



# 6 February 2019



CALENDAR OF EVENTS		
February	Fri 8	Book Club Due Back
	Fri 15	Bush Dance Notice Due Back
	Fri 15	P&F AGM - 2.30pm - Science Room
	Tues 19-Wed 27	Somers Camp - Selected Students
	Fri 22	Bush Dance
	Fri 22	P&F BBQ 5.00pm - 6.00pm Before the Bush Dance
March	Thurs 7	Whole School Parent Meeting 6.30pm Start
	Mon 11	Labour Day Public Holiday
April	Fri 5	School Athletics Day
	Fri 5	Last Day Term 1 - 2.30pm Finish

Please log onto the Bunyip Primary School website to see the newsletter each Wednesday.

## Conveyance Allowance

To be eligible for a Conveyance Allowance a student must live more than 4.8 km by the shortest practicable route from the nearest school or your nearest bus stop where your school provides a bus. You cannot claim a Conveyance Allowance if you bypass another school.

For more information please speak to Ms Dowsett (Principal).  
Just come to the General Office for the forms.



## Medical Forms

If your child suffers from asthma, allergies or another medical condition they should have received new medical form/s in the mail out during the holidays.

**(Asthma=green, Allergies=purple and Other Medical Conditions =Yellow)**

Please take the time to fill out as conditions can change over time and we need to keep our records up to date.

## Student Details

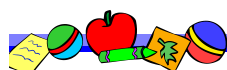
Every child in the school should have been mailed a four page document (Blue/Purple) regarding all of their details that have been placed on the computer system in the Office. Please read it carefully and change any details on the pages and return to school as soon as possible.

If there are no changes required just make a note and also return as they are filed in the students file.



## Parent Details

Every family received a page asking for parent information (pink). Please take the time to fill out the form and return it back to the school Office ASAP. This will help us keep your child's records up to date as circumstances can change at times.



Bunyip Primary School, NarNarGoon - Longwarry Road, Bunyip Vic. 3815

Ph: 5629 5462 Fax: 5629 5846 Website: [www.bunyipps.vic.edu.au](http://www.bunyipps.vic.edu.au)



# Principal's Points

## Welcome back:

Welcome back to all of our families. A special welcome to our Prep families and new families joining us here at Bunyip Primary School. I'm sure you will enjoy a positive experience in education with us. The students have all made a stunning start to the year and there is a great learning vibe around the school. We have two new staff joining us this year. Mrs Jess Beilby is teaching Grade 2/3 BR on Mondays and Tuesdays and Miss Alex Lewis is teaching Science on Tuesdays, Wednesdays and Thursdays. If you have any questions or concerns at anytime, please don't hesitate to contact your child's teacher.

## Thankyou:

**Thank you to the parents who have given us positive feedback about the school.**

**We are always looking to improve but appreciate your positive feedback as well.**

**Thank you to the parents who have let me know when there are glitches with flexibuzz. This is really helpful and means I can get errors and problems fixed promptly.**

**Thank you to the person who graded the car park over the holidays. I'm not sure who did it, but it was appreciated.**

**Thank you to Kirsten Brown for making some really pretty curtains for our First Aid Room. It has helped to make the room very welcoming.**

**Thank you to Kylie Lewis and Jess Sheppard for continuing to plan and organise for P&F over the holidays.**

**Thank you to all of the staff for the time they spent on the holidays organising learning spaces and planning for a smooth start to 2019.**



## School Facebook page:

At the moment we have closed down the P&F facebook page. This was mainly the result of us finding it difficult to monitor and prevent information going onto the page that wasn't appropriate. **Please use the school Facebook page, Newsletter and the Flexibuzz App as your sources of information.** If you have a question, please think about the most appropriate place to ask your question or make a comment. We are proud of the work we do at Bunyip Primary School and whilst there will be times we can do better or differently, negative publicity has an impact long after the issue has been resolved. As a school we encourage speaking with us directly.



## Bush Dance:

A reminder that we have the school Bush Dance coming up on Friday the 22<sup>nd</sup> February. On the day, all students will be involved in a Bush Dance workshop where they will learn and practise the dances. The workshop costs \$10 and is due back with the note by Friday the 15<sup>th</sup> February.

