

**Term Calendar**

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>Thurs.</td>
<td>24th Mar.</td>
<td>Term one concludes – dismissal at 2.30pm.</td>
</tr>
<tr>
<td>Fri.</td>
<td>25th Mar.</td>
<td>Good Friday</td>
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<tr>
<td>Mon.</td>
<td>11th April</td>
<td>Term two commences</td>
</tr>
<tr>
<td>Wed.</td>
<td>13th April</td>
<td>Student Photos</td>
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<tr>
<td>Mon.</td>
<td>25th April</td>
<td>Anzac Day</td>
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<tr>
<td>Tues – Thurs.</td>
<td>10th – 12th May</td>
<td>NAPLAN</td>
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<tr>
<td>Mon. – Fri.</td>
<td>15th – 19th May</td>
<td>Education Week</td>
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<td>Fri.</td>
<td>20th May.</td>
<td>Student Free Day</td>
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<tr>
<td>Mon.</td>
<td>13th Jun.</td>
<td>Queen's Birthday holiday.</td>
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<tr>
<td>Fri.</td>
<td>24th Jun.</td>
<td>Term two concludes – dismissal at 2.30pm</td>
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<tr>
<td>Mon.</td>
<td>11th July.</td>
<td>Term three commences</td>
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<tr>
<td>Mon.</td>
<td>25th July.</td>
<td>Student Free Day</td>
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<tr>
<td>Wed. – Fri.</td>
<td>3rd – 5th Aug.</td>
<td>5/6 Camp to Log Cabins at Creswick</td>
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<tr>
<td>Fri.</td>
<td>16th Sep.</td>
<td>Term three concludes</td>
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<tr>
<td>Fri.</td>
<td>30th Sept.</td>
<td>AFL Grand Final Day Holiday</td>
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<tr>
<td>Mon.</td>
<td>3rd Oct.</td>
<td>Term four commences</td>
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<tr>
<td>Tues.</td>
<td>1st Nov.</td>
<td>Melbourne Cup Day</td>
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<td>Tues.</td>
<td>20th Dec.</td>
<td>Last day of 2016, Early dismissal 1.30pm.</td>
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Last Day of Term: Thursday, 24th March. Dismissal at 2.30pm.

Qkr!

Our preferred method of payment.
Instructions attached.

Buy your Easter Disco Tickets through Qkr!
And go into the draw for a great prize.

CSEF
Just a reminder for anyone with a Centrelink Healthcare Card to please call into the office for a CSEF application form.
Albany Rise Primary School Mission

Our mission at Albany Rise Primary School is to develop students who value learning throughout their lives, strive to achieve and are literate and numerate. We aim to produce confident and empathetic students who are global citizens equipped to succeed in the 21st century.

Student Free days 2016

(School Council approved these days at the meeting on 18th November)

Friday 20th May – Reporting
Monday, 25th July – Curriculum

DISCO FRIDAY
(EASTER THEME)

F-2 students 5.30 – 6.30pm.
3-6 students 6.45 – 8.00pm.

Tickets can be purchased at the door.
Dress up for Easter!!

MESSAGE FROM BELINDA

As the lovely weather continues it has been pleasing to see so many students, parents and staff enjoying a morning run during ‘jolly joggers’. Well done to the regulars who have made this a daily start to the day at our school.

In reflecting on my time at Albany Rise there are so many things I will miss a great deal. One of the special times of the day for me is being in the yard before and after school chatting to parents, children and staff. A great time to look forward to the day ahead or reflect on how the day has been! What I’ve always loved about Albany Rise is the very caring and friendly ways of all members of our community. Our school is inclusive and welcoming. I talk about our school having a ‘big heart’. Others notice it when they come to visit. The feedback is always around how friendly and welcoming the school is and how the school has a ‘lovely feel’. We all have a great deal to be proud of! I’m very grateful to have had this very special time here. As the last school in my career it has given me a great deal of pleasure.

My thanks go to our truly amazing staff who work tirelessly, long beyond the school day, to provide the very best opportunities for our kids. Thankyou also to the many parents I have had the pleasure of getting to know. Lastly a big thank you to our wonderful children at Albany Rise. I look forward to hearing in the future about continued success for the Albany Rise community.

