

## DIARY DATES

**Term 1, 2019**

**Friday 8<sup>th</sup> February**

Year Six Merricks Lodge Camp

**Friday 15<sup>th</sup> February**

ENPS Swimming Carnival, Years Four to Six

**Monday 18<sup>th</sup> February**

Year Six Aspire Higher Leadership Incursion

**Friday 1<sup>st</sup> March**

Start of Year Picnic (see page 10)

**Thursday 7<sup>th</sup> March**

Curriculum Day

**Friday 8<sup>th</sup> March**

Curriculum Day

**Wednesday 13<sup>th</sup> March**

District Swimming Carnival

**Friday 15<sup>th</sup> March**

Year Six Gala Day 1

**Thursday 21<sup>st</sup> March**

ENPS Cross Country, Years Four to Six

**Friday 22<sup>nd</sup> March**

Year Six Gala Day 2

**Friday 5<sup>th</sup> April**

End of Term 1

**Term 2, 2019**

**Tuesday 23<sup>rd</sup> April – Friday 28<sup>th</sup> June**

**Term 3, 2019**

**Monday 15<sup>th</sup> July – Friday 20<sup>th</sup> September**

**Term 4, 2019**

**Monday 7<sup>th</sup> October – Friday 20 December**

# ENPS NEWS

Term 1 | Issue #1 | Friday 8<sup>th</sup> February 2019

## YEAR SIX MERRICKS LODGE CAMP

Our Year Six group have been enjoying activities and surf school down at Merricks Lodge Camp this week. We look forward to them returning today with many great stories, plans for the year ahead and happy snaps!



**OUR MISSION:** We maximise the potential of all; empowering independence, excellence, innovation and engagement with the world



# PRINCIPAL'S MESSAGE

## A Welcome Message

A very warm welcome to our 2019 school year, and I trust everyone has had a safe and relaxing summer holiday. We are ready for another exciting and challenging learning year at ENPS.

## Staffing News

We have commenced the year with a full compliment of highly passionate and dedicated staff. For your reference, I have included a staff list in this newsletter. Once again, our staff team have worked exceptionally hard to prepare classrooms, school wide programs and the year's curriculum for students. Our staff are continuing to review and strengthen our school' Program for Inquiry (POI) for students to reflect the International Baccalaureate Primary Years Program (IB PYP) and the standards outlined in the new Victorian Curriculum. Every classroom has been able to commence high quality instruction from day one and we are very proud that our learning time in classrooms is maximised for every student.

As a staff, we aim to provide an international standard of education for every student in every classroom. We do appreciate your consideration and courtesy in enabling our staff to maintain high standards for learning and teaching. We pride ourselves on our ongoing professional learning program and best teaching practice, and thank you for respecting the professionalism and expertise of all our staff to allow our educators the opportunity to teach your child to highest quality level. We are proud of the way that our staff and families work in partnership to provide the highest quality educational experience for all children.

Please be advised that Anna Pietrolungo in Home Group 3AP is needing to take leave from our school, effective Monday 11<sup>th</sup> February 2019. Anna intends on returning at the beginning of Term 2, 2019. During Anna's leave of absence, Caroline Healy will be teaching 3AP. We wish Anna and her family all the very best over the coming few months.

## ENPS's Statement of Values

Our school's Statement Of Values is intended to support the development of a high quality, harmonious and productive school community. For your reference, I have included a copy for everyone's reference. Further information on our schools Code of Conduct can be accessed at <https://www.enps.vic.edu.au/code-of-conduct>

## School Uniform and Policy

A reminder that all students are required to wear a school uniform. A consistent school uniform creates a sense of collective and individual pride in students and their identification with the school. The school uniform at ENPS is compulsory.

PSW Quality Apparel supplies all new uniform items. Families have the flexibility to purchase new uniforms online and/or be able to visit a PSW retail outlet that stocks our ENPS uniform. For online purchases, delivery can be arranged free to school or to an alternate address for a cost. In store purchases can be made at the Deer Park store, 58 Westwood Drive, Ravenhall VIC 3023. For further information in relation to be accessed via our school's website at Student are required to wear a uniform whilst:

During school hours (unless specified):

- When engaged in school activities out of school hours or when representing the school;
- Sporting events, including interschool sport and representative teams;
- School photo days;
- Attending all excursions.

Please be advised the following process is followed for students wearing incorrect uniform or inappropriate clothing:

- Expectation that if students are out of uniform they will have a note from parents explaining the reason/s;
- Classroom teacher will monitor uniform as a part of morning marking of the roll;
- Students out of uniform, without parent consent, will receive a warning. On the third warning parents will be contacted. Opportunities for supporting students to wear appropriate and correct school uniform will be discussed;
- If incorrect or out of uniform continues (without a note) after parents have been contacted, the student will have restricted play in the quadrangle for that day at recess and lunch.

## No Hat, Restricted Play!!

We are a Sun Smart school. All students are required to wear a sun smart hat whilst outside between the months of September to April and any day where the UV level is above 30. We ask that you ensure your child has a sun smart hat and that their hat has their name clearly marked on it.



# PRINCIPAL'S MESSAGE CONTINUED

## Every Day Counts

At Essendon North Primary School, we are committed to providing your child with an excellent education. The building blocks of an excellent education begins with all students coming to school each and every day.

Regular school attendance is vital and missing school days can have a big impact on a child's future. Missing one day a fortnight will equate to missing four full weeks by the end of the year, and by the end of year 10 a student will have missed more than a year of school.

There is no safe number of days for missing school. Each day a student misses school puts them behind, and can affect their educational outcomes. Some of the reasons for student absence at ENPS are:

- Staying home to celebrate their own birthday or a siblings' birthday
- Going shopping for clothes
- Spending time with a parent or relative
- Extended weekends
- Interstate and overseas family holidays
- Not wanting to take part in school activities such as sporting events, camps or excursions
- Dental and medical appointments
- Illness

If for any reason your child must be absent from school, parents or carers are required to log their child's absence on Compass.

## Dropping Off and Picking Up Students

Parents and carers are advised that we have designated 'Drop Off and Pick Up Zone' on McCulloch Street and on Gillies Street. These areas are clearly marked and have two-minute parking restrictions apply. Drivers are not to leave their vehicles whilst parking in these zones. We require all students waiting to be collected after school to wait at a school gate with the yard duty teacher.

