

CALENDAR OF EVENTS

FEBRUARY	Wednesday 5th	NO SCHOOL FOR PREPS
MARCH	Friday 7th	Assembly 2:10pm All Welcome
	Friday 7th	School Swimming Trials (years 3-6)
	Wednesday 12th	NO SCHOOL FOR PREPS
	Friday 14th	Assembly 2:10pm All Welcome
	Monday 17th-Fri 21st	1/2 Swimming week
	Wednesday 19th	NO SCHOOL FOR PREPS
	Friday 21st	Assembly 2:10pm All Welcome
	Friday 21st	Summer Sports (Round 1) Selected students year 5/6
	Mon 24th-Fri 28th	Year 3&4 swimming week
	Tuesday 25th	District Swimming
	Wednesday 26th	NO SCHOOL FOR PREPS
	Friday 28th	Summer Sports (Round 2) Selected students year 5/6
	Friday 28th	Assembly 2:10pm All Welcome
	Mon 2nd-Fri 6th	Prep swimming week
APRIL	Friday 6th	Assembly 2:10pm All Welcome
	Friday 6th	Summer Sports (Round 3) Selected students year 5/6
	Monday 9th	LABOUR DAY– NO SCHOOL
	Tuesday 10th	Divisional Swimming—selected students
	Friday 13th	Ride to School Day
	Friday 13th March	Lightning Premiership– Selected students year 5/6
	Friday 13th	Assembly 2:10pm All Welcome
	Mon 16th– Fri 20th	Year 5 & 6 swimming week
	Thursday 19th	School Photos
	Friday 20th	Assembly 2:10pm All Welcome
	Mon 23rd	Inquiry Showcase
	Friday 27th	Assembly 9am All Welcome
	Friday 27th	END OF TERM 1 SCHOOL FINISHES @2:10pm
	Tuesday 14th	TERM 2 BEGINS

Key Messages from the Principal in this Newsletter:

- New Staff
- New Arrival
- Defence Leave
- Annual Privacy Reminder
- New Office Admin Area
- Sunsmart policy
- Camps, Sports and Excursion Fund (CSEF)
- Mett the Teacher Interviews
- Extend OSHC

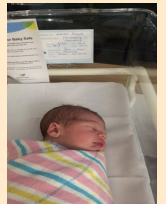


Dear Parents and Guardians,

I would like to start this first newsletter for the year with a welcome to all our students and their families, with a special mention to our 2020 Preps, who's very first day of their formal school journey began today. A momentous occasion and one worth celebrating. I would also like to give a special mention to all the new families who have moved to our school this year and welcome them warmly. I hope you find Melton West PS a welcoming community who live by our values of Trust, Teamwork, Communication and Respect in everything we do. The year has started smoothly thanks to the efforts of our amazing staff, who came in during the holidays to set up their classrooms and prepare for the students arrival.

New Staff: I would also like to offer a welcome the following staff members who have joined the Melton West Primary School community this year: Ms Zeinab Mehrez (Year 1/2), Ms Liberty Lockwood (Year4), Ms Jess Fichera (Year 5), Ms Maddi Nicholls (Year 6) and Mr Joshua Schwabe (Chinese Teacher). We also welcome back Ms Burns (Year 3/4 Science), Ms Barnes (Year 5/6 Science) and Ms Sophie Cirillo (Speech Pathologist).

New Arrival: Over the holidays Mr Gatt and his wife welcomed their second child into their young family. He became the father of a son named Walter Joseph Gatt who was born on the 3rd January 2020, weighing 3.8 kg. Mum and baby are doing well and dad is very happy. Walter is also the baby brother to big sister Evalyne.



Defence Leave: Mr Laurence Gatt has been a member of the Army Reserve for many years and due to the fires affecting so many lives and property across Australia over the holidays, he was one of the Reservists called upon to support the efforts to fight fires and clean up the areas affected. As such he will not be returning to school until Monday 3rd February. I have passed on the Community's thanks to Laurence because it is people like him, who give up their own family time and put themselves at some risk who help those affected. His work is a true example of the Aussie Spirit. Thank-you Laurence.

Coronavirus: As you would be aware, there has been an outbreak of the Coronavirus over the holidays. The school receives regular updates from the Department of Education and I will continue to keep you updates as information changes through the school's website, Facebook page and through the Skoolbag app. The same information will also be sent home as a handout to the children on the day I receive it, so please keep checking your child's bag for notices to keep yourself informed. Your child should receive a note, with blue writing that contains the most up-to-date information I have on hand.

