



MELROSE PRIMARY SCHOOL

# NEWSLETTER & REMINDERS

MONDAY 19TH FEBRUARY – FRIDAY 1ST MARCH – 2024

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Monday 19th February

Tuesday 20th February

Wednesday 21st Feb

**FOUNDATION STUDENTS REST DAY** - Foundation students do not come to school on Wednesday's until March 2024.

Thursday 22nd February

Friday 23rd February

**YEAR 1 & 2 STUDENTS - MANSFIELD ZOO EXCURSION** - Students will need to meet at school at 7.30am in Silva Drive.

Monday 26th February

Tuesday 27th February

**WHOLE SCHOOL PHOTO DAY -**

All students who are at school on this day, will have their photo taken, regardless of whether you place an order.

Wednesday 28th Feb

**FOUNDATION STUDENTS REST DAY** - Foundation students do not come to school on Wednesday's until March 2024.

Thursday 29th February

Friday 1st March

# WHOLE SCHOOL PHOTO DAY

## TUESDAY 27TH FEBRUARY



**TO ORDER**

- 1 Scan QR code or go to: [www.leadingimage.com.au](http://www.leadingimage.com.au)
- 2 Enter your unique school ACCESS KEY

**9XRP2D2C**

SCAN ME

LEADING IMAGE School Photos

All students who are at school on the day will have their photo taken for school purposes, regardless of whether families place an order.

If students are absent on the day, unfortunately there will not be an alternate date.

## JUNIOR UNIT - YEAR 1 & 2 STUDENTS MANSFIELD ZOO EXCURSION - 23/02/2024

Junior unit students will be visiting the Mansfield Zoo as part of our Habitats Unit for Discovery.

This excursion will take place on **Friday 23rd of February**. Students will be travelling by bus departing Melrose Primary school 8.00am and returning at 5.30pm.

**Students will be required to meet at school at 7.30am.**

Students will be required to wear full school uniform, including their navy broad brim hat, and bring a packed lunch and snacks.

**Permission via the school portal app and \$45 payment was due back Friday 16/02/2024.**



## BOGONG LEADERSHIP CAMP - 15/03 -17/03/2024

8 selected students from Melrose will be travelling to Bogong Outdoor Education centre, for a leadership camp opportunity from Friday 15th March to Sunday 17th March 2024.

Students will be provided with the opportunity to build self-esteem, develop leadership and teamwork skills and continue to make a positive contribution to their school.

There is no cost for these students to attend this camp.

**Permission for these 8 students is via the school portal app and is due no later than 10/03/2024.**



## VICTORIAN STATE SCHOOL SPECTACULAR - 11/09 - 15/09/2024 - YEAR 4,5,6 STUDENTS

Each year students in years 4, 5 and 6 at Melrose Primary School are invited to participate in the Victorian State Schools Spectacular.

**If your child is interested in participating this year, please grant permission through the school portal app by the 14th of February at the very latest. Cost of this event will be \$460.00.**

The Victorian State Schools Spectacular is an incredible opportunity for government school students to unite and showcase a wide range of creative and performing arts. Our school is traditionally involved in the Mass Dance and Mass Choir. If your child has a preference could you kindly note either "Dance" or "Choir" when granting permission.

For operational reasons numbers are limited and places will be confirmed during Term 1. Additional information can be found at:

<https://mrpatton.melroseps.vic.edu.au/spectacular>

## PARENT / TEACHER / STUDENT CONSULTATIONS

# DON'T FORGET TO BOOK

LINK TO BOOKINGS:

<https://www.schoolinterviews.com.au/code/sjnnf>

BOOKINGS ARE OPEN NOW  
UNTIL 4PM MONDAY 4TH MARCH

## PARENT, TEACHER, STUDENT CONSULTATIONS

Students will share their achievements and goals for future learning in Reading, Writing, Numeracy, and EQ. Teachers will support students to showcase their success.

