

Novel coronavirus (2019-nCoV)

Factsheet for school students and children

Last updated 29 January 2020

An outbreak of novel coronavirus (2019-nCoV) was detected in Wuhan, China in late December 2019. Cases have been reported predominantly in the city of Wuhan, in the Hubei province of China, as well as some other Chinese cities and countries, including two confirmed cases in Victoria, Australia.

What is this virus?

Coronaviruses can make humans and animals sick. Some coronaviruses can cause illness similar to the common cold and others can cause more serious diseases, including Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS).

The virus seen in Hubei Province, China is called 'novel' because it is new. It has not been detected before this outbreak. Most people infected live in, or travelled to, Hubei Province, China. There have been cases of 2019-nCoV reported in other Chinese provinces and other countries. It is likely that the virus originally came from an animal, and there is now evidence that it can spread from person-to-person.

What are the symptoms?

Symptoms can include fever, cough, sore throat, or shortness of breath. Symptoms can take up to 14 days to develop.

What if my child is well, and returning to school after being in Hubei province, China or other countries with cases in the last 14 days?

All students and staff members who have travelled to Hubei Province, China, are advised to stay at home and avoid public settings, including attendance at schools and early learning centres, until 14 days after last being in Hubei province, China.

Children and staff who are well and have travelled to other provinces in China, or any other areas where there have been reported cases, are NOT recommended to be excluded from schools and child care services unless the following applies:

- The person is a confirmed case of novel coronavirus
- The person is a close contact with a confirmed case of novel coronavirus in the past 14 days

What if my child feels sick now or within 14 days of being in Hubei Province, China or another part of China?

- If your child has a cough, sore throat or shortness of breath, they must be excluded from school and be reviewed by a doctor.
- Seek medical attention but first place a mask on the student if you have one and call the doctor or hospital before you attend. Tell them your child has been in Hubei province, China, or the location of travel within China.
- When you get to the hospital or doctor's clinic, tell them where your child has travelled in China and whether this included Hubei Province. Ensure a mask is placed on your child before or as soon as you arrive at the medical facility.

If your child has severe symptoms, such as shortness of breath:

- Call 000 and request an ambulance, and
- Inform the paramedics where your child has been in China.

How can I help prevent the spread of 2019-nCoV?

Practising good hand and sneeze/cough hygiene is the best defence. The most important actions are:

- Wash your hands often with soap and water
- Cough and sneeze into your elbow

Where can I get more information?

For Victorian updates to the current incident, go to: <https://www.dhhs.vic.gov.au/novelcoronavirus>

For national updates: <https://www.health.gov.au/news/latest-information-about-novel-coronavirus>

For international updates: <https://www.who.int/emergencies/novel-coronavirus>

WHO resources <https://www.who.int/health-topics/coronavirus>

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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

<https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>

Please take time to remind yourself of the school's collection statement, found on our website and included in this week's newsletter for your reference.

For more information about privacy, see: Schools' Privacy Policy – information for parents <https://www.education.vic.gov.au/Pages/schools-privacy-policy-information-for-parents.aspx>

This information also available in nine community languages.

New Mobile Phone Policy

The Victorian Government takes the safe and responsible use of digital technologies, student safety and wellbeing, and the development of social skills and positive behaviour, very seriously. A new mobile phone policy takes effect from Term 1, 2020.

Whilst the Victorian Government acknowledges that we live in a technology-rich world where mobile phones are an important communication tool, research has found that mobile phones can be disruptive in classrooms and open to misuse at school. The unregulated presence of mobile phones in classrooms can undermine students' capacity to think, learn, remember, pay attention and regulate emotion.

Primary students are discouraged from bringing mobile phones to school unless travelling independently to and from school.

Staff Welcome

I'm pleased to inform our school community that we retained all of our current staffing for 2020 and that, in addition, two **new** staff members have joined us and three **former** staff members have returned to Brentwood Park. We sincerely and officially welcome Mark Swift and Felicity Charrett as teaching staff members of Brentwood Park and welcome back Kenneth Mills, performing arts teacher, Michelle Conroy, classroom teacher and Elmene Satiawan, education support.

