



Charles Conder Chat

2 February 2017

Week 1, Term 1



Principal's Welcome

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KidsMatter

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Principal Welcome

I would like to take this opportunity to firstly welcome our new families and children into our Preschool and a new start into Kindergarten for 2017. Also welcome back to all our existing families and we look forward to strengthening our partnerships throughout the year. You will see attached our term 1 calendar with most of the events planned already. We believe at Charles Conder that we work best when we work together with families so we can achieve the best educational outcomes for all students with an open door policy. This begins with quality communication between the school and home and supporting each other throughout the year. We communicate with families in a range of ways and mediums to connect and convey messages. Here are some of the key mediums we use to communicate;

- meet and greet before and after school with a face to face conversation
- phone calls and emails
- parent teacher interviews
- learning house newsletter and whole school newsletter
- Facebook and the new SeeSaw app (more information to come)
- Notes that are always on the school website (www.conderps.act.edu.au)
- Parent workshops, information evenings and whole school events
- School assemblies
- P&C and School Board meetings
- Principal Coffee chats (Each Monday 9.10 after assembly)

Our key whole school events in term 1 are:

- Billy Tea Bush Band workshops and evening bush dance (see note from week 1)
- Parent workshops in week 5 (information to be sent out in week 3)
- Three way conferences in week 7 & 8
- Whole school swimming carnival (Tuesday 14th March)
- Years 3 – 6 Camp in week 10 (information session planned for week 2)

This year we are encouraging families to ensure they have provided an email address to Tracy at the front office so we can provide most information to you in a digital format. We understand that some families will require a paper copy of notes and information and that will be provided. All our notes are always kept on the school website. This year from week 4 each learning house will be providing a brief fortnightly newsletter with specific information for their families. This will be provided via email and paper copy where required. The whole school newsletter will be twice a term only starting in week 2. Also each class from preschool to year 6 will be utilising the SeeSaw communication app which will provide a unique opportunity to see what is happening in your child's class and teachers will be providing details to login and connect soon.

In term 1 I will be providing opportunities for new or existing parents and carers to come and have a chat with myself to learn about the school, ask questions and generally to get to know me and the school better each Monday after the assembly in the admin building. You are welcome to come and have a coffee or tea and have a chat.

In summary, welcome and we look forward to working in collaboration so we can achieve quality outcomes for all children.

INFORMATION FOR PARENTS AND CARERS

Welcome back to school for 2017.

SCHOOL MOTTO, VISION STATEMENT AND FRIENDLY FIVE VALUES

Our school motto and vision statement is: COMMITMENT TO EXCELLENCE: In a Caring, Cooperative, Purposeful and Success Oriented Environment. This motto guides our actions on a daily basis. The school rules are: Show support and care for others. It is ok to be different. Respect yourself and others. Cooperate and be fair, honest and responsible.

SOME IMPORTANT REMINDERS

School phone number: 61420177

School email address: info@conderps.act.edu.au

School Website: <http://www.conderps.act.edu.au>

Charles Conder Primary School App: TheSmartLink

Assemblies – A whole school assembly is held fortnightly on Fridays at 9:15am. Parents, carers and family members are all invited to attend.

Before and After School Care – The YWCA operates Before and After School Care Programs for Preschool to Yr6 students from 7.30am – 9.00am and 3.00pm – 6.00pm on the school grounds. Please contact the YWCA on 61805777 or email childcareaccounts@ywca-canberra.org.au

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

Canteen – The P&C operates the school Snack Shack. The opening hours are at lunchtime 11:20pm – 12:00pm and afternoon tea time at 1:30pm – 2:00pm. The Snack Shack operating days are on **Thursdays and Fridays. This will open in Week 4.**

Car Park – Please drive slowly and safely in our car park. Please take notice and abide by the signage in the car park.

Children leaving the school before 3:00pm – If for any reason you need to take your child from the school before 3:00pm please come to the front office and sign your child out using our VPass App. If returning them to school please sign them in. This is for safety and security reasons so we know exactly who is on the grounds.

Classes – begin at 9:00am. If a student comes after 9:10am they will need to come to the front office and sign in on the VPass App and collect a late note that they give to their teacher.

Complaints or Concerns – many concerns are resolved quickly and easily by discussing the matter directly with the school. First speak directly to your child’s teacher or talk to a member of the executive team. If you continue to be concerned, please make an appointment to see the Principal.

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

Current Contact Numbers – it is very important that we have your current contact number. If your child is sick or has had an accident we need to be able to contact you immediately.

Dogs – ACT Dog laws prohibit dogs, even on a leash from being on the premises (including the grounds) of primary schools at any time. For the safety of our students, dogs should not be on the school grounds.

Email Addresses – the school will mostly communicate notes via email. Please ensure that you up-date us with your current email address.

