Dear Parents, Students and Friends of Cheltenham Primary School

Notice of Election and Call for Nominations School Council
Each year in Term 1 our School Council calls for nominations from our parents to fill vacancies in the parent category of School Council.

The size and configuration of our Council’s Constituting Order is 13 Council members, comprising seven parents, 4 Department of Education and Training (DET), and two Community members. All terms of office are for two years, with overlapping tenure, so that not all positions are declared vacant in any one year. Cheltenham Primary School has 3 vacancies which have arisen as a result of parent members whose term of office has expired.

Being a member of School Council is a rewarding and challenging experience. Acting as a team, Council supports the Principal to provide the best possible educational outcomes for students.

Nomination forms for School Council will be available from the School Office from Monday, 15 February 2016. The closing date for nominations is Monday, 22 February 2016.

Further information is outlined below for your review.

School Council Election 2016 - 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 state wide 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 co-opted by a decision of the council because of their special skills, interests or experiences. DET 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 in itself and may also find that their children feel a greater sense of belonging.

How can you become involved?
The most obvious way is to vote in the elections, which are held in Term 1 each year. However, ballots are only held if more people nominate as candidates than there are positions vacant. In view of this, you might seriously consider:

- Standing for election as a member of the School Council
- Encouraging another person to stand for election.

Do I need special experience to be on School Council?
No. 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.

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 1 each year. All School Council elections must be completed on or before 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.

DET 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.

Should you require any further information, please do not hesitate to contact me personally.

Kind regards

Bronwyn Morgan
Principal (Acting)
Important dates for your diary:

FEBRUARY:
Monday, 15th
Tuesday, 16th
Wednesday, 17th
Thursday, 18th
Saturday, 20th
Monday, 22nd
Tuesday, 23rd
Thursday, 25th

District Swim Trials
Parent Meeting 3.40-7pm
Parent Meeting 3.40-5pm
Prep Parent Meeting 7.00-8.15pm
Working Bee 9am-12noon
Badge Ceremony TBC
Student Photo Day
School Council 7.30pm
Prep Parent Meeting 7.00-8.15pm

MARCH:
1st-4th
Thursday, 10th
Monday, 14th
Sunday, 20th
Tuesday, 22nd
Thursday, 24th
Friday, 25th

Year 5&6 Camp
House Swimming
Labour Day Public Holiday
Working Bee 9am-12noon
School Council 7.30pm
Last Day Term 1 – 2.30pm
Dismissal
Good Friday

CARPARK- ONLY FOR STAFF PARKING

A reminder to all parents that our on-site carpark is only for staff cars. Parents are not to park in these spaces at any time. We do not have a drop off or pick up area for parents to use. All parents must find a park in the local streets and pick children up via the front school entrance. In recent times, the school has received a number of reports of ‘near misses’ in the carpark with small children walking or running freely who have narrowly been missed by cars entering or leaving the school grounds. We do not want any accidents, so we urge all families to ensure the safety of their children entering via the school via the front entrance off Charman Road and leaving via the same entrance. Thank you for your cooperation in keeping our school a safe place for all.

PUPIL FREE DAYS 2016

Tuesday, 14th June
Friday, 16th September
Monday, 31st October

SECURITY

Private property brought to school by staff or students is not insured and the Department of Education and Early Childhood Development (DEECD) does not accept any responsibility for any loss or damage. Personal property is often brought to school by students, staff and visitors. This can include mobile phones, calculators, toys, musical instruments, sporting equipment and cars parked on school premises. Please note the DEECD does not hold insurance for personal property brought to school and it will generally not pay for any loss or damage to such property.

