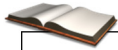




NARRE WARREN NORTH PRIMARY SCHOOL

Newsletter No. 1 – 6th February, 2020



DIARY DATES

Thursday, 6th February

Commonwealth Bank – Student
Banking commenced. Books
must be submitted at the office
by 9.30am

Banking will now be weekly on
Thursdays

Friday, 7th February

Assembly – 2.45pm
Captain Badge Presentations

Tuesday, 11th February

School Council – 5.30pm

Wednesday, 12th February

Running Club on the oval at
8.25am & will be weekly on
Wednesdays

Wednesday 12th, 19th & 26th
February

Grade Prep Assessment Days

Friday, 21st February

Prep 2020 Family Barbecue

Tuesday, 25th February

School Photos – see flyer in
newsletter for payment details

Tuesday, 3rd March

District Swimming for selected
students

Monday, 9th March

Public Holiday – Labour Day

Wednesday, 11th March

Divisional Swimming for
selected students via District

Tuesday, 17th March

GRIP Conference for Student
Leaders

Wednesday, 25th March

House Athletics for Grades 3 to
6 students



Principal Pen

Welcome back to school everyone. We hope you have all had an enjoyable and relaxing holiday and are ready for the new school year.

Welcome to our Grade Prep students, and new families and staff, to our school. We are looking forward to a very exciting year.

Child Safe Standards

Attached to the newsletter this week is the Child Safety Policy and Code of Conduct. Please read this carefully as all schools, by law, are required to put in place protocols and procedures to ensure the safety of all students.

Some of the reminders regarding this policy and our duty of care:

Volunteers must sign in and out of the office and wear a lanyard containing their Working With Children Check card at all times while in the school.

Parents picking up their children early or dropping them off late will need to go to via the office, take and wear a school yellow lanyard to collect their child and then return this via the office on their way out.

Parents will not be able to wait in the corridor for their children. Please wait in a designated place in the yard and let your children know where this is.

In the mornings we ask that parents drop their children by 8.55am and leave the corridor when the bell goes so the children can begin their learning for the day.

A teacher is on yard duty from 8.45am in the mornings and until 3.45pm in the afternoons. If children are seen in the morning before 8.45am and after 3.45pm without an adult teachers have been asked to take them to Out of School Hours Care. This will be at the cost of the parent.

Student Absences

If your child is absent from school we would appreciate parents letting us know by either calling the office with a follow up email or note or emailing the classroom teacher in the morning of the absence to let us know. If we don't hear from you before school an automatic email will be sent to you at 9.30am informing you of the absence. Please respond to this email with a reason for the absence. If you are going on holiday during the school term it is a DET requirement that approval is sought from the Principal and a study plan is organised for the period of time the students are absent. The proforma can be obtained from the office.

Communication

Newsletters: All newsletters, circulated on a fortnightly basis, will be accessible via email and the school's website.

Emails: Most of our communication home to parents, if a signature is not required, will be via the teachers' school edumail (email) addresses. Parents are very welcome to email their child's teacher directly regarding any concerns or positive feedback you may have regarding your children. Teachers will respond within 48 hours (2 school days). Please do not expect a response out of school hours or immediately after you send the email. During the school day teachers have a duty of care to their

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students and will only be able to read their emails before and after school, during breaks and in planning times. It is also important that if you have any concerns that you make an appointment with the teacher to speak to them. We would appreciate it if parents have a concern that you go directly to the classroom teacher in the first instance rather than through the office. The Parent Complaint Policy can be found on the school's website. This outlines our school's process. All other communication channels, e.g. in person, via phone, notes are still available for families.

Notices: Notices requiring parent signatures, e.g. excursion permission notes, will go home via the students.

Flexibuzz: This app is kept up to date during the year with current notices and reminders. **All our reminders go via this app.**

Qkr!: Qkr! is a payment app for parents. This is a very easy way to pay for excursions, etc. Your use of Qkr! means less administration work for our office staff and less hassle for you.

Facebook Page: From time to time we publish good news events in the school community on this page. We do not use Facebook for reminders.

Assemblies: Assemblies are once a fortnight beginning tomorrow. At tomorrow's assembly the 22 Captains will be making their Captain Pledge and will be presented with their badges.

