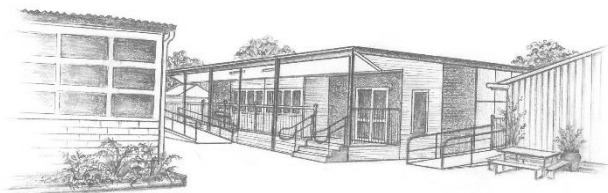


TALLYGAROPNA PRIMARY SCHOOL NO.3067



TERM 1 NO. 1 31st January 2022

Victoria Street, Tallygaropna

Phone 03 58298264

Fax 03 58298244

tallygaropna.ps@education.vic.gov.au

Website - <http://www.tally-ps-3067.vic.edu.au/>

Mobile 0411 960 164

Facebook Page - [Click here](#)

Small Schools Website - [Click here](#)

SCHOOL VALUES - RESPECT, HONESTY & INCLUSION

News from the Principal's Desk

Hi everyone

Welcome to the 2022 school year. I hope everyone had an enjoyable and restful holiday period and I am sure we are all looking forward to an exciting year at Tallygaropna Primary School. Over the holiday period, the teachers have spent a lot of time and effort preparing grades and organising resources and I know the children of our school will enjoy their time at Tally PS this year. Our school is well equipped to cater for 21st century learning and we can be extremely proud of our resources. We are looking forward to continuing with all of our Specialist programs with some minor alterations and I am sure that these learning experiences will be very beneficial for all involved. As always, a number of important forms will go home early in the year. It would be appreciated if these could be returned ASAP to enhance our general management of the school.

The school numbers are listed above. This year, I will be endeavouring to contact families more regularly by phone during school hours and it would be appreciated if everyone could respect staffs' personal time away from school. All staff will be endeavouring to do the same. Please only contact staff outside of school hours if something is urgent. Otherwise, leave a message on Class Dojo or on the school's answering machine and this will be addressed as soon as possible. Feel free to see me at school in regard to any matters that arise no matter how trivial they may seem. We still have some restrictions in place in relation to COVID-19, please respect these as they focus on the safety and wellbeing of our whole school community. I have an open door policy at school, and I will always seek to do what is best for our children. Apologies for such a large first newsletter, I promise they will be more condensed in the future. Skool Loop will again be utilised this year. This type of resource has been very beneficial over the last couple of years and again we look forward to all families joining as many boxes as possible – these have been upgraded for 2022 so join these ASAP please. Information is provided in this edition of the newsletter. We also have a school website and Facebook page so I encourage all of our families to take a look at these sites on line to keep up to date with special events at our school. I can fully appreciate how busy families are, so hopefully you find these resources useful and worthwhile. Feel free to contact the school if you need any assistance.

Karen will be at the school all week again for 2022 to attend to any matters that arise. I am sure we will all benefit from Mrs Armstrong being our Business Manager in a full time capacity again this year. I look forward to catching up with some parents ASAP – don't forget the Parents Club Meeting being held on Thursday 10th February – more details to follow.

David Brodie (Principal)

A REMINDER TO FAMILIES THAT ASSEMBLY IS HELD EACH FRIDAY AT 3PM – (FACE MASKS ARE MANDATED IF YOU CANNOT KEEP 1.5 METRES APART – MASKS SHOULD BE CARRIED AT ALL TIMES)

PLEASE FREQUENTLY CHECK SKOOL LOOP BECAUSE MANY SPECIFIC EVENTS ARE PUT ON THIS RESOURCE INSTEAD OF THE NEWSLETTER. ALL FAMILIES WILL NEED TO JOIN NEW BOXES FOR 2022 TO RECEIVE RELEVANT NOTIFICATIONS.

Absence forms can be submitted on Skool Loop. This is our preferred method of notification.

ICY POLES ARE AVAILABLE FOR SALE (50 CENTS EACH) EACH FRIDAY - ICY POLES WILL NOT BE CUT IN HALF AS THERE IS NO SHARING OF FOOD.

THE 1ST FOUNDATION REST DAY WILL BE HELD THIS WEDNESDAY 2ND FEB. OTHER DAYS INCLUDE 9TH, 16TH AND 23RD FEB - SOME CHILDREN WILL BE REQUIRED AT SCHOOL FOR ENGLISH ONLINE TESTING - REMINDERS WILL FOLLOW.

FACE MASKS ARE STILL REQUIRED FOR STAFF AND GRADE 3-6 STUDENTS INDOORS

DIRECT BANK DEPOSIT

Account Name:

Tallygaropna Primary School

BSB: 063—527

Account number: 0090 7788

Please ensure you include family name and payment description as reference.



How is YOUR head today?
What THOUGHTS are taking
up most of your
headspace?

It's okay not to be OKAY.
Remember, HELP is just a
phone call away.



An initiative of the Goulburn Health & Wellbeing Project



FAMILIES ARE ENCOURAGED TO READ SIGNAGE AROUND THE SCHOOL
IN REGARD TO SPECIFIC INFORMATION FROM THE OPERATIONAL
GUIDELINES – DEPARTMENT OF EDUCATION

Tallygaroopna Primary School

App List for BYO iPads

- As stated in our BYO iPad policy, student iPads must come to school with these applications before they will be connected to the school server.
- PicCollage EDU is the only app that is not free (\$2.99).



Dictionary.com



Dropbox



Kahoot

Preloaded apps such as iMovie, Voice Memos and Garage Band will also be used.



Class Dojo



PicCollage EDU



Epic!



Mathletics



Socrative Student



Prodigy Math Game



Microsoft Education Edition



Google Earth



Padlet



Duolingo



Popplet Lite



Word Clouds



Book Creator Free

Version 5 - January 2022

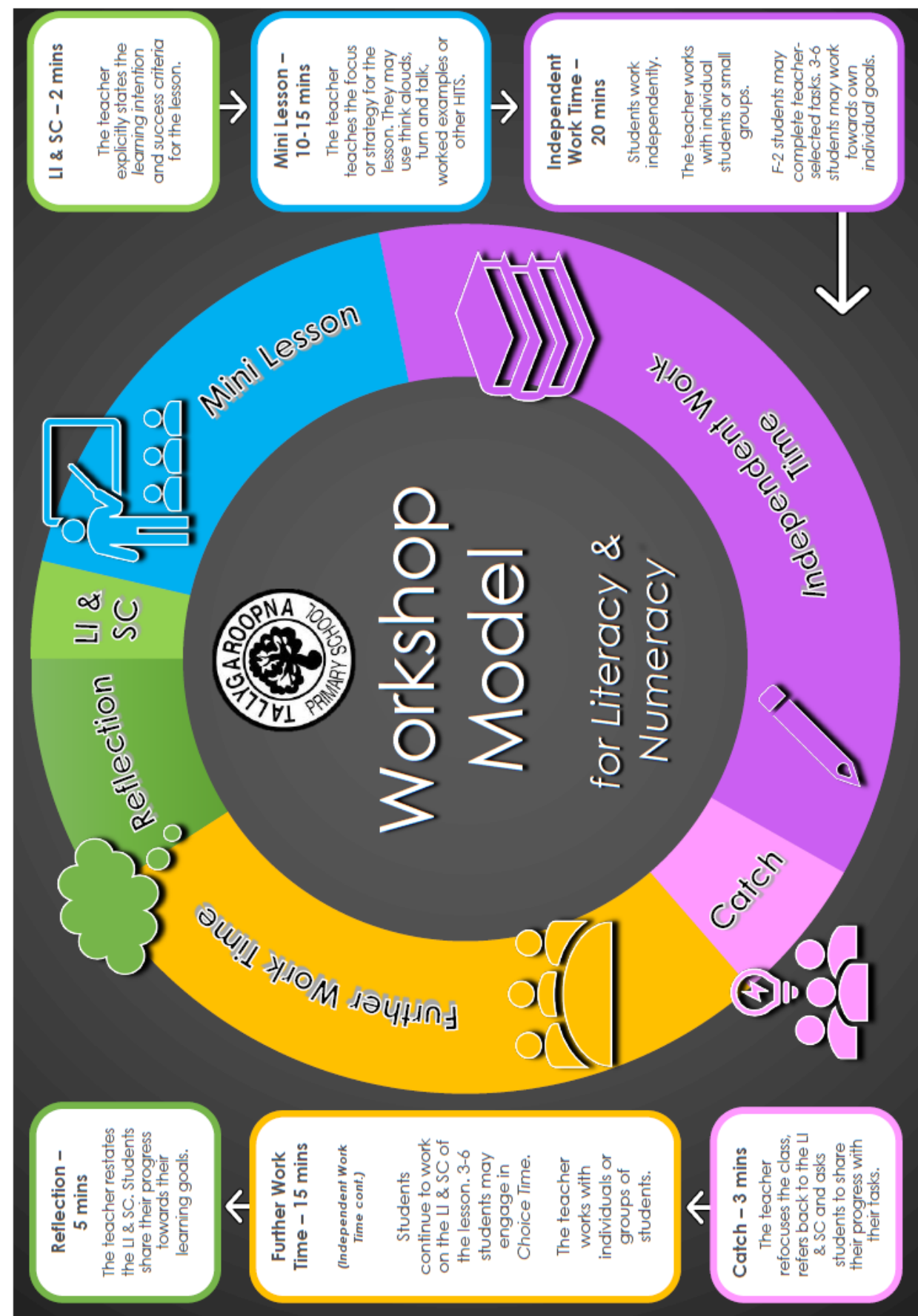
This document will be updated annually.

★ **Protect your child with the coronavirus vaccine for 5-11 year olds**

Authorised by the Victorian Government, Melbourne

VICTORIA
State Government

A colorful illustration of a young girl with brown hair, wearing a blue vest over a yellow shirt, purple pants, and a red cape, standing with her hands on her hips.