## ENPS Staff Carpark

As a school, we are pro-active in preventing injury, risk and damage. In addition, we are aware of the increased staffing numbers and the demand for onsite carparking for our staff. In light of this, please be advised that in the coming weeks, an electronic gate will be installed at the entrance of the staff carpark. The staff carpark will only be accessible to ENPS staff.

We appreciate that in previous years, parents and carers were able to request permission from the School Principal to access the staff carpark for the dropping off and picking up of students. In light of these upcoming changes, we are working closely with the Moonee Valley City Council for council to consider some on-street arrangements for the parents and carers who require some additional assistance for their child's drop off and pick up.

In the meantime, please refrain from using the staff car park as a drop off and pick up zone for students as well as using the staff car park as a pedestrian thoroughfare.

## School Crossings

A reminder that all students are to use the designated school crossing on Keilor Road and Gillies Street when crossing the road. Parents and carers are discouraged from crossing these roads with their child/ren without using the school's crossing.

## Communication and Messages

Electronic communication (email, SMS, iMessage) between parents, and their child and the classroom teacher during a school day, can disrupt the learning and teaching program. If parents and carers wish to make contact with their child during school hours, or have an important message to relay, please make contact with our school's office on 9379 3979.

## Student Toilets

A reminder to all parents and carers that the student toilets are for student use only. Thank you for your cooperation with this important matter.

## School Banking

In order for our school to continue offering a *School Banking Program* for students this year, we do require parent helpers to organise and manage this program. This will involve the weekly collection, counting and collation of student banking. If you are available and interested in this opportunity, we would appreciate hearing from you.

## 2020 Student Enrollments and Open Day

2020 enrolments will be open as of Friday 1<sup>st</sup> March and our school's Open Day will be held on Wednesday 1<sup>st</sup> May. A school tour and an information session will be available at 9am, 12pm, 2pm and 5pm on this day, and parents and families wishing to attend are requested to register their attendance with our school's office on 03 9379 3979.

## PRINCIPAL'S MESSAGE CONTINUED

### 2019 VPA China Student Exchange for Our Year 5 and 6 Students

This year our school will once again be offering a group of Year Five and Six students and a member of our staff, to participate in a student exchange tour to China from Thursday 17<sup>th</sup> October to Thursday 31<sup>st</sup> October. The educational experience will potentially offer our students an opportunity to be part of China's remarkable education system as well as experience the fascinating culture of the world's most populous country. During a fourteen-day exchange program, students attend Jinling Primary School in Nanjing, and participate in classroom and cultural activities, whilst visiting amazing sight-seeing locations in Shanghai. Our Year Five and Six students and their parents will shortly receive further information on this upcoming educational opportunity.

Scott Mullen

Principal

[mullen.scott.sm@edumail.vic.gov.au](mailto:mullen.scott.sm@edumail.vic.gov.au)

## 2019 SCHOOL CAPTAINS



Congratulations to Hamish S and Joanna K who were elected School Captains at the conclusion of 2018. We look forward to following your leadership and activities with the school student body and representation during the 2019 school year.

## BEYOND THE CLASSROOM NEWS

This year G.A.T.E.WAYS are once again offering their Brainwaves Club program as an opportunity for highly able children to meet regularly with children of like-minds and undertake further enrichment out-of-school hours.

The Brainwaves Club runs on alternate Saturday afternoons during the school term offering a variety of clubs to suit different strengths.

Club members will participate in a wide variety of challenging and fun sessions designed by our talented team of club leaders.

The Brainwaves Club is offered at Lowther Hall, Leslie Road, Essendon.

### ESSENDON – 2019 SEMESTER 1 CLUBS

Club	Year Levels	Club Focus
<a href="#">DinoMites</a>	1	Cross curricular
<a href="#">SciSpies</a>	2 and 3	Science/maths
<a href="#">TechnoKids</a>	2 and 3	Technology/engineering
<a href="#">Junior Omegas</a>	2 and 3	Mathematics
<a href="#">Einsteins</a>	4, 5 and 6	Science
<a href="#">Enigmas</a>	4 and 5	Mathematics/computer Science
<a href="#">Tronics</a>	6, 7 and 8 2 pm – 4.30 pm	Technology/computer science

## SPORTS NEWS



This is a reminder to all parents and carers that our Years Four to Six School Swimming Carnival will be held on Friday 15<sup>th</sup> February at Queens Park Swimming Pool. We will start the day at approximately 10am and finish around 2.45pm. Cost is \$18 and parental permission and payment can be made now through CompassPay.

Craig Mather  
Physical Education Coordinator

## STATEMENT OF VALUES

### PROMOTING A HEALTHY, SAFE AND RESPECTFUL SCHOOL COMMUNITY AT ESSENDON NORTH PRIMARY SCHOOL

Essendon North Primary School recognises the importance of the partnership between schools and parents to support student learning, engagement and wellbeing. We share a commitment to, and a responsibility for, ensuring inclusive, safe and orderly environments for children and young people.

This Statement of Values sets out our behavioural expectations of all members in this school community, including the principal, all school staff, parents, students and visitors. It respects the diversity of individuals in our school community and addresses the shared responsibilities of all members in building safe and respectful school communities.

Discrimination, sexual and other forms of harassment, bullying, violence, aggression and threatening behaviour are unacceptable and will not be tolerated in this school.

Our Statement of Values acknowledges that parents and school staff are strongly motivated to do their best for every child. Everyone has the right to differing opinions and views and to raise concerns, as long as we do this respectfully as a community working together.

## RESPONSIBILITIES

### AS A SCHOOL EXECUTIVE TEAM, WE WILL:

- Work collaboratively to create a school environment where respectful and safe conduct is expected of everyone.
- Behave in a manner consistent with the standards of our profession and meet core responsibilities to provide inclusive, safe and orderly environments.
- Plan, implement and monitor arrangements to ensure the care, safety, security and general wellbeing of all students in attendance at the school is protected.
- Identify and support students who are or may be at risk.
- Do our best to ensure every child achieves their personal and learning potential.
- Work with parents to understand their child's needs and, where necessary, adapt the learning environment accordingly.
- Respond appropriately when inclusive, safe or orderly behaviour is not demonstrated and implement appropriate interventions and sanctions when required.
- Make known to parents the school's communication and complaints procedures.

