



**Kilmore Primary School**

**Principal: Mr Neil O'Sullivan**

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P 03 5782 1268 F 03 5782 1553 E [kilmore.ps@education.vic.gov.au](mailto:kilmore.ps@education.vic.gov.au) W [www.kilmoreps.vic.edu.au](http://www.kilmoreps.vic.edu.au)

NEWSLETTER

Friday, 11th February 2022

# WELCOME TO OUR FOUNDATION STUDENTS

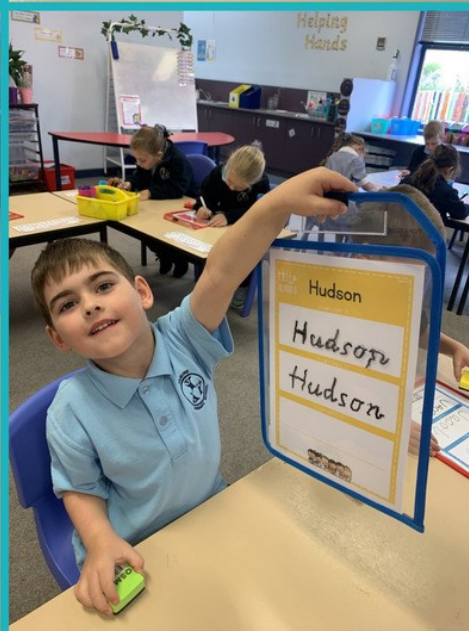
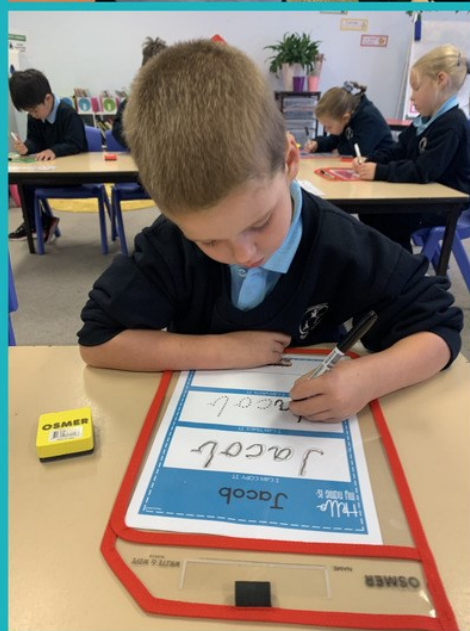
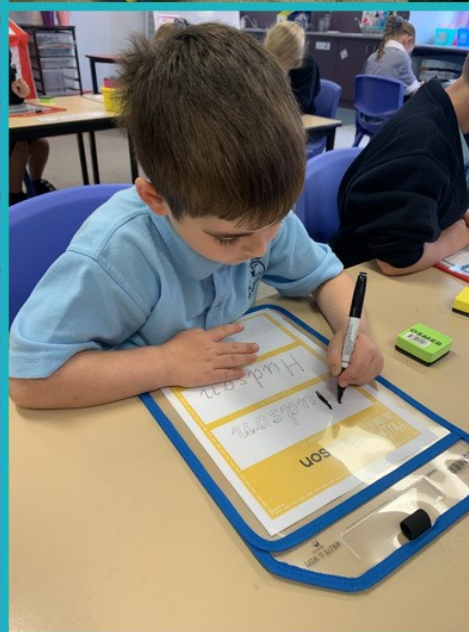
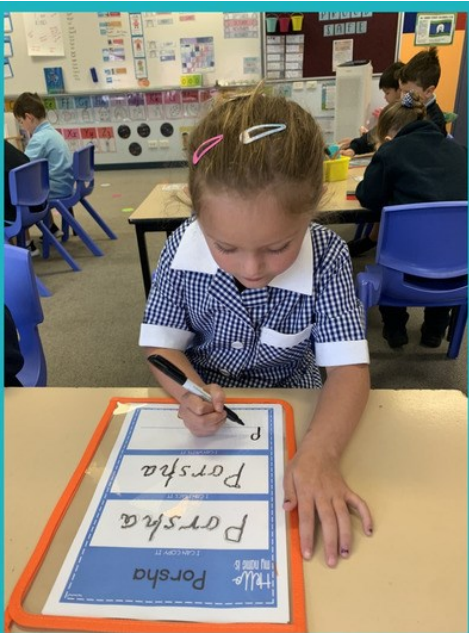
## In the Classroom of FS