Belinda
Staff Training – Student Free Day

Last Tuesday Education Support Staff and teachers spent the day participating in training. All staff updated their CPR qualifications. Staff were provided with an informative session delivered by psychologist Gillian Hanna – ‘The Impact of Trauma On Learning and Behaviour In The Classroom: Managing Complex Needs At School’. The final session of the day was an opportunity for teaching staff to work with the new Victorian Curriculum and audit our current school wide plans in relation to the:

- Writing Scope and Sequence
- Mathematics Scope and Sequence
- Integrated Inquiry Units
- Assessment and Goal setting
- Developing Learning Intentions

Easter Disco – Friday, 18th March

Our first disco for 2016 is tomorrow. We are looking forward to a fabulous Disco with an ‘Easter’ theme. Children have the opportunity to wear Easter accessories and outfits for this disco so be creative and let’s get into the theme.

Once again we are adopting a sign out procedure for parents when picking up children. This is a safety precaution and we are hoping that everyone will be patient and assist staff. We will have tables set up in the hall. We ask that parents line up and sign against their child’s name. If any parent is picking up a child other than their own please bring written permission.

Thank you for your assistance.

Easter Raffle and Donations

We are looking forward to our Easter raffle on the last day of term. Thank you to the many families who have provided donations for our raffle. We hope to have a lot of prizes and a lot of winners!

Foundation 2017 – Open Afternoons

Last week a number of preschool children had their first introduction to school at Open Afternoon sessions organised by the teachers. The children and parents enjoyed visiting the classrooms, chatting to the teachers and other staff and using equipment. I thoroughly enjoyed meeting the new families. It’s very exciting as new parents and children come and join our school. At Albany Rise we have a comprehensive Preschool to Foundation program which ensures that our children make a smooth and successful adjustment to school life.
School Council 2016 and thank you!

Our new council for 2016 met for the first time last night. I would like to thank our School Council for the wonderful work they do across our school. I have been on School Councils as a teacher and as an executive officer over a period of 20 years. Our council at Albany Rise stands out as the most committed and passionate team I’ve ever worked with.

Thank you to all the council members for the very special celebration that was organised. I was totally overwhelmed by your kind thoughts and generosity. In particular thank you to Sandra Ratcliffe and Mark Harding for the lovely food and organising the very special cake.

Office bearers elected were:

President: Julie Black
Vice President: Karen Chernishov
Treasurer: Gordon Mathieson
Secretary: Fiona Dewhirst-Daniel

Our other councillors for 2016 are:

Chandramoorthy Subramonian, Judy Drew, Ben Rowe, Mark Harding,
Maria Fletcher, Adriana Costa, Mel Inglefinger.

School Council Sub Committees:
We are keen to hear from parents who may be interested in joining our School Council Sub-committees. These committees work to ensure the very best for our students and we are eager to have new members join us and contribute their ideas and knowledge. The work of the Sub-committees is very satisfying and parents enjoy being able to contribute. Each of the Sub-committees has provided a brief description of their roles. Please complete the attached slip if you would like to be contacted by the convenor with a view to joining the committee.

Finance Sub-committee
The Finance Sub-committee works with the school council, teachers, parents and school bursar to review the monthly and yearly accounts and review the annual budget to ensure it is both balanced and supports the school’s strategic plan.

Facilities Sub-Committee
The Facilities Sub-committee oversees the planning, development and maintenance of the physical school environment (playgrounds, buildings, furnishings) in unity with the school’s learning and community needs.

Education Committee
The Education committee is involved in policy review, planning for new educational initiatives and evaluating programs. The committee values the views and input of parents in their work.

Parents Association
The Parents and Friends Committee plans social events for the school community and fun activities for the students. Fund raising activities targeting specific resources needed for our school are planned and carried out by the committee.

Kind regards
Belinda Jones
Principal
jones.belinda.j@edumail.vic.gov.au

School Council Sub Committees 2016

Parent Name: ___________________________ Child(ren): ___________________________

Contact Phone Number: ___________________________

I am interested in information in relation to the following Sub-committee(s):

(Please tick)

☐ Finance  ☐ Facilities  ☐ Education  ☐ Parent Association  ☐ Marketing
STUDENTS OF THE WEEKS

<table>
<thead>
<tr>
<th>Grade</th>
<th>Name</th>
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<tbody>
<tr>
<td>01N</td>
<td>Athan, Aden</td>
<td>2/3 T</td>
<td>Kevin</td>
</tr>
<tr>
<td>1/2 S</td>
<td>Callum</td>
<td>3/4 B</td>
<td>Hemita</td>
</tr>
<tr>
<td>4/5 H</td>
<td>James, Christian</td>
<td>5/6 C</td>
<td>Le, Joanne</td>
</tr>
<tr>
<td>5/6 L</td>
<td>Connor, Victoria</td>
<td>5/6 I</td>
<td>Aimee, Raveen</td>
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WORLD'S GREATEST SHAVE

Hi I'm Kendall and I'm doing The World's Greatest Shave 2016. I have dyed my hair in the colour blueberry to raise money for the Leukemia Foundation. At the moment I have raised $73 but my goal is to get at least $100. If you have any spare change it would be great if you put money in the donations box at the office.