Homework

For your information Take Home books will begin across the school in Week 3. Homework will begin in March. The new Homework Policy is also attached to the newsletter.

Anaphylaxis/No Food Sharing

We have five students at our school with life threatening allergies. These students are Anaphylactic. All of these have severe allergies to nuts. Our school has a responsibility to ensure the safety of all students. To help minimize the risk of anaphylaxis to these students our school has adopted a **no food sharing policy**. Children do mix with other grades so our **no food sharing policy** extends throughout the school. We ask that you do not send food in for birthdays or Easter etc. and to explain to your child that they cannot share their food. We still do have grade parties and special events involving food but these are held in a controlled environment with all parents being informed. Parents of Anaphylactic students will be notified beforehand and asked to provide their own food.

Nut Free School

Also due to the number of students that have allergies to nuts with some of them being Anaphylactic it is School Council Policy that our school is a **'Nut Free School'**. This is to reduce the risk of an allergic reaction and ensure the safety of all students. Some students can have an allergic reaction from touch not just digestion. Please do not bring nuts or food containing nuts including nut oils, e.g. peanut butter, Nutella etc. to school. Foods with the label 'may contain traces of nuts' are okay as they are unlikely to contain nuts.

Connie vanderVoort
Principal.

Daily timetable

First session	9:00am – 11.30am
Eating time (Lunch)	11.30am – 11.40am
Break for students	11.40am - 12.20pm
Second session	12.20pm – 2.00pm
Eating time (Snack)	2.10pm - 2.20pm
Break for students	2.20pm – 2.40pm
Third session	2.40pm – 3.30pm

Parking near the kindergarten

We have been informed that parents are not parking correctly near the kindergarten in Winters Lane causing the road to be limited to one lane of traffic and making it dangerous for students in that area. For safety reasons, please be considerate and park accordingly.

ART ROOM REQUEST

I would appreciate newspapers for the Art room. If you can assist, please take them to the art room on Tuesday to Friday.

Kelly Stevens, Art Teacher.

Sports News

Welcome back to Narre Warren North Primary School for 2020. I hope that everyone had a wonderful break refreshing with their families and friends, and that students have settled back into school. We love living a very active lifestyle at NWNPS and it was wonderful to see a number of students challenging their endurance in local park runs and fun runs over the holidays (I even managed to run alongside some of you) Great work!!! I am determined to continue to challenge our students in movement, fitness and skill levels, thus in the words of the late Kobe Bryant "The most important thing is to try and inspire people so that they can be great in whatever they want to do".

In Sport news, there have been decisions made at the District level which will impact the participation of sport at Grades 5 & 6 this year. The district has moved to a Gala Day model, which will see weekly sport eliminated at Grades 5 & 6 and replaced with one off Gala Days that students will participate in. Gala Days are round robins/lightening premierships (offering Grades 5 & 6 sports). The winner of the premiership is decided on that day. It is assumed that there will be one Gala Day per term and students will select which sport they would like to compete in. Many districts across Victoria already operate on this model and I can confirm that it will be trialled for 2020. I have received some of the dates for 2020, so please feel free to add the following to your calendars:

Important Dates for Grades 3-6 only:

Tuesday 3rd March – District Swimming (nominated students only) Noble Park

Wednesday 11th March – Divisional Swimming (selected students via District)

Thursday 26th March – SMR Swimming (selected from Division)

Wednesday 25th March – House Athletics Carnival (Berwick Athletics Track)

TBC for Term 1: Gala Days & House Cross Country (Years 3-6)

All students:

Running Club - will kick off on Week 3 on Wednesdays at 8.25am

Midday Milers – Every Tuesday and Thursday lunch on oval (House Participation)

VOLUNTEERS...VOLUNTEERS...VOLUNTEERS

If you can assist...yes yes and yes we need you!!!! It is extremely difficult to deliver large scale events without helpers..please assist if you can. **Please remember you must have a valid Working with Children's Check to assist.**

On Wednesday 25th March we need as many helpers as possible to assist in the delivery of our BIGGEST event of the year House Athletics. The participation from our students was at a record high last year, but we really needed more assistance, if you could help out ...please send through an email to Wilson.Vanessa.m@edumail.vic.gov.au with your name, student name and year level.

Looking forward to all things sport in 2020.

