

# CHALCOT WEEKLY

NEWSLETTER No 11 – 5<sup>th</sup> May, 2017

*Growing a Supportive Community of Active Learners*



## *FROM THE PRINCIPAL*

### Happy Campers

A wonderful time was had by the Year 5/6 students and staff this week at Ace High Camp. By all accounts, the food and facilities were first class and the activities were excellent. A big thank you to Mr Suttie, Ms Proven, Ms Cochrane, Ms Thomas, Mrs Logan-Brown and Mrs Wakeman for taking great care of our students; it is a definite 24 hour a day job! Congratulations to Mr Suttie and his team for his outstanding organisation of this amazing 5 day camping experience.



### Tiqbiz is now FlexiBuzz

You may have seen the name "**FlexiBuzz**" and noticed a change in logo when you visit your Tiqbiz app. This is the result of the recent purchase of Tiqbiz by [InLoop Pty Ltd](#), an Australian tech company.

We will be continuing to use the app to communicate with you and FlexiBuzz will retain all of the features that were available with Tiqbiz.

To ensure you have the most up-to-date version of the app we would recommend running the app update as soon as possible.

If you are using the desktop site, you will now go to [web.flexibuzz.com](http://web.flexibuzz.com).


Chalock Lodge apologies for any inconvenience this may have caused, but unfortunately, the school has only been recently notified of this change and the subsequent issues it has caused to many of our families.

### Parent Club Special Lunch Days.



During this term, the Parent Club will be organising two Special Lunch Days that will be held on designated Fridays. The first Special Lunch 'Hot Dog Day', will be held on Friday 19th May. Information on how to order and make payment has been distributed to parents via Flexibuzz. Please place orders & make payments by Sun 14<sup>th</sup> May. A reminder that payments for school organised activities must be paid by the due date in order to facilitate smooth organisation of the event and to ensure that correct financial processes are followed. **Payments after the due date will not be accepted.**

### Mother's Day Picnic Breakfast

Next Friday 12th May, we are holding a Mother's Day Breakfast on the senior side of the school. Mums or a special female are invited to come along with your child/ren and enjoy a bacon &  egg or egg muffin.

Breakfast will be served between 8:15am – 8:45am. Cafe2U Coffee van will also be available during the morning.

Please place an order for the number of muffins required via Qkr - 1 order per family (for mum/significant female and children) by Monday 8th May or contact the office to make alternate arrangements. Once you have placed your order on Qkr, please ensure that you have received the Qkr receipt on your device to verify your payment.

Please ensure orders are placed for catering purposes, otherwise mothers and children will miss out on breakfast. As we are catering this event, please understand no late orders will be accepted.



Don't forget to bring your picnic rug!!!

## Mothers' Day Stall



A reminder that the Mothers' Day is on Sunday 14<sup>th</sup> May. Our Parent Club will be holding their annual Mothers' Day Stall on Friday 12<sup>th</sup> May with gifts ranging from 50c to \$5. Children love to give something special to their Mum, so please support this activity. Many thanks to the Parent Club for organising the stall.

## Timetable for NAPLAN Testing

Just a reminder, that the Department of Education NAPLAN testing commences next week for Year 3 and 5 students across Australia.

Tuesday 9th May	Wednesday 10th May	Thursday 13th May
Years 3 and 5 Language Conventions Writing	Years 3 and 5 Reading	Years 3 and 5 Numeracy

## Years 1/2 Zoo Excursion



In support of the Year 1/2 Inquiry Focus on 'ANIMAL HABITATS', the year 1/2 students will be visiting Melbourne Zoo on Tuesday 6th June.

This excursion will complement and enhance many learning experiences across the curriculum in Term 2. The structured, whole day experience will consist of a range of activities, including an educational workshop and a safari bus tour. Students will investigate what animals need to survive, ranging from their food, water, shelter and family structure, along with considering the features they have to be able to get their survival needs.

The cost of this excursion is \$30.00. A notice to all 1/2 parents and guardians has been distributed via FlexiBuzz (Tiqbiz). Payment must be made via Qkr by **Wednesday 31st May** or contact the office for alternative arrangements. Payments after the due date will not be accepted.