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SCHOOL VALUES - RESPECT, HONESTY & INCLUSION

Back-to-school plan 23 January 2022

Parent/carer letter from principal

Dear parents and carers

I hope you and your families have enjoyed a relaxing holiday break.

As we prepare to welcome students back to our school next week, the Victorian Government has announced some new measures for the beginning of the 2022 school year across all Victorian schools.

Free rapid antigen tests

Free rapid antigen tests will be available for the first 4 weeks of Term 1 2022.

Twice-a-week testing will be strongly recommended for both students and staff.

The department will supply the tests to our school – you do not need to buy your own.

The department will distribute all kits to schools as early as possible. I will let you know once the test kits are available for collection.

Students and staff will do the tests at home; they only need to report their result if it is COVID-positive. They must report a COVID-positive result to:

- the school by phone or the [RA Test Portal](#); this is so the school can support them, record that they will be absent while in 7-day isolation, and let the rest of the school community know there has been a positive case onsite and that they should monitor for symptoms
- the Department of Health via the [COVID-19 Positive Rapid Antigen Test Self-Reporting Form](#) or call centre on [1800 675 398](tel:1800675398).

Information about how to do a test and how to read RAT results, including a how-to video translated into 33 languages, is [available online](#).

Vaccination requirements

Parents and carers must have had two doses of a COVID-19 vaccine or have a valid medical exception (with limited exceptions) to enter school buildings.

All staff working in schools need to be fully vaccinated or have a verified medical exception.

COVID-19 vaccinations for students are not required for them to attend school but vaccination for students is highly encouraged. If your child has not yet had their first dose, please try to organise this before term begins. For more information on how to book a vaccination, including important information about vaccination for children aged 5 to 11, visit [Vaccination information for children and teenagers](#).

Ventilation

We will also make sure that classrooms are well ventilated by opening windows and doors, to minimise the risk of infection. We have air purifiers, which will be used around the school as an added safety measure.

Vital COVIDSafe steps

Hand hygiene, mask wearing, and social distancing will continue wherever possible in Term 1.

Staffing our school

I know many of you will have questions about what happens if your child's teacher gets COVID-19. We will be able to bring in extra teachers and other staff if we need them, and we will be doing everything that we can to make sure our school stays safe and open.

Other information about school operations

Our Outside School Hours Care (OSHC) program will also restart on Monday 31st January 2022.

Feel free to contact us to clarify any concerns you may have.

There's no doubt that this term is going to be challenging for all of us, but we are also very excited to kick off the school year and welcome back all of our students.

Thank you for your continued support.

Kind regards

David Brodie



Principal

PHOTOS OF THE WEEK – GRADUATION NIGHT



PHOTOS OF THE WEEK – AQUAMOVES DAY



PHOTOS OF THE WEEK – AQUAMOVES DAY



PHOTOS OF THE WEEK – FUN FRIDAY (BOOK & MOVIE CHARACTERS, SUPER HEROES)



Photos of the Week – School Leaders 2022

SCHOOL CAPTAINS – Ellie & Tait



SCHOOL VICE-CAPTAINS – Lexie & Benjamin



UNIFORMS - 2022

Last year, School Council considered some changes to the school uniform. The Information booklet and Uniform Policy will be updated to reflect these changes.

A new bucket hat was approved as an option along with the existing broad-brimmed hat from the start of 2022. This hat complies with Sunsmart hat guidelines. These are available to purchase from the school for \$15 each.



A bottle/white microfibre polo shirt with a red embroidered school logo will be phased in as an additional polo shirt option for families to purchase once existing polo shirt stock levels run down. The school will notify families when this occurs. This polo will be available for purchase directly from Quality Teams in Shepparton for \$33 each. Students will still be able to purchase and wear the existing polo with red trim/print (while they are available) or a plain bottle green polo.

School Council has approved the grade 6 students to wear a red/white colourway polo of the same design with a bottle green logo embroidered on it. A graduation print will be on the back. Families who feel they cannot afford this will be offered the loan of a polo but without the graduation print on the back. This polo will be available for purchase at Quality Teams. Polo and school logo cost will be \$33 each but the cost of the graduation print on the back has not yet been finalised. More information for next year's grade 6 families will be available later this week. This will begin at the start of 2022.



Respectful school communities start with respectful behaviour

Parents, carers, staff and students can help keep our school community safe, supportive and respectful.

Good relationships are based on:



Open and honest communication



Trust and respect



Working together



Fair and reasonable expectations by all

These behaviours are not okay in our school community:

- ⊗ Threats
- ⊗ Violence
- ⊗ Rudeness
- ⊗ Harassment
- ⊗ Discriminatory and derogatory comments
- ⊗ Aggression
- ⊗ Intimidation
- ⊗ Threatening gestures

This includes in-person, over-the-phone, email, text message, social media and online.

For more information ask your school about the **Respectful Behaviours within the School Community Policy**.

2-088



IF ANY STUDENTS IN GRADES 3-6 ARE INTERESTED IN SWIMMING OR TENNIS TRIALS – CONTACT MR BRODIE ASAP PLEASE.

STUDENTS OF THE WEEK – Term 4 / Week 10 (2021)

All students received a certificate and a free icy pole voucher.

<p style="text-align: center;">Found. / Grade 1 - Mrs H's Little Friends Ivy</p>	<p>Ivy received this award because I have really been impressed with her attitude to her learning lately. She has been trying really hard in her writing, listening to the sounds as she writes them and having a brilliant go at sounding out words as she reads. More than ready to move to Grade 1/2 next year!! Great effort Ivy.</p>
<p style="text-align: center;">Grade 1/2 - Mrs J's Blooming Bunch Braxton</p>	<p>Brax has put in so much effort for the end of the term and has been making really great choices when it comes to his work. He has been a great friend and classmate to everybody, as well as being very helpful around the classroom and always seeing what needs to be done. It's really good to see Brax finish the school year on a high note.</p>
<p style="text-align: center;">Grade 3/4 - Miss R's Superstars Nathan</p>	<p>Nathan received this award for displaying a positive mindset this week. Nath, I have been impressed with your willingness to complete your work this week and for attempting your tasks with a positive attitude. Well done, buddy!</p>
<p style="text-align: center;">Grade 5/6 – Miss L's Fruity 5/6's Lexie</p>	<p>Lexie received this award for maintaining a great work ethic despite it being the end of the year. I have been very impressed with Lexie's dedication to her learning goals. Well done on a fantastic year, Lex!</p>
<p style="text-align: center;">Sports Awards</p> <p>Oscar – showed great respect and genuinely tried his best, a great character to have. Thanks Oz.</p>	<p>Pippa – showed great enthusiasm during our lesson on Orienteering. Thanks Pippa.</p>

Week 10

VALUES VAULT – Jai Brown

A REMINDER TO FAMILIES THAT FOOD SCRAPS AND ANY LUNCH OR SNACK RUBBISH WILL GO HOME IN LUNCHBOXES WITH CHILDREN TO ASSIST WITH HYGIENE THROUGHOUT THE YEAR.

Tallygaroopna Primary School

Thanks to the below businesses for sponsoring our school app:






PEST CONTROL SHEPPARTON, MELBOURNE, REGIONAL VICTORIA & THE RIVERINA FOR OVER 20 YEARS →



FLOORING < > TRA
Shepparton

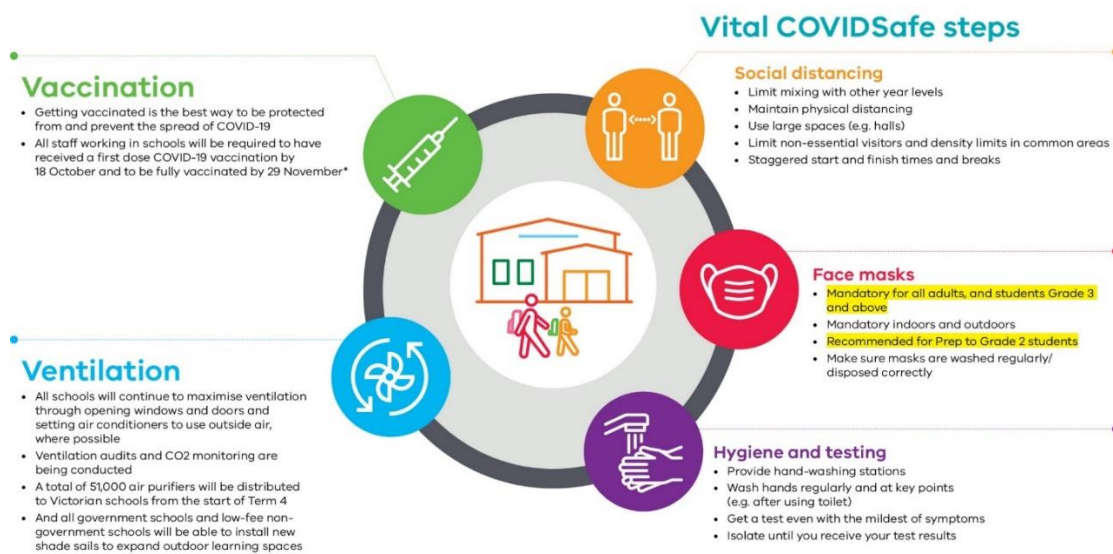


If you would like to advertise on the Tallygaroopna Primary School Skool Loop App please email Content@skoolloop.com



To download our app: In Google Play & App Store search 'Skool Loop' & choose Tallygaroopna Primary School once installed.

