



Stanhope Primary School

Learning • Success • Respect • Citizenship



Principal: Christine Owen

Phone: 03 5857 2514

Mobile: 0419 548 318

Email: stanhope.ps@education.vic.gov.au

Newsletter

48 Midland Highway

PO Box 19

Stanhope, Victoria 3623

<http://stanhopeps.vic.edu.au>

Inspiring Lifelong Learning

ISSUE 5: February 29th 2024

REMINDERS & THINGS TO DO

Stanhope Primary School

SCHOOL COUNCIL

Our AGM will be held on Wednesday
20th March 2024 at 7pm.

There is 1 parent vacancy.

*A nomination form is attached to our
newsletter if you would like to be an
integral part of our team.*

***NOMINATIONS for 2024 HAVE NOW
CLOSED***

GASTRO ALERT

There have been a
number of cases
at our school.



*We are implementing a
handwashing routine at
school especially before and
after eating!*

DATES TO REMEMBER

Friday 1st March

- ◆ Clean Up Schools Day

Wednesday 6th March

- ◆ Sporting Schools

Thursday 7th March

- ◆ ART

Monday 11th March

- ◆ LABOUR DAY PUBLIC HOLIDAY
NO STUDENTS

Wednesday 13th March

- ◆ NAPLAN

Thursday 14th March

- ◆ LIBRARY

Friday 15th March

- ◆ NAPLAN

Monday 18th March

- ◆ NAPLAN

Wednesday 20th March

- ◆ Café Lunch Orders
- ◆ School Council AGM 7pm

PRINCIPAL'S MESSAGE: Fiona Wallace



Health and Hygiene



We are unfortunately continuing to have a number of our families affected by an outbreak of gastro within the wider community, in addition to a yucky cold doing the rounds. I want to assure you that we have ramped up the hygiene practices here at school, including asking our students to wash their hands before they go out for their breaks, and as they go into the classroom before school and after each break.

Ask your student how long they should wash their hands for – they should be able to tell you the name of a song I've told them to sing twice whilst washing to ensure they are washing for the prescribed amount of time.

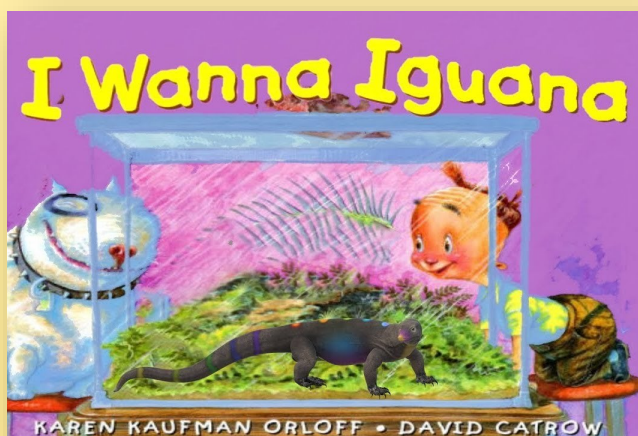
HATS and being SunSmart



I have noticed an increase this week in the number of students who are forgetting to bring their hats to school. I spoke today to the students about our SunSmart rules and reminded them that if they don't have their hat, they will be restricted to our undercover area during breaks. Students are welcome to leave their hats here – either in their bags, lockers, or hanging on their hooks – and we can send them home occasionally to be washed, if needs be. If you need to purchase a new hat, we have a limited number of the broad-brim style available to purchase for \$5, however maroon bucket hats are also available to purchase from the Stanhope Op Shop or from Workwear Connect in Kyabram.

Writing

This week we have started a unit of work on persuasive writing. I always remind students that they really are the experts in this area; students are very well versed in how to persuade we grown-ups to allow them to have certain things or to be allowed to do certain things... I urge you to discuss the art of persuasion with your student this week and point out to them when they're organically drawing on their skills of persuasion so that they may include these techniques in their writing. Persuasive devices include using 'the rule of three', 'repetition', 'including evidence', and 'appealing' to certain things within their audience such as money, safety, and family values. We read a book called "I Wanna Iguana"



FROM THE
Business
Manager

Mica will still be in the office on Tuesdays and Thursdays.

