<table>
<thead>
<tr>
<th>Name</th>
<th>Room No.</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peter Adams</td>
<td>Admin</td>
<td>Principal</td>
</tr>
<tr>
<td>Betty Stergiopoulos</td>
<td>Admin</td>
<td>Assistant Principal/ Welfare</td>
</tr>
<tr>
<td>Jane Camilleri</td>
<td>Admin</td>
<td>Business Manager</td>
</tr>
<tr>
<td>Janeitta Panella</td>
<td>Admin</td>
<td>Administration Assistant</td>
</tr>
<tr>
<td>Anne Jones</td>
<td></td>
<td>Literacy Coordinator</td>
</tr>
<tr>
<td>Angela Gioia</td>
<td></td>
<td>Prep A Prep Coordinator</td>
</tr>
<tr>
<td>Amy Gagliardi</td>
<td></td>
<td>Prep B</td>
</tr>
<tr>
<td>Laura Davies</td>
<td></td>
<td>Prep C</td>
</tr>
<tr>
<td>Amanda Johnson</td>
<td>27</td>
<td>1/2A 1/2 Coordinator</td>
</tr>
<tr>
<td>Zdravko Rajic</td>
<td>26</td>
<td>1/2B</td>
</tr>
<tr>
<td>Helen Romios/Simone De Fazio</td>
<td>23</td>
<td>1/2C</td>
</tr>
<tr>
<td>Wai–Yin Kang</td>
<td>24</td>
<td>1/2D Numeracy Coordinator</td>
</tr>
<tr>
<td>Sarah Cotton</td>
<td>25</td>
<td>1/2E 3/4A 3/4 Coordinator</td>
</tr>
<tr>
<td>Sarah Castellas</td>
<td>20</td>
<td>3/4B</td>
</tr>
<tr>
<td>Barry Rees</td>
<td>21</td>
<td>3/4B</td>
</tr>
<tr>
<td>Emma Ryan</td>
<td>22</td>
<td>3/4C</td>
</tr>
<tr>
<td>Denise Diamantopoulos</td>
<td>31</td>
<td>3/4D</td>
</tr>
<tr>
<td>Gram Duthie</td>
<td>32</td>
<td>3/4E</td>
</tr>
<tr>
<td>Rowena Lytton</td>
<td>19</td>
<td>3/4F</td>
</tr>
<tr>
<td>Paul Phypers</td>
<td>18</td>
<td>5/6A Grade 5/6 Coordinator /Leading Teacher</td>
</tr>
<tr>
<td>Rob McDonald</td>
<td>17</td>
<td>5/6B</td>
</tr>
<tr>
<td>Andrea Polydoros</td>
<td>15</td>
<td>5/6C</td>
</tr>
<tr>
<td>Monique Jones</td>
<td>16</td>
<td>5/6D</td>
</tr>
<tr>
<td>Stephen Lytton</td>
<td>1A</td>
<td>Physical Education</td>
</tr>
<tr>
<td>Lyn Preisig</td>
<td>11</td>
<td>Art</td>
</tr>
<tr>
<td>James Gagliardi</td>
<td>2</td>
<td>eLearning</td>
</tr>
<tr>
<td>Nicholas Stamp</td>
<td>10</td>
<td>Music</td>
</tr>
<tr>
<td>Raelene Godkin</td>
<td>1B</td>
<td>Welfare Support / Literacy / Numeracy Support</td>
</tr>
<tr>
<td>Angela Seguna</td>
<td>29</td>
<td>Reading Recovery / Literacy Support</td>
</tr>
<tr>
<td>Katrina Ganim</td>
<td>1</td>
<td>Literacy / Numeracy Support</td>
</tr>
<tr>
<td>Brigitte Darmanin</td>
<td>7</td>
<td>Rainbow Reading</td>
</tr>
<tr>
<td>Ester Moretti</td>
<td>18</td>
<td>Integration / Library</td>
</tr>
<tr>
<td>&amp;13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Helen Bisiach</td>
<td>25</td>
<td>Integration</td>
</tr>
<tr>
<td>Antoinette Elhazouni</td>
<td>20</td>
<td>Integration/ First Aid</td>
</tr>
<tr>
<td>Lou Cooper</td>
<td>31</td>
<td>Literacy Support Integration</td>
</tr>
<tr>
<td>Amanda Douvos</td>
<td>32</td>
<td>Integration</td>
</tr>
<tr>
<td>Gill Adams</td>
<td>23</td>
<td>Integration</td>
</tr>
<tr>
<td>Nicole Riley</td>
<td>15</td>
<td>Integration</td>
</tr>
<tr>
<td>Julie Keefe</td>
<td>5</td>
<td>Integration</td>
</tr>
<tr>
<td>Maria Rizzo</td>
<td>3</td>
<td>Integration</td>
</tr>
<tr>
<td>Barbara Underwood</td>
<td>21</td>
<td>Integration</td>
</tr>
<tr>
<td>Vivian Matic</td>
<td>4</td>
<td>Integration</td>
</tr>
<tr>
<td>Olivia Pancari</td>
<td>31</td>
<td>Integration</td>
</tr>
<tr>
<td>Angela De Maria</td>
<td>1</td>
<td>Keyboard</td>
</tr>
<tr>
<td>John Milton</td>
<td>14</td>
<td>Drums</td>
</tr>
<tr>
<td>Matthew Erickson</td>
<td>14</td>
<td>Guitar</td>
</tr>
<tr>
<td>Bev Watson</td>
<td></td>
<td>School Crossing Supervisor Kent Rd</td>
</tr>
<tr>
<td>Audrey Clarke</td>
<td></td>
<td>School Crossing Supervisor Derby St</td>
</tr>
<tr>
<td>Amira</td>
<td></td>
<td>School Crossing Supervisor Sussex St</td>
</tr>
</tbody>
</table>
Term Dates 2016

Term 1  Thursday 28\textsuperscript{th} January – Thursday 24\textsuperscript{th} March  (9 weeks)
Term 2  Monday 11\textsuperscript{th} April – Friday 24\textsuperscript{th} June  (11 weeks)
Term 3  Monday 11\textsuperscript{th} July – Friday 16\textsuperscript{th} September  (10 weeks)
Term 4  Monday 3\textsuperscript{rd} October – Tuesday 20\textsuperscript{th} December  (11 weeks)

Pupil Free Days
May 20\textsuperscript{th}
October 31\textsuperscript{st}  2016
December 19\textsuperscript{th} and 20\textsuperscript{th}

Please note: Students will be dismissed at 2.30 pm on the last day of Terms 1, 2 and 3.
In Term 4 students are dismissed at 1.30 pm on the last day.

