

BELLBRIDGE NEWS



Bellbridge Primary School
120 Bellbridge Drive, Hoppers Crossing, 3029
Email: bellbridge.ps@edumail.vic.gov.au

Telephone 9749 6161

Web Page: www.bellbridgeps.vic.edu.au

This is the first newsletter for the year and is being provided as a hard copy as well as online.

ALL future newsletters will be provided online via COMPASS, as well as on the school web page.

WELCOME TO BELLBRIDGE PRIMARY SCHOOL

We hope everyone had a lovely holiday break. Our staff are refreshed and ready for another busy and productive year of teaching and learning, and we hope you are too. Many staff returned to school before the due date to set up their classrooms/work spaces and begin preparing the engaging and supportive learning environments that they provide for your children.

We wish to thank our families for making the effort to make appropriate preparations for students to start the school year on time, in uniform and with the necessary items for learning. Your support assists our staff to provide a comfortable transition for your children in their 'new' learning environment.

We also value our home school partnerships between staff, students and families and find that a 'team approach' that includes open and honest communication is a successful feature of our school community. If parents have any queries or concerns about anything related to the start of the school year, please contact the office so we can assist you in a timely and constructive manner. (PH: 9749 6161)

IMPORTANT: Bellbridge Primary School FACEBOOK Page

It has been brought to our attention that some parents believe there is more than one Bellbridge Primary School Facebook Page. This is not the case.

The only official Facebook Page that provides up to date, relevant and reliable information about our school (e.g. events, processes, procedures) is located at www.facebook.com/BellbridgePrimary

Any other Facebook pages are not endorsed or approved by our school and at times may provide misleading information. The most reliable and prompt information is provided by our staff who can be contacted between 8:00 – 4:00pm at 9749 6161.

ASSEMBLY – STARTING FRIDAY, FEBRUARY 8th

ASSEMBLY is each Friday afternoon at 1:50pm (starting in Week 2), unless otherwise advised via the newsletter or Compass. Parents and families are invited to attend. There are awards, announcements, and at times, special presentations. Next week (8/2/19) we have the Grades 3 – 6 Assembly where the Grade 6 students will be presented with their student leadership badges: School Captains and House Captains.

Please note: the first P – 2 Assembly will be in the Gym on Friday, February 15th.

CURRICULUM DAYS (January, 29th & 30th)

Our staff have worked very hard over the past two days, engaging in professional learning (Asthma and Anaphylaxis training, Respectful Relationships training, developing consistent understandings and strategies regarding Phonological Awareness, reviewing and developing consistent, school wide strategies in the implementation of effective teaching in Reading, Writing and Maths). This learning will support them in continuing to provide a safe and supportive learning environment for all students.

STAFF at BELLBRIDGE PRIMARY SCHOOL

We are pleased to welcome some new staff to our school community – Liz Purcell (1E), Monika Mikula (2B), Rebecca Turnbull (4D), Sean Clancy (6C).

ESSENTIAL EDUCATION ITEMS

At the final School Council meeting last year there was robust discussion about the collection rate of the annual Essential Education Items (\$200 per student) where it was noted that only 70% of families had paid in 2018. School Councillors shared strategies that might inform parents of the importance of this annual payment and were disappointed and concerned that budgets for extra curricula learning activities and online learning programs in 2019 have been reduced as a result. It was noted that our school has one of the lowest payments for Essential Education Items and that it equates to \$50 a term per child, or \$5.00 a week per child, is far cheaper than kindergarten, and many parents experiencing challenges are provided with the opportunity to make a payment plan with the Business Manager.

But it is extremely encouraging to note that a significant number of families have already made payments for this year, which is greatly appreciated. If the percentage rate of funds received for Essential Education Items increases this year, we may be able to reinstate some of the programs that have been initially withdrawn for 2019.