## School Activity Payments

School Council would like to remind parents/guardians that payments for school organised activities (whether it be for an excursion, invisit or parent club activity) must be paid by the due date in order to facilitate smooth organisation of the event and to ensure that correct financial processes are followed.

Payment through Qkr is the school's preferred method of payment, parents/guardians are able contact the office to make alternative arrangements. Please note that no late payments for school activities will be accepted through the office.

## Anaphylaxis

We have four students at our school who have Anaphylaxis. This means that these students suffer allergic reactions to certain foods and factors in the environment. Their allergic reactions are severe and can be life threatening. These students have an extreme allergic reaction particularly to peanuts.

As part of the school's Anaphylaxis Action Plan, under no circumstances should food be shared or swapped with any other children at school.

### **Early Release Permission**

These are people YOU send to school during school hours to collect your child eg. early pick up due to hot weather, for an appointment etc.

You must advise the school in writing on each occasion that a person other than yourself, or your authorised partner, needs to collect your child within school hours.

The school will not release students without written permission from authorised parents and / or guardians.

### **School Policy Review**

We are currently reviewing our Facilities and Elimination of Sexual & Sex-Based Harassment policies. If you would like to make any comments in relation to the policy, please feel free to email your comments to me via the school email address at

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

**Monica Ghirxi**  
**Principal**

## **SENIOR CHALCOT LEGEND AWARD AMY MILLAR**

Congratulations to Amy Millar for being selected to receive the Senior Chalcot Legend Award. Amy has been selected for always being a fantastic role model and always striving to complete her best work. She has taken her role of allergy police very seriously and keeps our class safe everyday. Amy will receive her certificate at assembly on Tuesday 9<sup>th</sup> May. Well done Amy!

### **CHALCOT ACHIEVER AWARD**

Congratulations to the following students who have been selected by their teachers to receive Senior Chalcot Achiever Awards. **Senior Chalcot Achievers will receive their certificates at assembly on Tuesday 9<sup>th</sup> May.**

34A	Jaylan De Vond	34E	Rhianna Samuels
34Q	Marielle Njane	34T	Renee Marie
56C	Enrique Salinas	56P	Shenan Hettiaratchi
56S	Grace Truong		

## CHALCOT LODGE PRIMARY SCHOOL

### POLICY: ELIMINATION OF SEXUAL AND SEX-BASED HARASSMENT

#### INITIAL COPY

20/8/1997                      27/04/ 2017

#### DRAFT REVIEW

#### PURPOSE

To provide an environment that is free from sexual harassment and intimidation, whether it be sexist or sexual, for all employees, students and members of the school community, in line with the Victorian Equal Opportunity Act 1995.

#### GUIDELINES

- Sexual harassment is an unwelcome sexual advance, an unwelcome request for sexual favours and any other unwelcome conduct of a sexual nature. Sexual harassment is in situations where a reasonable person, having regard to all the circumstances, would have anticipated that the other person would be offended, humiliated or intimidated. Sexual harassment can be physical, verbal or written. It can include words, statements or graphics which are transmitted by telephone, fax, video or e-mail and social electronic networks. (Victorian Equal Opportunity Act 1995);
- At Chalcot Lodge it is unlawful for:
  - Staff to sexually harass other staff, students or any members of the community;
  - Students to sexually harass staff, other students or any members of the community; and
  - Members of the school community and other employees to sexually harass staff or students.
- If an individual is acting in a sexist or sexual manner and unable to respect the rights of others, action will be taken. Procedures for dealing with sexual harassment will ensure that:
  - Any complaint will be dealt with seriously;
  - The person lodging the complaint will be advised of the complaint procedures; and
  - Complaints will be handled in a confidential manner.
- The Gender Equity and the Student Well-being and Discipline policies have addressed issues of sexual and sex-based harassment.