Absence Procedure
School attendance is compulsory. The school is required to ensure that an explanation is provided for each absence. If your child is going to be absent from school, please contact the school via our school App, (this can be downloaded from your App store for free) or send a note or telephone between 8.30 – 9.00am (9354-3343) to explain their absence. For your convenience, the school has absence notes available at the office and copies of the absence note will also be available in the newsletter every term. These allow you to fill in your child’s name and tick a box to explain their absence. Once a week, the school will send letters home for children who have had an unexplained absence. If you receive one, please complete and return to the school as soon as possible. Remember, children have to be at school to learn! Every day counts!

Accidents and Illness while at School
Despite the best precautions, occasionally students are involved in accidents or become ill while at school. Minor accidents or illnesses children are attended to by our trained first aid staff and returned to the classroom. For more serious accidents or illnesses, which may require professional medical treatment, parents are contacted and must collect their child. If parents are unable to be contacted, the emergency contacts listed on the student’s records will be used. Please ensure that these are kept up to date as family circumstances change. Where an accident or illness requires immediate medical attention an ambulance will be called without delay. Parents are advised to take out a yearly ambulance subscription, as the cost of even short journeys can be very high. These costs are not covered by the school and are the responsibility of the parents. All accidents are recorded in the School Accident Register and on CASES21.

Art refer to Visual Arts under Specialists

Assemblies

Whole school
A whole school assembly is held each Friday at 2.50pm, weather permitting. The purpose of this assembly is to celebrate student achievements and to share information with our school community. Students take an active part in this assembly by presenting a number of reports each week. Parents are welcome to attend. If the weather prevents an outdoor assembly, announcements and awards are made over the school’s public address system and children remain in their rooms.

Grade Assembly areas
Each grade has a designated assembly point for the purpose of meeting when needed. The children are made aware of their lining up point during the first week.
Attendance Hours
The school day: 8.50am to 3.15pm
Bag bell 8.50am (Children enter the building to hang up their bags and prepare for the day)
School starts 9.00am
Morning Recess 11.00am to 11.20am
Lunch eating 1.20pm to 1.30pm Lunch eating is supervised by teachers in the classroom
Lunch Recess 1.30pm to 2.15pm
Dismissal 3.15pm

Please Note: School does not dismiss early because of wet weather or extreme temperatures. The school is heated and air conditioned.

The playground is supervised before school between 8.45am and 9.00am and after school between 3.15pm and 3.30 pm. Students are discouraged from attending school before 8.45am and encouraged to leave the school grounds for home immediately after the 3.15 pm bell. Students who are still at school after 3.30pm may be admitted to the After School Care program and fees charged accordingly.

OSH CLUB - Before and After School Care
All families have access to the OSH Club. Your child may be placed in the program on an occasional basis or on a permanent basis. If you wish to contact the OSH Club please ring 0407 820 910.

Bicycles
With parental permission students may ride to school. It is compulsory that they wear helmets and that the bikes are in good working order. Bikes and helmets can be stored in the north end of the Derby Street shed. A simple combination lock for bike and helmet is also recommended. For further information please request a copy of the school’s ‘Bikes and Scooters’ Policy’ from the office.

Birthdays
We are happy for you to celebrate your child’s birthday at school. We ask that you make arrangements in advance with your child’s teacher should you be bringing cake or food to share, as we have a number of students with food allergies. Please provide a list of ingredients to ensure that our children are not unnecessarily exposed to food they may be allergic to. You will also need to provide plates and serviettes on which to serve the food. We are happy for you to be present (prior arrangements need to be made with the classroom teacher) however, under no circumstances are parents to distribute food without the teacher’s permission. There will be no exceptions to this as it places some children at risk.

Book Club
An opportunity to purchase books is provided generally once a term via ‘Book Club’. Order forms are distributed to students. Please ensure that the correct money is provided in an envelope clearly marked with your child’s name and grade.

Buddy System
Senior students are involved in a buddy program for our prep students. Usually it is on a one to one basis but at times there may be two children who share the responsibility. The idea of the buddies is to provide a senior school child for each prep child, who will help them in their transition from home/kinder to school. The buddies are allocated during Prep Orientation. Buddies wear bright red or orange hats for all of Term 1 so that they are easily identified by the preps. During the first couple of weeks the buddies help preps find their way around school and to their lines. They help them get organized for playtime and lunchtime and generally look out for them in the yard. They try to provide a positive role model. The buddies initially stay with the preps in the yard for a few days at which time they encourage them to play with other preps. This support is reduced gradually.
Camp
In preparation for camp we have a Grade Prep breakfast, Grade 1 dinner, Grade 2 sleepover and a Grade 3/4, 5/6 camp. Information about camps will be forwarded as it becomes available closer to the date.

Canteen
The students run a small canteen which sells snacks at the beginning of lunch time each day. Profits from the canteen are in turn spent on the students in the form of equipment and badges (for our School Leaders and House Captains). Purchasing items from the canteen provides students with the opportunity to handle small amounts of money. Please do not send your child to school with notes. A price list of items available for sale will be placed in the newsletter during Term 1. The school canteen does not provide lunch orders. For further details refer to Lunch Orders.

Concert
The school has an annual concert. Each grade performs an item and the school choir and school band also perform. The date for this year’s concert will be announced in the newsletter and posted on the School App. Selection of concert items is made by each teacher/grade and children are taught the songs during their music lessons. We also utilise a choreographer who teaches the children the dance moves for their song. Teachers decide upon the dress/costume for their item and will organise for each child to have a costume by the night of the concert, with the assistance of families. This is generally paid for through the concert budget. However, children may also be asked to bring items from home.

The children have a closed dress rehearsal at school prior to the concert and a rehearsal on the day of the concert. Parents are notified when tickets are available for purchase. As the concert is held on the school oval, there is no limit on the number of tickets. All monies collected through tickets are used to pay the expenses we accrue in running the concert.

Curriculum Days
The Department of Education and Training (DET) allows for four curriculum days each year. These days are for teaching staff to participate in Curriculum Planning and Professional Development activities. Once the dates are set these will be published in the weekly newsletter well in advance. Children are not to attend school on these days.

Collecting Students at the End of the Day
Student safety is taken seriously. Please explain to your child where you will meet them at the end of each school day or how they are to make their way home. If you make arrangements for another parent to take your child home please send a note with your child to the class teacher.

Communicating with the Teacher
We encourage and promote communication between school and home. If you wish to speak to teachers briefly please come and see us before school or after school. For matters that may require more time please call the school and make an appointment. Teachers have meetings both before and after school and may not be available every day.

