



Principal: Mrs. Denise Barker

# Kilmore Primary School

35 Lancefield Road, Kilmore 3764

PO Box 105, Kilmore 3764

Ph: 03 5782 1268 Fax: 03 5782 1553

*Kind Proud Safe*

Issue No. 1

29th January 2015

*Kilmore Primary School fosters a community of learners who are confident,  
creative and challenged to achieve their full potential within a safe, happy and supportive environment.*

**Excursion Payments -  
Please Note Any Payment After The Due  
Date Will Not Be Accepted**

## ***From the Principal's Desk***

Hello Everyone – Welcome to Kilmore Primary School in 2015!

How wonderful it was to see so many happy and smiling faces coming into school this morning!

The first day of school for the year is always a very exciting time, as students go into their new classrooms and meet up with their teachers and classmates for the year. I would like to take this opportunity to welcome back our existing students and families, and sincerely welcome our new students and families. We hope that your time at KPS is rewarding both socially and academically.

Our new Foundation students quickly settled into their new classrooms and had a great time getting to know each other and the school routines throughout the day. I think there will be some very tired little people (and teachers) this afternoon, as it is such a big and exciting event for everyone.

Over the next two weeks, all students in the school will be involved in our 'Ready-Set-Go' program, which is designed to develop a sense of belonging in a classroom and a school community, and establish classroom, unit and school routines and expectations. This whole school program is linked closely to our School Wide Positive Behaviour Program (SWPBS), which you will be hearing a lot more about this year.

The first newsletter of the year is always full of information about the routines and daily operations of the school and although this is lengthy, I would ask that you take time to read each section carefully and take note of any arrangements or dates that may involve your child/ren.

Looking forward to a great learning journey throughout the year together.

Denise Barker  
Principal

## ***Up Coming Events***

### **FEBRUARY**

- 6 Gr 3-6 Swim Trails**
- 10 Gr F-2 Meet the teacher/info night**
- 12 Gr 3-6 Meet the teacher/info night**
- 16 Whole School Assembly– School Captain Badges presentation**
- 20 Mitchell South Swim Champs**

### **MARCH**

- 2 Whole School Assembly**
- 9 Labour Day Holiday**
- 11 NRM Region Swim Champs**
- 16 Curriculum Day—Student Free Day**
- 17 School Photos**



### **Notices Handed Out This Week**

- No notices handed out today

## Term 1 Calendar 2015

The Term 1 Calendar of events has been included in this newsletter edition. I encourage families to keep this in a safe place for future reference. Any change of dates/times will be updated in the 'Up Coming Events' on the front page of the newsletter.

## Lunch Orders

We look forward to working with Kilmore Bakery who are again the suppliers of our student lunch orders this year. Lunch Orders can be placed each day of the week Exceptions include those days where students are on excursion , hot dog days etc.

Please write your child's name, grade, lunch order and total on an envelope and ensure the correct amount if possible. Lunch orders must be placed in the class lunch tubs by 9:00am as lunch orders are collected from the foyer by 9:15am most days.

Please ensure you are using the 2015 Lunch Order Price List which will be distributed to all families tomorrow and a copy is on page 10 of this newsletter.

If your child's lunch order has the incorrect money enclosed then the bakery will only fill part of the lunch order.

Kilmore Bakery will not accept late lunch orders over the counter.

## Conveyance Allowance

What is Conveyance Allowance?

Conveyance Allowance is paid to parents/guardians to assist with the transport cost of driving their child/ren to and from school.

Am I eligible for Conveyance Allowance?

For student to be eligible for a Conveyance Allowance they must;

- Be aged over 5 years by 30th April
- Live more than 4.8 km by the shortest practicable route from the nearest bus stop, and
- Be enrolled at the nearest government school.

Parents/Guardians who applied for the Conveyance Allowance last year will need to **reapply** by Friday, 27th February 2015.

For the complete eligibility criteria refer to the Procedural Guidelines for Conveyance Allowance on DEECD's website: <http://www.education.vic.gov.au/management/schooloperations/studenttransport.htm>

Forms are available from the office. If you are unsure whether you are eligible or not, please see Kim in the school office.