# WELCOME TO OUR FOUNDATION STUDENTS continued

Around the classroom in FG





### February

Saturday 12th

Grade 6 Jackets Final Orders Close

Monday 14th to Wednesday 16th

Grade 5/6 Sovereign Hill Camp

Monday 21st and Tuesday 22nd

Meet the Teacher Interviews

Tuesday 22nd

Mitchell District Swimming Sports

### March

Thursday 10th

School Photos

Monday 14th

Labour Day Public Holiday

Friday 18th

Conveyance Allowance Applications Due

### June

Friday 24th

CSEF Applications Due

## HAPPY BIRTHDAY

Birthday wishes to the following students who have recently celebrated their birthday or are about to celebrate their birthday this coming week: Ella Thompson, Dakota Jennings, Liam Toussaint, Blake Agnew, Lilah Taylor and Zachary Knight



### Late Arrivals

If your child arrives after 8.50am please ensure they go to the office to be signed in.

If they are not signed in you will receive an SMS stating that your child is away.



## REMINDER

All students need to bring a drink bottle to school.



## 2022 School Term Dates

Term 1: 31st January to 8th April

Term 2: 26th April to 24th June

Term 3: 11th July to 16th September

Term 4: 3rd October to 20th December

## REMINDER TO WEAR YOUR HAT

Just a reminder that all students need to wear hats starting the beginning of Term 1. All students and staff are required to wear hats that protect their face, neck and ears, i.e. legionnaire, broad brimmed or bucket hats, whenever they are outside. Baseball or peak caps are not considered a suitable alternative.



## FROM THE ART ROOM

Now that art smocks are no longer communal in the art room, please organise an art smock for your child/ren. While a waterproof smock is preferred, an old t-shirt is suitable for most materials we use. Please ensure the smock you choose is easy for your child to put on and take off independently.

\*\*\*Senior years 3-6 will be working with paint called Vipond that WILL NOT come out of clothes\*\*\*



### **Thanks and Gratitude - Grade 5/6 Camp**

I would like to acknowledge the huge effort that our office and Grade 5/6 teams have put into organizing the Grade 5/6 camp. Organizing a camp is never an easy task, however dealing with the "curve balls" that COVID-19 continually poses has taken everything to another level. I am truly appreciative of the huge amount of work that our staff have put into organizing the camp and ensuring that our Grade 5/6 students do not miss out on such a valuable experience. Our students will depart for Sovereign Hill on Monday morning and return, no doubt exhausted, on Wednesday afternoon.

### **Meet The Teacher Interviews**

On February 21st and 22nd we will be holding "Meet The Teacher" interviews. These interviews will take place in person and will be held outdoors as part of our COVID Safe plan. Bookings can be made via our Compass portal and further COVID Safe information will be sent home closer to the interviews. Today your child will take home a questionnaire which will allow you to identify your child strengths, areas of interests and any important information which you wish to communicate to your child's teacher. We are hoping that these interviews will help to establish a strong home and school relationship for the 2022 school year.

### **COVID-19 Exposure Notifications**

As part of our COVID Safe practices, KPS send a daily email to any class groups which have been affected by a COVID-19 exposure. As part of the Department of Education's operating guidelines, communications are only sent to affected to class groups.

### **Grade 1 Parents Morning Tea**

This morning, we held a morning tea for our Grade 1 parents. It was great to have the opportunity to mingle and chat with our Grade 1 parents. Next Friday, we will hold a morning tea for our Grade 2 parents. An invitation will be sent during the week.

### **School Council**

Becoming a member of School Council is one of the many ways that parents can engage with and support our school. Yesterday, I sent home information on the School Council election process for 2022. I would encourage all members of a parent community to become involved in the School Council as it is a great way to be involved in our school improvement journey

### **Tutor Learning Initiative 2022**

At KPS in 2022, we have expanded our tutoring program to focus on accelerating student progress in Years 1 to 3. We are fortunate to have three highly skilled and dedicated tutors- working with our students. Mrs. Fiona Jacobs, Ms. Erin Spencer and Ms. Lowerson will work across Grades 1 to 3 and I am looking forward to seeing our tutoring program having a big impact upon student learning.

