

# College Principal Report

## THRILLED TO BE BACK AT SCHOOL IN 2021

2021 has started with an air of excitement, energy and commitment to improvement. Staff and students are refreshed and the atmosphere is positive. Our focus this year is to continue to improve our engagement with students and their families. We have an amazing team of staff who are looking forward to working more closely in partnership with students and their families to achieve our dreams. A huge welcome to all of our new families and we look forward to touching base with you soon.

## CELEBRATING 2020 VCE/VCAL SUCCESS

The Year 12 results for 2020 were impressive with 7 students achieving an ATAR above 90. The Dux of the College was Abdullah Waraich achieving an outstanding score of 99.35. The students are to be commended on showing such resilience, persistence and commitment in a year like no other. Check out the Senior Campus Report for details of the Graduation we are planning for our 2020 Year 12s.

## CONGRATULATIONS KELLI MACDONALD

Kelli has been appointed Assistant Principal at Heathmont Secondary College commencing at the start of the 2021 school year. Kelli commenced at Mill Park in 2012 as a Leading Teacher and was appointed as an Assistant Principal in 2015. First and foremost, Kelli is an outstanding classroom teacher who leads staff teams to improve their collective results. She is absolutely focused on teaching and learning and passionate about coaching as the best strategy to achieve this. I thank her for her contribution to the College and wish her every success in the future.



## CONGRATULATIONS MELISSA STEPHENS

Melissa has been appointed Assistant Principal and will be based at the Middle Years Campus for 2021. Melissa commenced at Mill Park in 2001 as a graduate teacher, teaching Mathematics and Science. Very early in her career she was appointed as a Leading Teacher and has undertaken numerous roles over the years including leading Mathematics, College Curriculum and Coaching. Congratulations Melissa.

## INTRODUCING THE PRINCIPAL TEAM



1. **Trish Horner**, *College Principal*
2. **Richard Dungey**, *Senior Campus Principal*
3. **Karen Eastlake**, *Middle Years Campus Principal*
4. **Melissa Stephens**, *Middle Years Campus Assistant Principal*
5. **Simon McRae**, *Senior Campus Assistant Principal*
6. **Peter Tonis**, *Senior Campus Assistant Principal*

# College Principal Report

## INTRODUCING THE LEADING TEACHERS

1. **Danielle Jones**, *College Curriculum*
2. **Andrew Self**, *College Languages (English / LOTE)*
3. **Liam McNaughton**, *College Humanities*
4. **Gina Palamara**, *College Arts & Design Technology*
5. **Michael Collett**, *College Science, IT, Systems Technology & Food Technology*
6. **Sean Graham** *College STEM*
7. **David Maltby**, *College PE*
8. **Bill Van Driel**, *Middle Years Student Engagement Leader*
9. **Darren Patterson**, *Senior Student Engagement Leader*
10. **Amelia Fahie**, *Teaching and Learning Coach – Literacy*
11. **Tristan Russell** *Learning Specialist – VCE Implementation*
12. **Renee Colbey** *Community Engagements*
13. **Kate Clinton** *College Pathways & Transitions Leader*

## WHO's BACK or NEW?

We welcome back Courtney Magdalani and Alex Worth from long term leave.

A warm welcome is extended to our new teachers: Iman El-Mohammad (*Italian, EAL, Humanities*), Amelia Fahie (*Leading Teacher, English, Humanities*), Gabriela Garchitorea (*Mathematics, Science, Physics*), Rayhna Puche (*English, Humanities*) and Natalie Silipo (*Mathematics*)

We welcome Helen Nicola to the role of Student Welfare on the Middle Years Campus and Stephanie Chee-Noguera as a Mental Health Practitioner.

Maddison Clarke, who graduated in 2020, has joined us as an AFL Trainee.

We are thrilled to have some of our staff on family leave back on a part time basis to support the Tutor Program: Fiona Radici, Felicity Gordon, Maria Szuman and Melissa Barnard.

We have also appointed the following staff to the Tutor Program: Heather Munro, Natasha Litterick, Philip Brown and Ganwa Katrib.

## COVID UPDATE

Following the Government's announcements regarding new statewide restrictions that came into effect at 11:59pm on Wednesday 3 February, there is new guidance for schools regarding the wearing of masks. People aged 12 and over must wear a fitted face mask when in public indoor spaces unless there is a lawful reason not to.

Students aged 12 or older must wear a face mask indoors when at school, unless they are attending a primary school, an Outside school hours care (OHSC) program or an exception applies.

School staff are not required to wear face masks while teaching or caring, but those who wish to do so, can. Staff must wear face masks in indoor areas of the school when not teaching or caring.

Visitors to school sites must also wear masks when indoors. Please ensure anyone on your school site is aware of the updated face mask requirements.

## SCHOOL COUNCIL ELECTIONS 2021

The School Council elections are open for nominations as of Friday 5 February. There are 4 Parent, 1 Student and 2 DET vacancies to be filled. Included in this newsletter is a School Council Elections – Information for Parents factsheet and a Notice of Election and Call for Nominations schedule. Nomination forms are available from both General Offices and close at 4:00pm on Wednesday 17 February 2021.

# College Principal Report

## STANDING COMMITTEES

If you are unable to commit to School Council but would still like to contribute to the College's future direction, please consider joining one of the School Council's sub committees. Members meet twice a term on a Tuesday night and all recommendations made by the committees are taken to School Council. Being a member of a committee also enables greater understanding of how the school operates and how decisions are made.

