Dear Families,

Can you believe we are already over half way through another term? Time is passing by so quickly.

Current Staff on Leave
Joy Moodley 08.08.2016 to 26.08.2016 replaced by Leonie Penaluna

Education Support Staff Month
We have a number of wonderful Educational Support Staff in our school that support student learning and school operations. This week we celebrate the work that each of them make to SAEPS.

St Albans East Primary School 60th Birthday
This year the school is celebrating its 60th Birthday. A committee of teachers are meeting to put a program together. At this stage the following has been determined:

Date: Saturday, 22 October 2016
Time: 2.00 pm to 5.00pm
Open to the community

We invite you to mark this in your calendar and also encourage you to mention it to past students that you may still be in contact with.

The plan for the day might look like this…

2.00pm to 3.00pm viewing of Art collection in building 3. [Although the building will be accessible for the 3 hours for viewing…A PowerPoint will be playing in building 3 as well. This will showcase past photos etc.
3.00 pm to 4.00 pm school concert in the hall
School concert to comprise of a song from each level, the school choir, 2 dances from Tina and 2 or 3 short speeches. We thought about going with a song through the decades.
4.00pm and 5.00pm parents can enjoy a sausage sizzle… and view the Art or socialise.

Victorian Principals Association (VPA) Conference – Thursday 18 Friday 19 August.
This week the VPA is holding its annual conference for Victorian Principal Class and leadership members in Melbourne. The school leadership team (Deb Hicks, Sharon Rogers, Andrea Markham Vanessa Forster and me) attended the conference. The conference theme is ‘Growing Your People and Culture’. I have been the Chair of the Conference Planning Committee again this year.

2017 ENROLMENTS
Do you have a child who will turn 5 by April 30th next year? If so the child is eligible to start school and now is the time to enrol. Please contact the school on 9366 2071 so that enrolment package can be sent home and to make an appointment to meet with me to discuss your child’s start to school life.

Children enrolled to start prep in 2017 are encouraged to attend the First Steps program that runs
on a Friday morning from 9:00 am to 10:45am. This program is part of our schools orientation program that assists the children to transition into school. Currently we have about 30 students who are regularly attending this program weekly. We will also be conducting two formal sessions in November.

School Policies
This week I have included the Care Arrangements for ill Student Policy
This policy outlines what the school’s processes are for the care of students who become ill at school.

Anne-Maree Kliman
Principal

AN IMPORTANT ROAD SAFETY MESSAGE

This is a reminder about the expected behaviours when dropping off and picking up your children. Traffic and parking problems around schools are significant issues and the amount of school traffic during drop off and pick up times, combined with possible exposure to dangerous driver behaviour, can put others at risk.

The information below can be found at: https://www.vicroads.vic.gov.au/safety-and-road-rules/road-safety-education/improving-safety-around-our-schools. The materials on this website have been designed for schools and local councils to help address this issue and improve children and young people’s safety during school drop off and pick up times. I encourage all members of the school community to visit this website.

Key messages from this site include:

- Parking legally to provide a safer environment for all. If you park near the school please follow the parking restriction signs. These are designated to improve the safety for everyone, especially our children. Please help by obeying the parking restriction signs, keeping clear of the children’s crossing and never double-parking outside the school.
- Parking is not allowed within 20 metres of the approach side and 10 metres of the departure side of the crossing. Parking there makes it difficult and dangerous for children and the crossing supervisor to get a clear view of the road. Please obey the signs that are displayed.
- All school speed zone limits across the state are clearly signposted. Look out for the speed signs near the schools and slow down to improve safety for our children.
- If you need to drive to school, get your child into the habit of using the kerbside doors, away from traffic.
- Drivers need to model good road user behaviour especially around the school. Children and young people will copy the examples set.

We encourage all members of the community to travel safely around the school to improve the safety for all, especially the children. Please be patient when picking up and dropping off your children and model the appropriate behaviours. Another way the community can work towards limiting the traffic on the roads at these times include considering parking a few streets away and walking the rest of the way. It is essential that the school crossings are used and parents speak to their children about choosing the safest place to cross a road. Information can be found at: https://www.vicroads.vic.gov.au/safety-and-road-rules/pedestrian-safety/crossing-the-road-safely

Ricky Potter
Assistant Principal
Care Arrangement for ill students.
St Albans East Primary School

Date: June 2015

Rationale

All children have the right to feel safe and well, and know that they will be attended to with due care when in need of first aid. The Care Arrangements are to be read in conjunction with the school’s First Aid Policy which outlines the school’s responsibility and procedures in respect of our “responsibility to provide equitable access to education and respond to diverse student needs, including health care needs”.

Aim

- administer first aid to children when in need in a competent and timely manner.
- communicate children’s health problems to parents when considered necessary.
- provide supplies and facilities to cater for the administering of first aid.
- maintain a sufficient number of staff members trained with a level 2 first aid certificate.

