



# Patchwork News

*Respect, Responsibility, Integrity*

Thursday 31<sup>st</sup> January Term 1 Issue 1

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## Dates to Remember

### February

Fri 1 <sup>st</sup>	9:15am Whole School Assembly
Fri 1 <sup>st</sup>	Yr 5/6 Leadership Day
Tue 19 <sup>th</sup> & Wed 20 <sup>th</sup>	Get to know you interviews
Wed 27 <sup>th</sup>	Curriculum Day – no students at school

#### Bell Times

8:55am Warning Bell
9:00am Learning Begins
11-11:45am First Break
11:45-12pm Lunch eating time
2-2:30pm Second Break
3:30 Dismissal

### FROM THE PRINCIPAL...

#### **WELCOME TO THE NEW SCHOOL YEAR**

What a wonderful start it has been to the 2019 school year. Students and teachers arrived yesterday looking fresh and ready for another year of challenging learning. At The Patch, we have high expectations of student learning and behaviour and achieve excellent results as a consequence. We look forward to this continuing. Michelle and I will challenge our students at assembly tomorrow of having their best year ever, setting goals with their parents and their teachers, to achieve the best they possibly can.

Welcome to all parents and a special welcome to our new families, trusting that your time at The Patch is a rewarding one and that you will have many great memories and friendships over your time here. If you have been at the school for some time and see a new face in the yard, as per our way I know you will make them feel welcome, extend a hand of friendship and try to ensure everyone in our community feels included in all aspects of school life. There are many opportunities for parent involvement within the school: classroom assistance, assisting at Working Bees, camps and excursions and of course, being a member of our community groups who do such an amazing job of raising funds for the school, supplying uniforms, sorting lost property, working in the grounds and giving the children some wonderful experiences.

We wish to especially welcome our 2019 Foundation children (Prep) to The Patch Primary School community. This year we have two Foundation (Prep) classes with 36 excited and eager children beginning their primary school years. I have no doubt that The Patch's extensive transition program played a significant role in our Foundation children (Preps) confidently walking through the door yesterday.

Continued...

This year we are operating 11 class groups across the school with a total enrolment of 260 students (last year 254 at this time). The school has begun to regrow; a result of a good reputation, outstanding teaching and resources, supportive parents and well-behaved and studious children. We welcome Joanne Rouse – Kindergarten teacher and Allison Ladd – Kindergarten Assistant to The Patch family and we look forward to working in partnership together as we begin to regrow our numbers in our newly formed partnership.

There have been many people hard at work over the holidays to ensure a smooth start to the school year for all. Thank you, for ensuring your children were dressed in The Patch PS uniform for their return to school. We also remind you that hats and raincoats are essential items for outside learning and play.

A huge thanks, to our teachers for all the preparations they have made to ensure a great start to the 2019 school year. Over the past few weeks they have met in teams to discuss and plan curriculum, spent hours getting rooms ready, made teaching materials and organised supplies and equipment. Already many hours have been expended on these and other tasks, both at home and school. We are really ready for another great year.

### **CURRICULUM (PUPIL FREE) DAY**

A reminder to our parents as we announced late last year, that we have a pupil free day on Wednesday February 27<sup>th</sup>. Our staff will be in a whole day seminar with Leading Educator Glen Pearsall along with staff from Monbulk Primary School, Kallista Primary School, Mount Dandenong Primary School, Sassafras Primary School, Olinda Primary School, Sherbrook School and Monbulk High School. Please make alternative arrangements with regard to your children attending school or the before and after school program on that day.

### **HOME-SCHOOL COMMUNICATION**

Both my door and Assistant Principal Michelle Rayner's door is always open should any parent need to chat. Our number one priority is the engagement, wellbeing and care of all students at The Primary School and we are always happy to hear feedback on the improvements we are making and what we can do to better assist our students.