Discipline
At Pascoe Vale North we work towards making our school a happy, safe and caring environment where students are successful in their learning. We have a Student ‘Code of Conduct’ and emphasise the Rights and Responsibilities of all children as well as ‘The Little Book of Excellence’ which is used as a guide for appropriate behaviour.
eLearning (ICT)
All students attend weekly lessons in the computer lab. The children experience a range of activities that demonstrate how various ICT (Information Communication Technology) tools can be used to help visualise our thinking, solve problems and communicate ideas. Students participate in cyber safety activities. These lessons focus on improving their ability to interact safely on the internet and their awareness of their digital footprint. In addition to the weekly ICT lessons, all children have access to computers and iPads in the classroom.

Email
The School’s email address is pascoe.vale.north.ps@edumail.vic.gov.au

Emergency Evacuation Plans
The school has in place a plan for student safety in case of emergencies. An important component of this is our emergency evacuation procedure. From time to time students, staff and any visitors at the school will practise an emergency evacuation as called by the Principal.

Excursions / Incursions
Excursions and Incursions (special events held at the school) are an integral part of the curriculum and as such we encourage all students to participate. They provide opportunities for students to have first hand experiences related to the curriculum. We endeavour to keep the cost involved to a minimum.
A proposed costing plan will be sent home in Term 1 to allow families to budget across the school year.

Fundraising
The Fundraising Committee conducts a number of events in the year. The money raised by these activities is directed into purchasing equipment or funding school projects and priorities. Your support of these events is greatly appreciated.

Grade 6 Graduation
Preparation for the Grade 6 Graduation happens throughout Term 4. Students are involved in producing a Graduation Bear. The Graduation Bear is made and decorated during Art Classes. Information about Graduation Night will be provided to parents closer to the event. The Graduation Night is a special event which enables families to celebrate the completion of their child’s primary education.

Hats/Sun Smart
We are a ‘Sun Smart’ school. Wearing a school hat is compulsory from September to the end of April and optional from May to August. Hats can be purchased from the office.

Head lice
Please check your child’s hair regularly and inform the class teacher if you have detected head lice. Your child may return to school as soon as their hair has been treated.

High School Transition and Orientation
During Term 1 and 2 the school receives notice of Open Days at local secondary schools and the school gives this information to our students. Parents are advised to visit secondary schools to help in their selection of a school for their child.

In Term 2, Grade 6 students will be given secondary school information and Application for Enrolment (Year 7, 2016) forms. Information about open days, transition and orientation will be handed to the students as it comes to hand.
Homework
The school has a homework policy at each year level and it is implemented to support student learning. Refer to year level information and policy.

Intervention Program
We have specialist programs to help students who are experiencing difficulty in Literacy and Numeracy. These programs include Reading Recovery, Early Intervention and Rainbow Reading. Specialist staff work one-on-one, or with small groups of children, as well as providing specialist advice and Professional Development for other colleagues.

Infectious Diseases
Under the Health Regulations parents and guardians are required to inform the Principal if their child is infected with any of the illnesses listed in the back page of this booklet.

Integration
The school caters for all students including those with special needs. Contact the Assistant Principal for further details.

Interschool Sports
Pascoe Vale North Primary School is a member of the Coburg District Primary Schools’ Sports Association (C.D.P.S.S.A.). Throughout the school year, students try out and are selected to represent the school in different sports. There is both a boys’ team and a girls’ team for each sport. In Softball and Netball, occasionally there are not enough boys to make a complete boys’ team, so a mixed team is formed. Students also participate in a variety of sports clinics, tournaments and interschool athletics. Children who are selected to participate in interschool sport play both home matches at the school and ‘away matches’ at other schools. They will be required pay for their bus fare to the venue.

In Term 1, Summer Sport is run from 9:05am to 12:15pm. This includes travel time when we play ‘away’ games at other schools. Matches are schedule to start at 9:30am. The Summer sports that are played are Basketball, Softball and Bat Tennis. If a team finishes first in their division, they will then play in a final match. Successful teams may compete at Divisional or Regional level.

In Term 2, the students participate in Winter sport which is run from 12:15pm to 3:10pm. This includes travel time when we play at other schools. Matches are schedule to start around 12:50pm. The Winter sports are Football (one mixed team only), Soccer and Netball. If a team finishes first in their division, they will then play in a final match. Successful teams may compete at Divisional or Regional level.

In Term 3, the students try out to represent Pascoe Vale North Primary School in different events at the Coburg District Athletics Carnival. The field events are high jump, long jump, triple jump, shot put and discus. The track events are 100m, 200m, 800m and relay. Some students may be selected for an 80m hurdle race. If a student finishes first or second in their event they progress through to the next level of competition. The levels of competition are school, district, division, regionals, state (Victorian) and then nationals.

In Term 4, we play other schools in friendly sports matches. These sports do not progress to a higher level. The Term 4 sports are Kanga8 Cricket, Skittles (a modified variant of Dodgeball using wooden blocks) and European Handball.

Junior School Council
One representative is elected from every class from 1 to 6. They meet twice per term to discuss and work on student issues. The meetings are held during lunch break, after the students have eaten their lunch.
Leaving Early
If you need to collect your child before dismissal time please go to the office and complete an early dismissal form and the early dismissal register. You will be given a note to pass to your child’s classroom teacher.

Literacy Pro
Literacy Pro (formerly called “Lexiles”) is a Home Reading program that involves children reading books that are ranked in difficulty and follow on from the 1 to 30 levels used in the junior school. Children will complete an online placement test to determine the level of books they will borrow. During their Library session they will then borrow a Literacy Pro book appropriate to their level. This book must be read at home. Most books in our collection have an online quiz (10 multiple choice questions) to test their comprehension. Children can complete the quiz at school, at a time designated by their teacher or alternatively they can login at home using their personal login code. The children receive their login codes at the beginning of the year once their initial test has been completed. Their progress is recorded online and only teachers have access to this information via a password. They are to borrow weekly (re-borrowing if necessary). All students should read every night for a minimum of 20 minutes.

Library
Each grade from Prep to Grade 6 has a timetabled session in the library and borrowing takes place during these sessions. Please ensure that your child has a library bag to protect the books they borrow. You will be asked to replace lost or damaged books.

Lost Property
Please label all school uniform items clearly with a permanent marker or equivalent. Lost property is kept in a box near the main office. Expensive toys and precious items are best kept at home as the school will not take responsibility for them.