HOME SCHOOL PARTNERSHIPS are IMPORTANT at BELLBRIDGE

Our staff will be setting and revisiting clear and achievable expectations with all students so that we are all clear about our roles and responsibilities. In order for students to receive a clear and consistent message we feel it is also important for families to support these expectations through conversations and actions at home. Some ways you can support a strong home school partnership include:

- Reading the newsletter with your child every week
- Asking for, and checking your child's student diary or communication book every school day
- Talking about sensible and safe play at home and school
- Monitoring homework tasks on a regular basis
- Attending meetings with teachers, where necessary

A major success in our partnership so far this year has been the support demonstrated by our parents who have provided their children with the necessary resources and positive attitude to have an extremely organised and settled start to the school year. Well done!

PARENT TEACHER MEETINGS (Meet & Greet) – Monday, February 18th/Tuesday, February 19th

We will be having Parent Teacher meetings on Monday, February 18th (2:50 – 6:30pm) and Tuesday, February 19th, (2:50 - 4:10pm). This is an opportunity to establish a shared relationship and build on the home school partnership with your child's teacher. It is also important for parents to share information that is specific to their child's needs.

We look forward to having conversations with all parents at these meetings so we can start the year with shared expectations.

Some information that can be shared at the interview may include:

- Your child's current health situation, e.g. allergies, asthma (which require a management plan)
- Changed family circumstances
- Dates for any extended absences that are being planned (e.g. holiday overseas)
- Issues that may impact on the completion of homework

When teachers are aware of special circumstances in a child's life they are able to understand and support students in a variety of ways and your timely communication allows us all to work as a team.

Bookings for these meetings will be processed electronically via Compass – more information will be communicated very soon.

LOG IN TO COMPASS TO BOOK YOUR PARENT-TEACHER MEETING (opening soon)

COMPASS is our online portal used for parents to:

- *Access your child's Semester Reports
- *View up-to-date attendance information, and add approvals or explanations for absences (before or after the absence)
- *Access information regarding upcoming events and news, including a school calendar
- *Update your registered email and mobile number (used for SMS alerts) details
- *Receive alerts via text message or email
- *Provide information and online consent functionality for sports, camps and excursions
- *Make most payments online
- *Make bookings for Parent/Student/Teacher conferences

The bookings for Term 1 Parent-Teacher Meetings will open shortly, and a text message will be sent to advise parents of the date/time the system will be available to make bookings. Families with multiple children at our school are advised to book early to ensure the time slots can be made around the same time. We recommend that you do not book time slots immediately following each other - just to be sure you have time to move from one classroom to the next. Login to Compass using the mobile app or Compass web link on our school homepage. (<https://bellbridgeps-vic.compass.education/>)

If you can't remember your password for Compass, please go to the Compass Portal and select "Can't access your account?"

This link will take you to: <https://bellbridgeps-vic.compass.education/Portal/ForgotPassword.aspx> where you can take steps to change your password.

Does your child have ASTHMA? This is important information re Spacers

Schools/preschools in Victoria have been informed by the Asthma Foundation of Victoria about new guidelines regarding the use of spacers for children with asthma. Spacers are essential equipment when following Asthma First Aid best practice, however schools/preschools will no longer be able to wash, sterilise and re-use spacers from their asthma emergency kits when assisting students with asthma symptoms.

If your child has an Asthma Plan (which should be signed by a doctor and handed to the Office for filing with our First Aid Coordinator) you will need to supply a spacer to be stored at the office in case of emergency. If we do not have a spacer and need to use one for your child from the school supply we will need to charge parents for the replacement fee (\$10.00). Please help us to be prepared to look after your child's asthma needs if they arise.

Make sure you tell your child's teacher of any other medical conditions or special needs or requirements at the Parent Teacher meeting on Monday, February 18th and Tuesday, February 19th.