On the actual night there will be a Family Picnic Dinner / Sausage Sizzle from 5pm to 6pm. You have 2 choices here. You can BYO picnic or support the P&F Sausage Sizzle. Please send in numbers for catering purposes. Payment is made on the night. Both the student workshop payment and the sausage sizzle orders are on the same note and should have been brought home by your child this week.

From 6.30pm to 8pm we have the actual Bush Dance with the ' Billy Tea Bush Band'. This is free for families. This event is a great opportunity to relax with other families and staff and enjoy a social event together. We hope to see you there.

### Flexi-buzz:

Everyone was given a new password for Flexibuzz which is now associated with your children's grade. After the roll over to the new grades we have had some issues with some aspects of the App. In particular we have lost the absence tab and the newsletter tab. We are working with Flexibuzz to try and get this fixed. Please be patient in the meantime. If at anytime you think of something that needs to be on the Flexibuzz App that I haven't put on, feel free to give me a call and let me know.



### 2019 dates:

As dates become known, they are added to the Flexibuzz calendar and the Newsletter calendar so please keep an eye on these.

### Bus Zone:

A friendly reminder to please keep the Bus Area clear during the signed times. If you are unsure of the procedures for the car park, please read the policy attached to this Newsletter.

### School Information Evening:

On Thursday the 7<sup>th</sup> March from 6.30pm to 8pm, we will be holding a whole school information evening, in the school Library. On this evening we will have all of our staff together for you to meet and will cover information relevant to the whole school such as: How we teach Reading, how we cater to individual needs, what support we have in place for additional needs, behaviour management procedures, communication channels, camps and sports, attendance etc. We would love to see at least 1 member from every family attend. Please put this date in your diaries.



### Reflection Room:

In line with our School Wide Positive Behaviour System (SWPBS) we have introduced a Reflection Room. This room will be used in place of re-think and step. The Reflection Room gives the child an opportunity to reflect on what led to them making a decision which did not support our school expectations and what they can do to fix their mistake. This process is supported by a staff member.

Jenny Dowsett

Principal

## Parents and Friends

Parents & Friends at Bunyip Primary School foster closer links between Parents, Teachers and the Principal; facilitate parental participation in their child's school; and work together with School Staff and the School Council to ensure the best possible outcomes for the benefit of all students.

Parents & Friends play a valuable role in the life of the school as they: Run annual events each year including School Disco, Event BBQs, Raffles, Mothers & Father's Day Stalls, and Trivia Night.

We come together to develop a real sense of community between parents, teachers and students.

Parents & Friends work closely with the Principal Jenny Dowsett and Vice Principal Kelly Smith to achieve common goals and to incorporate lots of fun things into the year.

We met once a month on Fridays in the science room at 2.30pm. Everyone is welcome including babies and toddlers. Becoming a member provides you with a chance to help in the organisation of upcoming events.

Being involved in the Parents & Friends encourages active participation by parents in the school and gives you the chance to make new friends. For more information on becoming part of the Parents & Friends please feel free to contact us on the below details.

Regards Parents & Friends

Kylie Lewis [mkcjlewis@hotmail.com](mailto:mkcjlewis@hotmail.com)

Parents and Friends President



## 5/6 Team

Mrs Howard, Mr Craig, Mrs Scott, Mrs Black, Miss Dore, Mrs McKane and Mrs Harris

Welcome back everyone! We would like to welcome all our Grade 5 students into the team and wish them luck. As a member of the Senior Team, students become role models to the rest of our students and take on extra responsibilities. This is part of our Leadership program and builds as the students progress through the two years that they are with us.

One of the main goals of the Senior Team is to prepare our students for their move to Secondary School. One way we do this is to group students in a variety of ways and move them around the school to different classrooms and different teachers. This helps us to teach all our students at their point of need, expose them to different teaching styles and support them to become more organised. Our team spelling began this week and maths will begin next week. If you have any questions about these programs please see any of our teaching team.

The process for electing House Captains will begin this week, good luck to all our candidates!



Get to know each other!



