Great effort Bailey…

Congratulations to Bailey, one of our senior students, who competed this week in the State Athletics finals at Albert Park. Bailey competed in the discus and threw his PB in the event. This earned him third place in Victoria, a wonderful effort. We are all very proud of this great achievement.

A piece of part…

Emily of level 3 is justifiably proud of a wonderful art piece painted by her as part of her homework this week. Here she is explaining the garden scene to friend Hannah.

OSHP even better in 2012…

Reminder that our Out of School Hours Program (OSHP), runs from 7:00-8:50am each day and 3:30-6:00pm each night. The program is coordinated by Cassie Tan, and the program provided is safe, well structured and varied.

We have been very fortunate in obtaining a Federal Govt. Grant for Term 1 & 2 next year to offer an exciting sports program as part of our OSHP on Tuesdays & Thursday (for 7 weeks in Term 1 &2). This program will also be open to all DPS students and it will run from 3:45-4:45pm. Free afternoon tea will be provided. A strict limit on numbers will be applied so you may wish to think about registering for 2012 in OSHP to take advantage of this great caring program. The sports being offered for Term 1 2012 will be Circus Skills and Hip Hop dance. The Sports program will be free of any cost to families.

Also please note that if your child currently, or in 2012 attends our OSHP, you are entitled to a 50% rebate from the Govt. cutting your costs in ½. The 50% rebate can be deducted (prior to you paying the account, so you literally pay 50% only).
Awards for 2011...
Following discussion with parents, students and staff, we will be introducing at the end of this year two additional awards open to students for excellence in Literacy and Numeracy. We are currently creating criteria for the selection of the worthy Donvale Students and more details will be made available in next weeks Snippets. I thank the parents who have discussed this matter with me and their opinions and input has been very valuable in framing up these awards.

Students acknowledge Remembrance Day tomorrow...
Tomorrow I will be accompanying our School Captains and Deputy Captains to the annual Remembrance Ceremony at Ringwood Cenotaph to remember all our service personnel who represented, fought and died for us in the many wars Australia has been involved in. The students will lay a wreath on behalf of our School Community. At School we will also acknowledge the occasion by having a 2-Minute silence at 11:00am, and class teachers will discuss and explain the importance and significance of this day 11/11/11.

Did us proud...
On Tuesday evening, Mrs Clarke, Mrs Gerraty & Mrs Keep accompanied our recorder group and Senior Choir to perform at the Oxfam Concert in Box Hill. This has become an annual event and provides a valuable opportunity for our students to perform publically. The quality of our groups was excellent and the standard they have achieved is a credit to the commitment and enthusiasm of both students and teachers. Thanks so much to the families who made the effort to attend. A special thank you to Mrs Gerraty who did a wonderful job accompanying the students on the piano and to Mrs Clarke and Mrs Keep for their time and efforts.

Reminder:
- If your child is absent from school, please send a note along to school when they return, explaining the reason for the absence so we can authorise the absence period. This also ensures that any absences taken by your child, you as the responsible parent are aware of it and as guardian authorise it.

Special Thanks this week to:
- David Frigo who generously donated skips for our working bee.
- All the families who attended our Term 4 Working Bee last Sunday. Lots was done and the school looks great, certainly due a lot to your efforts and time commitment. Once again we would have loved to see a few more families represented. Once again, too many families leave it to a small number of dedicated and wonderful family members to maintain our great grounds. We are so lucky to have spacious, safe and green luscious grounds for the children to play and learn in. I often hear adults complaining about small outside items which can be readily fixed. With more people attending our once a term working bees, I would hope that a large number of 2011 non attendees to working bees, make the effort in 2012 to commit to helping for an hour or so. I personally appreciate and thank you on behalf of all members of our school community. Let’s hope 2012 sees many more parents prepared to assist us to make their child’s play areas safe and looking great.

Have a great week.