- Ask any person who is acting in an offensive or disorderly way to leave the school grounds.

### AS TEACHERS AND ALL NON-TEACHING STAFF AT ENPS, WE WILL:

- Model positive behaviour to students consistent with the standards of our profession.
- Proactively engage with parents about student outcomes.
- Work with parents to understand the needs of each student and, where necessary, adapt the learning environment accordingly.
- Work collaboratively with parents to improve learning and wellbeing outcomes for students with additional needs.
- Communicate with the principal and school leaders in the event we anticipate or face any tension or challenging behaviours from parents.
- Treat all members of the school community with respect.

### AS PARENTS AT ENPS, WE WILL:

- Model positive behaviour to our child.
- Ensure our child attends school on time, every day the school is open for instruction.
- Take an interest in our child's school and learning.
- Work with the school to achieve the best outcomes for our child.
- Communicate constructively with the school and use expected processes and protocols when raising concerns.
- Support school staff to maintain a safe learning environment for all students.
- Follow the school's complaints processes if there are complaints.
- Treat all school leaders, staff, students, and other members of the school community with respect.

### AS COMMUNITY MEMBERS AT ENPS, WE WILL:

- Model positive behaviour to the school community.
- Treat other members of the school community with respect.
- Support school staff to maintain a safe and orderly learning environment for all students.
- Utilise the school's communications policy to communicate with the school.

#### **AS STUDENTS AT ENPS, WE WILL:**

- Model positive behaviour to other students.
- Comply with and model school values.
- Behave in a safe and responsible manner.
- Respect ourselves, other members of the school community and the school environment.
- Actively participate in school.
- Not disrupt the learning of others and make the most of our educational opportunities.

#### **THE DEPARTMENT OF EDUCATION AND EARLY CHILDHOOD DEVELOPMENT WILL:**

- Provide support and advice to principals to equip them to manage and respond to challenging behaviour of students, parents and staff.
- Provide practical guidance and resources to support schools to manage and respond to challenging behaviour of students, parents and staff.
- Provide practical guidance and resources to support schools respond to and prevent bullying and promote cyber-safety and wellbeing.
- Provide access to evidence based resources and strategies to increase student safety, wellbeing and engagement.
- Provide schools with practical and legal support as required.
- Provide parents with practical guidance and resources to resolve conflicts with the school.

#### **CONSEQUENCES FOR FAILING TO UPHOLD THE STATEMENT OF VALUES**

##### **UNREASONABLE BEHAVIOURS**

Behaviours that are considered inappropriate on and adjacent to school grounds or in relation to school business and that do not uphold the principles of this Statement of Values include when a person:

- is rude, aggressive or harasses others
- sends rude, confronting or threatening letters, emails or text messages
- is manipulative or threatening
- speaks in an aggressive tone, either in person or over the telephone
- makes sexist, racist or derogatory comments
- inappropriately uses social media as a forum to raise concerns/make complaints against the school
- is physically intimidating, e.g. standing very close.

##### **CONSEQUENCES**

Principals are responsible for determining what constitutes reasonable and unreasonable behaviour.

Unreasonable behaviour and/or failure to uphold the principles of this Statement of Values may lead to further investigation and the implementation of appropriate consequences. This may include:

- utilising mediation and counselling services
- alternative communication strategies being applied
- formal notice preventing entry onto school premises or attendance at school activities. Written notice will follow any verbal notice given.
- an intervention order being sought
- informing the police which may result in a charge of trespass or assault

By agreeing to meet specified standards of positive behaviour, everyone in our school community can be assured that they will be treated with fairness and respect. In turn, this will help to create a school that is safe and orderly, where everyone is empowered to participate and learn.

### Essendon North Primary School Staff List

<b>Principal</b>	Scott Mullen
<b>Assistant Principals</b>	Geoff Blaik & Kate Barletta
<b>Leading Teacher</b>	Alice McKenzie
<b>Learning Specialist</b>	Angela Collins (Literacy) Laura Camenzuli (Numeracy)
<b>Data Literacy Leader</b>	Alice Stephens
<b>Student Wellbeing</b>	Ashlee Williams (F to Year 2 Wellbeing Coordinator) Connor Smith (Year 3 to 6 Wellbeing Coordinator)
<b>Business Manager</b>	Cathy Carnovale
<b>Accounts Receivable &amp; OHS</b>	Melinda McNaught
<b>Administrative Assistant</b>	Lynn Slevin-Daly
<b>First Aid</b>	Felicity Taylor
<b>Foundation PLT</b>	<b>Macalie Vlah (PLC Leader)</b> Ashlee Williams Cherie Watson Sharon McWhinney
<b>Year One PLT</b>	<b>Claire Taylor (PLC Leader)</b> Erica St Clair Josh Smith Melanie Taylor
<b>Year Two PLT</b>	<b>Angela Collins (PLC Leader)</b> & Serena Walker Adrian Jones Claire Maher Shannon Garner
<b>Year Three PLT</b>	<b>Alice Stephens (PLC Leader)</b> Amanda Kingsley (M,T,W,Th) & Sarah Groves (F) Anna Pietrolungo Emily Gosden Melissa Paola
<b>Year Four PLT</b>	<b>Laura Camenzuli (PLC Leader)</b> & Serena Walker Brad Nguyen Julianne Scott Michelle Apollono
<b>Year Five PLT</b>	Emma Taylor (PLC Leader) Lilly Edwards Michelle Galea Samantha Toy

## 2019 STAFF LIST CONTINUED



<b>Year Six PLT</b>	Emma Gallagher (PLC Leader) Carole Upton Jonathon Kent Connor Smith (Student We)
<b>PE</b>	Craig Mather & Sue Elsbury (Th,F)
<b>LOTE (Mandarin)</b>	Marilia Mi Keren Yi (P/T 0.4) Yong (Carrie) Yanping (Language Assistant)
<b>Visual Arts</b>	Nicki Myszka (M,T,W,Th)
<b>Performing Arts</b>	Mina Stephens (M,T,W,Th)
<b>Library</b>	Julie Schenk
<b>Learning Support</b>	Lucy Lapira (M,T,W,Th)
<b>EAL</b>	Sandra Smart
<b>Integration Aides</b>	Alex Brace Angela Pricone Daniella Ketsakidis Gisella Tomarchio Karen Kermonde Randi Gordon Rebecca Haynes Rhys McIntosh Sophie Taylor
<b>ICT</b>	Darcy Wynd & Vincent Dinh
<b>Grounds and Maintenance</b>	Allan Hessey

## 2019 COMMUNITY FAIR

Our school Community Fair will be held next year on **Saturday 16<sup>th</sup> November 2019**. Thank you to everyone who has been Brave, Bold and Connected and already put up their hand to help with what will be a wonderful event for our students, our school community and beyond.