The sub committees are:

- Education
- Student Engagement & Wellbeing and Community
- Resources
- Finance

It is vitally important that we have parent input. If you are interested in joining one of the committees or have any questions, please contact Joanne Armarego on 9407 9700 or [Joanne.Armarego@education.vic.gov.au](mailto:Joanne.Armarego@education.vic.gov.au)

## 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, found on our website [Privacy Policy](#)

For more information about privacy, see: [Schools' Privacy Policy – information for parents](#). This information also available in nine community languages.

## PARENT PLANNER

At the back of this newsletter there is a Parent Planner for Term 1, to keep you up to date with what is happening this term.

## EVERY DAY COUNTS!

It is important that parents advise the school for any absence. It is also important that parents contact the school if their child will be absent from school for 5 or more days, so catch up work can be arranged.

Refer to the tables below for Approved and Unapproved reasons for absence.

APPROVED REASONS FOR ABSENCE	UNAPPROVED REASONS FOR ABSENCE
Illness	Driving lessons
Funeral	Personal issues (without further explanation)
Job interview	Family commitments
Medical / dental appointments (which cannot be arranged out of class time)	Car or bike breakdowns
Court appointments	Sleeping in or missing the bus
Court counselling	SAC / SAT preparation or completion of work due in other subjects
College / State / National representation in sport	Part time work commitments or Centrelink appointments
P's Licence testing	Supporting upset friends or timetable mix ups

# College Principal Report

## IMPORTANT REMINDERS

At this time of year it is important to remind you of the following information:

### **CAMPS, SPORTS and EXCURSIONS FUND (CSEF)**

Parents / guardians holding a valid means-tested concession card or temporary foster parents are eligible to apply for CSEF in 2021. Application forms are available from the General Offices at both Campuses. The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of eligible student. The secondary school student rate is \$225 per year.

### **CONTACT DETAILS**

If you have moved home, changed phone numbers or e-mail addresses please complete a Data Update Form available from the office. It is important that we have up to date records in the event that we need to contact you.

### **VISITORS TO THE SCHOOL**

All visitors, including Parents / Carers, must report to the General Office upon arrival. All official visitors must be signed in and carry a Visitors Pass and have a valid Working With Children's Check card with them. Parents / Carers are not permitted to walk around the school unaccompanied.

### **SCHOOL ZONES**

Parents, carers and visitors are reminded of the importance of road safety around schools.

School Speed Zones will be enforced from the commencement of the school year and parents / carers / visitors are requested to abide the speed limited in the designated school speed zones during the specified times (8.00am - 9.30am and 2.30pm - 4.00pm).

### **SAFETY FIRST**

In the interest of students' safety, the staff car parks at each Campus are FOR STAFF ONLY. Parents / carers / friends dropping off or picking up students are asked to park their car in nearby streets and not in the Staff Car Park.

### **ACCIDENT INSURANCE**

The Department does not provide personal accident insurance for students. Parents and carers are responsible for paying the cost of medical treatment for injured students, including any transport costs. Student accident insurance policies are available from some commercial insurers. These cover a range of medical expenses not covered by Medicare or private health insurance.

### **LEAVE VALUABLES AT HOME**

The Department does not hold insurance nor does it accept responsibility for private property brought to school by students, staff and visitors. Personal property is often brought to school by students. This can include mobile phones, calculators, toys, sporting equipment and cars parked on school premises. Students are discouraged from bringing any unnecessary or particularly valuable items to school.

### **MYKI CARDS—REGISTRATION**

Registration of myki cards is optional; however, it is strongly recommended that students register their myki cards online at <http://ptv.vic.gov.au/tickets/myki/registering-your-myki/>. The main benefit of registering a myki is the balance on the myki is protected if it is reported lost or stolen.



Trish Horner  
College Principal





# Campus Principal Report

## CHARACTER STRENGTHS

In 2021, our **whole college** will have a special focus on **Character Strengths**.

This means we will be learning about our own special *character*, with the goal of making our lives better.

Staff and students will be doing this work together.

Together we will be learning more about what defines you as a person worthy of respect, love and appreciation, and how you can use those positive elements of who you are to improve your sense of well-being, your relationships, and even our school community.

Character is the part of your personality that other people tend to admire, respect and cherish. It is the sum total of those aspects of who you are as a person that leads others to see you as a person with integrity, a person who contributes and a person who can be trusted.

We are excited about the work we will do this year around character strengths. Our aim is to highlight one of the 24 character strengths each fortnight. Keep an eye out for Sentral posts and the inclusion of strengths in our everyday classes and interactions.



## IMPORTANT DATES

**Monday 8 February** - Year 7 Welcome Picnic (5:00pm - 7:00pm)

**Wednesday 10 February** - School Photo catch up day

**Thursday 11 February** - Middle Years Campus testing day (no formal classes, students will only be required to attend during allocated testing times)

**Tuesday 16 February** - Parent Teacher Interviews via Zoom

**Wednesday 3 - Friday 5 March** - Year 7 Camp



# Campus Principal Report

## YEAR 12 RESULTS 2020

After a very disruptive year with many weeks of remote learning, Year 12 VCE students finally got their results on 30<sup>th</sup> December. The Dux of the school was Abdullah Wariach with an ATAR score of 99.35. This was high enough for him to get a first round offer into Medicine at Monash University. Congratulations Abdullah. Your hard work during the year (and previous years) paid off. Many other students also achieved high scores with an overall increase in ATAR scores about 50 from the previous year. The most important thing is if students achieved a high enough score to get into their preferred course at TAFE or University. I'm glad to hear that most students did.



**Abdullah Wariach**  
**Dux of 2020**  
**ATAR Score of 99.35**

## ASSEMBLY

Separate student assemblies were held on Thursday 28<sup>th</sup> January with Year 12 students attending session 1 and then Year 10 and Year 11 students attending session 2.

