



Port Melbourne Primary School
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Newsletter No. 1

January 31st 2019

Term 1 Dates

Jan 31	Years 1-6 commence
Feb 1	Preps commence (at advised starting times)
Feb 5	Education and Facilities Committees
Feb 11	Information Evening Years 3-6
Feb 12	School Council Information Evening Year 1 & 2
Feb 13	Prep Family Picnic
Feb 18-22	Year 6 Camp Roses Gap
Feb 25	School Photos
Feb 27	District Swimming
March 5	Year 5 Open Water Swimming
March 6	Year 6 Open Water Swimming
March 8	Division Swimming
March 11	Labour Day holiday
Mar 12	Education and Facilities Committees
Mar 19	School Council
Mar 21	Year 3-6 Swimming Carnival (MSAC)
Mar 22	Ride to School Day
Mar 25	Parent Teacher Interviews P -2
Mar 26	Parent Teacher Interviews 3-6
April 5.....	Term 1 ends 1.30pm

President's Report

Welcome to all our new Port Melbourne PS community members and welcome back to everyone else. There are fifty-two teachers and eighteen other staff supporting approximately 750 students here this year.

I was delighted to be able to welcome our Year 1 to 6 families this morning in our first assembly in the new gymnasium, and I thank our local Legislative Council member, Nina Taylor, for joining us on this exciting occasion.

School Council

The School Council has various roles which are set out in the attached document; hopefully this will assist people in distinguishing the roles of the Principal and the School Council and help those thinking about nominating for school council in making a decision. If you have any queries please contact me.

Community members with issues that concern the School Council are welcome to contact me through the office or simply email Annette@socialmediaready.com.au

Our School Council meetings are held monthly and the dates are listed in the Newsletter each week. The major agenda items will be listed in the Newsletter immediately prior to each meeting. School community members are welcome to attend as non-participating observers but must give 24 hours' notice to the principal of their intention to attend a meeting.

Our current School Council members are:

Parents: Linda Baird, Rohan Bentley Simone Cresp, Anna Heerey, Victoria Mackey and Annette Maloney

Staff: Jess McPherson, Peter Martin, Candice Skinner and Katherine White

Co-opted PFA Member: Bre McGrath

Co-opted Community Rep: Stephanie Viljoen

Our annual Council elections are about to take place. There are three parent vacancies and two staff vacancies for the 2019 Council and I encourage you to consider putting your name forward. Nomination forms will be available from the office.

If you are not willing to commit to school council but are still keen to be involved there are other avenues:

Parents and Friends is a great way of meeting other parents/guardians (mostly mums, we'd love

to have more dads involved) in arranging social functions and fundraisers.

Classroom helpers are always welcome, no matter what the year level. Teachers are always grateful for assistance whether it be in the classroom, on excursions, gala days or offering your skills in other ways.

If you are interested, please feel free to contact me at Annette@socialmediaready.com.au our PFA President Bre McGrath, or your child's teacher.

Voluntary Contributions

I wrote to all families in December requesting that they contribute either \$445 (one child), \$695 (two children) or \$895 (family) to the school in order to support our curriculum programs. It is very difficult for the school to provide your children with all necessary educational resources without your financial assistance.

New Local Primary Schools

With the completion of the South Melbourne Park Primary School, families who live near the Ingles./Pickles St corner now have the option to attend a school that is closer than PMPS. The opening of this school and the opening last year of South Melbourne Primary School have impacted on our enrolments with only 750 students expected here this year (down from 825 students in November 2017)

A new primary school in Docklands will be opened in about 2021 and all local school zones will be reviewed prior to the opening to ensure an equitable spread of students across the local primary schools.

Building our Future

Our new gymnasium opens this week, and our new Arts Hub will open in May. Art and Music will be taught in portable classrooms until the Arts Hub is completed. The Art and Music portables will hopefully be removed at the end of term 2.

Once the Art portable is removed, we will take delivery of our heritage tram and commence work on the construction of a new passive play area between the Gym and A Block.

At its February meeting, School Council will discuss the tender process for the installation of artificial turf and some passive play areas

featuring “green” components in the area between Poolman St and the basketball court and the far Mod 5. We hope that these works will be completed prior to the start of term 2.

Social Media Participation

The school has its own Facebook page which is used to facilitate communication between school community members. It is NOT appropriate for the page to carry comments critical of staff, students or other school community members and inappropriate comments will be removed.

