



Alfredton News

E-mail: alfredton.ps@education.vic.gov.au | Homepage: <http://www.alfredtonps.vic.edu.au>

Phone: 5334 1572 | Office Hours: 8.30am—4.30pm

RESPECT RESPONSIBILITY RELATIONSHIPS
EVERY CHILD WILL FLOURISH WITH TIME, EFFORT AND SUPPORT.



Principals Report 21st February 2024

Dear Parents & Carers,

Thank you to all families who were able to attend interviews last week.

Your valuable and unique knowledge of your children added to the extensive data teachers have analysed, they can gain a deep understanding of all students and plan a differentiated curriculum at each child's point of need.

Students requiring Individual Education Plans, IEPs, are also identified and specific SMART goals set. These will be discussed at Student Support Groups, SSGs, beginning in week 6.

This week our seniors are excited about the athletics at Llanberris on Thursday.

To add to the fun planned, at Friday's assembly we will launch the upcoming Crazy Colour Run. This will take place on the last day of term. An event for all our community. Please come along to our first assembly this Friday to learn more. We always love to see parents at our assemblies which are held in the hall.

The Garden Show, Grandparents, and Special Friends Day is also fast approaching on Friday, March 8th, preceding the Labour Day long Weekend.

This is a fabulous day to visit the classrooms, see the magnificent and creative displays, and enjoy a cuppa and cake.

We need all students to bring along an exhibit in one of the many categories. Keep up to date with Facebook and the newsletter for details.

Have a great week and we hope to see you at the Sports or assembly.

Best regards

Laurel



RESPECT RESPONSIBILITY RELATIONSHIPS
EVERY CHILD WILL FLOURISH WITH TIME, EFFORT AND SUPPORT.

We RESPECT:

- Individual differences
- Ourselves
- Cultural diversity
- Others' opinions
- Property
- Others' feelings

We take RESPONSIBILITY for:

- Our behaviour
- Our actions
- Our attendance
- Our learning
- Our belongings
- Our dress code
- Our school
- Our environment
- Doing our best

We build RELATIONSHIPS with each other by:

- Being honest & trustworthy
- Caring about the feelings of others
- Treating others fairly
- Being well mannered
- Resolving differences calmly



We recognise the Aboriginal and Torres Strait Islander peoples as the first custodians of the land. We acknowledge the Wadawurrung people and extend respect to all Indigenous peoples of this continent recognising their cultures as the oldest continuous living cultures in human history.

TERM DATES 2024

TERM 1: Tues 30th Jan– Thur 28th March

TERM 2: Mon 15th April – Fri 28th June

TERM 3: Mon 15th July – Fri 20th Sept

TERM 4: Mon 7th Oct – Fri 20th Dec

IMPORTANT DATES

Thurs 22nd February

Senior School Athletics Day

Friday 8th March

Garden Show and Grandparents Day

Monday 11th March

Labour Day holiday

Tuesday 12th March

School Council AGM

Tuesday 12th March

NAPLAN Begins

Thursday 14th March

School Photos

Thursday 28th March

COLOUR RUN

Last Day of Term

(students dismissed 1 pm)

Friday 29th March

Good Friday – Public Holiday

Child safety and wellbeing at

Alfredton Primary School:

Information for families and the school community

The Victorian Government has Child Safe Standards to further strengthen child safety across organisations, including schools. The standards recognise the critical importance of families and the broader school community in maintaining and promoting child safety and wellbeing.

Alfredton Primary School regularly reviews and updates our child safety policies and procedures to ensure they meet the requirements of the standards. These are available to view on our school's website, or at the school's front office on request.

We welcome feedback from families and members of our school community on ways we can further strengthen our child safety policies, procedures, and practices. If you have any suggestions, comments, or questions, please contact the Principal by emailing

alfredton.ps@education.vic.edu.au

PHOTO DAY IS COMING



MSP Photography
Ballarat
T 03 5333 5577
E ballarat@msp.com.au
www.msp.com.au

ALFREDTON PRIMARY SCHOOL

PHOTO DAY: Thursday 14th March 2024

HOW TO ORDER

Ordering online is quick and easy using the steps below!

Step 1

Click on the link below to access your ordering portal.

<https://alfredtonprimaryschool-vic.msp.photos>

Step 2

Click 'Sign in with Student Details'

[Sign in with Student Details](#)

Enter your child's surname and date of birth. You will be prompted to create an account. If you have an existing account, please use those login details. Once logged in, you will be able to add additional children and place sibling photo orders.

Please note that sibling photo orders must be placed by **Midnight on Wednesday 14th March 2024**.

The portal does not have a cut off ordering date, however once the job has gone to the lab for printing, any late orders will incur a later order charge.



GARDEN SHOW & GRANDPARENTS DAY

CAN YOU HELP?

