Dates to Remember

Term 2
May
Tue 3rd May Foundation Incursion
Thur 5th May Mother’s Day Stall (fundraising)
Fri 6th May YDSSV Cross Country at Yarraville Gardens
10th to 12th May NAPLAN testing years 3 and 5
Tue 17th May School Photos
June
Thur 9th June WMR Cross Country
Mon 13th June Public Holiday – Queens Birthday
Tue 14th June Curriculum Day – No students at school
Fri 24th June
- Casual Clothes Day (gold coin donation – fundraising)
- End Term 2 (2.30 p.m. dismissal)

Term dates 2016
Term 2 - 11th April to 24th June
Term 3 - 11th July to 16th September
Term 4 - 3rd October to 20th December

Please note there has been a change to the assembly roster for term 2. F-6 Choir will now be performing on 13th May, and Greg’s grade, 3A, will have their item on 6th of May.

Reminder Movie Night - Tonight
Numbers/ticket sales are down at this point compared to previous years. We are hoping that many more families will come along and purchase tickets at the door tonight.

Doors open at 5.45p.m.
Approximate finish time 8.30p.m.
Children $7 and adults $3

Principal’s Message

This week on Tuesday evening we welcomed 75 family members to our Information night for prospective parents for 2017. These parents mostly had preschool age children eligible (age-wise) to begin school in Foundation (Prep) next year. Information they provided on the night shows that their children attend a wide range of preschool settings with the majority coming from either Merriwa or Clare Court Kindergartens. These parents were provided with an overall informative session followed up with the opportunity to visit current Foundation classrooms.

Thank you to members of the school leadership team Jeff McDonald, Peter Ritchie and Blagma Veljanoska, for their participation. Also, to current Foundation level teachers and a number of other staff who attended, your assistance and participation was very valuable.

Nearly all of the open classrooms that parents visited were very colourful and inviting and parents were able to gain a feel for a typical early years classroom in 2016.

One room however was not so inviting being that of Foundation teacher Laura McCray and her students. The reason being, it was set up as best possible to replicate a typical 1919 learning environment in line with their current inquiry. Hopefully parents all were aware of this and saw the appropriate time capsule signs. No, we are not skimping and going back to chalk and slates on a permanent basis.

Welcome to new staff member Lorna Russell
Congratulations and welcome to Lorna Russell who will take over as class teacher for 4C from next Monday. Lorna is an experienced educator who also just happens to live in Yarraville. She is very pleased

General Guidelines for Parents when making any Payments to the school:
End of Terms 1, 2 & 3 All payments need to be made prior to 10:00am on the last day of term.
End of Term 4 All payments must be made 2 days prior to the end of term.
Cash Payments Correct money is requested, as change cannot always be provided.

School Council President Bruce Abernethy 0467 788 058 School Uniform Primary School Wear 9363 8458
OSHC Camp Australia 0401 054 261 Program Manager Asi Malu
to be joining the staff and also looking forward to being so much closer to work.

**Thank you Marg Forbes**
Thank you to Marg Forbes who has been teacher for 4C this year. Marg as a retired long term Kingsville staff member will often come back to take up short term contracts as required as her work is greatly appreciated.

**Friday Assembly 13th May Advance Notice**

- 2016 Junior School Council members will receive their badges
- 2016 Choir members will receive their badges and perform

**Mother's Day Raffle** will be drawn on May 6th at the Friday morning assembly. So only next week (4 days really) to send in items. Thank you for the generous donations in the tubs to date

**Moving ahead with the enrolment process for 2017**
Our website is being updated to ensure the information below is included. So please let friends and neighbours know and if as a current Kingsville parent you have a child to enrol for 2017 please follow up as per instructions.

**Kingsville Primary School Enrolment Process and Procedures 2016**

**Enrolling a sibling or students where Kingsville is their closest neighbourhood school.**

**Stage 1 – Collecting your enrolment pack.**
Begins after the Queen’s Birthday long weekend: 13th June.

Provide the office with a photo identification document (drivers licence) and a utilities statement which verifies what has been put down as your primary residence location. This residential address would indicate that Kingsville is your closest neighbourhood school.

Collect the enrolment pack from the office and complete and collect the enrolment documents outlined on the checklist being:
- enrolment form
- acceptable use agreement for ITC form
- permission to use student image form
- immunization certificate
- proof of birth - birth certificate

**Stage 2: Making an enrolment appointment**
Ring the school and make an appointment with Jeff McDonald (Assistant Principal), to enrol your child. **Please note:** all new families enrolling at Kingsville must make this appointment. Parents who already have a child at KPS and will be enrolling a sibling for 2017, may wish to make an appointment if there is relevant and important information to be discussed during the enrolment process.

**Stage 3: Enrolling your child at Kingsville Primary School**
Begins the start of Term 3: 11th July

Attend an enrolment meeting with a member of the leadership of the school. At your appointment you should bring all your paperwork completed to your best ability. Having your child at the enrolment meeting is required, this is an important rite of passage and they should participate in the process.