An Electronic Newsletter

After this week, Newsletters will be distributed in a new electronic format for the remainder of the year. They will be available on the school website with a reminder sent via *Konnective* when they are posted.

Please see the *Konnective* link on the school website to download the *Konnective* app, which will keep you up to date with things that are happening at school – excursions, sporting activities, PFA events and so on as well as reminding you to access the Newsletter on-line. If your family has no internet connection, you can request a hard copy of the Newsletter from the office.

Annette Maloney

Principal's Report

A Happy New Year!

Welcome to all members of the Port Melbourne Primary School Community, both old and new. I particularly welcome our 2019 Preps and their families.

Classes 2019

We welcome our new Assistant Principal Katie Klajnblat and our new Prep teacher Brittany Baxter and welcome back Susannah Nyariri and Lisa Warburton. We also welcome our new office staff members Juanita McKeefry (Enrolments Manager) and Ruth Taylor ((Health Centre).

Congratulations to Mary Veness on the safe arrival of Ehlana May last week.

The following class structure will operate during 2019 (the names by which the children will address their teachers are in brackets):

Prep A	Emily Fenn (Miss Emily)
Prep B	Peter Fleming (Mr Peter)

Prep C	Nicole Welsh (Miss Nicole)
Prep D	Brittany Baxter (Miss Brittany)
Prep E	Emma Kovacev (Miss Emma)
1A	Alex McLeod (Miss Alex)
1B	Alysha Bedford (Miss Alysha)
1C	Kristen Cutting (Miss Kristen)
1D	Michelle Fillery (Miss Michelle)
1E	Elise Mackie (Miss Elise)
2A	Poppy Sandillon (Miss Poppy)
2B	Lisa Warburton (Miss Lisa) and Susanaah Nyaririr (Miss Susannah)
2C	Kate Thompson (Miss Kate)
2D	Amy Midson (Miss Amy)
2E	Claine Raymond (Miss Claine)
3A	Katie Meyer (Miss Katie)
3B	Lindsay Roberson (Miss Lindsay) and Trisha Wheeler (Miss Trisha)
3C	Candy Patamisi (Miss Candy)
3D	Georgina McKinnon (Miss Georgina)
4A	Teagan Barrack (Miss Teagan)
4B	Maddy Reid (Miss Maddy)
4C	Candice Skinner (Miss Candice)
4D	Lucas Dredge (Mr Lucas) and Annah Cullen (Ms Annah)
5A	Kim Nickels (Miss Kim)
5B	Will Young (Mr Will)
5C	Jason Caputo (Mr Jason)
5D	Sophie Gero (Miss Sophie)
6A	Caroline Farrant (Miss Caroline)
6B	Melissa Hermanns (Miss Melissa)
6C	Sasha Goss (Miss Sasha)
5/6D	Darren Crawcour (Mr C)

There may be some alterations to classes next week after we have processed any new enrolments, in order to ensure that class sizes are kept to a minimum, and that each student is able to maximise his/her learning opportunities within our class structure.

Specialists Program:

French: one 60 minute session each week with Emily Burkimsher (Madame Emily) or Katelyn Pillon (Mme Katelyn)

Performing Arts: 1 x 60 minute session each week for ONE semester with Maria Chadwick (Maria)

Visual Arts: 1 x 60 minute session each week for ONE semester with Emily Rafton (Miss Emily) or Chris Toner (Mrs T)

Physical Education: 1 x 60 minute session each week with Stephen Brewer (Mr Stephen) and Anastasia Cullen (Miss Annah)

Literacy Support: Melinda Keenan (Miss Keenan)

Library: Margaret Whitford and Nicole Wapling

STEM (Science / Technology / Engineering / Maths) Haylie Saarinen (Miss Haylie) & Michelle Snedden (Miss Michelle)

Our Student Engagement & Well-being Co-ordinator Welfare Co-ordinator is Jessica McPherson (Miss Jessica) and our school chaplain is Amelia Irvine.

Our Receptionis, Jane Hayes, will be the first point of contact for current parents contacting the school and she will assist with queries regarding stationery lists, uniform purchases the Camps & Excursions fund, etc. All matters to do with enrolments are handled by our Enrolments Officer, Juanita McKeefry. All financial queries should be made to the Business Manager, Kaye Linsdell. Ruth Taylor will manage our Health Centre, while our Office Manager, Helen Larkin assists with finance and the overall running of the front office.