Mark is an experienced classroom teacher who has had the bulk of his experience teaching in the United Kingdom and Felicity's most recent experience has been with us when, at short notice, she took on the junior school performing arts role in Term 4 last year!

Given the current enrolment and projected enrolment for 2020, a **new** administration staff member also joins us this year! A sincere welcome is extended to Barb Scott who has joined us from her former administration/accounts receivable position at Alkira College!

A full staffing list for 2020 is again presented in this week's newsletter for your reference.

Staff Welcome



Musical News

We are very pleased to inform our school community that violin lessons are continuing to be offered for those interested students.



Eun-ju Lee, violin teacher, has informed us that the lessons will commence next week.

- **New Violin Classes for Beginners:** The violin lessons for beginners will commence on Friday 7 February. They will be conducted every Friday after school in the Performing Arts Centre. Parents who are interested are encouraged to email Eun-ju Lee [ejlee94@gmail.com]
- **String Orchestra:** String orchestra classes will be commencing on Monday 3 February. For any enquiries, please contact Eun-ju Lee [ejlee94@gmail.com]



Being Sun Smart

Parents are reminded that, as a SunSmart school, all children are expected to wear a wide-brimmed school hat when outside at recess and lunchtimes, and during their health and physical education lessons.



PRIMARY SCHOOL

PRIVACY INFORMATION for parents and carers

During the ordinary course of your child's attendance at our school, school staff will collect your child's personal and health information when necessary to educate your child, or to support your child's social and emotional wellbeing or health in the school context. Such information will also be collected when required to fulfil a legal obligation, including duty of care, anti-discrimination law and occupational health and safety law. If that information is not collected, the school may be unable to provide optimal education or support to your child, or fulfil those legal obligations.

For example, health information may be collected through the school nurse, primary welfare officer or wellbeing staff member. If your child is referred to a specific health service at school, such as a Student Support Services officer, the required consent will be obtained. Our school also collects information provided by parents and carers through the School Entrance Health Questionnaire (SEHQ) and the Early Childhood Intervention Service (ECIS) Transition Form.

Our school may use online tools, such as apps and other software, to effectively collect and manage information about your child for teaching and learning purposes, parent communication and engagement; student administration; and school management purposes. When our school uses these online tools, we take steps to ensure that your child's information is secure. If you have any concerns about the use of these online tools, please contact us.

School staff will only share your child's personal or health information with other staff who need to know to enable the school to educate or support your child, or fulfil a legal obligation.

When our students transfer to another Victorian government school, personal and health information about that student will be transferred to that next school. Transferring this information is in the best interests of our students and assists that next school to provide optimal education and support to students.

In some limited circumstances, information may be disclosed outside of the school (and outside of the Department of Education and Training). The school will seek your consent for such disclosures unless the disclosure is allowed or mandated by law.

Our school values the privacy of every person. When collecting and managing personal and health information, all school staff must comply with Victorian privacy law. For more information about privacy including about how to access personal and health information held by the school about you or your child, see our school's privacy policy: <https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>

Throughout this notice, 'staff' includes principals, teachers, Student Support Service officers, youth workers, social workers, nurses and any other allied health practitioners and all other staff at our school. This includes employees, agents and service providers (contractors) of the Department, whether paid or unpaid.

Thank You

Last year, we participated in the Woolworths Earn and Learn promotion. This week we received our prizes. These resources will benefit our students across all fields of their learning. We received numerous sporting balls, soft gymnastics mat, weighted lap and shoulder pals, sound phones, paint, iron filings, magnet wands, musical instruments, numerous dice, playing cards and spinners.



