



Albion Primary School

Albion Primary School
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Our purpose is to educate all of our children and enable them to become effective members of society.

Newsletter No. 1

8th February 2018

DIARY DATES

February

- 9th Interschool Sport home game vs Ardeer PS
- 12th Parent/Teacher information interviews**
- 12th Sporting Schools after school clinic (T?T)
- 13th School banking starts
- 14th Sporting Schools after school clinic (Rugby)
- 16th Interschool Sport away game vs Glengala PS
- 19th Sporting Schools after school clinic (T?T)
- 19th School Council meeting
- 20th Parents' Club meeting
- 21st Sporting Schools after school clinic (Rugby)
- 23rd Pupil Free Day (no students at school)**
- 26th Sporting Schools after school clinic (T?T)
- 28th Sporting Schools after school clinic (Rugby)

March

- 2nd Interschool Sport away game vs Mother of God PS
- 5th Prep Students commence full time
- 5th Sporting Schools after school clinic (T?T)
- 7th Sporting Schools after school clinic (Rugby)
- 9th Interschool Sport home game vs Sunshine PS
- 12th Labour Day Public Holiday (No School)**
- 14th Sporting Schools after school clinic (Rugby)
- 16th Interschool Sport (BYE)
- 19th School Council annual meeting
- 19th Sporting Schools after school clinic (T?T)
- 21st Sporting Schools after school clinic (Rugby)
- 21st Family Fun evening picnic 5:30 – 7:30**
- 23rd Interschool sport Away game vs Albion Nth PS
- 26th Sporting Schools after school clinic (T?T)
- 29th Hat Parade
- 29^h End of Term -2:30pm Dismissal**

April

- 16th Term 2 Begins

it is. Every effort is made to ensure the school offers the best possible learning environment for our students. There may be times when decisions taken do not suit everyone but please be assured that we use the guiding principle of 'what is best for the children?' when making decisions.

The newsletter is usually distributed every fortnight and contains lots of information. Please take the time to read it and note the dates that are relevant to your child. Please keep these dates handy but be aware that there may be changes at short notice. Many of the activities listed in the diary dates are elaborated on within the newsletters. News is also published on the school's website. Details of how to subscribe to the website and app are contained within the newsletter. News is 'pushed out' periodically to those who subscribe.

A short summary of some of the formalities/activities that happen within many school or specifically to Albion are as follows:

Staffing

Our staff for term 1:

PA	Ms Tracy Quimbo
PB	Miss Leah Townsend
1/2A	Ms Elissa Darmanin
1/2B	Mrs Donna George
1/2C	Miss Belinda Pollard
3/4A	Miss Jennifer Ryan
3/4B	Mr Wayne Haren
5/6A	Mrs Lorraine Parnis
5/6B	Mrs Rebecca Zapparoni
Physical Education	Mrs Marita Ryan
Visual Arts	Ms Karyn Johnstone
Library	Mrs Sally Tikulin
Languages –Italian	Mrs Joanne Belvedere
Education Support	Betty Batty
Education Support	Angela Paschalidis
Education Support	Sandra Spurr
Education Support	Kristy Hewat
Education Support	Tracey Taylor
Education Support	Lorraine Farrugia
School Psychologist	Elizabeth Williams
School Speech	

Message from the Principal

Welcome to Albion Primary School for the 2018 school year. A special welcome is extended to those students and their families who are new to the school this year.

I encourage all parents to become involved, particularly for whole school events, and help us to continue to make Albion the wonderful school

Our Values: Respect, Honesty, Care, Learning and Achievement

Pathologist	Rebecca Spiteri
Maintenance and Gardening	Ron Justice
Multi-Cultural Aide	Tram Nguyen
Business Manager	Jan Van Berendonk
Student Wellbeing Acting Assistant	Jann Turner
Principal/Program for Students with a Disability	Andrea Murray
Principal	Adrienne Williamson

We welcome back Elissa Darmanin who has returned from family leave and a special welcome to new staff members, Leah Townsend, Karyn Johnstone and Joanne Belvedere.

Please note that Belinda Pollard will be teaching 12C until 16th February. On 19th February, a new staff member (who we are in the process of recruiting) will be teaching the class until the end of the year.

Pupil Free Days

Schools are entitled to have four pupil free days for staff to work on professional learning, planning and report writing.

