



Manor Lakes P-12 College

Primary Newsletter -Volume # 1

Principals Report

Welcome Back!

Welcome back to the 2022 school year and a big welcome to all families new to the school. It was fantastic to see the students return and reminds us how much we enjoy the privilege of teaching your children. We thank you for your trust.

It has been a very smooth start to the year and the students have quickly settled into a positive and productive learning environment. A special acknowledgment to our Year Prep students and their families on the beginning of their primary school journey. We understand that this is a big milestone for the whole family, and we are very proud of our prep students for their positivity, resilience, independence and effort. We would like to thank all staff for supporting students, and parents, in a successful transition back to school.

Facilities

A highlight of the new year has been the Year 6 classes moving into Alexandrina, our new buildings near Scholar drive. For those who don't realise all our buildings are names after lakes and the current Year 6 students chose the name of the new buildings.

We also have installed two new student toilet blocks.

Future projects include:

Redevelopment of Prep playground

Creation of outdoor learning spaces with sunshades and seating

Sun Smart

Manor Lakes Primary School is a SunSmart school and students are required to wear a broad brimmed school hat at all times whilst in the playground – this includes during recess and lunch time, as well as physical education, sports sessions and whilst on excursions. Please ensure that your child has applied sunscreen prior to coming to school. Children without a hat will be asked to spend their recess and lunch breaks in the shaded areas. All hats should be clearly labelled with the child's name and room number so they can be easily returned, if misplaced.

Masks

Just a reminder that masks are still required to be worn by students from Years 3-6 as a COVID preventative measure. We also have air purifiers in almost all rooms as well as teachers ensuring doors and windows are open to provide adequate ventilation.

Staffing

There is currently a Statewide shortage of teachers which is impacting on the operations of many schools. This shortage is due to a combination of border restrictions, delayed university courses producing Graduates, and increased retirement and/or accelerated retirements. Therefore, like many schools, a small number of our classes have temporary teachers who would normally staff our LOTE and intervention programs. While, excellent teachers, over the next 2-3 weeks these teachers will return to their normal roles as we recruit new permanent classroom teachers. We thank you for your patience and understanding in these challenging times.

Principals Report Continued...

Camps, Sports and Excursions Fund applications

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 seekers and refugee families. Payment amounts this year are \$125 for eligible primary 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 the first time, please fill in the attached application form. You can also download the form, and find out more about the program and eligibility, on the Department of Education and Training's CSEF web page. Check with the school office if you are unsure, and please return completed forms to the school office as soon as possible.

<https://www.education.vic.gov.au/about/programs/Pages/csef.aspx>

All the best for 2022!



Mike Lanyon

Campus Principal

michael.lanyon@education.vic.gov.au



Daniel Condon

Assistant Principal Years Prep -2

daniel.condon@education.vic.gov.au



Emily Batchelor

Assistant Principal Years 3-6

emily.batchelor@education.vic.gov.au

When students write from experience, they can breathe those specifics into their writing- dialect, odd smells, precise names of plants- that can animate even the most tired and tedious text.

Ralph Fletcher

www.idlehearts.com

A quote from High Abilites Program and Extension English LS-

Viriana Zeneli

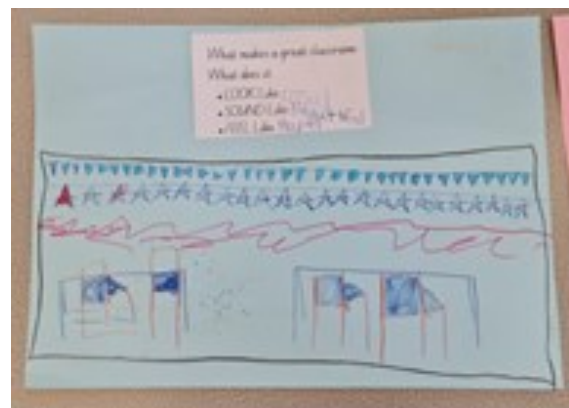
Grade 1

It has been very exciting to welcome the 2022 grade one cohort to Manor Lakes. During the first week of term one, the students have been participating in the 'creating the environment for learning' unit. In this unit, the students have been helping their teachers organise their classrooms and have been creating wonderful displays as well. Some of the displays that classes have just completed are the reading expectations and fiction/non-fiction anchor charts.

The students have also worked with their teacher to create their classroom expectations and routines that will be used throughout the year. The grade ones came up with many wonderful ideas on what they want their classroom to look, feel and sound like. Below are some examples of the hard work that has been completed during the first week of school.

Grade One Team

Fiction	Non-Fiction
<ul style="list-style-type: none">-Made up.-Pictures/illustrations-No facts-Read for fun-Beginning, middle & end.	<ul style="list-style-type: none">-Photographs, diagrams-Facts-Teach us things-Contents page, glossary & index.