Greg Ades (Greg), Mirella Basile (Mirella), Phoebe Browne (Phoebe), Francesca Cook (Fran), Evelyn Coulson (Evelyn), Tim Hummell, (Tim), Hilary Mulcahy (Hilary), Wendy Ward (Wendy) and Jacqui Whittaker (Jacqui) will be assisting class teachers under our Integration program. Leigh Erasmus is our School Psychologist. Leah Fogarty heads the OzChild team which provides additional welfare support in the school, and our School Chaplain/Social Worker is Amelia Ingram.

Compass

Compass allows you to pay for an excursion and provide an electronic consent at the same time, and you can look on-line at any time to see if there are any outstanding excursion payments or consents requiring your attention.

Our student attendance data will soon be available via *Compass* and you will be able to provide electronic authorisations for your child's absences eliminating the need for absence notes. You will also be able to view your child's attendance records on-line in real time.

Compass will also be used for families to book parent/teacher interviews and to access student reports.

Please make sure that all your personal details are updated on *Compass*. If you do not know your *Compass* password, please contact the school office.

School Assemblies

During Term 1, assemblies will be held on Friday afternoons in front of the flagpole or in the gymnasium at 2.45pm on a cyclical basis:

Feb 1:	Years 1-6
Feb 8	Senior School
Feb 15	Junior School
Feb 22	Junior School
March 1	Whole School
March 8	Senior School
March 15	Whole School
March 22	Senior School
March 29	Junior School

Parents are invited to attend these assemblies. In line with our school values, we ask that everyone attending assembly models respect by not chatting, particularly through announcements or during the singing of the National Anthem.

School Uniform Requirements

School uniform is a formal requirement and all students are expected to be in uniform each day.

Uniform items can be purchased on-line from PSW (www.psw.com.au) or from their Port Melbourne store at Unit 1/128 Bertie St. Students who are not in full school uniform will NOT be permitted to take part in school excursions. Visible jewellery (other than studs, sleepers and a watch) is not to be worn. Inappropriate jewellery will be removed for safekeeping and returned at the end of day. Footwear must cover the toes for safety reasons; "cros" are not appropriate footwear.

Please label all uniform items to assist in returning lost items to their owners. Unlabelled items are sold through our second hand uniform shop.

School Times

All students should be at school by 8.55am but no earlier than 8.45am ready to go to line when the music is played at 8.57am. The school day

ends at 3.30pm. For the first five weeks of term, Preps will attend school on four days per week only, with no Prep classes on Wednesdays.

The school implements a split timetable to maximise the use of our limited playing spaces. Students in Years 1, 2 and 4 will have recess from 10am to 10.30am and lunch from 12.30pm (eating time) to 1.30pm while students in Years Prep, 3, 5 and 6 will have recess from 11am to 11.30am and lunch from 1.30pm (eating time) to 2.30pm. Students in Years 2-6 will have the opportunity to play in Garden City during their lunch breaks.

Hot Weather Provision

On days of extreme weather conditions, teachers will run a modified program in order to minimise the impact of the heat on the children. You may wish to collect your children at lunchtime on days where the temperature is forecast to exceed 35C.

Play Areas

For the first few weeks of term, the Junior Playground and the asphalt area adjacent to it will be reserved specifically for our Prep students. Some of the play equipment at the rear of the oval is specifically for students in Years 1 & 2, with the remainder reserved for students in Years 3-6.

Information Evenings

Information evening will be held in week 3 of term 1 (Years 3-6 on Monday Feb 11th and for Years 1&2 on Tuesday Feb 12th). Each session will start at 6pm either in the Hall or in one of the classrooms with a fifteen minute presentation. Parents will then move to their child's classroom where the class teachers will provide more details of their class program. The sessions should conclude by about 7pm. Our Prep families are invited to a Family Picnic from 6pm on Wednesday Feb 13th.

District Swimming Carnival

Our interschool swimming carnival will take place at the Prahran Pool on Wednesday February 27.

Students will have the opportunity to trial for places in the team next week. Details of the trials will be published on *Compass*. Students MUST be able swim fifty metres in their preferred stroke(s) in less than 70 seconds in order to trial. Admission to MSAC is free for

participating students and their parents. The swimming team to represent PMPS will not be selected until late February. Consent forms are available from the PE staff and from the office.

House Athletics Sports

Our PMPS 3-6 House Athletics Day will be held at Lakeside Stadium most probably on Monday May 20 or Tuesday May 21.

School Council Elections 2019

Councillors eligible for re-election are Linda Baird, Anna Heerey and Simone Cresp (parent members) and Candice Skinner and Kath White (DET members). Councillors continuing are: Rohan Bentley, Annette Maloney, Victoria Mackey (parent members) and Jessica McPherson (DET member).