The first two days of the school year were pupil free days. The next pupil free day is Friday 23rd February. There is no school for students on this day. Teaching staff will be out of the school on a professional learning day in working with a literacy consultant, specifically focusing on the teaching of reading. These days were approved by School Council in 2017.

Parent Teacher Meetings

Two formal parent/teacher meetings are conducted during the year. The first will be held on Monday 12th February for parents of children in most classes. Details were sent home on Monday and you will receive your time to meet with your child's class teacher this Friday. The second interview takes place early in term 3 and will take the form of a parent/teacher/student conference to discuss your child's learning and achievement. Details will be sent home at the end of term 2.

For students in 12C, a separate date will be provided for the parent/teacher information session after the substantive teacher has been appointed.

Parents' Club

A group of parents who meet regularly to support our school by planning and implementing a range

of activities including: school banking, fundraising, school events. More information is contained further in the newsletter.

School Website

<http://www.albionps.vic.edu.au>

You are able to access current information, newsletters, school calendar, notes for excursions, complete online absence notes and find out about our school's policies and other information.

Take the time to have a look at it and we'd love your feedback. It is a continuing work in progress and it is updated on a regular basis, so put the link into your favourites and keep visiting.

Our school website is also mobile friendly! It's like an app but better. You can save dates from the website directly into your mobile phone's calendar – no copying and pasting.

Please visit our website and view the short video on the home page. We are sure you will love how easy it will be keeping up to date with all that is going on at school. There are also some instructions on how to put the app on your phone at the office.

Supervision of Students in the Yard Before and After School

Staff supervise children in the school grounds before school from 8:50 to 9:00am and after school from 3:20 to 3:35pm. Outside of these times, supervision is the responsibility of parents or guardians. If children want to use the playground equipment or be in the garden with the chickens (even during the times above) they must be supervised by their own parent or guardian. Once children have been picked up in the afternoon, and they remain in the school grounds, supervision is the responsibility of the person who picked them up.

School Assembly

Our whole school assemblies are held most Friday afternoons commencing at approximately 3:00pm. This year they will be held in the Multi-Purpose Room (near the canteen).

Parents are most welcome to attend. Student learning and achievement awards are presented at assembly.

Arriving On Time

It is most important that students participate fully in the school's programs and I would ask parents to make sure that their children are at school ready to commence work by 9:00am. Late arrival means that your child will miss out on lesson and activity introductions and interrupt the learning of other

children. School pedestrian gates close at approximately 9:05am. Your assistance with this matter is greatly appreciated. Late arrivals are recorded in the attendance data.

Absences

It is a departmental and school requirement that all student absences must be explained. If your child is away from school, parents must provide an explanation of that absence.

There are a number of ways you can inform the school if your child is away:

- Phone the school and leave a message or speak to someone in the office
- Complete an absence form on the school's website and submit it
- Write a note and send it to school with your child when they return.

Illness or a medical appointment is a legitimate reason for keeping a child away from school. Celebrating their birthday or going shopping is not. Schools have to approve all absences. All absence data is sent to the Department of Education and Training (DET) on a regular basis.

There is some further information about lateness and absences in the newsletter.

School Council

School Council is a team of parents and teachers who assist with setting the long-term future of the school and maintaining oversight of the school's operation. School Council is not responsible for running the school – that is the job of the principal. It is responsible for a variety of areas of the school's operation and is the official conduit between the school and the community.

The School Council must meet 8 times a year. This usually works out to be two meetings a term. Last year, meetings were held on the third Monday of the month commencing at 6:00pm. Various sub committees meet prior to the meeting to develop recommendations for the full council meeting. Subcommittees should also meet twice a term.

The twelve member Albion Primary School Council is comprised of six elected parents, three elected staff members and the principal as the executive officer. Elected members are appointed for a 2 year term. There are also two co-opted community member positions. These are for a one year term.

This year we have one parent vacancy and one staff vacancy. The members who are currently on the school council are able to stand for re-election.

The timeline for the process is as follows:

- Monday 19th February – Call for nominations
- Monday 26th February – Close of nominations
- Wednesday 28th February – List of candidates and nominators will be displayed
- Monday 5th March – Ballot papers distributed (only if number of nominations exceeds number of vacancies)
- Tuesday 13th March – Close of ballot
- Wednesday 14th March – Counting of votes and declaration of ballot
- Monday 19th March – Meeting to co-opt Community Members and the first meeting of the new School Council

Nomination forms will be available from the office on Monday 19th February.