We are looking for a team of superstars to help run the Morning Tea during the Garden Show & and Grandparent's Day.

We are also looking for some donations of uncut slices and soft drink cans to provide for the Morning Tea. Please contact the Front office to register your help.

SAVE THE DATE



Thursday 28th March

Get ready to put on your running shoes, don your most colourful attire, and join us for an exhilarating and vibrant event that promises fun, fitness, and a kaleidoscope of colours – The School First Crazy Colour Run Day!

Mark your calendars because, on Thursday 28th March, our school grounds will be transformed into a canvas of colours. The event aims to promote health, wellness, and community spirit while having an absolute blast!

This will be our major fundraiser for the year, and we're raising funds for crucial playground upgrades! Your child will bring home information on Friday when we officially launch the Colour Run at the Assembly.

Get ready to make memories with your kids, while they run, laugh, and get drenched in a spectrum of colors! if you'd like to volunteer to help and be involved please Email Natasha





Alfredton Primary School's Whole School Community Celebrates Our

Annual Garden Show & Grandparents Day

Friday 8th March, 2024

9.00am – 12.00pm in the school hall

Students are invited to enter items into the garden show with plenty of categories to choose from: Environmental poster, single flower, flower arrangement, floral saucer, Australian plants, biggest leaf, largest zucchini, most horrible weed, scarecrow, fruit and vegetables, sculptures and novelties, artwork on a floral theme, spaghetti craft, garden and plant photography, cakes, scones, slices and biscuits, decorated bike or scooter, mini garden.

Come along & enjoy the interesting & artistic displays on offer.

Morning tea will be available to purchase on the day.

Raffle Tickets Available for \$1- Win some amazing prizes!

Note: Further information and invitations will be sent home by individual classrooms regarding classroom visits.

Sun	Mon	Tue	Wed	Thur	Fri	Sat
Week 1	29 th Student Free Day	30 th	31 st	1 st Feb	2 nd	3 rd
Week 2 4 th	5 th	6 th Family Picnic 5.30pm – 7pm 	7 th Newsletter  Foundation Rest Day	8 th	9 th Student Free Day	10 th
Week 3 11 th	12 th	13 th Parent Teacher Interviews – Students Dismissed 1pm	14 th Foundation Rest Day	15 th	16 th	17 th
Week 4 18 th	19 th	20 th School Council	21 st Newsletter  Foundation Rest Day	22 nd Senior School Athletics Day Lanberris	23 rd Assembly COLOUR RUN Launch	24 th
Week 5 25 th	26 th	27 th	28 th Foundation Rest Day	29 th	1 st	2 nd
Week 6 3 rd	4 th	5 th	6 th Newsletter 	7 th	8 th Garden Show and Grandparents Day Assembly 	9 th
Week 7 10 th	11 th Labour Day Public Holiday	12 th School Council AGM	13 th NAPLAN Commences	14 th School Photos NAPLAN 	15 th NAPLAN	16 th
Week 8 17 th	18 th NAPLAN	19 th NAPLAN	20 th Newsletter  NAPLAN	21 st NAPLAN Harmony Day	22 nd NAPLAN Assembly	23 rd
Week 9 24 th	25 th NAPLAN	26 th	27 th	28 th COLOUR RUN  Last Day of Term Students dismissed at 1pm	29 th Good Friday School Holidays Commence	30 th Easter Saturday
31 st Easter Sunday 	1 st Easter Monday	2 nd School Holidays	3 rd	4 th 	5 th 	6 th

Our Staff



Laurel Donaldson
Principal



Travis Faulkhead
Assistant Principal



Sally McKee
Leading Teacher



Marc Marnica
Tutor



Alli Horwood
Mental Health & Wellbeing

Administration



L-R: Julie Allan, Kylie Wilson,
Lisa Craig, Cathy Sharp

Specialists



L- R: Sharon Simper, Joanna McGregor,
John Cleary, Jemma Harris

Integration Aides



L-R Polly Thompson, Lucinda Dunne, Kim Pace, Eleanor Petrie, Molly
Lonergan, Rebecca Galea, Bonnie Poulton, Chris Fletcher, Jo-anne
Simon, Zinah Habash, Lisa Craig, Melanie Harris, Glenda Edwards

Admin Support



Leah Dewar, Sarah
Cavanagh

Mental Health & Wellbeing



Alli Horwood
Mental Health & Wellbeing

My name is Alli Horwood. I am the new Mental Health and Wellbeing Coordinator at Alfredton Primary school, replacing Alison Wilson. We are lucky to be one of four schools in the Ballarat region with this Mental Health and Wellbeing role. In my first few weeks, everyone has been so welcoming. I have already had the pleasure of meeting lots of families and students.

Firstly, a little about me. I have been teaching for 21 years across primary school and special education. I strive to help people to the best of my ability and inspire to collaborate with students, families, specialists and staff to find the ideal solutions for all involved.