Three Vs: Ventilation, Vaccination and Vital COVIDSafe Steps

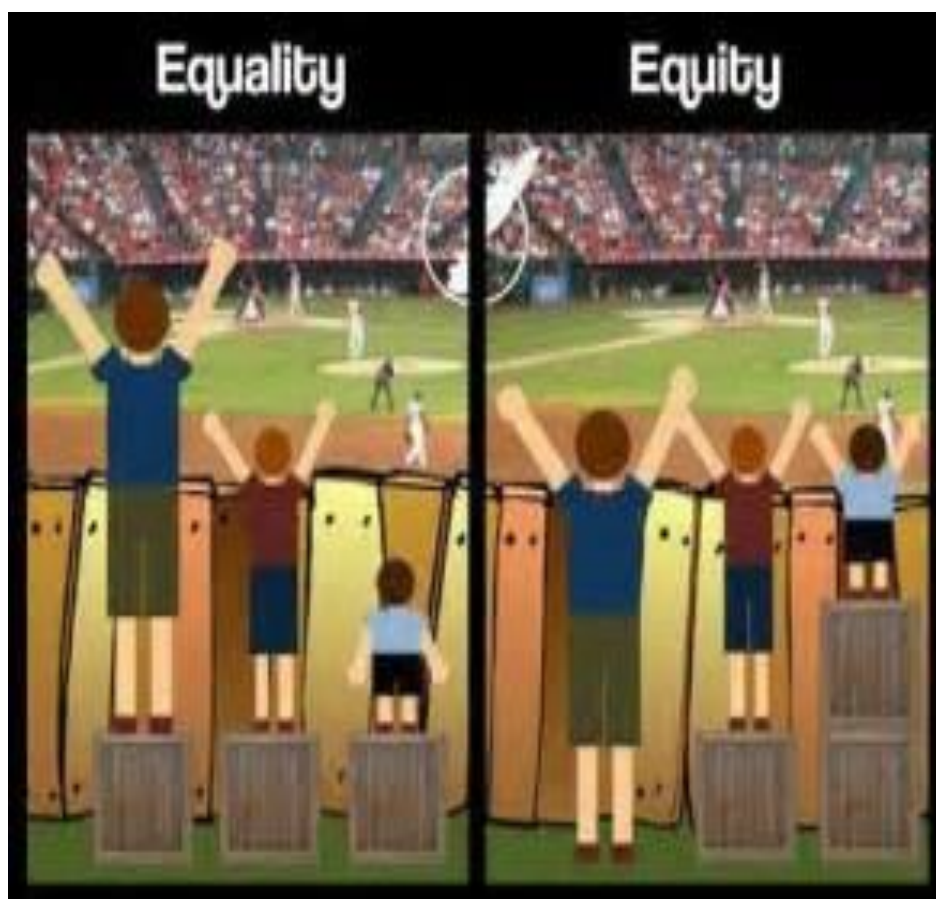


*Exemptions will only be for staff with a signed medical certificate

There is a Late Arrivals/Early Departures book at the office, which needs to be signed for late arriving or early departing students. This needs to be signed by parents (or whoever is dropping off or picking up your child). There is also a Visitor's Book to be signed by all visitors to the school (this includes parents who stay for Parents' Club activities, etc). This will aid our emergency management of the school.

Music Lessons – 2022

Cliff Doornkamp is offering individual guitar and keyboard lessons to be held on a Monday morning. Each lesson runs for 20 minutes and will cost \$20. Interested families should contact Cliff on 0474 769 963 for more information. We anticipate that these will begin on Monday 7th February.



Supervision – before and after school hours

Parents are reminded that grounds supervision does not begin until 8.30am so please do not send students early to school for the sake of it or to play. This is documented in our staff supervision policy.

Fairleys Supa IGA Community Rewards Program

Our school is registered for the Fairleys Supa IGA Community Rewards program. Families can register in-store. Funds generated by customer point donations are converted to cash and handed over at the end of the financial year.

Introducing
FAIRLEYS SUPA IGA *Community REWARDS*
FUNDRAISING PROGRAM

Please Help Financially Support Your School... Join Today!



www.fairleysiga.com.au

The Child Safe Standards are compulsory minimum standards for all Victorian early childhood services and schools, to ensure they are well prepared to protect children from abuse and neglect. The standards provide a framework for schools to review existing policies and practices and all other aspects of child safety, to ensure a 'zero tolerance' approach to any form of child abuse. You can access our policy on the school's website.

We are

eSmart[®]





[Mobile Phone Policy Reminder](#)

CLASS DOJO USE – COMMUNICATION WITH STAFF

It has been absolutely fantastic to see how many families are communicating with class teachers with Class Dojo. It is vitally important that the link between home and school is consistent and positive so I hope all families will again join up with Class Dojo for 2022. New families for this year will be invited to join Class Dojo – class teachers will be in contact with families if needed and information may be sent home.

If anyone is having trouble with this don't hesitate to contact me or any class teachers. Many staff are demonstrating what is happening in class via **class stories**, and I am sure many families will enjoy seeing many of the fantastic things which our staff will be implementing for the year. Families can create comments and like events which occur throughout the year. It is also important that families are mindful of the personal time of our staff who work very hard and need to maintain a life away from the school environment after hours. Please keep this in mind as you continue to use this great online resource.

David

All students are asked to bring their green reader bags back to school ASAP if these are at home. These will be used this year to hold their readers and homework as per normal.

SCHOOL HATS ARE COMPULSORY IN LINE WITH OUR SUN SMART PROGRAM. THESE NEED TO BE WORN BY THIS THURSDAY 3RD FEBRUARY.

This year we welcome the following 6 families to our school for the first time – Hayley & Simon Hepworth (Jacxon), Kylie & Patrick Higgins (Bronson), Jennifer & Ashley Holland (William), Debbie & Damien Butcher (Caius), Rachel Sidebottom & Damien Edgar (Nate) and Rhonda & Scott Kirby (Ashton) Welcome back to Bec & Simon Happy also (Eliza).

Welcome to our school community and we trust that your time at Tallygaroopna PS will be both rich and rewarding.

New pupils starting this year are: Nate Sidebottom, Izabella Binion-Hutchinson, Nikolas Brett, Eliza Happy, Jacxon Hepworth, Bronson Higgins, Grace Hill, William Holland, Caius Little-Harris, Riley Osborne, Kendell Rumsey, Ryder Best (all Foundation students) Nate Sidebottom (Grade 4) and Ashton Kirby (Grade 6).

We begin the new year with 80 students which is really promising for our school community.

Grade Expert – Parent Portal

The GradeXpert Parent Portal is used by your child's school to send you important information about your child, such as **school reports, student of the week awards and details of incidents at the school.**

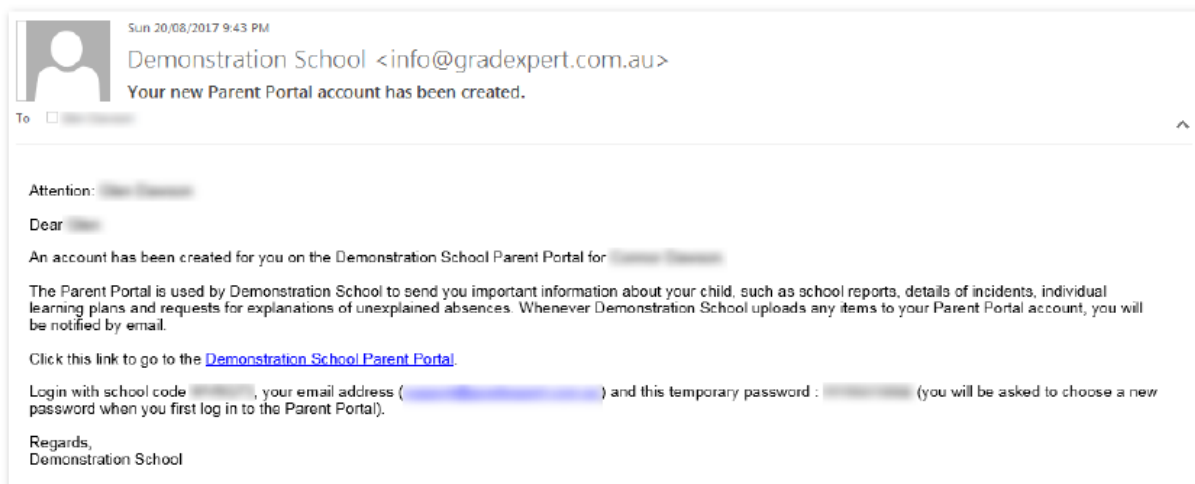
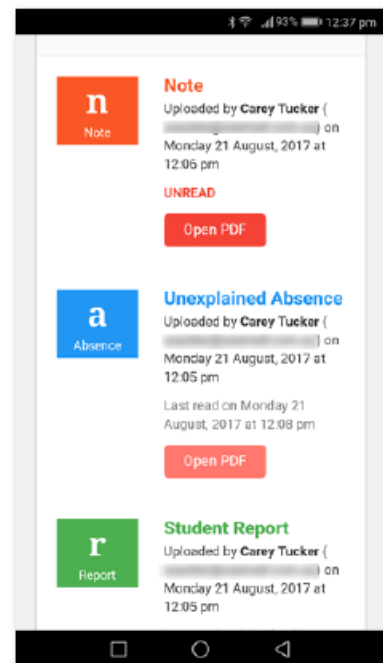
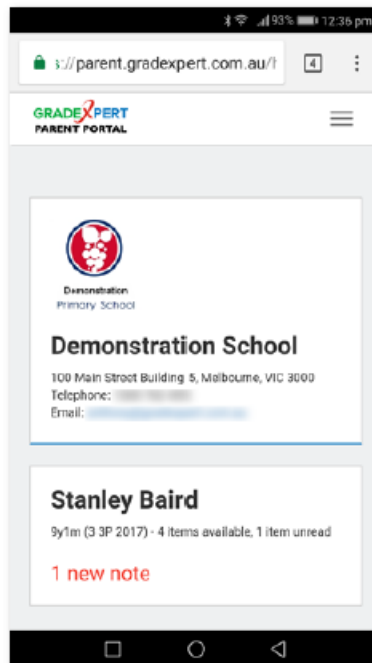
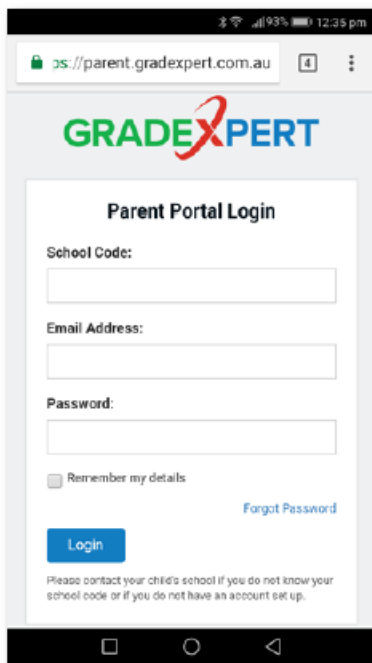
This information is **never removed** from the Parent Portal, so you can easily view this information from previous semesters and years.