Grade 2.

The 2022 Grade 2 team is incredibly excited to teach our new cohort of students. Pictured from top right Liz Sleigh (2H), Eleanor Lancaster (2C), Maclaine Lewis (2E), Emily Harrison (2D), Lucy Priestley (2B), Amber Newton (2F), Amanda Mazzeo (2A); bottom right Jayden Tebble (2G), Mary Gillett (2E).



Grade 3.

Hello Manor Lakes community,

We are the Grade 3 team for 2022! We are excited to meet you and get to know our students!



Over the last two weeks we have been busy meeting our classmates, setting up our classroom environments and getting back into the busy routines of school.

L-R Miss McCardy, Mrs P, Mr Farrar, Miss Hardiman, Mrs Bowe, Sandra

Front- Mr Trenordan, Miss Barton and Mr Goddard.

Not pictured, Ben.

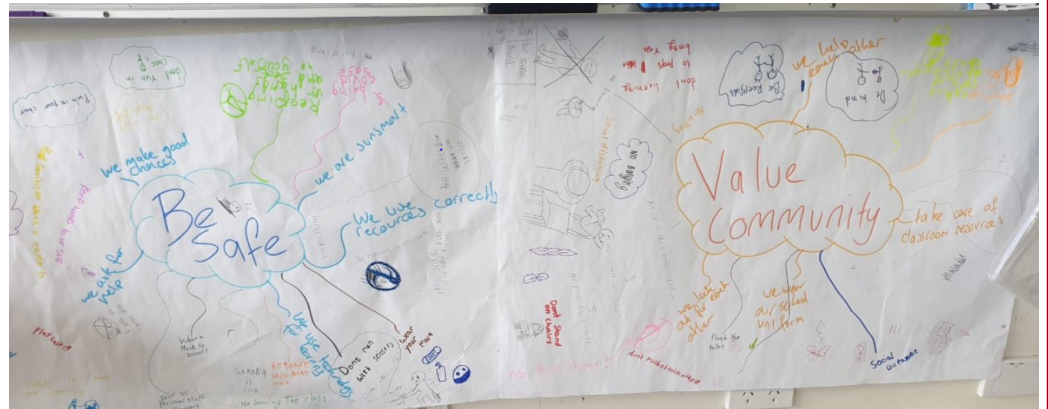
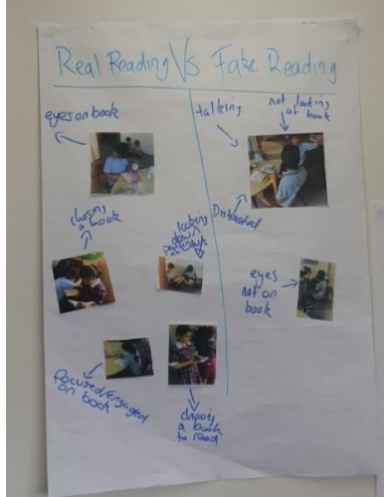
Grade 4.

Welcome to Grade 4!

I would like to introduce our amazing team: 4A – Gordon Webb, 4B – Jess Heath, 4C – Natalie Naumovska, 4D – Alicia Gould, 4E – Jyoti Jindal, 4F – Vicky Frawley & Mitch Davey and 4G – Mark Stewart.

It has been a fantastic start to grade 4, with each class working together to create their learning environments. Classroom expectations have been established, libraries have been sorted into categories, resources have been labelled, anchor chart are being displayed and most importantly learning goals are being generated.

The grade 4 team are very excited to begin our first integrated unit on Civics and Citizenship beginning in week 4, students will be exploring how their identity has been shaped by the groups to which they belong, and other groups they are aware of.

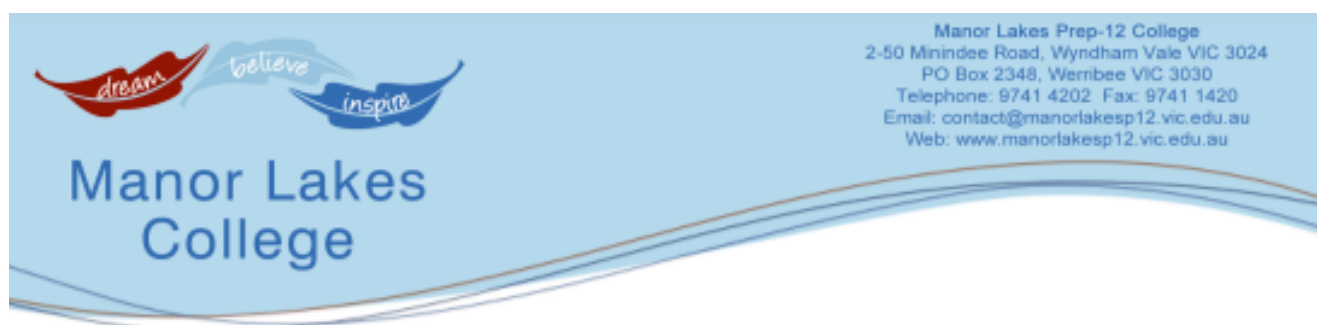


Grade 6.