IMPORTANT – DO NOT BRING VALUABLE ITEMS TO SCHOOL

We wish to remind parents/guardians that we strongly discourage students from bringing valuable items to school. The Department of Education and Training does not hold insurance nor does it accept responsibility for private property brought to school by students, staff and visitors. This can include mobile phones, iPods, calculators, toys, sporting equipment and cars parked on school premises. It is very sad and disappointing when valuable items are lost or damaged and we urge parents and children to make responsible choices when considering bringing any valuable items to school.

Students who bring mobile phones and/or electronic devices to school must:

- Have their parent's permission
- Leave them at the office when they arrive at school (for safe keeping)
- Pick them up from the office at the end of the school day

Shared Values at BELLBRIDGE

We are very proud of our strong culture of good civics and citizenship at Bellbridge Primary School. This is actively demonstrated by our commitment to living out a set of shared values which are:

- We are individuals
- We aim, we achieve
- We are responsible citizens, and
- We value team work

SCHOOL WIDE POSITIVE BEHAVIOUR SUPPORT Program (SWPBS)

The SWPBS is a whole school approach designed to promote and maintain a safe and orderly learning environment for all students and staff.

It focuses on everyone and all settings within the school, and promotes a positive focus on academic and behavioural outcomes across the school.

It clearly defines our core expected behaviours (rules), which are:

- **Be Safe**
- **Be Respectful**
- **Be Responsible**
- **Be a Learner**

Expected behaviours are acknowledged and rewarded at both an individual and class level.

Students can earn 'bee tokens' as an individual and these can be traded for prizes at a Reward Shop.

Class groups can earn 'bee hive tokens' for positive behaviour which they can trade for whole class rewards. Classes have an opportunity to earn 'bee hive tokens' in their classroom, at Specialist classes and in the yard. Expectations are clearly displayed in each classroom in the form of a Matrix.

RIDING BIKES to SCHOOL

We support and encourage students to ride their bikes and scooters to school as it is a healthy and environmentally conscious choice, BUT:

- Bikes and scooters must be in a condition that complies with safety expectations (e.g. size, brakes, tyres)
- Students must have parent permission to ride to/from school
- Students must wear a helmet when riding a bike and are strongly encouraged to do the same when riding a scooter or skateboard
- Students are strongly encouraged to lock their bikes and scooters in the bike enclosure
- Bikes and scooters must be 'walked' within the school grounds when entering and exiting the school

Please note: A 'Bike & Scooter Agreement' will be handed out during the Parent Teacher information sessions and will need to be signed by students and their parents.

ACTIVE TRAVEL PROGRAM

We are very lucky to have three school crossings to assist with safe travel to and from our school – Matlock Street (x1) and Bellbridge Drive (x2). Families are encouraged to use these crossings and develop a relationship with the very kind and supportive crossing guards who assist our students in learning and following road safety rules.

We will also continue to have **'Wheel and Walk Wednesday' every Wednesday** this year, with trophies being handed out at our weekly assemblies. Last year our school was No.1 in the state in Active Travel for two terms in a row and we hope to maintain a high level of participation in this program.

We encourage all children to walk or ride part/all of the way to and from school via our Active Travel Paths each day of the week.

STUDENT SAFETY around our SCHOOL

The safety of students is very important to us. We've noticed a few parents have been using the Staff Car Parks as a drop off area for students. We understand that at times it may feel convenient for parents to use the car park but it does not comply with safety guidelines.

For safety reasons, **students are not to be in the Staff Car Park at any time**, unless under the supervision of a teacher.

Please help us to make sure your children are safe when arriving and leaving school by doing the following, where applicable:

- Drop them off using the footpath as an exit point at a parking bay on Bellbridge Drive or Matlock Street.
- Make sure your children use the School Crossing if/when they need to cross Bellbridge Drive or Matlock Street in order to enter or exit the school.
- Do not call students to cross the street when you are not parked on the school side of the road.