#### IMPLEMENTATION

- If a member of the staff, school community or other employee experiences sexual or sex-based harassment, the person is advised to:
  - Tell the alleged offender that they object to the behaviour and do not want it repeated or write to the alleged offender outlining the cause for complaint and request that the behaviour stop;
  - If this does not resolve the situation, or the person with a complaint feels unable to do this:
  - Contact the Principal or Assistant Principal, who will listen and offer advice and provide possible options; or
  - Write a formal written letter stating the nature of the complaint addressed to the Principal or Assistant Principal. All parties involved will be notified and an attempt will be made to settle the complaint through conciliation at the school level;
- If this does not resolve the situation:
  - Contact a Department of Education Equal Opportunity Investigation Officer who will attempt to settle the complaint through conciliation;
- If departmental conciliation is not successful,
  - A person may lodge a grievance with the Merit Protection Board; OR
  - A person may lodge a complaint with the Equal Opportunity Commission at any time, provided that they have not lodged a complaint with the Merit Protection Board in relation to the same subject matter;
- If the Commission's conciliation process is unsuccessful,
  - the matter may be referred, at the complainant's request, to the Anti-Discrimination Tribunal, for a public hearing;
- If a student experiences sexual or sex-based harassment, they are advised in the case of sexual harassment between students to:
  - Inform the class or duty teacher or the Principal or the Assistant Principal. The matter will then be investigated by the staff member to whom the report has been made and outcomes of the investigation will be dealt with in line with Department of Education and Training (DET) guidelines;
- In the case of sexual harassment from a staff member, the Principal will proceed as per the complaints procedures documentation and DET guidelines.
- Student Well-being and Discipline booklets are available on the school website for parents and students to read. This book includes references to sexual and sex-based harassment;
- Issues relating to sexual and sex-based harassment will be addressed through curriculum programs such as the Life Education, You Can Do It and Personal Development programs;
- All staff will be made aware of the Victorian Equal Opportunity Act 1995, Part 5, Prohibition of Sexual Harassment in regards to discrimination and sexual harassment as part of the induction process; and
- All staff must complete the DET Workplace Discrimination and Sexual Harassment training.

#### EVALUATION.

The policy will be reviewed by the Principal and Assistant Principal, in consultation with the Education Policy committee, every four years or sooner if required.



# DIARY DATES

Tue – Thur	9 <sup>th</sup> – 11 <sup>th</sup>	May	NAPLAN	Yr 3 & 5 Students
Tuesday	9 <sup>th</sup>	May	Senior Assembly	2.45pm – Hall
Thursday	11 <sup>th</sup>	May	School Council	6.00pm – Staffroom
Friday	12 <sup>th</sup>	May	Mothers' Day Breakfast	8.15am – 8.45am order via QKR
Friday	12 <sup>th</sup>	May	Mothers' Day Stall	
Friday	12 <sup>th</sup>	May	Yr 5/6 Interschool Sport	Away – Holy Family PS
Tuesday	16 <sup>th</sup>	May	Junior Assembly Prep – Yr 2	3.00pm – Hall
Tuesday	16 <sup>th</sup>	May	District X Country	Selected Students
<b>Thursday</b>	<b>18<sup>th</sup></b>	<b>May</b>	<b>Curriculum Day</b>	<b>Student Free Day</b>
Friday	19 <sup>th</sup>	May	Hot Dog Day	Orders & Payments by Sun 14 <sup>th</sup> May via QKR
Friday	19 <sup>th</sup>	May	Yr 5/6 Interschool Sport	Away – St Paul Apostle Nth PS
Tuesday	23 <sup>rd</sup>	May	Yr 3 – 6 School Athletics Carnival	TBA
<b>Tuesday</b>	<b>23<sup>rd</sup></b>	<b>May</b>	<b>Senior Assembly Cancelled – due to Athletics Carnival</b>	
Wednesday	24 <sup>th</sup>	May	Prep Invisit – Zoo Comes to You	Payment due by 17 <sup>th</sup> May via QKR
Thursday	25 <sup>th</sup>	May	ICAS – Computer Competition	
Friday	26 <sup>th</sup>	May	Yr 5/6 Interschool Sport	Home – St Paul Apostle Sth PS
Tuesday	30 <sup>th</sup>	May	Talent Show	Seniors – 9.30am Juniors – 11.30am
Tuesday	30 <sup>th</sup>	May	ICAS – Science Competition	
Tuesday	30 <sup>th</sup>	May	Junior Assembly Prep – Yr 2	Directly after Talent Show
Thursday	1 <sup>st</sup>	June	Education Night – 'Healthy Minds, Healthy Bodies'	TBA
Friday	2 <sup>nd</sup>	June	Yr 5/6 Interschool Sport	Away – Doveton College
Monday	5 <sup>th</sup>	June	Parent Club Meeting	2.30pm
Tuesday	6 <sup>th</sup>	June	Year 1/2 Zoo Excursion	Payment due by 31 <sup>st</sup> May via QKR
Tuesday	6 <sup>th</sup>	June	Senior Assembly	2.45pm – Hall
Wednesday	7 <sup>th</sup>	June	Kinder Club	2.30pm – 3.30pm
Friday	9 <sup>th</sup>	June	Yr 5/6 Interschool Sport	Home – Southern Cross PS
<b>Monday</b>	<b>12<sup>th</sup></b>	<b>June</b>	<b>Queen's Birthday</b>	<b>No School</b>
Tuesday	13 <sup>th</sup>	June	ICAS – Writing Competition	
Wednesday	14 <sup>th</sup>	June	Yr 4 Production	