My role is to promote a whole school approach to mental health and wellbeing through promotion, prevention and early intervention approaches that can be embedded across the school. It is a privilege to be able to assist our school in promoting positive mental health in students, staff and families. One of my roles is to support school staff to implement strategies to assist the students in their class to feel more connected and happier within themselves. I am also here to advocate for families and students. If you would like to have a face-to-face conversation about your family, I am here most mornings and look forward to meeting and assisting you.



Foundation, Year 1 & 2

Foundation

During their first few weeks of school, our Foundation children have been very busy practising our routines and expectations. They have also continued to learn more about their classmates and teachers.

In literacy, they have explored the following letters and sounds: Ss, Aa, Tt, Pp, Ii, Mm, and Nn. We have focused on the most common sound these letters make, words that begin with each letter, and how to correctly write them.

The children have been learning whole class and independent reading routines and expectations and will soon learn about our home reading expectations. Further information about the home reading will be communicated to families via Class Dojo, which will begin in the coming weeks.

Another focus in the classroom has been to ensure all children are using the correct pencil grip to support correct letter and number formation.

In Mathematics, we have been having lots of fun making and counting small collections to five. Along with singing number songs and learning how to form our numerals correctly. This can be reinforced at home by counting objects around the home e.g., the number of sets of cutlery to set the table, the number of people in the family, the number of things in their school bag.

Here is the link to the alphabet song they have been learning at school to use at home. Apologies in advance if you can't get it out of your head!

[Alphabet Phonics Song](#)

Year 1

In literacy, we are learning to stretch and blend sounds in words. Looking at the pictures and saying initial sounds of words has been the focus in the past two weeks. We have also been focusing on writing descriptive sentences that include full stops and capital letters.

In Mathematics we are learning to skip count by 2s as far as we can go. To assist your child with their counting by 1s to 100, encourage them to count by 1s at home, beginning at different starting points other than 0. Going beyond 100 is also a great opportunity for the children to become more familiar with 3-digit numbers. Measuring classroom items informally will also be the focus this week.

Year 2

In English, our Year 2 students have had a significant focus on comprehension. When reading, children are so aware of reading accurately that they forget to take the time to think about what they are reading. You can support your child at home by getting into the habit of checking in and asking, 'What just happened?' We have also been focusing on the structure of a recount to ensure that our writing is not only informative but descriptive.

In Mathematics, we are focusing on Place Value by rearranging and manipulating 3-digit numbers into hundreds, tens and ones. To assist your child at home you can ask what number comes before or after a given 3-digit number. You can also ask them to add/take 10. For example, "What number comes before 354? What's ten more than 354?"

School Picnic:

Wow! Thank you to all of our families who supported our school picnic on the 6th of February. It was fabulous to see so many people out enjoying the beautiful weather and chatting with our teachers and families. This was the first of many events which will be open to families throughout the year so we look forward to seeing more great attendances as we celebrate learning and connecting with our school community on future occasions.

Garden Show:

Our annual Alfredton PS Garden Show will take place on Friday 8th of March. Grandparents/Special Visitors are invited to come along and participate in this wonderful day of colour and excitement! Please check your child's class invitation for more details regarding visiting times specific to their classroom.

Foundation and Year 1/2 Teachers (L- R)

Brooke, Nicole, Natalie, Helen, Anna, Kaitlyn, Mark, Aylse & Mary (Alex absent)



Year 3 and 4

Literacy Update

Year 3 students have been introduced to the procedures and expectations required of NAPLAN. They have practiced using images to plan a narrative and then draft their story. We have supported students in returning to their draft and identifying improvements in their word choices, spelling and punctuation. Next week we will begin to investigate the requirements for an exposition. It is expected that the writing text will either be a narrative or an exposition.

In Reading, Year 3 have been learning how to find the main idea of a text. Students have been encouraged to look at the first sentence, the last sentence, or to think about the text and consider what it is mostly about.

In Reading, Year 4 students have been learning about Finding the Main Idea of a piece of writing or a whole text. This week we're expanding on this strategy by learning about Facts and Details and how they can support the Main Idea.

In Writing, Year 4 students have been learning about Expositions. We've studied the structure and have looked at forming our own opinions on different topics. This week we'll be working on our developing our arguments to convince people of our opinions.

Numeracy Update

Year 3 investigated odd and even numbers last week. This week, they will be focusing on skip counting, particularly by 2, 3, 5 and 10. We would highly recommend that counting by 2, 3, 5 and 10 be practiced at home. Students will be challenged and asked to skip count from any starting point. We will also investigate function machines and their uses in developing number patterns.

Year 4 students have completed their beginning of the year testing which ascertains their starting point for all areas of Maths moving forward. This week we're beginning our unit on Whole Numbers and Place Value. We'll be looking at digits and how they are used to create numbers, the value and importance of 0 as a place holder, how we can expand numbers to see the value of each digit and modelling and ordering large numbers.

