

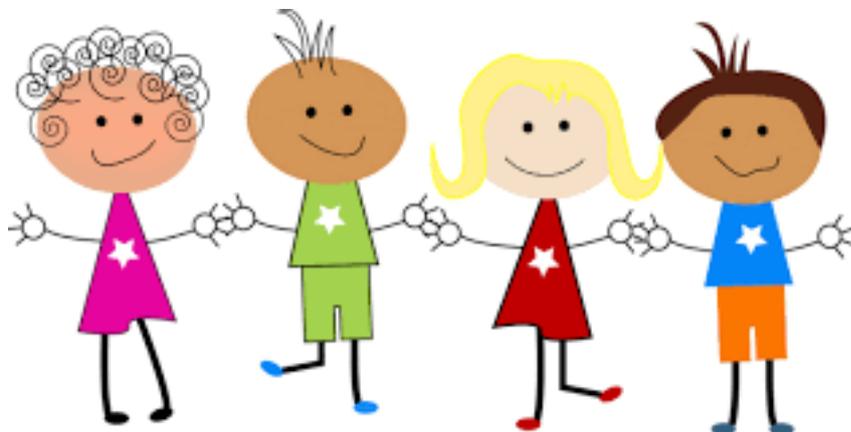
# Mernda Park Primary School



**Mernda Park**  
PRIMARY SCHOOL

*Where Creativity Meets Technology*

## Handbook for Families







**Mernda Park**  
PRIMARY SCHOOL

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This handbook has been prepared to support your family's experience at our school. Most of the important information you need can be found in this handbook. If you require further information please contact the school office.

# CARE

At MPPS we care about each other and value...

## Collaboration

working together

## Achievement

Doing our absolute best

## Responsibility

Choosing right, doing right

## Empathy

Being kind, considerate and helpful

# Welcome to Mernda Park Primary School



Mernda Park  
PRIMARY SCHOOL

Dear Families,

Mernda Park Primary School (Mernda Park PS) is located at 40 Riverdale Boulevard, Mernda in the City of Whittlesea. The school opened in January 2017 and programs cater for students in Years Prep to 6.

Nestled in Melbourne's best kept secret Mernda Park PS is in a significant pocket of Mernda, with the Plenty Gorge to the rear, views to Kinglake and the mountains, parks abounding with flora and fauna, Plenty Road a main artery passing close by, nearby historical buildings a future modern train station and town centre. Mernda Park PS is perfectly situated to enhance learning opportunities, beyond the classroom, that the surrounding history, sustainability opportunities and modern innovation can provide.

At Mernda Park PS the Learning is at the centre and purpose of all that we do. Our teachers and support staff work hard to provide a teaching pedagogy reflective of 21st Century designs including **ICT rich environments** and **differentiated learning** for all students. This innovative, rich and rigorous curriculum is delivered in a positive, stimulating and challenging learning environment where every child has the opportunity to experience success and develop a love of life-long learning. Our students are encouraged to explore their world through **inquiry learning** to become thinking, informed, resilient, creative, kind and collaborative learners who are able to be the best they can be and contribute actively to their community.

Mernda Park PS has architecturally designed buildings that highlight modern sustainability standards and contemporary educational design that mirrors the school's pedagogy of learning centred innovation and creativity. Our state of the art facilities include STEAM (Science, Technology, Engineering, Arts and Mathematics) areas, a Resource Room, Stadium with a Stage and Performing Arts Rooms. Within the school spaces have been designed with adaptability and flexibility in mind allowing teachers to co-teach and plan in teams and students to collaborate. Teachers and students work cooperatively in Learning Communities, with flexible teaching options catering for the individual needs of all students. All teachers are committed to having a shared responsibility for the academic success and general well being of all students within each Learning Community.

Here at Mernda Park PS we believe that the education process is a partnership between home and school so we seek to involve you in your child's educational program. Your involvement in our school can help your child achieve the best possible learning outcomes and my staff and I look forward to working with families to build strong and meaningful partnerships. As Principal I am available to assist both you and your child in any way I can.