School Injuries and Insurance

Parents and guardians are generally responsible for paying the cost of medical treatment for injured students, including any transport costs. Most medical costs will be refundable by Medicare. If you are a member of an ambulance or health insurance fund, you may also be able to claim transport or other expenses from the fund.

The Department of Education and Training does not hold accident insurance for school students.

Parents wishing to take out personal injury insurance for their children need to organise this privately.

Personal Items Brought to School by Students, Parents, Staff and Visitors

Private property brought to school by students, parents, staff and visitors is not insured. Albion Primary School and the Department of Education and Training do not accept any responsibility for any loss or damage. This includes cars parked in the car park. Therefore students, parents, staff and visitors are strongly advised to leave any unnecessary and valuable items at home.

Car Park

The car park is for *staff parking only*.

Also, children are not permitted to walk through the carpark, even with adults. Your children know this rule and we often see and hear children tell the adult that they are not allowed to go through the car park, but the adult takes them anyway. We have cars going in and out of the car park all throughout the day. It is not a safe practice. Please help your child to do the right thing by following this school rule.

Parking is available for drop-offs and pick-ups in Adelaide, Albury, and Derrimut Streets.

School Crossing

If you or your child/children are crossing Adelaide Street or parking on the opposite side of the school in Adelaide Street, please use the school crossing. The practice of calling children across the road away from the crossing is dangerous and may lead to a serious accident. We will be working with children at school to remind them of appropriate *Road Safety* practices and I would urge parents to remind children to use the crossing and model this behaviour.

Foundation Students

Congratulations to our foundation students on their terrific start to the school year! Foundation children commence full time attendance from Monday 5th March.

School Toilets

The toilet block between the library and canteen is for student use only. Parents who need to use a bathroom while at school are to use the bathroom located near the main office.

Sporting Schools

Albion Primary School is lucky to be provided with funds to run sports coaching clinics through a grant from *Sporting Schools*, sponsored by the Australian Government. In term 1, children in years 1 - 3 are being offered rugby clinics after school on Mondays. Children in years 4 - 6 are offered table tennis clinics on Wednesday afternoons. There are different sports offered each term. Prep students will have the opportunity to participate in clinics later in the year.

Working Together To Provide a Quality Education

We value your personal contribution to the school very highly. We acknowledge and appreciate the range of interests, skills and talents within our parent community and encourage you to contribute to our school's continued improvement. Your efforts are not only appreciated by the school but are also valued by your child. Suggestions for your involvement in the school are outlined below:

- Joining School Council Sub-committees and/or working parties
- Joining the Albion Parents Club and/or assisting with fund raising activities

- Assisting in classrooms
- Assisting with organisation for school events (eg school production & performances)
- Assisting with covering of library and other books
- Gardening
- Assisting with publicity for the school

Please note that a current Working with Children Check is required for all school volunteers.

If you are able to support our school in some of the ways mentioned above please contact me at school.

Happy 2018!

Sincerely,

Adrienne Williamson

Policies

There are a number of documents/forms, policies and information on our school website that you should make yourself familiar with. They include:

- School Values
- Student Engagement policy
- Student Dress Code (Uniform) policy
- Sunsmart
- Bullying Prevention policy
- School Rules
- Homework Policy
- Excursion/Incursion policy
- Head Lice information
- Medication Authority form
- Absence notification form

If you are unable to access the website and would like to read any of the above documents, information or policies, please see Mrs Williamson at school.

Other policies that the school has are available on request.

Fun Family Evening

Wednesday 21st March

5:30pm – 7:30pm

We invite all families to BYO picnic dinner and come along to have some fun together as a school community. There will be some activities that you can join in with and the opportunity to get together in a social situation. Separate information will be sent home about this event closer to the date.

Breakfast Club



Every day
8:40am - 8:55am
All students welcome



Head lice and Nits

An information page is provided on our web site. Head checks will be conducted if head lice are observed or suspected. Parents have given the school permission for head lice inspections so that staff can examine a child's head for the presence of head lice. For those parents who have not given their permission to examine a child's head, visual checks (observations without physically touching a child's head) can be made without parental consent. If a child is examined or observed to have live head lice in their hair, they must be excluded from school until the day after appropriate treatment has commenced.