## Mobile Phones

Some children bring mobile phones to school. We understand that this can be for safety reasons, especially where students walk or catch a bus home. If mobile phones are brought to school they are to be left at the Office before school and collected at the end of the school day.

If there is an emergency during the day students have access to the school phones. Similarly, If a parent needs to phone in with any messages this can be done through the School Office on 5782 1268.

## Hats

As part of the school's dress code and sun protection policy, all students are required to wear a hat whilst outside. Our 'No Hat, No Play' policy means children who do not have a hat will be directed to a designated shaded area. Please ensure your child's name is clearly written inside their hat with a permanent marker.

## Naming Belongings

We ask that your child's **name be clearly marked** on all articles that are brought to school, especially coats, windcheaters and jumpers. All clothing that has been unclaimed will be placed in a central position for children and parents to sort through. The lost property area is located near the school office. Unclaimed items unable to be used by the school will be donated to charitable organisations at the end of each term.

## Term Dates 2015

Term 1	28th January – 27th March
Term 2	13th April – 26th June
Term 3	13th July – 18th September
Term 4	5th October – 18th December

## Spare Clothes

Could parents/guardians please ensure that a spare set of underwear or tracksuit pants are packed for the comfort of those children who are prone to having little accidents or might accidentally fall into puddles on the playground. We have a limited supply of spare clothes and don't like the children to have to sit in sick bay in wet clothes waiting to be taken home to change.

## Appointments

Communication between school and home is highly valued. Parents/guardians are asked to make an appointment for any discussion with the Principal, Assistant Principal or teachers by calling the school office on 5782 1268. An appointment will be arranged at the earliest possible time and attention will be given immediately to urgent issues.

## Late Arrivals/Early Departures

Whilst we understand that at times a late arrive can be unavoidable, it is important for children to be ready to begin the day with the rest of the class and to complete class activities prior to the end of the day. Late arrivals and early departures **MUST** sign in/out at the school office prior to attending class or being collected from class. Teachers must be handed a late pass or early leave slip which will have the date and time written on it.

## Assembly

A whole school assembly is held fortnightly on Mondays at 9.00am and on other special occasions. These assemblies include reports from students, awards and weekly announcements. Whole-school gatherings create a cohesive school community and maintain a heightened school spirit. Parents are welcome to attend.

## Student Absences

It is a requirement of the Department of Education and Early Childhood Development that accurate records of students absences are kept by the school. We appreciate parent support in notifying the school of their child's absence.

If your child is going to be absent from school, we would appreciate notification as soon as possible. The process for letting us know that your child will be absent from school is;



- Send a note on the first day of return from the absence explaining the reason for the absence

- Contact the school office on 5782 1268 with the reason or leave a message

- Email the school at [kilmore.ps@edumail.vic.gov.au](mailto:kilmore.ps@edumail.vic.gov.au)

It's Not OK to Be Away is a state-wide initiative building a school and community approach to the issue of student attendance. The initiative is designed to change community and student attitudes to school attendance. It requires the support of both parents and the community if student attendance is to be successfully addressed.

It's Not OK to Be Away promotes two key messages:

- Student attendance is the responsibility of everyone in the community
- Effective Schools monitor, communicate and implement strategies to improve regular school attendance, as this is a prerequisite for improving educational outcomes.

Each month, the school will run off letters for children who have had an unexplained absence. If you receive one, please complete and return to the school as soon as possible.

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### **Excursion/Camp/Activity Payments**

Please ensure you pay for your child's activity (excursion, camp, sports day etc.) by the due date to avoid disappointment as **NO LATE PAYMENTS** can be accepted. We need to adhere to the due date so we can give final numbers to the venue and bus company to ensure our activities remain well organised and enjoyable for our students.

### **No Refunds**

When making payment for school activities, please be aware that deposits are NON REFUNDABLE. Should your child not attend due to illness, a credit (excluding the deposit) where available will only be offered if a medical certificate is provided to the office within seven days of your child returning to school. Credits can then be used against future school activities your child may attend.

