Welcome Back
Welcome back to the 2016 school year. I hope that you all managed to find some time to relax and enjoy the holiday period.

A warm welcome in particular to the many new families commencing their association with Mont Albert Primary School this year; many new students across Years 1 - 6 commenced today. I am sure you will find your time here most rewarding and enjoyable.

In welcoming new parents, I hope you will take the opportunity to involve yourself as fully as possible in the life of the school this year as far as time permits.

We got off to a fabulous start today; our present school enrolment is 715 students. Our 89 Foundations/Prep students commence officially next Monday; a very special school picnic to begin the 2016 school year was held for them today on the Barloa Road oval. Staff officially returned to school on Wednesday and spent Wednesday and Thursday planning for the new year ahead.

Thank you to staff and parents for your support in making sure that the transition back to school has been so positive after a very long summer break for our students. Our staff and students across the school from Foundation/Prep through to Year 6 are spending their first two weeks at school focussing on an Inquiry Unit titled “Learning to Learn.”

Along with our new students, we also welcomed some new staff members who have commenced at Mont Albert PS this year. Welcome – Miss Jade Cooper, Miss Sarah McPherson, Miss Nicole Engberg (now in a teaching role) and Mrs Justine Moore (0.4 Art). We also welcome back Miss Leah Stevenson who has spent 2015 travelling the world.

Team Leaders for 2016 are as follows: Prep/Foundation – Mrs Teryn Enbom; Junior School/Years 1 & 2 – Mrs Wendy Mackie; Middle School/Years 3 & 4 – Mr Taila Donald and Senior School /Years 5 & 6 – Miss Leah Stevenson. These teachers, along with Mr Luke Byrne, Ms Paula Heenan, Miss Anna Johnstone, and Mrs Sue Broadbent and myself, form the school’s Leadership Team.

If you have any queries or concerns at anytime regarding the general welfare and wellbeing of your child please do not hesitate to make a time to see Paula or myself, however your first port of call should always be your child’s classroom teacher.

Assembly
Our first Assembly for the school year will be held on Monday where we will have the opportunity to present our Year 6 students with their ‘Mont Albert Primary School Badge.’ Further school Student Leadership positions for Specialist subject areas will be presented on Monday 8th February, Junior School Council Representatives will be presented with their badges on Monday 15th February and Environmental Action Group Representatives will be presented with their badges at Assembly on Monday 22nd February.

February Parent/Teacher Meetings & Prep Information Evening
Over the next few weeks I encourage you to take the opportunity to meet with your child’s teacher. Formal Parent/Teacher ‘getting to know you’ interviews will be conducted for students in Years 1 - 6 the week beginning Monday 15th February, whilst the Foundation/Prep teachers will conduct an Information Evening for all parents of Prep students on Thursday 11th February at 7.00pm in the school hall. Notices for you to request an interview time will be sent home with your child next week. The class teacher is the first point of contact should you have any issues or anything you need to discuss relating to your child’s schooling. Specialist staff will also be available for interviews and can be contacted directly at the school.

Uniform
It is an expectation that all students wear school uniform. Its purpose is to promote a sense of pride, equal status and belonging amongst the students at Mont Albert. Please note our school uniform does not include bike shorts, coloured shorts, running shorts, basketball shorts, black leggings or hoodies. It is also an expectation that jewelry is kept to a minimum. All staff appreciate your cooperation. Uniform items can be purchased through PSW.

Sunsmart Hats
A reminder that students must wear a school uniform brimmed or legionnaire hat until the end of April which covers all of Term 1 and the commencement of Term 2. Students who do not have a hat during recess and lunch breaks will be required to sit outside Room 11 or the PAC.