Mary Ryan  
Principal

## OUR MISSION

It is the mission of Mernda Park PS to provide our students with a safe and supportive learning environment that motivates and challenges students to achieve their full potential. At Mernda Park PS we have -

- student achievement, engagement and wellbeing as our moral purpose
- a vibrant high performing school with practices to support outstanding student outcome data
- engaged, creative, happy and resilient students
- a staff dedicated to high quality teaching and learning
- a consistent, relevant and documented curriculum reflecting best practice for the 21<sup>st</sup> century
- well-developed and active community and parent partnerships in place

## CURRICULUM

The key components of the teaching programs at Mernda Park PS are the effective teaching of literacy, numeracy, science and technology. Our school utilises the Victorian Curriculum F-10 which includes both knowledge and skills. These are defined by learning areas and four capabilities which include Critical and Creative Thinking, Ethics, Intercultural, Personal and Social abilities.

The curriculum at Mernda Park PS is developed using an inquiry and collaborative approach, where students are encouraged to take an active role in setting goals, investigating, responding and evaluation. The Victorian Curriculum form a basis for teacher planning, curriculum implementation and assessment, based on the four capabilities. Specialist programs offered include Health and Physical Education, Visual Arts and Performing Arts.

Our core business is to support students to become literate and numerate in readiness for an exciting future, which we today can only imagine. Through the Education State Initiatives planning and assessments we utilise the Victorian Curriculum to delve into Literacy and STEAM subjects. A range of technologies and experiences are available to assist students with their learning including various devices and software, which engage students to explore and create. To be successful in the future, current research shows that students need to be encouraged to be curious learners and develop skills in collaboration, critical thinking, creativity and communication.

A feature of our school is our goal to support our students to work cooperatively and actively to problem solve with the aim of becoming resilient, happy and curious students. Our curriculum meets students where they are at their own developmentally appropriate stage. Children are encouraged to collaboratively and creatively build knowledge from early years play based learning and oral language exploration to more rigorous investigation projects promoting a desire for deep learning that is the basis for all innovation. The scope of our curriculum is broad, with Mernda Park PS developing an outstanding Performing Arts and Sporting program, which be enhanced by the great facilities including a Netball Victoria, approved full sized netball court, a stage and audio-visual recording studio.



The school structure is organised around Learning Communities where teachers have shared responsibility for the academic and social development of every child in the community. Each community has a number of teachers assigned to them so that students gain the benefit of various teachers with wide-ranging levels of experience and skills. The spaces are state of the art and include flexible and adaptable areas to provide up to date learning opportunities for students. Our structure allows teachers to cater for all levels of student needs and individual learning styles, whilst encouraging peer interaction.

The school has a focus on **environmental sustainability** supported by our partnership with CERES ( Centre for Education and Research in Environmental Strategies). We are a Resource Smart School which is a Victorian Government initiative that assists schools to embed sustainability into our curriculum. This provides an interesting stimulus for linking the teaching of environmental sustainability with a practical application. CERES is an organisation dedicated to protecting and enhancing the natural environment through education in schools and community based learning. The name Mernda Park PS was chosen as attractive parklands and open spaces surround the school. Our school provides the perfect location for CERES to work with school staff to provide genuine sustainability education opportunities for students in our ecologically rich environment.



## WELLBEING

Our school's **Student Leadership** system at Mernda Park Primary School provides students from all year levels with leadership training and skill development, and there are many opportunities to experience positions of responsibility. Our students have the chance to make decisions, take on responsibility and have an input into the direction of the school.

The wellbeing of our students, staff and wider community is of the utmost importance to us. We have access to Department of Education and Training (DET) wellbeing staff for professional support and advice. Our school staff is incorporate the Ramon Lewis 'Developing Effective Classroom Management Strategies' which outlines a clear and consistent approach focusing on rights and responsibilities.

In our school personal and communal responsibility for safety and learning is paramount.

- Everyone has the right to learn as much as possible.
- Everyone has the right to feel safe and comfortable.

The DET Resilience, Rights and Respectful Relationships (RRRR) education is also used as a resource to ensure Mernda Park PS is a school where respect and equality is modelled with the aim of helping to shape positive attitudes and behaviours at an early stage of life.

RRRR is a comprehensive approach to the primary prevention of violence against women and children. As a school we are dedicated to promoting and modeling respect, positive attitudes and behaviours with the aim of teaching our children how to build healthy relationships, resilience and confidence. The whole school approach to RRRR goes beyond curriculum, recognising that to drive real change, classroom learning needs to be reinforced by what is modelled within the school community.