Annual Privacy Reminder: Our school collects, uses, discloses and stores student and parent personal information for standard school functions or where permitted by law, as stated in the [Schools' Privacy Policy](#) (copies available at the office). Please take time to remind yourself of the school's collection statement, found on our website. For more information about privacy, see: [Schools' Privacy Policy – information for parents](#) available at <https://www.education.vic.gov.au/Pages/Schools-Privacy-Policy-information-for-parents.aspx>. This information is also available in nine community languages.

New Office Admin Area: The new office admin block opened this week. Access to the school is through Rathdowne Circuit now and our official address is 2 Rathdowne Circuit Melton West. The new building has an added security feature which means that entry to the school grounds during school hours will be through a buzzed-in system via the office. Access to the school in the afternoon prior to the external gates opening will not be possible as it is far too impractical for the office staff to buzz parents through early to wait for their children in the courtyard area. The external gates will be opened from 2.45 pm which will still give parents ample time to enter the grounds to wait for their children. If you need to collect your child early for a scheduled appointment, they will be asked to come to the office where you will be waiting for them.

Sunsmart Policy: As part of the School's Sunsmart Policy, children are required to wear a hat whilst outside during term 1 and 4, otherwise they will be directed to the shaded pergola area. Sunscreen is also available in every classroom and children are encouraged to apply throughout the day. It is a good idea to send your child with sunscreen at the start of the day as well.

Camps, Sports and Excursion Funds (CSEF): Students of families, who have an eligible Health Care Card, can apply for a grant from the Government of \$125. Please bring your current Health Care Card to the office and complete the form.

Meet the Teacher Interviews: On Wednesday 19th February we invite all parents and carers to a "Meet the Teacher" Interview. This is an opportunity for you to talk to the teachers about your child so that they can best meet the needs of your child. Please take the opportunity to attend, even if it's just to introduce yourself.

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Extend OSHC: We have an After School Care Program that families are encouraged to use if they need care afterschool. Yard duty finishes at 3.15 each day, so children should be cleared from the playground by then, unless they are with an adult.

ICT Acceptable Use Agreement: This week each child will bring home the Acceptable Use Agreement for ICT. Students need to bring back a signed permission form before they will be able to access computers and iPads in the school. The document outlines the expectations of behaviour when using the internet. Please go through this with your child as you sign it. Please return as soon as possible so that we can start using ICT in classrooms, as they are intended.

High Levels of Learning for All

Michelle Costa
Principal

***** Melton West Primary PLAYGROUP *****

Welcoming All Families to our Playgroup sessions!

We are located in the After School Care room on

Tuesdays & Wednesdays from 8:50am – 11.00am.

Our playgroup is open to families and friends of our school and local community.

2020 SESSIONS BEGIN ON TUESDAY 11th FEB.



For any inquiries or further information, please contact:

Maria Robinson – Playgroup Facilitator: robinson.maria.m@edumail.vic.gov.au

Or phone our school on: (03) 9743 5818



Instrumental Music Lessons
On School Campus!



Small Group & Private Lessons

- Primary Music Institute offer instrumental music lessons right here on school campus!
- To find out all about the music lessons please visit PMI's website. You can check which instruments are available, get up to date program details and apply for lessons online
- Please **ENROL TODAY** via PMI's website
- Lessons are held once per week on school campus – with lessons typically during school hours
- Only \$18.50 per child per small group lesson (2-5 students for 30 minutes)
- Our small group lessons provide a fun and affordable opportunity to learn instrumental music
- Private lessons (1-on-1) and pair lessons (max 2 students) are also available
- Instrumental music can improve your child's school results – including for reading, maths, coordination, IQ, abstract reasoning, performance confidence... and is great fun!

P: 1300 362 824 E: admin@primarymusicinstitute.com.au www.primarymusicinstitute.com.au

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Policy No.	MELTON WEST PRIMARY SCHOOL	Reviewed
000	SUNSMART AND HEAT POLICY	August 2017

1. PURPOSE

- Over exposure to the sun presents a serious health risk. Students must therefore be educated as to the need for suitable sun protection, and protected from over exposure to the sun whilst at school. Sun protection is used 'during the daily local sun protection times (whenever UV levels are three or above)' and NOT just during terms one and four. The 'SunSmart UV Alert' is now just referred to as the **daily sun protection times**. The sun protection times are issued whenever UV levels reach three and above. It is important to use a combination of sun protection measures during these times and never just rely on one. Sun protection times are also available on the [free SunSmart app](#) or at [sunsmart.com.au](#) or [myuv.com.au](#). If students are unable to follow the daily sun protection times, they are encouraged to use sun protection from **mid-August to the end of April** when average UV levels are three or higher in Victoria.
- To assist with the implementation of this policy, staff and students are encouraged to access the daily local sun protection times via the [SunSmart widget](#) on the school's website, the [free SunSmart app](#), or at [sunsmart.com.au](#) or [myvu.com.au](#).