## 3/4 Team

Miss von Schlippe, Miss Maxine, Mrs Wahl and Mr Pratt

Please make some time to read through the package sent home with important information about classroom routines etc. We are excited to jump straight into our teaching and learning and have a Mathematics focus of place value for Term 1. In Reading we will be setting up routines and developing skills to make good fit book choices. Our integrated studies topic is based around friendship and the SWPBS. We are looking forward to reading the 'getting to know you pages' about your child so make sure to send them back as soon as possible.



## 2/3 Team

Miss Withers, Mrs Beilby, Mrs Robinson and Miss Doherty

Welcome to 2019, we are excited to be teaching all of your children this year and can't wait to get started.

Please make sure you make some time to read the information pack we sent home and fill in the getting to know your child form, this will help us as teachers get to know your child a little better.

If you have any questions or concerns, please feel free to come and talk with your Classroom Teacher. Our doors are always open.

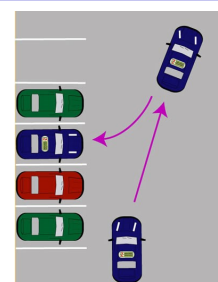
Some information regarding this week:

- The sound of the week is 'b' like in balloon, students will have spelling words with this sound in them, we encourage children to be practicing them before their buddy test on Friday.
  - Guided reading will start next week, however, your child should have brought home a reader with them on Monday, which they should be reading each evening.
  - We will be focusing on place value in maths this term. Place value is an important concept for children to understand as it forms the building blocks for all other math's concepts. Integrated studies this term will focus on the introduction of Positive Behaviour Support (more information to follow). This will help students to build respectful relationships and continue to develop as responsible and resilient citizens of the world.
- Thank you so much for all your support



## Parking During School Pickup and Drop Off

We would like to take this opportunity to remind all parents that when parking in our car parks **you must reverse in**. Also please park in a sensible manner. Leave a car door width between the cars when parking. This is in our car park policy and is there to keep all of our students safe. Thank you for your understanding in this matter.





# Prep/1 Team

Mrs Guy, Mr Kent, Mrs Rundle and Ms Preston



A very special welcome to the newest members of our School; our beautiful Preps and their families. We hope you have a long, fun filled association with our wonderful school, learning all the time. Remember our classroom doors are always open to you, so feel free to come in and join in with our learning at any time. (Working With Children Check Required)

A reminder that PMP runs every Friday morning in the hall. Mrs Guy's grade goes from 9.15am-9.45am, Mrs Rundle's grade goes from 9.45am-10.15am and Mr Kent's Grade goes from 10.15-10.45am. PMP is a literacy program which helps to develop both sides of the students brain, gross motor skills, balance and listening skills. This program runs in Semester one only. We need 5 parent/Grandparent volunteers from each grade for this program to run. Unfortunately if we don't have 5 parents/Grandparents signed in (outside each classroom) we will not be running PMP that week as it becomes too dangerous when students are balancing on beams, jumping off high boxes and bouncing on trampolines. So if possible please add your name to your child's grade list so everyone gets the benefits from this amazing program. Could you please provide a copy of your Working With Children's Check to the Office. You must have one if you would like to help out.

Please make sure your child has a complete change of clothes in their school bag for 'little accidents' through out the year!

Also, every student needs their own Art smock for when we cook and complete 'messy' learning activities in the classroom.

Mm for Mother



This week in our rooms we are learning about the sound Mm, so please ask your child to sing you the accompanying song and show you the sign for this sound to help them remember. In Maths we are learning about 2 and 3 dimensional shapes, so if you have any boxes at home we would love to use these to cut up the sides to make a 3 dimensional shape.

Please remember to listen to your child read to you every night and practise their take home words. A reminder that take home books are meant to be easy. Take home books will be 2 levels lower than the books we work on with the teacher, so if you think they are too easy, that's great because then you can help your child practise fluency and expression.

Encourage your child to bring in an item or news to share with the grade each week.

## Gardening Cooking Club

Welcome back everyone; I hope you had a lot of fun gardening and cooking on the holidays.



For those families who are new to Bunyip Primary School, we run a Gardening Cooking Club every Thursday during lunchtime. Students are welcome to come and join in various activities including planting, weeding and watering the foods we grow in the vegie garden, cooking with produce we grow, working on a permanent Art work for the school and visiting Hillview Aged Care where we sing songs, read books to the elderly and spend time getting to know them.