All students and staff at Mernda Park PS have the right to work in a safe, secure and supportive environment. The school believes in a positive approach to student management, focusing on personal and communal responsibility, self discipline and a personal and communal contribution to our school of learners. The **relationship** between the staff, students and parents is a fundamental strength at Mernda Park PS. As our school is a Public Private Partnership (PPP) it is the intention that we are a community hub and therefore we enjoy positive **community involvement**. Parental involvement and participation in a variety of school activities is a feature of our school life and is actively encouraged and greatly valued. At Mernda Park PS we conduct Parent Information sessions around how to best support your child at home with Literacy and Numeracy. Our students benefit through this approach by receiving a consistent approach to learning both at school and home. Our school is a collaborative learning space where students have access to ICT technology and software during classtime. Access to the internet at home is desirable to access such software such as matheletics and electronic reading material. We strongly believe that working in partnership with the school community is essential to successful educational outcomes.

## PARTNERSHIPS



Mernda Park PS is currently being constructed under the PPP model which means the school has been financed, designed, constructed and is maintained by the private sector to high contractual standards over 25 years. This allows school staff to focus on student learning and improving student outcomes, rather than asset management which our partner Spotless deliver. As part of the PPP model trusted enterprises such as the YMCA and CERES work closely with the school to provide, not only curriculum support, but also to foster a sense of community.

We have a partnership with CERES to deliver a sustainable focussed curriculum through Resource Smart Schools. In addition we have a strong **partnership** with the YMCA, who provide a range of extra-curricular opportunities to students including **before and after school care**, sporting teams and activities and programs. The YMCA in conjunction with Whittlesea



Council operate an Early Learning Centre and a Kindergarten on the same site as the school. This ensures a seamless transition for children from birth to primary school and the convenience of easy drop off and pick up for parents who have children of various ages. Staff welcome family involvement and greatly value your interest in our school. Please be advised that departmental guidelines require all adult helpers to provide a current “Working With Children Check” (application forms are available at Australia Post outlets). Several opportunities for families to attend the school together are offered throughout the year, such as assemblies, three way conferences, activity nights and special event mornings. These are advertised in the school newsletter, Compass our Parent Portal and the School website. We strongly believe that working in partnership with the school community is essential to successful educational outcomes.



Mernda Park  
PRIMARY SCHOOL

## GENERAL SCHOOL INFORMATION

### ACCESS TO THE SCHOOL/PARKING

When entering the grounds, it is important that children only enter via the pedestrian gates and not through the car park. In the interests of safety, please observe parking restrictions in our boundary streets. The rules are for everyone's safety so your observance is important. Only authorised cars are to use the school's car park. **Please do not use the staff carpark for pick up or drop off of children.**

### ASSEMBLY

A whole school assembly is held in our Community Hub every Monday Morning at 8:45 am. The assembly is an important feature of our school's life that creates, nurtures and sustains a sense of community. All parents and interested community members are encouraged to attend.

### ASSESSMENT

In order to give parents accurate information about their child's performance at school, ongoing assessment be carried out in a variety of ways. This information be used to build up a profile of your child's learning and is used as a basis for curriculum development, differentiating learning, discussion at three way conferences and the compilation of written reports. Education is a developmental process and each child should be seen as an individual at a particular stage in their own development and not in comparison to others. We aim to have each child feel success by concentrating on what can be achieved and the effort put into set tasks.

### ATTENDANCE

Attendance at school in Victoria is compulsory from the ages of six to seventeen. Regular attendance is vital in helping the continuity of learning experiences, social adjustment and the development of independence, dependability and responsibility. Keeping this in mind home however is the place for a sick child, as children who are ill cannot work well and run the risk of infecting others. Whenever your child is absent, an explanatory note need to be provided through Compass or handed into the office or to your childs teacher. Arrangements should be made through the office when children are required to leave school early for appointments. Any person other than the parent wishing to collect a child during school hours must supply written permission from the parent.