If you'd like to be part of the Community Fair Committee please touch base with Kon Koliampas, we'll soon be connecting with everyone interested to kick-off planning.

## CENTENARY CELEBRATIONS

Our 'Essendon North Primary School Centenary Celebrations' will take place in September 2020 and we are currently gathering a database of past students, families and staff members through our 'Essendon North Primary School Centenary Reunion' public Facebook page. On this page is a link to our googleform (private) database or you can add your details to the database directly <https://goo.gl/forms/3plpeVTQV3itVH9d2>. Contact the school office or Kate Barletta at [barletta.kate.e@edumail.vic.gov.au](mailto:barletta.kate.e@edumail.vic.gov.au) if you are keen to be involved.

# ENPS BUILDINGS AND CLASSROOM LOCATIONS

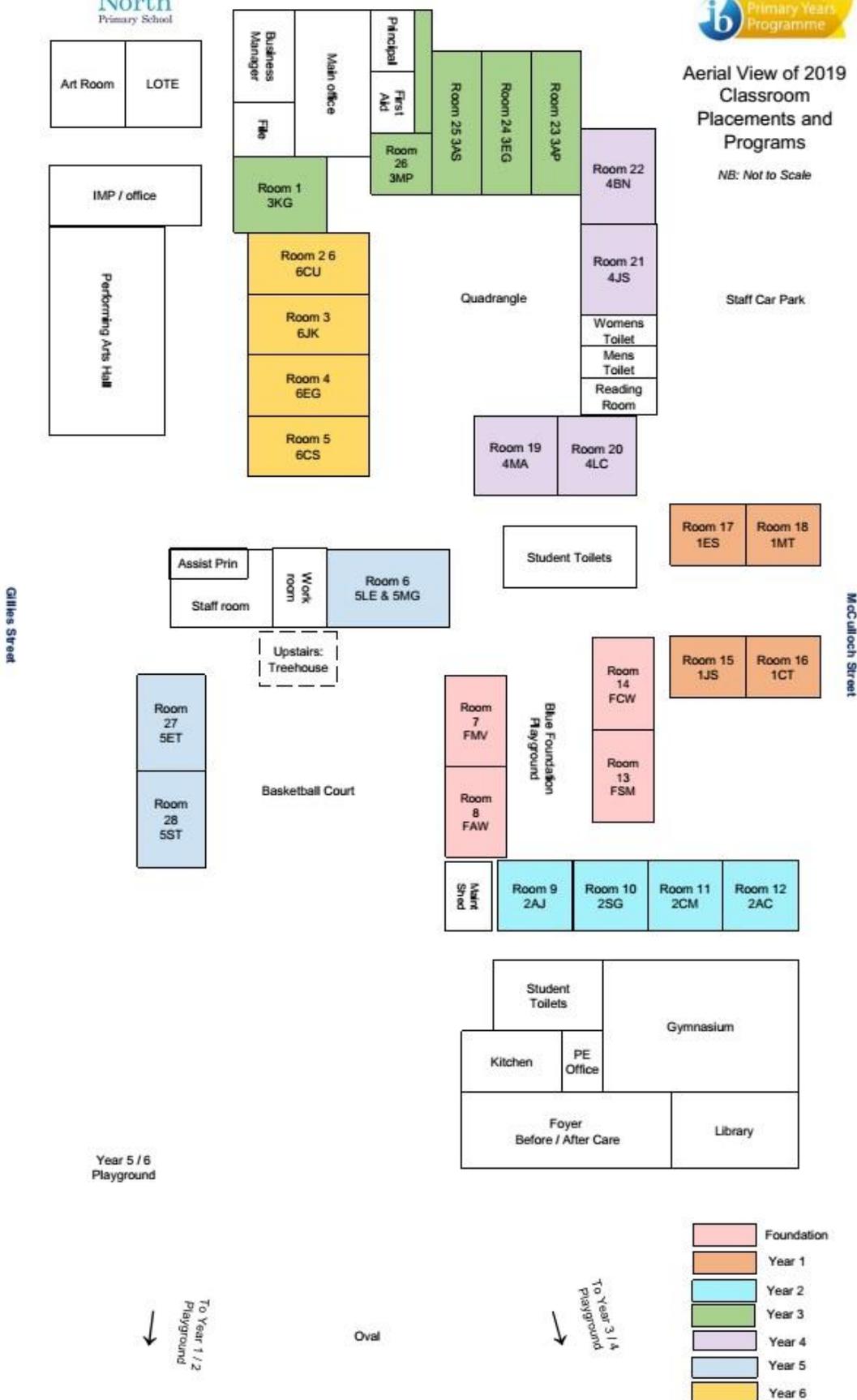


Keilor Road



## Aerial View of 2019 Classroom Placements and Programs

NB: Not to Scale



- Foundation
- Year 1
- Year 2
- Year 3
- Year 4
- Year 5
- Year 6

# Start of Year Picnic

Hosted by School Council, join our ENPS community to connect and celebrate the new school year.

When: Friday 1<sup>st</sup> March 2019

Time: 5.00pm onwards, finishing at 7.30pm

Where: Woodlands Park, corner Woodlands St and Carnarvon Rd, Essendon

What to bring: Picnic dinner and picnic rug

At ENPS we encourage healthy eating choices, this is an alcohol free event.

As there is a lake at Woodlands Park, children need to be supervised by an adult. Remember to be sun smart.

We look forward to seeing you there.