## Payment Methods

Kilmore Primary School is committed to providing a range of options for parents/guardians to make payments for school related charges as easy as possible. As well as cash, cheque, EFTPOS and credit card, we also offer Bpay as an alternate way to make a payment. To ensure the correct allocation of payments, parents/guardians are asked to forward the remittance advice from their statement with the charges being paid marked, as shown below. You can also email us at [kilmore.ps@edumail.vic.gov.au](mailto:kilmore.ps@edumail.vic.gov.au) and advise how you wish to allocate the money.

In line with DEECD policy, if you do not advise what you are paying for, the Bpay funds will be allocated to the oldest charges on your account.

Your Bpay Biller Code which is unique to you and shows on your statement. If you wish to know your Bpay Biller Code, simply call the school office and request the information.

*Please Note:*

Bpay cannot be used for fundraising payments.



30 October 2008

Sl No	Student Number	Invoice Date	Charge Number	Amount Owng	Payment Endorsed
1	LEO0051	29/01/2008	DFI0001024	70.00	
2	LEO0051	05/06/2008	DFI0001742	110.00	
3	LEO0051	05/06/2008	DFI0001721	200.00	✓

\$310 paid by BPAY on  
01/02/2009  
Rec No: 123456

Total \$380.00

## Student Accident Insurance

The Department of Education and Early Childhood Development (DEECD) has issued a reminder that it does not provide accident insurance or ambulance cover for students. The cost of any medical attention, or ambulance for a student, will be borne by the parent/guardian. Parents are liable for all medical expenses incurred because of student injury, including transport costs such as ambulance or air ambulance costs. Student accident insurance/ambulance cover policies are available from private insurers.

## Private Property

Please note that private property brought to school by students, staff or visitors is not insured and the DEECD does not accept any responsibility for any loss or damage.

## Yard Supervision

Parents/guardians are reminded that staff members supervise the yard from 8:35am – 8:50am each morning and undertake yard supervision from 3:10pm – 3:25pm each day. Please refrain from sending children to school before this time and collect your children promptly at the end of school. If you are running late for any reason please make alternate arrangements for your child/ren. Sutherland St Child Care operate a before and after school care program from our hall and can be **contacted on 5781 1300**

## KPS Email Address

We welcome and appreciate your feedback, therefore please feel free to contact us at

[kilmore.ps@edumail.vic.gov.au](mailto:kilmore.ps@edumail.vic.gov.au)

## Working With Children Checks

Volunteers are a valuable asset to our school. Their contributions and support to our staff and students over the years has helped make Kilmore Primary School the wonderful school it is today. There are many opportunities for parents/guardians to become involved with the school such as assisting teachers and students with classroom activities and reading, volunteering to assist at excursions, camps or sporting events, running programs such as our monthly book club, student banking and much more.

In order to ensure we provide a safe and secure environment for our children and all members of our school community, including our volunteers, School Council has asked that all volunteers at Kilmore Primary School hold a current Working With Children Check. This requirement is also in line with the Department of Education and Early Childhood Development guidelines and the Working With Children Act 2005.

Because of this requirement only people who have a current Working With Children Check and who have been asked by a member of our teaching staff are able to attend and participate in school excursions. If you do

attend an excursion you will not be able to join the Kilmore Primary School group for the educational activities or to interact with the students.

It also means that all volunteers, whether for classroom activities, camps, sporting events etc., require a current Working With Children Check.

To apply for a Working With Children Check simply follow these steps:

1. Go online to [www.workingwithchildren.vic.gov.au](http://www.workingwithchildren.vic.gov.au)
2. Click on the Apply for Check button
3. Scroll to the bottom of the page and click on the Start Application button
4. When you have completed all the questions simply print your application and lodge it with a passport size photo at your Local Post Office.

Please ensure that you list Kilmore Primary School as an organisation at which you are volunteering.

There is no cost to apply for a Working With Children Check for parent volunteers. There may however be a cost involved with obtaining a passport size photo. A card will be issued to you once all checks have been passed and this card will be valid for 5 years and can be used when volunteering at sporting clubs, kindergartens and so on, providing the organisation is listed on your application. Once you have received your Working With Children Check Card in the mail please ensure you present it at the office so a copy can be made and kept on file for any future school activities.

## Asthma Plans

Does your child have an Asthma Plan? Every student with asthma should have a written 'Asthma Action Plan'. This is important for the school in caring for your child because it provides up-to-date, detailed information on how to manage your child's asthma.