Medication at School
If your child requires regular and ongoing medication at school please discuss their needs with the Assistant Principal. You will be required to provide all medication (within ‘use by’ date) and a management plan compiled by a medical practitioner or specialist. This medication will be held in the office and administered as instructed. If your child needs to take medication on a temporary basis during school hours, please complete a medication form at the office. Staff are unable to give medication to students without parental consent. Students must not have any type of medication in their possession.

Music
In addition to classroom Music lessons, the school has a Choir and a Rock Band. Children from Grade 2 onwards are able to join the Choir and students from Grade 3 are able to audition for the Band. Matthew Erickson teaches guitar lessons on Wednesdays during school hours. Angela De Maria teaches keyboard lessons on Thursdays during school hours and John Milton teaches drums on Fridays during school hours. Permission forms for guitar, keyboard and drum lessons are available from the office. Specific charges are made for instrumental music lessons.

Newsletter
On Thursday a newsletter is posted on the school app and website. Please read this carefully as it contains important information about school events.

Parent Helpers / Classroom Helpers
Parent /Classroom helpers are welcome and most appreciated. If you are able to help in the classroom please see your child’s teacher. The school offers a Classroom Helpers training program each year. All helpers are required to sign in at the office. The Education Department requires that all helpers have a current Working with Children check. Ask at the office for details.
A Classroom Helpers training program is conducted over three consecutive weeks. Parents need to be able to attend all three sessions. Sorry, but we will not be able to cater for babies /toddlers at these sessions. Refer to newsletter or contact the office for further information. All parents working in the classrooms must have a Working with Children Check (see office staff for more information).

**Payments**
The school has the facility for direct on line payments via the QKR app. This can be downloaded onto your mobile phone or you can use the online version on your computer. When payment is made via QKR can you please ensure that permission slips/ notes are sent to the school. Payments can also be made by cash or cheque. All payments (other than purchase of sunhats over the front counter) must go to the classroom teacher, not the Office and preferably be in the official cash payment envelope. Information can also be found on our website [http://www.pvnps.vic.edu.au](http://www.pvnps.vic.edu.au)

---

**Premier’s Reading Challenge**
The students are encouraged to participate in the Premier’s Reading Challenge. A range of books have been purchased from the Reading Challenge list and children are encouraged to borrow these as well as utilise their local library. Information regarding the Premier’s Reading Challenge will be published in the newsletter mid-Term 1.

**Reporting to Parents**
A formal report outlining your child’s academic and social progress will be sent home with your child at the end of Second and Fourth Term. An information sharing session ‘Meet the Teacher’ will be held in early Term 1. Parent Teacher Interviews with Student Led Conferences occur at the end of Term 2. Appointments to discuss your child’s progress may be made outside these times.
School Council

What is a school council and what does it do?
All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the key directions of a school within state-wide guidelines. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

Who is on the school council?
For most school councils, there are three possible categories of membership:
1. A mandated elected Parent category – more than one-third of the total members must be from this category. Department of Education and Training (DET) employees can be Parent members at their child’s school as long as they are not engaged in work at the school.
2. A mandated elected DET employee category – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically one of these members.
3. An optional Community member category – members are co-opted by a decision of the council because of their special skills, interests or experiences. DET employees are not eligible to be Community members. Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

Why is Parent membership so important?
Parents on school councils provide important viewpoints and have valuable skills that can help shape the direction of the school.
Those parents who become active on a school council find their involvement satisfying in itself and may also find that their children feel a greater sense of belonging.

How can you become involved?
The most obvious way is to vote in the elections, which are held in Term 1 each year. However, ballots are only held if more people nominate as candidates than there are positions vacant. In view of this, you might seriously consider:
· standing for election as a member of the school council
· encouraging another person to stand for election.

Do I need special experience to be on school council?
No. What you do need is an interest in your child’s school and the desire to work in partnership with others to help shape the school’s future.

Sports Equipment
Each grade is provided with a box of sports equipment for the students to use in the yard. If students wish to bring their own personal sports equipment into the school, eg football or soccer ball, please label with their full name. Most sports equipment will look very similar and without labelling we cannot return misplaced or lost equipment. Any personal sports equipment brought into the school is under the responsibility of the student.

Student Wellbeing

Change in Family Circumstances
From time to time family circumstances may change. If regular home routines are disrupted children may require additional support at school. Please see the Principal or the Assistant Principal so that we can support your child.

Program for Students with Disabilities
We are an inclusive school and our programs are adjusted to support students with special needs. Students who are funded under the Program for Students with Disabilities will have a minimum of three Program Support Group meetings throughout the year. For further information please see the Assistant Principal.
**Playground Supervision**
The school grounds are supervised between 8.45am and 9am and again between 3.15pm and 3.30pm. There is no supervision in the yard before 8.45am and families are reminded not to send students to school before 8.45am. Recess and lunch breaks are supervised at all times by staff. Staff on duty are equipped with two-way radios, first aid kits and safety vests so they are easily seen by children. Education Support Officers are also allocated to assist with the supervision of designated students.

**Telephone / Fax Number**
The school’s telephone number is 9354-3343.  
The school’s fax number is 9354-7530.

**Uniform**
Wearing the school uniform is compulsory for all students. Please refer to the Uniform Policy for full details. It is important to remember that no jewellery apart from small earring studs or sleepers are acceptable. A child may wear a small religious symbol but only on the inside of their clothing. Please see the Principal if there is an issue.

A second hand uniform shop is held monthly, donations and consignment items are accepted for sale. Uniform items may be purchased from the school. Please refer to the school uniform list for pricing. Orders with payment should be sent to the classroom teacher where this will be recorded in the cash book. Although money is collected each day, uniform orders will be processed every Thursday and the items delivered to your child.

Hats may be purchased directly from the office before school on any school day. In cases of extreme urgency uniform orders may be filled outside these times.

**Visitors**
All parents and visitors to the school during school hours are required to sign in and sign out at the office.

**Water bottles**
Students are permitted to have a water bottle (water only) in the classroom and are able to drink during the day.

**Website address**
The School’s website address is [http://www.pvnps.vic.edu.au](http://www.pvnps.vic.edu.au)
PARENT INFORMATION GRADE PREP

Important Dates
Parent Helpers Program 2016
Session 1  Monday, February 29th  2.15-3.15pm
Session 2  Monday, March 7th  2.15-3.15pm
Session 3  Monday, March 21st  2.15-3.15pm

Sorry no toddlers are permitted at training sessions.

Teddy Bears’ Picnic Tuesday, March 22nd  2016  2.30-3.15pm
Thursday, March 24th  2016 – End of Term 1 - 2.30pm finish

Before School Arrangements
During the first two of weeks of Term 1 the children are to be dropped off to the classroom between 8.50am and 9.00am and will remain inside with their teacher. Once the children have settled into school routine the 8.50am bag bell is for them to take their bags inside, drop off readers and notes to the teacher and then they can go outside to play. When they hear the 9 o’clock bell they will be required to line up at their designated place.