2. POLICY STATEMENT

- Ensure all children, educators and staff have some UV exposure for vitamin D.
- Ensure all children, educators and staff are well protected from too much UV exposure by using a combination of sun protection measures during the daily local sun protection times (issued whenever UV levels are 3 and above).
- Ensure the outdoor environment is sun safe and provides shade for children, educators and staff.
- Ensure children are encouraged and supported to develop independent sun protection skills.
- Support duty of care and regulatory requirements.
- Support appropriate OHS strategies to minimise UV risk and associated harms for educators, staff and visitors.

3. IMPLEMENTATION

- The sun protection measures outlined in the policy are used for all outdoor activities during the daily local sun protection times.
- This policy is to be read as part of our Student Dress Code.
- Children will be required to wear School Council approved school uniform, which will include shirts with collars, longer styled shorts and skirts.
- Students and staff are required to wear broad brimmed hats, that protect their face, neck and ears (at least 5-6 cm rigid brim). Peak caps and visors are not considered a suitable alternative.
- Appropriate School Council approved school uniform hats for students will be readily available for purchase through Lowes available at Woodgrove Shopping Centre Melton.
- The school supplies SPF30 or higher broad spectrum, water-resistant sunscreen for staff and student use. Strategies are in place to remind students to apply sunscreen before going outdoors (e.g. reminder notices). Sunscreen is applied before going outdoors in Terms 1 and 4.
- School Assemblies will be held in the mornings in Terms 1 and 4 to avoid the heat of the later part of the day.
- School Council also approves students wearing close fitting UV protection wrap around AS1067 sunglasses whenever they are outside.

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- i) Children without broad brimmed hats or appropriate clothing will be restricted to play in designated shaded areas.
- j) Whenever possible, outside activities will be planned in shaded areas.
- k) Hot Day timetable to be implemented (subject to extreme weather)
- l) The school council will provide adequate shade structures for students as practicable; particularly over high density play areas such as sand pits and play equipment.
- m) Students are encouraged to use available areas of shade when outside.
- n) The school newsletter and school assemblies will be used to highlight and reinforce the need for sun protection and using shaded areas.
- o) Our school is a member of the SunSmart Schools and Early Childhood Program at Cancer Council Victoria.

4. EVALUATION AND REVIEW

4.1 This policy will be reviewed as part of our school's regular three-year review cycle or more often if necessary due to changes in regulations or circumstances.

Date Reviewed (School Council Endorsement)	August 2017
Date of Last Review	Feb 2016
Next Review Due Date	Feb 2020
Responsible for Review	Assistant Principal
Frequency of Review Review Date (Yearly)	3 Year cycle
References	Victorian Government Schools Policy Advisory Guide

5. RELEVANT DOCUMENTS & LINKS

- DEAT The Compact: Roles and Responsibilities in Victorian government school education: Principle 3 (2012)
- DEAT School Policy & Advisory Guide (SPAG) Sun & UV protection (2011)
- DEAT OHSMS Implementation Guide (2009)
- DEAT Building Quality Standards Handbook (BQSH): Section 8.5.5 Shade Areas (Oct 2011)
- DEAT Guidelines for School Playgrounds – Playground safety management: Section 3.2.5 (2012)
- DEAT Outdoor activities
- Catholic Education Commission of Victoria (CECV) Occupational Health & Safety Checklist
- Independent Schools Victoria (ISV) Compliance Framework: Sun Protection / Health & safety
- Victorian Early Years Learning and Development Framework (VEYLDF)
- Education and Training Parliamentary Committee Inquiry into Dress Codes and School Uniforms in Victorian Schools – Government Response
- Safe Work Australia: Guidance Note for the Protection of Workers from the Ultraviolet Radiation in Sunlight (2008)
- AS 4685.1: 2014 Playground equipment and surfacing – General safety requirements and test methods

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