Stephanie Viljoen completes her term as a co-opted member at the AGM. There is a co-opted position on Council reserved for a PFA nominee. The current nominee is Bre McGrath. The new Council will fill the remaining co-option vacancy at its discretion, although the outgoing Council may wish to make a recommendation to the new Council.

There are vacancies for three parent Councillors with a two-year term, and two DET Councillors with a two-year term.

The timeline for the election process is:
Call for nominations:.....Friday 22nd February
Nominations close:Friday 1st March
Ballot papers circulated: ...Friday 8th March
Ballot closes:Friday 15th March
.....at 4pm
Poll declared:Friday 15th March
.....at 5pm

The Annual Reporting Meeting of Council will be on Tuesday 19th March. The new Council will take office from that date.

Camps, Sports & Excursions Fund (CSEF)

At the beginning of March, our school will receive a \$125 grant from the state government for every student whose parent/guardian holds a valid means-tested concession card and who has completed the application form. These grants are from the Camps, Sports and Excursions Fund which assist students to join their classmates for important, educational and fun activities and will assist eligible families to cover the costs of school trips, camps and sporting activities.

For students at Years 3-6, the \$125 grants will be used to subsidise the cost of attending school camp for eligible students, while at Years Prep to 2, it will be used to support the swimming program and other class excursions.

If you are new to the school or your circumstances have changed, please contact the school office to obtain a CSEF application form or download from www.education.vic.gov.au/csef You should lodge a CSEF application form at the school by February 28th.

For more information about the CSEF visit www.education.vic.gov.au/csef

Sports Trials for State Teams

Online registrations have opened for state selection trials for students wishing to represent Team Vic teams, to attend the School Sport Australia Championships in the sports of Netball, Boys and Girls Football (Soccer), Boys and Girls Australian Rules and Boys and Girls Basketball for 2019 teams. Registrations close on March 1 2019. Eligibility is for students born in 2007, 2008 and 2009.

Each school is allowed a maximum of three (3) students for each sport mentioned above to attend these trials so it is important that as a school, we acknowledge the capacity and ability of these nominated students to be able to participate well in these trials. It needs to be emphasised that these trials form part of School Sport Victoria's Gifted and Talented program and are not 'come and try' opportunities. Each child is trialling for a state team and we must attest to each child's athleticism, skill level and school behaviour.

Students must be nominated and endorsed by their school initially before registering online.

Students who wish to nominate for a trial please email Mr. Stephen at

Brewer.stephen.j@edumail.vic.gov.au

by *Monday, February 11, 2019*. If required, there will be trials in Term1 next year to determine the best applicants. The nominations close March 1, 2019.

Look Out for Nuts!

There are several children with nut allergies in our classes this year. We request that parents take particular care when sending snacks and

lunches to school. Please take particular care to avoid peanut butter and Nutella.

Out of School Hours Care (OHSC)

Camp Australia will manage our OHSC program this year. The structured program operates from 7am to 8.45am and from 3.30pm to 6.15pm each school day. All families are requested to register on-line with Camp Australia www.campastralia.com.au This will also cover you if you need an emergency placement. Registrations can also be made by phone on: (1300 105 343).

The 2019 OSHC costs are **\$21.75** (Before School) and **\$28.95** (After School) less your ChildCare Rebate which can reduce costs to as low as **\$7.50** (Before Care) and **\$9.80** (Aftercare). Please make sure that you are registered for the Commonwealth ChildCare Benefit if there is a chance that your child will need to use the program during the year.

Camp Australia also operates a School Holiday program at the school during vacations.

Stationery Lists 2019

Most families returned 2019 Stationery Lists last term and the materials are now in the school. They will be held at school and issued to the children as required. When materials go home, they tend to 'disappear'. In the unlikely event of some booklist materials not being used during the year, they will be sent home at the end of term 4.

A number of families have yet to purchase their Stationery List, and their children do not have all their classroom materials. **It is essential that these are ordered by Monday!** If you have not ordered your stationery list yet, a copy can be downloaded from the school website under "School Forms".

2019 Parent Contribution

Our School Council President, Annette Maloney, has sent all families a letter outlining the need for an annual Parent Contribution. The school cannot function properly unless families support this important program. I urge you to read Annette's letter and make your payment via Compass or return the form attached to it to the School Office along with your contribution. Additional copies are available from the Office.

