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
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.


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

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 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.

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

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
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

Denise Barker
Principal
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

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

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

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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

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

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

To select us, follow the steps on the next page
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
### Sandwiches (white / wholemeal / multigrain)

<table>
<thead>
<tr>
<th></th>
<th>Plain sandwich</th>
<th>With Salad sandwich</th>
<th>With Salad Roll</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roll</td>
<td>$1.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cheese</td>
<td>$2.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cheese roll</td>
<td>$2.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Egg</td>
<td>$2.30</td>
<td>$5.00</td>
<td>$5.50</td>
</tr>
<tr>
<td>Ham, Salami, Salmon, Tuna</td>
<td>$3.80</td>
<td>$5.50</td>
<td>$6.00</td>
</tr>
<tr>
<td>Chicken</td>
<td>$4.80</td>
<td>$6.50</td>
<td>$7.00</td>
</tr>
<tr>
<td>Salad</td>
<td></td>
<td>$4.50</td>
<td>$5.00</td>
</tr>
<tr>
<td>Extra item</td>
<td>$0.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extra meat / Egg</td>
<td>$1.00</td>
<td>$1.00</td>
<td>$1.00</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Food</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steak Pie</td>
<td>$3.20</td>
</tr>
<tr>
<td>Vegetable Pasty</td>
<td>$3.20</td>
</tr>
<tr>
<td>Meat Pasty</td>
<td>$3.30</td>
</tr>
<tr>
<td>Large Sausage Roll</td>
<td>$2.80</td>
</tr>
<tr>
<td>Small Sausage Roll</td>
<td>$1.50</td>
</tr>
<tr>
<td>Party Pie</td>
<td>$1.10</td>
</tr>
<tr>
<td>Steamed Dim Sim</td>
<td>$1.00</td>
</tr>
<tr>
<td>Hot Dog</td>
<td>$2.90</td>
</tr>
</tbody>
</table>

### Cakes

<table>
<thead>
<tr>
<th>Cake</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Iced Donut (strawberry, chocolate, yellow)</td>
<td>$1.00</td>
</tr>
<tr>
<td>Cinnamon Donut</td>
<td>$0.90</td>
</tr>
<tr>
<td>Hedgehog Slice</td>
<td>$2.90</td>
</tr>
<tr>
<td>Cookies</td>
<td>$2.00</td>
</tr>
<tr>
<td>Jam / Lemon Tart</td>
<td>$1.60</td>
</tr>
</tbody>
</table>

### Drinks

<table>
<thead>
<tr>
<th>Drink</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Milk (strawberry, chocolate)</td>
<td>$2.50</td>
</tr>
<tr>
<td>Large Milk (strawberry, chocolate, Banana)</td>
<td>$3.80</td>
</tr>
</tbody>
</table>

Thank-you
<table>
<thead>
<tr>
<th>Item</th>
<th>Grade</th>
<th>Size</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUMMER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Short Sleeve Polo - Sky or White</td>
<td>Unisex</td>
<td>4-16 / S-4XL</td>
<td></td>
<td>$24.00</td>
<td>$27.00</td>
</tr>
<tr>
<td>Microfibre Coolfit Shorts - Navy</td>
<td>Unisex</td>
<td>4-14 / S-4XL</td>
<td></td>
<td>$26.50</td>
<td>$29.50</td>
</tr>
<tr>
<td>Basketball Short - Navy</td>
<td>Unisex</td>
<td>4-16 / S-4XL</td>
<td></td>
<td>$23.50</td>
<td>$26.00</td>
</tr>
<tr>
<td>Girls Summer Dress - Navy/White</td>
<td>Female</td>
<td>.4-16</td>
<td></td>
<td>$26.00</td>
<td></td>
</tr>
<tr>
<td>Girls Bike Shorts - Navy</td>
<td>Female</td>
<td>.4-16</td>
<td></td>
<td>$15.00</td>
<td></td>
</tr>
<tr>
<td>Girls Skort - Navy</td>
<td>Female</td>
<td>.4-16</td>
<td></td>
<td>$26.00</td>
<td></td>
</tr>
<tr>
<td>Boys Cargo Short - Navy</td>
<td>Male</td>
<td>4-16 / S-2XL</td>
<td></td>
<td>$26.50</td>
<td>$29.50</td>
</tr>
<tr>
<td>Legionnaire Hat - Navy</td>
<td>Unisex</td>
<td></td>
<td></td>
<td>$12.00</td>
<td></td>
</tr>
<tr>
<td><strong>WINTER</strong></td>
<td></td>
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</tr>
<tr>
<td>Long Sleeve Polo - Sky or White</td>
<td>Unisex</td>
<td>4-14 / S-4XL</td>
<td></td>
<td>$26.00</td>
<td>$31.00</td>
</tr>
<tr>
<td>Girls Bootleg Track Pant - Navy</td>
<td>Female</td>
<td>.4-16</td>
<td></td>
<td>$33.00</td>
<td></td>
</tr>
<tr>
<td>Fleecy Straight Leg T/pant - Navy</td>
<td>Unisex</td>
<td>4-16 / S-4XL</td>
<td></td>
<td>$26.50</td>
<td>$29.50</td>
</tr>
<tr>
<td>Boys Cargo Pants - Navy</td>
<td>Male</td>
<td>4-16 / S-2XL</td>
<td></td>
<td>$30.50</td>
<td>$33.50</td>
</tr>
<tr>
<td>V-Neck Windcheater - Navy</td>
<td>Unisex</td>
<td>4-16 / S-2XL</td>
<td></td>
<td>$33.00</td>
<td>$36.00</td>
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<tr>
<td>Polar Fleece Jacket - Navy</td>
<td>Unisex</td>
<td>4-14 / S-4XL</td>
<td></td>
<td>$38.50</td>
<td>$42.00</td>
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<tr>
<td>Waterproof Jacket with Hood - Navy</td>
<td>Unisex</td>
<td>4-16 / S-2XL</td>
<td></td>
<td>$57.00</td>
<td>$62.00</td>
</tr>
<tr>
<td>Navy Tights</td>
<td>Female</td>
<td></td>
<td></td>
<td>$15.00</td>
<td></td>
</tr>
<tr>
<td>Scarf with Emb</td>
<td>Unisex</td>
<td></td>
<td></td>
<td>$20.00</td>
<td></td>
</tr>
<tr>
<td>Beanie</td>
<td>Unisex</td>
<td></td>
<td></td>
<td>$7.00</td>
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<tr>
<td><strong>ACCESSORIES</strong></td>
<td></td>
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</tr>
<tr>
<td>Artsmock - Navy</td>
<td>Unisex</td>
<td>S / M / L</td>
<td></td>
<td>$15.00</td>
<td></td>
</tr>
<tr>
<td>Library Bag - Navy</td>
<td>-</td>
<td>-</td>
<td></td>
<td>$11.00</td>
<td></td>
</tr>
<tr>
<td>School Bag - Navy</td>
<td>-</td>
<td>-</td>
<td></td>
<td>$40.00</td>
<td></td>
</tr>
<tr>
<td>Sox</td>
<td>Unisex</td>
<td></td>
<td></td>
<td>$6.00</td>
<td></td>
</tr>
</tbody>
</table>

**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

**ALL THINGS UNIFORM**  SHOP 1/70 HIGH STREET  BROADFORD VIC 3658  PH: 03 5784 2276  FAX: 03 5784 2267
# School term dates 2015

**Term 1**: 28 January to 27 March (Easter 3rd – 6th 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

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