



*'A great place to grow up'*

## NEWSLETTER

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# Executive News

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Dear Parents and Carers

Welcome back to a new school year! We trust that you have enjoyed your summer break, however long, and that your children are well rested, excited to return and ready to embrace their learning this year! It has been all systems go for staff with preparations, careful planning and targeted professional learning to ensure that we work collaboratively to create the optimal learning experiences and challenge for your child.

What a fabulous start we have had this week! The students have settled well into their new classes, ready to start their year with excitement and enthusiasm. May that enthusiasm and zest for learning stay with them all year! Happy students and happy teachers are wonderful contributors to a successful year!

Our targeted work this year will focus on what matters: your child and their learning growth. Our key priorities aligned to our Strategic Plan include:

- How we work with the curriculum to plan conceptual inquiry units that cater for individual needs of students;
- Improving literacy outcomes with a particular focus on writing;
- Improving numeracy outcomes with a particular focus on number concepts and
- Strengthening wellbeing for learning by building our positive school culture.

From the very first day teachers are gathering what the students know, building on their understanding and providing opportunities to learn and develop the skills to be able to do it. This may seem like a hard task at times, where students feel like they simply can't do it. I ask them to remember the work 'yet'. It takes courage to face the unknown, and determination to see something through. The students will need grit to stick at it and persist, trying their very best, because they simply haven't got it ...yet. With courage, grit and determination, our students can continually strive for their personal best in all that they do, and do so with compassion, integrity and respect. These are our Theodore values that guide all of us in how we do our jobs, whether as learners or as teachers.

Over the holidays there has been some minor maintenance, including the internal painting to refresh Chipala and Yakatoon. However, plans to update our senior playground equipment are currently in process with the Education Directorate, and installation has been scheduled for the April school holidays. This will be worth the wait as the equipment that our fabulous P&C have selected in response to our students' wish lists, will provide a stimulating, vibrant playground area that the students will love! Other minor works such as car park upgrade and preschool grounds upgrade are currently on the Capital Works schedule with dates for commencement yet to be set. These delays are only small speed bumps; the end result and benefits will be worth the wait!!



**Next week we will host our 'Welcome to 2018' information sessions. At these sessions, you will hear what the learning focus for this term will be, as well as the routines, timetables and expectations that are particular for your child's class. These will take place on Tuesday February 13 as follows:**

5:00 – 5:30pm	Preschool – Year 2	In classrooms
5:30 – 6:00pm	Years 3 – 6	In classrooms

**A sausage sizzle BBQ will be served at 5:30pm for Juniors and 6:00pm for Seniors and run until 7pm, and we invite families to stay and get to know other parents of your child's class community.**

**You will also hear of the upcoming 'Getting to know your child' meetings that are offered in week 3 from February 19-23. An information sheet will be available for you to complete that will**

As we settle into the year ahead, I welcome you to our school community this year. Education is a partnership between home and school; your support, co-operation and collaboration is highly valued. There are many ways in which you can help our school to provide the best learning opportunities for our students, such as in the classroom in a variety of curriculum areas or at whole school extracurricular events such as sporting carnivals. Other ways of staying connected in our school community is by becoming active on our P&C or taking on a role on the School Board. Both of these provide rich opportunities to work collaboratively with the school. Both P&C and School Board have positions available this year; please consider being an active member of our school community. The next P&C including AGM, is on Wednesday February 21. The School Board elections will be also running this term.

I do look forward to working with you all this year!

Kind regards,

Kerri

## Playgroup @ Theodore Primary School

Playgroup is held at Theodore Primary School

in the Bilbies Preschool Unit on

Friday mornings from 9.00am to 10.30 am.

Playgroup commences Friday 16<sup>th</sup> February 2017

For more information call in at the school or phone 6142 3100.