**Looking at enrolling a student where Kingsville is not your closest neighbourhood school.**

**Stage 1: Book in and attend a tour/information night session at your closest neighbourhood school.**
**Stage 2: Collect from the office an ‘expression of interest’ form and complete.**
**Stage 3: Return the expression of interest form to the office.**

You may also wish to book in and attend a tour of Kingsville Primary School. **Please note:** a decision on your application being successful will be made in Term 4.

Jeff McDonald, Assistant Principal

**More information on Compass Management System**
We are now moving closer to providing parents with access to Compass. In preparation for logging on in the near future please read the information provided in this newsletter.

**Members required for Buildings and Grounds sub committee**
The first meeting of the Buildings and Grounds Committee will be held on Monday 2nd May at 6.00p.m. in the school staffroom. This team works to make improvements to school buildings and grounds. The commitment for members is attending two meetings per term to discuss and plan for areas of improvement including: working bees, the Kitchen Garden, Master plan team and school based projects. If you are interested or would like to find out more about what it involves please contact Dale Schumann kydal05@hotmail.com or just turn up on the night.
Happy Birthday
28th April to 4th May

Camps, Sports and Excursions Fund (CSEF)
- the Camps, Sports and Excursions Fund (CSEF) provides payments for eligible students to attend camps, sports and excursions
- $125 per year will be paid for eligible primary school students, with $225 per year paid for eligible secondary school students
- payments will go directly to the school and be tied to the student
- families holding a valid means-tested concession card, or temporary foster parents, are eligible to apply
- for more information, contact the school or see: Camps, Sports and Excursions Fund
- to be eligible, students need to be enrolled at the school on 27th January 2016
- forms are available from the General Office and application must be made in person by the concession card holder – the concession card must be presented at the time of application
- applications close 03/06/2016

Linda Bowman, Business Manager

Fundraising
Mother’s Day Stall and Raffle
On Thursday 5th May, students will have the opportunity to purchase a gift for Mother’s Day. Items are varied and prices will range from $4 to $6. Each child will attend the stall with their grade to buy one present. Once all grades have had their turn, students will be invited back to purchase additional gifts if they wish. Money should be kept safe in a purse, wallet or labelled envelope. Please do not send money to school prior to the day of the stall.

Tickets for the Mother’s Day Raffle have been sent home with each child and can also be found at the end of this newsletter.

Donations for the Mother’s Day Raffle can be left outside the office. Donations can be left at the office until Wednesday 4th May. The draw will take place at assembly on Friday 6th May.

Event co-ordinator Anna Swan

Junior School Council
Student Voice News
On Friday 13th of May, the student voice members will all receive their long awaited badges during assembly.

I am sure all parents would be proud to be a part of this occasion. So mark the date on your calendars 13th May and come along to the assembly and see your son/daughter receive their well-deserved badge.

Anna Terzi
Junior School Council - Student Voice Coordinator
2016 Photo Day
Envelope and Order Instructions

Dear parents and students,

Kingsville Primary School PHOTO DAY IS 17/05/2016
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 [ZX8 YJ7 YLX]
- 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 [ZX8 YJ7 YLX]
- Family/Sibling photo orders online close on 15/05/16
- 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
Victorian Premiers’ Reading Challenge

The Victorian Premiers’ Reading Challenge is now open and Kingsville Primary School is excited to be participating. A letter with your child’s username and password will be sent home with them today.

The Challenge is open to all Victorian children from birth to Year 10 in recognition of the importance of reading for literacy development. It is not a competition; but a personal challenge for children to read a set number of books by 9 September 2016.

Children from Prep to Year 2 are encouraged to read or ‘experience’ 30 books with their parents and teachers. Children from Year 3 to Year 10 are challenged to read 15 books.

All children who meet the Challenge will receive a certificate of achievement signed by the Victorian Premier and can choose to have their name included on the online Honour Roll. If you would like your child’s name to appear on the Honour Roll, please sign the attached form and return it to your school.

To read the Premier’s letter to parents, view the booklists and for more information about the Victorian Premiers’ Reading Challenge, visit: www.education.vic.gov.au/prc.

If you would like your child’s name to appear on the Victorian Premiers’ Reading Challenge online Honour Roll, please sign this form and return it to your school.

Nicole Shirreff
Premiers Reading Challenge Co-ordinator

TERMS AND CONDITIONS

Definitions: Department refers to the Victorian Department of Education and Training, Person refers to the child/adult listed below in the consent declaration.

1) Privacy Protection
   The Department takes its privacy obligations seriously and any personal information collected or used by the Department will be handled in accordance with the Privacy and Data Protection Act 2014 (Vic). This law sets out what we must do when the Department collects, uses, handles and destroys personal information. Personal information includes personal details such as an individual’s name and school that could be used to identify an individual.

2) Collection, use, disclosure and storage of personal information
   If you provide your consent your school will collect and disclose your child’s first and last name, and the name of the school to the Department. The Department will then:
   • Publish your child’s name on its online Honour Roll located at: www.education.vic.gov.au/prc at the completion of the Challenge with no other identifying factors such as early childhood setting name.