Abdullah Wariach, the Dux of Year 12 for 2020, spoke to the Year 12 students about how to prioritise what they study with the suggestion that they focus on the subjects that they find most difficult. Felix Werner and Tharshika Srikamalanathan, the School Captains of 2020, also spoke on how to set goals and be mindful that it is their last year of schooling and the importance 'making the distance' and that there will be time to relax after exams are finished.

The students were also entertained by one of the school bands.



Elizabeth Pardalis, Maafi Loto, and  
Damian Pungor

## VCE PARENT INFORMATION NIGHT

On Tuesday 2<sup>nd</sup> February, parents and guardians attended a VCE Parents information session at the school. This was very well attended with approximately 100 parents who received information about VCE requirements as well as some great tips about how to get the most out of the year from a company called Elevate.

If any parents were unable to attend, we can send out the powerpoint slides as well as a video recording of Elevate presentation. You can contact the school on **9409 8222** or send us an email at [mill.park.sc@education.vic.gov.au](mailto:mill.park.sc@education.vic.gov.au) to request this to be sent to you.





# Campus Principal Report

## WEDNESDAY AFTERNOON PROGRAM

At the Senior Campus there are no scheduled classes on Wednesday afternoons as many students attend VET classes, either at Mill Park or at another educational facility. This time is then available for most students to show some independence and maturity and complete their school work at home or in the school library. Each year level has developed a program where students not attending VET on a Wednesday afternoon are expected to participate in educational activities. Note that SAC's are compulsory for students in that class, unless they have a VET class. Catch-up classes are for students that are behind with their work. Parents are notified of this. Workshops are highly recommended. Students are expected to attend at least one workshop per semester.

### Year 12

<u>Week</u>	<u>Activity</u>
Week 3 - 10th February	Super Charge your ATAR Workshop
Week 4 - 17th February	Catch up class
Week 5 - 24th February	Catch up class
Week 6 - 3rd March	<b>Business Management SAC 1</b>
Week 7 - 10th March	Annotation and Note Taking Workshop
Week 8 - 17th March	<b>Health and Human Development SAC 1</b>
Week 9 - 24th March	<b>English Practice SAC 1, PE incursion</b>
Week 10 - 31st March	Catch Up class

Year 10 and 11 also have scheduled activities on certain weeks. Please check Sentral regularly to find out about these.

## SCHOOL PHOTOS

On Thursday 4<sup>th</sup> February, all Senior Campus students had their school photos taken. Thanks to students for being so organised and having the correct uniform. If your child missed their photo on this day, the photographers are coming back on Wednesday 10<sup>th</sup> February to take photos of anyone that missed out. All students are required to wear the white Mill Park uniform shirt for photos.

## YEAR 12 SCHOOL CAPTAINS



**College Captains:** Fatima Ahad and Nithus Srikamalanathan

**College Vice-Captains:** Clayton Jolly and Nicolette Buick

The Year 12 jackets are now in and look good. Rugby tops are expected in the next couple of weeks. If any Year 12 student does not have a jacket and would like to order one, they should contact Ms Aiello ASAP.



# Campus Principal Report

## Mill Park Secondary College Year 12 Graduation

**Thursday 18 February**

Mill Park Secondary College – Senior Campus

**Arrive 6.45pm  
for 7.00pm start**

2020 Year 12 students will be presented with their  
VCE/VCAL & VET Certificates

Subject Award Winners, Top 5 and the Dux will be presented with  
certificates

If weather is fine, it will be held outside and parents are welcome.

BYO camp chair or rug

If it is wet, it will be held in the gym with students only due to  
room capacity.

(An email will be sent out if this occurs)

**Student Dress Code: Black and white semi-formal**

**No alcohol**

**Coffee van will be on site**

# College Report

## A MESSAGE FROM THE MUSIC DEPARTMENT:

### **Top Class Music Invitation**

Each year VCAA invite the "Top Acts" from Year 12 performance exams to audition for the annual Top Class Concerts held at the Melbourne Recital Centre. We are very proud to announce that Year 12 Students from 2020 Kerry Yang (guitar), Felix Werner (drum-kit) and Luciano Olmedo (bass) have been invited to audition for this year's concert series.

This is a wonderful achievement and recognition of their high results, hard work and dedication to Music Performance. We wish them well for the audition on February 6th.

Thanks and congratulations to the 2020 Year 12 Music team of Brett Gaskett, Serge DeLeucio, Emily Beck and Wendy Nagel for the high level guidance and support of the students throughout their VCE Music Program.



### **Instrumental Music Lessons**

Any students wishing to be involved in the Instrumental Music Program 2021, need to return the Instrumental Music Enrolment form ASAP. Organisation and placement of students into lessons will begin on Monday 1 February and successful students will be notified of their lessons by the relevant teacher during Weeks 2- 3. Late enrolments will only be considered if a vacancy is still available. Instruments being offered include: Guitar, Bass Guitar, Drum-kit, Flute, Clarinet, Saxophone, Contemporary Vocals and Keyboard.

1. Go to <https://www.millparksc.vic.edu.au/2021-information-pack/> and select the "Instrumental Music Enrolment Form 2021" and either:
2. Complete and print the fillable online form and return it to the office on your campus
3. Complete the online form and returning it via email

## **CSEF**

The Camps, Sports and Excursions Fund 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 \$225 for eligible secondary 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 for CSEF through our school last year, you do not need to complete an application form this year, unless there has been a change in your family circumstances.

If you would like to apply for CSEF please find the form attached to the back of this newsletter. You can return this filled out with a copy of a valid concession card via email to [mill.park.sc@education.vic.gov.au](mailto:mill.park.sc@education.vic.gov.au) or to the General Office.