GARRY BRIGGS
A tradition lives on:
Tomorrow many of our students will be fascinated by the date which will read 11/11/11. Many more will be intrigued by the story behind the wearing of red poppies on Remembrance Day. It is heartening to see the young students of today embrace the idea of wearing the red poppy which has become a symbol of the flower that bloomed across some of the worst battlefields of Flanders in World War 1. The red poppy was also made famous in the poem ‘In Flanders Fields’.
Many of the values of our fallen soldiers from so many years ago are still the same values which we try to impart on our students today. Values such as courage, justice, compassion, friendship (mateship) and sacrifice are all held in high regard today.
I will always remember the words of the war historian Les Carlyon at the 2009 dawn ANZAC service who said...‘in the soft lights and quiet before dawn we will remember them all.’

Ian McKinlay

FRUIT NEXT WEEK:
3PH

POLICIES
Included in snippets is our Camping, Day Excursions and Incursions Policies for your information and comments.
Rick Gordon

PRODUCTION DVD
DVD’s arrived today and handed out to students. Please check your child’s bag. Please see the office if there are any queries.

POPPIES
Poppies are for sale at the office for $1.

PLEASE NOTE
To those parents who are on the google and mailing lists to have their snippets emailed or posted: As of next year we won’t be mailing or emailing ‘Snippets’. Visit our website at www.donvaleps.vic.edu.au and you will find up-to-date information, notices, snippets, forms, school diary, etc.
Thank you.

Brad Wolff Resources Committee
As there is no Inter School Sport this term our Level 4 children have been involved in Intra School Sport activities. At the moment the children have been rotating every 2nd week in the following activities - Touch Football, Frisbee Golf, Basketball and Bocce. Level 3 children have been involved in the following activities and Friday from 10.00 to 11.00 - Skipping activities, Soccer and Bocce.

School Swimming Program begins on Friday 18th November. Please return permission forms to your child’s teacher by Wednesday 16th November. Thanks to the many parents who have already returned their forms.

State Athletics
Congratulations to Bailey T who came third last Monday competing in the discus event at this very elite level of competition. An excellent personal achievement on your behalf. Well done Bailey.

Mr Pianta

All the children in Shirley, Judith and my classes will be busy practising their part for our Christmas concert. This will be held at the school on Thursday 8th of December. More details will be given closer to the day!

The prep and grades 1/2 children all heard the story of the "Littlest Angel" I have read this each year and the children love seeing the story of "Baby Jesus" through the eyes of a little Angel called Angie!

We discussed how the birth of a special baby was announced in a special way.

Luke 2:10 The angel said "don't be afraid! I have good news for you!"

Have a great week! God Bless!

Cheryl Shanks.

In CRE Grades 3 and 4 we have been learning about Paul who visited many people in different places to tell them the Good News about Jesus coming to Earth. Then, in the letter to the Ephesians Paul writes that the church is for people from all cultures because Jesus unites everyone into one family. So it is important to accept others in the same way as God accepts everyone, because of what Jesus has done for us.

Also, because of God’s acceptance and love of us it is important that we serve other people, and show God’s love to them. We learnt that the RSPCA was founded many years ago by Christians who were concerned about how animals were treated.

God bless,
Judith Grayden

Reminder
Value packs available until the end of the year. All $5.00 - Wrap Pack 1/Burger Pack 2/SCT Pack 3/Mack C Pack 4.

Lasagne
Lasagne has been discontinued as at last week.

Pizza
Unfortunately pizza margarita will be out of stock until further notice.
Both lasagne and pizza are supplied through Enrico’s Kitchen and there has been a lot of issues in that “kitchen”. Due to this inconsistency, I will be looking for a new supplier. Otherwise I will also look into making pizzas in-house.

Special
Paddle pop ice-creams will be sold at $1.00, until sold out. (Normally $1.40)

Thank you.
Keep Healthy, Keep Cool, Keep Hydrated
Angie (cookie) - Canteen Management Services
Dear Parents and Students,

Hope everyone is surviving the crazy weather. One day shine and another day rain! At OSH we're trying to make the best of all weather situations. Playing outside when the suns out and art and crafting away on the rainy days.

Last week we made plaster molds where the children got to do an imprint of their hand in plaster and decorate it. Hopefully in years to come they will realise that they were once tiny little children.

Decorating our wall came to a stand still as the children got carried away with other activities so we have now started to cover it with photos of our mornings and afternoons at OSH, so please make sure you come in and see what the kids have been up to.