Other Areas of Key Learning

We are looking forward to our School Sports day tomorrow. Please remember to send along morning tea, lunch, and a couple of water bottles as students will be at Llanberris Reserve for the day. Broad brim hats and sunscreen are a MUST! We will transport students to Llanberris by bus in the morning, so please ensure your child is at school by 8:45 am. We are unable to hold buses for late students.

What can you do to support your child?

- Skip counting by 2, 3, 5 or 10
- Skip counting beginning at any number
- Ensure hats and water bottles are sent to school
- Support your child in returning Reading Journals and library books on your child's allotted day.
- Remind Year 4 students to charge their device every night

Key dates and reminders specific to your grade

- 22nd February - Senior School Sports
- 8th March - Garden Show and Special Persons Day
- 13th March to 18th March - NAPLAN week (**Year 3**). We have one assessment per day. Please contact your class teacher or Mr Marnica if you have concerns about your child sitting this.

Kind regards,

Year 3 Teachers – Lynn Schuller, Matthew Heinrich, Michael Busija

Year 4 Teachers – Jess Eddy, Tim Huglin, Candice Smith



Year 5 and 6

Literacy Update

-In Writing, we are currently focusing on narratives. Students have been creating pieces of text on a specific topic/stimulus. We have been focussed on developing ideas quickly, writing in paragraphs and editing our work to ensure we have included the necessary elements. This fortnight we have had a focus on punctuation and sentence structure.

- In Reading, we have prepared ourselves for independent reading. We have developed our understanding of choosing books and how to work through a text. This fortnight we have been learning about figurative language, sequencing and interpreting vocabulary.

Numeracy Update

-In Numeracy, we have started the year learning about place value. We have been playing with a range of large numbers beyond hundreds of thousands and also smaller numbers between 1 and 0. We have then been expanding these numbers to demonstrate our understanding of the number as a whole.

- We have been playing place-value games as warm ups at the start of our lessons.

Other Areas of Key Learning:

In Integrated Studies, we are learning about Sustainability. Each class has started growing herbs which will form part of our display for the Garden Show. We are learning about fossil fuels and where they come from.

What can you do to support your child?

- Please remember that reading homework is due each Friday, with the reading record sheet to be handed in.
- Maths homework will be beginning soon.
- It has been great to hear of many students thinking about their Sustainable House project already.

Key dates and reminders specific to your grades

- 3-6 Athletics – Thursday 22nd Feb
- NAPLAN – Begins Wednesday 13th March (Year 5's)
- Sustainable House Project – Due Monday 25th March

Kind regards,

Year 5/6 Teachers – (L-R) Sarah Mann, John Saitta, Arlyn Harris, Tim Smith, Bethany Devlin and Teresa Wright.



School Awards

FA: Jiyaan - For quickly settling into school and having a wonderful attitude to learning. You have been a fabulous role model to your peers and should be extremely proud of your effort. Keep working hard, Jiyaan!

FA: Kalahni - For consistently being a 'whole body' listener and demonstrating our classroom routines. A fine effort, Kalahni!

FB: Jaxson - For being a role model to all his peers and offering help to others when needed. Well done Jaxson!

FB: Jannat - For always using her manners in the classroom and being a role model. Well done Jannat!

FC: Jack - For being elected as our Student Council Representative member. You will be a fabulous SRC representative. Congratulations!

FC: Milla - For being elected as our Student Council Representative member. You will be a fabulous SRC representative. Congratulations!

1/2 A: Anvi - For being elected by her peers as 1/2A's 2024 SRC. Congratulations, we look forward to you representing our class.

1/2 A: Danush - For being elected by his peers as 1/2A's 2024 SRC. Congratulations, we look forward to you representing our class.

1/2 B: Jirroshan - For being a respectful, happy and hard working student. You are a fabulous role model, Jirroshan!

1/2 B: Bella - For being a quiet, respectful and well-mannered class member. We are lucky to have you in 1/2B!

1/2 C: Lucia - For using your reading and writing strategies to help you do amazing work. You are a superstar!

1/2 C: Agnes - For settling into our classroom wonderfully, you are always trying your best and giving everything a go. You are a superstar!

1/2 D: Xavier - For being an empathetic and kind friend to all in 1/2D. You have gone out of your way to support and encourage your peers and have consistently demonstrated our school values. Thank you, Xavier!

1/2 D: Ruby - For contributing your wonderful ideas to class discussions. It is fabulous to see your confidence growing as you settle in to Year 2. Well done, Ruby!

1/2 E: Harrison - For challenging yourself in Mathematics by working with 3-digit numbers. Well done!

1/2 E: Aarushi - For being a willing helper in the classroom and using beautiful manners. You should be very proud of yourself!

