



Killara Primary School

Our Best – Every Child, Every Day

Caring Acceptance Responsibility Excellence Support & teamwork

Newsletter 1

February 2 2017

CALENDAR

21 Feb	Meet the Teachers Interviews
23 Feb	Twilight Swim Carnival
6 March	School Photos
8-10 March	Year 5/6 Camp
13 March	LABOUR DAY HOLIDAY
14 March	CURRICULUM DAY
22 March	Year 3/4 Athletics Carnival
23 March	Year 1/2 Athletics Carnival
24 March	Year 5/6 Athletics Carnival
31 March	Last Day Term 2.30pm

FROM THE EXECUTIVE TEAM

We would like to welcome you to 2017. Welcome back to all of our “continuing” families! Welcome to our new families, with a special welcome to our new prep students!

SUPPORT RESOURCE – helping children cope with community violence

We provide a resource for you today, to help with you when talking to your children about the recent events in Bourke Street.

KILLARA – A POSITIVE SCHOOL

It is our aim to build and maintain a very positive community within our school. We value your input and respect your needs as parents and families and we always aim to fully support our students.

We recognise that a positive school community has an impact on student mental health, well-being and resilience.

We encourage your support for our work as a school by:

- Always communicating positively with your children about school, their teacher and their learning experiences
- Approaching issues and concerns in a respectful manner and following school processes
- Actively contributing to your child’s education in any way you can – an active interest in what they do and what they learn is central to this
- Helping your child to build resilience and an understanding of the part they play in the school community and their responsibilities
- Avoiding open/public criticism of the school – please seek to use the right forums and processes for this (and please do so without laying blame)

We will support you by:

- Providing a friendly, welcoming and caring environment

- Adopting regular and strong communication processes (including newsletters, parent handbooks, notices, Tiqbiz and Compass) as well as direct communication relating to your child, as needed
- Making time to meet with you to discuss concerns and find positive solutions
- Providing opportunities for you to be involved directly in your child’s education
- Providing information readily when you need it

CANTEEN – URGENT HELP NEEDED

Unfortunately, our canteen manager, Andrea, has taken ill and will not return for some time. We have sufficient staff to manage the canteen, but we desperately need a couple of volunteers to assist them in managing the daily tasks.

If you are available, please advise Deb at the office (preferably by email) with the days you are available. We are particularly looking for people who can make a firm commitment and attend on a day (or days) between 9am and 1:30pm.

For health and safety requirements, no toddlers or children please. A Working With Children Card will also be required.

We wish Andrea a quick and full recovery and look forward to having her back.

RIGHTS AND RESPONSIBILITIES

Our expectations relating to student behaviour are based around our school rights and responsibilities. We believe that our students should learn to uphold rights and to act responsibly. We also believe that there is a collective and communal responsibility – that we should help one another to uphold the rights we have.

Teachers are assisting students to develop their understanding of their responsibilities in classrooms and students will also be asked to contribute to a list of yard responsibilities.

Please read our rights and responsibilities below and have a discussion with your child regarding them:

RIGHTS

- Students and teachers have the right to learn and do as much work as possible
- Students and teachers have the right to be safe and comfortable in the classroom and outside

RESPONSIBILITIES

- Personal Responsibility (*I do the right thing*)
- Communal Responsibility (*I encourage others to do the right thing*)

2017 STAFF

We welcome Melissa Cowling (1/2), Alexandra Pernice (3/4), Chelsea O'Meara (3/4), Stuart Mills (5/6) and Cemre Mani (5/6, replacing Nancy Smith, who is on extended leave), as new members of the Killara staff. We wish them well in their endeavours and offer them congratulations on becoming part of the Killara community.

Please make them feel welcome and give them your positive support and encouragement.

Likewise, we wish all of our other staff a successful and enjoyable year – we're sure you do too!

Here is a full staff list:

Executive Team

Phil Clinkaberry	(Principal)
Pete Hansen	(Assistant Principal)
Andrew O'Callaghan	(Assistant Principal)

Administration

Deb Wilson	(Business Manager)
Andrea Heales	
Angela Weaver	

Team Leader/Coaches

Emma Heywood	Years Prep to 2 (office opposite Art Rm)
Kathryn Pollock	Years 3 to 6 (office in 3/4 building)

Prep Team

Jessica Cox	Room 1
Dianne David (Team Manager)	Room 2
Alycia Holland	Room 3
Alex Chettle	Room 4

1/2 Team

Deb Shepherd	Room 17
Kellie Sanderson	Room 18
Melissa Cowling	Room 19
Madelaine Nelson (Team Manager)	Room 20
Jade Batey	Room 23
Emma Rayner	Room 24
Cynthia Marchment	Room 25
Sarah Round	Room 26
Carol Ellis	1-2 Support

3/4 Team

Sam Burnett	Room 12
Lauren McShanag	Room 13
Alexandra Pernice	Room 14
Chelsea O'Meara	Room 15
Sarah Barclay (Team Manager)	Room 16
Karen Francis	Room 21
Robyn Smith	Room 22
Julie Stanley	3/4 Support