If you have yet to fill out an authorization form please be sure to come in and see me and fill one out.

Please make sure all enrollment forms are up to date and all medical action plans have also been checked and changed if needed.

Remember bookings can be made right up til 12:00am the night before, or you can book on the day but there will be a charge of $2.00. If you're ever stuck and would like your child to come into OSH after school you can call me or leave a message on 0402 362 443 and I will get back to you.

Cassie

**STAFF**

Coordinator – Cassandra Tan  
Staff: Hannah, Kim, Lee, Stephen  
Program Phone: 0402 362 443  
OSH Club – 8564 9000  
Admin: admin@oshclub.com.au
This week we made "Apricot jam drop biscuits with fresh fruit salsa".
The children made their biscuits from scratch and all of them were fantastic bakers.
They followed the instructions carefully, grade 2 children helped their prep friends and as a result the best jam drop and fruit salsa was produced.
Well done everyone. They baked so many, so they could take some home to show to their families, wow ... they are very caring little bakers.
They said they are going to make them at home as well.
The recipe was in Snippets 27 October edition and also on our school website www.donvale.ps@edumail.vic.gov.au

This is our last session for the year.
Many menu suggestions have been made by the children for next year. Most of juniors also want to do the menu from the senior level as well .. WOW..

We will be having our Christmas Party on Thursday 15 December at lunch time for all club members.
The invitations will be distributed later on this month.

Thank you to the "Ehler, Nitsos and Cowell" families for their donations. Also for all the school community for supporting this program.
This year we had 12 sessions in total with 100 children involved and about 20 children on the waiting list. Hopefully next year we can take all the children who want to participate in the program.
We are sure that with the whole community's support we can make this happen.

We don't cook, we create food.
Liang, Stacey and Jaqui

This Friday is 11-11-11 and I will be 11 years old. There are so many 11's on this day for me.

Here are some facts that one of the mum's, Mrs Browne helped me to find on the internet.

Chinese numerology for 2011. This year we are going to experience four unusual dates: 1/1/11, 1/11/11, 11/1/11, 11/11/11, and that’s not all: Take the last two digits of the year you were born and the age you will be this year and the result will add up to 111 for everyone. (except for people who were born from 2000 to 2009 where the result is 11)
Also, this year, October will have 5 Sundays, 5 Mondays & 5 Saturdays. This happens only once every 823 years.

Thomas D 4P

HAPPY BIRTHDAY

Thomas D is turning 11 on Friday 11/11/2011 - this won’t happen again for another 100 years. This is going to be a very special day for Thomas (he is looking forward to his 111th birthday on the 11/11/2111). Read Thomas’s interesting facts above.

11th-17th November
Parents Association News!

Next PA meeting:

**Monday 14th November**

(Previously advertised for 28th November)

“Reminds” Seminar

Re-engineering minds for success!

All Parents are invited to attend an information session on helping children with learning difficulties.

**Insights for parents and teachers of children with learning difficulties.**

Join us for an information session on helping children with learning difficulties including Dyslexia, Auditory Processing Disorder, Neuro Developmental Delay, ADHD, Sensory Integration Issues, Language disorders and Autism/Aspergers related learning difficulties.

For further details, please visit www.reminds.com.au or call Nadine Shome on 0410 525 361

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**SCHOLASTIC BOOK FAIR “BUY ONE GET ONE FREE!!”**

**WEDNESDAY 16TH AND THURSDAY 17TH NOVEMBER**

Wednesday 3.15pm – 4.pm
And Thursday 8.45am – 9.30am

This is a great opportunity to buy up big for Christmas and for those last minute birthday presents.

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**Friday 16th December**

**Annual Christmas Stall**

I am looking for helpers to sell our lovely gifts to the students on this day.

If you can offer your time from 9am – 1.pm I would love to hear from you.

Please let me know by filling out the bottom section of this form and returning to school as soon as possible or contact me at Soterales@optusnet.com.au

Thank you to the few parents who have offered their time for next week’s book fair.