This plan should:

- Be completed by the student's parent/guardian in consultation with the student's doctor.
- Outline how to care for day-to-day asthma (listing normal medications that have been prescribed and how often they should be taken).
- List key symptoms or special features that indicate the student's asthma could be worsening or an 'attack' is developing and the steps that should be taken to manage it.
- List symptoms that are serious enough to need urgent medical assistance (i.e. ambulance).
- List the Asthma First Aid procedure for an asthma 'attack'.
- List the name and contact number of the parent/guardian, emergency contact and student's doctor.
- Be updated annually or when a student's asthma changes significantly.



If an 'Asthma Action Plan' is not provided, school staff will follow the Victorian School's Asthma Policy for asthma first aid which is a standard first aid protocol.

For a copy of a School Asthma Action Plan you can contact the school office.

For further information about asthma you can call the Asthma Helpline on 1800 645 130 or visit the Asthma Foundation of Victoria's website – [www.asthma.org.au](http://www.asthma.org.au)

Denise Barker  
Principal



# Reading At Home...

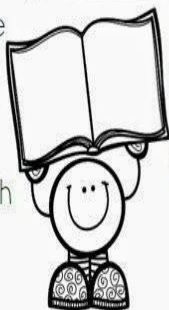
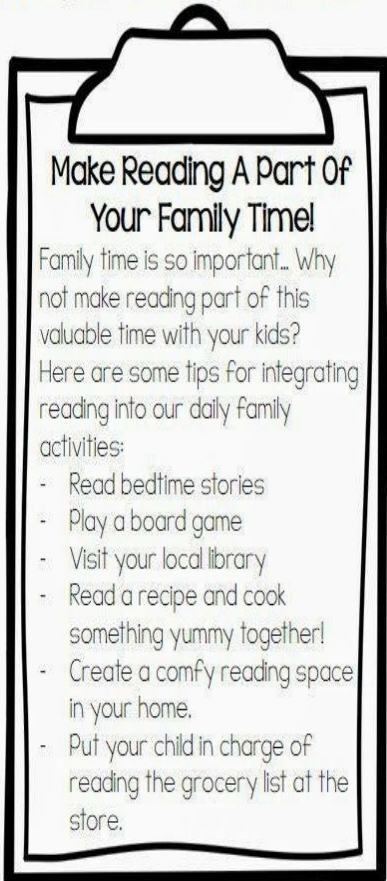
## Can Make A HUGE Difference!



**Choose Books That Are At An Appropriate Reading Level For Your Child**

Use the five finger rule. Open the book to any page and ask your child to read. Put up a finger every time your child does not know a word. If you have put up more than five fingers before the end of the page, this book is too hard for your child.

Choose books that match your child's likes and interests.



Keep plenty of reading materials in your home: books, magazines, newspapers, and comic books. Children enjoy having a variety of reading materials!

© All Students Can SHINE 2014

## Happy Birthday



Happy Birthday to the following students who are celebrating their birthday in the coming week. We hope you have a lovely day.

### January

**17 Patrick 1N, Zali 1P**

**18 Jamie 56L**

**19 Dean 34P**

**20 Cooper 2B**

**21 Mikey 56R**

**24 Blair PP, Georgia 1J**

## Uniform Shop Open Times

**The Uniform Shop is open every Friday at the school from 2:15pm - 3:15pm**

**You can also purchase directly from our uniform supplier at:**

**All Things Uniform  
Shop 1 / 70 High Street  
Broadford Ph 5784 2276**



## School Hours And Bell Times



8.45 am - first school bell

Session 1 8:50am – 9:40am

Session 2 9:40am – 10:30am

Recess 10:30am – 11:00am

Session 3 11:00am – 11:50pm

Session 4 11:50am – 12:40pm

Eating Time 12:40pm – 12:50pm

Lunch 12:50pm – 1:30pm

Session 5 1:30pm – 2:20pm

Session 6 2:20pm – 3:10pm

Children should not arrive at school prior to 8:30am

## Tiqbiz

Tiqbiz is an easy to use app designed to let us communicate directly to parents/guardians on their phones, tablets and computers. It allows us to send the newsletter, messages and send updates such as the school excursion bus is running late.