Dismissal of Children
During the first few weeks your child will be dismissed from their classroom. After this time, the children will be dismissed from the classroom and told to meet their parents at an arranged meeting spot. Parents will receive a notice explaining the process and will be asked to inform the teacher of the nominated meeting spot. We ask that parents arrive at the meeting spot prior to dismissal. Please wait outside the school building at your nominated area. This avoids distractions to the children during class time and excessive noise and crowding in the passageways.

Water bottles
Students are expected to have a water bottle (water only) in the classroom and are able to drink during the day.

Integrated Studies
This term our main focus will be “Me, My Family and Friends”. The children will be looking at ways that we are the same and different. They will talk about their families and learn about the different family structures in our society. We will look at rules at home and at school and the need for them. We will discuss the important events and stages in our lives. Later in the term we would like to invite a grandparent to come into our classroom and tell us what it was like when they went to school. We would also love to have a parent come in to bath their baby. If you are able to help out please notify your child’s teacher.

Literacy
In Literacy we are focusing on Nursery Rhymes, Songs and Chants. Through these the children will be taking part in various reading and pre-reading activities such as sequencing, finding syllables in words, listening activities, visual discrimination and oral language experiences. The children will be tracing and copying sentences. We will be focusing on correct pen grip and posture when writing. Your child will have the opportunity to bring one of the classroom teddy bears home. They will be encouraged to draw and/or dictate a sentence in the teddy bear book. You are welcome to help them with this task. They will then share their work with the grade the following day. Home Readers are changed on Mondays and Fridays in Term 1. From the beginning of Term 2 they will be changed Mondays, Wednesdays and Fridays.
Numeracy
Children will:

- Sort objects into groups
- Participate in daily counting and number recognition
- Use one-to-one correspondence to compare two groups
- Count, compare and order small groups
- Find patterns around the school
- Copy and continue patterns

‘You Can Do It!’ Program
The ‘You Can Do It’ program aims to develop the thinking and the behaviours needed for success. Prep students work on a modified version of this program. The key foundations are Organisation, Confidence, Getting Along, Persistence and Resilience. This term we will focus on the ‘Organisation’ foundation. This will involve teaching and encouraging the children to try their best and be organised for each school day. The children will participate in role playing activities and discussions through the use of the ‘You Can Do It’ character ‘Oscar Organisation’.

Physical Education
In Term 1, children will begin PMP (Perceptual Motor Program) in their Physical Education lessons. This program aims to develop the gross motor skills of each child, including balancing, throwing and catching. A Parent Information and training session will be held at the beginning of Term 1 for those interested in assisting with PMP sessions. Please see your Prep teacher if you are willing and able to help.

Specialist Programs
Please see your child’s teacher for details of their specialist timetable. These change regularly and are emailed directly to teachers.

Buddies
Your child has been allocated a Grade 6 Buddy. The buddies assist them at recess and lunch time for the first two weeks of school. This may involve opening and closing lunch boxes, playing with them, taking them to the lining up area, etc. The buddies wear red or orange school hats so they are easy to locate in the school grounds.

Prep Breakfast
In Term 2, as part of our “Healthy Eating” topic, the preps are expected to attend breakfast at school. The children are invited to come to school earlier on this day and are able have breakfast in the classroom with their peers. Information on this event will be given out in Term 2.

Enjoy your year, and we wish you and your children all the best for 2016. Please contact us if you have any concerns or questions.

Angela Gioia (Area Co-ordinator), Amy Gagliardi and Laura Davies.
Prep Teachers
Welcome to the Grade 1/2 area for the Year 2016. We have had a great start to the year, assessed our students, planned and begun to implement the Curriculum for Term 1.

**Literacy**
All children have been assessed for Literacy skills so that we have a good understanding of their learning needs. In class programs, children are placed into groups that have similar learning needs.

**Reading**
In Reading, we are working to develop fluency and understanding of what is being read. We stress to the children that understanding the text is the purpose of reading. We encourage the children to look at the pictures to help them gain meaning from the text, to think about whether the sentences and story make sense. We also teach strategies for working out new words. These strategies include looking for shorter words within longer words, looking at familiar beginnings and endings of words, and looking for groups of letters that go together such as ch, sh and two letters that represent one sound such as oo, ew. The children are encouraged to monitor their reading and self-correct if they notice an error eg. Does that make sense? Does it look right?

Children need to learn the Oxford 307 Most Used Words with instant sight recognition. Parents can assist by listening to their children read these words daily in any order.

**Writing**
In handwriting we aim to develop an efficient handwriting style based on the Victorian Modern Cursive script. We emphasise the starting point of each letter and the direction of strokes. In their writing session, the children will be working on different text types such as narratives, recounts, information reports etc.

**Spelling**
The spelling program aims to develop children’s skills in correctly spelling words so that their writing becomes easy to read. There is spelling homework which goes home on Monday and the words are tested on Friday. Students are grouped according to abilities and work on a group of words at their level.

**Additional Support**

**Literacy**
Support for students requiring additional literacy assistance is provided through targeted reading groups and small groups within the classroom. Reading Recovery is offered to a limited number of eligible grade 1 students.

**Numeracy**
In Numeracy the students are grouped within the classroom according to their ability level. Groups are fluid depending on the concept we are teaching. Support for student requiring additional numeracy assistance is provided through small group intervention outside of the classroom. We hold 3 Number and Algebra lessons and 2 Measurement & Geometry / Statistics & Probability lessons. We have a focus on reasoning and problem solving throughout all areas. Every lesson we have warm up activities to improve student fluency in counting.

**Integrated Studies**
This year we will be covering:
Term 1- Our Changing World
Term 2- Changing Materials
Term 3- Australian Animals
Term 4- Our Natural Planet

‘You Can Do It!’
The ‘You Can Do It’ program aims to develop the thinking and practices needed for success. This is based on the following Keys to success: Organisation, Confidence, Getting Along, Persistence and Resilience.
Physical Education
Students in grade 1/2 will have a 60 minute Physical Education session each week. Please ensure you’re your child is dressed appropriately in runners, school uniform and hat.

Specialist Programs
All students will participate in weekly 1 hour session of Music, Art, Physical Education and ICT session per week.

Library
Please help your child get into the habit of borrowing regularly, caring for and returning their library books on time. Children must bring their library bags to school when borrowing from the library.