I am happy to discuss confidential payment options for fees or camps & excursions with you.

Café Lunch Orders

3rd Wednesday of every month

20th March
17th April
15th May
19th June
17th July
21st August
18th September
16th October
20th November
18th December

REMINDER TO FAMILIES

STUDENT REQUISITES FOR SCHOOL

There is a list of items on page 13 of the newsletter that families need to provide for students. Some students do not have pencil cases.



Girgarre & Stanhope BIKE REPAIR WORKSHOP

With National Ride2School Day approaching we would like to invite the Girgarre and Stanhope communities to a free bike repair workshop. Learn the basics on bike repair and maintenance to make sure you're ready to ride to school or work any day.

**WED 20TH MARCH
3.45pm - 4.30pm**

**Stanhope Primary School
48 Midland Hwy, Stanhope**

**WED 20TH MARCH
5pm - 5.45pm**

**Girgarre Primary School
Winter Rd, Girgarre**



For more information contact:
healthpromotion@kyhealth.org.au





UNDER 12 GIRLS FOOTY



Rochester Junior Football Club invites girls who are interested in playing competition football, to join our Under 12 girls team.

Who: Girls born in 2012, 2013 or 2014

When: Season starts 12th April. Games will be played on Friday nights

Where: Training will be held in Rochester, Tuesdays at 4.30pm. Games will be played in Bendigo

Need more info?

Casey James, President 0418 190 877
Tom Mangan, Coach 0409 504 212



Stanhope Primary School ENROLMENTS

Enrolments are welcome
for our school.

Parents or carers can
contact the school to speak
with the principal,
Christine, or to collect an
enrolment pack.

- ◆ Small caring environment.
- ◆ Individual learning plans to ensure high student outcomes.
- ◆ Engaging curriculum delivery.
- ◆ Parent involvement encouraged.

School tours by
appointment.



WORLD FLAVOURS FESTIVAL

SAVE THE DATE

17th March

KYABRAM COMMUNITY GARDEN

KCLC ARE HOSTING A MULTICULTURAL FLAVOURS FESTIVAL IN THE KYABRAM COMMUNITY GARDEN. REACH OUT TO US TO LEARN HOW YOU CAN SHARE THE FLAVOURS OF YOUR CULTURE. IT PROMISES TO BE A DELIGHTFUL AND ENRICHING DAY, CELEBRATING OUR DIVERSE CULTURES TOGETHER.

27 LAKE ROAD KYABRAM

SHARE FLAVOURS FROM
YOUR CULTURE

Contact kclc@kclc.com.au or
Ph:58520000

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LODDON MALLEE
PUBLIC HEALTH UNIT

Thank you to our generous sponsors

proPAVE
landscapes

Phil De'Ath
0418 527 365

Lina Ding
0412 266 635

KYABRAMS
MAIN STREET
BUTCHERY

"The Best Meat by Miles"

170 Allan St, Kyabram PH: 5853 2123



Kyabram CLUB
Where good friends meet



- Stanhope Supermarket
- Stanhope RSL Sub Branch

DISCLAIMER: The Department of Education & Training, and Stanhope Primary School do not endorse the products or services of any private advertiser. No responsibility is accepted by the Department or the School for the accuracy of information contained in advertisements.

PROTECT

Protecting children & young people
from abuse is our responsibility



HELP IS BUT A PHONE CALL AWAY

LIFELINE
13 11 14

KID'S HELPLINE
1800 55 1800

BEYOND BLUE
1300 22 4636

AWARDS

GOOD MANNERS AWARD:

Alexis.

ACHIEVEMENT AWARD:

Daisy, Mercedes, Alexis & Spencer.