Using the tiqbiz app also helps us to reduce our paper consumption by printing less.

We recommend that you select 'Whole School' as well as your child's Year Level to ensure you are staying fully informed and up-to-date with news and events in and around our school.

## Find and tick



### Log-in

Open tiqbiz and register/log-in.



### Find

Inside the menu, click on 'Find & Tick'.  
Type our name into the search bar.  
Select us from the results.



### Tick

Click the grey tick on the boxes that apply to you.  
When the tick turns green, you're connected.



### Inbox

Click on the Inbox icon.  
This is where you will receive our instant messages, newsletters, notices and calendar events.

For technical support,  
please email our friendly team.

Email: [team@tiqbiz.com](mailto:team@tiqbiz.com)



[www.tiqbiz.com.au](http://www.tiqbiz.com.au)

## We're using an app to communicate with you.

You'll be notified of our news, messages,  
events and other communications.

Simply download the tiqbiz app  
to your phone or tablet.

To download, search **tiqbiz** in your app store:



Android Device



iPad & iPhone



Windows Phone  
(Version 8.0 and above)



### IMPORTANT NOTE TO APPLE USERS:

*Click 'allow' notifications when asked.*

Don't have a smartphone or tablet?

Download tiqbiz on your PC or Mac at [www.tiqbiz.com.au](http://www.tiqbiz.com.au)

To select us, follow the steps on the next page



[www.tiqbiz.com.au](http://www.tiqbiz.com.au)



## **BROADFORD CORPS**

Australia Southern Territory



The Kilmore Primary School

To The Principal,

Dear Sir,

We wish to say thank you, to you, your staff and pupils for your thoughtful Christmas donations, they brought much cheer and happiness to folks to who were experiencing some hard times, your support is greatly appreciated.

God Bless

Lt. Michael Nally

Broadford Corps Officer

Northern Victoria Division  
25-27 Powlett Street, Broadford, VIC, 3658  
PO Box 277, Broadford, VIC, 3658  
Telephone 03 5784 1635 Fax C3 5784 1635

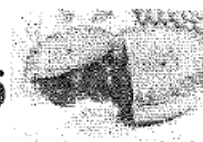
William Booth *Founder* André Cox *General* Floyd J Tidd *Territorial Commander*

Transforming Lives  
Caring for People  
Making Disciples  
Reforming Society

[salvationarmy.org.au](http://salvationarmy.org.au)



# Kilmore Primary School Lunch Order 2015



Supplied by KILMORE BAKERY

**Sandwiches** (white / wholemeal / multigrain)

	Plain sandwich	With Salad sandwich	With Salad Roll
Roll	\$1.00		
Cheese	\$2.00		
Cheese roll	\$2.50		
Egg	\$2.30	\$5.00	\$5.50
Ham, Salami, Salmon, Tuna	\$3.80	\$5.50	\$6.00
Chicken	\$4.80	\$6.50	\$7.00
Salad		\$4.50	\$5.00
Extra item	\$0.50		
Extra meat / Egg	\$1.00	\$1.00	

**Hot Food** NO charge to topping sauce or 40c for the **Sachet sauce**

Steak Pie	\$3.20
Vegetable Pasty	\$3.20
Meat Pasty	\$3.30
Large Sausage Roll	\$2.80
Small Sausage Roll	\$1.50
Party Pie	\$1.10
Steamed Dim Sim	\$1.00
Hot Dog	\$2.90

## Cakes

Iced Donut (strawberry, chocolate, yellow)	\$1.00
Cinnamon Donut	\$0.90
Hedgehog Slice	\$2.90
Cookies	\$2.00
Jam / Lemon Tart	\$1.60

## Drinks

Small Milk (strawberry, chocolate)	\$2.50
Large Milk (strawberry, chocolate, Banana)	\$3.80