First Aid, Sickness and Accidents – A trained first aid officer will attend to children who are unwell or injured. If children are sick we request that you keep them at home. In case of an injury likely to require medical intervention, every effort is made to contact parents or carers so that they can arrange appropriate treatment. If parents or carers are not able to be contacted an ambulance may be called at no cost to parents or carers. It is vitally important that you keep the school informed of your current contact numbers.

Hats – Children are reminded that they need to wear sun smart hats whilst outside at school. It is recommended that parents remove the cords off hats. This follows reported near-miss strangulation in an ACT school involving sun hat cords and playground equipment. Sun smart hats with the school logo are for sale at the front office for \$16 each.

Headlice/Nits – These are an unpleasant but normal part of school life. If a student is identified with headlice, parents or carers will be contacted to come and collect their child.

Liability for the loss, damage or theft of students’ personal property at school. Advice from the ACT Government Solicitor indicates that notwithstanding the merits of each particular incident, schools generally cannot be held responsible for the intervening acts of third parties relating to the loss, damage or theft of students’ personal property. Parents, carers and students are advised that schools do not provide private insurance cover to automatically compensate for the loss, damage or theft of bicycles or other personal property and they will not be legally liable for the loss.

Lost Property – There are lost property boxes in each learning house. If articles of clothing are named we endeavour to return them to their owners. Parents and carers are welcome to check clothes in lost property boxes. Periodically lost property will be placed on display days and all unclaimed items will be donated to the Salvation Army.

Medication – Departmental policy requires schools to ensure that any request for administering medications must be in writing. The medication forms can be obtained at the front office. All medications need to be kept in a locked cupboard at the front office.

Mobile Phones – All mobile phones brought to school by students must be left at the front office in the morning. Phones can be collected at 3:00pm.

Notes – Please remember all notes that go home for an event have a definite closing date, which is usually two days before the event. Your assistance with returning notes, along with your permission is crucial to informing us as to whether the event can proceed or not. All notes will be posted on the school web page and on the school app.

No smoking – Smoking on all grounds of ACT schools is not permitted. This includes the carpark.

Parents and Citizens Association – The P&C is a vital organisation which has the primary function of raising funds for the school. Participation in the P&C is a good way to get to know others and have fun while helping your child's education.

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

School Banking – School banking is done through the Commonwealth Bank. Banking mornings are Tuesday's for the preschool early class and Friday's for the preschool late class and the primary school students. Information on opening an account is available from the Commonwealth Bank.

School Board – the School Board helps foster productive relationships between the parents and the school, the development of school policies, the allocation of funds and the development of the curriculum of the school. Board members require no previous experience, all that is required is an interest in the educational process and the wellbeing of the children, parents and the staff of the school.

Student Absences – Class rolls are marked both morning and afternoon by the class teacher. All student absences are recorded. The teacher records **S** when written or telephone advice has been received that the child is sick or **L** when written or telephone advice states that the child has been on leave for that particular day. If the class teacher does not receive any

information in regard to the students absence then **A** is recorded for the specific day. All student absences are totalled at the end of each term and recorded on student records.

Uniforms – Children are encouraged to wear colour code, which is bottle green with white. Girls may wear a Conder tartan dress or bottle green skirt, skorts or pants. The P&C have new school polo shirts and jackets for sale. These come with an embroidered school logo. They are quick to dry and do not need ironing. Also, the P&C will be selling sun smart hats and beanies. These all come with the school logo. Order forms are available at the Front Office.

Volunteers ad Visitors – All classroom helpers, volunteers and visitors must come to the front office to sign in on the iPad using our Vpass app. This is for safety and security reasons so that we know exactly who is in the building.

Your cooperation is very much appreciated.

Charles Conder Primary School Term Planner - Term 1

| Month | Week | Monday | Tuesday | Wednesday | Thursday | Friday |
|------------------|------|-----------------------------|---|-----------|---|---|
| January/February | 1 | 30 | 31 School Banking for Preschool | 1 | 2 | 3 School Banking |
| February | 2 | 6 | 7 School Banking for Preschool Taekwondo 11.20-12.00 | 8 | 9 | 10 Assembly 9.15am School Banking |
| February | 3 | 13 | 14 School Banking for Preschool Taekwondo 11.20-12.00 | 15 | 16 | 17 School Banking Billy Tea Bush Band Workshops Billy Tea Bush Band Dance & Dinner 5pm |
| February | 4 | 20 Lunchtime Dance Class | 21 School Banking for Preschool Taekwondo 11.20-12.00 | 22 | 23 Canteen Open | 24 Canteen Open School Banking Assembly 9.15am |
| Feb/March | 5 | 27 Lunchtime Dance Class | 28 School Banking for Preschool Tanner Team Building Excursion Taekwondo 11.20-12.00 | 1 | 2 Workshops for families and family bbq 5-6.30pm Canteen Open | 3 Canteen Open School Banking |
| March | 6 | 6 Lunchtime Dance Class | 7 School Banking for Preschool Taekwondo 11.20-12.00 | 8 | 9 Canteen Open | 10 Assembly 9.15am School Banking Canteen Open |