<https://www.facebook.com/stanhopeps/>





| | | | |
|---|----------------|--|----------|
| | | <u>LOADED FRIES</u> | |
| | | SMALL | \$ 7.50 |
| | | LARGE | \$ 11.00 |
| | | <u>BURGERS</u> | |
| | | Bacon & Egg Roll | \$ 7.00 |
| | | Bacon & Egg Sandwich | \$ 6.50 |
| | | Chicken parma roll | \$ 12.00 |
| | | Chicken schnitzel & gravy roll | \$ 7.50 |
| | | Chicken schnitzel & salad roll | \$ 8.00 |
| | | Chicken schnitzel with the lot | \$ 12.00 |
| | | Chicken wrap with the LOT | \$ 12.00 |
| | | PLAIN | \$ 10.00 |
| | | Fish burger with the LOT | \$ 14.00 |
| | | PLAIN | \$ 12.00 |
| | | Hamburger with the LOT | \$ 12.00 |
| | | PLAIN | \$ 10.00 |
| | | Souvlaki- beef/lamb/chicken | |
| | | LOT | \$ 12.00 |
| | | PLAIN | \$ 10.00 |
| | | Steak sandwich with the LOT | \$ 12.00 |
| | | PLAIN | \$ 10.00 |
| | | <i>Sauces- tomato, bbq, mayo, garlic, sweet chilli, hot chilli, tartare</i> | |
| <u>FISH 'N' CHIPS</u> | | | |
| Minimum chips | \$ 4.00 | | |
| Battered sav | \$ 3.50 | | |
| Boneless wing ding | \$ 1.50 | | |
| Calamari rings | \$ 1.50 | | |
| Chicken dim sim | \$ 2.00 | | |
| Chicken nugget | \$ 0.80 | | |
| Chiko roll | \$ 3.50 | | |
| Chilli chicken strip | \$ 2.00 | | |
| Corn jack | \$ 3.50 | | |
| Crab sticks | \$ 1.50 | | |
| Crumbed prawns | \$ 1.80 | | |
| Dim sim | \$ 1.50 | | |
| Fish bites | \$ 1.50 | | |
| Fish cakes | \$ 3.00 | | |
| <u>FISH</u> | | | |
| FLAKE | \$ 8.00 | <u>EXTRAS</u> | |
| BLUE GRENADIER | \$ 8.00 | Gravy on chips | \$ 1.00 |
| Flat head fillets | \$ 2.00 | Meat | \$ 4.00 |
| Garlic chicken ball | \$ 1.80 | Bacon or Egg | \$ 2.00 |
| Hash brown | \$ 1.20 | Cheese or Pineapple | \$ 1.00 |
| Magdala | \$ 3.50 | Squeezy sauce - per sachet | \$ 0.30 |
| Mini dim sim | \$ 0.75 | Small salad | \$ 5.00 |
| Mini spring roll | \$ 2.00 | Large salad | \$ 6.00 |
| Pineapple fritter | \$ 3.00 | | |
| Pluto pup | \$ 3.50 | <u>BAKERY</u> | |
| Potato cake | \$ 1.50 | Plain pie | \$ 5.00 |
| Scallops | \$ 1.80 | Flavoured pie | \$ 5.50 |
| South Melbourne dim sim | \$ 2.00 | Sausage Roll | \$ 4.50 |
| Spring roll | \$ 3.50 | Pastie | \$ 4.80 |
| Wing ding | \$ 2.50 | Salad only rolls | \$ 6.00 |
| | | Meat and salad rolls | \$ 7.00 |
| | | Salad only sandwich | \$ 5.50 |
| <u>CHIPS, CHEESE & GRAVY</u> | | Meat and salad sandwich | \$ 6.50 |
| SMALL | \$ 6.00 | Salad wraps | \$ 7.00 |
| MEDIUM | \$ 9.00 | Salad Tubs Small | \$ 5.00 |
| LARGE | \$ 12.00 | Salad Tubs Large | \$ 6.00 |
| | | Fruit Tub Small Term 1 & 4 only | \$ 4.00 |
| <i>Tomato sauce sachet</i> | \$ 0.30 | Fruit Tub Large Term 1 & 4 only | \$ 5.00 |

Child safety and wellbeing at Stanhope Primary School

information for families and the school community

The Victorian Government has announced new [Child Safe Standards](#) to further strengthen child safety across organisations, including schools. The new standards recognise the critical importance of families and the broader school community in maintaining and promoting child safety and wellbeing.