learn

learn

learn



bpTV

Click the link to view the latest upload

<http://www.brentwoodparkps.vic.edu.au/digital-learning/>



BP TV WAS INSPIRED BY THE BEES IN THE GARDEN AT BRENTWOOD PARK PRIMARY SCHOOL
MUSIC COMPOSED BY NIKOLAI RIMSKY-KORSAKOV IN 1899



bpTV was inspired by the bees hovering around the giant sunflowers in our school garden. A group has been producing this tv news channel with dedication since April this year. Green screen technology has been used to film many of the scenes and the students themselves have developed regular news stories based upon the programs and events that occur at school. Not only are students developing their film making skills, but their confidence, organisation and persistence has also improved. Students plan their news reports thoroughly. Classrooms can view the news on their IWB's and discuss what has been happening at school with their families and friends. Check out the latest episode by scanning the QR code above or clicking on the link on the school's web site in Digital Learning. The episodes are popular viewing on the tv in the foyer near the office. It is a pleasure to work with this team of students who aim to produce an interesting and entertaining broadcast. Congratulations to our bpTV team this year and I look forward to seeing new members in 2020.

Lisa Hill – Digital Technologies specialist teacher

Staffing at Brentwood Park

Principal		Jim Bell	
Assistant Principals		Jenny Reid	
		Jo-Anne Doran	
Business Manager		Sue Moore	[Monday, Tuesday, Wednesday]
Office Manager / Human Resources		Maree Dale	
Office Administration		Mandy Scarlett	
Office Administration / Accounts Receivable		Barb Scott	
Office Administration/First Aid		Ros Cleversley	
Year 6 JA	Room 38	Judy Anderson	
Year 6 MK	Room 39	Marina Kesegic	
Year 6 MB	Room 7	Melissa Butcher	
Year 6 JL	Room 9	Jessica Lee [Porziella]	
Year 6 MS	Room 10	Mark Swift	
Year 5 LM	Room 8	Leanne Maslen	
Year 5 MC	Room 23	Leah McCartney	
Year 5 EB	Room 24	Ebony Bashford	
Year 5 BM	Room 25	Beth McPhan	
Year 5 JG	Room 26	Julia Groves	
Year 4 SM	Room 13	Shanitha Maharaj	
Year 4 EC	Room 14	Emily Calabria	
Year 4 LM	Room 15	Linda Moore	
Year 4 MC	Room 16	Michelle Conroy	
Year 4 VA	Room 37	Vicki Kromlidis / Angela Vetsicas	
Year 3 DK	Room 18	Donna Kelly	
Year 3 CH	Room 11	Carolyn Hilton	
Year 3 MS	Room 12	Marissa Shami	
Year 3 SA	Room 21	Shelley-Anne Adams	
Year 3 MF	Room 22	Melissa Forkgen	
Year 2 CM	Room 36	Catherine Murray	
Year 2 AK	Room 35	Amy Kleinsmit	
Year 2 SD	Room 34	Sibel Durak [Yurtbasi]	
Year 2 AD	Room 33	Amy Dickson	
Year 2 RG	Room 28	Rosemary Gloz / Gabrielle Douglas	
Year 2 CV	Room 27	Cassie Van Zeyl	
Year 2 CP	Room 17	Cathi Priest	
Year 1 TN	Room 19	Tam Nguyen	
Year 1 MK	Room 20	Nicole Garrett	
Year 1 HG	Room 29	Heather Ghazarian	
Year 1 KC	Room 30	Kirsty Courtis	
Year 1 NC	Room 31	Natasha Cooper	
Year 1 AB	Room 32	Alyce Bagnall	
Year 0 TL	Room 1	Tania Lucas	
Year 0 JF	Room 2	Jessica Ferguson	
Year 0 BC	Room 3	Bronwyn Coombs	
Year 0 SM	Room 4	Sharlene Marsche	
Year 0 JH	Room 5	Jasmine Hill	
Year 0 LP	Room 6	Lyn Pearse	
Digital Technologies		Lisa Hill	
Additional Assistance		Trish Shaw, Danielle Ackland, Lyn Forsyth and Sally Morris	
Health and Physical Education		Jim Narayan and Mel Dennis	
Visual Arts		Jessica Murphy and Bree Stribbles	
Performing Arts		Kenneth Mills and Felicity Charrett	
Chinese [Mandarin]		Chunyan Zhang and Shuyue He	
Integration Aides		Sandra Hess, Jill Strafford, Jo Morris, Anthea Barry, Samantha Smith, Marlene Masciulli, Natalie Bourke, Belinda Smalley and Elmene Setiawan	
Maintenance		Daryl West	
Multi Media		Annette Wright and Josephine Tan	
Technician		Jill Phillips and Damien Hawkins	
School Chaplain		Glenn Douglas	

...2020...