# College Report

## PARENT TEACHER INTERVIEWS

Parent Teacher Interviews will be conducted via Zoom on Tuesday 16 February from 8:30am - 4:30pm. The Parent Portal on Sentral will be open for bookings from 9:00am on Tuesday 9 February and will close at 11:59pm on Monday 15 February.

To be able to make a booking you must be registered as a parent through Sentral. If you have not done this you can follow this link to complete the registration: <https://sentral.millparksc.vic.edu.au/portal/register>

If you are a new parent to the school and have not registered through the parent portal yet, you will need your access key which would have been sent out via email when you enrolled. If you are yet to receive your access key please call the Middle Years Campus on 9407 9700 or the Senior Campus on 9409 8222.

If you need information on 'How to register as a parent' and 'How to book Parent Teacher Interviews' you can view the PDF on our website via the following link: <https://www.millparksc.vic.edu.au/information-for-parents/>

As the Parent Teacher Interviews will be conducted via Zoom this year please note the following important points:

- 1.) Please ensure you have already created your FREE Zoom account at <https://zoom.us/signup>
- 2.) Make sure you have a name that will make you identifiable by the teacher. This is not always clear from a email address or nickname.
- 3.) Just before the scheduled time, click on the link of the teacher you wish to speak with.
- 4.) Each interview should be accessible by clicking on the Zoom hyperlink. If the link does not work by clicking on it, then please copy and paste it into your internet browser and it will take you directly to your scheduled meeting.
- 5.) This will then take you into a waiting room. The teacher will allow you into the interview when they are ready.
- 6.) Have your camera and microphone on so that the interviews can be as engaging and productive as possible for participants.
- 7.) Where possible include your child as a participant, just as we would normally encourage this to happen.



LIKE US at <https://www.facebook.com/millparksc/>

This screenshot shows you where to find SEE FIRST when you are liking the page.

### INSTRUCTIONS

1. 'Like' Mill Park Secondary College.
2. To the right of the 'Like' button you will see 'Following' with a drop down arrow.
3. Please select 'See First in Newsfeed' and 'Notifications On (Events)'.



# Careers News



## Newsletter

Friday 5 February

### How can the Career Centre help me?

Apprenticeships Information	Résumé Writing Skills
Cadetships & Traineeships	Scholarship Opportunities
Career Expos	Subject Selection Counselling
Careers Testing	TAFE Courses & Programs
Interview Skills	University/TAFE Application Process
Open Days	University Courses & Programs
Overseas Exchange Programs	University Extension Studies
Part-time & Casual Job Opportunities	VTAC Process

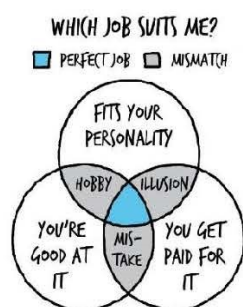
### Who we are

Meet the team – we are here to help you with any questions you may have

			
Kate Clinton Team Leader	Jane Brown VCAL and Careers	Megan Fox Careers Assistant	Wendy Gordon Careers Assistant

The Careers Centre is located in room 12A – right next to the Canteen. Drop in and see us!

### How do I find a job which suits me?



*You're most likely to do well in a job that you enjoy. A good way to identify jobs that you enjoy is to think about your work style. How do you like to work?*

Do you enjoy tasks that are:

- Practical
- Analytical
- Creative
- Helping
- Enterprising
- Administrative?

Chances are you like to work in a range of different ways. Take the [Career Quiz](#) to learn more about your work style and to see jobs that match your interests. You can also use [Explore Careers](#) to filter by work style.\*

\*Source – Australian Government, Job Outlook

# Careers News



## **Tax File Number (TFN)**

If you are starting a part-time job you will need a tax file number.

You will also need a TFN if you are planning on further study.

**Importantly, current Year 12 students are reminded that they cannot enrol in a CSP (Commonwealth Support Place) course at university without a Tax File Number, so it is worthwhile getting an application submitted early!**

Students must apply for a TFN online and have their identity verified through an interview at a participating Australia Post office.

To apply and also to find out about participating Post Offices, visit [TFN Application](#)

## **Planning on studying Medicine in 2022? You need to sit the UCAT**

### **University Clinical Aptitude Test**

The **University Clinical Aptitude Test (UCAT)** is an admissions test used by the UCAT ANZ Consortium of universities in Australia and New Zealand for their **medical, dental, and clinical science** degree programs. Universities requiring the UCAT are listed at this link - [Universities requiring the UCAT](#). Students intending to apply for courses requiring the UCAT at any of these universities are reminded that they will need to **book a test**.

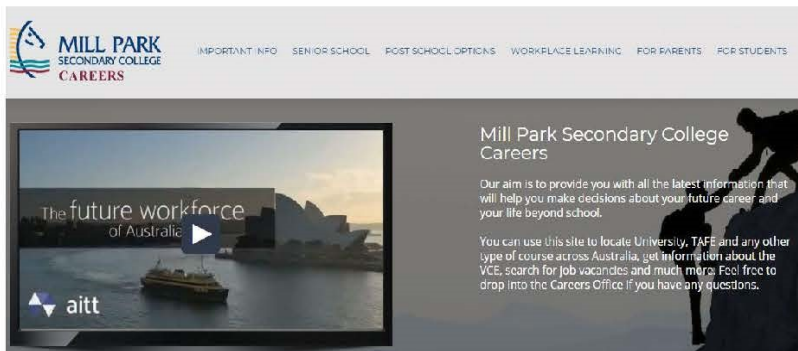
Bookings will open on **1 March 2021** and close **17 May 2021**. The testing dates will be from **1 July 2021 to 11 August 2021**.