Stanhope Primary School has reviewed and updated our child safety policies and procedures to ensure they meet the requirements of the new standards. These are available to view our school's website, via UeducateUs, and at the school's front office].

We are committed to continuous improvement in our approach to child safety and wellbeing and welcome feedback from families and members of our school community on ways we can further strengthen our child safety policies, procedures and practices.

If you have any suggestions, comments or questions, please contact Stanhope Primary School at stanhope.ps@education.vic.gov.au or by phone on 03 5857 2514.

Victoria's Child Safe Standards

- **Child Safe Standard 1** – Establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued.
- **Child Safe Standard 2** – Ensure that child safety and wellbeing are embedded in school leadership, governance and culture.
- **Child Safe Standard 3** – Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously.
- **Child Safe Standard 4** – Families and communities are informed and involved in promoting child safety and wellbeing.
- **Child Safe Standard 5** – Equity is upheld and diverse needs are respected in policy and practice.
- **Child Safe Standard 6** – People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
- **Child Safe Standard 7** – Ensure that processes for complaints and concerns are child focused.
- **Child Safe Standard 8** – Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
- **Child Safe Standard 9** – Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
- **Child Safe Standard 10** – Implementation of the Child Safe Standards is regularly reviewed and improved.
- **Child Safe Standard 11** – Policies and procedures that document how schools are safe for children, young people and students.
- Ministerial Order 1359 provides the framework for child safety in schools.

FOUR CRITICAL ACTIONS FOR SCHOOLS

Responding to Incidents, Disclosures and Suspicions of Child Abuse

1 RESPONDING TO AN EMERGENCY

If there is no risk of immediate harm go to **Action 2**

If a child is at immediate risk of harm you **must** ensure their safety by:

- separating alleged victims and others involved
- administering first aid
- calling **000** for urgent medical and/or police assistance to respond to immediate health or safety concerns
- identifying a contact person at the school for future liaison with Police.

Where necessary you may also need to maintain the integrity of the potential crime scene and preserve evidence.

2 REPORTING TO AUTHORITIES / REFERRING TO SERVICES

As soon as immediate health and safety concerns are addressed you **must** report all incidents, suspicions and disclosures of child abuse as soon as possible. Failure to report physical and sexual child abuse may amount to a criminal offence.

Q: Where does the source of suspected abuse come from?

WITHIN THE SCHOOL

VICTORIA POLICE
You **must** report all instances of suspected child abuse involving a school staff member, contractor, volunteer or visitor to Victoria Police.

You **must also** report internally to:

- GOVERNMENT SCHOOLS**
 - School principal and/or leadership team
 - Employee Conduct Branch
 - DET Incident Support and Operations Centre.
- CATHOLIC SCHOOLS**
 - School principal and/or leadership team
 - Diocesan education office.
- INDEPENDENT SCHOOLS**
 - School principal and/or school chairperson
 - Commission for Children and Young People on **1300 782 978**

All allegations of 'reportable conduct' **must** be reported as soon as possible to:

- GOVERNMENT SCHOOLS**
 - Employee Conduct Branch
- CATHOLIC SCHOOLS**
 - Diocesan education office
- INDEPENDENT SCHOOLS**
 - Commission for Children and Young People on **1300 782 978**.

WITHIN THE FAMILY OR COMMUNITY

DHHS CHILD PROTECTION
You **must** report to DHHS Child Protection if a child is considered to be:

- in need of protection from child abuse
- at risk of being harmed (or has been harmed) and the harm has had, or is likely to have, a serious impact on the child's safety, stability or development.

VICTORIA POLICE

You **must also** report all instances of suspected sexual abuse (including grooming) to Victoria Police.

You **must also** report internally to:

- GOVERNMENT SCHOOLS**
 - School principal and/or leadership team
 - DET Incident Support and Operations Centre.
- CATHOLIC SCHOOLS**
 - School principal and/or leadership team
 - Diocesan education office.
- INDEPENDENT SCHOOLS**
 - School principal and/or chairperson.