Take Home Reading Program
We are encouraging the children to read every day. Children who read longer books will not be able to finish a book each day, so they may read their book over a number of days. The main thing is to have a regular reading routine and encourage a love of reading. Children in Grades 1 and 2 have their readers changed on Monday, Wednesday and Friday. They will usually borrow two books. We encourage parents to discuss the text their child has read to show their understanding.

Lost books
A reminder to students and their families that lost books or books not returned after one week will need to be replaced at a cost of $10.00 per book.

Homework
Homework is given out on Mondays and is expected to be completed by Friday. Children should read each day for 10 or 15 minutes. They should practise their spelling words each day and write three sentences each day using these words. Mathematics can be completed at any time during the week.

Brain Food
Children are encouraged to have ready to eat fruit or vegetables to be eaten in class when appropriate. Brain Food is food that contains nutrients that play an integral role in learning and health. Foods such as raw fruit and vegetables that can be easily eaten without peeling are permissible. Packaged foods are not permitted. Students may have their water bottle (water only) and are able to drink throughout the day.

Parent Helpers
We are always looking for classroom helpers, so if you can spare some time please speak to your child’s teacher.

Sleep Over and Dinner
As part of the Outdoor Education program, all Grade 2 Students will have the opportunity to attend a sleep over at school. This will take place in Term 1. Grade 1 students will be invited to a school dinner also in Term 1. Details for these activities will be sent home later this term.

Please feel free to contact us if you have any concerns or queries.

1/2 A Amanda Johnson (Area Co-ordinator), 1/2 B Zdravko Rajic, 1/2C Helen Romios & Simone DeFazio, 1/2 D Wai-Yin Kang, 1/2 E Sarah Cotton.

Students in the Grade 3/4 area of the school participate 13 hours of Literacy per week. This includes Reading, Writing, Speaking, Listening, Grammar, Spelling, Word Study and Handwriting.

Numeracy
Students in the Grade 3/4 area of the school have 5 hours of Numeracy per week. Students work in differentiated groups across the area that targets their needs. Children receive small group and individual instruction in all areas of Mathematics curriculum.

Topics
Each term we study a different topic for Integrated Studies. The topic chosen is integrated into the other areas of the curriculum, where possible. The topic we will be studying this term is “The Turning Earth, Our Place in Space” and will include an excursion to Scienceworks and the Planetarium.

You Can Do It
The ‘You Can Do It’ Program aims to provide all children with the foundations for achievement and social/emotional wellbeing at school, work and for the future. The program is based on enhancing the children’s ability to organise, persist with activities, be confident and to get along with others. We will be working on the following foundations throughout the year:
Term 1 – Success/Organisation
Term 2 – Persistence/Resilience
Term 3 – Resilience/Confidence
Term 4 – Getting Along /Confidence

Specialist Classes
All students attend the following specialist classes:
Art – 1 hour per week with Lyn Preisig
Music – 1 hour per week with Nick Stamp
Information and Communication Technology / eLearning – 1 hour per week with James Gagliardi
Physical Education – 1 hour per week with Stephen Lytton

Specialist Programs
Please see your child’s teacher for details of their specialist timetable. These change regularly and are emailed directly to teachers.

Additional Literacy Classes
We have a specialist program called Rainbow Reading for those students who require additional assistance in Literacy.

Camp
Grade 3/4 will have a one night camp in Term 2 on Tuesday 14th June to “Weekaway” in Benloch. Students will have the opportunity to participate in a number of outdoor activities. More details will be given at the end of Term 1.

Music and Music Enhancement Program
In addition to the weekly Music lesson, children have the opportunity to try out for positions in the school choir and school band. Auditions are held for these positions and you will be notified if your child is selected. Once established the band will perform at different times throughout the year.

CLASS ORGANISATION

**Homework**
Homework is an important aspect of the Grade 3/4 program and teaches the children good study skills and habits for their future learning. The children are required to complete Mathematics and English tasks on a Monday, Tuesday, Wednesday and Thursday. Homework needs to be returned on a Friday.

**Home Reading**
Students in Grade 3/4 will bring home readers that are appropriate to their reading standard. All children should read every night for a minimum of 20 minutes. Children need to borrow and return their home readers regularly. A reminder to students and their families that lost books or books not returned after one week will need to be replaced at the parents’ expense.

**Water bottles / Brain food**
Students are permitted to have their water bottle on the table and may drink during the day. The students are able to eat ‘brain food’ at a designated time within the classroom. ‘Brain Food’ is food that contains nutrients that play an integral role in learning and health. Foods such as raw fruit and vegetables are permissible. Please make sure that foods are cut into bite size pieces and ready to eat. Packaged foods are not permitted.

Please feel free to contact us if you have any concerns or queries.


PARENT INFORMATION GRADE 5 / 6

**Important dates**
Parents will be informed of all important dates via the school newsletter and app or a note sent home with your child.

**Specialist Programs**
Please see your child’s teacher for details of their specialist timetable. These change regularly and are emailed directly to teachers.

**CURRICULUM**

**Literacy**
Students in the Grade 5/6 area of the school have at least 10 hours of Literacy teaching per week. This includes Reading, Comprehension Groups, Writing, Speaking, Listening, Grammar, Spelling, Word Study and Handwriting. Where possible we incorporate our Integrated Studies topic with Literacy activities.

**Reading**
The children will be involved in Guided Reading, Readers Workshop or Literature Study groups. They will also be involved in a range of independent reading activities related to word knowledge, word attack and comprehension.
Some groups participate in Reciprocal Reading where extracting meaning from the text is done through the process of predicting, reading an excerpt, clarifying words, asking questions and summarising. The children take it in turns to lead the group.

The reading program will focus on the skills of predicting, sequencing, main idea, cause and effect, comparing and contrasting, figurative language and fact and opinion.

**Writing**
The students will be involved in a number of styles of writing (genres). They will follow a process of planning, drafting, proofreading, editing and publishing. They will be encouraged to use paragraphs, correct their punctuation and spelling mistakes use descriptive words and phrases and develop their ideas logically following the structure of the style of writing.

**Speaking and Listening**
The students will be involved in discussions about news and current affairs. They will be required to have access to news via the media: newspaper, television, radio or internet. All students will be involved in group work where they will be encouraged to actively listen and contribute their thoughts.

**Spelling**
The children will be working on activities and lists of words which contain common spelling patterns. There will be a variety of activities with a focus on alphabetical order, syllabification, word meanings and use of words in sentences and other writing forms.

**Numeracy**
Students in the Grade 5/6 area of the school participate in 5 hours of Numeracy per week. The work is based on the Victorian Essential Learning Standards (AusVELS) and covers all areas of Mathematics. One lesson per week will expose children to real life adaption of mathematics. In addition to this, the children receive small group and individual instruction.