BULLYING – NO WAY! – but you have to TELL SOMEONE

All schools have policies about Bullying and Student Welfare, and Bellbridge has them too, BUT they are of no value if students or families don't tell a teacher or the Principal when unacceptable, unsafe and/or threatening behaviour affects a child.

This year, as well as teaching students about positive behaviours, respectful relationships and how to manage themselves if they feel they are being bullied, our staff are also developing students' understandings and expectations of bystanders who witness unacceptable situations.

When you tell a teacher when you are feeling unsafe (in the classroom or playground), this is what happens: *(not necessarily in order, depending on the situation)*

- A teacher will respond to the incident, e.g. solve the problem; apply a consequence for the misbehaviour
- A teacher will record the incident (paper, online) and refer it to the welfare leader (P – 2; 3 – 6)
- The welfare leader will investigate the incident, then apply a consequence or constructive strategy

Strategies may include:

- meeting between students and teacher to understand and educate about expected behaviours
- apology to student/s or staff
- implement a playground reflection booklet to track and monitor a student's feelings of being safe and happy in the playground, and acknowledge/celebrate successes
- implement a classroom reflection booklet to track and monitor a student's behaviours in the classroom, and acknowledge/celebrate successes
- walk with a teacher in the yard and talk about choices and options ('walk & talk')
- limited playground use, e.g. restricted to one area – Matlock Street or courtyard
- reduced time in the yard (15 minutes time out and 15 minutes with teacher on duty)
- withdrawn from the yard for a period of time
- withdrawn from the classroom for a period of time (another classroom, at the office)
- suspension from the classroom (in school)
- suspension from school (at home)
- implementation of a behaviour management plan
- regular meetings with parents to monitor behaviour
- assistance provided by the regional education office to support the student and staff

HOMEWORK

Bellbridge has a Homework Policy that supports students and their families by providing activities that support classroom learning, foster good study habits and provide an opportunity for students to be responsible for their own learning.

Please note: Homework is not compulsory at Bellbridge Primary School – it is a parental choice.

If parents do not wish to support homework activities or find that some homework tasks cannot be completed due to other family commitments, we request that parents write and sign a short note to the teacher (e.g. in the Student Diary).

Our approach to homework at Bellbridge includes:

Prep – Grade 3

- Reading activities to, with and by parents.
- Simple extension tasks associated with classroom activities.
- Gathering of additional information or materials.
- Homework will generally not exceed 20 - 30 minutes per day.

Grade 4 – 6

- Independent reading on a daily basis.
- Tasks such as continuation of classroom work.
- Other tasks linked to Inquiry Learning and Integrated Studies.
- Homework will generally not exceed 45 minutes per day.

EXPECTATIONS about the use of the playground AFTER SCHOOL

We are fortunate to have wonderful play equipment at Bellbridge and understand that the children really enjoy playing on it, but at the end of the school day it is essential that our staff can identify any child who has not been collected from school. This is impossible to do when we have lots of children on our playgrounds.

Therefore we have implemented the following expectations:

- NO pre-school children or toddlers are to play on the playground equipment at any time as it has not been designed for pre-school age children. *Parents or carers who choose to allow their pre-schoolers and toddlers to play on the school playgrounds, do so at their own risk and it is the responsibility of the parent/carer to provide supervision.*
- Students who walk or ride bikes/scooters home from school are NOT to play on the playground after school as all students are to make their way home or to their designated meeting place where they are picked up by a parent as soon as the bell goes at 2:40pm.
- Parents or carers are responsible for the supervision of their children if they choose to allow them to play on the playground after 2:40pm.

HOW PARENTS can RAISE CONCERNS with the SCHOOL

At times, parents may have queries or concerns related to their child, a situation, a teacher or the school environment. In order to maintain a respectful, responsible and supportive home school partnership, our leadership team and staff make themselves available for open communication about these issues.