If you would like to go to Hillview Aged Care in Bunyip with us please let Mrs Guy know in Room 1 as permission slips will need to be signed.



## Bus Forms (Light Green = Tonimbuk Run & Lime Green= Iona Run)

Every year we require parents of students who travel on the Bus to fill out new forms.

This year they are Lime Green = Iona Run & Light Green = Tonimbuk Run.

They are due back to school by Friday 15th February 2019.

Legally your child can not travel without the school having these forms on file.

If your child is having a friend over for a play date they are now no longer permitted to travel on the bus even if they have a note from the parent.

Please see the Office for these bus forms.



## School Uniform

Due to circumstances beyond our control some uniform items are not available at this time but we have placed an order. Hopefully this order arrives shortly. There was a big order submitted during Term 4 which has not been supplied. The company has been contacted several times over the holidays. Sorry if this causes any inconvenience.



# Library Lingo!

## Welcome back to our lovely Library for 2019!



- 📖 Students in Grade Prep – are able to borrow 1 book.
- 📖 Students in Grades 1 – 2 are able to borrow 2 books
- 📖 Students in Grades 3 – 4 are able to borrow up to 3 books.
- 📖 Students in Grades 5 – 6 are able to borrow up to 4 books.
- 📖 Students in Grades Prep – 2 usually select books to be read with a parent. These books are not required to be matched to their reading level.
- 📖 Students in Grades 3 – 6 are required to borrow some books that match their reading level. These are used in their classroom reading programs. Students select their books using a recommended procedure. Please note that it does take some students time to select their books with accuracy. Students are also able to borrow books to be read with a parent. All students at this level are expected to borrow books from the Library on a regular basis.
- 📖 All students in Grades Prep – 6 should read at home every night.
- 📖 Books may be borrowed for 2 weeks.
- 📖 After 2 weeks, students can re-borrow their books or return them to the Library.

Each classroom has a special box where books needing to be returned to the Library are placed. Students can also return their books directly to the Library.

📖 Students in Grades Prep – 4 are required to use the Bunyip Primary School navy blue book bag when they are transporting books to and from school. This helps to protect books from food and drinks.

📖 If books are damaged, the Library needs to be notified. If books need to be replaced a donation of \$10 towards the new book is required.

📖 If books are lost, a donation of \$10 is required. Please note this policy is endorsed by School Council. As a government school we always operate on a tight budget so these \$10 donations are necessary.

Please contact me if you have any queries or concerns about our Library. procedures.

**Mrs Gatti**  
Librarian

## Late Passes and Student Absences

If your child arrives at school after the bell you or the person dropping them off will need to swing past the Office and sign your child in. We need to be consistent in doing this as the school is Audited on absences and at times we may be called on by Court Orders to show evidence of Late Arrivals and Early Departures.

For all Early Departures parents/guardians need to come past the Office first to sign your child out. If we have Emergency Lockdowns or a Fire we are accountable for keeping the students safe and need to keep accurate records of who is here and who is not.



If your child is absent from school you need to either contact the Office and explain the reason they are away or send in a message stating why they were away on Flexibuzz. **This needs to be done by no later than 9.30am.** We need to keep record of notes or phone calls for the Auditors and at times we may be called on by Court Orders/DHS to show evidence of why your child was away. If you don't do either of these things your child will be marked as an unexplained absence.



Hi Everyone and welcome to the Art Room for 2019. We are super excited to let the adventure begin! We have lots of fun and engaging lessons coming your way and we can only hope that you embrace the adventure with wide, open arms. We look forward to exploring all the wonderful ways we can unleash your creative abilities and evoke your imagination. Have an open mind, a curious heart and willing mindset...this year is going to be a blast!! We look forward to seeing your smiley faces this week!

*Alana Savage & Chelsea Black*

*Visual Art Teachers*

## Book Club

Dear Parents,

Welcome back to another school year.

Our world is certainly changing in the area of communication, but the place of books & the ability to read fluently remains critical to a person's independence, success and personal fulfillment.