Students who are preparing for entry into any of these courses are encouraged to familiarise themselves with the **format of the test** at [UCAT Test Format](#) and the **practice tests and preparation material** provided at [UCAT Preparation](#).

Find out more at [UCAT](#).

## **Want More?.....**

Check out our [Careers Website](#) which provides extensive resources for students and parents.



# School Council Elections - Information for Parents

## WHAT IS A SCHOOL COUNCIL AND WHAT DOES IT DO?

All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the key directions of a school within statewide guidelines. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

## WHO IS ON THE SCHOOL COUNCIL?

For most school councils, there are three possible categories of membership:

- A mandated elected Parent category – more than one-third of the total members must be from this category. Department of Education and Training (DET) employees can be Parent members at their child's school as long as they are not engaged in work at the school.
- A mandated elected DET employee category – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically one of these members.
- An optional Community member category – members are coopted by a decision of the council because of their special skills, interests or experiences. Department employees are not eligible to be Community members.

Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

## WHY IS PARENT MEMBERSHIP SO IMPORTANT?

Parents on school councils provide important viewpoints and have valuable skills that can help shape the direction of the school.

Those parents who become active on a school council find their involvement satisfying and may also find that their children feel a greater sense of belonging.

## DO I NEED SPECIAL EXPERIENCE TO BE ON SCHOOL COUNCIL?

Each member brings their own valuable life skills and knowledge to the role. Councilors may need to develop skills and acquire knowledge in areas that are unfamiliar to them. What you do need is an interest in your child's school and the desire to work in partnership with others to help shape the school's future.

## HOW CAN YOU BECOME INVOLVED?

The most obvious way is to vote in the elections, which are held in Term one each year. However, ballots are only held if more people nominate as candidates than there are positions vacant.

In view of this, you might consider

- standing for election as a member of the school council
- encouraging another person to stand for election.

## WHAT DO YOU NEED TO DO TO STAND FOR ELECTION?

The principal will issue a Notice of Election and Call for Nominations following the commencement of Term one each year. All school council elections must be completed by the end of March unless the usual time line has been varied by the Minister.

If you decide to stand for election, you can arrange for someone to nominate you as a candidate or you can nominate yourself in the Parent category.

Department employees whose child is enrolled in a school in which they are not engaged in work are eligible to nominate for parent membership of the school council at that school.

Once the nomination form is completed, return it to the principal within the time stated on the Notice of Election. You will receive a Nomination Form Receipt in the mail following the receipt of your completed nomination.

Generally, if there are more nominations received than there are vacancies on council, a ballot will be conducted during the two weeks after the call for nominations has closed.

**REMEMBER**

- Ask at the school for help if you would like to stand for election and are not sure what to do
- Consider standing for election to council this year
- Be sure to vote in the elections.

**Contact the principal for further information.**

## FORM 2: NOTICE OF ELECTION AND CALL FOR NOMINATIONS

(Formerly **Schedule 4: Notice of Election and Call for Nomination**)

An election is to be conducted for members of the school council of Mill Park Secondary College.

Nomination forms may be obtained from the school and must be lodged by 4.00 pm on Wednesday 17 February 2021

Following the closing of nominations a list of the nominations received will be posted at the school.

The terms of office, membership categories and number of positions in each membership category open for election are as follows:

MEMBERSHIP CATEGORY	TERM OF OFFICE	NUMBER OF POSITIONS
Parent member	From the day after the date of the declaration of the poll in 2021 to and inclusive of the date of the declaration of poll in 2023	4
School employee member	From the day after the date of the declaration of the poll in 2021 to and inclusive of the date of the declaration of poll in 2023	2
Student member	From the day after the date of the declaration of the poll in 2021 to and inclusive of the date of the declaration of poll in 2023	1

If the number of nominations is less than the number of vacancies, a notice to that effect and calling for further nominations will be posted in a prominent position at the school.



Trish Horner  
Principal



**City of  
Whittlesea**

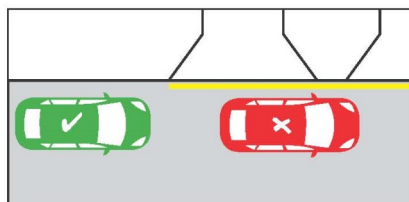
## PARKING AND SAFETY AROUND SCHOOLS

### Speed



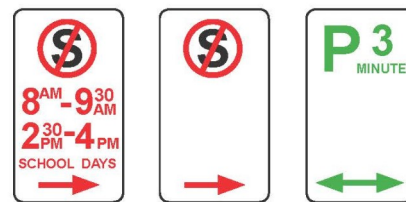
Look out for the reduced speed limit around schools and slow down to improve safety.

### Yellow edge line



A driver must not stop on the side of a road marked with a yellow edge line.

### Parking/Stopping signage



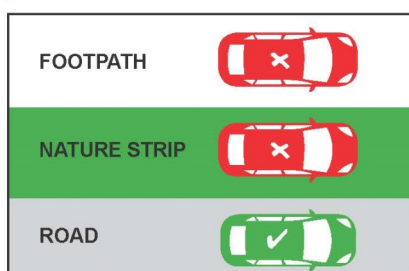
No stopping areas must be kept clear. If times/days are specified, restrictions are only applicable to the specified times/days. You cannot park in a P3 minute area for longer than three minutes.

### School crossings



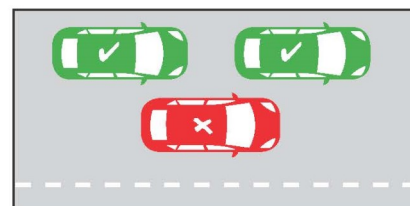
- Look out for flags and Crossing Supervisors
- You must stop for anyone waiting to cross, or who has started crossing
- Please remain stopped until the crossing is clear.