5/6 Team

Alex Lazzaro	Room 5
Stuart Mills	Room 6
Cemre Mani (Nancy Smith)	Room 7
John Boland (Team Manager)	Room 8
Rachel Withers	Room 9
Susan Moloney	Room 10
Katelyn Fraser	Room 11
Melissa Bowker	5/6 Support

Specialist Team

Rebecca Gerber	PE
Marie Ryan	Art
Julie Macdonald	Art
Kelli Brogan	Performing Arts
Emily Nicholson (Team Manager)	Auslan Language
Heather Huke	Library management

Integration Support Team

Hannah Haarhoff
Lineen Milam
Leanne Clement

Technician

Cristian Quilinderino

Canteen

Andrea Farrugia
Kathleen Patman

Garden / Maintenance

Ian Kluken

COMMUNICATION

All families will receive a copy of the Killara Primary School Parent Handbook soon. The handbook seeks to provide all families with information about our processes, procedures and policies. The handbook will also be placed on our web site for digital access.

As well as the handbook we operate a phone app (Tiqbiz) to help you stay up-to-date with our school events and activities! Instructions are available from the front office.

Other official forms of communication are:

- This newsletter – your weekly update on events, activities and learning. Please read!
- Our school web site www.killaraps.vic.edu.au
- Term newsletter from your child's team outlining programs, activities and requirements
- Email to teachers – addresses will be provided
- Notices regarding key events and activities (our aim is always to get these out at least 2 weeks before an event and at least one term for camps)
- Compass. Compass provides an online environment whereby we can communicate directly with you, as well as provide you with information about your child. More news on this soon!

You are encouraged to maintain regular communication with your child's teacher and bring to their attention any issues that may have an impact on the child's emotional or physical health, as well as any learning concerns.

For administrative issues, please call or drop into the office.

ARRIVAL TIME

All students should be at school **BY** 9:00am. Late arrivals disrupt learning programs and mean that students miss parts of their learning.

Students should not be on the school site **before** 8:45am, unless attending Before School Care. If you are unable to care for your child prior to that time, it is your responsibility to organise some form of childcare. Teachers are not officially on duty at school until 8:45am and the grounds are not supervised until then.

During 2017 all classrooms will be open from 8:50am (except if the teacher has another duty to fulfil). Students can go to their room, put their bags in and meet and greet their teacher. Parents can also touch base with the teacher, but please be aware that the teacher will not have time for any detailed or lengthy



discussions. If you need that, please make an appointment.

Please remember that it is important for your child's resilience that they organise their belongings, carry their own bags and learn to be fully prepared for each day.

Please also note that students should be picked up on time after school. Teachers continue to have work commitments and there will be no supervision of the grounds after 3:45pm. Office staff should not be left with the task of minding students.

READING AT HOME



As a school we continue to highlight and emphasise the importance of reading at home. Encouraging daily out loud reading, and reading to and with your child, serves to help them with their literacy skills.

Consider having a special reading space and remember, reading at home is from a text that is at a level that your child can manage, so that the reading is positive and enjoyable.

All classes will start home reading programs within the next week. Please be sure to read any information and assist by using the reading record diaries.

TRAFFIC SAFETY



Killara Primary School is in the "large school" category and, with over 600 students, caring for the safety of everyone is a challenge that we are all responsible for.

We teach the children that everyone has the right to feel safe and comfortable while at school and that there is an individual and communal responsibility to uphold safety and comfort levels.

It is important that this responsibility is modelled and reinforced by all members of the school community.

Please encourage children to follow road rules – in particular to use crossings to safely cross roads. Even if you are with your children, they should be shown that crossing at the school crossings is the way to go.

When driving and parking around the school road rules must be followed for the sake of all concerned and, most importantly, the safety of our students.

Parking will be at a premium if everyone tries to park right outside the school. Families can assist by walking, not driving, if that is feasible. If you need to drive, please be patient and consider parking and walking.

There is **NO PARKING** in the staff carpark. Please do not enter. This includes for drop off and pick up for out of school hours care.

Please be fair to our neighbours, by not parking over driveways and being aware of their rights.

Please be aware that the area around the school is patrolled regularly by the authorities and fines will be issued for misdemeanours.

Thank you for your understanding and support.

HATS

A reminder that it is part of our uniform policy and Sunsmart policy that students wear sun protective (wide brimmed) hats during term 1 and 4. Please make sure your child is equipped with a hat for times outside.

STUDENT ACCIDENT INSURANCE

The school does not provide student accident insurance cover.

Parents or guardians of students, who do not have student accident insurance, are responsible for paying the cost of medical treatment for injured students, including the cost of ambulance attendance or transport as well as any other transport costs.

Parents or guardians can purchase insurance policies from commercial insurers and there are a number of products available in the insurance market.