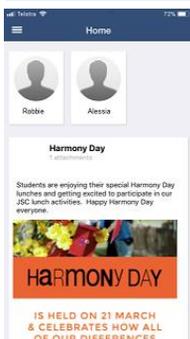


## COMPASS – LOGGING A STUDENT ABSENCE

### How do I log my child's absence?

If you have a holiday coming up, or just want to log one day for medical reasons, follow the below steps on how to enter an absence using your device.

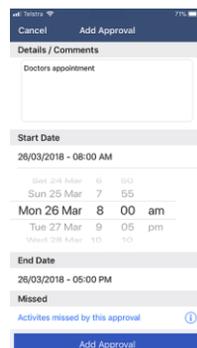
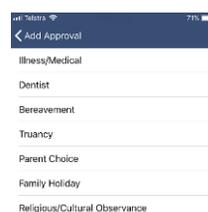
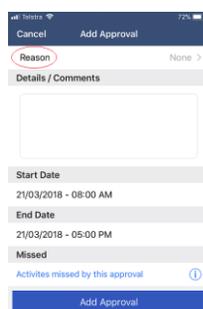
**STEP 1:** Log into Compass. On your home page, select your child.



**STEP 2:** Choose the third option on the top bar – “Approvals”.



**STEP 3:** Choose the big + plus button on the bottom right.



**STEP 4:** Complete details for your child's absence – Reason; Comments; select Dates and then press “Add Approval”.

# OFFICE NEWS – COMPASS UPDATE

## ABSENCES

Please remember to enter all absences directly into Compass. See the step-by-step instructions on page 5.

## EXTENDED LEAVE

Where your child will be on leave from ENPS for 2 weeks or longer, please also email your child's teacher or the school office about your plans. Please enter the period of leave in Compass.

## UPDATE YOUR DETAILS

If you have changed your address, phone numbers or email addresses, please make your changes in Compass or provide the office your updated details in writing to be changed on the system.

## STUDENTS DEPARTING ENPS

If you are changing schools or moving away, please provide details of your child's new school and applicable end/start dates in writing to the office as soon as practicable.



## WELCOME TO COMPASSPAY!

Our Year Four to Six families will now be seeing the green 'action required' boxes above their newsfeed in the Compass browser for ENPS Swimming Carnival.



CompassPay has now been introduced and is the main payment system and electronic permission source for all ENPS excursions, incursions, camps and sports.



Consent will be collected electronically and payment included at the time forms are completed by parents and carers.



For those families with CSEF funding, please select the CSEF button in the payment section and funding will be applied for your child.

## CONTACT US!

You can contact the school by phone on 9379 3979 or email at [essendon.north.ps@edumail.vic.gov.au](mailto:essendon.north.ps@edumail.vic.gov.au)

# FUNDING ASSISTANCE

## APPLYING FOR CAMPS, SPORTS AND EXCURSIONS FUNDING (CSEF) ASSISTANCE

Do you hold either of the concession cards below?



Parents and carers holding either of these concession cards may apply for \$125 per child to use for payments relating to Camp, Sports and Excursion (CSEF).

Please read the flyer at the end of this newsletter for more information regarding eligibility and assistance, and visit ENPS office with your concession card and complete your form.

Financial assistance will be allocated to your family's account and paid towards ENPS camps, sports and excursions held 2019.

All CSEF balances roll over to the new school year. If you would like to check your family statement, please contact the office.

## DO YOU HAVE NDIS FUNDING?

If your child has NDIS funding, please advise the office. It may assist in ENPS with support funding for our students.



## WHAT'S HAPPENING ON QKR?

With the introduction of CompassPay, QKR will only be used for special events such as food lunch orders and items for the ENPS School Fair in November. It is still a great app for us to use to collate, track and distribute large orders, especially for our 'Special Lunches'.

### PLEASE UPDATE YOUR CHILD'S PROFILES IN QKR!

- Please ensure your child has the correct class noted on their 'profile'.
- If you are not sure if you've paid an account, check the "My Receipts" option under the Menu on the left side of your app screen (pictured with the three bars). All receipts are kept here and you can check what you have paid.

## END OF SCHOOL BANKING

The School Banking Program will not be running at ENPS for the time being. The School Banking Program will become a parent-led activity and not run by the school office.

Parents would be responsible for undertaking all deposit processing and balancing. Office staff would enter data through the CBA banking portal and deliver money to CBA branch.

Please contact the school office if you are interested in helping run the program.

# FIRST AID UPDATE

## ANAPHYLAXIS AWARE!

Essendon North Primary School is an anaphylaxis aware school. Parents and carers must provide current ASCIA Anaphylaxis Personal Care Plans completed by their doctor to ensure staff are aware of student's needs and to create class awareness of allergens. First aid staff will be in contact with parents regarding current medical administration authority form for anaphylactic students and medications stored at school.



Following the DEECD Anaphylaxis Guidelines (2016) and Ministerial Order 706, at ENPS we do not ban food products, however, instead encourage responsible eating, and food allergy awareness. Students are reminded not to share food and be aware of potential allergen threats in their environment.

**Families must be aware that food is not to brought to school for celebrations.**

### Anaphylaxis Awareness at ENPS

- |    |   |
|----|---|
| 1. | <b>Always take food allergies seriously – severe allergies are no joke.</b> |
| 2. | <b>Don't share your food.</b>   |
| 3. | <b>Wash your hands after eating.</b>  |
| 4. | <b>Know what your friends are allergic to.</b>                              |
| 5. | <b>If a school friend becomes sick, get help immediately.</b>               |
| 6. | <b>Be respectful of a school friend's adrenaline autoinjector.</b>          |
| 7. | <b>Don't pressure your friends to eat food that they are allergic to.</b>   |

## UPDATING ASTHMA PLANS

Many students attending ENPS do not have a current asthma plan.

Our First Aid Officer Felicity Taylor will be contacting parents and carers in the coming weeks for:

- Current Asthma plan completed by your doctor;
- Medication to be kept in the First Aid Room (Salbutamol and spacer); and
- Completing ENPS Medical Authority Form (a copy of this form is attached to the newsletter).