### No parking on nature strips/footpaths



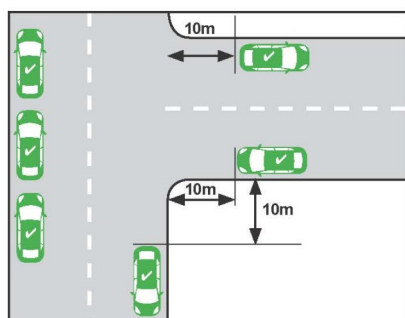
Parking is illegal on nature strips and footpaths.

### Double parking



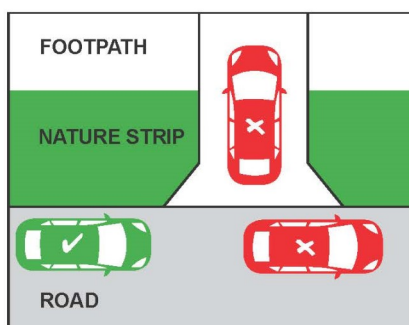
It is illegal to double park at any time. This affects the flow of traffic.

### Within 10 metres of an intersection



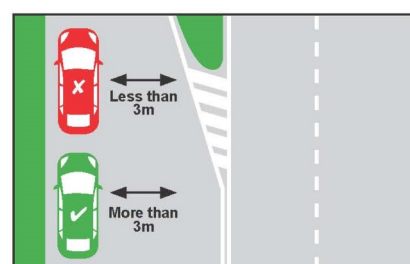
A driver must not stop with any part of their vehicle within 10 metres of an intersection unless signed otherwise.

### Stopping across driveways



It is illegal to, stop/park across a driveway unless you stay in the car are there for no more than two minutes and move immediately if required to do so to allow entry or exit by the owner/occupier.

### 3 metre gap for signage



At least 3 metres must be left between your vehicle and the centre dividing line to allow other vehicles to pass safely and not obstruct traffic.

### What can you do to stay safe

- Supervise your children in or near traffic
- Walk or cycle to school with your child
- Respect all road rules, parking signs and instructions from authorities
- Wait on the same side of the street as your child
- Always let your child out of the kerb side of the car.

### Free Telephone Interpreter Service

العربية	9679 9871	Italiano	9679 9874
Ελληνικά	9679 9873	Македонски	9679 9875
हिंदी	9679 9879	简体中文	9679 9857

ਪੰਜਾਬੀ	9679 9879	Tiếng Việt	9679 9878
தமிழ்	9679 9879	Other	9679 9879
Türkçe	9679 9877		

## CAMPS, SPORTS AND EXCURSIONS FUND (CSEF) 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 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 Department of Education and Training (DET) to use Centrelink Confirmation eServices to perform an enquiry of my Centrelink customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Australian Government Department of Human Services (DHS) to provide the results of that enquiry to DET.

I understand that:

- DHS 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 DHS and provide it to DET 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 the Victorian Department of Health and Human Services and/or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You are able to 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 \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## CSEF ELIGIBILITY

Below is the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

### Criteria 1 – Eligibility

To be eligible\* for the fund, a parent or legal guardian of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one, or;
  - on the first day of Term two.
- a) Be an eligible beneficiary within the meaning of the State Concessions Act 2004, that is, be a holder of Veterans Affairs Gold Card or be an eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) holder, OR
  - b) Be a temporary foster parent, and;
  - c) Submit an application to the school by the due date.

\* A special consideration eligibility category also exists. For more information, see:

[www.education.vic.gov.au/about/programs/Pages/csef.aspx](http://www.education.vic.gov.au/about/programs/Pages/csef.aspx)

Parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with one of (a) or (b) above.

### Criteria 2 - Be of school age and attend school in Victoria

School is compulsory for all Victorian children aged between six and 17 years of age inclusive.

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. Typically, these students are aged between five and 18 years inclusive.

CSEF is not payable to students attending pre-school, kindergarten, home schooled, or TAFE.

### Eligibility Date

For concession card holders CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on the first day of either term one (27th January 2021) or term two (19th April 2021).

## PAYMENT AMOUNTS

### CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$125 per year.
- Secondary school student rate: \$225 per year.

The CSEF is paid directly to your child's school and will be allocated by the school towards camps, sports and/or excursion costs for your child.

For ungraded students, the rate payable is determined by the student's date of birth. For more information, see:

[www.education.vic.gov.au/about/programs/Pages/csef.aspx](http://www.education.vic.gov.au/about/programs/Pages/csef.aspx)

**Year 7 government school students** who are CSEF recipients are also eligible for a uniform voucher. Secondary schools are required to make applications on behalf of parents so please register your interest at the school.

## HOW TO COMPLETE THE APPLICATION FORM

### NOTE: ALL SECTIONS MUST BE COMPLETED BY PARENT/LEGAL GUARDIAN

1. Complete the PARENT/LEGAL GUARDIAN DETAILS section.  
Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.  
If you are claiming as a Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.
2. Complete the STUDENT/S DETAILS section for students at this school.
3. Sign and date the form and return it to the school office as soon as possible. The CSEF program for 2021 closes on 25<sup>th</sup> June 2021.

CSEF payments cannot be claimed retrospectively for prior years.

