



Noranda Primary School

Term 3, Week 1 - Thursday 23rd July 2026

Principal's Report

Dear families,

Welcome to Term 3

What a wonderful first week it has been at Noranda Primary School! I have thoroughly enjoyed meeting our students, staff and families, and I have already been made to feel incredibly welcome by the school community.

One of the highlights of my week has been getting to know our amazing students. They have certainly been keeping me on my toes by testing me on their names, and I am determined to learn every one of them as quickly as I can!

A sincere thank you to the many parents and carers who have taken the time to introduce themselves this week. Building strong relationships with our families is something I value greatly. If you see me in the playground before or after school, please don't hesitate to come over and say hello. I look forward to getting to know you all over the coming weeks and months.

It is clear that Noranda Primary School is a school with a strong sense of community and many wonderful things already happening. I am excited to work alongside our dedicated staff, enthusiastic students and supportive families as we continue to build on these strengths and create the very best opportunities.

I am looking forward to a fantastic term ahead and feel privileged to be part of the Noranda Primary School community.

Amanda McCormack

Principal

Calendar of Events

Breakfast Club - Monday and Friday mornings 8.00am - 8.30am

Noranda Nippers - Monday mornings 9.00am - 10.00am

Running Club - Tuesday and Thursday mornings 7.45am - 8.15am

TERM 3 2026

WEEK 1

- Friday July 24 - Kindy applications close

WEEK 2

- Wednesday July 29 - Kindy B attends
- Friday July 31 - Last day of swimming

WEEK 3

- Tuesday August 4 - Year 4 PEAC Testing
- Tuesday August 4 - Australian Maths Competition
- Wednesday August 5 - Kindy A attends
- Wednesday August 5 - Australian Maths Competition
- Thursday August 6 - Australian Maths Competition
- Friday August 7 - Assembly Room 2

WEEK 4

- Monday August 10 - Lawns mowed
- Wednesday August 12 - Kindy B attends

- Friday August 14 - Interschool Cross Country

Merit Awards

Congratulations to the following students who received Merit Awards at the last assembly

Manha Shaikh, Astrid Barr, Rhyli Alligan, Vani Wadhwa, Erna Preljevic, Tully Smith, Lachlan Talbert, Savannah Webster, Maksim Mirkovic, Trinh Hue Luong, Henry Mangpa, Riley Van de Meeberg, Marcus Sieng, Jack Withnell, Julian Chen, Zoe Lenton, Henry Scholfield, Fatima Panahi, George Lomas, Ella Hazelwood, Mikaela Novak, Christopher Leonard, Brydon Au, Victor Loh, Zakir Halford, Paige Faulkner-Brown, Georgie Gore, Zara Kulelija.



Enrolments 2027 - Closing 24/07/2026

Registrations are now open for Kindergarten and Pre-Primary (not already enrolled at Noranda PS Kindergarten) for 2027. Application forms are available from the office between 9:00am and 3:00pm, from our website [ENROLMENT - Noranda Primary School](#), or can be emailed. Children born between 1 July 2022 to 30 June 2023 are eligible for Kindergarten.

***** APPLICATIONS CLOSE TOMORROW, FRIDAY 24TH JULY 2026 ****

P&C News

Hello Noranda Families,

The P&C would like to welcome our new Principal, Mrs Amanda McCormack to Noranda Primary School.

We're excited to have you join our wonderful school and look forward to getting to know you, working together, and continuing to build a strong and connected school community!

We would also like to sincerely thank Ms Fullarton for her leadership and dedication while serving as Principal during Term 2. We truly appreciate the care and commitment she brought to the role and are grateful for her continued support of our school.

We look forward to working with you both as we start the new term.

AGM Wednesday 5th August

Our AGM will at 7pm on Wednesday 5th August at our next P&C meeting in the staffroom. All Executive positions will be declared vacant and open for nomination. If you're interested in filling a position or would like to join the P&C please come along. We love having fresh faces and new ideas; it costs 50c to become a voting member.

It's a rewarding opportunity to make a real difference for our students while helping shape the future of the P&C. See the attached WACSSO role description to learn more about the Executive positions.

