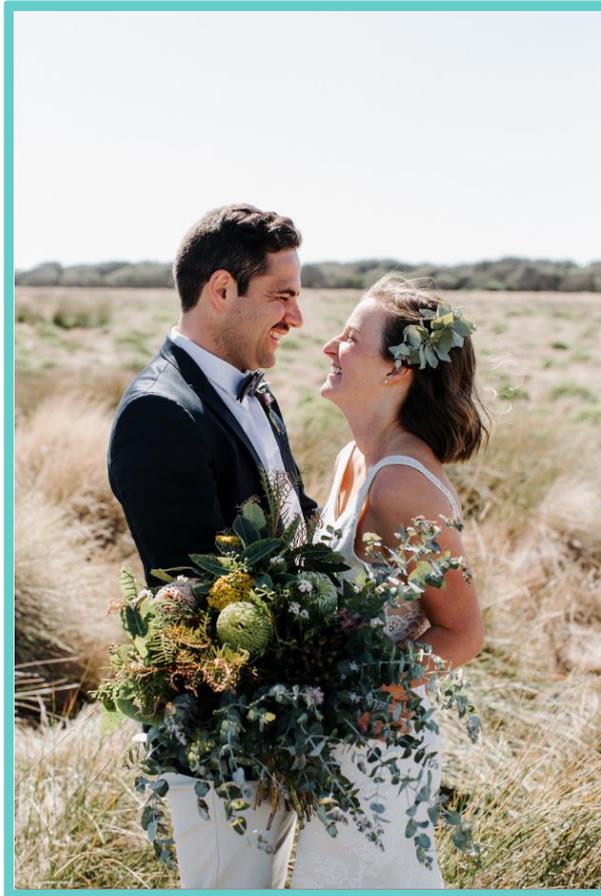


We walk hand in hand to grow curious, caring, lifelong learners.



*Our new Mrs Syme!
Congratulations Nick and Tiahn.*

January 31st 2019

Newsletter

NO: 1

Calendar

This information is also available on Compass!

Week beginning Monday 4th February is an Even week.

Tuesday 5th February

Foundation Special Friend Picnic 10-11am

First Assembly will be Friday 8th February

A Word from Tanya

Dear Families,

Welcome back to a very exciting 2019! We trust you all have enjoyed the break to routine and feel refreshed.

Our focus this year will consistently revolve around our vision:

‘We walk hand in hand to create curious, caring lifelong learners’

Staff have had an inspiring two days sparking our curiosity and continuing our lifelong learning. We have shared professional learning in the following areas:

What is an Inquiry teacher? (Tanya)

Creating the Classroom Space? (Tanya)

The GEM Classroom (Sarah)

Student Voice (Kieran)

Professional Learning Communities (Christy)

Koorie Cultural Understanding (Colleen- Koorie Support Officer)

Integrating Koorie culture into our curriculum- Justine

Literacy- Elements of Writing- Hedda

Formative Assessment - Justin

All children arrived with bright smiling faces and settled quickly into their rooms. The rooms certainly look beautiful and I thank staff for the amazing work during the vacation to ensure the learning environment is superb!

Brilliant effort to all Foundations- you are such superstars!

Compass- Communication

Compass- this is our main form of communication for all aspects of school life- events, notices, newsletters and most importantly continuous reporting relating to your child’s progress. If you have any queries or problems please see Kate.

This year Kate will be working Tuesday, Wednesday and Thursday.

Please access Compass Calendar for upcoming events.

First Assembly- Friday February 8th- 9.00 am Multipurpose Room

This will be a very special assembly where children will:

- Commence the first of our Indigenous culture presentations.
- Teachers will present **Gratitude** awards

We look forward to seeing you there- everyone is welcome!

Out of School Hours Care

Could all families please confirm as soon as possible if you require permanent bookings in OSHC as we have many families requiring the service in 2019.

School Council- A Word from Rowan!

Hi everyone, and welcome (back) to MCPS! As always time flies and as you read this another school year has started. For my family it is an exciting year, with our eldest Lily in Grade 6, and our youngest Jasmine in her final year of preschool (also important not to forget the middle child - Eden is now in Grade 3...