Vanessa Wilson, Physical Education and Sports Teacher

Hats

Reminder that the school's broad brimmed hats need to be worn daily until 30th April.

School Photos

- Photo envelopes have been distributed today. Sibling photo envelopes are available from our school office.
- Photo instructions are included in this newsletter.
- Please ensure that your children are in correct school uniform on photo day.
- Please make sure that your children arrive on time as the photographers will start at 9.00am and if your child is late they will not take the class photo again.
- Online Sibling Photo orders close on 24th February.

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10 Ways to get your Children back into a School Routine!

Welcome Back! I hope you had an incredible holiday! The other day I had a thought that going back to school or work can sometimes be harder than we think, because we enjoy holidays too much! OR maybe you're someone who couldn't wait to get right back into it! Either way, some children might find it uncomfortable to go back to school or feel unsettled during drop offs. Children seek connection and relationship in different ways by bonding with you! Creating a back to school routine and making it a positive experience for them, can help boost their confidence, self-esteem and make things easier on you as well.

- 1. Wake up with a morning routine.** Have a set wake up time, they might need your help to get up or try using an alarm clock.
- 2. Start the day off with breakfast.** Having breakfast in the morning gives them the boost of nutrients they need to keep their energy levels up throughout the day.
- 3. Pack lunch together the night before.** Have them choose some snacks to put into their lunch the next time you're out shopping.
- 4. Create a small list of things that must be done to get ready for the day** (Brush teeth and hair, get dressed, pack school bags, etc.) before any free time.
- 5. On the way to school.** Talk about what they are looking forward to in the day or week or listen to your favourite music together in the car.
- 6. After school, ask about their day.** Use open questions such as: "Tell me about something interesting that happened today." If you just ask "How was your day, what did you do?" the response you will get will be "Good, Nothing much." Make the most out of your communication with your children!
- 7. Make their day** - You can do this by leaving a special note in their lunch box or pack them a special treat in their lunch. Just the fact that you took the extra 30 seconds will make your kid feel very loved and connected to you at mid-day.
- 8. Model a positive language about school and how well they are doing.** The way you talk about school can affect the way your child thinks and feels about school; they're always listening to you. Use encouragement and tell your children how proud you are of them often.
- 9. Create an after school routine.** This involves boundaries and rules around homework, screen time, free time and having a set bed time.
- 10. Finish the day with connectedness.** Talk with your child about their 3 favourite things about their day. Bond by reading a bed time story with a goodnight hug, kiss and a tuck into bed.

- Mercedes, NWNPS School Chaplain

2020 Photo Day

Envelope and Order Instructions

Dear Parents and Students,

Narre Warren North Primary School PHOTO DAY IS 25-02-2020

School photo order envelopes have been or will be distributed to every student and it is important that the order instructions (below) are followed.

**** IMPORTANT PLEASE NOTE – ONLINE ORDERING FOR SIBLING PHOTOS WILL CUT OFF ON 24-02-2020 ****

ONLINE ORDERING Your child's school photos are now available for secure online purchase, please note if you are ordering online, you do not need to return an envelope to the school

4 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING

Step 1 Click Here - For online ordering process for your school.

- OR - Go to www.advancedlife.com.au before photo day and enter your school code [8EH 1LZ HPB]

Step 2: Enter your student's details

Step 3: Choose the package that best suits your needs (all orders will be returned to the school for collection)

Step 4: Pay for the photos via the shopping cart (upper right corner of the page)

**** Online Orders will attract a \$1 service fee**

Please Note: Late fees will apply once orders are closed (5 days after photo day)

FAMILY / SIBLING PHOTOS No envelope required if ordering online

3 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING

- Go to www.advancedlife.com.au before photo day and enter your school code [8EH 1LZ HPB]
- Family/Sibling photo orders online close on [24-02-2020]
- Orders can be placed by returning an envelope up until photo day with cash or cheque enclosed

ORDERING USING AN ENVELOPE

ENVELOPES WILL BE HANDED TO EACH CHILD, PLEASE SEE THE SCHOOL OFFICE IF YOU HAVE NOT RECEIVED ONE

Step 1: Student Details: Complete the student details section on the front of the order envelope.

Please use black or blue pen.