Whenever your child's school uploads any items to your Parent Portal account, **you will be notified by email.**

Each parent has their own **unique login**, and your email address that you have previously provided to the school is required to log in.

You can access the Parent Portal in any web browser, on any device, including a desktop or laptop computer, tablet or smartphone (example screenshots below).

Contact the school if you need any assistance with this – all families hopefully have received an email in regard to accessing this resource. It is important that the email you use at home is the same one that we have recorded on Grade Expert – please check this.



Contacting Staff and Families out of School Hours

We all need to be mindful of contacting staff and families outside of school hours (beyond 5pm). This may involve text messaging, phone calls, Class Dojo and Skool Loop. There has been a big push from the Department of Education in regard to school community health & wellbeing and it is important that we all have lives away from the busy work day.

Communicating with Staff

Please feel free to discuss any issues with myself or specific class teachers. At Tallygaroopna PS, we are accessible to parents and we value the importance of positive and constructive communication with all of our families. Please contact the school to make an appointment if needed – so that issues can be addressed at an appropriate time, which does not affect normal planning and learning time. David

STUDENT OF THE WEEK WILL START ON FRIDAY 5TH FEBRUARY. STUDENTS WILL RECEIVE AN ICY POLE VOUCHER IF AWARDED STUDENT OF THE WEEK.

STUDENTS ARE ABLE TO ACCESS SUNCREAM ON A REGULAR BASIS IF NEEDED. THIS SITS IN THE CUPBOARDS NEAR THE SINK IN THE PROJECT ROOM.

COLD WATER IS READILY AVAILABLE FOR EVERYONE AS WELL AT THE LARGE MIRROR IN THE PROJECT SPACE. ALL STUDENTS SHOULD HAVE A WATER BOTTLE TO UTILISE THROUGHOUT THE DAY.

ONCE A WEEK, WE WILL BE SOUNDING OUR 2 ALARMS TO ALLOW STUDENTS TO BECOME AWARE OF THESE IF THE NEED ARISES IN THE CASE OF AN EMERGENCY.

OSH Care for 2022

This service has continued to build over the last 7 years. Staff from Tallygaroopna PS implemented this service from 2015 -2017 and last year we again were able to offer this service for 5 days a week while employing two OSH Care Coordinators.

In 2022, we will continue to provide for families and their children. OSH Care may again be available for 5 days a week (excluding term holidays, public holidays and curriculum days). We are pleased to announce that Dee Palmer and Beck Wayman have agreed to continue to share our OSH Care coordinator role and we look forward to both ladies making a valuable contribution to our school and continuing to develop this service for our families from 3.25pm to 6pm (this will be 2.25pm to 5pm on the last day of each term when school is released early). **A reminder to all families that a new enrolment form for 2022 must be filled in for any children utilising this service. This form is available at our school office and also on our school website. Please support this service, so that it can be financially viable for the school into the future – we aim to have 25 students enrolled for the week.**

Fees for 2022 are:

\$25 for a full session and \$15 for a short session (finishing by 4.30pm). **(If a family registers for the Child Care Subsidy, the fees can be significantly less.)**

ALL CANCELLATIONS MUST BE MADE BY MIDDAY OF THE DAY OF SERVICE. ALL FAMILIES WILL HAVE TO PAY NORMAL FEES IF THEY FORGET TO CONTACT THE SCHOOL. THIS WILL CONTINUE TO BE A BIG CHANGE FOR FAMILIES BUT IS ESSENTIAL TO MAKING OUR STAFFING AND ENROLMENT PROCESS FAIR AND REASONABLE IN LINE WITH COMPLIANCE FROM THE EDUCATION DEPARTMENT.

OSH Care – Last family leaving the service

In our Staff Handbook with OSH Care we have a number of Safe Work Practices. One of these focuses on our OSH Educator leaving the program at the end of the day. Can any families collecting the last student in the program each day assist with this please. Your support would be greatly appreciated – see below.

“The educator must leave the program with the last adult/parent at the same time the last child is collected. It will therefore be necessary for the coordinator to complete any tasks normally done at the conclusion of the program prior to the last child's departure from the program.”

OSH Care (Enrolment Form) - All families who used this service for 2021 have been given an OSH Care enrolment form. It would be appreciated if these are returned ASAP – **one per student**. It is mandated for families using the OSH Care service to have these forms in before children are enrolled in this program. We encourage all of our families to try and get this in so that children can be put in the service if needed in case of emergencies.

Coronavirus (COVID-19) phone advice line

For immediate questions and up to date guidance and advice, the Education Department also has a dedicated coronavirus (COVID-19) phone advice line (9am-5pm Monday to Friday). The advice line is available for school leaders as well as all staff, and parents on 1800 338 663.

SCHOOL VIRTUAL TOUR

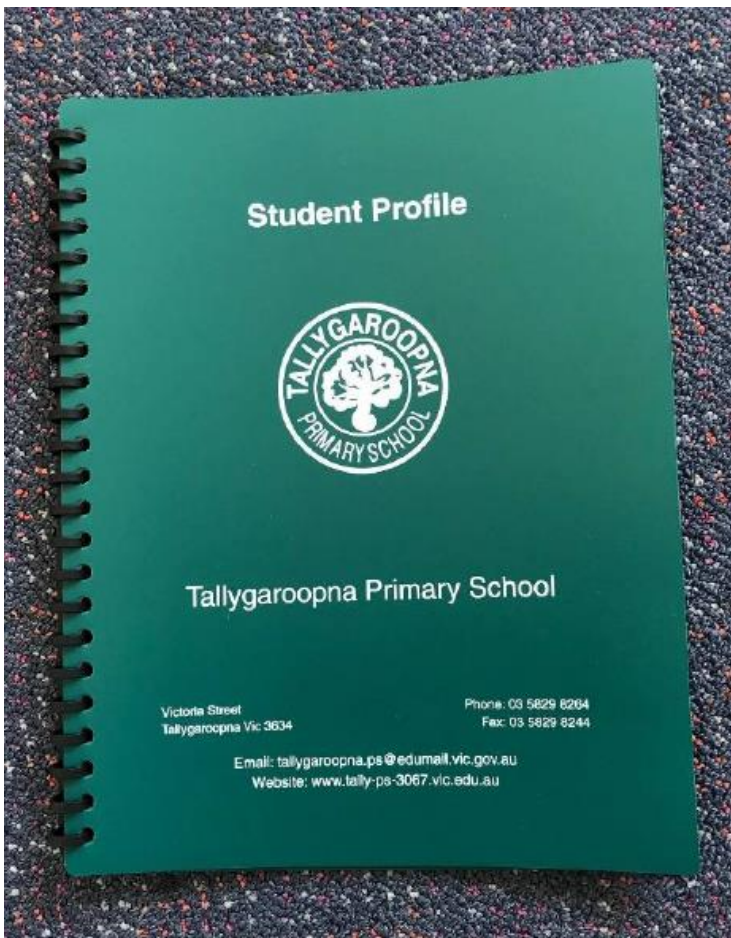
<https://www.facebook.com/watch/?v=560547707944476>

<https://www.tally-ps-3067.vic.edu.au/page/178/Enrolment>



Essential for all students

Students will need to purchase this if new to the school or have lost their previous bag. Cost is \$15.00 per bag. Please check the relevant box on the Parent Payment Arrangements letter if you require one or see Karen at the office.



An option for all students

Students may purchase this to store their reports. Cost is \$10.00 per folder. Please check the relevant box on the Parent Payment Arrangements letter if you require one or see Karen in the office.

Teaching Staff - 2022

Junior Unit

Foundation – Mrs Claire Haberfield

Grade 1/ Grade 2 – Miss Tori Puetz

Senior Unit

Grade 3 / Grade 4 – Miss Rebecca Rosevear

Grade 5 / Grade 6 – Miss Liss Lothian

Principal – David Brodie

Business Manager – Karen Armstrong

Education Support – Dee Palmer, Beck Wayman, Sue Muston (Volunteer)

School Welfare (Chaplain) – Tim Ford (3 day fortnight – Monday / Wednesday / Monday)

TLI Tutors – Bev Montgomery, Melissa Beer

Specialist Staff

Physical Education – Bev Montgomery

Music – Jannah Tucker

Library – Katrina Campbell

Art – Clark Pettigrew

1. BYOD Program - 2022

We will be offering families in Grade 5/6 the BYOD program again this year. We have plenty of information on our website so families may be able to make an informed decision by looking at the link below. Information available online is summarised as:

- iPad Policy & Acceptable Use Agreement for 2022
- App List
- iPad Information
- iPad Information Night Presentation (VIMEO).