PERSONAL PROPERTY

A reminder to parents and guardians that the school and the Department of Education does not hold insurance for personal property brought to schools and it has no capacity to pay for any loss or damage to such property.

Parents are advised to restrict the items that students bring to school and ensure that items of value are not brought to school.

SCHOOL GATES - OPENING

Soon after 9:00am the school gates are closed to create a secure environment. All of our pedestrian gates have child safety latches on them. To open the gates, please reach through and lift the knob on top of the latch. Please do not lift drop pins, as, if they are dropped, the gates become very difficult to open from the outside.

Best wishes,
Phil, Pete and Andrew

CURRENT NEWS

CAMPS, EXCURSIONS AND SPORTS FUND

If you have a Health Care Card or Pension Card, you may be eligible to receive government assistance.

By applying for this funding, if eligible, the school will receive \$125 to be used for your child's excursions, camps and sporting activities. This amount will be held against each eligible child's name and utilised accordingly.

Applications MUST be finalised by 28 February 2017. Forms can be picked up from the office if needed.

CONVEYANCE ALLOWANCE

Children residing more than 4.8kms from their nearest government school may be eligible for a conveyance allowance.

Families seeking conveyance allowance support in 2017 will need to complete an application form, which is available from the office. The completed application form needs to be returned to school by **Tuesday 28 February 2017**. If you have any enquiries, please contact the office.

COMMONWEALTH BANK SCHOOL BANKING DAY REMINDER:

- Remember School Banking is **every Tuesday**
- You can bank as much as you like every week.



NEWSLETTER DISTRIBUTION

Our newsletter is distributed every Thursday. For those families with internet access you can access the newsletter electronically via our school website www.killaraps.vic.edu.au. Those on Tiqbiz will automatically receive the newsletter each week.

You can register on the website to receive an email advising when the latest newsletter is available for viewing. We encourage families to use this option where possible to reduce our paper usage at school. All other families will receive a paper copy which will be sent home with the eldest child.

TISSUES

For hygiene reasons we like to have boxes of tissues available in each classroom for all students to share. To ensure that there is always an ample supply of tissues available, we are requesting that each child bring a box of tissues to their classroom. These will be stored by the classroom teacher and shared by the class. Hopefully, this will ensure that we never run out.



ASTHMA MANAGEMENT PLANS

If your child has asthma please ensure you provide us with an up to date plan.

An asthma action plan allows you and your doctor to create an individual plan for you to manage your asthma. An action plan advises you about what you must do to stay healthy and what to do when your asthma is unstable and you need help.

There is no 'standard' asthma action plan, as everyone's asthma is different. Your plan needs to be written to deal with your individual triggers, signs and symptoms, and medications.

Your action plan might be based on symptoms, peak flow readings or both.

The Asthma Action Plan

An asthma action plan outlines:

- How to care for your day-to-day asthma (it lists your regular medications and how many times each day you should take them)

- Key things that tell you when your asthma is getting worse or an 'attack' is developing, and the steps you should take to manage it

TIQBIZ APP

Killara Primary School has an "app" to use for communicating with our families. The app is called "TIQBIZ" and can be downloaded onto your smartphone, tablet or computer.

Remember to select both "whole school" and your children's year level when prompted. This will ensure you receive all notifications we send for the whole school, as well as those to specific year levels as an alert message on your device

QKR APP FOR SCHOOL PAYMENTS



Our preferred method of payment for excursions, canteen lunch orders and fundraising activities is QKR.

This easy to use free app by Mastercard gives you flexibility to make your school payments at a time and place that suits you.

No need to find cash to send to school with your child, you will have a QKR receipt on your phone and receipt number for your records.

A brochure on how to set up your account is available from the school office or just follow the simple instructions when you download the app.

QKR REGISTRATION

Please ensure your children are registered with the correct year level, home group and room number – so that lunch orders and payments are processed correctly.

00A Rm 1	1/2F Rm 24	3/4G Rm 22
00B Rm 2	1/2G Rm 25	5/6A Rm 5
00C Rm 3	1/2H Rm 26	5/6B Rm 6
00D Rm 4	3/4A Rm 12	5/6C Rm 7
1/2A Rm 17	3/4B Rm 13	5/6D Rm 8
1/2B Rm 18	3/4C Rm 14	5/6E Rm 9
1/2C Rm 19	3/4D Rm 15	5/6F Rm 10
1/2D Rm 20	3/4E Rm 16	5/6G Rm 11
1/2E Rm 23	3/4F Rm 21	

COMMUNITY NEWS

OUR LADY OF MOUNT CARMEL CATHOLIC PARISH SUNBURY- Sacrament Program 2017

Information meetings for Parents and Guardians of children from Year 3 or later, wishing to celebrate the Sacraments, please contact the Parish Office on 9744 1060 in early Term 1. Unfortunately, late enrolments to the programs will need to wait until the following year.

The meetings will provide you with details of the preparation arrangements for 2017 and the involvement required of candidates and parents. Enrolment forms will be distributed at the meeting.