This year promises to be another exciting and productive year for your School Council. A big focus this year will be the School Review, which happens every four years and sets the key strategic direction of MCPS. A key part of this is to seek your input on the key focus areas for us to pursue over the next four years. We look forward to running these sessions in the second half of the year, but as always feel free to give us your ideas anytime.

Have you ever thought about getting more involved in your school community? There are many options to help out, and School Council plays an important role in supporting the school. We support the Preschool and Out of School Hours Care (OSHC) programs, the maintenance and development of our grounds, lobbying for grants and assistance, financial oversight, as well as communications and engagement with our community.

The formal time commitment is one meeting a month plus a sub-committee meeting.

This year our Annual General Meeting (AGM) will be held on the evening of Monday 25th February – please let Tanya or myself know if you are interested in helping out. In addition we are launching a Family and Friends group to provide a more informal opportunity for people to connect and help fundraise for the school – see further details in the Principal report in this newsletter.

Finally (and most importantly) those of you on our Facebook page will have seen that on Saturday our principal Tanya Cooke was presented with a La Trobe electorate Australia Day award. We are incredibly proud of all the work that she does on behalf of our students, our school and our community. As a humble person Tanya was not necessarily ‘thrilled’ to be nominated for the award, but it was very nice to see her recognised for all that she does for our wonderful school. Congratulations Tanya!



Cheers, Rowan Coxhead
School Council President
0418 160 546
row_cox@hotmail.com

Our School Council will have four parent positions and two staff positions vacant.

THE TIMELINE FOR 2019 ELECTIONS IS AS FOLLOWS:

1. Notice of Election and call for nominations: Monday 4th February 2019.
2. Close of nominations: Wednesday 13th February at 4 p.m.
3. List of Candidates Posted: Friday 15th February

Nomination forms are available from the office from February 4.

Fundraising 2019

Thank you to all those families who completed the survey in response to fundraising. With all the information now collected from families and importantly the children, the following changes will be introduced in 2019.

Overwhelmingly the feedback was to have less events, less hands in pockets and more child focused occasions!

Our focus has always been on community and a team approach and to this end we are making the following changes:

1. School and preschool will be joining as one team rather than doubling up with raising money, as so many families attend both
2. Introduction of Families and Friends as a fundraising group where the whole community is represented
3. School Council in 2019 will be involved in our School Review and will offer support but change their focus to accessing a wide range of grants for the school

The Family and Friends group will have a focus of not only fundraising but also inviting relevant guest speakers, social events and evolving as the group needs. Both Justine and I will attend meetings to provide guidance and support.

To develop our Families and Friends group I am asking for a minimum of one class representative from each of the 12 classes in the school and a minimum of one from each of three year old and four year old preschool groups. Many more interested people are of course more than welcome to attend.

We also realize that having a mix of both day and evening meetings caters for those who have varying commitments. We will have one evening meeting per term.

Class/Preschool teachers will send out an email of request for interested people or you are welcome to come and see me as well.

One notable request from children and most families is the return of the Family Festival as our one main event. I am happy to say this will be held on **Saturday November 16th**. We will alternate this each year with the Winter Festival.

I am really looking forward to implementing the feedback provided in our approach to fundraising.

If anyone has any questions please don't hesitate to make contact personally, via email or phone me (Tanya)

Parent Permission for Excursions and Camps

One of the many exciting parts of going to school is the different experiences children receive when going on camps and excursions/incursions. Staff spend a great deal of time organising excursions and all excursions require parent permission to participate. In previous years, staff have unfortunately spent time chasing up these permission forms on the morning of the excursion when first aid kits, communication lists, equipment and various other items have to be organised. This is unfair both on staff but also on those families and children that have sent the forms back. 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 for permission forms and

therefore children being able to attend is the day before the incursion/excursion. **If the permission form is not back by the day before, then the student will not be attending. We cannot continue to chase or accept permission forms on the morning for the above stated reasons.** This is in fairness to all involved. Thank you for your understanding in this matter.

Visiting the School and Collection of Children

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 visit the classroom, see your child at recess or are a helper at school, please report to the office first, to sign the visitor's iPad. 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 to your teacher. This is especially important for the junior children as we release the children from their class for the day.

Working with Children Check

We encourage and value parental and community support at Menzies. 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 in 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.

