

# COMMUNICATING WITH TULLIMBAR PS

## I would like to contact the School Principal

- Contact a teacher via the School Bytes Portal (forms tab)
- Email the school at [tullimbar-p.school@det.nsw.edu.au](mailto:tullimbar-p.school@det.nsw.edu.au)
- Call the school office (4257 7261) and leave a message

## I would like to contact my child's teacher

- Contact a teacher via the School Bytes Portal (forms tab)
- Email the school at [tullimbar-p.school@det.nsw.edu.au](mailto:tullimbar-p.school@det.nsw.edu.au)
- Call the school office (4257 7261) and leave a message

## I would like to contact another staff member at the school

- Contact a teacher via the School Bytes Portal (forms tab)
- Email the school at [tullimbar-p.school@det.nsw.edu.au](mailto:tullimbar-p.school@det.nsw.edu.au)
- Call the school office (4257 7261) and leave a message

## I would like to clarify information about an event

- Check the Website for information ([tullimbar-p.schools.nsw.gov.au](http://tullimbar-p.schools.nsw.gov.au))
- Check permission note and School Bytes dashboard via parent app
- Call the school office (4257 7261) and chat to admin staff

## I would like to contact the school counsellor

- Email the school at [tullimbar-p.school@det.nsw.edu.au](mailto:tullimbar-p.school@det.nsw.edu.au)
- Call the school office (4257 7261) and leave a message or be put through to the counsellor if they are available
- Complete the form on the School Bytes App (forms tab)

## I would like information about school policy or processes

- Check the A-Z of Tullimbar section on the school website ([tullimbar-p.schools.nsw.gov.au](http://tullimbar-p.schools.nsw.gov.au))
- Email the school with your query at [tullimbar-p.school@det.nsw.edu.au](mailto:tullimbar-p.school@det.nsw.edu.au)
- Call the school office (4257 7261) with your inquiry
- Check the NSW Department of Education Policies Webpage (<https://education.nsw.gov.au/policy-library>)

## I would like to contact the P and C

- Email the P and C at [pandc.tullimbar@gmail.com](mailto:pandc.tullimbar@gmail.com)
- Come to a P and C meeting, held on the second Wednesday of each month from 6.30 pm

## I would like to notify the school of a planned absence for my child

- Use the attendance section on the School Bytes dashboard via the app or website
- Email the school at [tullimbar-p.school@det.nsw.edu.au](mailto:tullimbar-p.school@det.nsw.edu.au) with the absence information
- Call the school office (4257 7261) and notify the admin staff of the absence

## FORMS AVAILABLE THROUGH THE SCHOOL BYTES APP AND PORTAL

- Application for Extended Leave
- Health Condition Support Request (Including Medication)
- School Counsellor Request
- Student Refund application

# COMMUNICATION FROM TULLIMBAR PS

## Permission notes and excursion/event information

- Email will come from School Bytes with permission form
- Reminders will come via School Bytes as an Email AND as a School Bytes alert

## School Calendar

- School website - [tullimbar-p.schools.nsw.gov.au](http://tullimbar-p.schools.nsw.gov.au)
- School Bytes Dashboard via website AND app
- 5 weeks in advance in school newsletter

## Incidents involving my child

- Phone call from staff at the school

## Newsletter

- Via email from School Bytes
- Located on School Website

## Student Academic Reports

- Via email from School Bytes

## Assembly Award Notification

- Via email from School Bytes

## Information from the P and C

- Via the newsletter
- Via the Tullimbar Public School Parents Facebook Page

## Showcase of School Achievement and Events

- School Website - [tullimbar-p.schools.nsw.gov.au](http://tullimbar-p.schools.nsw.gov.au)
- School Facebook Page (Tullimbar Public School)
- School Newsletter

## Information for Class from Class Teacher

- Email from School Bytes