***So how can you help your child with reading?***

Children of all ages respond to interest & support in their activities. By encouraging the ownership of books, by sharing books with children & talking about them with children you are helping your child to develop a life long appreciation of reading.

Ashton Scholastic BookClub offers a convenient way for your child to select & purchase worthwhile & appealing books. The books have been expertly selected to span a wide range of reading levels & interests & are offered at very reasonable rates.

The Book Club operates eight times a year. Our school benefits from the free books & teaching resources which are placed on the shelves in the Library & Classrooms. The school received over \$1300.00 worth of free books last year.

The first Book Club was sent home Monday. If you wish to order any books, please return your order form along with correct money or order online using the Loop Process. (Just follow the instructions on the order form.) Orders are due by **Friday 8th February**.

**\*Please note all cheques are to be made payable to BUNYIP PRIMARY SCHOOL.**

Please take the time to go through the Book Club pamphlets with your children, (there is no obligation to order) and we feel sure that your family will really enjoy Ashton Scholastic Books.

Book Club is always due back to me in the Office the Friday of the same week the students receive the pamphlet.

If you have any questions about any of the information on this form please contact the Office.

Thank You

Wendy Whyatt



## COMMUNITY NEWS

### PIANO/KEYBOARD TUITION

15 Min lesson \$12 Plus book cost when required.

Lessons offered within the school weekly.

Enquires call Karen Thomson 56 299 268



# CSEF = Camps, Sports and Excursions Fund



Below is the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

## Criteria 1 – Eligibility

A parent or legal guardian of a student attending a registered Government or Non - Government Victorian Primary or Secondary school must:

- on the first day of Term One (**29 January 2019**), or;
- on the first day of Term Two (**23 April 2019**);

Be an eligible beneficiary within the meaning of the *State Concessions Act 2004*, that is, be a holder of Veterans Affairs Gold Card or be an eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) holder, OR

Be a temporary foster parent, and; Submit an application to the school by the due date.

\* A special consideration eligibility category also exists. For more information, see: [www.education.vic.gov.au/csef](http://www.education.vic.gov.au/csef)

Parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with one of (a) or (b) above.

## Criteria 2 - Be of school age and attend school in Victoria

School is compulsory for all Victorian children aged between six and 17 years of age inclusive.

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered Primary or Secondary school. Typically, these students are aged between five and 18 years inclusive.

CSEF is not payable to students attending Pre-school, Kindergarten, Home schooled, or TAFE.

## Eligibility Date

For concession card holders CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on the first day of either Term One (**29 January 2019**) or Term Two (**23 April 2019**).

## Closing Date

**Parents are asked to lodge the application form by  
Friday 15th February 2019,**

## CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$125 per year.
- Secondary school student rate: \$225 per year.

The CSEF is paid directly to your child's school and will be allocated by the school towards camps, sports and/or excursion costs for your child. .

**For ungraded students**, the rate payable is determined by the student's date of birth. For more information, see: [www.education.vic.gov.au/csef](http://www.education.vic.gov.au/csef)

**Year 7 government school students** who are CSEF recipients are also eligible for a uniform voucher. Secondary schools are required to make applications on behalf of parents so please register your interest at the school.

## How to complete the application form

1. Complete the PARENT/LEGAL GUARDIAN DETAILS section.

Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. **You will also need to provide your concession card to the school.**

If you are claiming as a Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.

2. Complete the STUDENT/S DETAILS section for students at this school.

3. Sign and date the form and return it to the school office.

**CSEF payments cannot be claimed retrospectively for prior years.**

Queries relating to CSEF eligibility and payments should be directed to the school.