YOU MUST TAKE ACTION

You **must** act, by following the Four Critical Actions, as soon as you witness an incident, receive a disclosure or form a reasonable belief* that a child has, or is at risk of being abused.

As a school staff member, you play a **critical role** in protecting children in your care.

You **must** act if you form a suspicion or reasonable belief, even if you are unsure and have not directly observed child abuse (e.g. if the victim or another person tells you about the abuse).

It is strongly recommended that you use the **Responding to Suspected Child Abuse template** to keep clear and comprehensive notes, even if you make a decision not to report.

*A reasonable belief is a deliberately low threshold. This enables authorities to investigate and take action.

3 CONTACTING PARENTS/CARERS

Your principal **must** consult with DHHS Child Protection or Victoria Police to determine what information can be shared with parents/carers. They may advise:

- not to contact** the parents/carer (e.g. in circumstances where the parents are alleged to have engaged in the abuse, or the child is a mature minor and does not wish for their parent/carer to be contacted)
- to contact** the parents/carers and provide agreed information (this must be done as soon as possible, preferably on the same day of the incident, disclosure or suspicion)
- how to communicate** with all relevant parties with consideration for their safety.

4 PROVIDING ONGOING SUPPORT

Your school **must** provide support for children impacted by abuse. This should include the development of a **Student Support Plan** in consultation with wellbeing professionals. This is an essential part of your duty of care requirements.

Strategies may include development of a safety plan, direct support and referral to wellbeing professionals and support.

You **must** follow the **Four Critical Actions** every time you become aware of a further instance or risk of abuse. This includes reporting new information to authorities.

CONTACT

DHHS CHILD PROTECTION

AREA
North Division **1300 664 977**
South Division **1300 655 795**
East Division **1300 300 391**
West Division (Rural) **1800 075 599**
West Division (Metro) **1300 664 977**

AFTER HOURS

After hours, weekends, public holidays **13 12 78**

CHILD FIRST

<https://services.dhhs.vic.gov.au/federal-and-support-teams>

ORANGE DOOR

<https://www.vic.gov.au/familyviolence/the-orange-door.html>

VICTORIA POLICE

000 or your local police station

DET INCIDENT SUPPORT AND OPERATIONS CENTRE

1800 126 126

INCIDENT MANAGEMENT AND SUPPORT UNIT

1800 126 126

EMPLOYEE CONDUCT BRANCH

(03) 9637 2595

DIOCESAN OFFICE

Melbourne **(03) 9267 0228**
Ballarat **(03) 5337 7135**
Sale **(03) 5622 8600**
Sandhurst **(03) 5443 2377**

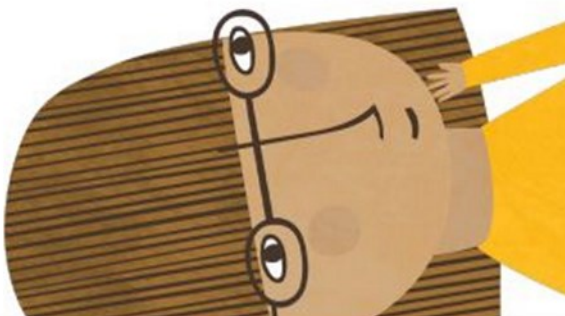
INDEPENDENT SCHOOLS

VICTORIA (03) 9825 7200

THE LOOKOUT

The LOOKOUT has a service directory, information, and evidence based guidance to help you respond to family violence: <http://www.lookout.org.au>

Family violence victims/survivors can be referred to **1800 Respect** for counselling, information and a referral service: **1800 737 732**



PROTECT

THE EDUCATION STATE

VICTORIA Education and Training

CECV

Stanhope Primary School



Learning, Success, Respect, Citizenship

Principal: Christine Owen
PH: 03 5857 2514
Mob: 0419 548 318
stanhope_ps@education.vic.gov.au

48 Midland Highway
P.O. Box 19
Stanhope, 3623
<http://stanhopeps.vic.edu.au/>

Parent Payment Arrangements 2024

Dear Parent

Stanhope Primary School is looking forward to another great year of teaching and learning and would like to advise you of Stanhope Primary School's voluntary financial contributions for 2024.