**Please note that plans will be required for all asthma triggers, including cold and flu. It is a DET requirement that schools are provided with complete information when attending to first aid.**

## STORING MEDICINE AT ENPS AND ADMINISTRATION TO YOUR CHILD

Medicines can be left in our first aid room for use by your child. This is handy where both parents are working and your child is suffering from a mild illness (for example, a headache requiring Panadol or hayfever symptoms requiring Zyrtec). Where your child has been ill and is on a course of prescribed antibiotics, these may be left with our First Aid Officer for administration.

**ALL MEDICINES MUST BE ACCOMPANIED BY CLEAR INSTRUCTIONS FROM PARENTS AND THE ENPS MEDICAL AUTHORITY FORM MUST BE COMPLETED.**

The ENPS Medical Authority Form is attached to this newsletter.

# SAFETY BEFORE AND AFTER SCHOOL

**A reminder to all students and families that the school grounds are not supervised until 8.30am in the morning. Students at school before 8.30am will be directed to Camp Australia, Before School Care.**

After school, the gates are supervised between 3.15pm and 3.30pm. Parents will be contacted if students are not picked up by 3.30pm, and students will be sent to Camp Australia, After School Care. Families are advised that school gates will be locked at 3:30pm.

# OHS PARENTS VOLUNTEERING AT ENPS

## VOLUNTEERING IN THE CLASSROOM, FOR EXCURSIONS & HELPING WITH SPECIAL EVENTS

Parents and carers wanting to volunteer their time at ENPS in 2019 must complete an OHS Volunteer Induction prior to entering the school. **This induction is conducted annually and takes around 10-15 minutes to complete.**

Paperwork to be completed includes:

- DET Volunteer Occupational Health & Safety induction;
- Confidentiality Agreement;
- Child Safety Code of Conduct; and
- current Working With Children Check (WWCC).

For those who have completed volunteer inductions previously, your Working With Children Check (WWCC) will be on file. For those without a WWCC card, please follow this link to apply: <http://www.workingwithchildren.vic.gov.au/>

Session times will be 8:45am and 3pm daily, commencing Monday 11<sup>th</sup> February until Wednesday 6<sup>th</sup> March. Please visit or call the office to book your session time.

***Only once you have completed your OHS induction can you commence helping in onsite. On your volunteer days, please drop your kids to their classroom and then sign in at the Office using the Compass Kiosk and wearing a red visitor lanyard. [If you are not signed in, nor wearing the identifying visitor lanyard, you will be asked to leave school premises.]***

## ROAD SAFETY

### DROP OFF AND PICK UP ZONE

Between 8am to 9am in the morning, and 3pm to 4pm in the afternoon, there are designated “drop off” and “pick up” stopping areas on Gillies Street and McCulloch Street. The rules for using this area are to stop (approximately 1-2 minutes) and allow your children to safely board your vehicle. Do not leave the drivers seat.

These areas are **NO PARKING and NO STANDING:**

- do not stop your car, sit in your car and wait for your children in this area; and
- do not leave your vehicle unattended.

Parking in these areas is causing traffic delays to all families and puts you at risk of being fined by Moonee Valley City Council. [Parking fines range from \$81 to \$161 depending on the offence, are set by the State Government and increase annually.]

### TIPS FOR USING THE DROP OFF AND PICK UP ZONE:

1. **Change your pick up time:** students are dismissed at 3:15pm, however by the time they pack bags, talk with friends, find their siblings and dawdle to the nominated pick up zone, it is 3:20pm or thereafter. Arrange with your children to meet them later. ENPS staff are monitoring gates and pick up areas until 3:30pm.
2. **Don't arrive early:** change your routine and leave home 5-10 minutes later in order to pick up and keep moving.



### PARKING

Parking is limited around ENPS. Utilise the second and third streets further on from school in order to get a park and enjoy a walk to and from school at drop off and pick up.

### KEEP YOUR CAR SECURE

Please ensure your personal possessions are kept out of view when you leave your vehicle. Ensure your car is locked.

Keep an eye out for yourself and other families and report to the school office or Moonee Valley Police Station if you see any suspicious behaviour.

### CROSSING SAFETY

- When driving, do not make U-turns on or near a pedestrian crossing.
- When walking, do not cross busy roads where there is a pedestrian crossing available. Be a safety role model to your children.
- Do not cross between cars. Children are small and cannot always be seen by drivers.

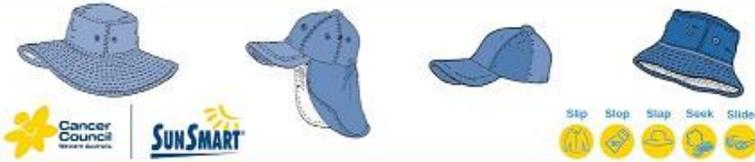
## NO PETS

Families are reminded that **NO PETS** are allowed in the school yard. Some children are unsure around animals, particularly dogs, and we encourage families to be vigilant in ensuring the ENPS yard is a safe space for all students.

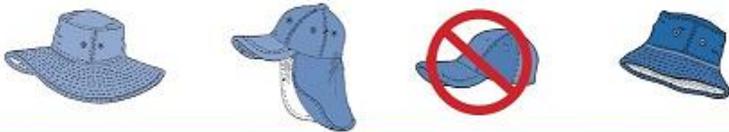


## SUNSMART – REMEMBER YOUR HAT

### One of these things is not like the others



### Caps don't keep the sun off!



SunSmart hats protect the neck, ears, temples and sides of the face. Broad brimmed, bucket and legionnaire hats all offer very good protection to these vulnerable areas. Baseball caps and sun visors do not provide adequate protection to these areas which are common sites for skin cancer.

The ENPS's sun smart policy is enforced from September to April.

Please remember:

- to apply your sunscreen at the start of each day; and
- **WEAR YOUR HAT.**

Remember no hat, no play, no fun today.

Check labels on clothing for UV protection - **SUN PROTECTIVE CLOTHING** and long sleeves are another way to care for your skin.

Check the UV index the Sun Smart app for daily information.

## ANDREW NUNNS SCHOOL OF MUSIC @ ENPS

Dear Parents and Carers,

Enrolments have been coming in steadily this week, closing date for enrolments is Wednesday 13<sup>th</sup> February.

I have received a few payments without enrolment forms, so please get those to me ASAP to secure your spot.