**Topics**
Each term we study a different topic for Integrated Studies. Term 1 - Australian Systems of Government, Term 2 - Biology-Growth Affected by the Physical Environment, Term 3-The Solar System and Term 4 History-Post 1900’s –Federation & Immigration.

**You Can Do It**
The ‘You Can Do It’ Program aims to provide students with the foundations for achievement and social/emotional wellbeing at school, work and the future. The program is based on enhancing the student’s ability to get along with others, organise themselves, persist with activities and be confident and resilient. We will be working on all of the foundations as part of the classroom program throughout the year:

**5/6 Camp – Benloch Valley (Lancefield)**
Parents will be given prior notice for upcoming excursions to allow for maximum participation. This year’s camp is at Weekaway recreation Camp, Benloch Valley. It is being run in Term 2 from Wednesday, 15th June until Friday 17th June. Information will be sent out in Term 1.

**Physical, Personal and Social Learning**

**Health and P.E**
The children will be involved in a range of activities once a week during their Physical Education session and on Fridays during our sport session. This will involve training in skills for sports related to our Summer and Winter Inter School Sport fixtures, preparing for the district cross country and athletics and participating in sport clinics.

**Specialist Classes**
The children attend the following specialist classes:
Art – 1 hour per week with Lyn Preisig
eLearning – 1 hour per week with James Gagliardi
Physical Education – 1 hour per week with Stephen Lytton

Excursions/Incursions
Parents will be given prior notice for upcoming excursions. Students are expected to attend all incursions/excursions.

Transition
Grade 6 transition forms will be forwarded to parents when the Region and secondary schools make them available.

Additional Literacy Classes
We have a specialist program called Rainbow Reading for those children who require additional assistance in Literacy. Children are withdrawn with a specialist teacher for these programs. If your child attends this program you will be notified.

Music and Music Enrichment
In addition to the weekly Music lesson children have the opportunity to try out for positions in the school choir and school band. Auditions are held for these positions and you will be notified if your child is selected. Once established the band will perform at different times of the year.

Library
The students have a half hour library session each week. Children are required to borrow three books:
1. A Lexile Book – this is a home reader.
2. A book for classroom silent reading - this is kept in their lockers for classroom use.
3. A book of interest for free reading at home.
The books need to be returned the following week for re-borrowing or exchange. Children need to use a library bag to carry their books to and from the library. A reminder to students and their families that lost books or books not returned after one week will need to be replaced at a cost of $10.00 per book.

CLASSROOM ORGANISATION
Before School
A bell is rung at 8.50am every morning. This bell requires the children to enter the building and organise themselves for the day. They can put lunch orders in the box, organise their brain food and drink bottle (water only), place notes on their tables and prepare their books for the day’s learning. It is important for your child to be at school at 8.50am to prepare for the day ahead.

Homework
Homework is an important aspect of the Grade 5/6 program and teaches the children good study skills and habits for their future learning. Homework (each night): home reading, practise spelling words, times tables and Literacy/Numeracy activities.

Home Reading
Children will borrow books during their Library session to read both at home and in the classroom. They can borrow several books at a time. They are to borrow weekly (re-borrowing if necessary). All students should read every night for a minimum of 20 minutes.

Water bottles / Brain food
Students are permitted to have their water bottle on the table and may drink during the day.
If you have any questions please do not hesitate to contact us.
5/6 A Paul Phypers (Area Co-ordinator), 5/6 B Rob McDonald, 5/6 C Andrea Polydoros and 5/6D Monique Jones
SPECIALIST PROGRAMS

Music
Technology will continue to be a focus in Music classes this year. Prep - 2 students will be learning about music and composing pieces using iPads and audio software. Grade 3 - 6 students will be creating their own music and recordings using the iPads, digital audio devices and software. Performing, exploring and responding to music will remain core skills developed in Music classes. Children will learn to play the ukulele and percussion instruments during Music and focus on improving their singing techniques.

Music Enhancement Program
In addition to classroom music lessons, students are able to have individual or group lessons through the Music Enhancement Program. Instrumental lessons are offered for keyboard, guitar, ukulele and drums. Our school choir and band will be auditioning new students and learning new music pieces during Term 1. Once established, the band and choir will perform at different times throughout the year.

For further information please see Nicholas Stamp.

eLearning
All students attend weekly lessons in the computer lab. The children experience a range of activities that demonstrate how various ICT tools can be used to help visualise our thinking solve problems and communicate ideas. Students participate in cyber safety activities, these lessons focus on improving their ability to interact safely on the internet and their awareness of their digital footprint. In addition to the weekly ICT lessons, all children have access to computers, laptops and ipads in the classroom.

Students use a range of Microsoft programs such as Word, PowerPoint and Excel. They also explore various multimedia programs which are Literacy or Numeracy based.

The children work on developing their publishing and presentation skills. They use these skills to present their projects and to publish their stories. The children are also in the process of creating a Digital Portfolio of their work. This involves learning how to use PowerPoint to create a collection of their classroom work and the learning they have undertaken this year.

For further information please see James Gagliardi

Physical Education
All grades have a Physical Education lesson of 60 minutes each week, with the Physical Education teacher. Throughout the year the programme covers basic movement and motor skills, ball handling skills and fundamentals of minor and major games. Preps will participate in the Perceptual Motor Program. Students in Grade 1 and 2 will learn about Gymnastics, Rhythm and Dance. Grades 3 to 6 will also cover training for the Cross Country long distance run and Athletics Field and Track events. As they become available, sporting clinics will be provided at the school.

All students should attend Physical Education lessons with a water bottle, wearing runners and a sun smart school hat. Parents are responsible for providing sunscreen. Please see your child’s classroom teacher for specific days and times of Physical Education Lessons.

For more information on the Physical Education Program, please see Stephen Lytton.

Literacy Support
We run an outstanding Literacy support program at Pascoe Vale North Primary School. This encompasses a range of programs and additional support staff.

We support all of our students in their Literacy learning by providing additional Literacy Support Staff, who work with classroom teachers and students to plan and implement our various programs. Our Literacy groups are smaller and students have the best opportunity of reaching their potential.
Our Support staff consists of:

- Anne Jones - Small group focused teaching and classroom support
- Angela Seguna - Reading Recovery / classroom support
- Brigitte Darmanin - Rainbow Reading
- Raelene Godkin - Small group focused teaching
- Katina Ganim - Small group focused teaching

The programs are developed to meet the needs of individual students. If you wish to speak to your child’s Literacy Support teacher please phone the school to make an appointment.