1/2 F: Kieralie - For always being willing to share your answers and interesting information with the class. Thank you for your enthusiastic approach to your learning. We're glad you've joined us at Alfredton Primary School!

1/2 F: Indi - For your excellent work using the finger spelling strategy to help you when completing writing tasks. Keep up your hard work, Indi!

3A: Lily - For asking others if they are okay when they appear hurt

3A: Felicity - For playing with people who are by themselves

3B: Belicia - For making a fantastic start to home reading this term. You have displayed a great level of commitment and responsibility. Keep up the good work, Belicia!

3B: Phoebe - For making a fantastic start to home reading this term. You have displayed a great level of commitment and responsibility. Keep up the good work, Phoebe!

3C: Charlotte - For demonstrating the school's values by going out of her way to make sure her classmates who are new to the school feel settled, welcomed and comfortable. Fantastic work, Charlotte!

3C: Sophia R - For making a wonderful start to life at Alfredton Primary School. We are very lucky to have you in our class!

4A: Lilli - For the way in which you have settled into Year 4! You have transitioned so well, giving everything a go and sharing your wonderful personality with everyone in the class. Well done, Lilli!

4A: Ryan - For your positive approach to everything we do at school! Your friendly and caring nature, and willingness to challenge yourself is a wonderful trait to have! Keep it up, Ryan!

4B: Darcy - For always offering to help your peers and making good choices to avoid distractions. Your kind and bubbly nature is an asset to our classroom!

4B: Sachin - For putting in your best effort to all learning tasks and approaching your learning with a sense of maturity. Keep up this attitude, Sachin!

4C: Disha - For your wonderful transition to Alfredton Primary School. It has been brilliant seeing you develop new friendships within the classroom. We are lucky to have you in, 4C! Well Done, Disha!

4C: Oakley - For being a wonderful role model to everyone in the classroom. I am very lucky to have you again in my classroom. It has been a luxury to lean on you to help me, help others. Keep up the great work, Oakley!



School Awards

5/6 A: Ayaan - For demonstrating outstanding commitment towards her studies and setting a great example for others.

5/6 A: Jake B - For making an impressive start to the year and demonstrating responsibility towards his learning and belongings.

5/6 B: Crissa - For starting Alfredton Primary School with a positive attitude, making friends and presenting your personal best in the classroom. Well done!

5/6 B: Haider - For working hard during writing. Using 'FANBOYS' to add extra description to your writing, producing a creative writing piece. Well done!

5/6 C: Maeve - For being a kind, respectful and responsible student. You always apply yourself to your learning and strive for success. What a great role model.

5/6 C: Apollo - For making a great start to the year. You demonstrate the school values of Respect, Responsibility and Relationships every day. Keep up the great work.

5/6 D: Asher - For always coming to school with a positive attitude, great energy and focusing when it's time to work. Fantastic start to the year!

5/6 D: Eva - For approaching staff and classmates with kindness, being willing to help others, and engaging positively in class games. It's a joy to have you in our class!

5/6 E: Lucy - For having a wonderful start to the year. You put an awesome effort into all of your classwork and have been demonstrating all of the school's values every day. Well done Lucy!

5/6 E: Biya - For the enthusiasm and positivity you bring into class each day. Your kindness and hard work is amazing to see. Keep up the great work Biya!

5/6 F: Tait H - For the wonderful amount of responsibility and enthusiasm you showed during Numeracy. Your work on Place Value has been outstanding.

5/6 F: Estelle - For the wonderful attitude you have in the classroom. Everyone values your kind presence and sense of humour.

Three children (two girls and one boy) are smiling and holding up a purple sign. The sign has white text that reads 'ALFREDTON AFTER SCHOOL care program'. Below the sign, there is a paragraph of text and a purple button with white text.

**ALFREDTON
AFTER SCHOOL
care program**

We cater to the needs of all children and offer a range of activities including sports, games, arts and crafts, cooking, creative and expressive arts such as drama, singing and dancing, board games and puzzles and much more. We also provide healthy and delicious snacks.

For more information call 0492 847 596
or visit yballarat.org.au



Getting to know you...

Name: Bek Galea

Role at Alfredton Primary School:
Integration Aid.

In the beginning:

Where were you born? Brisbane, Qld

Where did you go to school? Too many to list (16)

What was your first paid job? Waitressing At a Thai Restaurant when I was 15.

At School:

How long have you been working as an ES for? 5yrs

If you were not a teacher/ working at APS, what job would you have most likely done? Would've loved

to have worked at Tiger Island- Dreamworld

What was your favourite subject at school?

Sports/PE or cooking

At Home:

What is your favourite pastime or hobbies?

Camping, road-tripping, discovering new places and going to zoos/ wildlife parks or treating myself to a nice massage.

Do you have any pets? 1 German Shepherd- Calley

Do you have a special talent? Baking and I don't mind decorating the odd cake.