**Thank-you**





# KILMORE PRIMARY SCHOOL 2015 UNIFORM ORDER FORM



Name			Childs Names			
Grade			Phone			
Item		Size	Size	Quantity	Price	Total
<b>SUMMER</b>						
Short Sleeve Polo - Sky or White	Unisex	4-16 / S-4XL			\$24.00 / \$27.00	
Microfibre Coolfit Shorts - Navy	Unisex	4-14 / S-4XL			\$26.50 / \$29.50	
Basketball Short - Navy	Unisex	4-16 / S-4XL			\$23.50 / \$25.00	
Girls Summer Dress - Navy/White	Female	.4-16			\$26.00	
Girls Bike Shorts - Navy	Female	.4-16			\$15.00	
Girls Skort - Navy	Female	.4-16			\$26.00	
Boys Cargo Short - Navy	Male	4-16 / S-2XL			\$26.50 / \$29.50	
Legionnaire Hat - Navy	Unisex	-			\$12.00	
<b>WINTER</b>						
Long Sleeve Polo - Sky or White	Unisex	4-14 / S-4XL			\$28.00 / \$31.00	
Girls Bootleg Track Pant - Navy	Female	.4-16			\$33.00	
Fleecy Straight Leg T/pant - Navy	Unisex	4-16 / S-4XL			\$26.50 / \$29.50	
Boys Cargo Pants - Navy	Male	4-16 / S-2XL			\$30.50 / \$33.50	
V-Neck Windcheater - Navy	Unisex	4-16 / S-2XL			\$33.00 / \$36.00	
Polar Fleece Jacket - Navy	Unisex	4-14 / S-4XL			\$38.50 / \$42.00	
Waterproof Jacket with Hood - Navy	Unisex	4-16 / S-2XL			\$57.00 / \$62.00	
Navy Tights	Female	-			\$15.00	
Scarf with Emb	Unisex				\$20.00	
Beanie	Unisex				\$7.00	
<b>ACCESSORIES</b>						
Artsmock - Navy	Unisex	S / M / L			\$15.00	
Library Bag - Navy	-	-			\$11.00	
School Bag - Navy	-	-			\$40.00	
Sox	Unisex				\$6.60	

**ALL ORDERS AND ENQUIRIES TO BE DIRECTED TO :-**

**ALL THINGS UNIFORM, Shop 1/70 High St, Broadford, Ph : 5784 2276**

Monday to Friday 9.00am to 5.00pm

Saturday 9.00am to 12noon

**OR : The ONSITE uniform shop at Kilmore Primary School**

Friday 2.30pm to 3.30pm

# School term dates 2015

Term 1: 28 January to 27 March (Easter 3<sup>rd</sup> – 6<sup>th</sup> April)

Term 2: 13 April to 26 June

Term 3: 13 July to 18 September

Term 4: 5 October to 18 December

## Term 1 2015

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday/ Sunday
<b>Week 1</b> 26 <sup>th</sup> Jan	26 Australia Day	27	28 *Student free Day – start date for teachers	29 Students Com- mence  Ready-Set-Go Program	30	31/01
<b>Week 2</b> 2 <sup>nd</sup> Feb	2 School Assembly Ready-Set-Go Program  >	3  >	4  >	5  >	6 Swim Trails Gr 3-6  >	7/8
<b>Week 3</b> 9 <sup>th</sup> Feb	9 Ready-Set-Go Program  >	10 F – 2 Meet the Teacher/Info nights  >	11  >	12 3-6 Meet the Teacher/Info nights  >	13  >	14/15
<b>Week 4</b> 16 <sup>th</sup> Feb	16 School Assembly	17 School Council	18	19	20 Mitchell South District Swim- ming Champs	21/22
<b>Week 5</b> 23 <sup>rd</sup> Feb	23	24	25	26	27	28/1
<b>Week 6</b> 2 <sup>nd</sup> March	2 School Assembly Whittlesea Div Swim Champs	3	4	5	6	7/8
<b>Week 7</b> 9 <sup>th</sup> March	9 Labour Day Public Holiday	10	11 NRM Region Swimming Champs	12	13 Inter School Summer Sports (Grade 5/6) TBC	14/15
<b>Week 8</b> 16 <sup>th</sup> March	16 Curriculum Day, -student free day	17 School Photos School Council AGM	18	19	20 Alternate day for Inter school sports	21/22
<b>Week 9</b> 23 <sup>rd</sup> March	23	24	25	26	27 End of term 1 2pm finish	28/29