I really appreciate the time and effort you are prepared to give to ensure this event is a great success for all our families who will take up the opportunity to purchase books at our annual “buy one get one free” offer.

Please check the roster coming home today and let me know if there is any problem with the times allocated.

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**Annual Christmas Stall 2011**

I ____________________________ Childs class _____

Can help at this year’s Christmas Stall.
More information on the following advertising is available from the office:

KEARNEY SHOES - Stockists of leading brands such as Clarks, Roc and Harrison T bars. Stores at Forest Hill Shopping Centre, Chirnside Park and Epping Plaza.

EXTEND ADVENTURES - Summer School Holiday Program.

MITCHAM COMMUNITY HOUSE - Resilient Parenting, a course for parents who have children 4-9

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Financial Assistance
Parent Information

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Financial assistance for parents/guardians with children commencing Prep or Year 7 in 2012

**Education Maintenance Allowance (EMA):**
The Education Maintenance Allowance (EMA) is provided by the Victorian Government to low-income families to help with education-related costs.

If you have a child under 16, and hold a valid Health Care Card, Pension Card, or are a foster parent, you may be eligible to receive the EMA. The allowance is split evenly between the parent and the school, and is paid in two instalments, one in March and one in August.

The parent portion is often used for uniforms and excursions, while the school portion may be used for expenses such as textbooks, stationery and special programs. You can elect to have the parent portion of the EMA paid into your nominated bank account or receive a cheque.

In 2012, the total annual amount is $235 for primary students and $470 for secondary students – these amounts are split evenly between the parents/guardians and the school.

**School Start Bonus:**
The School Start Bonus is provided by the Victorian Government to assist low-income families with the costs associated with their child starting Prep or Year 7 at a government or non-government school.

If you hold a valid Health Care Card, Pension Card, or are a foster parent, and you have a child starting Prep or Year 7, you may be eligible to receive this one-off $300 payment.

The School Start Bonus will be paid by Electronic Funds Transfer (EFT) into your nominated bank account in late January 2012.

**How to Apply:** Contact the school office to complete an application form for the EMA/School Start Bonus.

**Closing Date:** Parents/guardians with prep or year 7 children commencing in 2012 need to lodge an EMA/School Start Bonus form before 15 December, 2011. For late enrolments, applications will be accepted up until 29 February 2012.

For more information about the School Start Bonus and the EMA, visit www.education.vic.gov.au/aboutschool/financial/

**Education Tax Refund:**
The Education Tax Refund is a Commonwealth Government tax refund to help with the cost of educating primary and secondary school children. Eligible parents, carers, legal guardians and independent students can be reimbursed for half the cost of items such as computers, educational software, textbooks and stationery.

For more information about the Education Tax Refund, visit www.educationtaxrefund.gov.au/
Donvale Primary School
Camping Policy

1 Policy Statement

The school’s camping program enables students to further their learning and social skills development. Camps have a cultural, environmental and outdoor emphasis and are an important aspect of the educational programs offered at our school.

2 Rationale or Purpose

A school camping program is a valuable part of the education of all students. Students can experience activities related to the educational program not normally available in the day to day school program.

3 Implementation

- The program will be developed sequentially throughout the school, with the following frequency:
  * Level 2: An overnight sleepover at school each year for Year 2 students
  * Level 3: A camp on alternate years to Whole school Production
  * Level 4: A camp on alternate years to Whole school Production

- The Principal will ensure that all school camps are run at a reasonable and affordable cost, and comply with all Department of Education requirements. Parents experiencing financial difficulty will be required to discuss their individual situation with the Principal. To assist in this matter, parents have an opportunity to sign over their “EMA” cheque if applicable.

- All families will be given sufficient time to make payments for camps. Children whose payments have not been finalised at least two school days before the departure date will not be allowed to attend unless alternative arrangements have been organised with the Principal.

- Office staff will be responsible for managing and monitoring the payments made by parents and will provide classroom teachers with detailed records on a regular basis.

- An information night will be run prior to the camp, giving parents an opportunity to find out more about the itinerary, accommodation and procedures at the camp.