Mobile Phones
The number of students who have mobile phones and bring them to school is on the increase. It is not appropriate for students to use a mobile phone whilst at school, either in the classroom or the playground. Please discuss this issue with your child’s classroom teacher if you feel it is a necessity for your child to bring a mobile phone to school.
Supervision
From time to time we need to make mention of playground supervision arrangements. During the school day a minimum of four staff are on duty at recess and lunchtimes in designated areas. Teachers are also on duty in the playground from 8.45am each morning and in the afternoon until 3.45pm. Children who are in the playground outside these times are unsupervised and potentially at risk. I would like to remind parents that once you have collected your child from school then you have a ‘duty of care’ and a responsibility to supervise their activity. The role of teachers on duty, particularly after school, is to ensure that all students have been picked up appropriately and to oversee a smooth exit from the school. It is not their responsibility to supervise after school activities.

Throughout the year I encourage you to access and read carefully the weekly Bulletin which is available on our website and in hard copy upon request, as it is a pivotal way in which I and other staff can communicate the many happenings of what occurs on a weekly basis to you so that you are kept up to date and informed.

If you have a query or issue you wish to discuss never hesitate to make an appointment to chat with the appropriate staff member or myself; often in doing so such queries can be answered effectively and with just cause in a constructive and objective manner.

Craig Crouch
Acting Principal

Fee Payments
If you have not completed your payments for School Requisites, payments can still be made online, following the details below. We can also accept cheques and credit cards at the School Office.

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<tr>
<th>School Account Details</th>
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<tbody>
<tr>
<td>Mont Albert PS Official Account</td>
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<tr>
<td>BSB: 063-105</td>
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<td>Account Number: 10066804</td>
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Remittance advice should be emailed to: account@maps.vic.edu.au or faxed to MAPS on 9899 3093.

FIRST AID NEWS

AN URGENT REMINDER
Families, if your children suffer from any health concern requiring medication, it is important to supply any school-hour medication to First Aid, accompanied by detailed instructions.

EPIPENS
A couple of our anaphylactic students do not yet have their Epipens returned/supplied to school. Please send/return this to the School Office immediately.

NEW DIAGNOSES
A reminder to all families that if your child becomes newly diagnosed with a medical condition, please ensure you inform both your child’s teacher AND First Aid.

Mel and Alison
First Aid Team

Canteen
The Canteen will be open for orders from Monday, February 1 onwards.

We URGENTLY NEED further volunteers to fill some gaps in our roster, particularly on the second Friday of each month, as well as first, second and fifth Wednesdays of a month and first, second third and fifth Tuesdays of a month.

If you can assist on one of these days or another time, please ring Canteen Manager, Jody Burgess on 9897 4495, 10am to 2.30pm.

CANTEEN MENU
THE MENU CAN NOW BE LOCATED ON THE SCHOOL WEBSITE

PLEASE NOTE THERE HAVE BEEN NECESSARY PRICE INCREASES

<table>
<thead>
<tr>
<th>Monday February 1</th>
<th>Simone Bella, Lindsey Scotter</th>
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<tr>
<td>Tuesday February 2</td>
<td>Melissa McAuliffe</td>
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<tr>
<td>Wednesday February 3</td>
<td>Karen Woods</td>
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<tr>
<td>Thursdays</td>
<td>NO CANTEEN</td>
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<tr>
<td>Friday February 5</td>
<td>Wendy Selle, Tammy Bajinskis, Di Thai</td>
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Sarah Attwood
Bulletin Coordinator

BULLETIN ROSTER

February 4
Susan Teele

BULLETIN ARTICLES
Please note all articles for the Bulletin must be sent to the office before Monday. Late articles may be held over to the following week.
Parents, you are welcome to submit articles for the Bulletin. All articles are checked by the Principal but please be aware that articles deemed unsuitable may be withdrawn without notice. Adverts incur a small cost.

Sarah Attwood
Bulletin Coordinator

Mont Albert Primary School
GENERAL INFORMATION
PLEASE RETAIN THIS INFORMATION FOR REFERENCE THROUGHOUT THE YEAR

Office Hours
Office hours are 8:15am to 4pm each day.

Lunch Arrangements
Please ensure Canteen lunch orders are written clearly on a clean paper bag large enough to contain the items ordered. Money should be wrapped separately and placed in the bag. If you have no bag a charge will be made. Students are not permitted to leave the grounds at lunch or recess periods. All students eat their lunch under supervision between 1.30pm and 1.40pm each day before being dismissed into the yard.