If you require any further information please contact me at this email address [andrewnunns@hotmail.com](mailto:andrewnunns@hotmail.com) or come and see me in person in front of the Performing Arts Hall everyday until Wednesday 13<sup>th</sup> February from 8.15 till 9am only.

Cheers

Andrew Nunns

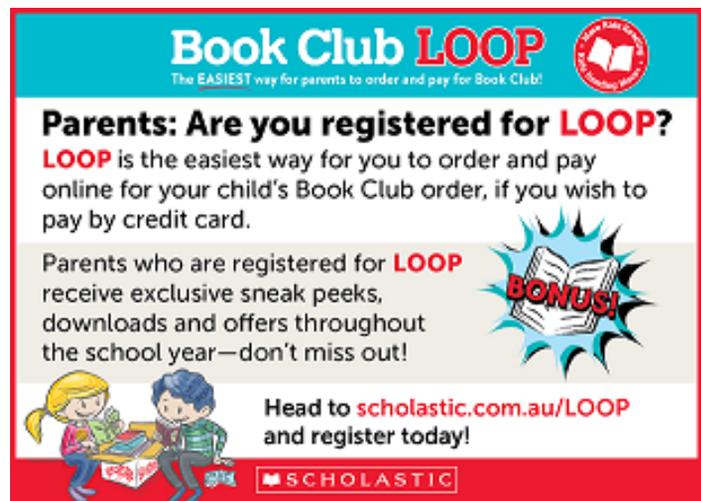
## SCHOLASTIC BOOK CLUB

Keep an eye out for the next Scholastic Bookclub brochure.

All future orders must be placed through Scholastic's LOOP (Link Online Ordering and Payments) method of payment for Book Clubs (ENPS does not accept cash payments).

Enter your state (Victoria) and Essendon North Primary School and you will be directed to the LOOP site for payment.

You are stepped through the process of ordering and a video is provided for your reference. You do not need to return any information or documentation to the school.



## LOST PROPERTY

Thank you to all families who have ensured their children's uniforms have been clearly labelled. So far, all lost property has been returned to owners quickly.

ENPS does encourage students to be responsible and care for their uniform, bags and lunch containers, and to locate missing items in the lost property before a staff member needs to do this job.

**Please ensure you collect YOUR OWN UNIFORM. Many families have advised that clearly labelled items have been taken or gone missing.**

# SPOTTED! RETURN TO SCHOOL IN MOONEE VALLEY LEADER

Alessia from Year Five was spotted in this week's Moonee Valley Leader featuring students returning to school.

## Back to School

**GOT A GREAT PHOTO TO SHARE?**

Go to [leadernews.com.au/mooneevalleypics](http://leadernews.com.au/mooneevalleypics) or email [mooneevalley@leademnewspapers.com.au](mailto:mooneevalley@leademnewspapers.com.au)



Identical twins Selene and Alessia ahead of their first day of Grade 1 at St Peter's Primary School. Picture: NADIA WADHAWAN



Massimo ready to take on Grade One. Picture: KALI PASQUALE



Alessia has started Grade 5 at Essendon North Primary. Picture: RENETTE FABIANI



Ivy and Lincoln are ready for the new year at Strathmore Primary. Picture: JACINTA DEEGAN



Chloe is all smiles ahead of her first day of Kinder. Picture: MELISSA NGUYEN

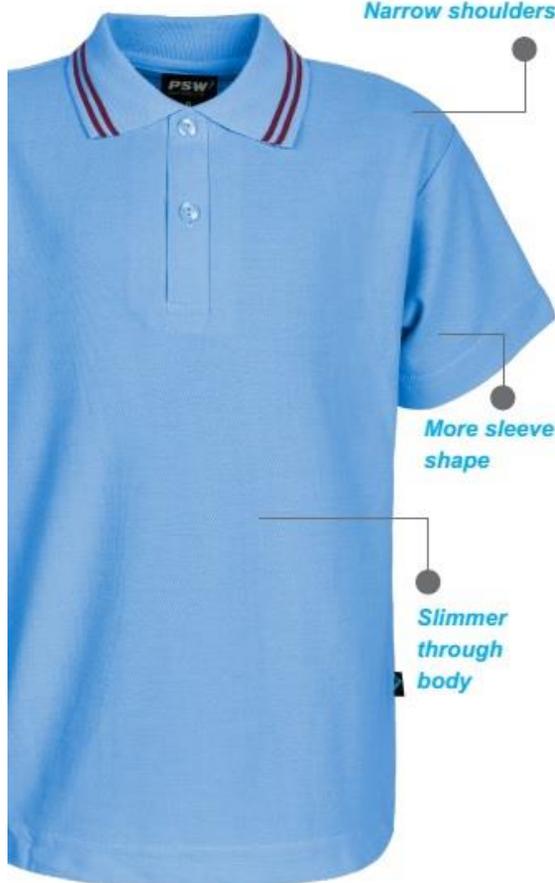
## PSW UNIFORM SIZINGS

PSW is experiencing a changeover in fitting of their garments, from Original Fit to a NEW fit. The new fit is slightly leaner and now in line with modern fits around Australia! See the flyer on the next page with more information about the new garment fit.

If you are unsure of the sizing, PSW recommend to come in store and try them on.

## WE'RE CONFIDENT YOU'LL PREFER IT

### PSW NEW FIT



Narrow shoulders

More sleeve shape

Slimmer through body

Following a full and detailed analysis of the current market trends, combined with the feedback we get from our customers, we are pleased to introduce the new fit and style of our range.

Some of the new improved versions have already made their way into our warehouse, and into your schools.

This summer, we have begun rolling out the New Fit polos and shorts that have been tailored for a more complimentary fit to all students.



### Key features of the new fit Polo

#### ONE SIZE DIFFERENCE [eg REGULAR SIZE 6 IS NOW A SIZE 8]

- Wear comfortably under PSW jackets of same size
- More in line with anything you would buy from other retailers
- Same endurance and premium quality
- Tailored fit
- Softer look

### WHAT DOES THIS MEAN TO YOU?

The improved fit is now available in the majority of the PSW range including wool jumpers, rugby jumpers, blazers, bonded jackets, expandable waist shorts and trousers and all new styles introduced in recent years.