Theodore Primary School  
(Official Site)



## Dates to Remember

<b>5 Feb</b>	First day for Kindergarten New Students and Staff
<b>6 Feb</b>	First day for continuing students
<b>13 Feb</b>	Welcome BBQ & information evening Junior 5:00 to 5:30pm Senior 5:30pm to 6:00pm BBQ 5:30pm to 6:30pm
<b>20 Feb</b>	Getting to know your child Interviews
<b>21 Feb</b>	Getting to know your child Interviews
<b>22 Feb</b>	Board & P&C Meeting
<b>23 Feb</b>	Year 6 Assembly
<b>5-7 Mar</b>	Year 5/6 Jindabyne Camp
<b>5-6 Mar</b>	Year 3/4 Birrigai Camp
<b>9 Mar</b>	Year 2 & Yr1/2G Assembly
<b>12 Mar</b>	Canberra Day Public Holiday
<b>21 Mar</b>	Swimming Carnival CISAC
<b>23 Mar</b>	Year 3/4 M and 4L Assembly
<b>28 Mar</b>	Board & P&C Meeting
<b>30 Mar</b>	Good Friday
<b>2 Apr</b>	Easter Monday
<b>6 Apr</b>	Year 5 Assembly
<b>13 Apr</b>	Last Day Term 1
<b>30 Apr</b>	First Day Term 2

### Notes sent home

Yr 5/6	Jindabyne Camp Note
Yr 3/4	Birrigai Camp Note
Yr 6	Year 6 T-Shirt note

## School News

### What does being a 'nut-friendly' school mean?

Theodore Primary School is a 'nut-friendly' school. This means that as one strategy to minimise exposure to nuts for those children who have allergies, we ask families **not** to bring nuts or nut products to the school site or to school activities.



While this is an acceptable strategy to reduce the risk of exposure to known allergens, it is never possible to guarantee a school site is nut free.

Theodore Primary School cannot claim that we are 'nut or peanut free'. Such a claim could not reliably be made and, if made, may lead to a false sense of security about exposure to peanuts and peanut products.

Some food packaging has the words 'may contain' in relation to nuts. The 'may contain' statement is voluntary information provided by the manufacturer in order to inform the consumer that the product may have been inadvertently contaminated during the manufacturing process. It does not necessarily mean that the product will contain the allergen (*this information is on the ingredient list*). Some children who are at risk of anaphylaxis eat the products that have the 'may contain' statement while others do not. Products with the 'may contain' statement do not need to be removed from the school.

### Student's Medication

Please return your child's updated medication and action plan to the front office labelled in a plastic bag on the first day of school. If your child developed any medical condition over the school holidays please contact the front office on 6142 3100 to discuss further first aid for your child.



### Theodore Primary School Board

We want YOU for the Theodore Primary School board! If you are keen to contribute to the governance of Theodore Primary School, you should nominate for one teacher representative and one of two parent representative positions on the board. No prior experience is necessary. Meetings are held twice per Term at 3.15pm on a Thursday and run for around 1 hour.

Nominations open **11am Monday 5<sup>th</sup> February 2018** and close **11am Monday 19th February 2018**.

The Functions for the school board are to:

- Establish strategic direction
- Monitor and review school performance
- Develop and review policies
- Develop, maintain and review curriculum for the school and approve the school budget.

**Nomination forms** can be collected from Rose at the front office or email requesting a School Board Nomination Form to [Rose.Rodriguez@ed.act.edu.au](mailto:Rose.Rodriguez@ed.act.edu.au). Return your form in a sealed envelope marked School Board Nomination and placed in box provided at the front office.



## Understanding and Responding to Feelings and Behaviours

### UR FaB Program in Schools

Hello from the **UR FaB** team,

Your child's school is taking part in the **UR FaB** mental health early intervention program for children in Years 1 to 3. **UR FaB** is a partnership between the ACT Child and Adolescent Mental Health Service (CAMHS) and the Education and Training Directorate (ETD). The program is staffed by health professionals from the CAMHS Childhood Early Intervention Program who specialise in early emotional and social development, together with the school psychologist, and a class teacher from Theodore Primary School.

The program aims to support children who are struggling to manage their strong emotions and behaviours. Previous research has shown that helping families and schools work together in the early years can have positive results for children both in their classroom and the wider world. The program specifically focuses on developing children's understanding about their emotions and behaviours and how to manage them, as well as to improve social skills and friendship skills.

**UR FaB** will be in your school setting up in Term 1, with a small group program being run in Term 2 for some families and children. Families involved in the program will take part in a 2 hour weekly intensive small group. The program involves both a child group and parent group, followed by an hour with parents and children together. Activities of the program are fun for children and provide an opportunity to practice and rehearse the skills learnt. You may also find us running fun classroom based activities in some year 1- 3 classes.

We look forward to running our program at Theodore Primary School. Further information for children in Years 1 to 3 will be sent home soon. This information pack will contain more detailed information about the program, a questionnaire for you to complete as well as instructions for opting out if you do not wish your child to participate.