Whether you're ready to nominate for an Executive role, join one of our subcommittees, lend a hand at events, or simply volunteer when you can, we'd love to welcome you. There's a place for everyone, and every contribution - big or small - helps make a difference for our school community.

If you have questions or would like to chat about a role we would love to hear from you! Reach out to us at pandcnorandaprimary@gmail.com or speak to one of our current committee members.

Thanks for your ongoing support,

Rosie Hatswell

P&C President



P&C President

Role Description

The P&C President is an effective leader, a people-person who is able to make and nurture relationships and has a detailed and thorough understanding of what is needed for the P&C to run smoothly, in line with its Constitution. While the President is the P&C's leader, it is important they have an understanding of all the roles and responsibilities of Committee members, so that a teamwork approach can be applied to achieving goals.

The vital link between parents and the school administration

The President is the primary link between the parent body and the school administration. You should develop and nurture a good working relationship with both.

Understand and observe the Constitution

The President ensures that all members of the P&C (including themselves) abide by your P&C's Constitution. This is particularly important when handling disputes or the possible suspension or expulsion of P&C members. The President is also responsible for any communication between the government authority responsible for administering the Associations Incorporation Act 2015 and the Association. Presidents must also have an understanding of the School Education Act and the Association Incorporation Act, as they pertain to P&Cs.

Meeting Chair

The President is the meeting Chair and as such must have knowledge of meeting procedures and protocols. Well-run meetings also require the Chairperson to have an understanding of group dynamics, the ability to use their interpersonal skills to resolve conflict and/or get the best out of all members.

Ex officio member of all sub-committees

The President is a voting and speaking member of all sub-committees.

Ensure Office Bearers fulfil their duties

Good Presidents understand their own role and have a good working knowledge of the other office bearer roles too. The President will be able to see how all roles, and those individuals in them can work together as an effective team.

The public face of the P&C

Typically, the President handles all media enquiries, all external enquiries and speaking engagements (for example, assemblies). Remember, as President of the P&C, you are representing ALL of the parents at your school, not just the financial members of the P&C. At no time should you be giving a personal opinion.

Accounts Signatory

You have the right and responsibility to sign cheques, documents and conduct and authorise EFT transactions for the P&C. This is not a duty or privilege that can be delegated to any other person and one that must be protected as it gives access to P&C finances.

Manage any P&C paid employees e.g. Canteen worker, Uniform shop worker.

The President is the Principal Employer of any P&C employees. You will need to be aware of all WHS Act requirements and ensure employees are insured and paid correctly.

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P&C Vice-President

Role Description

The Vice-President is the principal contact between the P&C and WACSSO, while also being the understudy for the President. Ready to step in at any time, it is important that the Vice-President understands the role of the President, plus all the Constitutional obligations of the P&C. WACSSO distributes information to P&Cs regularly throughout the year, and it is up to the Vice President to ensure this information is presented at meetings or circulated to members as applicable.

Understudy to the President

The main responsibility of the P&C Vice President is to act as an understudy to the President. At various times, you may actually be required to step into that role. This is particularly true if the President is unable to Chair meetings. The President may also choose to delegate certain responsibilities to the Vice-President.

WACSSO Liaison

As the WACSSO Liaison, the Vice President acts as the link between the P&C and WACSSO. This will mean regular monitoring and sharing of WACSSO Facebook posts on the P&C Facebook page where possible and relevant. The Vice-President should also regularly check the WACSSO website and share information with their P&C on WACSSO Conference, available training sessions and updates to publications as relevant. As the primary contact, the Vice-President will automatically receive all regular WACSSO communications, which should be circulated at meetings. You will also be the main contact for your WACSSO State Councillor.

Build relationships

The Vice-President is encouraged to foster relationships with neighbouring or like-minded P&Cs and community groups.

Understand the Constitution

As the Vice-President may be required to step in for the President at any time, they need to have a full understanding of the P&C Constitution plus all the policies and procedures relevant to their P&C.

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Additional roles

Your P&C may have additional roles (such as Publicity Officer or Events Officer) that the Vice-President takes in in addition to their Officer Bearer role.

Volunteer and Member Coordinator

If the P&C wants to attract more members and helpers, it is a good idea to have a dedicated Volunteer and Member Coordinator whose major responsibility is to make sure volunteers and members are attracted and retained. This role typically falls to the Vice-President.