Step 2: Purchase Details: Complete the purchase details on the front of the envelope.

Step 3: Payment Method: Select your payment method.

Credit Card – Online Only at www.advancedlife.com.au

Cash – Please enclose correct money – no change is given under any circumstances

Cheque – Make payable to Advancedlife Photography with your name & address on the back of cheque

Please allow 60 days for your cheque to be finalised - a \$25 fee will apply to any dishonored cheque payments

Please Note: A portrait and a class group photograph will be taken of every student at the school, regardless of purchase. Photographs of your children taken as part of a class group are only permitted to be distributed within their own class. Your child's name will appear on the class group photo. If you Do Not wish your child to be photographed, please contact your school office with your instructions prior to Photo Day.

Please feel free to contact us via email or phone should you have any queries regarding your child's school photo order.

info@advancedlifevic.com.au or 03 9852 1133

Advancedlife Team

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

MORE INFORMATION

For more information about the CSEF visit
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

If you applied for the CSEF at your child's school in 2019, you do not need to complete an application form in 2020 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 2020 or you did not apply in 2019.
- **changed family circumstances;** such as a change of custody, change of name, concession card number, or new siblings commencing at the school in 2020.

Check with the school office if you are unsure.



NARRE WARREN NORTH PRIMARY SCHOOL

Child Safety Code of Conduct

RATIONALE

Narre Warren North Primary School is committed to child safety and establishing and maintaining child safe and child friendly environments. At our school all children are valued and feel safe and have opportunities to learn and develop to the best of their ability. We have zero tolerance of child abuse.

Our school community recognises the importance of, and a responsibility for, ensuring our school is a safe, supportive and enriching environment. All students have the right to be safe in all school environments; be treated with respect by staff, volunteers and visitors; and be able to work and play in a secure environment without interference, intimidation, harassment, bullying or disruption. Developing safe and stimulating learning environments, with clear expectations for appropriate behaviours, is a priority at our school.

PURPOSE OF THE CODE OF CONDUCT

This Code of Conduct aims to protect children and reduce any opportunities for child abuse or harm to occur. It also assists in understanding how to avoid or better manage at risk behaviours and situations. It is intended to complement child protection legislation, Department policy, school policies and procedures and professional standards, codes or ethics as these apply to staff and other personnel.

The Principal and school leaders of Narre Warren North Primary School will support the implementation and monitoring of the Code of Conduct; and will plan, implement and monitor arrangements to provide an inclusive, safe and orderly school and other learning environments. We will also provide information and support to enable the Code of Conduct to operate effectively.

All staff, contractors, volunteers and any other member of the school community involved in child-related work are required to comply with the Code of Conduct by observing expectations for appropriate behaviour below. The Code of Conduct applies in all school situations, including school camps and in the use of digital technology and social media.

GUIDELINES FOR ACTION

1. All staff, visitors, volunteers, contractors and any other member of the school community involved in child related work at Narre Warren North Primary School are responsible for supporting the safety, participation, wellbeing and empowerment of students by:

- Adhering to and upholding our school's Child Safety Policy at all times.
- Taking all reasonable steps to protect students from abuse.
- Treating students and families in the school community with respect, both within the school environment and outside the school environment, as part of normal social and community activities.
- Listening and responding to the views and concerns of students, particularly if they are telling you that they or another student has been abused and/or are worried about their safety or the safety of another.
- Promoting the cultural safety, participation, inclusion and empowerment of Aboriginal students.
- Promoting the cultural safety, participation, inclusion and empowerment of students with culturally and/or linguistically diverse backgrounds.
- Promoting the safety, participation, inclusion and empowerment of students with a disability.

- Ensuring as far as practicable that adults are not left alone with a student and that if this occurs the adult can be seen by other adults (e.g. through the window and an open door).
- Reporting any allegations of student abuse to the Principal or Assistant Principal, and ensuring any allegation is reported to the police or DHHS Child Protection (refer to Mandatory Reporting Policy and Child Safety Policy).
- Reporting any student safety or wellbeing concerns to the Principal/Assistant Principal/Wellbeing Coordinator if an allegation of student abuse is made, and ensuring, as quickly as possible, that concerns are reported and that the student/s are safe.
- Encouraging students to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that directly affect them.