### **Student Learning Focus 2022- Oral Language Focus**

In 2022, KPS will be focusing heavily on the oral language development of our students in Foundation to Grade 2. Arising out of our research partnership with Murdoch Institute in 2021, we have identified phonological awareness (the ability to hear sounds in words) as a major focus for our students. All of our staff have undertaken a half day of professional learning in this area and we will be monitoring the oral language focus of our students in 2022 with great rigour.

All the best,

Neil O'Sullivan  
Principal



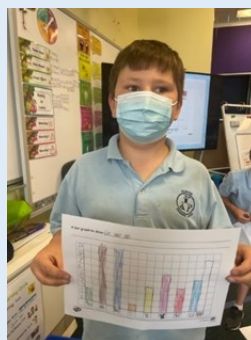
## **\*IMPORTANT MESSAGE FROM THE ADMIN TEAM\***

Family Information has been emailed for updating and confirmation of details. It is important to check and advise us of any required amendments. These amendments must be received in writing or can be emailed to [kilmore.ps@education.vic.gov.au](mailto:kilmore.ps@education.vic.gov.au) as soon as possible. This will ensure we have accurate, up to date records on student files which is particularly essential for contact details and emergency contact information. If you are unsure about anything, please do not hesitate to contact the office.

### **Mathematics News with Captain Marvel**

Hello amazing KPS community. It is so exciting to be back at school and seeing all the awesome Mathematics learning that is happening. Year 3 students have been learning how to **interpret** the data represented in tables and graphs. They were practising to use the word and explain that it means to read and understand the information a graph or table shows. They practised categorising data that included lollies and animals. Who knew lollies could be Mathematics? Have a look how proud Mitchell is to share a graph he created. Keep up the sensational learning everyone!

**Maths really is everywhere!**



### **Reminder the Canteen is Now Open**

To view menu <U:\Admin\Canteen\CANTEEN MENU- kilmore primary 2022.docx>

#### **Pick Up & Drop Off Parking**

Parent and Guardians are not to block the crossover or park in the KPS staff car park on Lancefield Road during pickup and drop off.

Students that ride bikes or scooters have to navigate around the cars that are parked on the pavement. This request is made to ensure the safety of all students and prevent an accident from occurring.

#### **Parking Reminder**

Please leave the bus parking zone on Lancefield Road clear at all times for buses to park.

We have at least two buses daily that use the Lancefield Road bus zone.

(Mitchell Shire Local Laws Officers have been patrolling local schools)



# Welcome to

## STEM 2022

### What is STEM?

STEM is an approach to learning and development that combines the subjects of Science, Technology, Engineering and Mathematics.

Students learn problem-solving, creating, critical analysis, teamwork, independent thinking, initiative, digital literacy, communication, innovation and entrepreneurial spirit.

### STEM at KPS

This semester, students in Grade 3 and 4 will be taking STEM classes, with students in Grade 5 and 6 starting in Semester 2. Last week, the focus was on using a growth mindset when completing a challenging task.

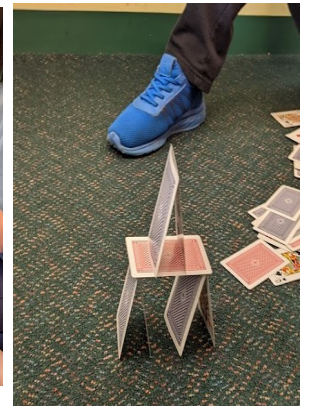
This week was an introduction into Science; learning about solids, liquids and gas. Students made predictions and observations about how solids (ice and chocolate) melt and used scientific thinking to explain why.

### Google Classroom

You may have noticed that your child has received an invitation to access the Google Classroom for STEM. This is a resource that will be used within the classroom with teacher guidance for the activities - there is no need to do anything at home, but feel free to have a look at what is happening in STEM throughout the semester.

### Resources

Over the next 2 weeks, could families please collect their recycled soft drink bottles (1.25L or 2L)? Please rinse them and send them to school on a Tuesday or Wednesday.



## CONVEYANCE ALLOWANCE

Applications for Conveyance Allowance for Term 1 2022 are now open. Application forms are available from the school office. Please ensure that the completed form is returned to school by **Friday 18 March 2020**.

### Eligibility Criteria

The eligibility criteria varies depending on the type of school attended and where it is located.

Students attending a government or non-government school must:

- attend their nearest government or non-government school/campus appropriate to their year level at which admission is permissible
- be enrolled at a school/campus outside Melbourne's metropolitan conveyance boundary
- reside 4.8km or more by the shortest practicable route from that school/campus attended
- be of school age (5 to 18 years old at time of application) and reside in Victoria.