Children who arrive late for school must report to the office, where parents must sign their child into school. Parents of students who are consistently late be contacted by the school. If your child needs to be picked up early for any reason, parents must sign children out at the office. **Parents are requested to collect their child during lunch and recess times wherever possible.**

## **BEFORE/AFTER SCHOOL CARE**

Our school works in conjunction with the YMCA to provide before and after school care. Parents wishing to use this service should make contact with YMCA via their website <http://www.merndaparkps.vic.edu.au/out-of-school-hours-care.html>

## **BENDIGO BANK SCHOOL BANKING**

Children have the opportunity to experience saving money through our Bendigo Bank School Banking program. This is a great opportunity for your child to further develop his/her level of responsibility. All deposits made support our school. School Banking is held every Tuesday and account opening forms can be found on our website <http://www.merndaparkps.vic.edu.au/>

## **BICYCLES/SCOOTERS**

All children are permitted to ride bikes/scooters to and from school. All children are required to wear a helmet and comply with Victorian laws for bicycle riding. Bikes/scooters must be left at the school bike shed. Skateboards are not permitted on school grounds.

## **BOOK CLUB**

Children have the opportunity to buy good quality books at discounted prices from Scholastic Book Club. An order form is sent home on a regular basis.

The school conducts Book Fairs where your child has the opportunity to buy quality books and associated products and commission is paid to the school in the form of books for our Resource Room and Learning Communities.



## **BOOKS AND REQUISITES**

Bulk ordering has allowed us to negotiate very competitive prices for all necessary student books and stationery. These are provided at school for all students on payment of your child's material charges. Payment for your child's material charges should be made prior to the commencement of the school year.

## **CANTEEN**

Children can purchase lunch from the canteen which provides a healthy menu. Orders are available via the Learning Community lunch order system or online. The canteen is privately managed and does not offer credit. The canteen has an online ordering system <https://quickcliq.com.au/>, this can be used to order your child's lunch or snacks.

## **CHILD SAFE STANDARDS**

The purpose of the Child Safe Standards is to support schools to create a child safe organisation and protect students from all forms of abuse. Ministerial Order 870 - Child Safe Standards - Managing the Risk of Child Abuse in Schools, which came into effect on 1 August 2016, provides guidance on how the Standards apply to a school setting. To implement the minimum Standards in accordance with the Order school MPPS takes account of the diversity of all children, including (but not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, and children who are vulnerable; and we work hard to make reasonable efforts to accommodate such diversity. The Child Safe Policy is available to view on our website at <https://www.merndaparkps.vic.edu.au/school-policies.html>.

## **COMPASS**

Compass is our school communication network. Compass is used to inform our families of school activities, student of the week awards, sick bay visits and communications from your child's Learning Communities. Approvals for excursions and payments for excursions and material charges are all processed via compass. A Compass App is available to download. All usernames and passwords are given out once enrolment is complete.



## **CURRICULUM - VICTORIAN CURRICULUM**

The Victorian Curriculum F-10 sets out a single, coherent and comprehensive set of content descriptions and associated achievement standards to enable teachers to plan, monitor, assess and report on the learning achievement of every student.

The Victorian Curriculum F-10 incorporates and reflects much of the Australian Curriculum F-10, but differs in some important respects, most notably the representation of the curriculum as a continuum of learning and the structural design.

### **Standards and Levels**

The Victorian Curriculum F-10 is structured as a continuum across levels of learning achievement not years of schooling. This enables the development of targeted learning programs for all students, where the curriculum is used to plan in relation to the actual level of learning of each student rather than their assumed level based on age.

The achievement standards reflect the emphasis within the broad stages of schooling, these being –

- Foundation stages (Years Prep-two)

The focus is on the five curriculum areas of English, Mathematics, The Arts, Health and Physical Education, and Personal and Social capability. These areas all have a standard at Foundation. In the early years of schooling schools may choose to structure teaching and learning programs around the five outcomes of the Victorian Early Years Learning and Development Framework (VEYLDF).

- Breadth stages (Years 3-8)

Students have the opportunity to fully engage with all learning areas and capabilities, with a focus on English, Mathematics and Science.

### **School learning focus –**

Typically each day begins with an uninterrupted literacy block, involving children in reading and writing skill development. Activities are designed to develop oral language and listening skills are interwoven throughout the literacy block. Children work individually or in groups on activities specifically designed to cater for their individual needs. Teachers and support staff cater for the individual learning needs of students through continual evaluation of progress and differentiated learning. We have a strong focus on using a consistent writing model across all grade levels that provides students with strategies to improve the content and quality of their writing. Students at Mernda Park PS are given clear workbook principles to ensure each student puts in his/her best effort at all times.