- Parents are advised to make a time to meet with a TEACHER to discuss issues related to their child's learning and/or social, emotional or behaviour concerns.
- Parents are advised to make a time to meet with the PRINCIPAL (or an Assistant Principal) to discuss issues related to the governance of the school, the safety or welfare of the community, or if a meeting with a teacher is not deemed to have been resolved with an acceptable level of satisfaction.
- Our Principal and Assistant Principals are highly visible within and about the school grounds before and after school, and are very approachable when they are on supervision duty during these times.
- Parents can also contact the Office to make appointments with Teachers and the Principal Class.

We look forward to continuing our positive and productive partnerships with all families at Bellbridge.

Debbie Clancy
Principal

Meet the Principal & the Leadership Team

Friday, February 8th

Parents are invited to meet with our Principal, Debbie Clancy and the Leadership Team (Tania Hunt, Alysha Jarvis and Helen Baldock) after Assembly on Friday, February 8th.

This will be a brief, informal gathering where parents have the opportunity to ask questions and/or have a short tour of sections of the school.

Re: **SUNSCREEN APPLICATION AT SCHOOL**

Dear Parent/Guardian,

Bellbridge Primary School is proud to have state-wide recognition for our efforts in promoting Sun Protection at our school.

Ultra-violet radiation is a type of radiation produced by the sun. UV radiation can lead to a number of health issues, but it is also our main source of Vitamin D. Each classroom contains a poster outlining the daily UV level. The SunSmart app is also on our school's website (scroll to the bottom of the homepage).

When the UV level is below 3, it is important that we allow ourselves to absorb the Vitamin D from the sun, however, when these levels go above 3, sun protection is recommended. In Term 1 and 4, students wear hats in accordance with our Sun & UV Protection policy. In Terms 2 and 3, the UV levels are generally below 3. On the occasion where the UV level may go beyond this safe level, the students will be encouraged to follow SunSmart recommendations, which include:

- Slip on a shirt
- Slop on sunscreen
- Slap on a hat
- Seek shade
- Slide on sunglasses



Each classroom has been provided with a bottle of sunscreen (Cancer Council, SPF 30+), which students will be able to use when the UV levels are above 3, if they wish. Students will be applying the sunscreen themselves, with teacher direction if required. It would be helpful if you could ensure your child is clear on how to correctly administer sunscreen. You are welcome to provide your child with your own sunscreen if you prefer, which can remain stored in their bag until needed.

If your child has a specific health issue and should not use school-provided sunscreen, please notify the school office so this information can be noted and passed to the relevant teaching staff and school nurse.



**Bellbridge Primary School 2019 Semester One
Early Years Literacy and Numeracy
Parent Helpers Course**

ALL WELCOME (parents, grandparents, aunts, uncles etc)
Runs for 3 sessions

SESSION ONE Thursday 14th February 8.40 – 10.20 Staffroom
Literacy- Speaking and Listening
Numeracy -How children learn Maths



SESSION TWO Thursday 28th February 8.40 – 10.20 Staffroom
Literacy -Reading
Maths- Pause Prompt Praise strategies

SESSION THREE Thursday 14th March 8.40 – 10.20 Staffroom
Literacy-Writing
Maths-Helping with maths in the classroom or at home

Find out how Numeracy and Literacy are taught at school and how you can help your child at home, and at school if you wish to be a Parent Helper.

(All parents assisting with English/Maths at Bellbridge are expected to have completed the course and have an up to date Working with Children Check)

Please fill out the form below and return it to your child's teacher.

Any queries please contact Helen Baldock 9749 6161

Early Years LITERACY AND NUMERACY PARENT HELPERS COURSE 2019 Semester One

I would like to attend the Early Years Parent Helpers Course

I understand there are 3 sessions in the Course to attend.

Name _____ Contact Number _____

Child's Name _____ Child's GRADE eg 2B _____

PLEASE RETURN AND GIVE TO YOUR CHILD'S TEACHER

**Thank you
Helen Baldock**