**The CSEF payment CANNOT be used towards voluntary school charges, nor towards books, stationary, school uniforms etc.**







# Uniform Policy

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## Rationale

A uniform dress code reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school. Issues of equality, health and safety, and expense are also factors that contribute to the establishment of the Dress Code

## Aims

- To promote equality amongst all students
- To further develop a sense of pride in, and identification with our school
- To provide durable clothing that is cost effective and practical for our school environment
- To maintain and enhance the positive image of the school in the community

## Implementation

- After consultation with the School Community and the Student Representative Council, School Council has developed a Dress Code that we believe provides choice for the students, allows for students to safely engage in the many varied school activities, and caters for the financial constraints of families
- The Dress Code applies during school hours, while travelling to and from school, and when students are on school excursions
- Summer and Winter uniforms will be prescribed, and are required to be worn (see next page)
- Stud earrings and sleepers (similar to the ones ears are pierced with) only are to be worn in the ears. No dangling earrings or large studs. Watches are also acceptable jewellery
- Extreme hair colours (e.g.: green, pink or purple rinses) and/or extreme hairstyles (e.g.: spikes or mohawks) are not permitted
- Other than clear nail polish, cosmetics may not be worn at school
- The only headwear that is acceptable is school uniform ink navy blue hat consistent with our Sunsmart policy. They must be worn outside from the beginning of September to the end of April
- School beanies (ink navy blue) can be worn term 2 & 3; hats are not to be worn inside
- Parents and Friends Association will operate a second hand uniform store for parents
- The student dress code, including details of uniform items and places of purchase, will be published in the newsletter at the start of each year and when necessary to remind students what dress code is expected
- School Council requires the Principal be responsible for implementation of the Dress Code in a manner consistent with the Student Code of Conduct
- Detention notices may be issued to students who continually disregard the approved Dress Code
- Parents seeking exemptions to the Dress Code due to religious beliefs, ethnic or cultural background, student disability, health condition or economic hardship must apply in writing to the School Council for consideration
- Students are required to bring a signed note from parents/guardians stating the reason why they are not wearing correct school uniform

## Evaluation

*Ratified by School Council on: June 2016*

*To be reviewed in: June 2019*



# Bunyip Primary School Uniform

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## Winter/Autumn

- Ink Blue Beanie ONLY (no other colour acceptable) available from School Office
- Ink Blue Scarf ONLY (no other colour acceptable) available from School Office
- Bomber Jacket (Prep to Grade 5 - blue body, red sleeves, red logo)
- Bomber Jacket (Grade 6's - red body, blue sleeves, blue logo on front & Bunyip 6's on back)
- Ink Navy Blue Vest ('Bunyip' embroidered)
- Red polo shirt, blue striped collar, blue logo
- Blue Polo Shirt, blue striped collar, red logo & Bunyip 6's on back (Grade 6 only)
- Bell bottom pants for the girls (ink navy colour)
- Padded knee pants for boys (ink navy colour)
- Navy blue tights/leggings under summer dresses in Winter
- Navy blue, red or white skivvies can be worn under polo shirts during Winter

## Summer/Spring

- Bucket hat - Ink navy blue only (Bunyip embroidered)
- Ink Blue Unisex shorts with side pockets (Bunyip embroidered)

**Basketball shorts are not acceptable**

- Girl's summer dresses – Ink blue and white check.
- Girl's ink blue skorts

**Netball sports skirts are not acceptable**

## Other requirements

- Jewellery – sleepers or studs only (Earrings as per ears pierced with) Watches are also acceptable jewellery
- Any wide Headbands should be ink navy blue (No other colour acceptable)
- White, navy blue, white or black socks (long or short)
- **Enclosed shoes, runners or boots. Shoes must be able to be fastened either with Laces, Buckles or Velcro**, to fit the student's foot securely. Shoe laces must be the same colour as the shoes. Shoes must have ankle and arch support for the safety of the student's feet.
- No slip on canvas shoes, open-toed scuffs, thongs or shoes with high heels should be worn by the students
- Sunglasses are optional (not supplied by school)

Please note that all items of clothing that are bought at other clothing outlets (other than the school) for school uniform purposes **must not have any logos or writing** on them except if they are the school's logo and name

*Ratified by School Council June 2016*



# Car Parking Policy

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## Rational

We are fortunate to have the space to provide 'off-street' parking for parents and staff  
The parent car park has been redesigned to improve traffic flow and parking and provides a safe 'drop off' and 'pick up' point for students

## Aims

- To provide a safe school environment
- To organise and manage the car park in a safe and effective manner