For further information on the Literacy Program please see Anne Jones (Literacy Coordinator).

**Numeracy Intervention**

Small group Numeracy Intervention programs are run Monday, Tuesday and Wednesdays for eligible Grade 1/2 and 3/4 students. These programs are designed by the numeracy co-ordinator, classroom teachers and intervention teachers to meet the needs of individual students.

Our Support staff consists of:

- Raelene Godkin - Small group focused teaching
- Katina Ganim - Small group focused teaching

For further information on the Numeracy Program please see Sarah Cotton (Numeracy Coordinator)

**Visual Art**

Visual Art is a unique, expressive, creative and communicative discipline that engages students in critical and creative thinking and helps them understand themselves and the world.

All students at Pascoe Vale North attend Art classes once a week for one hour. Throughout the year classes are involved with making both 2D and 3D artwork. Students develop skills using a variety of media such as clay, paint, pastels, ink, pencils, threads and textiles, card and paper. If the students are using ‘messy’ materials they can use one of the school’s art smocks. Students can bring their own Art smocks if they wish but these must not be left in the Art Room at the end of the session.

For further information on the Visual Art Program please see Lyn Preisig
## Communicable Diseases – Exclusion from School

<table>
<thead>
<tr>
<th>Disease</th>
<th>Duration or Treatment Required</th>
<th>Exclusion Parameters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amoebiasis (Entamoeba histolytica)</td>
<td>Exclude until diarrhoea has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Campylobacter</td>
<td>Exclude until diarrhoea has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Chicken pox</td>
<td>Exclude until fully recovered or for at least 5 days after the eruption first appears. Note that some remaining scabs are not a reason for continued exclusion</td>
<td>Any child with an immune deficiency (for example, leukaemia) or receiving chemotherapy should be excluded for their own protection. Otherwise not excluded</td>
</tr>
<tr>
<td>Conjunctivitis</td>
<td>Exclude until discharge from eyes has ceased</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Diarrhoea</td>
<td>Exclude until diarrhoea has ceased or until medical certificate of recovery is produced</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Diphtheria</td>
<td>Exclude until medical certificate of recovery is received following at least two negative throat swabs, the first not less than 24 hours after finishing a course of antibiotics and the other 48 hours later</td>
<td>Exclude family/household contacts until cleared to return by the Secretary</td>
</tr>
<tr>
<td>Haemophilus type b (Hib)</td>
<td>Exclude until medical certificate of recovery is received</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hand, Foot and Mouth disease</td>
<td>Until all blisters have dried</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Hepatitis A</td>
<td>Exclude until a medical certificate of recovery is received, but not before 7 days after the onset of jaundice or illness</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Herpes (&quot;cold sores&quot;)</td>
<td>Young children unable to comply with good hygiene practices should be excluded while the lesion is weeping. Lesions to be covered by dressing, where possible</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Human immuno-deficiency virus infection (HIV/AIDS)</td>
<td>Exclusion is not necessary unless the child has a secondary infection</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Impetigo</td>
<td>Exclude until appropriate treatment has commenced. Sores on exposed surfaces must be covered with a watertight dressing</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Influenza and influenza like illnesses</td>
<td>Exclude until well</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Leprosy</td>
<td>Exclude until approval to return has been given by the Secretary</td>
<td>Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school</td>
</tr>
<tr>
<td>Measles</td>
<td>Exclude for at least 4 days after onset of rash</td>
<td>Unimmunised contacts should be excluded until 14 days after the first day of appearance of rash in the last case. If unimmunised contacts are vaccinated within 72 hours of their first contact with the first case they may return to school</td>
</tr>
<tr>
<td>Meningitis (bacteria)</td>
<td>Exclude until well</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Meningococcal infection</td>
<td>Exclude until adequate carrier eradication therapy has been completed</td>
<td>Not excluded if receiving carrier eradication therapy</td>
</tr>
<tr>
<td>Mumps</td>
<td>Exclude for 9 days or until swelling goes down (whichever is sooner)</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Poliomyelitis</td>
<td>Exclude for at least 14 days from onset. Re-admit after receiving medical certificate of recovery</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Ringworm, scabies, pediculosis (head lice)</td>
<td>Re-admit the day after appropriate treatment has commenced</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Rubella (German measles)</td>
<td>Exclude until fully recovered or for at least four days after the onset of rash</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Salmonella, Shigella</td>
<td>Exclude until diarrhoea ceases</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Severe Acute Respiratory Syndrome (SARS)</td>
<td>Exclude until medical certificate of recovery is produced</td>
<td>Not excluded unless considered necessary by the Secretary</td>
</tr>
<tr>
<td>Streptococcal infection (including scarlet fever)</td>
<td>Exclude until the child has received antibiotic treatment for at least 24 hours and the child feels well</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Trachoma</td>
<td>Re-admit the day after appropriate treatment has commenced</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Tuberculosis</td>
<td>Exclude until receipt of a medical certificate from the treating physician stating that the child is not considered to be infectious</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Typhoid fever (including paratyphoid fever)</td>
<td>Exclude until approval to return has been given by the Secretary</td>
<td>Not excluded unless considered necessary by the Secretary</td>
</tr>
<tr>
<td>Verotoxin (VTEC) producing Escherichia coli</td>
<td>Exclude if required by the Secretary and only for the period specified by the Secretary</td>
<td>Not excluded</td>
</tr>
<tr>
<td>Whooping cough</td>
<td>Exclude the child for 5 days after starting antibiotic treatment</td>
<td>Exclude unimmunised household contacts less than 7 yrs and close child care contacts for 14 days after the last exposure to infection or until they have taken 5 days of a 10 day course of antibiotics</td>
</tr>
<tr>
<td>Worms (Intestinal)</td>
<td>Exclude if diarrhoea present</td>
<td>Not excluded</td>
</tr>
</tbody>
</table>
Dear Parents,

In order to maximise student learning it is important for teachers, students and their families to work together as a team.

The staff at Pascoe Vale North has put together this information booklet to help families understand the classroom routines and what is expected of their children.

Please take a minute to give us some feedback by completing the section below and returning it to school.

---------------------------------------------------------------

Parent/s Name: _______________________________________________________________________

Name of student _________________________________________Grade __________________

Name of student _________________________________________Grade __________________

Name of student _________________________________________Grade __________________

Name of student _________________________________________Grade __________________

Please Circle 1= Most useful 5 = Not useful

The information Booklet was useful 1  2  3  4  5

The information booklet can be improved by:--

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

In order to improve the way in which we provide parents with information about the school and its curriculum, which of the following options would you prefer? (please circle your preferred option)

Information Book  Information Evening

24