3) Accuracy, access to information and withdrawal of consent
   The Department will endeavour to ensure that any personal information held about your child is up to date and accurate. You can access, correct and withdraw personal information held by the Department by written request in accordance with the Department’s Information Privacy Policy located at: http://www.education.vic.gov.au/Pages/privacypolicy.aspx

Consent may be withdrawn at any time by writing to the Department’s Privacy Unit on: privacy.enquiries@edumail.vic.gov.au.

If you have any questions about this form, or if you need more information, please contact the PRC Challenge Coordinator at the Department: readingschallenge@edumail.vic.gov.au or (03) 9637 3524.

Yes I consent to my child’s name appearing on the online Honour roll

Name of child ................................................................. Grade ............

Parent Signature, ..............................................................

Please return this form to your classroom teacher.
<table>
<thead>
<tr>
<th>Kingsville Primary School</th>
<th>Kingsville Primary School</th>
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<tbody>
<tr>
<td><strong>Mother’s Day Raffle - $1 per ticket</strong></td>
<td><strong>Mother’s Day Raffle - $1 per ticket</strong></td>
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<tr>
<td>Name &amp; Class:</td>
<td>Name &amp; Class:</td>
</tr>
<tr>
<td>Contact No.</td>
<td>Contact No.</td>
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</tbody>
</table>

Tickets due back to school by Wednesday 4\textsuperscript{th} May. Raffle drawn Friday 6\textsuperscript{th} May at school assembly. Please cut your tickets before returning them along with the money in an envelope to your class teacher. Thank you.
Getting ready to log onto Compass

We have now set up the link for parents to access the Compass portal. Parents will be able to login to Compass via the Compass image on the front page of the school's website.

As Compass is a web-based system it is accessible on any modern web browser.

Additionally, there are native apps for iPhone, iPad and Android devices.

Gaining access to Compass

Each family listed in the school administration database will be assigned a unique login (one per family) - Password and User Code, for Compass access. This information will be sent out early in May, giving you the chance to explore this new communication tool.

**Please note:** The unique login that will be provided will be for Parent A as provided at the time of enrolment and subsequently entered into our school information system, CASES. In certain circumstances (e.g. where parents have a shared custody arrangement or there are other specific circumstances) a second login may be requested from the school.

Logging in to Compass

When you first login, you will be required to change your password and confirm your email address and mobile phone number. These details provided will be used by the school for SMS, password recovery and email communication throughout the year.

If you misplace your details or forget your password, you will be able to recover your details by clicking the 'Don't know your username/ Forgot your password?' link on Kingsville Compass front page.

Below you will find screen shots of two of the pages you will become very familiar with on your Compass portal. Please spend a little time getting to know the different links and features of the portal.

As soon as you are able to login to the Kingsville Compass portal you can begin to use its functions to communicate with school, beginning with:

**Managing school absences:** Families will be able to view their child’s attendance online and notify the school if your child will be away, approve absences and indicate future absences directly through the Compass portal. Information on how to entering a parent approval can be found below.

**View News Feeds and Alerts:** Logging in regularly will allow you to view News Feeds and Alerts – whole school, classroom and other.

Parents will play an important role in the success of this initiative. As we roll out tasks and information on other features of the Compass communication system we will update you on your role in this communication tool between the school and home.
Compass is intended to be self-explanatory and easy to use and instructions for some of the more routine tasks will be posted as we build them for your convenience. However, if you require assistance please contact the school office.

**The Compass home screen:** When you login you will find a home screen. The home screen provides you with relevant alerts and news, as well as quick access to your child’s profile.

- **Home Button** This will return you to the home page.
  - Allows you to access other Compass and school resources.
  - The tools icon allows you to update your contact details and change your password.

- **My News**
  - Recent school news items and information relevant to you. This may include newsletters, details of upcoming events and much more.

- **Alerts**
  - Custom notifications for items that require your action or attention. These may include excursion notifications, absence notifications, surveys, student report availability and more.

- **Student Profiles**
  - The student profile provides you with access to full details of your child. This will include attendance, reports and much more. Using the Actions button you can quickly add Parent Approvals, book Parent-Teacher conferences, and email your child’s teachers.

- **School Calendar**
  - View details of upcoming events, and other relevant school-wide activities.
Student Profile: Everything for your child, in one place.

**Attendance: Entering a Parent Approval.**

From the Compass home screen (or from your student’s profile), click the ‘Actions for’ button for your child and select the ‘Add Parent Approval’ item.

From the pop-up window,
- Select the reason,
- Enter a brief description of the absence,
- Select the start and finish time
- Click the ‘Save’ button. (please make sure you click the save button of the absence will not be recorded)

**Note:** Where possible, parent approvals should be entered prior to the absence occurring.

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**Schedule**

View details of upcoming events, and other relevant school-wide activities.

**Chronicle**

View observations made by school staff about your child.

**Further Information**

Under your child’s name is a group of tabs giving quick access to important information about Attendance, Learning Tasks, Reports and Schedules.

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**Privacy and Security**

When you use Compass you will notice a padlock appears in your browser. This is because Compass uses a technology called SSL (Secure Sockets Layer). This means that your Compass session is encrypted and secure.