2. All staff, visitors, volunteers, contractors and any other member of the school community involved in child related work at Narre Warren North Primary School must not:

- Ignore or disregard any concerns, suspicions or disclosures of child abuse.
- Develop relationships with any student that could be seen as favouritism or amount to 'grooming' behaviour (for example, offering gifts).
- Exhibit behaviours or engage in activities with students which may be construed as unnecessarily physical (for example, inappropriate sitting on laps, hugs initiated by the adult).
- Ignore behaviours by other adults towards students when they appear to be overly familiar or inappropriate.
- Put students at risk of abuse and make them feel unsafe (for example, locking students in an isolated room, intimidation, threatening comments/actions).
- Discuss content of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or a therapeutic setting.
- Use inappropriate language in the presence of students.
- Express or convey any personal views on cultures, race or sexuality in the presence of students.
- Discriminate against any student, because of culture, race, ethnicity, disability, sexuality or gender identity.
- Communicate directly with a student through personal or private contact channels (including by social media, email, instant messaging, texting, etc) except where that communication is reasonable in all circumstances, related to school work or extra-curricular activities, or where there is a safety concern or other urgent matter.
- Photograph or video a child in a school environment except in accordance with school policy or where required for duty of care purposes.
- In the school environment or at other school events where students are present, consume alcohol contrary to school policy or take illicit drugs under any circumstances.

3. This Code of Conduct is to be read in conjunction with the school's Child Safety Policy, Mandatory Reporting Policy, Volunteers and Confidentiality Policy/Agreement and other relevant school policies.

This Code of Conduct is to be read with DET policy found at:

<http://www.education.vic.gov.au/studenthood/providers/regulation/Pages/studentsafestandards.aspx>

<http://www.education.vic.gov.au/about/programs/health/protect/Pages/chilsafestandards.aspx>

This Code of Conduct was endorsed/approved by the Narre Warren North Primary School Council on 19th July 2016 and will be reviewed if legislative or other changes are required in the interim or no later than December 2018.

Developed: 12th July 2016

Ratified by School Council: 19th July 2016

Ratified by School Council 8th May 2018

Ratified by School Council: 9th October 2018

NARRE WARREN NORTH PRIMARY SCHOOL



Child Safe Policy

RATIONALE – Our commitment to Child Safety

Narre Warren North Primary School is committed to child safety and establishing and maintaining child safe and child friendly environments where all children are valued and feel safe.

We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently through our policies and procedures.

We support and respect all children, as well as our staff and volunteers. We are committed to the cultural safety of Aboriginal and Torres Strait Islander children, the cultural safety of children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for vulnerable children and children with a disability and in out of home care.

Our school has specific policies, procedures and training in place that support our leadership team, staff and volunteers to achieve these commitments.

PURPOSE OF THE POLICY

This policy reflects our commitment to provide a safe environment where every person has the right to be treated with respect and is safe and protected from harm. This includes all school environments - onsite, online activities and offsite for excursions, camps, etc. and outside of school activities.

The purpose of this policy is to ensure students are safe in all school environments and outside school hours and that they have involvement in making decisions, especially about matters that directly affect them. Students' views are listened to and opinions are respected and valued. We listen to and act upon any concerns that our students, or their families raise with us. We teach students what they can do if they feel unsafe.

It is important to promote the cultural safety, participation and empowerment of Aboriginal children; promote the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds; and ensure that children with a disability are safe and can participate equally in school life.