Students also participate in a daily numeracy block, where they also work individually or in groups according to their needs and development. Activities are related to dealing with numbers (eg. counting, place value, solving problems including open ended tasks, calculating, ordering), measurement (area, length, volume, capacity, time), space (patterns, shape), chance and data (including graphing) and mathematical tools (such as calculators).

Teachers use an online inquiry-based curriculum program called MAPPEN which incorporates units of work that supports students to inquire, which involves exploring and responding to the world around them within one or more key themes or topics. Children work within a very supportive learning community environment, where opportunity is provided for individual, small group and whole class activity and collaboration. Opportunities are taken to incorporate Digital Technologies throughout the learning process.

### **CURRICULUM, ASSESSMENT AND REPORTING DAYS**

During the course of the year, days are set aside for curriculum development and staff professional learning. Students are **not** required to attend school on these occasions. Parents are be advised via compass and the Newsletter of the dates and topics.

### **CYBERSAFETY**

Mernda Park Primary School give students access to digital technologies and exciting and educational elearning opportunities. Students are be expected to follow an acceptable use policy and to complete programs to develop an understanding of cybersafety.



### **EMERGENCY INFORMATION**

It is important that we have telephone numbers, private and business, where you can be contacted, and the names, addresses and phone numbers of two people who are able to look after your child in your absence should he/she become ill at school. THE SCHOOL SHOULD BE ADVISED IMMEDIATELY OF ANY CHANGES TO EMERGENCY INFORMATION.

### **EXTREME WEATHER CONDITIONS**

During extreme weather conditions children are supervised indoors during recess and lunch play. Extreme weather includes hot days, windy days and wet days.

### **EXCURSIONS AND INCURSIONS**

Excursions and incurSIONS are an important part of our educational program. They provide experiences for the child which relate to classroom programs and often form the basis for further extension.

For each excursion, children must return a signed permission notice with payment and wear full school uniform. **Without this notice, children cannot attend the excursion.**

Attendance at organised camps, excursions, swimming programs and involvement in inter-school sporting activities **are not** included in the yearly material charges. The cost of these activities vary, and parents be notified of details via Compass and the Newsletter. The Victorian Government Camps, Sports and Excursions Fund (CSEF) commenced in 2015 for four years and provides payments for eligible students to attend camps, sports and excursions.



## **FUNDRAISING**

Money raised from fundraising activities is used to buy equipment and improve resources for our children. We strive to keep fundraising within affordable limits, so please support these when they are advertised in the school Newsletter. We have a Parent and Friends Association (PFA) who assist the school with fundraising ideas and tasks.

## **FIRST AID**

Minor ailments and injuries are treated sympathetically at school. We notify parents to collect their child in the case of an accident or illness. If any emergency situation arises, we take prompt action to ensure the best interests of your child are protected and your needs are met. It is therefore imperative that all Emergency Information recorded at school be up to date and accurate.



**Immunisation Certificates-** All children starting school should have an Immunisation Certificate. This certificate can be obtained from your local council's health department. Children who do not have a certificate or have not been fully immunised be excluded from school if there is an outbreak of measles, mumps, diphtheria, tetanus or polio.

**Infectious Diseases-** Parents are requested to promptly pass on to the school any information related to infectious diseases as this allows us to take appropriate measures. If your child is to be absent for an extended period (for whatever reason), a phone call to the school would be appreciated.

**Lice-** Schools are subject to periodic outbreaks of head-lice which can be persistent if not treated properly. It is imperative that each parent undertakes regular checks and treats their child in an efficient manner.

**Medication-** Medication can only be administered to children if accompanied by a signed and dated note clearly outlining the time and dosage required. Students should not administer medication themselves except for asthmatics who would normally have control of their own ventilators. Serious ailments must have an action plan from your child's doctor and a note from a doctor outlining medication dosage and times. If you are unsure please please discuss this with us.

**Personal Hygiene-** Hygiene is especially important when large numbers of children work and play together. Please talk to your child about the correct use of urinals and communal toilets stressing the need for frequent washing of hands and that toilets are not places in which to play or eat etc.

**Health Services-** A School Nurse visits annually. The nurse carries out examinations of all Prep children and any other child referred by teachers or a parent for possible visual/hearing difficulties and medical reasons for behavioural problems. You be notified of the visits. Many other services, listed below are available to schools and referrals are made if required.