Note: Eligibility is assessed when the school completes your child's application on the Student Conveyance Allowance System (SCAS). If approved, the allowance payable is based on the one way distance to make the journey to and from school. For further information regarding the Conveyance Allowance Program see: [www.education.vic.gov.au/travellingtoschool](http://www.education.vic.gov.au/travellingtoschool).

## Sleep...Why is it so important? Are you or your teenagers getting any or enough?

Hello to our local partner primary schools,

We are pleased to invite our Assumption College community and our wider primary school community, to attend an online course presented by our Wellbeing team.

*Families who are interested please register to attend.*

Sleep...Why is it so important? Are you or your teenagers getting any or enough?  
What stops a good night sleep?

So many questions on something so fundamentally important to our wellbeing. The ACK wellbeing team will be presenting an informative online session to answer these questions and provide advice, suggestions, and sleep tips to get you back into a good sleep routine.

Start the 2022 school year on the front foot!

Parents, Carers, Students, Staff all welcome.

**Date - Wednesday the 16 February 2022 6pm-7pm.**

To book your free place visit <https://www.trybooking.com/BVWYS>

With thanks,



**KYLIE LAWTEY | Community Relations and Enrolments Officer**

**a** Sutherland Street, Kilmore VIC 3764

**p** PO Box 111, Kilmore VIC 3764

**t** 03 5783 5000 | **d** 03 5783 5361 | **m**

**w** [www.assumption.vic.edu.au](http://www.assumption.vic.edu.au)

Proudly on Taungurung Country



**CHECK-IN  
NOW**



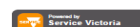
Kilmore Primary School  
35 Kilmore-Lancefield Rd KILMORE  
Kilmore Primary School



Location code AF9 HHR



Can't scan? Download the Service Victoria app or visit: [go.vic.gov.au/check-in](http://go.vic.gov.au/check-in). Open the app and enter: AF9 HHR



Service Victoria is the State Government's dedicated customer service agency. We will only use or disclose your check-in information for coronavirus (COVID-19) contact tracing. We'll delete your data within 28 days. Your details won't be used for marketing or other purposes. Learn more: [service.vic.gov.au/check-in](http://service.vic.gov.au/check-in)



**Remember to Stop. Look. Listen. Think.**  
when crossing a road



## FINANCIAL ASSISTANCE

### INFORMATION FOR PARENTS

Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund helps ensure that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. It is part of making Victoria the Education State and the Government's commitment to breaking the link between a student's background and their outcomes.

#### CAMPS, SPORTS & EXCURSIONS

##### FUND (CSEF)

School camps provide children with inspiring experiences in the great outdoors. Excursions encourage a deeper understanding of how the world works while sports teach teamwork, discipline and leadership. All are a part of a healthy curriculum.

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. A special consideration category also exists for asylum seeker and refugee families. The allowance is paid to the school to use towards expenses relating to camps, excursions or sporting activities for the benefit of your child.

The annual CSEF amount per student is:

\$125 for primary school students

\$225 for secondary school students

#### MORE INFORMATION

For more information about CSEF visit:

<https://www.education.vic.gov.au/about/programs/Pages/csef.aspx>

#### HOW TO APPLY

New applicants should contact the school office to obtain a CSEF application form or download from the website below.

If you applied for CSEF at your child's school last year, you do not need to complete an application form this year unless there has been a change in your family circumstances.

You only need to complete an application form if any of the following changes have occurred:

- **new student enrolments;** your child has started or changed schools this year.
- **Changed family circumstances;** such as a change of custody, change of name, concession card number, or new siblings commencing this year.

Check with the school office if you are unsure.





## Connecting With Kimberly

Just a reminder that I can be contacted via email [Kimberly.batsas-hill@education.vic.gov.au](mailto:Kimberly.batsas-hill@education.vic.gov.au) or 5782 1268 for any student and family wellbeing needs at any time.

The following services are available outside of school hours.