What exactly does the Secretary do and what skills do I need?

P&C Secretary Role Description

WACSSO

An efficient Secretary is the key to the smooth operation of any P&C. P&Cs fortunate to have the role of Secretary filled tend to hang on to their prized possession. The effective Secretary will be methodical, persistent, impartial and have a full understanding of the P&C Constitution, By-laws and Code of Conduct. The Secretary can also be relied on to follow up on tasks and those responsible and look for opportunities to delegate action items at meetings.

Key administrative support for meetings

The Secretary prepares and distributes all meeting notices and agendas. They also typically prepare, distribute and present meeting minutes. The Secretary is also the Office Bearer who receives formal grievance notices and takes the necessary follow-up action.

Maintain Registers

The Secretary is responsible for maintaining the P&Cs Register of Members (Constitutional requirement), the correspondence register and the register of volunteers working for your P&C. The Secretary must also notify both the Principal and WACSSO, in writing, the names of the persons who in that year are office bearers and executive members of the Association.

Document Control

The Secretary is required to organise, record and maintain all P&C documents. The Secretary should investigate and recommend the best way to hold all P&C documents and ensure appropriate protections are in place, as well as handover processes to ensure the smooth running of the P&C during changeover of Office Bearers. The Secretary is also the holder of the Common Seal of the Association (where applicable).

Constitution

The Secretary should ensure that a copy of the P&C's Constitution is available and accessible to all members. Ideally, a copy of the Constitution should be available at all meetings.

Methodical, impartial Knowledge Bank

The Secretary should have deep knowledge of the P&Cs Constitution, By-laws and Code of Conduct, providing advice and support to the President as needed.

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P&C Calendar

The Secretary should draw up an annual calendar and mark in all key dates. Use of the annual P&C Handbook from WACSSO as a source of information for this calendar is recommended.

Correspondence

Timely distribution of correspondence is an additional feature of the Secretary's role.

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What exactly does the Treasurer do and what skills do I need?

P&C Treasurer Role Description

WACSSO

Perhaps the most specialised role within the P&C is the role of the Honorary (unpaid) Treasurer. Prior knowledge and experience with finance and financial report development is important in this role, and many times a person with such a skill set will raise their hand at the AGM to take on the responsibilities of the position. However, there will be occasions that a person with the preferred background is not available, and the position will fall to a member who may only have basic skills and knowledge associated with maintaining personal and household finances.

Bookkeeping

On behalf of the P&C, the Treasurer will undertake bookkeeping activities such as writing out cheques, issuing receipts, conducting EFT transactions, banking money and data entry into software or spreadsheets. For those P&Cs with assets, the Treasurer is responsible for the asset register and for those with employees, the Treasurer should monitor wages.

Financial Management

The Treasurer assists the P&C to establish a budget, monitors the budget, controls outstanding debts, and explains the information contained in financial reports to members. The Treasurer must also pay accounts promptly when authorised and ensure accounts are current and reconciled.

Reporting

The Treasurer is responsible for monthly management reports for members, preparing annual financial statements (including providing information to the auditor/reviewer where an audit/review of P&C accounts is required) and ensuring the annual financial reports are distributed according to statutory and Constitutional requirements.

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Transparent accounting

The Treasurer must ensure that the accounting practices and records of the P&C are open and transparent and comply with the P&C's Constitution and Code of Conduct. The Treasurer must also ensure that all cheques on all accounts of the Association (including any committee of the Association) are signed by any two (2) of the authorised signatories.

Employee Management

The Treasurer will ensure that the Association complies with all its responsibilities to any employees including, but not limited to complying with employment awards or agreements, paying tax and superannuation.

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Leave Requests

A friendly reminder that any extended leave outside of normal weekends and holidays must be requested through the Principal using the noranda.ps@education.wa.edu.au email address.

Late Arrivals / Early Departures

Please remember if your child arrives after 8.50am or has to leave before 3.00pm on any school day they must be signed in and/or out of the school by an adult using the Passtab in the front office. A late arrival pass or early departure pass will be issued to be given to the teacher.

This also includes students that are leaving for and/or returning from any appointments.

Contact Us

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Visit us on the web at <https://www.norandaps.wa.edu.au>