**Queries relating to CSEF eligibility and payments should be directed to the school.**



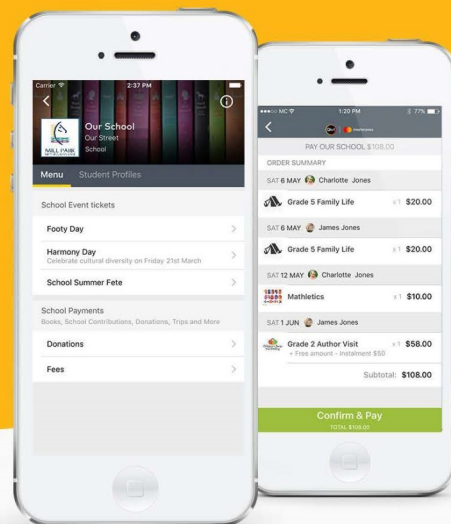
masterpass

For quicker, hassle-free school payments, try Qkr! today

Introducing Qkr! (pronounced 'quicker') by Mastercard, the secure and easy way to order and pay for school items from your phone at a time and place that suits you.

With Qkr you can:

- Pay for a variety of school items;
- See your receipts on the app and get them sent by email if required.



Getting started is easy - try it yourself today

### Step 1 Download Qkr!

on your Android phone or iPhone. iPad users can download iPhone app



### Step 2 Register

Select your Country of Residence as 'Australia' and follow the steps to register

### Step 3 Find our school

Our school will appear in 'Nearby Locations' if you're within 10kms of the school, or search for our school by name.

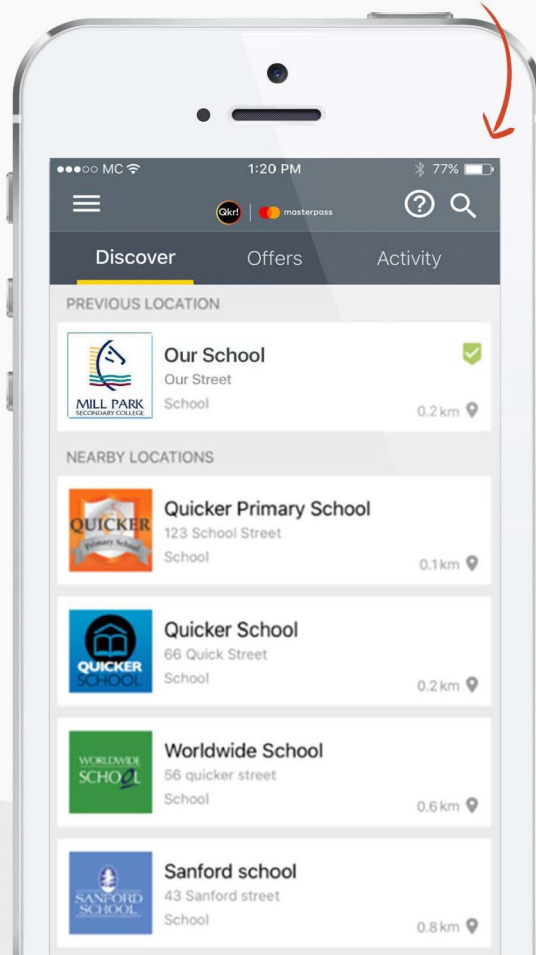
### Step 4 Register your children

When first accessing our school you will be prompted to add a student profile for your child. This allows you to make orders and payments for them.

If you have made a purchase you can select our school from 'Previous Location'

If you're within 10 kms of the school, you can select our school from 'Nearby Locations'

Search for our school name

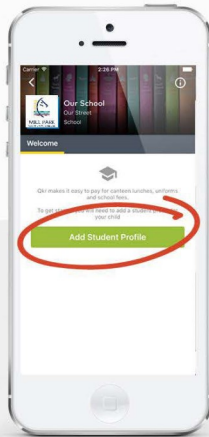




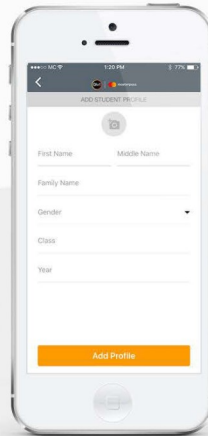
masterpass

## Add your children's details in Student Profiles

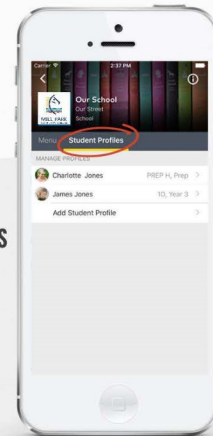
Select  
'Add student profile'



Add each  
child's details

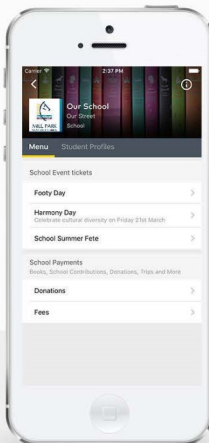


Manage each  
child's details in  
Student Profiles

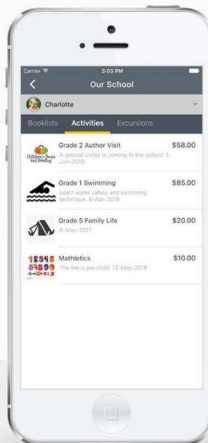


## Purchase school items

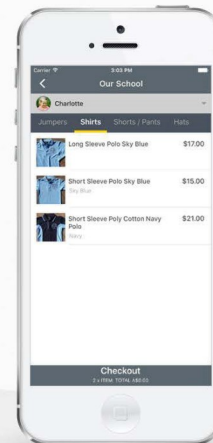
Select a menu  
from our school



Select child  
you are  
ordering for



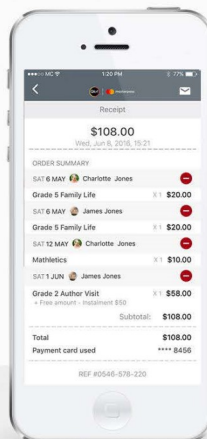
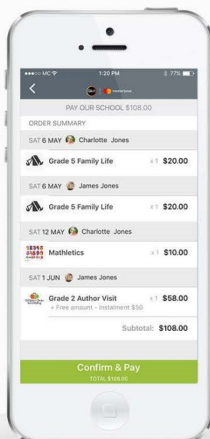
Select your items



Tap 'Checkout'  
then confirm and pay

## Making payments

Add up to 5 cards to your wallet



At checkout select which card to  
pay with.