- The budget for the camp must also cover the cost of replacing teachers from other classes who are involved in camps. Student teachers may be invited to attend if required to meet the DEECD adult/student ratio. Parents will be asked to act as leaders on a camp only in exceptional circumstances, and the Principal will make the final decision.

- School Council is responsible for approval of all overnight excursions, camps and adventure activities.

- Prior to seeking School Council approval for the camp, organising staff are required to complete the ‘School Council Approval’ proforma, ensuring that time permits for the matter to be placed on a School Council agenda and, if approved, that the online Notification of School Activity form then be submitted to DEECD Emergency Management by the Principal three weeks prior to the activity.

- The school will only use residential campsites accredited by the ‘Australian Camps Association’ or the ‘National Accommodation, Recreation & Tourism Accreditation Program (NARTA)’ for overnight camps. Any campsite chosen must be inspected by a staff member prior to the camp.
- Students will travel to and from camp on buses fitted with seat belts.
- DPS endeavours to include all students in the camping program. The decision to exclude a student for any reason will be made by the Principal, in consultation with the classroom teacher. Parents will be notified of this decision.
- Non-attending students will be provided with meaningful work and accommodated at school.
- Parents must complete the detailed medical form prior to the camp. Any medication to be administered on camp must be handed to the nominated staff member with detailed written instructions immediately prior to departure.
- Parents will be required to collect their child from camp if their child exhibits behaviour that is considered unacceptable, or becomes seriously ill or injured. The Teacher in Charge, in consultation with the Principal, will make this decision. Costs incurred will be the responsibility of the parent.

4 Evaluation and Review

This policy is to be reviewed every three years or following referral by School Council.

5 References

Vic Govt School Policy and Advisory Guide –

Circular 246/2007 – Safety Guidelines for Education Outdoors -

This policy was ratified by School Council on 23rd November 2011
Donvale Primary School
Day Excursions Policy

1 Policy Statement

Day excursions are defined for the purpose of this policy as any organised and supervised school activities that require children to travel in a group by bus.

2 Rationale or Purpose

Excursions reinforce, complement and extend learning opportunities beyond the classroom and develop an understanding that learning is not limited to school. The school’s excursion program enables students to further their learning and social skills development in a non-school setting. Day excursions complement, and are an important aspect of the educational programs offered at our school.

3 Implementation

- The principal is responsible for the approval of all single-day excursions. The approval of School Council may also be required for excursions outside of normal school hours or adventure activities which may be hazardous.
- Each level will be limited to one excursion and one incursion per term if payment is required.
- Level 3 and Level 4 cannot have an excursion requiring payment in the term they are having a School Camp.
- A designated ‘Teacher in Charge’ will coordinate each day excursion.
- Prior to the commencement of any detailed planning relating to a proposed day excursion, the teacher in charge must meet formally with the principal to discuss the proposed activity and to seek ‘in principle’ support for the event. The teacher in charge must gain the approval of the class teachers of the participating students before any further planning can take place.
- If the principal’s approval is granted, detailed planning should commence using the excursions pro-forma (Appendix 1). This completed pro-forma must be presented to the Principal at least 3 weeks prior to the excursion taking place. Once approval is obtained, discussion with the Business Manager must take place to confirm financial details.
- If approved, the online Notification of School Activity form then is submitted three weeks prior to the activity (if required).
- All buses booked for excursions must be fitted with seat belts.
- Parents can bulk pay for the term’s excursions or pay for individual excursions as they occur. To assist in this matter, parents have an opportunity to sign over their “EMA” cheque if applicable.
- All endeavours will be made not to exclude students simply for financial reasons. Parents experiencing financial difficulty, who wish for their children to attend a day excursion, will be required to discuss their individual situation with the Principal. Decisions relating to alternative payment arrangements will be made by the Principal on a case-by-case basis.
- All families will be given sufficient time to make payments for excursions. Parents will be sent notices before the excursion date reminding them of the need to finalise payment. Children whose payments have not been finalised before the departure date will not be allowed to attend unless alternative payment arrangements had been previously organised with the Principal.
- Office staff will be responsible for managing and monitoring the payments made by parents and will provide classroom teachers with detailed records on a regular basis. Refunds for students who are absent on the day of the excursion will be given at the discretion of the Principal.
• A senior staff member will be in attendance at school whilst the children are returning from any out-of-school-hours excursion. The Teacher in Charge will communicate with this person with regards to the anticipated return time.