Schools provide students with free instruction to fulfil the standard Victorian Curriculum and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students.

For further information on the Department's Parent Payments Policy please see a one-page overview attached.

Stanhope Primary School makes every effort to keep contributions to a minimum and affordable for all parents.

Please find the contribution schedule for Prep through to Grade 6 attached. The contribution schedule applies for each individual student in a family.

A list of stationery items and student requisites for families to provide or purchase from their preferred supplier, is also attached.

All items will need to be labelled at home with your student's name. Item quantities are suggested adequate for one years' normal classroom use, but please note that some items may need to be replenished throughout the year and damaged or lost items will need to be replaced and costed accordingly. Please also note that excursion & incursion charges will be costed separately at the time of the event.

'Inspiring Lifelong Learning'

Financial Support for Families

Stanhope Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (Health Care Card holders only. Forms available at school office)
- Flexible payment arrangements

For a confidential discussion about accessing these services, or if you would like to discuss alternative payment arrangements, contact:

Christine Owen or Mica Rosenberg

Ph: 03 5857 2514 Email: stanhope.ps@education.vic.gov.au

Payment Methods

- Cash
- Cheque
- Bpay (NOT DIRECT DEPOSIT)

Refunds

Refunds generally only apply to events or activities such as camps and excursions. If a camp or excursion is cancelled or altered by the school, or a student is no longer able to attend part or all of the camp or excursion, our school will consider requests for partial or full refunds of payments made by parents/carers on a case-by-case basis taking into account the individual circumstances. Generally we will not be able to refund payments made for costs that have already been paid where those funds have already been transferred or committed to a third party and no refund is available to the school. Where possible, we will provide information about refunds to parents/carers at the time of payment.

For further information on the Department's Parent Payment Policy. Please see a one page overview attached.

Yours sincerely,

Christine Owen
Principal

Gerard Lucardie
School Council President

Contribution schedule – Year Prep –Year 6

Please find the itemised list of Curriculum Contributions and Other Contributions for your child. Stanhope Primary School also continues to welcome your Extra-Curricular Items & Activities contributions for 2024.

All payments are requested by end of Term 1, 2024.

Curriculum Contributions

Below is a list of items and activities which enable your child to learn the standard curriculum, which will be sourced by the school. This year we are able to offer reduced fees from those of 2024. Each year is calculated according to requirements for that specific year.

| Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum | Amount |
|---|--------------|
| Classroom materials & equipment | \$20 |
| Stationery consumables; including large scrap books, dotted thirds, maths grid books, chunky pencils, plastic pockets | \$10 |
| Art & Craft consumables; including craft paper, PVA glue, sparkles, goggle eyes, split pins, paint, pastels, charcoal, clay, paper plates, doilies | \$5 |
| Science materials: including cover paper, coloured card, PVA glue, flour, salt, food colourings, sugar, bi-carb soda, baking powder, milk or milk substitute, vinegar | \$15 |
| Photocopying & printing for students | \$40 |
| Provision & Upkeep of school devices, peripherals & ICT | \$20 |
| Digital Online Assessments | \$25 |
| MACC Art | \$35 |
| MARC Library | \$35 |
| Total for Contributions | \$205 |

Other Contributions

| Other Contributions - for non-curriculum items and activities | Amount |
|---|----------|
| First aid equipment | |
| School grounds maintenance & improvements | |
| School Sports Victoria membership | |
| | TOTAL \$ |

Extra-Curricular Items & Activities

Stanhope Primary School offers a range of items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides to deliver the Curriculum. These are provided on a user-pays basis.

If you would like to purchase an item or activity for your child, please indicate on the table below and return this to the school by 10th February 2024.

| Extra-Curricular Items & Activities | Amount |
|--|---------------|
| Optional camps and excursions and events as scheduled throughout 2024. The cost of these excursions will be advised throughout the year. | To be advised |
| Graduation Bears | TBA |
| Grade 6 T Shirt - | TBA |
| TOTAL | \$ |

FAMILIES TO PROVIDE THESE ITEMS PLEASE

Educational Items for Students to Own

Attached is a list of items that the school recommends you purchase for your child to individually own and use.