If you have donated $2 or more I'd be more than happy to give you a tax deductable receipt. To get a receipt leave your name, the date and how much you donated. Also please write down when you are available to collect the receipt. The other option is to go to their website, hit sponsor me and search Kendall Kelly and donate there. You automatically get a receipt through email when donating online.

Thank you for your support!  

Kendall

Parents,

A reminder that the front and rear STAFF CAR PARKS ARE FOR STAFF AND EMERGENCY VEHICLES ONLY
**Last Day of term 1:**
Thursday, 24th March
2.30 Dismissal

**Term 2 commences:**
Monday, 11th April

**Clever Kids**
In term 2 we will be commencing our Clever Kids program for children in Years 3-6. This is an elective type program where the children work in multiage groups on activities that they have chosen to do. Each activity will run for a block of 5 weeks. The activities are based on Gardener’s Multiple Intelligences and help develop a variety of skills. In the past the activities have included Masterchef, craft, yoga, chess, science, gardening, tennis, drama and guitar amongst others. We would love for any parental input or assistance, so if you have any great ideas for activities, have a skill you could pass on or would like to assist in any way, please contact Trish Johnston at school or on johnston.tricia.l@edumail.vic.gov.au

**Lost Fit Bit:** if anyone finds a dark grey Fitbit in the yard could you please bring it to the office.

The owner requires this for health purposes so a quick return would be greatly appreciated.
For quicker, hassle-free school payments, try Qkr! today

Introducing Qkr! (pronounced ‘quicker’) by MasterCard: the easy-to-use phone app that gives you the flexibility to place orders at a time and place that suits you. Qkr!:

- Saves you time by letting you order and pay for school items directly from your phone;
- Reduces the need for your child to bring cash to school;
- Reduces the time school staff spend on administrative tasks

Getting started is easy - try it yourself today

**Step 1 Download Qkr!**

on your Android phone or iPhone. iPad users can download iPhone app

**Step 2 Register**

Select your Country of Residence as ‘Australia’ and follow the steps to register

**Step 3 Find our school**

Scan the QR code or search for our school name. Our school will also appear in “Locations Nearby” if you are within 4kms of the school

**Step 4 Register your children**

When first accessing your school menu, you will be prompted to register your child. This allows you to make school orders on their behalf.

Now you're ready to order directly from your phone...
Manage your children’s details

- Add your child’s details and photo
- Tap to add another child
- Tap the student card to edit details on that child
- Tap to show Manage Children option

Purchase school items

Add multiple payment cards

Pay with any scheme credit, debit or pre-paid card accepted by the school. At checkout, you can select from any of your registered cards.

Safe and Secure MasterCard Technology

We want your feedback!

Please send your comments or suggestions on how the Qkr! service could be improved to the school office.

Add up to five cards to your Qkr! account.
GOOD FRIDAY CLASH
FRANKSTON BOMBERS V PEARCEDALE

PEARCEDALE FOOTBALL & NETBALL CLUB
THE OLDEST CLUBS EST. 1887

FEATURING
BRENDAN FEVOLA
PLUS
FAMILY FUN DAY
JUMPING CASTLES, FACE PAINTING,
FAIRY FLOSS - FROM 12PM

FRIDAY 25 MARCH
FRANKSTON BOMBERS GROUND (KARL STREET)

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BASKETBALL MANIA
FRI 1 APR 2016 | 9.30am-3pm
$70

SPRINGVALE LEISURE CENTRE
400 Cheetham Rd, Keysborough
All levels | Boys and girls | 6-14 years

* Tournament Play
* On 3 Competitions
* Skills Test
* Innovative Program
* Fundamental Development
* Multiple Awards/Pizes

NATIONAL AND INTERNATIONAL PLAYERS AND COACHES

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WAVERLEY Gymnastics Centre

GLLEN WAVERLEY GYMNASTICS
A fun, safe and challenging gymnastics program for girls and boys aged 6-13 years! Classes are held in the Wesley College gymnium on Mondays, Tuesdays and Saturdays. Call now to book your trial class!

9887-9611
Numeracy News

Last newsletter puzzle: there were many students who thought they had the correct, but only a few who actually did solve the puzzle ‘only for geniuses’ from last week. Remember, BODMAS applies even when there are no brackets in the equation!