What's your favourite:

Book: The Gruffalo

Movie: Too many... anything funny or heartwarming

TV Show: MAFS 🤔

Song: Anything Country

Food: Chicken Parmy with mash and Pepper Sauce

Sports Team: Melbourne Stars- BBL

Holiday destination: Somewhere Sunny

Ice-cream Flavour: Honey and Macadamia

Just for Fun:

The funniest thing that ever happened to me was... a cow licking my face when I tried to take a photo beside it. It was gross!!

There was one time when I met.... The Gruffalo, we became best of friends.

The happiest day of my life was when.... Each of my 6 children were born.



PHOTOGRAPHING, FILMING AND RECORDING STUDENTS POLICY



Help for non-English speakers

If you need help to understand the information in this policy please contact [insert school contact details].

PURPOSE

To explain to parents/carers how Alfredton Primary School will collect, use and disclose photographs, video and recordings of students, how parent/carer consent can be provided and how it can be withdrawn.

SCOPE

This policy applies to the general collection, use and disclosure of photographs, video and recordings (images) of students. It does not cover the use of Closed Circuit Television (CCTV). The use of CCTV is covered in our school's CCTV policy.

POLICY

This policy outlines the practices that Alfredton Primary School has in place for the collection, use and disclosure of images of students to ensure compliance with the *Privacy and Data Protection Act 2014* (Vic). It also explains the circumstances in which Alfredton Primary School will seek parent/carer consent and how consent can be provided and/or withdrawn.

As a general rule, use relates to images which are shared and distributed only within the school for school purposes (i.e. ID photos, XUNO), whilst disclosure is used for images which are shared and distributed outside of the school staff and are available to other students, parents/carers and the wider school community.

Alfredton Primary School will ensure that parents/carers are notified upon enrolment and at the commencement of each school year of the ways in which our school may use images of students. There are many occasions during the school year where staff photograph, film or record students participating in school activities or events, for example classroom activities, sports events, concerts, excursions, camps etc. We do this for many reasons including to : eg to celebrate student participation and achievement, showcase particular learning programs, document a student's learning journey/camps/excursions/sports events, communicate with our parents/carers and school community in newsletters and on classroom communications.

Alfredton Primary School will use student images reasonably, appropriately and sensitively, consistent with our obligations under the Child Safe Standards. If at any time a parent/carer or student has a concern about the use of any images they should contact the school on 5334 1572.

In addition to the processes outlined below, parents/carers can contact the school in writing by sending an email to Alfredton.ps@education.vic.gov.au at any time to withdraw their consent for any future collection, use or disclosure of images of their child. However:

- if the images have already been published and are in the public domain, it may not be possible for consent to be withdrawn.
- There may be occasions when the school will record whole of school or large group events [and make those recordings available to the school community through DVD sales etc], such as the school concert, graduation, sports events etc] and if your child participates, they may appear in these recordings which will be available to the whole school community.
- The school can still collect, use and disclose images in circumstances where consent is not required (see below for more information).

Official school photographs

Each year Alfredton Primary School will arrange for a professional photographer to take official school photographs of students. This will generally involve both class photos and individual photos being taken.

Official school photographs may be:

- purchased by parents/carers
- used for school identification cards
- stored on CASES21 for educational and administrative purposes.

Alfredton Primary School will notify parents/carers in advance of the official school photographs being taken to give them an opportunity to decide whether their child will be included in the official school photographs.

Parents/carers who choose to opt-out of having their child participate in official school photographs must contact the school by email before the date photos are scheduled to be taken to advise that their child will not participate. There is no obligation on any parent or carer to purchase any photographs taken.

Images for use and disclosure within the school community and ordinary school communications

From time-to-time Alfredton Primary School may photograph, film or record students to use within the school community, including:

- in the school's communication, learning and teaching tools (for example, emails, classroom communications that can only be accessed by students, parents or school staff with passwords eg XUNO, Class Dojo etc)
- for display in school classrooms, on noticeboards etc
- to support student's health and wellbeing (eg photographs of pencil grip to assist in OT assessments)

An Annual Consent Form and Collection Notice will be distributed to parents/carers on enrolment and also at the beginning of each school year

Images to be used or disclosed outside the school community

External use or disclosure by the school

Photographs, video or recordings of students may also be used in publications that are accessible to the public, including:

- on the school's website including in the school newsletter which is publicly available on the website
- on the school's social media accounts
- in the school year book.

The Annual Consent Form and Collection Notice also covers these types of uses and will be distributed to parents/carers on enrolment and also at the beginning of each school year. We will notify you individually if we are considering using any images of your child for specific advertising or promotional purposes.

Media

The media, or the Department of Education and Training's media team, may seek to photograph, film or record students for a news story or school event. This may include broadcast media, online or social media or print media, including newspapers and magazine publications.