Punctuality
Please ensure that your child is at school before 9am every morning. All classes start at 9am promptly and end at 3.30pm each day. (Preps dismiss in Term 1 at other times). Teachers supervise the yard, 8.45am to 9am each morning. For the benefit of all students and unless you are a designated Parent Helper for the Session, please vacate the classroom by 9am.

Wet Days
On a wet day students will remain in their classrooms. Please provide your child with a coloring book, puzzle book or quiet game which can be used at recess periods on such days. Please send these items now and they can be stored in the classroom. School hours remain the same on wet days, i.e. 9am start and 3.30pm dismissal.

Pedestrian and Traffic Safety
Please set a good example to your child at all times. Use the crossings, park in the correct areas and only allow children to leave the car on the kerb side. Ensure that your child knows the safest and most direct route home. Warn your child against loitering, visiting friends without permission or going anywhere with strangers. In the interest of your child’s safety, we will not allow a child to leave the school during school hours without a written request. Parents collecting children during school hours are asked to sign them out at the School Office before collecting them.

Bicycles
For safety reasons only students from Years 5 - 6 are permitted to ride their bicycles to school. A safety helmet must be worn at all times. Bicycles will be stored in the enclosure behind the Art Room and must be wheeled in the playground. Bicycles are not insured for loss or damage by the School.

School Council
Meetings are usually held on the third Tuesday of the month. The Council will meet in the staffroom at 8pm on Tuesday, February 2. Council meetings are open to all parents and you are invited to attend. The School Council is composed of parents, teachers and the Principal. There will be a call shortly for 2016 vacancies on the School Council.

Specialist Lessons
Students are required to bring an art smock to wear to Art/Craft lessons and a bag in which to carry books borrowed from the Library. Parents and students are reminded that with the vigorous nature of the activities in P.E. and the need for freedom of movement, it is essential that all students wear suitable clothes and shoes. It is recommended that shorts, tracksuit pants, T-shirt, a hat and flexible soled shoes be worn during P.E. lessons.

Lost Property
Please ensure all articles of clothing are clearly labelled. Items of lost property will be placed on the rack near the staffroom. Items not collected by the final Thursday of each term will be donated to charity. Small or valuable items may be held at the School Office, eg spectacles, rings, keys.

Personal Details
Please inform the school of any changes which occur to your home or work phone numbers or to those of your emergency contact person.
It is essential that the School Office, First Aid and your child’s teacher have current details.

Student Banking
Students bring their deposit books each Tuesday, commencing on Tuesday 9th February. Parents able to assist with processing the bank deposits each Tuesday morning are asked to contact the office.

Student Absences
Student Absences are reported online. Please go to www.maps.vic.edu.au and select the Student Absence icon, which will link to the correct form. You can also record future absences such as extended holidays this way.

OSHClub, Before and After School Care
OSHClub are our out of school hours care providers. You can register free of charge for occasional or regular bookings at www.oshclub.com.au or call 03 8564 9000. Fees are charged according to use of the service, however rebates may apply.

Money
When students bring money to school to be collected by teachers, please place money in an envelope with your child’s name, class, FAMILY code, amount of money enclosed and relevant information on the envelope - e.g. Excursion Name, Student’s Full Name, Class. Please ensure envelopes are correctly sealed.

Uniforms
As mentioned in Mr Crouch’s article, all students are asked to wear school uniform. PSW are our suppliers of school uniform. The address of their nearest store is 12 Strathalbyn Street, Kew. Ph. 9818 7809, website; www.psw.com.au. They operate normal retail hours including Saturdays.
Second hand items are available at school. We anticipate the Second Hand Uniform Shop to be open at 9am to 9.30am on Friday mornings, with the exception of the last Friday in a month.

Personal Goods Brought to School
Private property items brought to school by students (including balls, bicycles, skateboards and scooters) are not insured and the school does not accept any responsibility for their loss or damage. We advise that all items brought to school are named.

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