Cranbourne Calisthenics



Calisthenics has something for everyone! Dancing, marching, apparatus, strength, singing, flexibility, co-ordination and teamwork.

Calisthenics includes performance, friendship and fun. If these are the attributes you are looking for in a sport -

CALISTHENICS ~ something for everyone!



Classes for 2020

Tinies (3-7 years) ~ Wednesday 5th February 5pm

Sub Juniors (8-10 years) ~ Monday 3rd February 5pm

Juniors (11-13 years) ~ Thursday 6th February 5pm

Intermediates (13-16 years) ~ Wednesday 5th February 6.30pm

Seniors (16+ years) ~ Tuesday 4th February 7pm

Masters (26+) ~ Monday 2nd March 7pm



Enquiries:

First Class Free!

June 0418310536 Leanne 0402468956

www.cranbournecalisthenics.org



Sign up *for*

The Successful Migrant

DON'T JUST SURVIVE WHEN
YOU CAN THRIVE

1. Go to Trybooking and sign up
<https://www.trybooking.com/583381>
If you need assistance please
ring Karen on 9702 1011
2. Attend the six weekly sessions
3. Book your personal mentoring
appointment

COST

\$60 per person

\$90 for couples

50% Early Bird Discount

Ends 5 February

VENUE

Berwick Church of Christ
446 Centre Road, Berwick



WEEKLY TRAINING SESSION TIMES

Wednesdays 7:30-9:30pm

Arrival from 7:15pm

Session 1: 19 February

Session 2: 26 February

Session 3: 4 March

Session 4: 11 March

Session 5: 18 March

Session 6: 25 March

It's not right for you to be
unable to thrive in a country
with so many opportunities and
freedoms—secure your
Australian dream, sign up now!



Small Group & Private Lessons

- Primary Music Institute offer instrumental music lessons right here on school campus!
- To find out all about the music lessons please visit PMI's website. You can check which instruments are available, get up to date program details and apply for lessons online
- Please **ENROL TODAY** via PMI's website
- Lessons are held once per week on school campus – with lessons typically during & outside school hours
- Only \$18.50 per child per small group lesson (2-5 students for 30 minutes)
- Our small group lessons provide a fun and affordable opportunity to learn instrumental music
- Private lessons (1-on-1) and pair lessons (max 2 students) are also available
- Instrumental music can improve your child's school results – including for reading, maths, coordination, IQ, abstract reasoning, performance confidence... and is great fun!

P: 1300 362 824

E: admin@primarymusicinstitute.com.au

www.primarymusicinstitute.com.au



Who's in Charge?

Is your child aged 8-18 years old?

Do you want support with your child's defiant or violent behaviour?

Would you benefit from learning strategies to improve your relationship with your child?

Who's in Charge is a seven week program designed to support you with your child who currently exhibits violent behaviours.

The program aims to:

- Provide a safe and secure environment for you to share your experiences and ideas
- Reduce the guilt and shame you may feel
- Offer ideas to help you develop strategies for managing your child's behaviour
- Explore ways of increasing your safety and wellbeing
- Help you feel more in control, and less stressed

Cost
Gold coin donation

Date
Every Monday
3 Feb – 23 March
No group 9/3/20

Time
10am-12:30pm

Venue
Uniting Connections
Level 2, 50 Station Street
Pakenham 3810

Contact
T 03 5990 8400
Group Workers
Bookings essential



Tuning in to Kids

Are you on the same wavelength with the children in your care?

Do you have children between the ages of 2-10 years in your care?

Tuning in to Kids is a 6-week program to help you tune into your children.