It is also transitioning through:

- Mesh Polo Shirts
- Pique Polo Shirts
- Tracksuit Pants
- Bomber Jackets
- Windcheaters
- Hoodies

In 2019 you will see the following items added to the new fit range:

- Winter Tunics
- Dresses
- Winter Skirts
- Formal Shirts

PSW thank you for your loyalty to our brand, and assure you that the transition to our new fit will not in any way affect the service and commitment that we have demonstrated thus far.

Please contact your PSW Account Manager for further information or if you require assistance with placing your orders.



# Safety Around Schools

Moonee Valley City Council is committed to providing safe school zones for all children.

## We ask you to also commit to keeping your children safe when in a school zone by:

- Walking or cycling to school to increase the safety around schools and decrease the congestion
- Adhering to the 40km zone when travelling in an operated school zone
- Checking the restrictions set by the regulations and parking signs in the area and abiding by them to improve children's safety around schools
- Being aware that each time you stop or park illegally you can endanger a child's life
- Illegal behaviour will not go unnoticed; parking infringements will be issued by Council
- Do not ride bikes across the crossing, bounce a ball, fight, muck around or run – walk quickly and safely
- Always stay within the lines of crossing and walk in front of the supervisor (never behind them)
- Always be alert and listen to what your Children's Crossing Supervisor says

## School crossings

- A children's crossing is a legal crossing when two flags are in place
- You must always stand one step back from the kerb
- Wait for the Children's Crossing Supervisor to go out onto the crossing – WAIT! When they have blown their whistle (two short blasts), it is safe to cross

## Parking near a school

- Always let your child out on the kerb side of the road
- Do not park on or near a school crossing
- Do not double park and let your child out on the road
- Never call your child from across the road, teach them to wait until you come to them or to use the school crossing
- Talk to them about what they should do if you are not there on time
- Many schools have adopted a 'drop off and pick up' zone – a facility that is convenient for drivers while enhancing safety of the child
- When using a 'drop off and pick up' zone in the school's designated area, please follow the school's road safety procedures and time limits

## FINANCIAL ASSISTANCE INFORMATION FOR PARENTS

Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund helps ensure that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. It is part of making Victoria the Education State and the Government's commitment to breaking the link between a student's background and their outcomes.

### CAMPS, SPORTS & EXCURSIONS FUND (CSEF)

School camps provide children with inspiring experiences in the great outdoors, excursions encourage a deeper understanding of how the world works and sports teach teamwork, discipline and leadership. All are part of a healthy curriculum.

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. A special consideration category also exists for asylum seeker and refugee families. The allowance is paid to the school to use towards expenses relating to camps, excursions or sporting activities for the benefit of your child.

The annual CSEF amount per student is:

- \$125 for primary school students
- \$225 for secondary school students

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### MORE INFORMATION

For more information about the CSEF visit  
[www.education.vic.gov.au/csef](http://www.education.vic.gov.au/csef)

### HOW TO APPLY

New applicants should contact the school office to obtain a CSEF application form or download from [www.education.vic.gov.au/csef](http://www.education.vic.gov.au/csef)

If you applied for the CSEF at your child's school in 2018, you do not need to complete an application form in 2019 unless there has been a change in your family circumstances.

You only need to complete an application form if any of the following changes have occurred:

- **new student enrolments;** your child has started or changed schools in 2019 or you did not apply in 2018.
- **changed family circumstances;** such as a change of custody, change of name, concession card number, or new siblings commencing at the school in 2019.

Check with the school office if you are unsure.



# MEDICATION AUTHORITY FORM

## For students requiring medication to be administered at school

This form should, ideally, be signed by the student's medical/health practitioner for all medication to be administered at school but schools may proceed on the signed authority of parents in the absence of a signature from a medical practitioner.

- For students with asthma, [Asthma Australia's School Asthma Care Plan](#)
- For students with anaphylaxis, an [ASCIA Action Plan for Anaphylaxis](#)

Please only complete the sections below that are relevant to the student's health support needs. If additional advice is required, please attach it to this form.

**Please note: wherever possible, medication should be scheduled outside school hours, eg medication required three times daily is generally not required during a school day – it can be taken before and after school and before bed.**

### Student Details

Name of school: *Essendon North Primary School* \_\_\_\_\_

Name of student: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

MedicAlert Number (if relevant): \_\_\_\_\_

Review date for this form: \_\_\_\_\_

### Medication to be administered at school:

Name of Medication	Dosage (amount)	Time/s to be taken	How is it to be taken? (eg oral/topical/injection)	Dates to be administered	Supervision required
				Start: / / End: / / OR <input type="checkbox"/> Ongoing medication	<input type="checkbox"/> No – student self-managing <input type="checkbox"/> Yes <input type="checkbox"/> remind <input type="checkbox"/> observe <input type="checkbox"/> assist <input type="checkbox"/> administer
				Start: / / End: / / OR <input type="checkbox"/> Ongoing medication	<input type="checkbox"/> No – student self-managing <input type="checkbox"/> Yes <input type="checkbox"/> remind <input type="checkbox"/> observe <input type="checkbox"/> assist <input type="checkbox"/> administer

### Medication delivered to the school

Please indicate if there are any specific storage instructions for any medication:

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## Medication delivered to the school

Please ensure that medication delivered to the school:

- Is in its original package
- The pharmacy label matches the information included in this form

## Supervision required

Students in the early years will generally need supervision of their medication and other aspects of health care management. In line with their age and stage of development and capabilities, older students can take responsibility for their own health care. Self-management should be agreed to by the student and their parents/carers, the school and the student's medical/health practitioner.

Please describe what supervision or assistance is required by the student when taking medication at school (e.g. remind, observe, assist or administer):

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## Monitoring effects of medication

Please note: School staff **do not** monitor the effects of medication and will seek emergency medical assistance if concerned about a student's behaviour following medication.

## Privacy Statement

We collect personal and health information to plan for and support the health care needs of our students. Information collected will be used and disclosed in accordance with the Department of Education and Training's privacy policy which applies to all government schools (available at: <http://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>) and the law.

## Authorisation to administer medication in accordance with this form:

Name of parent/carer: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ 2019

Name of medical/health practitioner: \_\_\_\_\_

Professional role: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_ 2019

Contact details: \_\_\_\_\_