• Only children who have displayed sensible, reliable behaviour at school will be invited to participate in school day excursions. Parents will be given advanced warning if their child is at risk of being excluded from an excursion due to poor behaviour at school. The decision to exclude a student will be made by the Principal, in consultation with the classroom teacher and the Teacher in Charge.

4 Evaluation and Review

• This policy is to be reviewed every three years or following referral by School Council.

5 References (if required)

• The Victorian Government Schools Reference Guide 4.4.2.2

6 Appendix

• Excursion planner Pro-forma
• Excursions planning process update
• Notification of School Activity Form
• Procedures

This policy was ratified by School Council on 23rd November 2011
Excursion Procedures

- On the day of the excursion:
  1/ Copies of completed Permission forms, and signed “Confidential Medical Information” forms must be carried by excursion staff at all times.
  2/ A First aid kit is taken.
  3/ Any specific medication (eg. Anaphylactic kits) are taken
  4/ Non-attending students will be provided with meaningful work and accommodated at school.
  5/ Copies of required documentation will be files in the excursions file in the office.
  6/ Teachers must count students onto the bus at the beginning and end of the excursion, and at appropriate times during the day.

- When presenting information to the Principal, organising staff must be aware that the following will be considered:
  o What is the purpose of the excursion and its connection to student learning?
  o Do staff members attending have the capability to provide the necessary supervision of students throughout the excursion?
  o Staff/student ratio complies with the applicable regulations.
  o Is an appropriately trained member of staff able to provide first aid?
  o Do supervisory adults who are not registered teachers require a Working with Children Check?
  o Will the location of staff and students throughout the excursion including during travel be known?
  o Is a record of telephone contacts for supervising excursion staff available?
  o Is a record of the names and family contacts for all students and staff available?
  o Are copies of the parental consent and confidential medical advice forms for those students on the excursion available?
Donvale Primary School

Incursions Policy

1 Policy Statement

For the purpose of this policy, an incursion is an activity that involves school visitors who provide a performance or service for the students for a fee.

2 Rationale or Purpose

The school's incursion program enables students to further their learning by complementing classroom lessons with experts and resources from outside the immediate school community. Incursions are an important aspect of the educational programs offered at our school.

3 Implementation

- All incursions must be formally approved by the Principal and the teachers of the students involved.
- Once formal approval has been gained a discussion with the Business Manager is required to decide upon the appropriate cost to be charged.
- All levels are limited to one incursion per term unless a school camp is occurring in that term.
- The Principal will determine a schedule of incursions for the term, which will ensure that all incursions are maintained at a reasonable and affordable cost, that they complement the curriculum, and they comply with all DEECD requirements.
- The schedule of incursions, including costs, will be distributed in the term bulk billing. Refunds for students who are absent on the day of the incursion will be made at the discretion of the Principal.
- Parents can bulk pay for the terms incursions or pay for individual incursions as they occur. To assist in this matter, parents have an opportunity to sign over their “EMA” cheque if applicable.
- All endeavours will be made not to exclude students simply for financial reasons. Parents who are experiencing financial difficulty, who wish for their children to attend an incursion, will be required to discuss their individual situation with the Principal. The Principal, on a case-by-case basis, will make decisions relating to alternative payment arrangements.
- All families will be given sufficient time to make payments for incursions. Parents will be sent notices before the incursion date reminding them of the need to finalise payment. Children whose payments have not been finalised prior to the incursion will not be allowed to attend unless alternative payment arrangements had been previously organised with the Principal.
- Office staff will be responsible for managing and monitoring the payments made by parents and will provide classroom teachers with detailed records on a regular basis.
- A designated 'Teacher in Charge' will coordinate each incursion.
- Students who do not attend incursions will be provided with suitable alternative activities.

4 Evaluation and Review

This policy is to be reviewed every three years or as referred by School Council.

5 References

The Victorian Government Schools Reference Guide

This policy was ratified by School Council on 23rd November 2011