- Speech Therapy
- Psychologists
- Special Educational Services
- Counselling, Guidance and Clinical Services

If you believe that your child has a particular need for any of these services, please discuss your requirements with the Assistant Principal.

### **INTERNATIONAL STUDENTS**

Students who enrol through the DET International Student Branch are welcome at MPPS. An interview and an orientation session with the Principal or Assistant Principal, providing information about MPPS, surrounding community facilities, public transport etc., will be conducted with the student and parent/carers, once enrolment is confirmed. Students and parents/carers will be given a safety card with relevant emergency and safety contact details. As required translation services will be provided.

For further information regarding general support services in the Mernda area please go to the Whittlesea Council website <https://www.whittlesea.vic.gov.au/>

### **LOCAL EXCURSION PERMISSION FORM**

All children are required to have a local excursion permission form signed at the commencement of the year. This form covers all local excursions involving walking.

### **LOST PROPERTY**

Lost property is kept centrally, at the school office. Parents are most welcome to check the lost property for any items of lost clothing.

### **LUNCH/PLAY LUNCH**

Children eat their lunches inside their Learning Community or in the Central Plaza between 1.25pm – 1.35pm every day. Children are required to bring a water bottle and piece of fruit or a healthy snack for morning play break. All children need a good breakfast for energy and concentration requirements. Any food that your child does not eat is sent home to help you gauge how much food to send to school.



### **NUDE FOOD IDEAS**



‘Nude Food’ is an encouraged initiative at Mernda Park PS to support children to eat well and live well, and eliminate all unnecessary packaging and wrapping that goes into schools. Essentially, children bring their food – nude eg. in a reusable lunch box with no separate plastic or paper wrap. This reduce the amount of rubbish that goes into the bins, that goes into the ground, that pollutes our planet! This is an amazingly simple concept that really empowers the children to create change. You be amazed with how enthused they can become!



## **MONEY COLLECTION**

When your child brings money to school, please put the money in a securely sealed envelope on which is written – child's name, learning community name, amount of money and what the money is for.

## **NAPLAN**

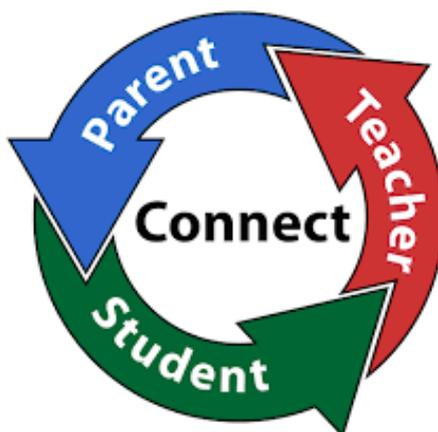
The National Assessment Program-Literacy and Numeracy (NAPLAN) takes place twice during the primary years: once in Year 3 and once in Year 5. NAPLAN results are used by teachers as one form of assessment and results are sent home to parents/ guardians.

## **OFFICE HOURS**

The School office hours are 8:30am- 4.00pm. Payments of accounts can be made through Compass of at the office, (by, cash, cheque, EFTPOS and credit card). Payment of children's requisites should be paid prior to the commencement of school in Term 1 or as soon as possible if your child starts during the School Year.

## **PARENT/TEACHER COMMUNICATION**

We are always happy to discuss your child's wellbeing and learning development. Three way conferences provide formal opportunities for you to discuss your child's progress with your child's teachers. Bookings for three way conferences are completed through the Compass Portal Grade 3-6 students also have a diary for record of any home tasks and communication of messages to and from home. Grade Prep to 2 have a take home reading diary to record home reading.



## **PICK UP / DROP OFF**

The yard will be supervised by staff in the morning from 8.30am until 8.45am and in the afternoon from 3.15pm until 3.30pm and during all break times. When arriving at school and leaving the classroom at the end of the day, children should be encouraged to be independent by allowing them to be responsible for their own belongings and actions. In the afternoon, please wait at a pre-arranged 'pick-up' spot away from the Learning Community entrance. The Central Plaza is a great place for pick up and drop off and gives parents a space to mingle and chat with other parents. Please do not allow your children to come early or stay later at school as the yard is unsupervised. Before and after care is available on site through the YMCA.

## **PROGRAM FOR STUDENTS WITH DISABILITIES**

The school caters for all students including those with special needs. Students who meet the eligibility criteria receive funding under the Program for Students with Disabilities. We have access to speech therapists, social worker and counsellors by referral.