Would you like to learn how to:

- Better tune into your child's emotions?
- Better understand your child?
- Help your child learn to manage their own emotions?
- Teach your child how to deal with conflict in their life?

Tuning in to Kids helps children:

- Calm themselves down when distressed
- Get along better with other children
- Express their emotions in more appropriate ways

Cost
Gold coin donation

Date
Every Tuesday
11 February – 17 March
2020

Time
10am-12.30pm

Venue
Bunjil Place
2 Patrick NE Drive,
Narre Warren 3805
Level 2, Library Rooms 3&4

Get in touch
03 5990 8400
Group Workers
Bookings essential



Eat Well Spend Well

Would you like to improve your budgeting and finance skills?

Would you benefit from learning about healthy, low-cost meal planning, preparation & cooking skills?

Uniting is holding a 6 week program designed to equip you with the tools to manage your budget, while cooking healthy and delicious meals.

Throughout the program we will cover topics including:

- Budgeting skills
- The importance of meal preparation
- Basic cooking skills

We will also have guest speakers including a dietician, financial counsellor and a Centrelink representative who will provide tips and answer your questions.

Cost
Gold coin donation

Date
Every Wednesday
5 February – 11 March 2020

Time
10am–1:30pm

Venue
Hampton Park Uniting Place
1 Coral Drive
Hampton Park 3976

Get in touch
T 03 5990 8400
Group Workers

Bookings Essential

Tuning in to Teens

Are you the parent or carer of a teenager?

Would you like to develop and maintain a strong relationship with them?

Tuning in to Teens is a 6-week program to help improve your relationship with an adolescent in your care.

As a parent or carer of a teenager, you are invited to our 6 session program, designed to give you tools and tips to strengthen and grow your relationship.

Throughout the program we will cover a range of topics, including:

- Improving your conversations
- Understanding their wants and needs
- Managing their emotions
- Dealing with conflict
- Developing their emotional intelligence

Cost
Gold coin donation

Date
Wednesday nights
February 19 – March 25
2020

Time
5.30pm – 7.45pm

Venue
Uniting Connections
55 Webb St
Narre Warren 3805

Get in touch
To find out more or to enrol, contact the Group Workers on 03 5990 8400.

Bookings essential

Uniting

Uniting



Parenting and Mental Health

Do you have a child aged between 0-18?

Would you benefit from support with your mental health?

Join us for a free, six week program designed to help you manage the demands of parenting.

Our Parenting and Mental Health program is facilitated in partnership with FaPMI (Families where a Parent has a Mental Illness) and a Consumer Consultant from the Mental Health program at Monash Health.

The program aims to:

- Provide a supportive environment where you can meet other parents
- Provide information, support and ideas to help you deal with your stress
- Explore strategies to best manage your mental health and look after yourself

Cost
Free

Date
Thursdays
6 February – 19 March 2020
(The group will not run on 27 February)

Time
12pm – 2pm

Venue
Uniting
55 Webb Street
Narre Warren VIC 3085

Get in touch
Bookings are essential.

For more information, or to book your place please contact

Nicole Moraes on 03 9554 9233
Megan Clarke on 03 5990 8400



Music for Growth

Music for Growth is a music therapy program aimed at building the confidence of children through the use of music, instruments, play and dance.

Aimed at children (0 to 5), our sessions enhance children's confidence and development in a fun and supportive environment.

Our qualified music therapists structure each 45-minute session with the aim of promoting positive interactions between you and your child.