Of course, your child's class teacher is your first port-of-call. Should the need arise to speak directly to a staff member; you can contact us and we will organise an appointment at a mutually convenient time either before school or after school. Please allow us time during school hours as we concentrate our efforts on the children. It is very important that we devote our attentions and 'duty of care' to our school's students throughout each school day.

### **ASSEMBLIES:**

A reminder that we have our assemblies, beginning at 9.15 am every Friday. You are certainly welcome to attend, to find out what is happening around the school and to give a hearty cheer to those student that receive an award each week. Please come along if you can, as your child will love having you there.

### **DEVELOPING A PARTNERSHIP WITH THE PATCH FAMILIES**

Our teaching and support staff are looking forward to a productive partnership with you to ensure all children can reach their highest potential. We recognise that in order to be successful in school, our children need support from both the home and school. We know a strong partnership with you will make a great difference in your child's education. As partners, we share the responsibility for the children's success and want you to know that we will do our very best to carry out our responsibilities. We ask that you guide and support your child's learning by ensuring that they:

- 1) Attend school daily and arrives on time ready for the day's learning program
- 2) Complete all tasks given by teachers
- 3) Read daily to develop a love for reading and to improve literacy skills
- 4) Share experiences of their school life with you so that you are aware of their school life.

## SCHOOL COUNCIL

Have you ever considered becoming a School Council member? Parents on School Council play a vital role in the direction of the school. Having parent input and support towards our programs, staff members and decisions made for the school reflects a positive learning environment for our students. We are looking for parents to join the 2019 Council and at present we require **4 new parent members for a two year position and 1 parent for a one year position**. So please give some thought to this and if you would like to know more please come and see me or speak to one of our current members.

Our first School Council meeting for 2019 will be held on **Tuesday, 26th February**. If this interests you, please take the time to read the election process and timeline below. I would like to personally thank the following parents whose term on School Council ends at this election: Sarah Tebbutt, Michael Rosenfield, Joanne Cheong, and Linda McBride.

### WHAT IS A SCHOOL COUNCIL AND WHAT DOES IT DO?

All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the key directions of a school within statewide guidelines. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

### WHO IS ON THE SCHOOL COUNCIL?

For most school councils, there are three possible categories of membership:

- A mandated elected Parent category – more than one-third of the total members must be from this category. Department of Education and Training (DET) employees can be Parent members at their child's school as long as they are not engaged in work at the school.
- A mandated elected DET employee category – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically one of these members.
- An optional Community member category – members are coopted by a decision of the council because of their special skills, interests or experiences. Department employees are not eligible to be Community members.

Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

### WHY IS PARENT MEMBERSHIP SO IMPORTANT?

Parents on school councils provide important viewpoints and have valuable skills that can help shape the direction of the school.

Those parents who become active on a school council find their involvement satisfying and may also find that their children feel a greater sense of belonging.

### DO I NEED SPECIAL EXPERIENCE TO BE ON SCHOOL COUNCIL?

Each member brings their own valuable life skills and knowledge to the role. Councilors may need to develop skills and acquire knowledge in areas that are unfamiliar to them. What you do need is an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

### HOW CAN YOU BECOME INVOLVED?

The most obvious way is to vote in the elections, which are held in Term one each year. However, ballots are only held if more people nominate as candidates than there are positions vacant.

In view of this, you might consider

- standing for election as a member of the school council
- encouraging another person to stand for election.

### WHAT DO YOU NEED TO DO TO STAND FOR ELECTION?

- The principal will issue a Notice of Election and Call for Nominations following the commencement of Term one each year. All school council elections must be completed by the end of March unless the usual time line has been varied by the Minister.
- If you decide to stand for election, you can arrange for someone to nominate you as a candidate or you can nominate yourself in the Parent category.
- Department employees whose child is enrolled in a school in which they are not engaged in work are eligible to nominate for parent membership of the school council at that school.
- Once the nomination form is completed, return it to the principal within the time stated on the Notice of Election. You will receive a Nomination Form Receipt in the mail following the receipt of your completed nomination.
- Generally, if there are more nominations received than there are vacancies on council, a ballot will be conducted during the two weeks after the call for nominations has closed.

### **THE TIMELINE FOR 2019 ELECTIONS IS AS FOLLOWS:**

1. Notice of Election and call for nominations: Monday 4<sup>th</sup> February 2019.
2. Close of nominations: Monday 11<sup>th</sup> February at 4 p.m.
3. List of Candidates Posted: Wednesday 13<sup>th</sup> February.
4. Ballot paper distributed if more nominations than vacancies are received in either or both categories: Friday 22<sup>nd</sup> February.
5. Close of ballot: Monday 25<sup>th</sup> February at 4.00 p.m.
6. Counting of votes (February 25<sup>th</sup> after 4pm) and declaration of the poll and announcement to the community: Tuesday 26<sup>th</sup> February 7:15pm.

***Nomination forms are available from the office from February 4.***

### **“GETTING TO KNOW YOU” INTERVIEWS:**

Getting to know you Parent teacher meetings will be held on Tuesday 19<sup>th</sup> and Wednesday 20<sup>th</sup> of February. There will be more information sent out in the coming weeks regarding time slots and bookings, please note that students do not attend these meetings.

The school again will set up a process where parents are required to book a time via the Sentral Parent Portal to see a teacher (new families will receive an access key to the portal next week). It is not compulsory to see a teacher about your child at this stage of the year, but we would certainly like to see you all here; however if a teacher specifically wishes to see certain parents, they will ask for this to occur. Like last year, and with most other things these days, it is wise to get in early to book the most suitable time/s whilst they are available. I know the teachers are excited about sharing information regarding the successful transition of your child/ren into their new level of schooling, whilst hearing background information from parents, who of course, know their own child/ren better than anyone.

### **WORKING WITH CHILDREN CHECKS (WWCC)**

We encourage and value parental and community support at The Patch Primary School. There are many ways that parents, grandparents and friends can assist at our school. We encourage all parents to obtain a Working with Children's Check that will allow you to be very involved in your child's education. These checks are free for volunteers and will allow you to be involved as many school events as you require. Once you have your WWCC, please come to the office so we can photocopy this and we will add your name to our list of parents who have a current WWCC check.

### **40KM ZONES**

School speed limits apply outside every school in Victoria to increase the safety for our most vulnerable road users - children. Speed limits are reduced to 40km/h from 8am to 9.30am and in the afternoon from 2.30pm to 4pm.

For information on school speed zones visit the VicRoads website. While you're there, check out their fun and informative road safety apps.

## **PARENT PERMISSION FORMS & PAYMENT FOR EXCURSIONS/INCURSIONS**

One of the many exciting parts of going to school is the different experiences children receive when going on camps and excursions/incursions. Students really become immersed in the topic as they receive information in a different setting and a different source. Staff spend a great deal of time organising excursions and all excursions require parent permission to participate. In previous years, staff have unfortunately spent unnecessary time chasing up these payments and when extra first aid medications, communication lists, equipment and various other items have to be organised. Quite often excursion venues also require final numbers days before and we get billed on this figure, even if some students do not attend. We have decided that this year the cut-off date for payment and permission forms is firm. **If payment is not received by the due date or prior payment arrangements made with the office, then the student will not be attending.** This is in fairness to all involved. Thank you for your understanding in this matter.

## **CAR PARKING**

Just a reminder about the car parking in and around the surrounding areas of the school. Our school gravel carpark is open in the morning and we also have a marked drop off/pick up zone as you enter the school gates.

Our carpark works extremely well in the afternoon **when the pick up/drop off zone is not used for parking**; please only stop in the zone when you see your child waiting there. If you do not see your child there, please do another loop.

It always works really well when we all did the right thing, it ensures the traffic keeps flowing and leads to much less frustration for all road users.

## **ACCIDENT INSURANCE**

The Department of Education and Early Childhood Development does not provide personal accident insurance for students. Parents are generally responsible for paying the cost of medical treatment for injured students, including any transport costs. Ambulance cover could be one consideration as the school will not hesitate to call an ambulance if we are concerned for a child's wellbeing.

The Department of Education and Early Childhood Development states that reasonable low cost accident insurance policies are available from the commercial insurance sector. For those parents who seek personal cover, details of an insurer who offers individual accident insurance for \$29 for the year is:

**EBM INSURANCE BROKERS** and the link is <https://www.ebminsurace.com.au/personal-cover/student-cover.php>

## **PERSONAL GOODS BROUGHT TO SCHOOL AT OWNER'S RISK**

The Department of Education and Early Childhood Development does not hold insurance for personal property brought to schools. Principals are requested to remind students and parents/guardians of this at the beginning of each academic year and to discourage parents/students from bringing any unnecessary or particularly valuable items to school. Please, try and avoid bringing these items as it can be most upsetting for all concerned when items do go missing.

**If a student needs to bring a mobile phone to school, students are to leave mobile phones either with their class teachers or at the office, prior to classes commencing and collect them at the end of the day.**

## **STUDENT SAFETY – BUSHFIRE EMERGENCY PROCEDURES @ PATCH PS**

### **IMPORTANT INFORMATION ABOUT DAYS OF EXTREME & CODE RED FIRE DANGER**

In the interest of the safety of our students, families and staff, The Patch School will:

- Be **closed** on days where the Fire Danger Rating is **Extreme and will relocate to Knox Central Primary School, Boronia.**
- Be **closed** on days when the Fire Danger Rating is **Code Red**, as per DET policy

**\*\*As our school is on DET's Bushfire At-Risk Register, The Patch School WILL BE CLOSED on Code Red days\*\***

Where possible, when a Code Red day is declared, you will be notified between 4-6 days beforehand BUT it may be as little as 3 days. Once confirmed (no later than 1pm the day before the anticipated closure), regardless of any late change in the expected weather, the school **will be closed and this will not change.**

Due to the elevated bushfire risk, **there will be no staff at school on these days.** Updates on [school closures](#) and information on Code Red days can be found on the DET Emergency Management web page.

**\*\*On days of Extreme Fire Danger, The Patch School WILL BE CLOSED and RELOCATE to Knox Central Primary School – NO OSHC PROGRAM WILL BE AVAILABLE AT KNOX CENTRAL PS\*\***

On days of Extreme Fire Danger **there will again be no staff at school.** If this occurs, families will be notified using SMS and email (no later than 1pm the day before the anticipated closure) so please be aware you may receive the same information more than once. **We will also require a 'read receipt' from you to be absolutely sure everyone is aware of this situation.**

Information about the current and expected Fire Danger Ratings can be found in weather forecasts on daily news programs, published on websites and in newspapers, broadcast on radio and on the [CFA website](#).

Please note that it is the responsibility of every family to:

1. know where to find and understand Fire Danger Rating information
2. understand The Patch School's procedure for days of EXTREME fire danger and CODE RED fire danger
3. sign the form acknowledging your acceptance of these responsibilities and return it to the school (The Patch Permission form that should be completed upon enrolment).

### **Please note the following procedure for children who are relocating:**

- Your child will be expected to attend Knox Central PS
- Students are to arrive at Knox Central PS by 9am, no earlier than 8:45am. No staff will be on duty.
- All Parents are to park and sign their children in at the office/designated area for The Patch PS students. Please do not just drop your child off.
- All students must be collected at 3:30pm from the designated area and signed out by their parent/guardian/emergency contact. Please note that there is no afterschool care.

Thank you for your support and co-operation with this important safety matter.

### **VISITING THE SCHOOL and CHILDREN COLLECTION AT THE END OF THE DAY:**

A reminder to everyone that we have a policy which requires all visitors to report to the office first when entering the school. Should you need to see your child during school or are a helper at school, please report to the office first, to sign the visitor's register and pick up your visitor's tag. This ensures that in an emergency we are able to account for all people at school.

If you are having someone collecting your children that is not on your emergency contact list or does not normally pick up your child, can you please send a note/email to your teacher. This is especially important for the junior children as we release the children from their class for the day.

### **SUN SMART:**

During term one, please remember that hats are compulsory at all times when outside at school (including Phys Ed sessions). As a Sunsmart school we strictly enforce the use of hats.

**Remember these 5 SunSmart steps during the sun protection times, even if it's cool or cloudy**

1. **Slip on covering clothing.** If you can see skin, UV can reach it.

2. **Slop on SPF 30 or higher broad spectrum sunscreen.** Apply sunscreen before going outdoors.

3. **Slap on a sun protective hat.** The best hat shades the head, face, eyes, ears and neck. Our school hats comply with Sun Smart regulations.

4. **Seek shade.** Shady spaces help block some of the sun's UV but not all so you still need to wear hats, clothing and sunscreen even in the shade.

5. **Slide on sunglasses.** If practical, help protect your child's eyes with sunglasses.

For further information go to:

[www.sunsmart.com.au](http://www.sunsmart.com.au)

***Students who don't have a Sun Smart hat will be directed to play in a designated shade area.***

### **AND FINALLY.....:**

The playground is supervised from 8.45am and children should not be at school before this time unless prearranged by a teacher due to a school event. Each day teachers will be in their classroom at 8.50am should you have any questions to ask. Parents should note that lessons will begin at 9am sharp. For more complex issues an alternative meeting time, at a mutually agreeable time, can be arranged after school.

If your child is ill at school, or suffers an accident, then staff will give immediate care and appropriate first aid. However, it is necessary on occasions to contact parents and we are often frustrated by out of date information that delays this process. **Please make sure you notify the office of any changes to your or your Emergency Contact details as well as mobile phone numbers.** Obviously in extreme cases we may also deem it necessary to call an Ambulance before consulting parents and you need to be aware of this. Please also keep the Office informed of any change in medical issues faced by your children as this helps us to make the best choices for their welfare. Your up to date contact information is especially important for our SMS system in case we need to contact you in case of an emergency e.g. bushfire.

Thankyou everyone for a sensational start to the school year. Have a wonderful 2019!

Debra Herrmann

**Principal**

[Debra.a.herrmann@edumail.vic.gov.au](mailto:Debra.a.herrmann@edumail.vic.gov.au)

## The Importance of Attendance

Please remember that all students are expected to be in their classroom, ready to begin lessons by 9.00am.

We understand that now and again things don't go to plan, but all families should aim for their children to be at school by this time.

Parents should also remember that late arrivals or early leavers must be signed in or out by their parent or guardian using the system on the iPad at the office. The appropriate orange or red tag must also be given to the classroom teacher when collecting your child.

The Department of Education & Training has very specific expectations about school attendance and we ask that all parents be mindful of the importance of prompt and regular attendance at school.

## Community Notices

### Music Tuition with Chris Walker

Lessons in piano, guitar and bass guitar during school hours and after.

Phone 0407 049 012 or email [chrisw7@ymail.com](mailto:chrisw7@ymail.com)

### Violin & Viola Lessons

New Teacher details coming soon...

### Private Ukulele Lessons

The Patch School students now have the opportunity to take private ukulele lessons. The Patch School parent, Jess Dunn, has had 6 years' experience teaching ukulele to kids and adults and loves teaching at The Patch. The cost is \$18 for a 20-minute individual lesson or \$12 for a 20 minute group lesson (subject to suitable pairing). For more information, please call or email.

0408 102 542 [jessdunn.arts@gmail.com](mailto:jessdunn.arts@gmail.com)