dates and times.

WHEN IS THE UNIFORM SHOP USUALLY OPEN?

The uniform shop is usually open in term time on:

- Mondays, from 8:30am to 9am
- Wednesdays, from 8:30am to 9am

If you plan to call in on these days, please let us know in advance - orders are processed pretty quickly and then our uniform shop manager closes the shop.

WHAT IS THE KSPS UNIFORM?

Please see the school website for more information.

DO YOU SELL SECOND-HAND GARMENTS?

Yes! Two things to note:

1. Stock is usually limited and quality ranges from like-new to well-worn;
2. It's also only available face-to-face, but we usually offer a second-hand table at our January open days and other events (like the Easter Hat Parade).

Pricing is a gold coin donation per garment. If you are interested in second hand garments outside these special opening times, please get in touch with us to discuss.

CAN I DONATE SECOND-HAND GARMENTS?

Yes! Please give them a wash and bring them along to one of our open days/times.

WHAT HAPPENS TO LOST PROPERTY?

Lost property is placed in our lost property baskets. They are often full to bursting - please take time to label all school clothing. From time to time our senior student leadership team will go through the baskets and attempt to return garments labelled to students. This is managed by the school.

CAN I VISIT THE UNIFORM SHOP WITH MY KIDS TO TRY ON SIZES/GARMENTS?

Yes!

STAYING UP-TO-DATE

HOW DO I STAY UP-TO-DATE?

There are three ways to stay up-to-date with all things KSPS P&C:

1. Become a member! Members receive direct emails and meeting minutes.
2. Visit our Facebook page. We update our Facebook page regularly.
3. See the School newsletter and P&C School Bytes posts

I'M NOT ON FACEBOOK!

That's OK! You don't have to be a Facebook user to see our page and updates. We have a public page and non-users can access the information anytime.

WHAT INFORMATION DO YOU SHARE?

Checking in our Facebook page, you might expect to see:

- Canteen updates (specials, new items, menu changes, closures, etc.)
- Uniform shop reminders (open days, lost property updates, second-hand garment tables, closures, etc.)
- Call for volunteers and support
- Book Club reminders
- Important messages and requests
- P&C weekly notices and meeting reminders
- Event dates and reminders
- Volunteer, teacher, and staff shout outs
- Photos, stories, and other updates involving our members and volunteers

We share most of the same updates via School Bytes.

WHAT LINKS AND OTHER DETAILS DO I NEED TO BOOKMARK?

Email kspspandc@gmail.com

Facebook [@kspspandc](#)



Canteen:

- ordering online



- full menu



- volunteer roster



Uniform shop



More P&C information



(school website):