Stanhope Primary School 2024 School Requisites List

Please supply the following items which will be needed by your child, according to your child/ren's class level.

Some items are intended to last all year, while others will need to be replenished throughout the year, e.g. pens, pencils, glue sticks etc. **A request note will be sent home with your child when this is required.**

The quantities listed beside each item should suffice for at least one term in most cases. **Items from previous year are welcome to be used rather than purchase the same item/s again.** E.g. scissors, pencil case, ruler etc

All items should be clearly named and brought to school on the first day of Term 1.

| Prep, One Two | |
|---|-------------------|
| Pencil Eraser | 1 |
| Sharpener- 2 hole | 1 |
| Pencil case; fabric/vinyl. Max 32cm x 22cm. NO hard cases | 1 |
| Ruler | 1 |
| Scissors | 1 |
| Glue sticks – large | 2 |
| Pk 12 coloured textas | 1 |
| Pk 12 coloured pencils- triangular if possible | 1 |
| Whiteboard markers | 1 pk |
| Highlighters | 1 pk |
| A4 Display folder | 1 |
| Headphones - essential | 1 pair/set |

*If you have any questions please don't hesitate to contact the school on **5857 2514***

| Grade 3-6 items should last all year | |
|--|--|
| Grey lead pencil - HB | 12 |
| Red, ruling up pencil | 4 |
| Pencil Eraser | 2 |
| Sharpener | 1 |
| Pencil case; fabric/vinyl. Max 32cm x 22cm. NO hard cases | 1 |
| Ruler – 40cm | 1 |
| Scissors | 1 |
| Coloured textas (fine tip) | 1 pk |
| Coloured pencils | 1 pk |
| Black fineliner felt tip pen | 1 |
| Red pens (grades 5 -6 only) | 5 |
| Blue pens (grades 5 -6 only) | 10 |
| Black pens (grades 5 -6 only) | 10 |
| Whiteboard markers - | 1 pk |
| Highlighters | 1 pk |
| Glue sticks - large | 4 |
| Display folder | 2 |
| Headphones- essential | 1 pair/set |
| BYO DEVICE: as per school specifications (this can be sent separately when requested) | Grades 3-5 are invited to BYOD. <u>Not compulsory</u> |

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW



FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the standard curriculum requirements in Victorian Curriculum F-10, VCE and VCAL.
- Schools may invite parents to make a financial contribution to support the school.



PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

| Curriculum Contributions | Other Contributions | Extra-Curricular Items and Activities |
|--|---|--|
| Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum. | Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives. | Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis. |

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.

FORM 3: SELF-NOMINATION FORM FOR PARENT MEMBER CATEGORY

(Formerly Schedule 5A)

I wish to declare my candidacy for an elected position as a parent member on the

STANHOPE PRIMARY SCHOOL council.

Name

Residential address

.....

Contact phone (mobile or landline)

Email

I am the parent/guardian of who is/are currently enrolled at this school.

Statement

| | |
|---|--------------------------|
| I am an employee of the Department of Education and Training. | Yes / No (please circle) |
| I am an employee of the school council. | Yes / No (please circle) |
| I am engaged in work at and for the school. | Yes / No (please circle) |

I am prepared to serve as a Parent member of the above-named school council. I hereby declare that:

- I am not, and have ever been, insolvent under administration
- I am not of unsound mind
- I have not been found guilty of an offence that is, or would if committed in Victoria be, an indictable offence
- I am not a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.
- I am not suffering from any medical condition that would affect my ability to perform the role of member of a school council.

Signature of candidate..... Date / /

You will be notified when your nomination has been received.

The personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable). Further, the name, membership category, gender (optional), term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes.

You can access your personal information by contacting the principal on:

If you choose not to give some or all of the information requested your nomination may not be accepted.

If you have any queries about the school council nomination process, please contact the principal.