An updated Bring Your Own iPad Policy & Acceptable Use Agreement (2022) was sent home before the holiday break – return ASAP please so students choosing to have their own iPad in class can start using these.

<https://www.tally-ps-3067.vic.edu.au/page/228/BYOD-Program---Grade-5/6>

2. Student Information Forms

This week a number of forms will go home to all families to be filled out, signed and returned. These forms are essential for the general operation of the school and it would be appreciated if these are returned by Monday, 7th February. A summary of the forms is below:

- Parent Payment Arrangements – Foundation, Grade 1/2, Grade 3/4 or Grade 5/6 – fill out and return (these were sent home in term 4 last year – please see Karen if you require another copy)
- Child Safe Code of Conduct (renewed annually)– Please sign if assisting with any school activities this year – reading, munch n crunch, fundraising...etc
- Green Confidential Student Information Details & Consent Form – fill out and return (this updates parent occupation codes, phone numbers, etc if required. This also updates consent in various areas)
- Asthma Action Plans for relevant families – please collect one at the office if applicable
- Chaplaincy Consent Form (for new students)
- MARC Van Borrowing Agreement
- Camps, Sports & Excursions Fund – Collect form from the office if you are eligible
- Conveyance Allowance – Collect form from the office if you are eligible

3. Engagement Policy

This policy is updated annually and was endorsed at School Council at the end of 2021. Specific information relates to behaviour expectations for all of our staff, students and families, which links to our current school values. This document is a living and breathing document so new additions / alterations may occur throughout the year. There is a lot of information in this document and it is no longer sent home every year – it can be viewed on the school website for families' perusal. *Family approval / consent in line with this document is now on the green Confidential Student Information form being sent home – see above.*

4. Office 365 – Minecraft

Students in Grades F-6 have an opportunity to access Office 365 this year. We will primarily be using this resource to use Minecraft at school. Office 365 is an online learning service to support learning and teaching and *family approval / consent in line with this resource is now on the green Confidential Student Information form being sent home – see above.*

If you would like more information sent home – please contact the school. We will be aiming to have this set up by the end of February at the latest.

5. Chaplaincy Consent

Tallygaroopna PS is very fortunate to be able to implement the National School Chaplain Program again in 2022. We have been involved in this program for the last 7 years and the aim of the NSCP is to support the emotional wellbeing of students by providing pastoral care services and strategies that support the emotional wellbeing of the broader school community. They work closely with wellbeing and allied health staff in schools to support students and their educational outcomes, staff, families and the wider school community.

Specific information is available on our school website - <http://www.tally-ps-3067.vic.edu.au/page/196/Chaplain-Program>

6. ESmart Policy Use

This policy is updated annually and was endorsed at School Council at the end of 2021. Specific information relates to acceptable use with the internet and other digital technologies. There is a lot of information in this document and it is no longer sent home every year – it can be viewed on the school website for the perusal of families. *Family approval / consent in line with this document is now on the green Confidential Student Information form being sent home – see above.*

7. Information Evening

Information and Meet the Teachers evenings will not be held at school this year again. Instead, we are planning on recording specific information relevant to classes and making this available to families on Monday 14th February. Over the last few years, we have noticed that attending such a session has been difficult for some families so we hope that this change will allow all families to view information when it suits them at an appropriate time. Of course, class teachers can be contacted via Class Dojo for any clarification which is needed.

8. Student Headphones

In past years, students have supplied their own headphones to use at school. We are encouraging this again in 2022 for all students so that these can be used daily with a variety of ICT programs utilised at school.

9. School Bus Safety

Thanks to all families who returned information about the school bus for 2022 before school began. It is imperative that families who have children who are bus travellers contact the school if their children are not going on the bus in the afternoon (before 3pm). Mr Brodie will be the school contact for buses in the morning and afternoon and parents will need to make contact with him using either notes or phoning the school. Alternatively, parents can text message Mr Brodie on 0411 960 164 if they cannot contact the school directly.

10. English Online Interview

The English Online Interview is a powerful online tool for assessing the English skills of students in Years Foundation to Grade 2 in Victorian government schools. The Interview assesses students across the three dimensions of the English domain of the Victorian Essential Learning Standards (VELS) – Reading, Writing and Speaking and Listening. Mrs Haberfield will be conducting these tests on 3 days (9th, 16th and 23rd February) and a formal letter went home to families before the holiday break. It is compulsory to conduct these with Foundation students.

<https://www.education.vic.gov.au/school/teachers/teachingresources/discipline/english/assessment/Pages/default.aspx>

11. Personal Property

Personal property is often brought to school by students, staff and visitors. This can include mobile phones, calculators, toys, sporting equipment and cars parked on school premises. The Department does not hold insurance for personal property brought to schools and it has no capacity to pay for any loss or damage to school property. Therefore, staff, students, parents and guardians should be discouraged from bringing any unnecessary or particularly valuable items to school.

12. School Values

These values are used to support our students, teachers and parents in becoming positive citizens within their community. These were amended in 2017 and are summarised as follows:

Inclusion: to include others and to not leave anyone out. To understand, respect, welcome, celebrate and honour the diversity of children, families and staff. Diversity comes in many different forms, for example culture, language, religion, lifestyle, family arrangements and circumstances, abilities and disabilities. Respecting diversity is important in creating a sense of belonging. The different backgrounds of the children, families and staff enrich a school's character and identity. Schools that are responsive to individual differences and respect diversity benefit everyone and help to build an inclusive environment.

Respect: to treat others with consideration and regard, to respect another person's point of view and to treat others how you would like to be treated. A feeling of admiration or deference toward a person, child, non-human animal, group, ideal, or indeed almost any entity or concept, as well as specific actions and conduct representative of that esteem. Respect can be a specific feeling of regard for the actual qualities of the one respected (e.g., "I have great respect for her judgment"). It can also be conduct in accord with a specific ethic of respect (ie: ANZAC Day).

Honesty: to tell the truth and own up to things in a mature manner. Being honest means you display positive attributes such as integrity, truthfulness, straightforwardness, including straightforwardness of conduct, along with the absence of lying, cheating, theft, etc. Furthermore, honesty means being trustworthy, loyal, fair and sincere.

13. Conveyance

The Conveyance Allowance Program (CAP) is a form of financial assistance to help families in rural and regional Victoria with the cost of transporting their children to their nearest appropriate school or campus.

Depending on how a student travels to school, an eligible student may be granted a conveyance allowance based on:

- the least expensive public transport fares and/or
- a distance based allowance when travel is by private car or private bus.

Parents applying for the allowance are required to complete an application form – contact Karen if needed.

14. Late Pick Up – OSH Care

No child is to remain in the program after 6:00pm. If parents suspect that they will be late, they must contact one of the approved, alternate people nominated on their child's enrolment form and have them collect their child before 6:00pm.

A penalty fee of \$5 per 10 minutes per child will apply if children are not collected by 6:00pm.

When a child is left in the program after 6:00pm, the Coordinator shall take the following action:

- ring parents/guardians
- ring emergency contacts

If no contact can be made to either of the above, then a member of the OSHC Committee shall be notified to attend the OSHC Program. If contact cannot be made to parents/guardians or emergency contacts after 1 hour of closure, police shall be called. A notice shall be left on the door of the Program notifying where the child has been taken and/or who the parent needs to contact.

15. Parents' Club Meeting

New and existing parents are always welcome to join this club which constantly supports the school. In previous years some great fundraising has occurred and the school was able to utilise some funds to go towards school programs and

excursions which was greatly appreciated. The first Parents' Club Meeting for the year will be held on Thursday 17th February at 3.30pm (not the 10th) – venue will be outside at school.

All are welcome and we look forward to seeing some new families help out with this great school community group. We are also looking for new and exciting ideas.

16. School Times

We begin the morning at 8.45am to 9am. In the past we have had a Reading Program and a Get Active program to begin the day – stay tuned for more information in regard to this. The school day commences at 9.00am and concludes at 3.25pm. Morning recess is from 11.00am – 11.40am (lunch from 11.40am – 11.55am) and afternoon recess is from 1.25pm – 1.45pm (afternoon snack is from 1.45pm – 1.55pm). We are obliged to give children 5 hours of instruction at school and these specific times cater for this and allow some flexibility with our bus at the end of the day. All students are encouraged to bring along some fruit for morning snack at 10am as well.

A school assembly will be held each Friday afternoon beginning at 3pm in the Project Space. Parents are welcome to attend and it will conclude at approximately 3.20pm. Early bus students will be dismissed at 3.15pm.

17. Absence Notes


Could the attached form be used for absences please. The alternative is to submit an absence on Skool Loop. Both of these are the preferred methods because they are completed immediately. If either of these are not convenient - please ring the school, but Mrs Armstrong will be aiming to follow these up on a daily basis. Formal notes are needed for audit records and your support would be appreciated. We would prefer no text messages.

What happens if absences continue – 7 days a term turns into 28 days a year, which turns into 196 days over 7 years. This results in a child missing 1 whole year of their Primary School years – something for all of us to think about.

EVERY DAY COUNTS ...
A day here or there doesn't seem like much but ...