Pay with any cards accepted  
by the school.

Once your payment is approved you  
can continue to the home page, or  
view your receipt.

TERM 1 PARENT PLANNER 2021							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT	SUN
	18-Jan <i>Office Open</i> 9am - 3pm	19-Jan <i>Office Open</i> 9am - 3pm	20-Jan <i>Office Open</i> 9am - 3pm	21-Jan <i>Office Open</i> 9am - 3pm	22-Jan <i>Office Open</i> 9am - 3pm	23-Jan	24-Jan
1	25-Jan  COLLEGE CLOSED	26-Jan  AUSTRALIA DAY	27-Jan <i>TEACHERS RETURN (MYC)</i>	28-Jan <i>STUDENTS RETURN</i>	29-Jan	30-Jan	31-Jan
2	1-Feb Yr 8 Assembly	2-Feb	3-Feb Yr 12 Eng Play (PRAC pm) Yr 10 Study Skills (afternoon)	4-Feb  SCHOOL PHOTOS - MYC & SC	5-Feb Year 10 Assembly	6-Feb	7-Feb
		Year12 Parent Info night			NEWSLETTER		
3	8-Feb <i>Character Focus - Self-regulation</i> <i>Senior Boys Cricket</i>	9-Feb <i>Character Focus - Self-regulation</i>	10-Feb <i>Character Focus - Self-regulation</i> <i>Inter Boys Cricket</i>	11-Feb <i>Character Focus - Self-regulation</i> Yr 7 Assembly	12-Feb <i>Character Focus - Self-regulation</i> Year 12 Assembly	13-Feb	14-Feb
			SCHOOL PHOTOS - CATCH UP				
	Year 7 Parent Gathering						
4	15-Feb <i>Character Focus - Self-regulation</i>	16-Feb  PARENT TEACHER INTERVIEWS	17-Feb <i>Character Focus - Self-regulation</i> <i>Yr 7 Boys Cricket</i>	18-Feb <i>Character Focus - Self-regulation</i>  2020 YR 12 GRADUATION	19-Feb <i>Character Focus - Self-regulation</i> <i>Whittlesea Division Swimming</i>	20-Feb	21-Feb
	FINANCE COMMITTEE				NEWSLETTER		
5	22-Feb CHILD SAFETY WEEK <i>Senior Summer Sport*</i>	23-Feb Yr 9 Assembly	24-Feb	25-Feb <i>Yr 7-9 Girls Cricket</i> Yr 7 Assembly	26-Feb  Yr 7 - HPV 1 & Boostrix	27-Feb	28-Feb
		SCHOOL COUNCIL					
6	1-Mar <i>Character Focus - Love of learning</i> <i>Yr 8 Boys Cricket</i>	2-Mar <i>Character Focus - Love of learning</i>	3-Mar <i>Character Focus - Love of learning</i>	4-Mar <i>Character Focus - Love of learning</i>	5-Mar <i>Character Focus - Love of learning</i>  Year 11 Assembly Year 7 Camp	6-Mar	7-Mar
			Year 7 Camp	Year 7 Camp	NEWSLETTER		
7	8-Mar  LABOUR DAY	9-Mar <i>Character Focus - Love of learning</i>	10-Mar <i>Character Focus - Love of learning</i> <i>Yr 7 Summer Sport*</i>	11-Mar <i>Character Focus - Love of learning</i>	12-Mar <i>Character Focus - Love of learning</i> <i>Inter Summer Sport*</i>	13-Mar	14-Mar
		STANDING COMMITTEES					
8	15-Mar <i>Character Focus - Zest &amp; Humour</i>	16-Mar <i>Character Focus - Zest &amp; Humour</i> <i>Yr 7&amp;8 Boys Cricket Final (if req'd)</i>	17-Mar <i>Character Focus - Zest &amp; Humour</i>	18-Mar <i>Character Focus - Zest &amp; Humour</i>	19-Mar <i>Character Focus - Zest &amp; Humour</i>	20-Mar	21-Mar
	Showcase & SEAL Info Night	FINANCE COMMITTEE			NEWSLETTER		
9	22-Mar <i>Character Focus - Zest &amp; Humour</i>	23-Mar <i>Character Focus - Zest &amp; Humour</i>	24-Mar <i>Character Focus - Zest &amp; Humour</i> <i>NMR Swimming</i>	25-Mar COLLEGE ATHLETICS CARNIVAL	26-Mar <i>Character Focus - Zest &amp; Humour</i> <i>Yr 8 Summer Sport*</i>	27-Mar	28-Mar
		SCHOOL COUNCIL					
10	29-Mar <i>Character Focus - Gratitude</i>	30-Mar <i>Character Focus - Gratitude</i>	31-Mar <i>Character Focus - Gratitude</i> MY Campus Assembly (\$1)	1-Apr <i>Character Focus - Gratitude</i>	2-Apr  GOOD FRIDAY	3-Apr	4-Apr
				NEWSLETTER			

\* SUMMER SPORT - Volleyball, Tennis, Baseball / Softball