From the **UR FaB** team



Theodore Primary School  
(Official Site)



# Some Important Reminders

**Before and After School Care** - Communities @ Work operate a Before and After School Care Program for Pre-schoolers to Yr 6 students at the school. Please contact the Communities @ Work coordinator on 62936500.

**Bikes** are to be walked through the school and left locked at the bike racks. The school does not accept responsibility for lost or stolen bikes. By law, a helmet must be worn while riding.

**Car Park** - Please drive slowly and safely in our car park. If using the drop-off zone in front of the school please keep in the left lane. The Right lane gives access to parking and/or leaving the school.

**Children leaving school before 3:00pm** - **If for any reason you need to take your child from the school before 3:00pm parents must come to see the front office staff to mark your child in or out of the new Act Directorate Scentral System.**

**Classes** - begin at 9:00am. Students are reminded to come to the front office if they have a problem. There are notices on external windows and doors as reminders. Please send your children as close to 9:00am as possible. The school day ends at 3:00pm.

**Complaint or Concerns** - Many concerns are resolved quickly and easily by discussing the matter directly with the school.

Firstly speak directly to your child's teacher or talk to a member of the executive team. If you continue to be concerned please make an appointment to see your principal.

If you are not satisfied you may lodge a written complaint. The Complaints Policy and Complaints Form are available from the policy section of the Directorate website: [www.det.act.gov.au](http://www.det.act.gov.au)

You have the right to approach the ACT Human Rights Commission. Details are available from the Commission website: [www.hrc.zact.gov.au/humanrights](http://www.hrc.zact.gov.au/humanrights).

If you need assistance, or you would like to compliment us, contact the ACT Education and Training Directorate's Liaison Unit on 6205 5429 or visit [www.det.act.gov.au/contact\\_us](http://www.det.act.gov.au/contact_us)

**Containers for food** - Tins (especially lids) and glass containers are dangerous to have in lunch boxes. We encourage you to use plastic containers at all times please.

**Current Contact Numbers** - It is very important that we have your current contact number and at least one other emergency contact number. If your child is sick or has had an accident we need to be able to contact you immediately.

**Dogs** - ACT Dog laws prohibit dogs, even on a leash, from being on the premises (including the grounds) of primary schools at any time. For the safety of our students, dogs should not be on the school grounds. There are obvious problems when the dogs use the playing areas as a toilet. We also have some students who are very frightened by dogs.

**Hats** - Children are reminded that they need to wear sun smart hats whilst outside at school. The Department of Education has asked us to recommend that parents remove the cords of school sunhats. This follows reported near-miss strangulation in an ACT school involving sunhat cords and playground equipment. We have also been advised that children are not permitted to play on fixed playground equipment if sunhat cords have not been removed. This took effect from 20 October 2005.

**Liability for the loss, damage or theft of students' personal property at school.** Advice from the ACT Government Solicitor indicates that notwithstanding the merits of each particular incident, schools generally cannot be held responsible for the Intervening acts of third parties relating to the loss, damage or theft of students' personal property. Parents and students are advised that schools do not provide private insurance cover to automatically compensate for the loss, damage or theft of bicycles or other personal property and nor will they be legally liable for the loss.

**Medication** - Departmental policy requires schools to ensure that: Any request for administering medications must be in writing. The medication must be accompanied by clear written instructions on the method of administration, timing and dosage, and signed by Dr Forms provided by the school

**We would be grateful if such letters regarding medication could be sent as soon as possible.**

**Mobile Phones** - All mobile phones brought to school must be left at the front office in the morning. Phones can be collected at 3:00pm. Thank you for your assistance with this matter.

**Notes** - Please remember all notes that go home for an event have a definite closing date, which is usually two days before the event. Your assistance with returning all notes, along with your permission is crucial to informing us as to whether the event can proceed or not. There is a section in the newsletter advising when notes are sent home and a list of upcoming events.

**No Smoking** - Smoking on all grounds of ACT schools is not permitted. This includes the oval and carpark.

**Playground** - The school playground equipment should only be used by students during school hours under the supervision of staff. In the interests of the safety of all children, parents should ensure that their children do not use this equipment before or after school or when a staff member is not supervising.