Implementation

- A sufficient number of staff (including at least 1 administration staff member) to be trained to a level 2 first aid certificate, and with up-to-date CPR qualifications.
- A first aid room will be available for use at all times. A comprehensive supply of basic first aid materials will be stored in the first aid room.
- Small first aid kits will be available in the classroom and in Bumbags for yard supervision.
- A supply of medication for teacher use will be available in a locked drawer in the office.
- Supervision of the first aid room will form part of the daily yard duty roster. Any children in the first aid room will be supervised by a staff member at all times.
- All injuries or illnesses that occur during class time will be referred to the administration staff who will manage the incident, all injuries or illnesses that occur during recess or lunch breaks, will be referred to the teacher on duty in the first aid room.
- A confidential up-to-date register located in the first aid room will be kept of all injuries or illnesses experienced by children that require first aid.
- All staff will be provided with basic first aid management skills, including blood spills, and a supply of protective disposable gloves will be available for use by staff.
- Minor injuries only will be treated by staff members on duty, while more serious injuries-including those requiring parents to be notified or possible treatment by a doctor - require a level 2 first aid trained staff member to provide first aid.
- Any children with injuries involving blood must have the wound covered at all times.
- No medication, including headache tablets, will be administered to children without the express written permission of parents or guardians.
- Parents of all children who receive first aid will receive a completed form indicating the nature of the injury, any treatment given, and the name of the teacher providing the first aid. For more serious injuries/illnesses, the parents/guardians must be contacted by the administration staff so that professional treatment may be organised. Any injuries to a child’s head, face, neck or back must be reported to parents/guardian.
- Any student who is collected from school by parents/guardians as a result of an injury, or who is administered treatment by a doctor/hospital or ambulance officer as a result of an injury, or has an injury to the head, face, neck or back, or where a teacher considers the injury to be greater than “minor” will be reported on Department of Education Accident/Injury form LE37E, and entered onto CASES.
- Parents of ill children will be contacted to take the children home.
Parents who collect children from school for any reason (other than emergency) must sign the child out of the school in a register maintained in the school office.

All teachers have the authority to call an ambulance immediately in an emergency. If the situation and time permit, a teacher may confer with others before deciding on an appropriate course of action.

All school camps will have at least 1 Level 2 first aid trained staff member at all times.

A comprehensive first aid kit will accompany all camps, along with a mobile phone.

All children attending camps or excursions will have provided a signed medical form containing their medical details and giving teachers permission to contact a doctor or ambulance should instances arise where the child requires treatment. Copies of the signed medical forms to be taken on camps and excursions, as well as kept at school.

All children, especially those who have documented asthma management plans, will have access to Ventolin and a spacer at all times.

A member of staff is to be responsible for the purchase and maintenance of first aid supplies, first aid kits, ice packs and the general upkeep of the first aid room.

At the commencement of each year, requests for updated first aid information will be sent home including requests for any asthma, diabetes and anaphylaxis management plans, high priority medical forms, and reminders to parents of the policies and practices used by the school to manage first aid, illnesses and medications throughout the year.

General organisational matters relating to first aid will be communicated to staff at the beginning of each year. Revisions of recommended procedures for administering asthma, diabetes and anaphylaxis medication will also be given at that time.

It is recommended that all students have personal accident insurance and ambulance cover.

The following policies (Diabetes/Epilepsy/Anaphylaxis) are also to be read in conjunction with the school’s First Aid Policy.

This Policy will be reviewed as part of the school’s three-year review cycle.
SAVE THE DATE!

On the 22nd October 2016, St Albans East PS is celebrating its 60th Birthday!

Pass the message on

Please pass this message on to your family and friends who have been part of the St Albans East Primary School community.

Details of the celebration are coming soon.

We are looking for old photos and memorabilia of our school. If you have any, please share. Bring to the office.
Brainstorm Productions are coming to SAEPS!

Wednesday 7th of September 2016

Prep & Grade 1/2  9:15am
Grade 3/4 and 5/6  11:30am

ALL parents, carers & guardians of students at SAEPS are invited to attend the show. There is no charge, this production is being paid for by the school.

The ‘Sticks & Stones’ show teaches children:

DON’T be a BULLY…STOP. Think, breathe, walk away.
DON’T be a TARGET…SPEAK UP. Stand tall. Tell someone.
BE A POSITIVE BYSTANDER!

Sticks & Stones P-6 Anti-Bullying Program Covers:
✔️ Aggression
✔️ Bullying
✔️ Impulse Control
✔️ Safety
✔️ Social Skills
✔️ Self-esteem
✔️ Respect
✔️ Stop Think Do
✔️ Resilience
✔️ Empathy
✔️ Assertiveness
✔️ Cooperation
Phụ huynh thân mến,

Quê vị có thể tin được là chúng ta đã đi được hơn một mùa học kỳ mới không? Thời gian trôi qua nhanh quá.