When our school receives such requests Alfredton Primary School will:

- provide parents/carers with information about the organisation involved and when/for what purposes the photography, filming or recording will occur
- seek prior, express parent/carer consent in writing.

Students will only be photographed, filmed or recorded by the media at school if express consent is provided for that specific media event. Neither the school nor the Department own or control any photographs, video or recordings of students taken by the media.

Other external collection, use or disclosure

If there is a situation which will involve the collection, use or disclosure of images of students by or to third parties which is not otherwise covered by this policy, Alfredton Primary School will:

- provide parents/carers with information about the event or activity, the organisation involved and when the photography, filming or recording will occur
- seek prior, express parent/carer consent in writing.

School performances, sporting events and other school approved activities

Alfredton Primary School endeavours to respect the privacy of all members of our school community and requests that parents/carers, students and invited guests do not photograph, film or record school performances, sporting events and other school-approved activities.

Neither the school nor the Department own or control any images of students taken by parents/carers, students or their invited guests at school activities.

Images to manage student behaviour or fulfil our school's legal obligations

On occasion it may be necessary for school staff to photograph, film or record students when necessary to:

- fulfil legal obligations, including to:
 - take reasonable steps to reduce the risk of reasonably foreseeable harm to students staff and visitors (duty of care)
 - provide a safe and suitable workplace (occupational health and safety law)
- for identification purposes, when necessary to implement discipline and/or behaviour management policies.

Alfredton Primary School does not require or obtain consent from parents/carers or students to photograph, film or record students for these reasons. However, when Alfredton Primary School photographs, films or records a student for any of these purposes, staff will only collect and use such images in a way that is reasonable and appropriate in the circumstances.

Staff use of personal devices

School staff may use their own personal devices to capture images of students for reasonable and legitimate educational purposes. If this occurs, staff are expected to upload the images to the school database and delete the images from their device within a week of the images being captured.

COMMUNICATION

FURTHER INFORMATION AND RESOURCES

- the Department's Policy and Advisory Library: [Photographing, Filming and Recording Students](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	16 th February 2024
Approved by	Principal
Next scheduled review date	2028

SCHOOLS' PRIVACY POLICY

INFORMATION FOR PARENTS

The Schools' Privacy Policy informs the school community that information about students can be shared to fulfil the schools' core functions of educating and supporting our students.

The Schools' Privacy Policy establishes a clarified 'need to know' framework, where school staff share information about students with other staff who need to know as part of their role. This is consistent with Victorian privacy law.

Who does the policy apply to?

The policy applies to all central, regional and school staff including principals, teachers, visiting teachers, administration staff, social workers, wellbeing staff, youth workers, nurses, Student Support Service officers (SSSOs) and all other allied health practitioners. This means the 'need to know' framework below also applies to all school staff, whether employees, service providers (contractors) and agents (whether paid or unpaid) of the Department.

Need to know

All school staff can, and must, share information about a student with other staff who 'need to know' that information to enable the school to:

- **educate** the student (including to plan for individual needs or address barriers to learning)
- **support** the student's social and emotional wellbeing and health
- fulfil legal obligations, including to:
 - take reasonable steps to reduce the risk of **reasonably foreseeable harm** to the

student, other students, staff or visitors (duty of care)

- make **reasonable adjustments** for a student's disability (anti-discrimination law)
- provide a **safe and secure workplace** (occupational health and safety law).

Please note: the Child and Family Violence Information Sharing Schemes allow prescribed organisations to share confidential information with each other to promote the wellbeing or safety of children, or to assess or manage family violence risk. Victorian schools and a range of other Victorian services fall under these schemes.

For more information, refer to:

<https://www.vic.gov.au/information-sharing-schemes-and-the-maram-framework>.

Who decides who 'needs to know'?

Subject to the principal's direction, each staff member decides who needs to know specific, relevant information about a student, based on the 'need to know' framework.

Sharing relevant information with other staff who 'need to know' is very different from idle conversation or gossip.

School staff are entrusted with a large amount of important information about students. Staff must treat all such personal and health information sensitively and respectfully, and not share it other than on this 'need to know' basis.

What information and records can be transferred to a student's next school?

When a student has been accepted at, and is transferring to or from, another school (Victorian government, non-government and/or interstate), the current school transfers information about the student to the new school. This information may include copies of the student's school records, including any health, wellbeing or safety related information.

Parental consent is not required to transfer this information between Victorian government schools but must be obtained when the student is transferring to or from Victorian non-government schools, including Catholic schools or interstate schools.

Principals (or authorised representatives) determine what information to provide to the next school based on the 'need to know' framework:

What information does the next school 'need to know' to properly educate or support the student, and fulfil the school's legal obligations?