A New Puzzle:
Now this really does need some imaginative thinking - but it is possible!!

Hilton Hen House

Latest:
Holiday Helpers SIGN UP NOW:
Yes, the holidays are less than 2 weeks away, and we need families who are ready to volunteer their time to look after our poultry. All the eggs you collect are yours to keep! Please sign up at the office 😊

Compass:
Are you new to Albany Rise Primary school and do not have your Compass User Name and Password yet? If you require a new login letter with username and password, or have not received your login information, please contact Judy Drew or Janine at the office.

Policy Update:

Education Sub Committee meeting
The Education subcommittee meeting on Thursday 10th March included a very detailed discussed about processes and payment of Excursions. Consultation has occurred with school council, staff, school leadership and administration staff. This has led to a change in relation to Excursion policy and practice, which was ratified at on school council on 16th March.

The school will NO LONGER be requesting a levy be paid for all events at the start of each term. An information sheet with all events and costs will be sent home to parents at the start of the term. Parents will be able to pay for individual events on QKR, through the office, or by returning forms and money to classroom teachers.

Each Excursion or Incursion event will require a separate signed permission form. Parents will receive receipts for each event which requires payment.

All permission forms will be generated from the office, with student details already indicated on each form. The Excursion and Incursion Policy is attached to this newsletter, along with the Working With Children Check (WWCC) policy. All volunteers in the school, including parents, must have a valid WWCC.

A reminder also, that the school has a policy in relation to Dogs on the School Grounds. Please refer to the policy attached.
ALBANY RISE PRIMARY SCHOOL

Excursions and In-School Activities POLICY

Revised BY SCHOOL COUNCIL: 16th March 2016  REVIEW DATE: 2017

PURPOSE:

1.1 To enrich student learning through providing a range of opportunities beyond the classroom.

1.2 To increase knowledge, understanding and appreciation of local and other environments.

1.3 To assist in the development of confidence, independence and a sense of responsibility, particularly in the areas of personal and group safety.

GUIDELINES:

Administration

2.1 Excursions must be planned within your year level team as an integral part of the class or specialist curriculum program. Generally, no more than 2 excursions and 2 In-School activities per level during a year will take place. No activities are to be organised in the first 2 weeks of term unless there is no alternative and approval by the Principal is received.

2.2 Approval of the proposed excursion/in-school activity must be sought from the principal/assistant principal, and an Excursion Organisation Pro-forma completed prior to notices being sent to parents.

2.3 The student activity locator and risk management must be completed 3 weeks prior to the excursion.

2.4 All arrangements including costs must be approved.

2.5 An excursion information notice informing parents of upcoming events including costs, will be sent home in the first week of the new term.

2.6 A CASES21 Permission Report will be sent to parents at least 3 weeks prior to the proposed date of the activity with a return date no later than 3 days prior to the event.

2.7 Parents are to send payment (if a cost is incurred) and the signed permission form (all activities) to the school by the due date. No student will be permitted to attend an excursion unless the appropriate signed consent form and payment has been received by the due date.

2.8 It is the parents’ responsibility to advise the teacher/office as soon as possible if a child is not attending the excursion/incursion to avoid unnecessary follow up action.

2.9 Excursion details must be noted on the staff room whiteboard and on the calendar in the office. Compass is to be updated with the information.

2.10 Teachers will liaise with the Principal/Assistant Principal/Business Manager regarding situations where financial supplementation or special payment arrangements may be appropriate. Every effort will be made to ensure that no student is excluded from any activity due to inability to pay.

Safety

2.11 Students in F -2 must wear name tags (name facing inwards). Hats must be worn by all students (terms 1 & 4) on the excursion and staff attending.
2.12 The teacher/pupil ratio on excursions is at least 1:20. Smaller ratios are advisable with younger children or where particular activities requiring extra supervision are undertaken.

2.13 Parents may form part of the supervision arrangements; however, teachers must comprise at least half of the minimum ratio. All parents attending must have a WWCC.

2.14 ES staff are to be included when students with special needs are attending an activity in addition to ratios.

2.15 Children who are absent from school on the day are not permitted to attend excursions.

Transport
2.16 For a ‘local excursions’ eg. walk to shops, etc., notify the Principal beforehand.

2.17 Travel by bus – only buses with seat belts for each passenger may be used for all excursions.

2.18 Permission to participate in local excursions must have been gained on the ‘standard permission form’ at the start of the year.

Equipment
2.19 Mobile phones must be taken on excursions. All numbers must be left at the office.