Nhân Viên Dang Nghi Phếp
- Có Joy Moodley từ 08.08.2016 đến 26.08.2016 thay thế bởi cô Leonie Penahtuna.

Tháng Vinh Danh Nhân Viên Hỗ Trợ Giáo Dục Trường Học

Chúng ta có một đội ngũ Nhân Viên Hỗ Trợ Giáo Dục Trường Học tuyệt vời, những người này làm việc tại trường và hỗ trợ cho việc học của học sinh và việc di chuyển trường. Trường này chúng ta vinh danh việc làm của từng người đã đóng góp cho trường SAEPS.

Trường Tiểu Học St Albans East Kỳ Niệm 60 Năm Thành Lập

Nam nay nhà trường chào mừng ngày Kỳ Niệm 60 năm thành lập. Nhân Viên trong ban tổ chức đang có những bước hợp để lên chương trình. Ô giải đơn này những điều sau đã được xác định:

Thứ Bảy 22 Tháng Mười 2016.
Giờ: 2.00 đến 5.00 chiều.
Mở cửa cho công chúng.

Chương trình sẽ có những sự kiện nào về lịch và khuyến khích quý vị quảng bá đến các học sinh cũ của trường nếu quý vị có liên lạc với họ?

Chương trình của ngày hôm đó có thể như sau....

2.00 - 3.00 chiều: xem các tác phẩm Nghệ Thuật của các học sinh trong building 3 (mặt trước building 3 sẽ mở cửa để mọi người có thể vào xem trong 3 tiếng), PowerPoint các chức danh trên màn hình. Đây là dịp để chiều lại những hình ảnh ấn tượng đầy v.v..

3.00 đến 4.00 chiều: buổi văn nghệ trường trong hall.

Buổi văn nghệ trường gồm có một bài hát cho từng cấp lớp và ban nhạc của trường, 2 tiết mục mới của cô Tina và 2, 3 bài phát biểu ngắn. Chúng tôi dự tính chọn những bài hát tiêu biểu cho từng lớp.

4.00 đến 5.00 chiều: phụ huynh và thượng thú chức đổi mốc và xem tác phẩm nghệ thuật hoặc chuyện trò cùng nhau.

Hội Nghị Hiệp Hội Hiệu Trưởng Victoria (VPA)- Thứ Năm 18 Thứ Sáu 19 Tháng Tám.

Tuan này VPA đang tổ chức cuộc họp hàng năm cho cấp Hiệu Trưởng Victoria và các thành viên lãnh đạo tại Melbourne. Đối thủ lãnh đạo trường (Deb Hicks, Sharon Rogers, Andrea Markham Vanessa Forster và tôi) đã tham dự hội nghị. Chủ đề hội nghị là "Trường người và Văn Hóa". Tôi đã được làm Chủ tịch Ủy ban Kết hoạch Hội nghị một lần nữa trong năm này.

Ghi Danh Họp 2017


Chính sách nhà trường

Tuan này tôi định kềm chính sách Sáp Xếp Việc Trong Cơ Học Sinh Bi Binh. Chính sách này là đại cương tiến trình chăm sóc học sinh bị bệnh ở trường.

Anne-Maree Kliman
Principal
Dear Parents and Families,

Next week at our school we will be celebrating Children’s Book Week. The theme for our celebration is Australia! Story Country. We will be celebrating by reading lots of books, running competitions and we will also be holding our annual Whole School Dress up as your Favorite Book Character day and parade scheduled for Friday 26th August at 2.30pm in the Hall.

We look forward to seeing you during our Celebration Week.

Sincerely,

Sneza Vasilevski & Andrea Markham
Leading Teachers - Literacy

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Chào Mừng Tuần Lễ Thiếu Nhi Đọc Sách Tại Trường SAEPS
(Thứ Hai 22 đến Thứ Sáu 26 Tháng Tám)

Phụ Huynh và Gia Dinh thân mến,

Tuần tới tại trường chúng ta sẽ chào mừng Tuần Lễ Thiếu Nhi Đọc Sách. Chủ đề cho sự chào mừng của chúng ta năm nay là Nước Úc! Chuyến Quê Hương. Chúng ta sẽ chào mừng bằng cách đọc thật nhiều sách, tổ chức những cuộc thi dua và chúng ta sẽ có một ngày đặc biệt hàng năm Toàn Trường Mặc Trang Phục giống Nhân Văn Trọng Sách mà mình thích nhất và chương trình phổ biến trang phục được sắp xếp vào Thứ Sáu Mùng 26 Tháng Tám lúc 2.30 chiều trong Hall nhà trường.

Chúng tôi mong mọi gãy quý vị trong thời gian Tuần Lễ Chào Mừng.

Trân trọng,

Sneza Vasilevski & Andrea Markham
Giáo Viên Trường - Môn Tiếng Anh