When your child misses just	that equals...	which is...	and therefore, from Prep to Year 12, that is ...	This means the best your child can achieve is ...
1 day a fortnight	20 days a year	4 weeks of school	Nearly 1½ years of school	Equal to finishing Year 11
1 day a week	40 days a year	8 weeks of school	Over 2½ years of school	Equal to finishing Year 10
2 days a week	80 days a year	16 weeks of school	Over 5 years of learning of learning	Equal to finishing Year 7
3 days a week	120 days a year	24 weeks of school	Over 8 years of learning	Equal to finishing Year 4

Give your child every chance to succeed ...



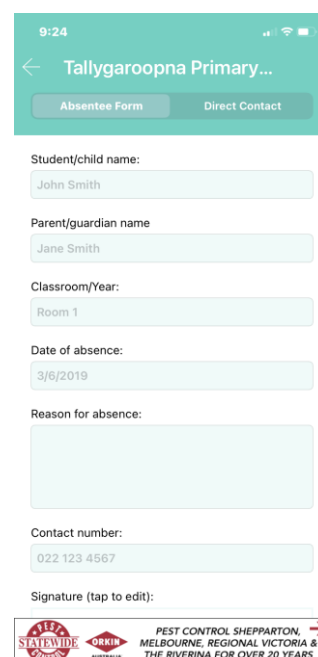
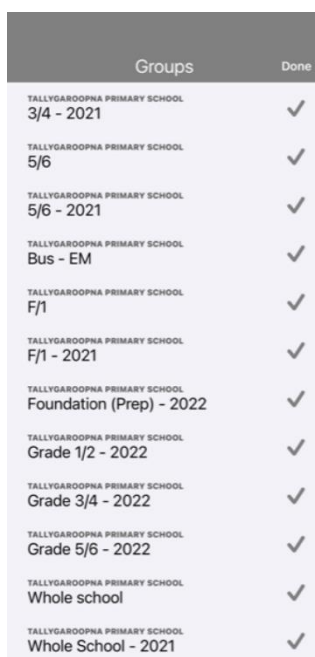
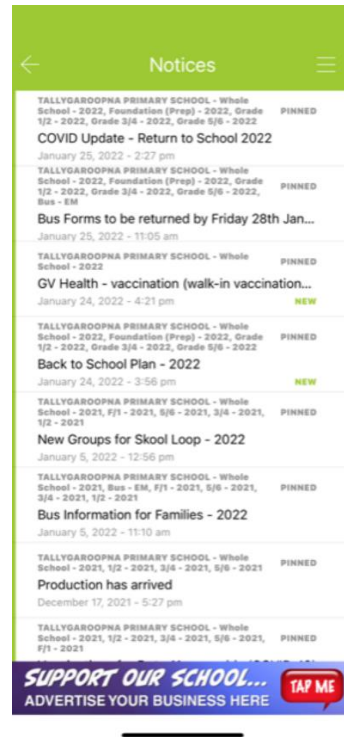
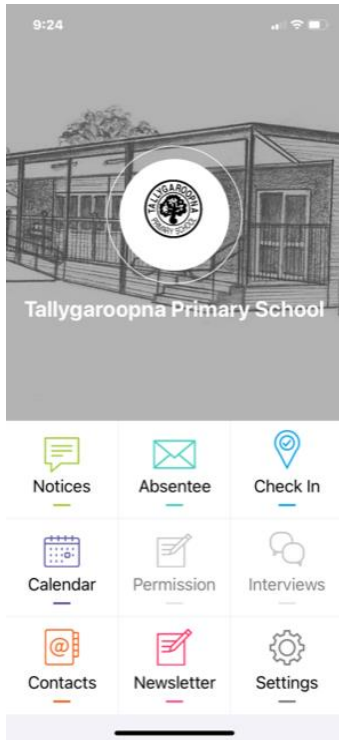
18. Music – Grade 3/4 students

We are looking forward to our Music program continuing in 2022 with Mrs Tucker. Students in Grades 3 & 4 will need to purchase a recorder from the school for \$15 each if they don't already have one. Payment for this will need to be added to their school parent payments if required. Recorders are to be left at school but will obviously be owned by the students. Foundation, Grade 1 and Grade 2 students will focus on percussion instruments, which the school already has. Grade 5 and 6 students will utilise ukuleles which the school has as well. Students will need their own recorder because of hygiene reasons. Music will begin on Wednesday 9th February. Please let the school know ASAP if you can supply your own recorder as an alternative.

19. Skool Loop Communication

To aid communication between our school and the home we will continue to use an application which is available on computers and mobile devices called Skool Loop. This is a school app and business program designed for newsletters, notices, absences...etc. The school app includes an instant message service to alert when new information is available - it would be appreciated if all families could download this ASAP so that immediate alerts go directly to everyone.

**A REMINDER TO ALL FAMILIES TO JOIN THE NEW CLASS BOXES FOR 2021
– WHOLE SCHOOL, F, 1/2, 3/4 & 5/6
ALSO ALL FAMILIES WHO UTILISE THE SCHOOL BUS ARE MANDATED TO
JOIN THE BUS EMERGENCY MANAGEMENT BOX.**



20. Extreme Heat

We all know that a heat wave usually occurs as we return to school. Therefore, we shouldn't be surprised that we are expecting extremely high temperatures for the coming weeks. Parents and guardians are reminded that on hot days it is important never to leave children alone in a car. We have an extreme weather timetable to cover these hot days. Students will remain indoors for some or all of afternoon recess time and will be encouraged to drink lots of water. Please make sure they bring a water bottle to school each day.

21. Foundation Student Information

Throughout February, children in Foundation WILL NOT attend school on Wednesdays. They will remain at home on 2nd, 9th, 16th and 23rd of February. There may be some Wednesdays where Mrs Haberfield may require your child to attend a certain time for specific testing, but she will inform parents of this if there is a need.

The first full week for Foundation students will begin on Monday 28th February – extra days can be negotiated if needed.

22. School Council meetings for 2022 - These are summarised below and are open to change if needed. We are mandated to have 8 meetings a year. There are a couple of openings for this year if anyone would like to join School Council – feel free to contact David for any clarification.

Term 1	Week 4: Monday 14 th February	Week 9: Monday 21 st March - AGM
Term 2	Week 4: Monday 16 th May	Week 9: Monday 20 th June
Term 3	Week 4: Monday 1 st August	Week 9: Monday 5 th September
Term 4	Week 4: Monday 24 th October	Week 9: Monday 28 th November

23. School Term Dates for 2022

Please keep these in a handy spot as you may wish to book your family holidays during the school holidays.

Term 1 – January 28th* until 8th April (all students from F-6 to start on Monday 31st January)

Term 2 – 26th April until 24th June

Term 3 – 11th July until 16th September

Term 4 – 3rd October until 20th December

* The first day of Term 1 is a student-free day in all government schools to allow for appropriate planning to take place for the arrival of students. Each year government schools are provided with four student-free days for professional development, school planning and administration, curriculum development, and student assessment and reporting purposes. We are taking the first of these at the start of the year - the remaining three student-free days are determined by each individual school.

24. Specialist Programs

We can confirm that we will be having a high quality Specialist Program in 2022 to enable our students to reach their potential in a variety of learning opportunities.

Art (MACC Van servicing small schools in the local area) – Mr Pettigrew: sessions fortnightly on a Wednesday

P.E. – Mrs Montgomery: sessions fortnightly on a Wednesday

Library (MARC Van servicing small schools in the local area) – Mrs Campbell: sessions fortnightly on a Wednesday

Music – Mrs Tucker: sessions fortnightly on a Wednesday

Respectful Relationships / Bounce Back Program – Mr Brodie: sessions each fortnight on a Friday

Rotation Program: sessions each fortnight on a Thursday:

Auslan – Miss Lothian

Information Technology – Miss Puetz

Science – Mrs Haberfield

Sport – Miss Rosevear (alternative week of P.E with Mrs Monty)

Start dates are listed in the calendar on the last page of this newsletter.

25. Art / Library Van

Our MACC and MARC Vans will continue to come to our school on alternative weeks to support our Library and Art Programs at school. We anticipate Art (MACC) beginning on Wednesday 2nd February and Library (MARC) beginning the following week on Wednesday 9th February.

**It would be appreciated if an old shirt could be supplied as an art smock if possible.
This year, families will need their green reader bag or make a library bag for borrowing
library books – a pillow slip could be ok for this also.
No borrowing will be allowed without this.**

26. Newsletter / Website

For the information of new parents, please note that the full newsletter and mini newsletter are available to families via Skool Loop and on our school website each Monday after school. Some copies are available at the office if needed – contact Karen about this. There will be some items / notes / permission forms...etc, which will be sent home still, please check your child's bag for these as they contain important information on what is taking place in the school. Any items for the newsletter must reach the office by 9.00am on Monday. We encourage all families to take a look at our school website as it will be constantly evolving over time and many other valuable resources for parents and children are found here.

27. School Camps for 2022

We will be having a Grade 3-6 camp at 15 Mile Creek early in Term 1. The first day on Monday 28th February will be an induction held at Tallygaroopna Primary School followed by 4 days at the Camp returning to school on Friday 4th March. More specific information in regard to departure and return times will be available soon.

Relevant information is going home to families this week – can this be returned by Monday 14th February please. We anticipate that the cost of the camp will be only \$170. **Please contact the school if your child will not be attending the camp – this is urgent so that the final cost can be confirmed.**

We anticipate that staff attending the camp will be – Mr Brodie, Miss Lothian and Miss Rosevear.



28. Camps & Excursion Policy

Our Camps & Excursion policy is found [here](#) for parents to refer to if needed. Some key points are:

1. Parents/carers will be notified if their child is in danger of losing the privilege to participate in an excursion or camp due to behaviour that does not meet the standards of behaviour set out in the school's Student Wellbeing and Engagement Policy. The decision to exclude a student will be made by the Principal, in consultation with the organising teacher. Both the parent/carer and the student will be informed of this decision prior to the camp or excursion.
2. The cost of all camps and excursions are to be paid by parents/carers unless alternative arrangements have been agreed to by the Principal prior to the excursion. All families will be given sufficient time to make payments for all activities. Consent forms will have clearly stated payment amounts and payment finalisation dates.