Cost
Gold coin donation

Date
Every Tuesday during school terms

Time
10am – 10:45am
followed by morning tea

Venue
Outlook Community Centre
24 Toomuc Valley Road
Pakenham

Get in touch
For bookings or more information
Coz (Coraleen)
03 5990 8400

Notifications on Skoolbag

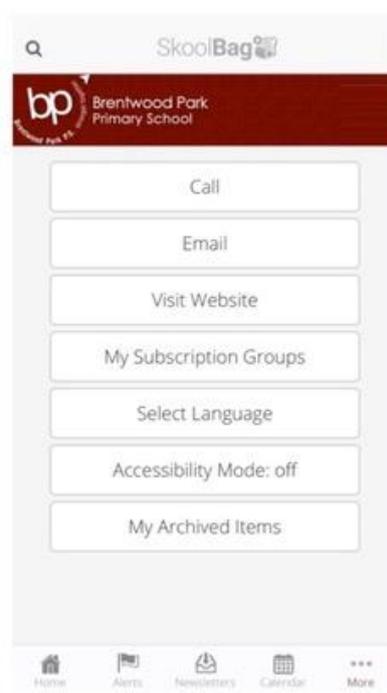
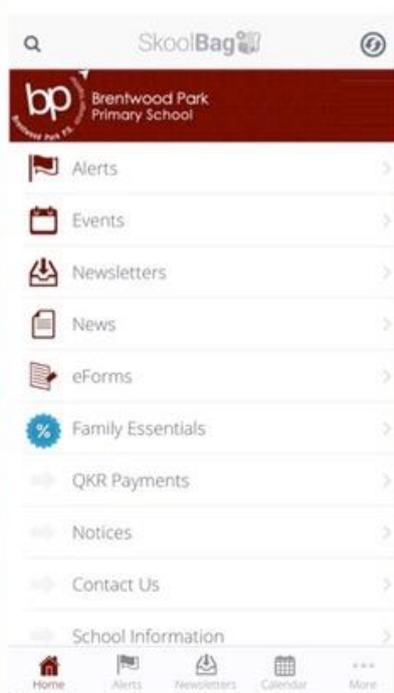


To further our communication with the school community, we use the Skoolbag app. This is available for download in the app store of your phone operating system platform. It is free!

How to set up year notifications on Skoolbag

How to set up year level notifications only

1. Login to Skoolbag app
2. Click on > "More" Tab
3. Click on > "My Subscription Groups"
4. Select the group that you wish to subscribe to.



For example:

If you have a child in Prep and Year 6 you select the two year levels.



Absentee Notification



From the end of Term 2 2018, all Victorian government schools must contact parents/ carers as soon as practicable on the same-day of an unexplained student absence.

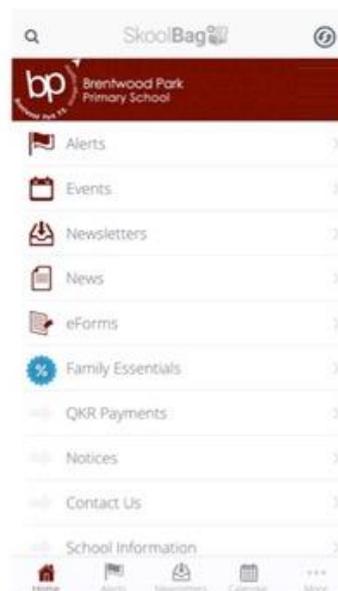
The same-day notification requirement supports the safety and wellbeing of all students.

If your child / children are not going to be at school, you must contact the school to advise they are absent. The skoolbag app has a form you can fill in and email direct to the office. We ask that you do this as soon as you know your child / children will not be at school.

How to fill out an Absentee form on Skoolbag

1. Login to Skoolbag app
2. Click on > "eforms"
3. Click on >"Absentee Form"
4. Fill out the below details

- Student First Name
- Student Last Name
- Student Class/Year
- Parent/Carer First Name
- Parent/Carer Surname
- Parent/Carer Email Address
- Parent/Carer Mobile No
- Away Start Date
- Away for Full Day or Part day
- Reason for Absence Comments
- Has Doctor Certificate



5. "Please sign here" > tab on the box and sign the form
6. If you need a copy of the completed form for your records, click on the tick box next to "Send a copy of this submission to my email"
7. Once you have filled out the form, click on "View Summary and Submit"

Back SkoolBag

bp Brentwood Park Primary School

Absentee Form

Please complete this form if your child has been sick or otherwise absent from school. The school office may contact you to verify details.