School Lunch Orders

The Renatta Catering provide school lunches for the children. A price list is available on the school website. If you wish to order a lunch please supply an envelope with your child's name, class, preferred items and enclose the correct money. Orders will be collected each day at 9.30 am and returned to classes at either 12.30pm or 1.30pm.

Alternatively, you can save time by ordering on-line. To register, go to:

www.flexischools.com.au Click **Lunch Orders** then click **Register Here** and enter your email address. You will be emailed a link to complete the registration form with username, password, contact details and credit card information. For each of your children click **Add a Student** and follow the prompts. You can then start placing lunch orders immediately, up to a week in advance or before 11.30am on the day the lunch is required.

The cost of orders will be charged automatically to your credit card either:

- a) On or around the 1st of the month, or
- b) During the month, if your account exceeds \$100

For further information, call 1300 361 769.

Please note: No change is given with lunch orders. Glass containers, and red, orange and cola drinks **MUST NOT** be brought to school.

Late Arrivals

Students who arrive at school after 9.05am will not be admitted to class without a late pass obtained from the School Office to then give to the class teacher. You **MUST** come to the office with your child to sign him/her in. Students in Prep and Year 1 should be escorted to the classroom by their parent/guardian. Parents/Guardians are expected to note the reason for the lateness.

PE Term 1

Please ensure students wear appropriate clothing and have their hat on days that they are timetabled for PE. Students who are not wearing appropriate trainers will have to remove their shoes when doing PE in our new gymnasium.

No Hat, No Play

We are a **SunSmart** school and children not wearing an approved hat will be required to

remain in a designated shaded area at recess, lunchtime and during outdoor class activities until April 30 and again after September 1.

Please ensure the hat has your child's name written on it.

Personal Property at School

Personal property is often brought to school by students, staff and visitors. This can include mobile phones, calculators, toys, sporting equipment and cars parked on school premises.

The Department of Education and Early Childhood Development does not hold insurance for personal property brought to schools and it has no capacity to pay for any loss or damage to such property.

Students are not permitted to have mobile phones with them during the school day. These must be left at the office on arrival, and collected before leaving school.

Medications at School

If your child is required to take medications while at school, you **MUST** complete a **Medication Authority Form (attached to newsletter)**. The form is available on the school website. The medication will be kept in secure storage and administered in accordance with the instructions provided by the doctor or pharmacist. Staff are not permitted to administer medications without this written authority from a parent/guardian. Please speak with Ruth in the First Aid Room if you have any issues regarding medications at school. Please note a new form is required each year.

Parking - Kiss and Go.

Parents are reminded that the school has a marked drop off zone (**Kiss and Go**) outside the school in Clark Street. Under current law you are not permitted to leave your car to drop off or pick up your child or to remain in your car for an extended time. Council bylaws officers regularly book cars parked illegally in Clark St.

Please be mindful of our neighbours and not park across driveways.

I suggest that, if you need to drive your child to or from school, that you park a block or two from school (for example in the off-street parking area near the Trugo Club) and enjoy a short walk to/from school with your child.

Important Notices Attached

There are two important notices attached to this newsletter. It is vital that you complete and return the relevant forms to your child's teacher as soon as possible.

1. Confidential Medical Form

Please note: Years 1 – 6: ONLY RETURN IF THERE ARE ANY CHANGES FROM PREVIOUS YEARS.

2. ICT Acceptable Use Agreement

Only Year 2 students and new students at Years 3 – 6. Allows students to access our computer network. Existing Year 3-6 students have already completed an agreement.

Peter Martin

Parents & Friends

Welcome to the 2019 school year. We hope you have all had a great break, a happy new year and are feeling ready for term 1.

This term is going to be a huge one. Icypole days, EASTER Raffle, Prep welcome picnic and a Sushi day are the start of what we have planned. We will also be running our second hand uniform shop and selling house t-shirts.

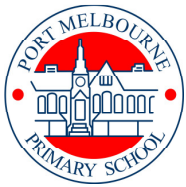
The Parents & Friends Association encourages social interaction and improved communication, and facilitates fund raising. To continue the success of PFA, we need many parents and friends to contribute. We are planning some great events and activities this year so there are many opportunities for you to participate and give support. If you would like to find out more or be involved, you are welcome to attend the PFA meeting or contact us.

The first meeting of the Parents & Friends Association (PFA) will be held in the next 2 weeks, date to be confirmed. All parents are welcome, especially those who are new to the school.