29. Sun Smart Policy

Tallygaroopna Primary School endorses a SunSmart policy during the warm months (September until the end of April). Students must wear their wide-brimmed/bucket hat at recess and lunchtime. Students without hats must stay in the undercover area between the Multipurpose Room and the brick building. New hats may be purchased from the school at a cost of \$15.

30. Medicine at School

For those students required to have medication whilst at school, a Medication Request form is required to be filled out, signed and returned to the school office prior to the student being administered medication. Further copies are available at the office. This does not apply to children with asthma with their puffer, although the office must be informed of the child's needs in this regard. Any change to the child's medical condition should be relayed to the office ASAP.

31. Head Lice

Please be vigilant in checking your child's hair for lice. There were some frequent head lice incidents last year and we would like to have a relatively 'lice-free' year in 2022. Thanks for your cooperation.

32. Frozen Ice Sticks

Frozen ice sticks will be available for sale each Friday at lunchtime for 50 cents each.

33. Fruit in Classrooms / Foods

This year, all classrooms will again be having a fruit/vegetable break at 10.00am each morning. Students are asked to bring along a piece of fruit/vegetable to eat at this time. There will still be the usual play lunch at recess time which will be eaten in classrooms for all students. This enables our school to be relatively rubbish free outside.

34. Borrowing Agreement - MARC Van (Library)

Last year, School Council again endorsed a borrowing agreement for 2022. This relates to the prompt payment of lost or damaged resources by the required date, or a borrowing suspension will take place. As a result, all families will be asked to sign a borrowing agreement before the first Library session – Wednesday 9th February.

The following issues relate to our school's participation in the Congupna MARC Service in 2022.

- 1. Prompt payment of MARC fees by the required date (after Census), or a complete borrowing suspension will take place. (i.e. suspension meaning no member of your school will be allowed to borrow until the required payment is made.)**
- 2. Prompt payment of lost or damaged resources by the required date, or a borrowing suspension will take place. Any books to be paid for will be included on the school fee invoice, as a separate item. (N.B. In cases of obvious neglect e.g. damp, mould, scribble, torn pages, schools will be invoiced for these books at the end of the school year. Acknowledged responsibility of the school in allowing their students to borrow, i.e. it is the schools ultimate responsibility to pay for lost or damaged resources and to recoup costs incurred as arranged with parents at your school.)**

The MARC service to rural schools in our area provides a valued and important service to children in small schools. The service provides access to a wider range of learning resources than would otherwise be the case to both teachers and students and overcomes some of the disadvantages of size and rural isolation. Teaching sessions focus upon literature, information skills and technologies with access to a large school library.

35. Online Resources

Our school has again invested in a number of online educational programs which are available for student use at home and at school. These programs complement specific activities which are implemented in class. Passwords will be sent home with parents for these as soon as possible.

<http://www.mathletics.com.au/>

Whole School

<http://readingeggs.com.au/>

Students in Grades F-2

<https://www.essentialassessment.com.au/>

Whole School

36. Parent Payment Arrangements – Parent Payment Arrangements for 2022 were sent home to families and are available on the school website under Information < School Fees. School fees for 2022 were approved at school council on 30th November, 2021. These are summarised in the link below, but are set at \$150 per student to cover stationery, online subscriptions and MACC & MARC costs.

We would appreciate payment by the end of term 1, 2022. As stated in the Parent Payment Arrangements forms, these fees do not include camps, excursions, swimming, uniforms or bus fees (if applicable). For more information, please contact Karen Armstrong or David Brodie.

<https://www.tally-ps-3067.vic.edu.au/page/239/School-Fees>

37. Playgroup Dates

This program will hopefully be coordinated by Tim Ford (Welfare Worker) in 2022. Community members are invited to drop in with their little ones and have a tea / coffee and a chat. Playgroup is every fortnight and begins at 9am and concludes at 11am. Specific dates will be available soon subject to COVID-19 restrictions.

38. School Payments - When making payment to the school bank account for multiple items, please make one direct deposit for the total amount with your family name listed and email the school a message detailing the breakdown of the payment.

39. Accident Insurance - reminder

Our school does not have an accident insurance policy to cover student injuries or ambulance transport. A reminder to parents and guardians that they are responsible for paying the cost of medical treatment and ambulance attendance/transport. We recommend all families arrange ambulance cover in case of emergency. There are also a variety of commercial insurance policies available that would cover accidents at school.

40. 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](#).

Please take time to remind yourself of the school's collection statement, found on our website https://www.tally-ps-3067.vic.edu.au/uploaded_files/media/collection_statementprimary_school_2020.pdf.

For more information about privacy, see: [Schools' Privacy Policy – information for parents](#). This information also available in nine community languages.

41. Camps, Sports & Excursions Fund Applications

The Camps, Sports and Excursions Fund helps eligible families to cover the costs of school trips, camps and sporting activities. If you have a valid means-tested concession card, such as a Veterans Affairs Gold Card, Centrelink Health Care Card or Pensioner Concession Card, or are a temporary foster parent, you may be eligible. There is also a special consideration category for asylum seeker and refugee families. Payment amounts this year are \$125 for eligible primary school students. Payments are made direct to the school to use towards expenses relating to camps, excursions and sporting activities for the benefit of your child. If you applied for CSEF through our school last year, you do not need to complete an application form this year, unless there has been a change in your family circumstances.

If you would like to apply for the first time, please contact the school office on 5829 8264 and ask for an application form. You can also download the form, and find out more about the program and eligibility, on the Department of Education and Training's Camps, Sports and Excursions Fund web page.

Check with the school office if you are unsure, and please return completed forms to the school office as soon as possible.

42. Tutoring Program - 2022

The Tutor Learning Initiative (TLI) begins on Tuesday 2nd February (see dates in calendar). Relevant families have been contacted – please return consent forms if you haven't had an opportunity to do so as yet. This program will be implemented by Melissa Beer and Bev Montgomery. The additional funding will provide all Victorian government schools with targeted learning support to address the continued impacts of the COVID-19 pandemic.

43. Sharing of Food

The updated guidelines state that sharing of food is not permitted (ie: birthday cake), however pre-packaged food which doesn't require anyone to touch this food is ok (ie: lollipop). Please contact the Principal in regard to this, so that families can be informed (via Skool Loop / Dojo) and then make an informed decision in regard to participation.

44. School Uniform - reminder

A uniform dress code reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school. A reminder to all families to reinforce this please. From May until the end of August, school beanies and scarves are permitted to be worn outside – beanies can be purchased from school in line with our uniform policy as well – we would appreciate green or red beanies and scarves only.

CAN APPROPRIATE UNIFORMS BE REINFORCED PLEASE – BLACK SHORTS OR PANTS.

45. Respectful Behaviours within the School Community Policy

The department has developed a new [Respectful Behaviours within the School Community Policy](#), which promotes the importance of respectful and collaborative relationships between parents, carers and school staff. The new policy and resources will enable schools to communicate clearly articulated expectations for parent and carer behaviour towards school staff.

About the policy

Instances of violence and aggression towards school staff from parents, carers or other adults can have a significant impact on the health, safety and wellbeing of staff who experience this behaviour, as well as their colleagues. The impact can also be felt by the wider school community. The [Respectful Behaviours within the School Community Policy](#) applies to all government schools. It sets out clear guidelines on the expected standards of behaviour for parents, carers and other adults who interact with the school community, to reduce the risk of work-related violence towards school staff. The department's new [web page for parents and carers](#) provides additional information about the policy. It also contains resources for parents to help them engage positively with school staff and tips for raising concerns or complaints.

Advice about how to have a positive relationship with your child's school

Guidance is available to help maintain positive relationships in school, including:

- Ways to [Get involved with your schools](#) such as volunteering, parent clubs and school councils.
- Learn more about the whole-school approach to [Respectful Relationships](#) and how parents/carers and the wider community have a role to play in modelling respectful behaviours and creating an environment where everyone feels safe, respected and valued.
- [Building a relationship with your child's school](#) - includes tips on how to build and maintain strong relationships.
- Find out how to [raise a concern about your child's school](#).
- [Managing Difficult Conversations with your child's school](#) - advice about how to manage difficult conversations.

46. Policies

The following policies were approved at the last School Council of the year. These are available to view on our school website now if needed.

- Remote Learning Policy
- Student Engagement Policy
- E Smart Policy
- BYOD Policy / Agreement (Grade 5/6 students)
- All Child Safe Standard Policies x 9
- Visitors Policy (in line with COVID-19 requirements)
- Volunteers Policy (in line with COVID-19 requirements)
- COVID-19 Mandatory Vaccinations: Information Collection & Recording Procedures

Our general school rule is to “consider the feelings of others at all times”.

School Website (COVID-19 / Remote Learning):

<https://www.tally-ps-3067.vic.edu.au/page/238/COVID-19>

The Department's latest advice on coronavirus can be found
at www.education.vic.gov.au/coronavirus

Second-hand Uniforms

If anyone has any uniforms that they no longer require could you please send them along to school



ABSENCE NOTE – 2022



Student's Name.....

Class..... Date of Absence.....

Reason.....

.....

.....

.....

Signed.....



ABSENCE NOTE – 2022



Student's Name.....

Class..... Date of Absence.....

Reason.....

.....

.....

.....

Signed.....



ABSENCE NOTE – 2022



Student's Name.....

Class..... Date of Absence.....