## Implementation

- The use of school grounds for staff car parking is a matter for local decision by School Council
- Where an appropriate area is established parking in the school grounds is at the owner's risk
- To ensure the highest possible safety standards for parking in both the parent and staff car park areas the following procedures must be followed:
  - All vehicles must reverse into parking spaces
  - Parallel parking is not permitted under any circumstances in the area
  - Parents must collect their children from the meeting point, as students need to walk across the line of traffic
  - Entry, exit and speed signs must be observed
  - All traffic must drive in the direction of the indicated traffic flow
- Staff members will be on duty to assist until 3:45pm each day

### **The bus bay area must be cleared between 8:00-9:00am and 3:00-4:00pm**

- The disabled car park space next to Room 4 is for restricted use only
- The car park instructions are to be distributed to all families as an attachment to the first newsletter each year
- Issues involving the safe use of the car park should be directed to the Office immediately

## Evaluation

This policy will be reviewed as part of the school's School 3 year Review process.

*Ratified by School Council June 2016*

*Next Review due: June 2019*



- All vehicles must reverse into parking spaces.
- Parallel parking is not permitted under any circumstances.
- Students must walk behind vehicles parked on the perimeter of the area.
- All parents must get out of their cars and collect their children from the meeting point.
- Entry and exit signs must be observed.
- All traffic must drive with the indicated traffic flow.

**NO PARKING IN THE BUS ZONE IN FRONT OF THE HALL**  
**BETWEEN 8:00am-9:00am & 3:00pm-4:00pm.**

Staff members will be on duty to assist with safety procedures 3:30pm to 3:45pm.

Thank you for your co-operation with this important matter.

**Jenny Dowsett**  
**Principal**



## Bunyip Primary School

### Parents and Friends Committee Elections 2019

I wish to nominate myself as a candidate for the Parents and Friends committee 2019.

I understand that the election will be held at the Parent's and Friends Annual General Meeting on the Friday 15<sup>th</sup> February 2019 to elect members for 2019 committee.

Positions available:

President – Lead P&C meetings, Review Treasurers Report, have regular check-in meetings with Principal/Vice Principal, Oversee committee and delegate tasks

Vice President – Supports the President by chairing meetings in the President's absence and carrying out any duties delegated by the President, be an ambassador for the P&F and the school

Secretary – Prepare agendas for meetings, record meeting minutes, maintain documents and oversee communication

Treasurer – has overall responsibility for the financial management of the P&F, including all subcommittee accounts

Grants - Research and make Grant application as they become available

Publicity Coordinator – Assist school Flexibuzz calendar of events & maintain P&F Facebook Page and events and marketing

& General Committee

Name	
Position	
Children's Name and Class	
Email Address	
Signature	
Date	

- ☐ I will attend the Parents and friends Annual General Meeting on 15<sup>th</sup> February 2019
- ☐ I am unable to attend the Parents and Friends Annual General Meeting but would like to be nominated for the position stated above
- ☐ I agree to be added to the Group Email to receive Parents and Friends Correspondence and to be added to the Bunyip Primary School Parents and Friends committee Facebook page

2019  
cardinia shire  
community  
**funrun**

Providing supporting the Casey Cardinia Foundation

**SUNDAY 10  
FEBRUARY  
2019**  
**PAKENHAM  
RACECOURSE**



Register before 31 Dec  
2018 for your chance to  
**WIN A 3-MONTH  
MEMBERSHIP AT  
CARDINIA LIFE!**

Prizes  
awarded  
for best  
dressed!

**REGISTRATIONS OPEN 6AM**

**10KM RUN @ 7.30AM • 5KM RUN/WALK FROM 8.30AM**

Entry fees donated directly to the Casey Cardinia Foundation to support local community groups.  
Create your own fundraising page for your chance to WIN 2 nights accommodation at Phillip Island!

**EARLY BIRD PRICES (valid to 26/01/19)**

**INDIVIDUAL ENTRY**

Adult \$20

Child \$10

Family \$40 (max 2 adults and 4 children)

**TEAM ENTRY**

Fantastic team of 5 - 5 adults for \$90 (10% off)

Terrific team of 10 - 10 adults for \$160 (20% off)

**REGISTER NOW TO BE A PART OF THE FUN!**

👉 <https://bit.ly/2DhUzIn> or for more information ☎ 5945 2888

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