

LOCKWOOD

Primary School

Newsletter #1

4th February, 2022

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Dates To Remember	
7th February	1st Canteen Orders Close at 7:00pm
8th February	Girls In STEM Program
9th February	Canteen Lunches Begin Prep Rest Day Pupil Update/Consent Forms Due Back
15th February	Final Meeting for 2021 School Council
16th February	Prep Rest Day
23rd February	Prep Rest Day
14th March	Labour Day Public Holiday
28-30th March	3/4 Camp to Ballarat
8th April	Final Day Term 1—2:30pm Finish
25th April	ANZAC Day Public Holiday
26th April	1st Day Term 2

students, record that they will be absent while in 7-day isolation and let the rest of the school community know there has been a positive case onsite and that they should monitor for symptoms. Students should not return to school if they remain symptomatic. Students who have tested positive for COVID-19, have completed their 7-day isolation period and are subsequently asymptomatic do not need to undertake rapid antigen testing for 30 days. Parents are also required to report a positive case to the Department of Health or hotline 1800 675 398 or by using the [COVID-19 Positive Rapid Antigen Test Self-Reporting Form](#) (see link below)

<https://dhvicgovau.powerappsportals.com/rapid-antigen-test/>

Face Masks

- Students in Year 3 and above must wear a face mask indoors at school unless a lawful exception applies.
- Students in Prep to Year 2 are strongly encouraged to wear a face mask indoors at school.
- Students do not need to wear the mask outdoors.
- All visitors to school must wear face masks when indoors unless there is a lawful exception.
- Your support in sending your child to school with their own mask is greatly appreciated.

Air Purifiers and other ventilation measures

- The Department of Education has provided all Government schools with a supply of air purifiers. We have placed them across our school in classrooms and specialist learning areas.
- Windows and doors will also be open as much as possible along with ceiling fans assisting with air movement.
- Classes will be strongly encourage to engage in outdoor learning opportunities whenever appropriate.

Visitors to School

- As a preventative measure, we continue to ask that visits to school are minimised.
- Parents and carers are requested not to enter classrooms at this time.
- Physical distancing must still occur within the school grounds.

Hygiene Practises

- Hand sanitiser will be available throughout the school including at the front office for visitors.

FROM THE PRINCIPAL'S DESK

Welcome to another year here at Lockwood Primary School. I would like to extend a very warm welcome back to all of our students, families and staff, and especially to our new families for 2022. We have had a very smooth start to the year and as I have wandered through the classrooms this week it has been great to see all the happy and positive faces.

COVIDSAFE PRACTICES

Our COVID journey continues and with the start of our new school year there are a few processes that we need to follow in order to ensure the health and safety of all members of our school community.

Rapid Antigen Test (RAT Kits)

All students have been provided with a RAT kit and it is strongly recommended that parents conduct the tests at home and twice a week - it is suggested to test on Monday and Thursday mornings. Parents must report any positive test results to school so that we can support the

OSHC

Online Booking Form

All OSHC bookings should be made through this link. Please save it in your favourites.

<https://forms.gle/TmTqzLfm1VSQnVPvz>

Remember—Hats On Term 1!

All students need to have a school hat for Term 1. Hats can be purchased through the QKR App. Please ensure all uniform items are clearly named!



'Learning, Caring, Laughing, Sharing'

- Children will be supported to practise good hand hygiene while at school.
- All staff have completed training relating to infection prevention and control and will be asked to complete a refresher.

WHAT HAPPENS IF A COVID POSITIVE CASE IS IDENTIFIED AT SCHOOL

In the event that a COVID positive notification of a student or staff member there is a simple process that all schools are required to follow:

The relevant class/year level will be informed by an email from me. Parents/carers will need to monitor their children for symptoms for 7 days.

SCHOOL VALUES

Our school values are: **Learning – Caring – Laughing – Sharing**
Our School Wide Positive Behaviour Matrix is the foundation of everything we say, do and expect from one another and provides us with a way to embed our values across our school community. As part of our 'Smart Start' to the year, students and staff are developing appropriate expectations based on the matrix to ensure the safety and wellbeing of everyone here at Lockwood PS.

In term 1 our Value in focus is: **Learning**.

ANNUAL PRIVACY REMINDER

Our school collects, uses, discloses and stores student and parent personal information for standard school functions or where permitted by law, as stated in the Schools' Privacy Policy. Please take time to remind yourself of the school's collection statement, which can be found on our website.

