



Wednesday 31st January 2018

Dear Parents,

As we begin the year, we would like to make sure students are fully prepared for all class work. Below is a list of items students will need to bring to school EVERY DAY.

Necessary Classroom Items

Children in 3/4 H will need the following items this year:

- | | |
|--|--|
| At least 2 x HB pencils (at all times) | A pair of scissors |
| 2 x blue or black pens (not felt tip) | 30 cm ruler (marked in millimetres and cm) |
| 2 x red pens | Highlighter (light colour) |
| 2 x glue sticks | Coloured pencils / textas/ pens (optional) |
| Sharpener (enclosed type) | 1 box of tissues |
| eraser | Headphones/earbuds |
| A book to read in silent reading time | |

PLEASE ENSURE THAT ALL ITEMS ARE CLEARLY LABELLED WITH YOUR CHILD'S NAME.

Organisation

<i>Activity</i>	<i>Day</i>	<i>Time</i>	<i>Materials Needed</i>
Assembly	Monday	8:45 under COLA	
Library	Wednesday		Library bags / books
Canteen	Mon, Fri		Lunch orders on paper bag to canteen BEFORE school.
Newsletter	Tuesday		School website
Science	Friday		
Sport	Fridays – school sport		Sport uniform, hat

We have had a great start and I'm sure it's an indication of what we have to look forward to in the year ahead.

Kind Regards,

Melanie Hicks

Class Teacher

Rachel Enright

Class Teacher

Mick McCann

Principal



Newcastle East Public School

Wednesday 31st January 2018

Dear Parents,

My name is Melanie Hicks. I am very pleased to be teaching your child's class, 3/4H, at Newcastle East Public School. This letter is our first communication for 2018 but I emphasise the importance of maintaining contact throughout the remainder of the year. I am only too happy for you to e-mail me or make an appointment to speak to me at any time, particularly if you are feeling worried or concerned.

For most of this semester, I will be working three days a week (Monday-Wednesday). Rachel Enright will be teaching 3/4 H on Thursdays and Fridays. This will allow me to continue my treatment and allow me to fully recover from my breast cancer diagnosis and treatment from the end of last year.

Communication

Spare permission notes can often be found at the entrance to the classroom. Notes will also be added to the website and go out on the Skoolbag app.

I find email one of the easiest ways to communicate with parents. If you are happy for me to use email to contact you, please return the attached note with your contact details. I have also added a questionnaire which will help me to get to know your child. Please fill out and return to me.

Kind Regards,

Melanie Hicks
Class Teacher

Rachel Enright
Class Teacher

Mick McCann
Principal

PLEASE FILL OUT AND RETURN TO MISS HICKS

Contact information – 3/4H

I will be your child's class teacher this year. I would like to be able to use e-mail, where possible, to contact you about upcoming events and to send you information.

If you are happy to be contacted via e-mail for this purpose, please write your address below or e-mail me with your contact details:

melanie.hicks@det.nsw.edu.au

Regards,

Melanie Hicks

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Child's name:

Parent's name:

E-mail address:

Parent's name:

E-mail address: