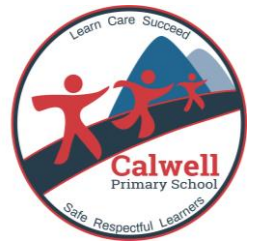




ACT
Government
Education

Calwell Communique



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Tuesday 6 February 2018

Week 1 Term 1

Diary Dates		
Friday	09 February	DUE TODAY – KINDERGARTEN Student Information Check Sheet
Wednesday	14 February	Preschool Community Meet & Great BBQ, 5-6pm
Wednesday	14 February	DUE TODAY – MAGPIE Student Information Check Sheet
Thursday	15 February	Calwell Conversation – 9am or 5pm
Wednesday	21 February	Meet and Greet BBQ Years K – 6, 5.15pm
Thursday	22 February	DUE TODAY – Notes & Payment; Swimming Trials - competitors only
Friday	23 February	3/4P Assembly – Hall, 2.15pm
Tuesday	27 February	Swimming Trials - competitors only
Wednesday	07 March	DUE TODAY – Notes & Payment; Year 2 AQUASAFE Program
Wednesday	07 March	DUE TODAY – Notes & Payment; Year 1 Swim & Survive Program
Notes sent home		
K – 6		Know My Child Form
Kindergarten		PIPS (Performance Indicators in Primary School Program)
Kindergarten & Magpies		Student Information Check Sheet
K – 6		Headphones
Year 1		Swim and Survive Program
Year 2		AQUASAFE – Water Safety & Awareness Program
Selected Students		Swimming Time Trial – Competitors Only
Preschool		Preschool Community Meet & Greet BBQ

Dear Calwell Families,

Welcome to the 2018 school year. It was wonderful to feel the positive energy and see so many happy and excited students. Quite a few taller than when they left at the end of last year! The term one calendar is filled with a range of events such as assemblies, carnivals the Year 5/6 Camp, as well as opportunity for you to meet the staff and come and chat with the leadership team. We look forward to engaging with all families as often as possible.

Our school Facebook page is a great way to keep up to date with what's going on in the school. We post photos and videos of activities and events regularly as well as providing just in time information to keep you informed. The Meet & Greet BBQs we have planned (see the diary dates above) are the first opportunity for you to meet your child's classroom teacher and chat informally with staff and the leadership team. We'd love to see all families.

During this hot time of the year we will be encouraging the children to drink plenty of water to ensure everyone stays well hydrated. Please also ensure that your child is SunSmart by bringing an appropriate hat.

We have a committed team of teachers and support staff who have been very busy over the past couple of weeks preparing for the year. In coming weeks you will notice some changes to the way we are approaching a few things. I will provide more detail in coming newsletters, however I would like to flag that assemblies will now be presented by an individual class, we have made some changes to the structure and operation of the school parliament to include students in year 1-6, there is a varied approach to homework across the school which will be outlined in Term Overviews and student management and welfare processes are all guided by the Positive Behaviours for

Learning or PBL principles. Our release programs for this year will be Science taught by Luke Marsden and the Arts taught by Sara Meins. Our Social Emotional Program (SEL) will continue under the leadership of Ashley Coutts who will be teaching some core areas which will then be supplemented with lessons delivered by class teachers.

Information about Staff Team Calwell is below. We are here to answer your question and help in any way we can, just give our friendly office staff a call on 62056911, catch a member of the leadership team on the playground before or after school or make an appointment to see us.

Class Teachers

Kindergarten - Jamie Drew (KD) and Natalia Nedic (KN) **Scrivener Unit**

Year 1 /2 – Kate Bicket (1 /2B) Amanda Wilson (1 /2W R) and Rhianna Lockett (1/2L) **Corin Unit**

Year 3/4 – Alex Dunnett (3 /4 D) Tamara Player (3 /4TP) and Kristie Pope (3/4KP) **Googong Unit**

Year 5/6 – Sandra Levitski (5/6L) Miss Cintha (5/6C) and Jamie Smith (5/6S) **Bendora Unit**

Preschool Teams

Anna Dytlewski / Sue Sullivan – Cockatoos & Magpies

Susan Hough / Belinda Scargill – Rosellas

Alison Tammen – Wednesday teacher

Specialist Teachers & Support Staff

Sara Meins – Teacher Release - ARTs

Catherine Gilbert - Library Coordinator / IT Support / Admin Support

Linda Dorsett / Leanne Crampton - Student Support

Lynn McKee - School Psychologist

Admin Team

Sonia Jamieson - Business Manager

Tracy Waterson – School Secretary / First Aid

Nuhad Asioty – Preschool and Admin Support

Anthony Donaldson - Building Service Officer

Leadership Team

Linda Neeson - Principal

Liz Baker-Matterson – Deputy Principal / Preschool Team Leader

Luke Marsden – Executive Teacher Yr 3 - 6

Ashley Coutts – Executive Teacher Yr K-3

Home – School Partnership

We are very keen to work with you to ensure your child/ren can achieve to their potential. Here are some ways we can work together:

- complete the Getting to Know Your Child form and attend a Meet & Greet
- contact your child's teacher if you need information or have concerns
- engage in your child's learning through See Saw
- read to and with your child AND listen to them read as often as possible
- come to an assembly - 2.15pm on Friday afternoons
- chat with members of the leadership team when they are on the playground before/after school or make an appointment to meet with them to seek/ clarify information, discuss concerns or ask for advice or assistance
- contribute by helping with class reading/book exchange, assisting in the library, lunch clubs, fundraising or responding to calls for help or contributions throughout the year
- come along and if possible get involved in school activities
- join the P&C or nominate for the School Board

Communication

Communication is so important. Don't hesitate to contact us at any time. Here's a list of ways we communicate with you:

- Communique – school newsletter is emailed in even weeks of term. Hard copies available on request
- Community News – information from the P&C, School Board, School Parliament and local community groups. Sent home in weeks 3 and 9.
- Calwell Primary Facebook page – posts provide information about activities and events
- See Saw - an on-line learning portfolio which enables the class teacher to share examples of your child's work with you. (QR access codes and instructions will be sent home soon)
- Calwell Primary Website – includes a calendar of events and a wide range of school information including curriculum, programs, policies and parent help information.
- School App – includes calendar dates and enables parent/carers to inform the school of a child's absence

2018 School Board Nominations

Nominations for two School Board Parent Representatives for a two year period will be required this year. Nominations opened 11:00 am Monday 5th February 2018 and close at 11:00 am Monday 19th February 2018.

Forms will be available at the front office from the 5th February 2018 or can be emailed to you by calling 62056911. The position commence on 1st April 2018. Nominations must be:

- In writing and signed
- Endorsed with the consent of the person nominated
- Delivered to the Front Office, marked to the attention of the Returning Officer for the School Board by **Monday 19th February 2018 by 11:00am.**

If more than two nominations are received for these positions the Returning Officer will conduct a ballot. Should an election be required details will be advertised in the school newsletter. Candidates will be required to provide a brief statement detailing where their particular interests lie in the school, what skills or experience they bring to the Board and how they will represent the parent body. Statements will be required to be submitted by 10am 5th March 2018 for publication in the 6th March newsletter.

A copy of the Nomination form is attached.

We are looking forward to a great year and a productive term one working in partnership with you.

Linda

Linda Neeson
Principal

Important Information

Book Packs

Class teachers will distribute Book Pack resources. If you have not already purchased your child/ren's pack please contact the front office on 62056911. The packs consist of essential items, class work books and stationary which your child/ren will need to fully participate in the educational program.

Please help our small admin team

We ask that you support the school and staff by **returning notes** and/or **payments by the due date** OR contacting the school before the due date to make alternative arrangements. Please be aware that we will not be able to include a student in an activity if we have not received a response to a note.

Before School Playground Supervision

Children should arrive at school around 8.45am. Please be aware that children dropped at the school before 8.45am will be unsupervised and may therefore experience difficulty seeking teacher support if needed. Teachers will discuss with their class the assistance available to students before school. We would appreciate your support in reinforcing the following with your child:

- A member of the Leadership Team commences roving the playground at 8:45am.
- Assistance can be sought from the Front Office from 8:30am onwards
- If needed, children can seek assistance at any time before school by coming into the front office. The playground is visible from the Administration Building. Staff are able to monitor the number of children and parent /carers in the school grounds before playground supervision begins.
- Before school between 8:30am and 9:00am there is a teacher presence in the playground as teachers move between the administration building and class units.
- To comply with Directorate policies, all persons that are remaining on site after 9.10am are required to be signed in as either a volunteer or visitor at the front office.

Community Code of Cooperation

As a KidsMatter school we place a high importance on our student’s well-being. We continue to focus on our CARES Culture. Each class will also develop their ‘Code of Cooperation’ this week which describes how the class will work cooperatively and respectfully together to enable every class member to achieve to the best of their ability. Accompanying today’s Communique is the ‘Calwell Community Code of Cooperation’ which we hope you will support as it also helps to focus the whole community on how we can work collaboratively and respectfully to make Calwell Primary a great school where all students, teachers and parents/cares support each other and feel valued and welcomed.

Student Injury - Insurance and Ambulance Transport

The Education and Training Directorate does not provide any insurance cover for injury, disease or illness to students resulting from school activities or school-organised excursions. Claims for compensation are met where there is a legal liability to do so. Liability is not automatic and depends on the circumstances in which any injury, disease or illness was sustained.

As there is no automatic insurance cover for personal injury whether your child is injured at school or during a school organised activity/excursion, you should therefore consider whether taking out personal insurance cover for your child is warranted.

This insurance might cover contingencies including medical/hospital expenses, ambulance transport outside the ACT, and cancellation of transport/accommodation or loss of/damage to luggage.

The ACT Ambulance Service provides free ambulance transport for students who are injured or suddenly become ill at school or during an approved school organised activity **within the ACT**.

We enjoy sharing the quality work our students and teachers are doing through the school Facebook page. We post regularly and use Facebook to provide information and messages to our community.

Please Like us on Facebook and feel free to invite your family and friends!



Accessing the School App

The school is able to communicate quickly with parent/carers by relaying information or urgent messages via the school’s smartphone App. Parent/Carers can also send an absence notifications when their child has been absent from school via the App or request teacher meetings. To download the App, please search “Calwell Primary School” in either the App Store or Android/Google Play Market and install. There is no cost for this App.

Online Payment Facility

Payments for school activities can be made using either a Visa/MasterCard credit or debit cards, cash or via the Westpac service called Quickweb. Quickweb payments can be made by accessing the school's website and selecting the Payment link. Items which can be paid include voluntary school contributions, library and building trust

contributions, book packs, excursions, in school activities and sport. There is also a section for other items that you wish to pay that do not fit under these headings.

The information you complete when making a payment enables us to accurately identify the funds and the purpose. Three terms assist in this process:

Family key : your family's identifier, first five letters of your surname and the first letter of your first name.

Student key: five letters of the students surname and first letter of his/her first name.

Fee Codes: a unique identifier of the event you are depositing funds for. This will be found on the note sent home with your child.

The Quickweb payment facility will assist us to accurately identify the sender and the correct ledger for the funds to be receipted against. Receipts for payments can be issued via Westpac Quickweb, but if you require a gift deductible receipt, you will need to contact the school. When accessing the Quickweb payment screens you must enter the mandatory fields.

1. Student details: Student Key, Given name and Surname
2. Payee details: Family Key, Payee full name and contact details
3. Fee code and/or description of payment
4. Student ID Number (if known), class/Year level will assist the school in receipting funds to your account more efficiently

These details will need to be entered each time you make a payment. This is a secure payment system hosted by Westpac to ensure that your bank-branded credit/debit card details are captured in a secure manner. These details are not passed back to the school. You will have the ability to check and change any details of the payment before the payment is processed. Receipts can be emailed and/or printed from the web site. All Information you input will be held by Westpac subject to the Privacy Policy available at <http://www.westpac.com.au/privacy/>.

Westpac's payment system will supply all information (apart from card details) back to the school on a daily basis to enable the payment to be reconciled against your family's account. As a receipt will be issued from the payment website by Westpac, a further receipt will not be issued by the school. If however, you require a tax receipt, please contact the school office.

For any enquiries regarding the Online Payment process, please contact our Business Manager, Sonia Jamieson, on 62056914.

Canteen Special Snack Sales

TOMORROW - 7/2/18

Available from the canteen at recess

Paddle Pops - \$1

Frozen Fruit Stick - .50c

School Uniform Second Hand Clothing Pool

If you are interested in purchasing any second hand uniform items from the P&C please email CalwellPC@y7mail.com with your requirements (ie type of clothing, size etc.) and someone will respond to you as soon as they can.

Breakfast Club

Breakfast Club is operated from the school canteen every Monday, Tuesday and Wednesday, starting week 2.

Last year 1,892 meals were served with only 5 volunteers. If you can spare some time to butter toast, help clean dishes and/or serve students between 8.30 – 9am on these days, we would love to see you.