'NEED TO KNOW' framework

Duty of care

A school's duty of care to students means that a principal or other member of the leadership team needs to know about any **reasonably foreseeable risk of harm to anyone** because of the student's behaviour, disability, family circumstances or any other relevant circumstances related to the student.

So, for example, if there is a reasonably foreseeable risk to anyone because the student:

- displays violent behaviours
- is a victim or perpetrator of bullying, assault or age-inappropriate sexualised behaviours
- has emotional, wellbeing or self-harm issues

then staff must **tell the principal** (or other member of the school leadership team).

The principal will then share relevant information with any other staff member that needs to know because they work with, or supervise, the student. Staff must provide the principal with enough relevant information required to adequately fulfil their own duty of care – so that the principal can fulfil their duty of care too.

Importantly, when there is a reasonably foreseeable risk of harm, staff should act on that information and share the information with other staff who 'need to know', even if the student or parent asks that information not be shared.

Anti-discrimination law

A school's obligation to provide **reasonable adjustments** for students with disabilities (regardless of whether they are eligible under the Program for Students with Disabilities) means that relevant information about a student's disability

and their needs must be shared with all staff who work with or supervise that student.

This is required to enable the school to make properly informed decisions about what adjustments are reasonable, and then to implement those adjustments.

This may also be required to meet the duty of care to that student (for example, a student with a medical condition who may require treatment).

This means that relevant information must be shared with all staff who work with or supervise that student, to enable them to:

- understand the student's disability and how it affects their learning and social or emotional wellbeing
- implement reasonable adjustments at school, including understanding all recommendations made by the student's treating practitioners.

The relevant school policies are followed by school staff when engaging with parents, such as wellbeing and behaviour policies. Go to your school's website for relevant policies.

School staff are available to provide further information about school policies and handling of personal information or contact the DET Privacy Officer at privacy@education.vic.gov.au.

Local Sports

TAKE A SHOT WITH PHOENIX BASKETBALL



Phoenix Basketball Club are recruiting Girls & Boys aged 5-16 years old for the upcoming Winter Basketball Season

NEW SEASON STARTS IN APRIL

Weekly training held at The Arch (Ballarat High School)

Register Here



Email: phoenixcommittee@gmail.com



BALLARAT
FOOTBALL
NETBALL CLUB

BALLARAT FOOTBALL NETBALL CLUB

is looking for junior

FEMALE FOOTBALL PLAYERS

for U12 & U14 teams

DOB: 2010-2014

To register interest call, text, or email:

Naomi
0427006604
niji44@bigpond.com



The SOVEREIGN KNIGHTS

BASKETBALL CLUB IS **LOOKING FOR PLAYERS**



Welcoming players from 5-19 years
Develop a range of physical and mental skills, lasting friendships and be a valued part of your team and our club.



Contact us today for more information on how to get involved!
admin@skbc.org.au

Must not be registered with any other club



VR4808952



Community News

VIC

Ballarat

REGISTER NOW



We extend a warm invitation to have Alfredton Primary School participate in the Mother's Day Classic event at Victoria Park across from Loreto College on Sunday 12 May. Your involvement will undoubtedly contribute to the success of this meaningful cause.

We have three options on the day, 5km walk, 5km run or 10km run.

When you sign up in February, you will receive up to two FREE Child registrations (age 12 and under) with every paying Adult or Concession registration transaction.

We sincerely hope that Alfredton Primary School will join us in making a positive impact towards vital research for breast and ovarian cancer this Mother's Day. Your support would be greatly and wholeheartedly appreciated.

walk to a
different
beat...



Foster Care is about creating a safe space for children in our community. And we don't need superheroes, just everyday people who care.

FOSTER CARE



TAKE THE FIRST STEP

Visit cafs.org.au or call 1800 692 237



CAMPS, SPORTS AND EXCURSIONS FUND APPLICATION FORM

School Name

School REF ID

Parent/legal guardian details

Surname _____

First name _____

Address _____

Town/suburb _____ State _____ Postcode _____

Contact number _____

Centrelink pensioner concession **OR** Health care card number (CRN)

- - - **OR**

Foster parent* **OR** Veterans affairs pensioner (Gold Card)**

*Foster Parents must provide a copy of the temporary care order letter from the Victorian Department of Health and Human Services (DHHS).

**Applicants must provide a copy of the Veteran Affairs Gold card

Student details

Child's surname	Child's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

I authorise the Victorian Department of Education and Training (DET) to use Centrelink Confirmation eServices to perform an enquiry about my Centrelink customer details and concession card status to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Victorian Department of Health and Human Services (DHHS) to provide the results of any enquiry to DET regarding temporary care orders.

I understand that:

- DHHS or Centrelink will use information I have provided to DET to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DET personal information including my name, address, payment and concession card type and status.
- this consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DHHS and provide it to my child's school so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- if I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DET.
- information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to DHHS and/or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You can request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant _____

Date ____ / ____ / ____