If anyone has any questions, feedback or wants to find out how they can get involved please do not hesitate to contact me on my number below.

Bre McGrath: 0411 228 921

pmpsparentsandfriends@gmail.com



PORT MELBOURNE PRIMARY SCHOOL

Confidential Medical Information

This information is intended to assist the school in case of any medical emergency with your child. All information is held in confidence. Under the *Privacy Information Act 2000* and the *Health Records Act 2001*, schools have a duty to protect the privacy of the individual with regard to their personal and health information. All the personal and health information collected by this form will be kept confidential and only used for the purpose of providing appropriate care for your child. Health information is required so that staff can properly care for the student, and withholding health information that may be required may put the student's health at risk.

Child's Name:

Date of Birth: School Year/Class:

Parent's/Guardian's Name: Mobile/Telephone

Address:

Emergency Name / Telephone (NOT THE PARENT/CARER)

Name and Address of Family Doctor/medical clinic:

Tetanus Immunisation: Year of last tetanus immunisation

(Tetanus immunisation is normally given at age five [known as Triple Antigen or CDT] and at age fifteen [known as ADT])

Please tick the box if your child suffers any of the following:

- Asthma*
- Fits of any type
- Heart condition
- Anaphylaxis*
- Dizzy spells
- Sleepwalking
- Diabetes
- Travel sickness
- Migraine
- Blackouts
- Bedwetting
- Other

***IF your child has severe Asthma or Anaphylaxis you *must* attach their management plan, which has been completed by your GP. Examples of the required management plans are available from the School Office.**

Allergies:

Medications: Is your child presently taking tablets and/or medicine? YES NO

IF yes, please state name of medication, dosage etc.
.....

All medication must be handed to the class teacher along with a completed **Medication Request Form** (available from the school office). All containers must be labelled with your child's name, the dose to be taken and when it should be taken. (These will be kept and distributed as required). If it is necessary or appropriate for your child to carry their own medication (for example, asthma puffers and insulin for diabetes) it must be with the knowledge and approval of both the class teacher and yourself.

CONSENT TO MEDICAL ATTENTION

Where the teacher in charge of the excursion is unable to contact me, or it is otherwise impracticable to contact me, I authorise the teacher in charge to:

- consent to my child receiving such medical or surgical attention as may be deemed necessary by a medical practitioner,
- administer such first-aid as the teacher in charge may judge to be reasonably necessary.

Signature of Parent/Guardian:

Date:.....

Roles of a School Council

The functions of a School Council are outlined in the Education and Training Reform Act 2006 and include:

- establishing the broad direction and vision of the school within the school's community
- participating in the development and monitoring of the school strategic plan
- approving the annual budget and monitoring expenditure
- developing, reviewing and updating school policies
- raising funds for school-related purposes
- maintaining the school's grounds and facilities
- entering into contracts (such as for cleaning or construction work)
- reporting annually to the school community and to the Department
- creating interest in the school in the wider community
- informing itself of and taking into account the views of the community
- regulating and facilitating the after hours use of school premises and grounds
- operating a children's service at the school or other premises controlled by the Minister.

School Council may also be involved in the principal selection process. When this occurs, a panel of councillors and Departmental staff is formed to review applications, interview shortlisted applicants and recommend one or more applicants to the Secretary of the Department. The Department's regional office staff would also be involved. With principal selection, panel members would be provided with training.

Area of Activity	The Principal....	The School Council...
Curriculum	<ul style="list-style-type: none"> • leads curriculum development and implementation • determines teacher, subject and time allocations; timetable; class sizes; and structures 	<ul style="list-style-type: none"> • develops the broad direction and vision for the school using guidelines provided by the Department
Student Management	<ul style="list-style-type: none"> • implements these policies • considers and, where appropriate, grants exemptions to dress code • manages all matters of student wellbeing, discipline and academic progress 	<ul style="list-style-type: none"> • develops student engagement policy and student dress code • consults with the school community before adopting changes to these policies
Staff Employment and Management	<ul style="list-style-type: none"> • is responsible (as delegate of the Secretary of the Department) for the employment and management of persons in the Teaching Service (including non-teaching staff) 	<ul style="list-style-type: none"> • approves employment of some staff e.g. casual replacement teachers, canteen staff • recommends to the Secretary of the Department the appointment of a principal
Buildings and Grounds	<ul style="list-style-type: none"> • oversees maintenance of all facilities • monitors implementation of contracts 	<ul style="list-style-type: none"> • allocates contract for school cleaning • enters contracts for building and grounds improvements