2.20 A list of names of all students on excursions (including those travelling on each bus and those not going) MUST be sent to the office and given to each teacher on the excursion, and non-participating students placed in a class.

2.21 Permission forms must be taken on the excursion by the teachers in charge of the excursions.

2.22 A first aid kit, anaphylaxis and asthma medication must be taken on each bus.

After the Excursion / In-School Activity.
2.23 Accidents occurring on an excursion must be recorded in the usual manner upon returning to school.

2.24 At the conclusion of the excursion, send permission and indemnity forms to the school office.

2.25 A reflection must be completed for future reference. (A folder will be kept on the staff drive for these)

Principal: __________________________

School Council President: __________________________

Date ratified by School Council: 16th March 2016

To be reviewed: 2017
PURPOSE:

1.1 To ensure the health, safety and welfare of all persons and dogs

1.2 To ensure dogs do not cause any harm or damage to School property

1.3 To regulate the presence and management of dogs on School premises and in areas where School activities are being undertaken. ‘School premises’ include all areas, buildings and facilities which are accessible by students, staff and/or members of the public. It does not include any private residences owned by the School.

GUIDELINES:

2.1 *Dogs are prohibited* on the School premises between 8.30 am and 4.00pm and must not inhibit access to the school. (This does not apply to guide and assistance dogs)

2.2 Due to their unpredictable nature, the reaction of some students to dogs and various Occupational Health and Safety issues, dogs may not be brought by visitors, staff or students to the School unless deemed appropriate by Principal or delegate e.g. Pet Days/Show and Tell

2.3 Any dogs that are brought on to School premises with permission from Principal or delegate must, at all times, be on a leash, effectively controlled and not permitted to independently wander or roam.

2.4 The owners or carers of any dogs on School premises must also comply with all relevant local Council regulations and the provisions under the Domestic (Feral and Nuisance) Animals Act 1994 and the Domestic Animals Amendment (*Dangerous Dogs*) Act 2011. Dog owners are required to clean up after their dogs and to remove the refuse from School Grounds for disposal

2.5 Signage will reflect this policy.

Principal

School Council President

Date ratified by School Council: 16th March 2016

To be reviewed: 2019
ALBANY RISE PRIMARY SCHOOL

Working with Children Check (WWCC) Policy

RATIFIED BY SCHOOL COUNCIL: 16th March 2016  REVIEW DATE: 2019

PURPOSE:
1.1 To ensure volunteers approved to work with children meet legal requirements.
   Definition of a volunteer: A volunteer school worker at Albany Rise Primary School is any person who without payment or reward, voluntarily engages in activities such as:
   - swimming, camps, excursions, incursions, production helpers
   - assisting in classrooms
1.2 To ensure all visitors engaged in interactions with students comply to legal requirements relating to student safety and wellbeing

GUIDELINES:
2.1 The WWCC is a minimum checking standard set by the Working with Children Act 2005 for those who work with children, either on a paid or voluntary basis
2.2 All volunteers at Albany Rise Primary School are required to have, or have applied for, a current Working with Children Check (WWCC) to provide evidence of their suitability
2.3 Guests at the school for special activities (eg. Grandparents day/school tour) are not required to have a WWCC for a one-off event.
2.4 All visitors at Albany Rise Primary School who interact with students must have, or have applied for, a Working with Children Check (WWCC) to provide evidence of their suitability
2.5 If a volunteer's or visitor's occupation exempts them from the requirement to have a WWC check e.g. police officers, teachers, they must provide evidence to support their claim to an exemption
2.6 Staff will be advised at the start of each term and as part of the excursion planning process, that all volunteers in classrooms and on excursions and other events, must have a WWCC.
2.7 In addition to a WWC Check the school may also consider it necessary to have a criminal record check conducted through the Department. This may occur when possible offences are relevant to the duties of the volunteer, for example dishonesty offences, which are not part of the WWCC. The school covers the cost of the criminal record check.
2.8 As part of the school council induction process, School Council members will be asked to present a WWCC to the office prior to the second meeting of their term on council.
2.9 A register and copy of school community members WWCC will be kept at the school office, including expiry dates.
2.10 To be a volunteer a Working with Children Card provided by the Department of Justice is required. This card is:
   - valid for 5 years
   - transferable between volunteer organisations
   - free of charge for volunteers, (applicants need to provide a passport size photograph) but cannot be used for paid employment
References:


Principal: __________________________
School Council President: __________________________
Date ratified by School Council: ___16th___ March 2016 ___
To be reviewed: _2019_