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GUIDELINES FOR ACTION

1. This policy applies to all people involved in our school, including:
 - employees (permanent and casual)
 - volunteers
 - contractors
 - work experience students
 - service providers
 - any other visitors.
2. Staff, volunteers and visitors must abide by our Code of Conduct which specifies the standards of conduct required when working with children.
3. At the beginning of each year staff will revisit relevant Child Safety policies and procedures. Throughout the year staff will participate in professional learning to identify, assess, and minimise risks of child abuse; mandatory reporting, child protection and other matters that affect children and young people (annually).
4. School Council will be made aware of relevant Child Safety policies and procedures annually. The school community will be informed about child safety practices via the newsletter and school website.
5. The Child Safety Policy will be distributed to families at the beginning of each year.
6. All people engaged in work at Narre Warren North PS, including volunteers, are required to carry and wear a lanyard containing their Working with Children Check. This excludes politicians. Teachers/ESS are to wear their 'school identification badge' at all times. Staff are to approach anyone not wearing their lanyard and direct them to the office.
7. Advertisements for positions to include reference to child safety duties and responsibilities.
8. Reasonable steps will be taken to ensure that Narre Warren North PS engages the most suitable and appropriate people to work with children. Interview and referee checks (at least 2) are to be conducted on new employees. VIT registration is a requirement of all teaching staff.
9. All new employees and contractors will undergo induction and receive a copy of our Child Safety Policy and Code of Conduct.
10. All personal information considered or recorded will respect the privacy of the individuals involved, whether they be staff, volunteers, parents or children, unless there is a risk to someone's safety (refer to Privacy Policy).
11. Risk management strategies are to be put in place to identify, assess, and take steps to minimise child abuse risks, which include risks posed by physical environments (for example, any doors that can lock), and online environments (for example, no staff or volunteer is to have contact with a child at the school on social media).
12. Strategies will be put in place to promote participation and empowerment of children, e.g. through Circle Time.

13. Students will participate in the following school programs: Protective Behaviours facilitated externally (e.g. by SECASA) biennially and facilitated by classroom teachers at the beginning of each school year, Anti-Bullying programs (e.g. Cool Calm Kids) annually, Cyber Safety programs at the start of each year, Family Life, Life Education (P-2), drug education programs through the curriculum and regular Circle Time in classrooms.

14. All allegations of abuse and safety concerns will be reported to the Principal or Assistant Principal.

15. Any inappropriate behaviour will be reported through appropriate channels, including the Department of Health and Human Services and Victoria Police, depending on the severity and urgency of the matter. It is the school's responsibility to report an allegation of abuse if we have a reasonable belief that an incident took place (refer to Mandatory Reporting Policy). Factors contributing to reasonable belief may be:

- a child states they or someone they know has been abused (noting that sometimes the child may in fact be referring to themselves)
- behaviour consistent with that of an abuse victim is observed
- someone else has raised a suspicion of abuse but is unwilling to report it
- observing suspicious behaviour.

Concerns are to be raised with the Principal, Child Safe Officer (Assistant Principal) or nominee in the first instance.

16. Advice to be sought from external agencies, e.g. chaplain, psychologist, to support students/staff.

17. Legislative responsibilities

Our school takes our legal responsibilities seriously, including:

- **Failure to disclose:** Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable belief that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police.¹
 - **Failure to protect:** People of authority in our school will commit an offence if they know of a substantial risk of child sexual abuse and have the power or responsibility to reduce or remove the risk, but negligently fail to do so.²
- Any personnel who are **mandatory reporters** must comply with their duties.

18. This policy is to be read in conjunction with DET guidelines, Child Safe standards, relevant legislation (ETRA 2006 and Ministerial Order 870) and school policies related to students, visitors, volunteers and staff.

<http://www.education.vic.gov.au/childhood/providers/regulation/Pages/childsafestandards.aspx>

<http://www.education.vic.gov.au/about/programs/health/Pages/childsafe.aspx>

19. This policy will be reviewed every two years and following significant incidents if they occur.

Developed: June 2016

Ratified by School Council: 19th July 2016

Ratified by School Council 8th May 2018

Ratified by School Council: 9th October 2018

¹ A person will not commit this offence if they have a reasonable excuse for not disclosing the information, including a fear for their safety or where the information has already been disclosed.

Further information about the failure to disclose offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+disclose+offence>.

² Further information about the failure to protect offence is available on the [Department of Justice and Regulation website](http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence) <www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/failure+to+protect+offence>.



NARRE WARREN NORTH PRIMARY SCHOOL

HOMEWORK POLICY

RATIONALE

The current evidence and research shows that the quality of homework assigned is likely to be more important than the quantity. Overall, the effectiveness of homework is enhanced by providing students with choices among homework tasks, which will result in higher motivational and performance outcomes, students' autonomy, and intrinsic motivation (Patall et al., 2010).

Homework helps students by:

- complementing and reinforcing classroom learning
- fostering good lifelong learning and study habits
- providing an opportunity for students to become responsible for their own learning
- developing self-regulation processes such as goal-setting, self-reflection and time management
- supporting partnerships with parents by connecting families with the learning of their children.