## **RESILIENCE, RIGHTS and RESPECTFUL RELATIONSHIPS**

Resilience, Rights and Respectful Relationships (RRRR) is a comprehensive approach to the primary prevention of violence against women and children. As a school we are dedicated to promoting and modeling respect, positive attitudes and behaviours with the aim of teaching our children how to build healthy relationships, resilience and confidence. The whole school approach to RRRR goes beyond curriculum, recognising that to drive real change, classroom learning needs to be reinforced by what is modelled within the school community. The Mernda Park Bullying and Harassment Policy and the Ramon Lewis Behaviour Management Strategies all complement the RRRR program at MPPS. Please see our website for more information.

## **PREP TRANSITION**

All students enrolled in prep for 2020 are invited to attend our Prep Transition Program. Sessions are designed to be fun and to assist your child to feel safe and comfortable in our school environment. The first two transition sessions commence at 9.15 am and finish at 10.30am in our Plenty Learning Community. Our third session is a Teddy Bear's Picnic at Riverdale Park across the road from our school. Children require a hat and a water bottle during each session.

### Prep Transition Dates 2019

Friday 1<sup>st</sup> November -9.15am – 10.30am

Friday 8<sup>th</sup> November- 9.15am – 10.30am

Friday 15<sup>th</sup> November - Teddy Bear Picnic 4.00pm-5.00pm

## **SCHOOL COUNCIL**

The School Council is the main organisational body which involves parent participation. It is largely responsible for the organisation of and improvement to, the facilities of the school. Decisions made by the School Council are made based on continued consultation with the Principal and staff.

Meetings are held twice a term. These meetings are open to the entire school community and parents are encouraged to discuss with School Council members any concerns they may have regarding school policy or facilities. This is essential if the School Council is to reflect the wishes and attitudes of the entire school community.



# School Hours

## SCHOOL TIMES

The yard will be supervised by staff in the morning from 8.30am until 8.45am and in the afternoon from 3.15pm until 3.30pm and during all break times.

Students need to be in attendance and ready for learning by **8:45am**.

<b>8.45am</b>	Learning Session 1
<b>9.45am</b>	Learning Session 2
<b>10.45am</b>	<b>Recess Break</b>
<b>11.25am</b>	Learning Session 3
<b>12.25pm</b>	Learning Session 4
<b>1.25pm</b>	<b>Lunch (eating time in classrooms -10 mins)</b>
<b>1.35pm</b>	<b>Lunch Break</b>
<b>2.15pm</b>	Learning Session 5
<b>3.15pm</b>	School ends

## TERM DATES 2019 –

<b>Term 1</b>	Thursday 30 <sup>th</sup> January (1-6) Friday 31 <sup>st</sup> January (Prep)	Friday 27 <sup>th</sup> March Friday 27 <sup>th</sup> March
<b>Term 2</b>	Tuesday 14 <sup>th</sup> April	Friday 26 <sup>th</sup> June
<b>Term 3</b>	Monday 13 <sup>th</sup> July	Friday 18 <sup>th</sup> September
<b>Term 4</b>	Monday 5 <sup>th</sup> October	Thursday 17 <sup>th</sup> December



**PREP TERM ONE DATES 2020**

The first day of school for Prep students 31/01/2020 will have a staggered start. You will be notified of your child’s starting time.

The first five Wednesdays in term one be used for Prep assessment. The teachers contact you in regards to an assessment time.

<b>Week</b> One	<b>Date</b> 31st Jan	<b>Day</b> Fri	<b>Time</b> Attend half day
<b>Weeks</b> Two-Six	<b>Dates</b> 3 <sup>rd</sup> Feb to 7 <sup>th</sup> Mar	<b>Day</b> Mon – Fri Wednesdays off	<b>Time</b> Attend full days
<b>Week</b> Seven-Nine	<b>Dates</b> 9 <sup>th</sup> Mar to 27 <sup>th</sup> Mar	<b>Day</b> Mon to Fri	<b>Time</b> Attend full days

**Dates to be confirmed at Prep Information Evening**

## SMOKE FREE ENVIRONMENT

Mernda Park PS is a Smoke Free Zone. All DET properties are smoke free.