It is important to understand that treatment does NOT kill the eggs (nits). Unless ALL eggs are physically removed from the hair shaft, the eggs will hatch and the cycle of live head lice laying more eggs will start again. Regularly checking your child's hair is vital. If your child does have live head lice or nits (eggs), please complete the necessary treatment and removal of eggs and then inform the school.

Start Up Program

Students have been working on the *Excellence in Education Start Up Program*. This program enables students and teachers to set up how their class will work for the rest of the year. It focuses on a series of core activities that include:

- Why we come to school
- Developing a class purpose, vision statement and how the school values look, sound and feel in their classrooms in terms of behaviour and their work and the effort they put into their work
- Setting personal learning and behaviour goals
- Rights and responsibilities
- Talking about the school and classroom rules, behaviour and consequences
- Beginning and end of day procedures
- Cooperation and team work
- Commitment to their class

Art Smocks

All Students require a long sleeve art smock for art classes. Any adult old long sleeve shirt is fine.

You can also purchase art smocks from shops such as Big W, Best and Less, OfficeWorks, K-Mart, etc.

A list of the days each class has Art most weeks is listed below.

Please help your child by ensuring they have a suitable art smock by that day. They will leave the art smock at school for the year.

Monday – 12A, PA, PB

Tuesday – 34A, 34B

Wednesday – 12B, 12C, 56A, 56B

Library

As part of the Library program at Albion Primary children are able to borrow and return books each week. This program not only helps to develop literacy but also supports important organisational routines that we all need.

Children need to have a bag to take their books home in. This helps to protect the books for use by other students. Foundation students who participated in the transition program received a library bag (the blue Albion PS bag) or the red tote bag from DET that was given out would make good library bags.

A list of the days each class has Library most weeks is listed below.

Please help your child by ensuring they have a suitable Library bag on their Library day.

Monday – 56A, PA, PB

Tuesday – 56B, 12A, 12B, 12C

Wednesday – 34A, 34B

Physical Education

Students should come prepared in suitable footwear for their physical education class. A list of days each class has PE most weeks is listed below.

Monday – 56A, 56B

Wednesday – 12A, 12B, 34A, 34B and PMP for Foundation students (once they start full time)

Friday – PA, PB, 12C

ALBION PRIMARY SCHOOL PARENTS' CLUB

Albion Primary School Parents' Club will meet every Tuesday morning at 9.00am for a cuppa and a chat in the staff room. The first meeting will be on Tuesday 20th February. We would like to extend a warm welcome to all parents to come along.

What is a parent Club? The parent club is a group of parents within the school who work

together for the benefit of the children at the school.

Aim The parent club provides a forum for all parents to discuss issues, exchange and share information and concerns. It is for parents supporting one another, and building a sense of community within the school.

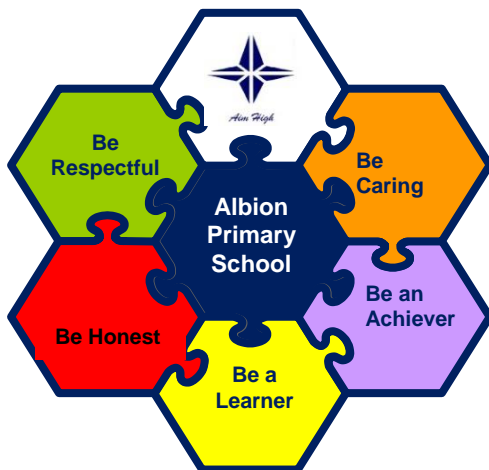
Who can join – Membership is \$2.00 for the year and is open to all parents (or legal guardians) of students at the school.

School Banking

Please be aware that Student Banking day will be Tuesday this year and it starts on Tuesday 13th February. Any child with an existing school banking account can send their bank book and money to school on Tuesday.

If you would like to set up an account for your child, please complete the paper work that has been sent home and send it back to school.

School Wide Positive Behaviours



Through the school's Start Up program, students have been working on the school values and expected behaviours in the classroom and non-classroom areas such as lining up areas, assembly, canteen, under breezeways, and so on.

Rewards for positive behaviours include house points, classroom rewards systems and the school wide system of the jigsaws.