YOU CAN DO IT

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<thead>
<tr>
<th>Grade</th>
<th>Winner</th>
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<tr>
<td>1/2A</td>
<td>Charlotte E</td>
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<td>1/2B</td>
<td>Ruby M</td>
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<td>1/2C</td>
<td>Charlie S</td>
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<td>1/2D</td>
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<td>3/4C</td>
<td>Matthew B</td>
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<td>05c</td>
<td>Sachin M</td>
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<td>06A</td>
<td>Sarah A</td>
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<td>06B</td>
<td>Keziah S</td>
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<tr>
<td>Kitchen Classroom</td>
<td>Tyg V (3/4C)</td>
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<tr>
<td>Lower Sport</td>
<td>Cameron C (3/4A)</td>
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SCHOOL BANKING OFFICIALLY KICKS OFF THIS WEEK:
Happy New Year to everyone and welcome back. Just a friendly reminder to everyone that school banking officially starts on Tuesday, 16th February.

A few friendly housekeeping issues we ask of parents, to please:

- Fill out BOTH the deposit slip and deposit butt in its entirety;
- If your child fills out their deposit slip, please check that it is filled in correctly. We are spending quite a bit of our time fixing these up.
- For new parents who have asked about opening an account, you can attend your local CBA and open one; hand in the bankbook on any Tuesday at school and we will add your child to the school system.
- Please also note, your child should receive an information envelope with their first bank deposit that contains the new rewards for the year. We may have a few left over from last year but that will be case by case request early in the year.

Finally, thank you to Karen O’Shaughnessy who has kindly offered to help out this year. It will be GREATLY appreciated.

Happy Saving and hope everyone has a fabulous year ahead.

Kylie Bramich, Bec Rumbelow & Karen O’Shaughnessy
(School Banking Co-ordinators)
Dear Parents

Parent/Teacher ‘Meet and Greet’ Interviews will be held, for Year 1 to Year 6 families, at 3.40pm – 7:00pm on Tuesday 16\textsuperscript{th} February and 3.40pm – 5:00pm on Wednesday 17\textsuperscript{th} February.
There is only one booking per family. You will now be able to book interviews at times that suit YOUR FAMILY BEST.
Go to www.schoolinterviews.com.au and follow these simple instructions.

BOOKINGS OPEN THURSDAY 5\textsuperscript{th} February at 11am
BOOKINGS CLOSE FRIDAY 12\textsuperscript{th} of February at 3:30pm

Go to www.schoolinterviews.com.au
Enter THIS school event code.
Then follow the 3 simple steps.

When you click finish, your interview timetable will be emailed to you automatically - check your junk mail folder if you do not receive your email immediately.
You can return to www.schoolinterviews.com.au at any time, and change your interviews - until bookings close.

BOOKINGS OPEN THIS THURSDAY 5\textsuperscript{th} FEBRUARY at 11am

For parents that don’t have access to the internet at home, at work, at a friend’s house or on their phones, please see the school office to make a booking. Interviews are strictly 10mins and spaces are limited. If you require more time, please contact your teacher directly to make alternative arrangements.

Parents can change their interview bookings, any time prior to the closing date, by re-visiting the www.schoolinterviews.com.au website, and using the event code. Parents wishing to change their interview times after the closing date, should contact the school directly on: 8585 3200

We would love to hear what you think about online booking. If you get time, click on the "contact us" button on the www.schoolinterviews.com.au website, and leave some feedback - anonymously if you wish, but please include the school’s name and suburb.
FINANCIAL ASSISTANCE
INFORMATION FOR PARENTS

Every Victorian child should have access to the world of learning opportunities that exist beyond the classroom. The Camps, Sports and Excursions Fund helps ensure that no student will miss out on the opportunity to join their classmates for important, educational and fun activities. It is part of making Victoria the Education State and the Government’s commitment to breaking the link between a student’s background and their outcomes.

CAMPS, SPORTS & EXCURSIONS FUND (CSEF)

School camps provide children with inspiring experiences in the great outdoors, excursions encourage a deeper understanding of how the world works and sports teach teamwork, discipline and leadership. All are part of a healthy curriculum.

CSEF will be 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. A special consideration category also exists for asylum seeker and refugee families. 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
• $225 for secondary school students.

HOW TO APPLY
Contact the school office to obtain a CSEF application form or download from www.education.vic.gov.au/csef

MORE INFORMATION
For the CSEF application closing dates and more information about the fund visit www.education.vic.gov.au/csef
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

*Foster Parents must provide a copy of the temporary care order letter from the Department of Health and Human Services (DHHS).