## SUN PROTECTION

Mernda Park PS promotes active protection from the sun. All children are required to wear a school hat when outside during Terms 1 and 4. Children without a hat are required to stay under cover so that they have protection from ultra-violet rays.

## SWIMMING

Children in years Prep to 6 participate in swimming survival and safety sessions which are organised by the school. Parents be notified via the school newsletter when lessons are planned.



## UNIFORM (School Dress Code)

The uniform must be worn correctly without fashion accessories or enhancements. Please make sure that **every** item of clothing is named. Students are required to wear Mernda Park PS uniforms purchased from Primary School Wear (PSW). Our uniform policy is available to view on our website and Compass. PSW is located at 4/5 Danaher Drive, South Morang VIC , 3754 Phone: 9768 0386.

They also provide a online ordering and delivery service for a small fee.

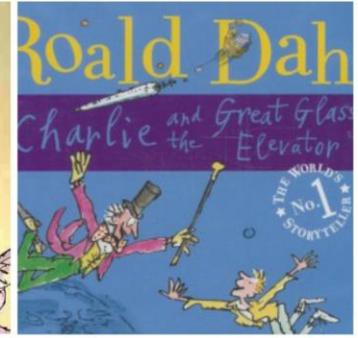
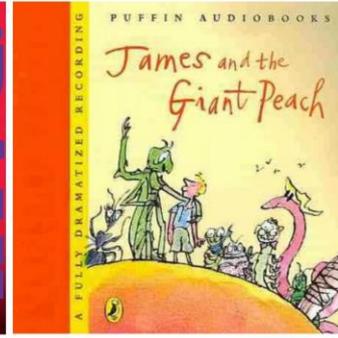
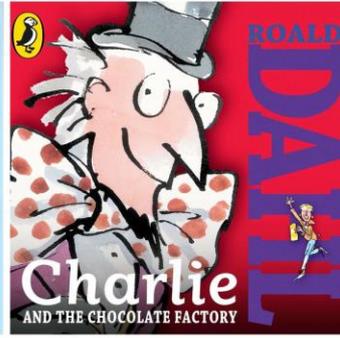
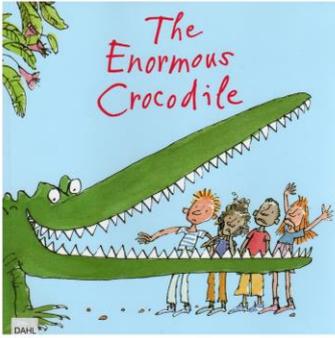
<http://www.psw.com.au/retail/default.aspx>

All children are required to comply with the Mernda Park PS School Dress Code as approved by School Council.

### Our school uniform consists of:

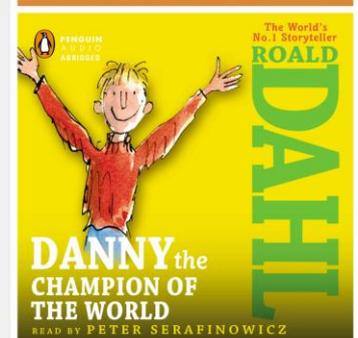
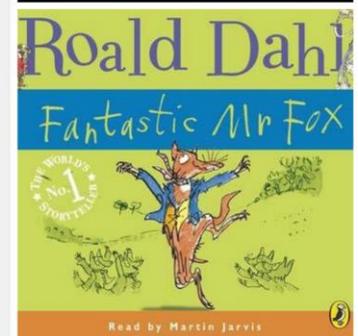
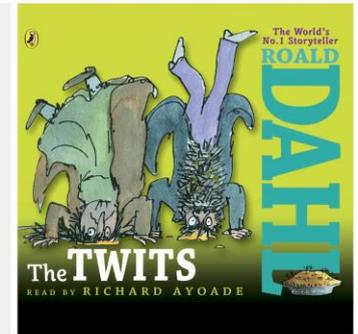
- MPPS short or long sleeved polo t-shirts with the school logo
- MPPS jackets with the school logo
- MPPS long pants and shorts
- MPPS school dress and skorts
- MPPS sunhat
- MPPS bag
- Shoes must be **all black** and closed toe e.g. runners or school shoes
- White socks





I think probably kindness is my number one attribute in a human being. I'll put it before any of the things like courage or bravery or generosity or anything else.

Roald Dahl



**Mernda Park**  
**PRIMARY SCHOOL**