\*\*\*In the event of an emergency please call 000\*\*\*



### Kids Helpline



kidshelpline  
anytime any where

Ph: 1800 551 800

[https://  
kidshelpline.com.au/](https://kidshelpline.com.au/)

### Parentline



Ph: 13 22 89

[https://  
parentline.com.au/](https://parentline.com.au/)

### Safe Steps



Sexual assault, domestic  
and family violence

Ph: 1800 015 188

[https://  
www.safesteps.org.au/](https://www.safesteps.org.au/)

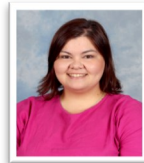
### Lifeline



Ph: 13 11 14

[https://  
www.lifeline.org.au/](https://www.lifeline.org.au/)

Best,  
Kimberly Batsas-Hill  
Social Worker -Primary Welfare Officer



## St Patrick's Parish Kilmore after School Catechism Classes Sacrament of Holy Eucharist Information Night for Parents



For parents/guardians who have children in grade four or above, wishing their children to receive the Sacrament of Holy Eucharist.

The Information night is on Monday the 21<sup>st</sup> of February at 6.45pm at St Patrick's Parish Centre Kilmore.

Please phone the parish office on Monday, Wednesday or Friday 9.30 – 5pm to book. Phone 57821084.



**KILMORE  
COMMUNITY  
CENTRE**



- Occasional Care / 3 Yr Old Kinder Program (Enrolments open and places available for 2022)
- Playgroup
- Yoga
- Meditation
- Gardening Course - new in 2022
- Social Functions



38 VICTORIA PARADE KILMORE - Enquiries - Please phone Madeline 5782 2319



## Food Relief

Food relief helps our community members who need some support to access food. Below is a list of organisations to contact if you are needing food relief. Please contact your local provider to find out what types of food are available and if delivery is an option.

For community members who would like to support these organisations, they can do this by donating extra food.

## Mitchell Shire

Food Relief Organisation	Facebook or Website	Contact Details
Broadford Living and Learning Centre	<a href="#">Broadford Living and Learning Centre Facebook</a>	156-158 High St, Broadford Ph: 5784 4006
Freedom Care	<a href="#">Freedom Care Website</a>	127C Northern Hwy, Kilmore Ph: 0422 599 735
Love in Action Broadford and Wallan	<a href="#">Love in Action Broadford Facebook</a>  <a href="#">Love in Action Wallan Facebook</a>	0473 845 808 - Broadford 0436 457 154 - Wallan
Rotary Seymour	<a href="#">Rotary Seymour Facebook</a>	44 Emily St, Seymour
Salvocare / The Salvation Army Corporation Seymour	<a href="#">Salvocare Website</a>	8-10 Victoria St, Seymour
St Vincent De Paul Conference Kilmore and Seymour		0428 546 328 - Kilmore 5792 4167 - Seymour
Wallan Gateway	<a href="#">Wallan Gateway Website</a>	7 Commercial Drive, Wallan Ph: 5783 2777 - Gateway Ph: 0491 075 404 - Foodbank



# Managing Your Mental Health Online

## Digital Mental Health Gateway

### Head to Health

#### Head to Health

A website that links Australians to free or low-cost online and phone mental health services.  
[headtohealth.gov.au](http://headtohealth.gov.au)

## Phone and Online Counselling



#### Lifeline 13 11 14

24/7 phone counselling, and online crisis support chat available each evening.



#### Suicide Call Back Service 1300 659 467

National 24/7 professional telephone & online counselling for anyone affected by suicide.



#### Beyond Blue Support Service 1300 22 4636

Telephone (24/7), online and email counselling, and moderated forums.



#### 1800RESPECT 1800 737 732

24/7 phone & online counselling for people seeking help for domestic violence situations.



#### MensLine Australia 1300 78 99 78

Advice, therapy and support for men with families and relationship concerns.



#### QLife 1800 184 527

Online chat or phone counselling for lesbian, gay, bisexual, transgender and intersex (LGBTI) people.



#### Butterfly Foundation 1800 33 4673

Telephone, online counselling, referral and online support groups for eating disorders.



#### Open Arms 1800 011 046

Phone and online counselling for veterans and their families.



#### SANE Australia 1800 18 7263

Phone counselling and moderated forums providing peer-to-peer support.



#### FriendLine 1800 424 287

A national support line "ready for a cuppa and a conversation" with trained volunteers.

## Young People



#### Kids Helpline 1800 55 1800

24/7 phone and online counselling for youth (5-25yrs).



#### Niggle

A free app for youth designed as a self-help toolkit for all things related to mental, social and emotional wellbeing.



#### eheadspace

Internet chat, email or phone support for young people (12-25yrs) with a range of issues.



#### ReachOut

Practical tools, support and moderated forums to help youth get through everything from everyday issues to tough times.