PURPOSE OF THE POLICY

Homework provides students with opportunities to practise skills, review content and deepen understanding of concepts learned. Homework is seen as one way of supporting and fostering life-long learning and connecting families with the learning of their children.

Homework is recommended and is expected to be completed at Narre Warren North PS. There are benefits from daily reading; number facts and times tables practice; and spelling practice. This forms the basis of our school's homework.

GUIDELINES FOR ACTION

1. A copy of the Homework Policy will be distributed at the commencement of the school year.
2. Homework is to be purposeful, meaningful and relevant to the curriculum and needs of students.
3. Students in Grades 3-6 will use student diaries to provide a regular communication between parents and the school.
4. Students are to be given enough time to complete homework, considering home obligations and extracurricular activities.
5. Teachers will be available to answer questions regarding homework.
6. Homework will include a wide range of opportunities for families to engage in their children's learning, e.g. reading to them, talking with them and involving them in learning opportunities during everyday household routines and physical activity.
7. Students are to accept responsibility for the completion of homework tasks within set time frames.

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8. Parents are to encourage their children to set aside a regular time and place to complete homework.
9. In Grade Prep, daily homework will include reading daily, magic sight words and counting practice.
10. In Grades 1 and Grade 2, daily homework will include reading daily, spelling activities, numeracy and Inquiry tasks. Homework should not exceed half an hour each day (including daily reading).
11. In Grades 3 and 4, set homework will not exceed 20 minutes a day. This will include spelling activities, literacy and numeracy tasks and weekly activities relevant to students in Inquiry. In addition to this homework, it is expected that students read daily for 20 minutes.
12. In Grades 5 and 6, set homework will not exceed 30 minutes a day. This will include spelling activities, numeracy and literacy tasks, and weekly activities relevant to students in Inquiry. In addition to this homework it is expected that students read daily for 30 minutes.
13. Other types of homework may include:
 - *Practising of* basic maths skills, number facts and counting.
 - *Real life learning at home*, e.g. shopping, cooking, etc.
 - *Researching* for classroom based topics.
 - *Tasks related to students' individual learning plan*.
 - *Unfinished classroom activities* if required.
14. All homework will be corrected by the classroom teacher.
15. Homework will be given out on a Friday and will be due on Thursdays.
16. Teachers will keep a record of students who complete weekly homework. This will be reported on in the mid year and end of year student reports.
17. Students who do not complete their weekly homework will complete it on Fridays in Homework Club.
18. This policy is to be read in conjunction with DET policy and guidelines found at <http://www.education.vic.gov.au/school/principals/spag/curriculum/Pages/guidelines.aspx>
19. This policy will be reviewed as part of the school's three-year review cycle.

Reviewed: April 27th 2016

Ratified by School Council: 10th May 2016

Ratified by School Council: 10th December 2018

Reviewed by School Council: 15th October 2019



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Welcome to the new school year!

A very warm welcome to everyone, and a special welcome to families new to the school and our program.

At Camp Australia, we provide an engaging and supportive **outside of school hours space** for children to play, connect, learn and grow. We work together with your school community to deliver a tailored program that is designed to bring out the very best in each individual child. Creating a unique place where children can practice real-life skills in a fun, exciting environment that challenges them to succeed. In our sessions, children will be provided with a healthy snack while given time to relax, socialise with friends and learn some life skills along the way. Come to the OSHC room to meet the friendly team and discover how we can help your family.



It's FREE to Register.

To attend our program, you must register your child. You can register an account with us at pp.campaustalia.com.au/account/login. Once registered, it's easy to make bookings and manage your booking options online via our parent portal. If eligible, to help you with the cost of child care, you may be entitled to receive the Australian Government Child Care Subsidy. Visit my.gov.au to find out more.

Program Details

For more information on our service and fees, visit our website www.campaustalia.com.au. If you prefer to speak to us, you can contact our Customer Care Team, available to support families 24 hours a day, 7 days a week - except for National Public Holidays. Alternatively, you're welcome to visit us in service and chat with our qualified Educators about the Camp Australia program at your child's school.

We look forward to seeing you and your family soon!

From the Team at Camp Australia

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we make kids smile

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