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|-------|----|--------------------------------|---|-------------------------------------|---|---|
| March | 7 | 13 Canberra Day | 14 Aquatic Day Carnival Tuggeranong Leisure Centre School Banking for Preschool | 15 3 Way Conferences begin | 16 Canteen Open | 17 Canteen Open School Banking |
| March | 8 | 20 Lunchtime Dance Class | 21 Harmony Day School Banking for Preschool Taekwondo 11.20-12.00 | 22 | 23 Canteen Open | 24 Assembly 9.15am Canteen Open School Banking Last day of 3 Way Conferences |
| March | 9 | 27 Lunchtime Dance Class | 28 School Banking for Preschool Taekwondo 11.20-12.00 | 29 | 30 Canteen Open | 31 Canteen Open Christian Education School Banking |
| April | 10 | 3 Lunchtime Dance Class | 4 School Banking for Preschool Taekwondo 11.20-12.00 | 5 Camp Kianinny Yr 3-6 | 6 Return from camp Yr 3/4. Canteen Open | 7 Return from Camp Yr 6 Assembly 9.15am School resumes on Wednesday 26 April |

Supporting children with additional needs to manage school transition

Daily school life involves numerous transitions for which all children need support to manage. For children with additional needs, school transition can be a time of heightened stress and worry. All children benefit from having positive relationships and feeling a sense of belonging at their school or early childhood service, and these positive experiences are especially important for children with additional needs.

Families can support children with additional needs to manage school transition in a number of ways:

Build strengths step by step

Focus on your child's capabilities by breaking down tasks at home into simple steps. It's helpful to talk to your child's teacher about how this builds confidence for your child, and how it might be applied in the classroom.

Be prepared and provide clear communication

Change and transition can lead to feelings of stress as there is an element of unknown involved. For children with additional needs, this can be particularly challenging. Preparing children for transitions through early, clear communication helps children to feel prepared to manage change. Build confidence by talking to your child about their new school and what to expect. Make time for you and your child to walk through the new school, familiarising yourselves with the routes your child might take moving around the school and meeting your child's teacher(s). Ask your child's teacher(s) to talk about what a typical day at school might involve, and what to expect in the first few weeks of school.

Develop partnerships

Families cannot meet the complex needs of children with additional needs alone. Children with additional needs benefit from collaborative involvement between families, schools and health professionals to help ensure the best outcomes for their development and mental health. If you have existing relationships with health professionals, use them to engage your child's new school to talk through your child's needs, and what they need to do to support your child. Try to maintain an on-going dialogue with your child's school to support them to best support your child.

'Back to school' resources

Resources to support children starting school or transitioning to a new school

<https://www.kidsmatter.edu.au/mental-health-matters/starting-school>

<https://www.kidsmatter.edu.au/mental-health-matters/social-and-emotional-learning/resilience>

<https://kidshelpline.com.au/grownups/news-research/teacher-resources/kids-helpline@school/classroom-activities/transition-to-high-school.php>

http://raisingchildren.net.au/articles/secondary_school.html/context/1126

<https://www.parentline.com.au/parenting-information/tip-sheets/transitioning.php>

Supporting children with additional needs

<https://www.kidsmatter.edu.au/early-childhood/about-mental-health/about-mental-health-and-wellbeing-children-additional-needs>

<https://www.kidsmatter.edu.au/families/about-difference/additional-needs/children-additional-needs-other-resources-0>

<https://www.kidsmatter.edu.au/families/about-difference/additional-needs/understanding-mental-health-needs-children-additional-needs>

<http://www.amaze.org.au/discover/about-autism-spectrum-disorder/changing-to-high-school-the-high-school-years/>

Supporting children to develop resilience

<http://www.kidsmatter.edu.au/health-and-community/enewsletter/building-resilience-cope-stress>

<https://kidshelpline.com.au/parents/tips/adapting-to-stress-by-building-resilience/>

<https://www.kidsmatter.edu.au/primary/KidsMatter-and-resilience>

Contacting us...

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| Phone: | 61420177 |
| Fax: | 61420193 |
| Email: | info@conderps.act.edu.au |
| Enrolments: | www.det.act.gov.au |
| CCPS Website: | www.conderps.act.edu.au |
| School Board: | Michael Sutton, Chairperson |
| Parent Representatives: | Chris Payne Peter MacLeod |
| CCPS P&C | Aleera Wren, President |
| CCPS P&C Email: | ccpspandc@yahoo.com.au |
| Charles Conder Preschool P&C: | |
| Tharwa Preschool P&C: | |