#### The BRAVE Program

Prevention, intervention, and treatment of anxiety in young people.



#### BITE BACK

Free online activities, psychoeducation and positive psychology aiming to promote wellbeing and resilience in young people.

## Programs



#### MindSpot

Free clinician supported online programs for stress, worry, anxiety and depression in adults aged 18+.



#### THIS WAY UP

A range of self-paced online CBT courses for stress, insomnia, anxiety and depression. Courses can be done as self-help or guided by your own clinician. Courses are either free or low cost.



#### Mental Health Online

Free online programs for a range of issues, with self-guided or therapist support options.



#### MyCompass

A free, online interactive self-help CBT service for people with mild to moderate depression, anxiety and stress. It's also appropriate for people who simply want to build good mental health.



#### MoodGYM

A free, interactive program based on Cognitive-Behavioural Therapy (CBT) and Interpersonal Therapy (IPT) to help prevent and manage symptoms of depression and anxiety.



#### e-Couch

A free, self-help program with modules for depression, generalised anxiety & worry, social anxiety, relationship breakdown, and loss & grief.



#### Healthy Mind

An Easy Read program to help people with intellectual disability to recognise and regulate thoughts and feelings.



#### ParentWorks

Online program for parents and caregivers providing evidence-based parenting strategies.



#### Centre for Clinical Interventions

Free downloadable self-help workbooks and modules for a range of mental health and wellbeing issues.

## Apps



#### MoodMission

A free app designed to help individuals overcome low moods and anxiety by discovering new coping strategies.



#### Daybreak

A website and app which supports individuals to cut back or take a break from using alcohol.



#### Smiling Mind

A free website and app teaching mindfulness meditation to young people and adults.



#### BeyondNow

A free app and online tool that helps users create a safety plan for when experiencing suicidal thoughts.

## Aboriginal and Torres Strait Islanders



#### WellMob

Social, emotional and cultural wellbeing online resources for Aboriginal and Torres Strait Islanders.



#### iBobbly

A social and emotional wellbeing self-help app for young Aboriginal and Torres Strait Islander Australians aged 15 years and older.

## Tuning in to Kids

A six session program for parents on 2 -10 year olds.

Learn how to help your child develop emotional intelligence

**ONLINE**

**Wednesdays 10am-12pm**

**2 March - 6 April**

[Register here](#)

## Tuning in to Teens

A six session program for parents of 10 -16 year olds.

Learn how to help your teenager develop emotional intelligence

**ONLINE**

**Tuesdays 6pm-8pm**

**1 March - 5 April**

[Register here](#)

## Emotion Coaching

For parents and carers of children 2-10 years of age who would like to understand their children's emotional development and learn how they can connect with their children.

**ONLINE**

**Monday 21 February**

**1pm - 3pm**

[Register here](#)

**ONLINE**

**Thursday 24 February**

**10am-12pm**

[Register here](#)



**Call 1800 161 306  
for more information**

# Child and Family Services Timetable Term 1 - 2022



## Kilmore Junior Football Club

**2022  
Registrations  
are now OPEN!!**

Football for Boys and Girls  
Born: 2004 - 2015

**No experience necessary, come along to  
be part of a great club and get to know  
your local community**

Contact: [kjfcregister@gmail.com](mailto:kjfcregister@gmail.com)



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## New Program



### Greater Beveridge. Women's Circle Workshops

*A women's circle is a gathering to unite women  
in the community.*

Come join us for a series of free weekly workshops that will be engaging women who are seeking to live their better life.

The women's circle is designed to help women of all ages to gain confidence, practise self-care, and support each other's personal or professional growth.

The women's circle can recharge you with energy and provides you with an opportunity to connect with other women on the same path of inner and personal development, supporting you to achieve your goals and dreams whilst still having fun.

Topics addressed are flexible based on the needs of the group members and may include the following:

- > Career Counselling
- > Financial Literacy - Centrelink
- > Cooking Healthy Meals
- > Legal Information
- > Parenting in 2022
- > Personal Styling
- > General Makeup Tips
- > Art Therapy
- > Drumming Workshop
- > Mindfulness/Wellness

We aim to make this event accessible and inclusive. If you would like to attend this event and have particular access or childcare needs please contact us on 5734 6395 so we can see how we may help.