Accident Insurance

The Department of Education and Training 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 Training states that reasonable low cost accident insurance policies are available from the commercial insurance sector.

Instrumental Music

We have wonderful instrumental music teachers available to teach your children in drums, piano, guitar and vocal. In 2019 we are also offering violin. Please see the bio of the new teacher and come and collect a form if you would like your child to be involved in any of these lessons asap!

'After being a member of the Hamburg Symphony (Germany), Gitta has been teaching the violin and viola for 30 years. She uses the Suzuki method teaching students in several schools in the hills as well as from home. Gitta is also a member of two very accomplished community orchestras and various chamber music groups. Her teaching time slots would be Tuesday or Friday after first break.'

Personal Belongings Come to School at Own Risk!!!!

The Department of Education and Training 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.

As per our mobile phone policy, 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.

Curriculum Day

A reminder to our parents as we announced late last year that we have a pupil free day on **Friday March 1st**. Our staff will be in a whole day seminar with Leading Educator Glen Pearsall along with staff from our EDEC Cluster schools.

Please make alternative arrangements with regard to your children attending school or the before and after school program on that day

*******A few Important Points:**

- 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. Families 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 families 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 for our SMS system.** 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 eg bushfire.

HOT WEATHER

On days of extreme heat students will remain in their classrooms with all staff sharing the supervision of grades. This will only apply to days of extreme and excessive heat and will operate similarly to the wet/windy day timetable.

Included in this newsletter for your information is:

- Specialist Timetable 2019
- Menzies Team 2019
- Menzies Team Structure 2019

Thank you for all your wonderful support to ensure a sensational start to the year!

Take care
Tanya

MENZIES TEAM 2019

CLASSROOM TEACHERS		INTEGRATION AIDES	
FOUNDATION C	COURTNEY	SHELLEY	
FOUNDATION K	KIERAN	MEL	
FOUNDATION T	TIAHN	SUE	
YEAR 1/2 D	DANIEL	NICOLE	
YEAR 1/2 L	LILLY	CANDICE	
YEAR 1/2 M	MANDY	DANIEL	
YEAR 3/4 H	HEDDA	GEORGIA	
YEAR 3/4 J	JUSTINE	RICK	
YEAR 3/4 M	MATT	JACINTA	
YEAR 5/6 A	ASHLEA	JADE	
YEAR 5/6 C	CHRISTY	ROSIE	
YEAR 5/6 J	JUSTIN/RIAANE	SARAH	
		PIPPA	
SPECIALIST STAFF		STEPHANIE	
AUSLAN	DARREN	SHARYN	
GEM	SARAH		
LITERACY INTERVENTION	ALISON	4 Y.O EDUCATOR	SARA
PERFORMING ARTS	ANNE	4 Y.O CO-EDUCATOR	ABBY
PHYSICAL EDUCATION	KYLIE	3 Y.O EDUCATOR	LARA
PLOT TO POT GARDEN	TANIA	3 Y.O CO EDUCATOR	STEPHANIE
PLOT TO POT KITCHEN	KELLIE		
SCIENCE	ANNE	I.T TECHNICIAN- DANIEL	
ADMINISTRATION		OSHC EDUCATOR	KELLY
PRINCIPAL	TANYA	OSHC EDUCATOR	LAUREN
BUSINESS MANAGER	LEE	OSHC ASSISTANT	RICK
ADMINISTRATION	KATE	CLEANER- GRAHAM	
		SCHOOL CROSSING SUPERVISOR- PHILLIP	
		SCHOOL PSYCHOLOGIST- DEB CLAYTON	
CHAPLAIN	SARAH	SCHOOL SPEECH PATHOLOGIST- TBC	

MENZIES SCHOOL TEAM STRUCTURE 2019

LEADERSHIP TEAM

Principal- Tanya
Leading Teacher- Justin
Learning Specialist- Christy

PLC LEADERS

Tiahn
Lilly
Justine
Christy

LITERACY LEADER

Hedda

NUMERACY LEADER

Matt

SPECIALIST LEADER

Anne

INTEGRATION AIDE LEADER

Shelley

ADMINISTRATION

Lee – Business Manager
Kate- Administration

PRESCHOOL LEADER

Sara

ICT LEADER

Daniel