For more information about privacy, please refer to the *Schools' Privacy Policy – information for parents* on the Department of Education website. This information is also available in nine community languages.

PERSONAL PROPERTY

The DET (Department of Education & Training) wishes to remind parents that personal items brought to school by students are not covered by insurance. Items brought to school are at the student's own risk.

Carmen Huszar 😊

Start of Year Reminders

HOME – SCHOOL COMMUNICATION

Thursdays are our 'communication' day. Newsletters go home every Thursday and any other notes or letters will be sent home on that day also (whenever possible). Please keep an eye out each Thursday for school information. Newsletters will also be emailed through the Sentral app and available on our website.

If you have any questions or concerns, the class teacher is always your first point of contact. Please don't hesitate to contact your child's teacher (by phone or email) to organise a mutually convenient time to chat. As always, please don't hesitate to contact me if there is something you would like to discuss. I appreciate time with parents and look forward to our conversations.

CELEBRATING BIRTHDAYS AT SCHOOL

We have introduced ways of acknowledging student birthdays at school. Student birthdays are noted in the weekly newsletter and acknowledged in the classroom.

In light of this & with the increasing volume of food allergies, I kindly request that food is NOT brought into school to celebrate birthdays. Thanks for your understanding & co-operation.



TISSUES

We ask that all families provide each of their children with a large box of tissues for their classrooms. Please hand their box of tissues to your child's individual class teacher.



FIRST AID – STUDENT MEDICATION

Just a reminder that any students at Lockwood Primary School who have a medical condition including diabetes, allergies, anaphylaxis, asthma, epilepsy or any other specific medical condition that requires monitoring are required to provide the school with an action plan to help meet the specific needs of your child. This is required for the commencement of the 2022 school year and action plans need to be updated every year. Please contact Fiona in the office if you have any questions.

If your child has to take any sort of Medication, this must be kept safely in the **OFFICE** and dispensed by a first aid officer at the time nominated by parent. Forms can be obtained from the office. All medication must be in the original packaging. (If medication is not in original packaging staff are unable to administer this medication to students).

Medication is not to be kept in school bags.

SENTRAL PARENT PORTAL

Have you created a SENTRAL account? Do you have your login details? **Have you downloaded the app?**

In 2022 SENTRAL will be used for absence notifications, booking student led conferences, viewing student reports and first aid notifications. Please call the office if you need us to generate log-in details in order that you can create your own SENTRAL Parent Portal account.



All Foundation (Prep) and new families will receive an "access key" and instructions on how to register for the SENTRAL portal. Please note that after registering and creating your own username (email address) and password, you no longer need the code issued in the letter. You can simply log into:

<https://sentral.lockwoodps.vic.edu.au/portal2/#!/login>

LATE ARRIVAL OR EARLY DEPARTURE OF STUDENTS

Students arriving late to school or leaving early must be signed in / out at the school office. When dropping off late or collecting students early, parents must report to the office first and to complete the sign in/out book. Thank you

PARKING SAFELY AT SCHOOL DURING DROP OFF/PICK UP

Parents are reminded **NOT** to park on the opposite side of Wiegards Road behind other cars. Please use the marked car parks provided along the school fence. Wiegards Road is very busy during these times and it is very dangerous for children to cross on foot.

Please do not do U-turns immediately out of the car parks or the drop off zone. Please drive up to the end of the car parks on Wiegards Road and perform your U-turn there.



Parents are also reminded that pedestrian entry to the school grounds is **NOT** permitted through the staff car park gateway due to safety reasons. Please make sure your children use the paths at either end of the staff car park.

YARD SUPERVISION BEFORE & AFTER SCHOOL

Students are supervised in the yard from 8:45am and until 3:45pm on school days. If you need to drop your child at school outside of those times, please book them into the OSHC service. Thank you!

2022 INFORMATION UPDATE & CONSENT FORMS

Enclosed with the newsletter today is our annual information update and consent forms. Please take a few minutes to complete this paperwork. *We would appreciate all forms be returned to school by Wednesday 9th February.*

CAMPS, SPORTS & EXCURSIONS FUND (CSEF)

CSEF is provided by the Victorian Government to assist eligible families to cover the costs of school trips, camps and sporting activities.

If you hold a valid means-tested concession card or are a temporary foster parent, you may be eligible for CSEF. The allowance is paid to the school to use towards expenses relating to camps, excursions or sporting activities for the benefit of your child. The annual CSEF amount per student is \$125 for primary school students.