The jigsaw system will be explained in a future newsletter.

School Uniform

Part of coming to Albion Primary School is wearing the school's uniform. The uniform policy states that school tops and hats must have the

school logo. They can only be purchased from the school.

Bottoms (eg. shorts, pants, skirts, skorts, leggings, tights, etc.) must be plain navy blue. Some of these items can be purchased from the school but can also be purchased elsewhere.

School dresses are blue and white check. We have them for sale at the school elsewhere.

Head scarves must be plain navy blue or white.

If your child is wearing other layers underneath their uniform that can be seen, they must be navy or white.

Support can be provided for students if you are experiencing difficulty in purchasing uniform. Please see Mrs Turner at school.



Glasses for Kids

We are pleased to advise you that our school is participating in the Glasses for Kids program. This program is providing free vision screening, further eye testing and glasses if required, for all Prep to Year 3 students in 250 of Victoria's government schools. It has a potential to reach more than 30,000 students and is being delivered as a partnership between State Schools' Relief and its partner providers, with the support of the Department of Education and Training. All

children, regardless of their background or circumstances, should have access to high-quality services and the supports they need to thrive and prosper. Children with uncorrected vision deficiencies can experience difficulty in learning, which can lead to behavioural challenges in the classroom. Identifying and addressing vision problems early ensures students do not fall behind. Children with vision deficiencies often do not report symptoms, assuming that everyone sees the world in the same way as they do. Screening, testing, and the provision of glasses is backed by evidence as an effective means of supporting students and their families, by helping to improve learning behaviours and leading to better schooling outcomes. The Glasses for Kids program will give an individual vision screening to students at school. Children who require additional eye testing will be referred to an established optometry practice for further bulk billed testing. Glasses will

be dispensed for free, if needed. The vision screening will be conducted at school by optometrists and final year optometry students from the University of Melbourne's Department of Optometry and Vision Sciences. **The scheduled date for screening at our school is Tuesday, 20th February.**

Parental consent will be required for students to participate in the program. Participation is voluntary. An information sheet for parents which outlines key details about the program has been/will be sent home with all Prep to Year 3 students. A consent form and a brief eye health questionnaire will also be sent home and these should be returned to school, completed and signed, to enable participation in the program. Please read the information sheet thoroughly before giving your consent to participating in the program.

Attendance

Below are some posters that show the importance of all students being at school by 9 am EVERY DAY. The information on these posters show just how much learning is lost through regular late attendance and missing days. As we start the new school year we ask that all families assist their children's learning by establishing routines for school. Making sure your child is getting to bed at an age-appropriate time is the first step towards students being able to cope with their busy school day.

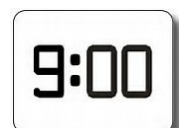
EVERY MINUTE COUNTS ...

Lost minutes mean lost learning!

When your child misses just ...	that equals...	which is....	and therefore, from Prep to Year 12, that is ...
10 minutes a day	50 minutes of learning time each week	Nearly 1½ weeks per year	Nearly ½ year of school
20 minutes a day	1 hour and 40 minutes of learning each week	Nearly 2½ weeks per year	Nearly a year of school
1/2 an hour a day	½ a day of learning each week	4 weeks a year	Nearly 1½ years of learning of learning
1 hour a day	1 whole day of learning each week	8 weeks per year or nearly a term a year	Over 2½ years of learning

Your child's best learning time is at the beginning of the day...

School starts at 9.00 AM
DON'T BE LATE!



Good time keeping means making sure that your child is at school and ready to learn BEFORE the school bell rings!

EVERY DAY COUNTS ...

A day here or there doesn't seem like much but ...

When your child misses just	that equals...	which is....	and therefore, from Prep to Year 12, that is ...	This means the best your child can achieve is ...
1 day a fortnight	20 days a year	4 weeks of school	Nearly 1½ years of school	Equal to finishing Year 11
1 day a week	40 days a year	8 weeks of school	Over 2½ years of school	Equal to finishing Year 10
2 days a week	80 days a year	16 weeks of school	Over 5 years of learning of learning	Equal to finishing Year 7
3 days a week	120 days a year	24 weeks of school	Over 8 years of learning	Equal to finishing Year 4

Give your child every chance to succeed ...

Every day counts!