Reason.....

.....

.....

.....

Signed.....

We have a large amount of rubbish around the skip bin. If anyone is able to take it away for a bonfire it would be very much appreciated. Let the school know if you can help.

STAY | HOME | STAY | SAFE | SAVE | LIVES

For all current restrictions visit vic.gov.au/CORONAVIRUS
Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne



Facebook a Reminder

Just a friendly reminder not to post photos of students that you have taken at school events on your own Facebook page, without notifying the child's parent first. Thank you for your ongoing support with this.

facebook
REMINDER



Rationale:

This policy is developed to provide guidelines and outline circumstances where payments made to the school can be refunded to parents/guardians.

Aims:

- To ensure parents/carers are made aware of school charges in a timely manner.
- To ensure parents/carers inform the school of changes to circumstances regarding attendance at camps/excursions/incursions in a timely manner.
- To ensure opportunity is available for all students who take part in the camps and excursions program, whilst also ensuring the program is conducted on a financial viable basis.

Guidelines:

Types of payments for which refunds might apply:

School Councils are able to request payments or contributions for education items and services from parents and guardians for students in Victorian government schools in the three categories:

- essential education items i.e. school fees
- optional education items i.e. excursions, incursions, camps, swimming
- voluntary financial contributions i.e. Computer Levy

All administrative and financial processes are compliant with Department of Education and Training (DET) requirements, including CASES 21 financial reporting.

Our school will consider requests for partial or full refunds of payments made by parents on a case-by-case basis taking into account the individual circumstances. Generally we will not be able to refund payments made for items purchased or costs that have already been paid where those funds have already been transferred to a third party. For example, camp costs when a child becomes unwell and cannot attend in circumstances where the payment has already been made or committed to a third party and no refund is available to the school. Where possible, we will make this clear to parents at the time of payment.

Implementation:

Essential education items

School Fees: Where payment has been made refunds will be on the following basis:

- Where the child withdraws from the school prior to the commencement of the school year the refund will be 100% of the amount paid
- Where the child withdraws from the school in Term 1, the refund will be 75% of the amount paid
- Where the child withdraws from the school in Term 2, the refund will be 50% of the amount paid
- Where the child withdraws from the school in Term 3, the refund will be 25% of the amount paid
- Where the child withdraws from the school in Term 4, the child will not receive a refund

Optional education items

Camps & Excursions:

A school fee is directed to the purpose for which it is charged. Fees for excursions, camps and swimming are calculated on a cost recovery only basis, according to the number of students who have indicated their attendance. Participation of students in an excursion, camp and swimming is indicated through payment and provision of a permission form completed by the parent/carer. As the school budget may not be able to meet shortfalls in funding for an excursion, camp and swimming due to the subsequent non-participation of a student who had previously indicated attendance of the activity, fees already paid may be refunded in full or in part or not at all, having regard to the associated expenses incurred and the circumstances of the non-participation.

Refunds may be given for accident, illness or exceptional circumstances and at the principal's discretion.

Voluntary financial contributions

Refunds are all subject to the discretion of the principal on a case by case basis.

Evaluation:

- This policy will be reviewed as part of the school's four year review cycle and feedback will be sought from the School Community.
- This policy was endorsed by School Council on Wed 24th October 2018.



Rationale:

- The parking of cars and other vehicles in and around the school grounds is a daily necessity, but also raises a number of safety and traffic issues that must be well managed.

Aims:

- To ensure that car and vehicle parking in and around the school grounds is orderly, safe and in accordance with the law.

Implementation:

- The parking of any vehicle inside the school grounds is at the discretion of the principal.
- Parents or visitors who fail to park in designated parking spaces may be reminded of the need to park elsewhere. The school may implement signage as required.
- School Council will work with the municipal council to ensure all on-street parking is clearly signposted and School Council will seek cooperation from the local municipal council in ensuring that on-street parking has appropriate time zones applied.
- School Council may encourage frequent visitations from local parking enforcement officers to ensure compliance with parking regulations.
- Alternatives to making the car park more user friendly may be investigated.
- Staff members may approach members of the community who are parking inappropriately outside the school grounds.
- No person other than a staff member is to drive a vehicle onto the school grounds without prior approval from the school principal or his / her delegate.
- All school gates may be securely locked out of school hours, with keys sparingly distributed to appropriate people.
- Disabled car parking will be investigated and implemented if required.
- The school may provide a staggered finish to the school day to encourage parents to collect students and leave the car park, making room for the parents of the next group of students to park their cars.
- Parents may drop off children at the walking path in the car park every morning.
- At the end of the day, children are only to enter the Car Park once they have been collected by their parents. Children will assemble in the Senior Playground area and be monitored by staff.
- The school may implement a Walk Safely to School Program each year to encourage children to walk safely to school.
- A Bike Ed program may be implemented to encourage safe bike riding to school.
- Proper and safe parking practices may be regular features of the school newsletter.
- Damage to vehicles parked on school grounds is not covered by DET insurance.

Evaluation:

This policy will be reviewed as part of the school's three-year review cycle and feedback will be sought from the School Community

This policy was endorsed by School Council on Tues 23rd March 2021.

Homework Policy – Tallygaroopna PS



Homework at Tallygaroopna PS is designed to enable students to have a desire for lifelong learning so that they become valuable members of society. The school encourages creativity and is committed to providing the highest quality education for all in an environment that cares for our students, staff and parents.

This commitment is demonstrated by encouraging students to:

- Reach their full academic, social and physical potential in a fair, positive and consistent environment.
- Display a commitment to improving their learning outcomes.
- Develop a sense of self-discipline in their work and their play.
- Develop a good understanding of all key-learning areas, particularly literacy and numeracy.
- Develop in students, qualities and life skills such as responsibility, communication, independence, inquiring minds, problem solving, team skills and creativity.
- Prepare students for their next stages of learning by building on their strengths and experiences.

Rationale:

- Homework benefits students by complementing classroom learning, fostering good study habits and providing an opportunity for students to be responsible for their own learning.

Aims:

- To support and extend classroom learning.
- To develop positive study habits.
- To develop a responsibility for self learning.

Implementation:

- The school's homework policy will be distributed to parents at the commencement of each school year.
- Classroom teachers may set homework appropriate to each child's skill level and age.
- Homework activities should be interesting, challenging and where appropriate, open ended.
- Each set task must be purposeful, meaningful and relevant to the current classroom curriculum.
- All homework activities will be assessed and feedback provided where necessary.

Early Years (Prep – Year 4)

Homework may consist mainly of:

- reading and spelling activities to, with and by parents.
- simple extension tasks associated with classroom activities.
- gathering of additional information or materials
- Homework will generally not exceed 30 minutes per day and will not be set on weekends or during vacation periods.

Middle Years (Years 5 – 6)

Homework may consist mainly of:

- independent reading and practicing spelling and tables on a daily basis
- tasks such as continuation of classroom work, projects and assignments, essays and research
- Homework will generally not exceed 45 minutes per day, must be coordinated between teachers to avoid excessive workload, and may be set during weekends and school vacations.
- It is acceptable for teachers to assign unfinished classroom activities as homework tasks.

Evaluation:

- This policy will be reviewed as part of the school's three year review cycle and feedback will be sought from the School Community.
- This policy was endorsed by School Council on Wed 19th June 2019.

Student accident insurance, ambulance cover arrangements and private property brought to school.

A reminder that Schools do not provide personal accident insurance or ambulance cover for students. Parents and guardians of students, who do not have student accident insurance/ambulance cover, are responsible for paying the cost of medical treatment for injured students, including the cost of ambulance attendance or transport as well as any other transport costs.

Private property brought to school by students or visitors is not insured and the Department does not accept any responsibility for loss or damage.

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TALLY P.S. CALENDAR – TERM 1 2022 (ALL DATES TBC)

Mon	Tue	Wed	Thu	Fri
24	25	26	27	28
SCHOOL HOLIDAYS				Staff First Day Cricket at School
31	1	2	3	4
First Day F-6 OSH Chaplain	OSH Tutoring Day 1	OSH Prep Rest Day Art / PE Chaplain	OSH	OSH Respectful Relat.
7	8	9	10	11
OSH Chaplain	OSH Tutoring Day 2	OSH / Chaplain EOL - Found Prep Rest Day Library / Music	OSH Rotation Day	OSH Cricket at School
14	15	16	17	18
OSH Chaplain School Council 1	OSH Tutoring Day 3	OSH EOL - Found Prep Rest Day Art / PE Chaplain	OSH Parents Club	OSH Respectful Relat.
21	22	23	24	25
OSH Chaplain	OSH Tutoring Day 4	OSH / Chaplain EOL - Found Prep Rest Day Library / Music	OSH Rotation Day	OSH

JANUARY / FEBRUARY

Mon	Tue	Wed	Thu	Fri
28	1	2	3	4
OSH Chaplain First Full Week - F Red Balloon Day	OSH Tutoring Day 5	OSH Art / PE Chaplain	OSH	OSH
GRADE 3-6 CAMP (15 MILE CREEK)				
7	8	9	10	11
OSH Chaplain	OSH Tutoring Day 6	OSH Library / Music	OSH Rotation Day	OSH Colour Run
14	15	16	17	18
Labour Day H'day	OSH Tutoring Day 7	OSH Art / PE Chaplain	OSH	OSH Respectful Relat.
21	22	23	24	25
OSH Chaplain School Council 2	OSH Tutoring Day 8	OSH Library / Music	OSH Rotation Day	OSH Athletic Sports
28	29	30	31	1
OSH Chaplain	OSH Tutoring Day 9	OSH Art / PE Chaplain	OSH	OSH Respectful Relat.

FEBRUARY / MARCH