### **BEFORE AND AFTER SCHOOL CARE**

Child Care Benefit and Child Care Rebate available for all families.

Morning: 7.00am – 8.45am Monday to Friday during school term, excluding all Victorian Public Holidays.

Permanent/casual: \$ 15.00.

Breakfast is provided until 8.30am.

Our program for Week 2, Term 3, includes the following activities:

- Celery painting
- Mother's Day cards
- Leaf rubbings
- Board games

Afternoon: 3.30pm – 6.00pm Monday to Friday during school term, excluding all Victorian Public Holidays.

Afternoon snack and drink provided.

Permanent/casual: \$ 19.00.

For program information, bookings or cancellations, please contact Emily on 0400 194 859 during weekdays.

**Y.L.V Team**

### **UNIFORM SALES**

School uniform items can be purchased directly from the Beleza School Uniform Store at shop 7, 151 – 159 Princess Hwy, Hallam, phone 9702 3181. MasterCard and Visa are accepted.

Beleza order forms are also available at the school office. When placing your order, you will need to make payment to the school either by cash or by completing your credit card details on the order form. Beleza staff will then deliver your order the school.

### **SCHOOL BANKING**

Don't forget that EVERY FRIDAY is School Banking day and students should hand in their deposit book first thing on Friday.

#### **IMPORTANT DATES:**

2/6/17: Last opportunity for making the 1<sup>st</sup> of 15 deposits required for Tokyo Disneyland competition

**NEW APP:** With the launch of the new CommBank Youth app (unfortunately not yet available for Android), students will be able to track the number of Dollarmites tokens they collect, check their bank balance and even create a list of chores they can do to earn pocket money! Keep an eye out for the information slip to be handed out.

**REWARDS NEWS:** Rewards can be ordered as soon as your child has 10 tokens. **NEW REWARDS AVAILABLE WHILE STOCKS LAST:** 3D Chalk Set, Colour Change Markers, Cyber Handball and Tablet Case. **OLDER REWARDS STILL AVAILABLE:** Deep Sea Savers Money Box (1 left), Outback Pat Bag Tag, Outer Space Savers Money Box (2 left), Sea Streamers (1 left) and Shark Keyring (1 left).

**MAJOR COMPETITION:** Every banker aged 4-13 who makes a minimum of 15 deposits before the end of Term 3 will be eligible to win a family trip to Tokyo Disneyland with spending money! Your child will need to begin making deposits by 2/6/17 and bank every week after that until the end of term 3 to be in the running. For further details go to <https://www.commbank.com.au/personal/kids/school-banking/2017-school-banking-grand-prize-conditions-of-entry.html>

Ingrid Williams

School Banking Coordinator