**Student Absences** - **All student absences are now electronic recorded on the ACT Directorate Scentral System. Class rolls are marked both morning and afternoon by the class teacher. The teacher records an S when written advice has been received that the child has been sick or an L when written advice states that the child has been on leave for that particular day. If the class teacher does not receive any information in regard to the student's absence then an A is recorded for the specific day. Our aim is to see all children attending school as regularly as possible.**

**Unauthorised Access to School Rooves** - Parents are reminded of the dangers inherent when children climb onto the school roof. Your support in reminding children of these dangers is requested. Signs have been erected at the school warning of dangers of accessing the school roof.

**Volunteers and Visitors** - **All classroom helpers, volunteers and visitors must come to the front office to sign in and out using the iPad provided. A visitors badge will be provided and must be worn while on the school grounds.**

**Parking-** Please observe sign regarding pick up & drop. Please ensure the carpark with the orange movable bollards is kept free for wheelchair access only.



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## New staff at Theodore Primary School

We would like to welcome the following staff to our team at Theodore Primary School. John Muir (Year 6), Savannah Burge (Learning Support Unit), Amber Griffin (Year 2), Alison Haddy (Year 3) and Maria Dal Col (Learning Support Assistant).



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## School Administration System (SAS)

From the start of 2018, our school will be in phase one of the new School Administration System (SAS) announced by the Minister last year. This system will electronically move all data currently held by the school into the new system in a series of stages. An important part of our transition into the new system is to perform some routine checks on data that is moved from our current system to the new system, as the new system will be what we use to contact you including SMS notifications and emails.

We expect this to take a few weeks and we appreciate your patience during this time. Please also ensure that the school has your most current mobile number and email address.

Part of this new system rollover will mean that parents of students in the Primary School **will not** need to sign in or sign out their child/children using the iPad, at the Front Office; instead, parents **will need** to complete a purple slip at the Front Office.

This is an exciting project to be a part of, as we aim to gradually release system features that will enhance the way we engage with you and streamline our administrative processes to better support our students and wider community.

Any questions please see Nicole at the Front Office or Jodie White, Senior Executive



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## Newsletter Changes

School Newsletters will be changing this year to a slightly different format. Odd weeks will be a small newsletter with an address from the Principal and dates to remember, including notes and money to be returned. Even weeks will be a longer newsletter with classroom items and a separate Community News. Newsletters will be going out on a Wednesday afternoon from Week 2.



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## Hats

Please remember to send your students to school with a broad brim hat for play times and all other outside activities as the Front Office does not have spare hats available.





### Executive Team

Principal	Kerri Clark
Deputy Principal	Tracey Stewart
Executive (SLC)	Corinne Follett
Executive (SLC)	Jodie White
Executive (SLC)	Simone Dawson

### Administration

Business Manager	Rose Rodriguez
School Secretary	Nicole Scandura
Building Services Officer	Laurie Webb

### Teaching staff - Junior

Preschool Koalas	Susie Tebb
Preschool Possums	Susie Tebb
Preschool Bilbies	Leigh Rhodes
Kinder B	Cassie Blewitt
Kinder L	Carolyn Leheny
Kinder S	Sharon Swift
Year 1K	Tracey Kennedy
Year 1S	Sharon Smith
Year 1/2G	Brianna Gracie
Year 2G	Amber Griffin
Year 2L	Melonie Lloyd

### Learning Support Assistants

Learning Support Assistant	Leonie Cherry
Learning Support Assistant	Maria Dal Col
Learning Support Assistant	Stacy Dinsmore
Learning Support Assistant	Ros Webb
Learning Support Assistant	Karen Schaeffer
Learning Support Assistant	Jayne Torley
Learning Support Assistant	Janene Joyner
Learning Support Assistant	Kayla Davy-Kennett
Learning Support Assistant	Lorraine King

### Teaching Staff - Senior

Year 3H	Alison Haddy
Year 3L	Denby Lovell
Year 3/4M	Ben McCarthy
Year 4L	Jen Lonergan
Year 5G	Josh Gurr
Year 5H	Liz Harding
Year 6L	Alice Lowes
Year 6M	John Muir

### Specialist Teaching Staff

PE & Health	Brooke Wood
	Heather Cox
	Fiona D'Elboux
Science	Sarah Fletcher
LSU	Savannah Burge
LSC/ Learning Support	Anne Sheehan
School Psychologist	Emma Couper