HOW TO APPLY

Application forms have been sent home to all new families and to existing families who have new students starting in 2020. If you believe you are eligible for the CSEF fund and have not received a form, please contact the school office to obtain a CSEF application form.

If you did not complete a form with the start of year paperwork, please call into the school office to collect one. You can also contact Fiona if you have any queries.

OSHC NEWS

OSHC is up and running again for 2022!

Nerrilie Faull is our once again heading up our OSHC team as co-ordinator. Bookings can be made at the office or via the book link (see front of newsletter).

Please ensure if your child is attending OSHC, that a 2022 enrolment form is completed and returned to the school office as a matter of urgency.

Please note that permanent bookings do not roll over for the new year, so please make sure you contact the office asap to arrange your permanent bookings for OSHC.

WE ARE HIRING:

We are looking for new OSHC Staff for 2022. If you or someone you know, has a Certificate 3 in Education, a Diploma or are working towards a diploma or teaching degree and are interested in working at our OSHC service, please contact the school office during office hours.

WEDNESDAY LUNCHES ARE BACK!!

Our Weekly Lunch Canteen will return next Wednesday Week Two (9th February), with the menu being available today in QKR to start ordering.

We are a Health Eating Canteen, so in line with the schools 'School-provided food policy', which promotes healthy eating, the canteen menu will only serve **GREEN** category foods (everyday food choices) and **ORANGE** category foods (eat moderately food choices) as classified by the VIC Health Food Checker website. The canteen offers a variety of items under this classification. As per the 'School-provided food policy', we will still try to offer 'Special Food Days' no more than twice per term, which can include **RED** (eat occasionally foods). Watch this space for details of any upcoming special food days.

Thank you to all the families and students that completed our survey last year. It was great to get so many positive comments, and we have used the information to try and improve the offering.

We are excited to be offering the following additional menu items in Term 1. We will continue to seasonally modify the menu to maintain variety.

Chicken Caesar Salad – The salad will be available in two sizes, and contain mixed lettuce leaves, roasted chicken, parmesan cheese, boiled egg, bacon pieces, garlic croutons and a ranch style dressing. Salads are being supplied fresh by our local caterer.

Fruit Salad – A seasonal fruit salad will be offered, with a minimum of 5 freshly diced fruits (dependant on seasonal fruit available) and include a variety of melon, apples, oranges, pineapple, strawberries, kiwi fruit, blueberries and grape (cut). Served in a 225ml container.

Hommus Dip with carrot sticks or lightly salted brown rice crackers.

Nudie 100% Fruit Juices – 200ml tetra packs available in Orange or Apple, and only containing Orange and Apples.

The canteen is operated 100% by volunteers, and we are always looking for volunteers to assist on a Wednesday. We are happy if you can assist only once, or more regularly. No experience or specific skills are required, just 2 hours of your time on a Wednesday morning from 9am to 11am. As a volunteer you will generally be helping with food preparation, packing the orders, cleaning up and distributing the food to classes as required. It is a great way to be involved with the school and to meet other parents and teachers. (Note: As per education policy, all volunteers must have a working with children's check and be fully vaccinated for COVID-19). If you are able to volunteer, please let Fiona know.

All orders for Canteen will need to be placed via the QKR app. If you have not already downloaded QKR or are new to our school, The QKR App can be downloaded from the Apple App Store or Google play (refer to the QKR How to Guide).

Instructions can be found on our school website:

<https://www.lockwoodps.vic.edu.au/page/50/%22How-To%22-QKR-Tips>

For all returning families, when you first log onto the QKR app this year, you will be prompted to update your children year level and class. Please ensure you select the correct class, as this is important to ensure your child's order is delivered to the correct class on the Wednesday.

When will orders need to be placed?

Orders can be placed 2 weeks in advance via the QKR App and will **close off at 7pm on the Monday night prior to canteen day**. Orders cannot be cancelled after 7pm on the Monday before canteen day. Orders will be able to be placed from this **Monday 7th February**, for next week's canteen.

What if my child is sick on the Wednesday?

There are two types of menu items that can be ordered, some which are prepared in the canteen on the Wednesday morning, and some which are being outsourced from a local caterer (Wraps, Sushi and Caesar Salads). If your child is sick on the day of canteen and you notify the office by 9am that they will not be at school **AND** that they have a canteen order, depending on the type of order we can;

Wraps, Sushi or Caesar Salad – arrange for you to collect your child's order from the school after 11am, or for the order to be sent home with a sibling.

All other items – we can carry the order over to the next week or arrange for you to collect your child's order from the school or be sent home with a sibling.