Student details

<table>
<thead>
<tr>
<th>Child’s surname</th>
<th>Child’s first name</th>
<th>Student ID</th>
<th>Date of birth (dd/mm/yyyy)</th>
<th>Year level</th>
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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 for 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 __/___/____

VICTORIA State Government
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/csef

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 (27 January 2016) or term two (11 April 2016).

Closing Date

Parents are encouraged to lodge the application form by 29 February 2016, so that payments can be made from March 2016. However schools can accept parent applications up until 03 June 2016.

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/csef

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

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 Veteran 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.

CSEF payments cannot be claimed retrospectively for prior years.

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

VICTORIA State Government
I know, we only just said goodbye!

School Holiday Program is coming to a school near you!

With the short term we are already in full swing with preparations for the March/April program.

Enrolment Forms will be on the Kingston website Monday 22 February.


Enrolments commence Monday 29 Feb- Friday 8 March (Be an early bird to book)

Don’t miss out! Make sure you return your enrolment forms to secure your place!

Children are invited to the park, movies, comedy festival, bowling, roller skating, rock climbing, farms. Try your cartooning skills, show us your disco dance steps and be bedazzled by Magic. Epic Fun guaranteed.

Don’t forget we have a new opening time and now deliver three excursions a week!
Programs now open from 7am. (Aspendale still open from 7:30am)

Program Locations: Yarrabah School, Aspendale, Dingley Primary School, Bonbeach Primary School and Moorabbin Primary School.

Enquiries and enrolments
To enquire or enrol please contact Julie 95814846 or Kim 9581 4875

[schoolholidayprogram@kingston.vic.gov.au](mailto:schoolholidayprogram@kingston.vic.gov.au)
Enrolment forms and additional information can be found at [kingston.vic.gov.au/schoolholidayprogram](http://kingston.vic.gov.au/schoolholidayprogram)
Dear parents and students,

Cheltenham Primary School PHOTO DAY IS 23/02/2016
School photo order envelopes have been or will be distributed to every student and it is important that the order instructions (below) are followed.

ONLINE ORDERING  Your child’s school photos are now available for secure online purchase, please note if you are ordering online, you do not need to return an envelope to the school

4 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING

Step 1: Easy Access Link: Click on this link if you are using a supported device: Click Here
- OR - Go to www.advancedlife.com.au before photo day and enter your school code [FRN G8H DWD]
Step 2: Enter your student’s details
Step 3: Choose the package that best suits your needs (all orders will be returned to the school for collection)
Step 4: Pay for the photos via the shopping cart (upper right corner of the page)
Please Note: Late fees will apply once orders are closed (5 days after photo day)

FAMILY / SIBLING PHOTOS  No envelope required if ordering online

4 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING

- Go to www.advancedlife.com.au before photo day and enter your school code [FRN G8H DWD]
- Family/Sibling photo orders online close on 21/02/2016
- Orders can be placed by returning an envelope up until photo day with cash or cheque enclosed

ORDERING USING AN ENVELOPE

ENVELOPES WILL BE HANDED TO EACH CHILD, PLEASE SEE THE SCHOOL OFFICE IF YOU HAVE NOT RECEIVED ONE

Step 1: Student Details: Complete the student details section on the front of the order envelope.
Please use black or blue pen.
Step 2: Purchase Details: Complete the purchase details on the front of the envelope.
Step 3: Payment Method: Select your payment method.
Credit Card – Online Only at www.advancedlife.com.au
Cash – Please enclose correct money – no change is given under any circumstances
Cheque – Make payable to Advancedlife Photography with your name & address on the back of cheque
Please allow 60 days for your cheque to be finalised - a $25 fee will apply to any dishonored cheque payments

Please feel free to contact us via email or phone should you have any queries in regards to your child’s school photo order.
info@advancedlifevic.com.au or 03 9852 1133

Advancedlife Team