The Year 6 Teaching Team have loved welcoming the students to their last year of primary school, and more importantly, into the new double story buildings! The new buildings, named Alexandrina by the students, are currently being set up by the students in the first few weeks, a task which the students have thoroughly enjoyed. The building was named after Lake Alexandrina located in South Australia, and as you can see by the photo attached, Ash was way too excited to stumble across the lake during his travels in January! Each class have agreed on classroom routines and expectations, and are now beginning to practice them in Reading, Writing and Maths.



Some news from the office.



Privacy Collection Notice

Information for students, parents and carers

The Department of Education and Training (the Department) values your privacy and is committed to protecting the personal and health information that schools collect.

All school staff must comply with Victorian privacy law and the [Schools' Privacy Policy](#). This notice explains how the Department, including Victorian government schools (schools), handles personal and health information. On occasion, specific consent will be sought for the collection and use of information, for example, for a student to receive a health service. Our schools are also required by legislation, such as the *Education and Training Reform Act 2006*, to collect some of this information. 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 employees, contractors, volunteers and service providers of the school and the Department.

On enrolment, and during the ordinary course of a student's attendance at a school, schools will collect information about students and their families for the following purposes:

- educating students
- supporting students' social and emotional wellbeing, and health
- fulfilling legal obligations, including duty of care, anti-discrimination law and occupational health and safety law
- communicating and engaging with parents
- student administration
- school management
- supporting policy in relation to student education and wellbeing.

If this information is not collected, schools may be unable to provide optimal education or support to students or fulfil legal obligations.

For example, our schools rely on parents to provide **health information** about any medical condition or disability that their child has, medication their child may take while at school, any known allergies and contact details of their child's doctor. If parents do not provide all relevant health information, this may put their child's health at risk.

Our schools also require current, relevant information about all **parents and carers** so that schools can take account of safety concerns that affect their children. Parents should provide schools with copies of all current parenting plans and court orders about or that affect their children and provide updated copies when they change.

When parents enrol their child in primary school, they will be asked to provide personal and health information in several ways, including via the Enrolment Form, the [School Entrance Health Questionnaire](#) (SEHQ) and the [Early Childhood Intervention Service](#) (ECIS) Transition Form.

The **Enrolment Form** is used to collect information that is essential for the purposes listed above, and requests information such as:

- **Emergency contacts** – Individuals parents nominate for a school to contact during an emergency. Parents should ensure that their nominated emergency contact agrees to their

contact details being provided to the school and that they understand their details may be disclosed by the Department if lawful, e.g. in the case of emergency communications relating to bush fires or floods.

- **Student background information** – Information about country of birth, Aboriginal or Torres Strait Islander origin, language spoken at home and parent occupation. This information enables the Department to allocate appropriate resources to schools. The Department also uses this information to plan for future educational needs in Victoria and shares some information with the Commonwealth government to monitor, plan and allocate resources.
- **Immunisation status** – This assists schools to manage health risks and legal obligations. The Department may also provide this information to the Department of Health and Department of Families, Fairness and Housing to assess immunisation rates in Victoria, but not in a way which identifies students.
- **Visa status** – This is required to process a student's enrolment.

All schools may use departmental systems and online tools such as apps and other software to effectively collect and manage information about students and families for the purposes listed above. When schools use these online tools, they take steps to ensure that student information is secure. If parents or carers have any concerns about the use of these online tools, please contact the school. School staff will only share student and family information with other school staff who need to know to enable them to educate or support the student as described above. Information will only be shared outside the school (and outside the Department) as required or authorised by law, including where sharing is required to meet duty of care, anti-discrimination, occupational health and safety, and child wellbeing and safety obligations. The information collected will not be disclosed beyond the school and Department without parent consent unless such disclosure is lawful.

When a student transfers to another school (including Catholic, independent and interstate), personal and/or health information about that student may be transferred to the next school. Transferring this information is in the best interests of the student and assists the next school to provide the best possible education and support to the student. For further detail about how and what level of information is provided to the next school, refer to the: [Enrolment: Student transfers between schools](#). Schools only provide school reports and ordinary school communications to students, parents, carers or others who have a legal right to that information. Requests for access to other student information or by others must be made by lodging a [Freedom of Information](#) (FOI) application.

To update student or family information, parents should contact their school.

For more information about how schools and the Department collect and manage personal and health information, or how to access personal and health information held by a school about you or your child, refer to the: [Schools' Privacy Policy](#)