Available time slots and dates

Tuesday 5th March	3.30 - 5.45pm
Wednesday 6th March	3.30 - 5.45pm
Thursday 7th March	3.30 - 5.45pm

LINK: <https://www.schoolinterviews.com.au/code/sjnnf>

Event code: sjnnf

QR code:



## STUDENTS LATE TO SCHOOL - AFTER 9.00AM

If your child arrives at school after 9.00am:

- could all families please make sure that students come **via the Silva drive gates and to the front office**, to be signed in
- Please **DO NOT** just send them to the classroom, as they can end up missing being marked on the class morning roll.

## EARLY LEAVERS - BEFORE 3.20PM

If your child needs to leave school prior to 3.20pm:

- please make sure that you enter the school grounds **via the Silva Drive gates**, & sign them out on the iPad (Passtab) at the school office first.
- **Please DO NOT collect them from their classroom**, as office staff will have your child meet you at the office after you have signed them out.
- Also note, as a duty of care for all our students, **any person who is not listed as a parent/guardian, or emergency contact on our records, will be unable to sign out or collect a student without office staff confirming with the parent/guardian by phone first.**

## LUNCH ORDERS

Reminder to all families that lunch orders can now only be ordered **ONLINE ONLY**. Students will not be able to place an order at the canteen window or school office. **Orders must be made ONLINE BEFORE 9.00am** through [www.ecanteen.com.au](http://www.ecanteen.com.au)

## SCHOOL PORTAL APP

Could all families please make sure that they are able to access the school portal app again this year, as you will need it to approve all excursions and activities that your child may participate in. If you are having any problems with access to the portal please contact the front office staff on 60591955.

## VISITORS / PARENTS / CONTRACTORS ON SCHOOL GROUNDS

**ALL VISITORS** to the school grounds must report to, and sign in, at the school front office. If you need to drop anything off for your child during the day, please bring it to the front office and we can take it around to them.

## ANNUAL PRIVACY REMINDER FOR OUR SCHOOL COMMUNITY

Our school collects and uses student and parent personal information for standard school functions or where permitted by law, as stated in the Schools' Privacy Policy and the Schools' Privacy Collection Notice.

Our Photographing, Filming and Recording Students Policy, describes how we collect and use photographs, video and recordings of students. The policy also explains when parent consent is required and how it can be provided and withdrawn.

We ask parents to also review the guidance we provide on how we use [Microsoft 365/Google Workspace for Education] safely at the school and what parents can do to further protect their child's information.

If after reviewing the guidance, you have any questions or concerns regarding your child using [Microsoft 365/Google Workspace for Education], please contact the school.

For more information about privacy, refer to: Schools' Privacy Policy – information for parents. This information is also available in ten community languages:

- Amharic, • Arabic, • Dari, • Gujarati, • Mandarin, • Somali
- Sudanese, • Turkish, • Urdu, • Vietnamese

## CSEF – CAMPS, SPORTING, EXCURSION FUND APPLICATIONS 2024 –

The Camps, Sports and Excursion Fund (**CSEF**) helps eligible families to cover the costs of school trips, camps and sporting activities. If you have a valid means-tested concession card, such as a Veterans Affairs Gold Card, Centrelink Health Care Card or Pensioner Concession Card, or are a temporary foster parent, you may be eligible.

There is also a special consideration category for asylum seeker and refugee families.

**Payment amounts this year are \$150 for eligible primary school students.**

Payments are made direct to the school to use towards expenses relating to camps, excursions and sporting activities for the benefit of your child.

If you applied with Melrose for CSEF last year, you do not need to complete an application form this year unless:

- You are a new family to Melrose, and have not applied for CSEF with Melrose before
- You have applied last year but have a 2024 Foundation student starting with us this year  
OR
- There has been a change in your family circumstances, which now makes you eligible for CSEF

If you would like to apply for the first time, please contact the school office on 0260591955 and ask for an application form. You can also download the form from our school website, and there is also a form attached to this weeks newsletter. To find out more about the program and eligibility, go to the Department of Education and Training's Camps, Sports and Excursions Fund web page. Check with the school office if you are unsure, and please return completed forms to the school office as soon as possible.