Dates 2022 at 1-3pm	Workshops at Greater Beveridge Community Centre
Thursday 10 February	Career Counselling - Go Tafe
Thursday 17 February	Family Payments - Centrelink
Thursday 24 February	Cooking Healthy Family Meals - Nexus Primary Health
Thursday 3 March	Access Legal Services in Mitchell - Northern Community Legal
Thursday 10 March	International Women's Day Celebrations - Guest Speaker/Dancing/Drumming
Thursday 17 March	Groomed To Go - Personal Styling/Makeup tips
Thursday 24 March	Wellness/Mindfulness - Finding the Better Inner You
Thursday 31 March	How to Download Immunisation Certificate - Centrelink
Thursday 7 April	Parenting in 2022 - Family Care
Thursday 14 April	Drumming Workshop - Finding your Inner Beat

If you are interested in more information about the Beveridge Women's Circle, please contact Anne Coall. Bookings essential as all activities will only proceed with the minimum amount of enrolments. Events are subject to COVID restrictions, please call for more information.



For more information contact Anne Coall:

t: (03) 5734 6395

e: [gbcc@mitchellshire.vic.gov.au](mailto:gbcc@mitchellshire.vic.gov.au)

w: [www.mitchellshire.vic.gov.au](http://www.mitchellshire.vic.gov.au)

# Kilmore-Lancefield Road Shared User Path, Kilmore

February 2022

We're building a shared user path on Kilmore-Lancefield Road, making it safer to walk and ride between Kulin Drive and Church Street.

## About the project

With residential development expanding along Kilmore-Lancefield Road, we're improving safety and access for vulnerable road users including pedestrians and cyclists.

We're building:

- a new shared user path linking Church Street and Kulin Drive
- upgrades to the pedestrian crossings outside Kilmore Primary School and near Kulin Drive
- car parking outside Kilmore Primary School.

## Benefits

We're improving safety and access for school traffic on Kilmore-Lancefield Road through:

- dedicated space for walking and cycling away from cars and trucks
- improved pedestrian crossings. For safety, the crossing at Kilmore Primary School will be relocated slightly to be further from the Church and Sutherland Street intersection
- a safety barrier to protect path users at the Conway Street intersection
- safer access to the school crossing for children being dropped off and picked up opposite the school.



*A shared user path will improve safety on Kilmore-Lancefield Road.*

## When to expect us

We expect works to start mid-February and be completed by the end of April, weather permitting.

## Traffic impacts

Kilmore-Lancefield Road will remain open throughout the construction period.

Works will be completed behind safety barriers for the safety of our crews. A temporary traffic lane will be in place for Lancefield-bound traffic and lower speed limits will be in place as required.

Slow down, allow extra time and look out for changed traffic conditions.

## Find out more

For more information visit [regionalroads.vic.gov.au](https://regionalroads.vic.gov.au) and search for 'Kilmore-Lancefield Road shared user path'

## Contact us:

Email [ner.enquiries@roads.vic.gov.au](mailto:ner.enquiries@roads.vic.gov.au)

Call 133 RRV (133 778)



# Handy Tips from



## Attendance

### Entering an Attendance Note

- 1 From the Compass home screen (or from your student's profile), click the **Add Attendance Note** item.
- 2 From the pop-up window
  - ➔ Select the reason
  - ➔ Enter a brief description of the absence
  - ➔ Select the start and finish time
  - ➔ Click the 'Save' button

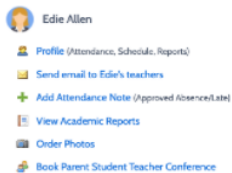
Where possible, attendance notes should be entered prior to the absence/lateness occurring.

**What is an Attendance Note?**  
An Attendance Note is used to explain when your child is absent or late for school.

### Parent-Teacher Conferences

Using Compass you can book your parent-teacher conferences online.

- 1 On the home screen, beside the student you wish to make bookings for, click 'Book Parent Student Teacher Conference'.
- 2 A list of parent-teacher conference cycles will be displayed along with their booking status. Click on the relevant cycle.
- 3 Your booking sheet will be displayed and will show your available booking times. Click on a time in the grid to display teachers available for booking at that time.



### Parent-Teacher Conferences - app

- 1 From the Compass home screen on your app, select the menu (top left) and click **Conferences**.
- 2 From the list of parent-teacher conference cycles
  - ➔ Select the relevant cycle you wish to book for
  - ➔ Select the student you wish to place a booking for
  - ➔ Select the class or interview group
  - ➔ Click on a time slot to make a booking and confirm