Student First Name*:

Student Last Name*:

Student Class/Year*:

Parent/Carer First Name*:

Home Alerts Newsletters Calendar More

Back SkoolBag

bp Brentwood Park Primary School

Has Doctor Certificate*:

Please sign here:

Send a copy of this submission to my email

View Summary & Submit

Home Alerts Newsletters Calendar More



Bellbrook Catering Services
 ABN 17 007 250 508
 95 A'Beckett Road NARRE WARREN NORTH 3804

Simply and conveniently order and pay for your child's lunch online up to two weeks ahead.

A service provided at **NO ADDITIONAL COST** to parents or the school.



Order meals

Select a menu from our canteen

Tap the green tick to view your receipt or to cancel an order

Select a date for a child and order a meal

Tap 'Repeat order' to copy all paid orders from one week to the next

Tap to change the child you are ordering for

Tap to change the date you are ordering for

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.

Instructions to download the Qkr App and begin ordering lunches, easily and conveniently, will be sent home with your child at the beginning of the school year.



Editing Personal Details

Use the following link if you need to edit your email, password, phone number & or security question.
<https://wallet.masterpass.com/Wallet/masterpass/en-au/>

Step 1. Sign In



Step 2. Enter email and password



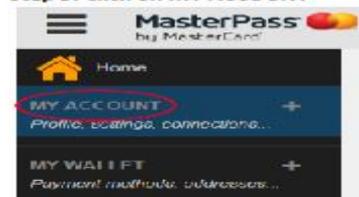
Step 3. Answer your security question (case sensitive)



Step 4. Click on here.



Step 5. Click on MY ACCOUNT



Step 6. Click on Settings



Step 7. Edit email, phone number, password and security question





masterpass.

Dear [PARENT],

Thank-you for your support in using Qkr at Brentwood Park Primary School. It is not only convenient for you to make payments but it supports our school in streamlining administrative processes in the office and canteen.

To ensure your child receives the products purchased from the canteen, please ensure they are placed in the correct year level and grade.

Follow the step by step instructions below.

Your support would be greatly appreciated.

Susan Moore

Business Manager

Brentwood Park Primary School



On your school's screen

Select
Profiles

P.T.O

Tap on the child



Select the incorrect information



Move the scroll wheel to find the correct information (Year level, Grade, Homegroup etc)



When completed

Select

Update Profile

PLEASE DIRECT MONEY FOR EXCURSIONS, ETC TO YOUR CLASSROOM TEACHER - NOT TO THE OFFICE.

Please hand money and permission slip in sealed envelopes to classroom teacher first thing in the morning. By following this process teachers are aware that your child will be attending the excursion and mark them off their lists. Money is collected by office staff and processed each morning and a receipt given back to teachers along with permission slips. All money is tallied and banked daily – no money is left on the premises.

If you wish to pay by credit card, a proforma is available from the office. This can be filled out with details and placed in a sealed envelope and handed to your classroom teacher

Please deliver cash in a sealed envelope with your child's name and grade on the front by 9.30 a.m. If you have a number of children attending an excursion you can place all money and permission slips in the one envelope with children's names and grades on the front and deliver to one of the children's teachers. The office staff will be able to allocate money to the children's particular items and distribute permission slips and receipts back to teachers. Envelopes are available at the office.

If you have a large amount to be paid or need to process an EFTPOS transaction through a savings account you can make arrangements to pay at the office.

We also have a new Qkr payment system on our Skoolbag app. If you download our Skoolbag app and Qkr payment app you can now pay for your child's excursion on line.

All change will be delivered to the children in the afternoon.

Re-imburements will only be made under certain circumstances – they will be made by cheque (no cash transactions are made).

Notices are sent out with a final collection time – **please adhere to this time**. All money and permission slips are required to be sent back by this date – otherwise your child will not be able to attend. This enables us to confirm bookings and numbers with bus companies and organisations we are visiting. Also we need to send details to the Department of Education Emergency Management for all excursions, camps, etc. We also need to accommodate students who will not be attending.

We would appreciate it if parents could please follow these processes.

